

AWM52

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

Item number: 8/5/3

2/3 Machine Gun Battalion

May 1941

2/3 MG BN

AT SEA - MIDDLE EAST

CONVOYS

ARRIVAL IN
ME

Bn disembarked at SUEZ and entrained for
HILL 95 -14 May 41.

2/3 MG BN
MAY 41.

"ABOUT SHIP"

Three copies published by troops aboard
HMT "MM" (U10) app - May 41.

UNIT JOURNALS

"ABOUT SHIP"

Three copies published by troops aboard HMT
"MM" (U10) app May 41.

2/3 MG BN
MAY 41.

JUN 13 1941

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

SECRET

Army Form C.2118
(adapted.)

Unit 2/3 MG Bn A.I.F.

Date and Time.—From 0001 hrs 1 May 41 To 2400 hrs 3 May 41

Place	Date MAY	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
COLOMBO	1	1330	No leave. 50% of ships personnel dis-embarked for route march, including 50% of this unit. Route etc as described in Appendix 1	Appendix i JH
COLOMBO	2	1330	Same procedure as for 1 May. Advice received that stay in port would be longer than anticipated and that leave would be granted to 50% each day on SAT and SUN.	JH
COLOMBO	3	0930	50% leave in accordance with Appendix ii	Appendix ii JH
				(1)

WAR DIARY or INTELLIGENCE SUMMARY

SECRET

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/3 MG Bn A.I.F.

Date and Time.—From 0001 hrs ~~at~~ 4 May 41 To 2400 hrs 7 May 41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
COLOMBO	MAY 4	0930	Remaining 50% of ship's personnel proceeded on leave including 2/3 MG Bn cricket eleven to play against combined CEYLON team for the second time. Another victory for this unit.	JK.
COLOMBO	6	0930	Following no leave on the Monday the ship left port for, as far as is now known, our final port for dis-embarkation. 2/3 MG Bn again manned Vickers guns for A/A protection. New sleeping arrangements on open decks cancelled account heavy rain.	JK.
AT SEA	6	1900		Appendix iii JK.
AT SEA	7	0900	CO's conference of cog winds ref A/A protection. Danger now rapidly becoming real; will be particularly so during the last 48 hrs of voyage.	(2) JK.

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

SECRET

Army Form C.2118
(adapted.)

Unit 2/3 MG Bn A.I.F.

Date and Time.—From 0001 8 May 41 To 2400 12 May 41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
AT SEA	MAY 8	2000	All quiet.	JH.
AT SEA	9-10		All quiet	JH
AT SEA	11	0600	The two other transports in the convoy drew ahead - the idea being apparently that ships will arrive at different times at dis-embarkation port.	
		1015	Church Parade. Pre-liminary instructions issued re dis-embarking and included in B.R.O.s.	JH.
AT SEA.	12.		H.M. I 'M.M' proceeding alone. all quiet. Expected to reach port tomorrow 13 May 41.	JH. (3)

WAR DIARY or INTELLIGENCE SUMMARY

SECRET

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/3 M.G. Bn A.I.F.

Date and Time.—From 0001 hrs 13 May 41 To 2300 hrs 14 May 41

Place	May Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
PORT TEWFIK	13	0800	Arrived and anchored.	
		2000	During day preparations made for disembarkation.	e.g.f.
PORT TEWFIK	14	0530	Bn less Lieut Hammon, seconded for ship's duties, and rear party, consisting of Sgt Reed & 6 other ranks, commenced disembarkation to barges.	
		0710	First barge leaves transport MM.	
		0830	Bn commences disembarkation, completed at 1130.	
		1300	Entraining commenced	
		1400	Train left Port Tewfik.	
		1930	Train arr. Kantara, Bn detrained & transported across Suez Canal by punt.	
		2230	Entraining commenced.	
	2300	Train left Kantara.	e.g.f.	

(F)

WAR DIARY or INTELLIGENCE SUMMARY

SECRET.

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/3 M.G. Bn.

Date and Time.—From 0001 hrs 15 May 41 To 2000 hrs 19 May 41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
Hill 95, Palestine	MAY.			
	15	0700	Train arrived Hill 95.	
	0700	0730.	Detraining completed.	
		0815	Arr. camp site.	
		2000	Day spent preparing camp.	b.g.f.
Hill 95.	16	2000	Training under coy arrangements during morning: Bn route march in afternoon.	b.g.f.
Hill 95.	17.	2000	Training continued as on previous day.	b.g.f.
Hill 95.	18.	1100	Lieut Hammon returned to unit.	b.g.f. (9)
		2000	Training continued under coy arrangements.	
Hill 95.	19	2000	Training under coy arrangements throughout day.	b.g.f.

WAR DIARY or INTELLIGENCE SUMMARY

SECRET.

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/3 M.G. Bn.

Date and Time.—From 0001 hrs 20 May 41 To 1815 hrs 22 May 41.

Place	Date <u>MAY.</u>	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
HILL 95	20	2000	Three classes on Bren gun and Boys' anti-tank rifle commenced — 3 instructors loaned by 2/1 M.G. Bn. Circular recd re formation of special wing to Aust HQ Guard Bn.	Appendix IV l.g.f.
"	21	1200	Recd amendments to W.E. of M.G. Bn.	Appendix V
		2000	Training during day under boy arrangements	l.g.f.
"	22	1000	Conference of boy bondis at request of Col Garrett to ascertain minimum transport required to move Bn.	Appendix VI l.g.f.
		0930	All day route march under boy arrangements	
		1400	Sjt Turner, O.Rd. Bn ^{marched out} Lt Vand attached to records branch 2 Echelon	6
		1815	Officers of 2/1 M.G. Bn attended officers' mess and later gave lectures on operation of a M.G. Bn in action	l.g.f.

WAR DIARY or INTELLIGENCE SUMMARY

SECRET

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/3 In. G. Bn.

Date and Time.—From 0001 hrs 23 May 41 To 0900 hrs 25 May 41.

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	MAY			
HILL 95	23	2000	P.T., rifle exercises & route marches during day under boy arrangements.	e.g.f.
	24	1530	Verbal instructions were received fr Lt Col GOOCH, 1st Inf Corps, to send a boy comdr with 17 Inf Bde to reconnoitre the NORTHERN PALESTINIAN frontier and another boy comdr to stand by ready to move with 16 Inf Bde for a similar recce. Mjr LYNEHAM of D Coy and Capt GREINER of B Coy detailed for the respective tasks.	
		2000	Training continued under boy arrangements, also camouflaging of tents.	e.g.f.
	25	0900	Mjr LYNEHAM marched out and temporarily transferred to 17 Inf Bde.	
		2000	Training continued.	e.g.f.

⑤

WAR DIARY or INTELLIGENCE SUMMARY

SECRET

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/3 M.G. Bn.

Date and Time.—From 0000hrs 26 May 41 To 2000hrs 28 May 41

Place	Date MAY	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
HILL 95	26	0715	Two officers and 23 O/Rs proceeded on one day's leave to Tel Aviv.	
		0900	Three new classes on Bren gun and Boys' anti-tank rifle commenced.	
		2000	Training under boy arrangements continued.	e.g.f.
	27.	0715	Three officers and 22 O/Rs proceeded on one day's leave to Jerusalem.	
		2000	Training under boy control continued.	e.g.f.
	28.	0715	Two officers and 48 O/Rs proceeded on one day's leave to Tel Aviv.	(8)
		1315	Three officers and 23 O/Rs and two officers proceeded on two to days' leave to Jerusalem & Tel Aviv respectively.	
		2000	Training under boy control continued.	e.g.f.

WAR DIARY or INTELLIGENCE SUMMARY

SECRET

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/3 M.G. BN.

Date and Time.—From 000 hrs 29 May 41 To 2000 hrs 31 May 41.

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
HILL 95.	MAY. 29	2000	Training continued under boy control.	b.f.f.
"	30.	1100	Lt/Lt BROWNELL marched out to attend M.E. signal school, Cairns.	
		2000	Training continued under boy arrangements.	b.f.f.
	31	1100	Capt LYNCH, J.K., Adjt, marched out to attend school of Combined Operations at Combined Eng Centre, KABRIT — Lieut GLOVER, C.J. takes over duties of Adjt, & Lieut BONNIN, M.F. duties of I.O.	
		2000	Training continued under boy control.	b.f.f.

(2)

FIELD RETURN OF OFFICERS

02
War Diary

PART A - STRENGTH SURPLUS OR REINFORCEMENTS REQUIRED

Reinforcements required (less, debits on establishments)	Surplus to Establishment	Posted strength compared against authorized establishment (excluding others)	Rank
			Lieut. Colonel
			Major
			Captain
			Lieutenant
			Subaltern
			Second Lieutenant
			Ensign
			Private
			Corporal
			Sergeant
			Quartermaster
			Adjutant
			Medical Officer
			Chaplain
			Engineer
			Transport Officer
			Signaller
			Interpreter
			Band Leader
			Post Office Officer
			Provost
			Police
			Contractors
			Others

War Diary

FIELD RETURN OF OFFICERS.

2/3 M.G. Bn. A.I.F. (Unit.)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1	2	3	4
Ranks.	Posted strength counting against authorised establishment (excluding attached).	Surplus to Establishment.	Reinforcements required (i.e., deficits on establishment).
*			
*			
*			
*			
Lieut.-Colonels ...	<i>1</i>		
Majors ...	<i>3</i>		
Captains ...	<i>8</i>		<i>1</i>
Lieutenants...	<i>24</i>	<i>1</i>	
2nd Lieutenants ...			
Quartermasters ...			
District Officers ...			
TOTALS ...	<i>36</i>	<i>1</i>	<i>1</i>

* Insert detail of higher ranks as necessary (e.g., Major-General, Brigadier, etc).

PART B.—PARTICULARS OF OFFICERS JOINED OR QUITTED DURING WEEK.

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.
	<i>NIL</i>			

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.
	<i>NIL</i>			

PART C.—DESCRIPTION OF OFFICERS WHOSE RETURN TO THE UNIT IS PARTICULARLY REQUESTED.

Rank.	Name and Initials.	Corps.	Remarks (e.g., present whereabouts, if known).
	<i>NIL</i>		

PART D.—NOMINAL ROLL OF OFFICERS ON STRENGTH.

(i) Officers posted to Unit (Total to agree with column 2 of Part A).

1	2	3	4	5	6
Substantive Rank.	Higher acting or temporary rank, if held.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No.)	If not present with Unit, state how employed.
4. COL		BLACKBURN A.S.	2/3 M.G.B.	YES	
MAJ		REED S.N.	"	NO	REAR PARTY
MAJ		WALLOSCHECK H.A.	"	YES	
MAJ		LYNEHAM E.D.	"	"	
CAPT		SERDON R.A.	"	"	
"		BEANEY H.F.	"	"	
"		GREINER H.G.	"	"	
"		PIPER R.G.	"	"	
"		LAWSON E.R.	"	"	
"		COWAN L.M.	"	"	
"		KENNEDY J.	"	"	
LIEUT	MAJ ADIT	LYNCH T.K.	"	"	
LIEUT		A'BECKETT A.R.	"	"	
"		LEOULD T.R.	"	"	
"		EDWARDS J.J.	"	"	
"		HANDS J.L.	"	"	
"		DEVONSHIRE Y.W.	"	"	
"		CLARKE A.J.	"	"	
"		GARDINER G.A.	"	"	
"		GLOVER G.J.	"	"	
"		BURDEN F.L.M.	"	"	
"		SCHOTTELINE M.R.	"	"	
"		FRASER H.L.	"	"	
"		HAMILTON R.	"	"	
"		CLEMONS P.R.	"	"	
"		PATERSON W.A.	"	"	
"		BRETTINGHAM MOORE C.S.	"	"	
"		HAMMOND J.D.C.	"	"	
"		MACPHERSON H.A.	"	"	
"		CLENNELL G.A.	"	"	
"		ROBERTS W.A.	"	"	
"		DENNISTON S.W.	"	"	
"		WYNE S.C.	"	"	
"		WEIR H.M.	"	"	
"		BONNIN M.F.	"	"	
"		MIDDLETON W.D.	"	"	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive Rank.	Higher acting or temporary rank if held.	Name and Initials.	Corps.	Date of attachment.	Nature of attachment.
CAPT		DELLER W.R.A.A.	A.M.M.C.	JUN 40	R.M.O.
"		BIRBECK H.F.	A.A.O.C.	DEC 40	66 LAD.
Chap.		BLAKEWAY L.M.	A.A.C.R.	SEP 40	CAPTAIN

2/3 M.G. In. A.I.F.
(Unit.)
25 May 41
(Date of Despatch.)

J. K. Lynch Lt. Col.
(Signature of Commander.)
Command 2/3 M.G. Bn
(Bde., Divn., Area, etc., with which Unit is serving.)
1 AUSTRALIAN CORPS.

22

24 MAY 1945
S/O A.C. AIR

1
2
3
4
5
6
7
8
9
10
11
12

1 WOJ	1 750	1 750 (R.A.C. (RECRUIT))
2 CPL	1 750	1 750 (R.A.C.)
3 PVT	1 750	1 750
4 PVT	1 750	1 750
5 PVT	1 750	1 750
6 PVT	1 750	1 750
7 PVT	1 750	1 750
8 PVT	1 750	1 750
9 PVT	1 750	1 750
10 PVT	1 750	1 750
11 PVT	1 750	1 750
12 PVT	1 750	1 750

WIL

FIELD RETURN OF OTHER RANKS.

*War
Marr*

2/3 M.G. Bn AIF (Unit). 24 MAY 19 41 (Date).

(To be furnished by all units of Cavalry, Royal Armoured Corps, Infantry, Royal Army Veterinary Corps, Royal Army Pay Corps, Army Educational Corps, Corps of Military Police, and all Headquarters units).

Part A. Strength, Surplus or Reinforcements required.

1	2	3	4
Detail.	Posted strength counting against authorised establishment (excluding attached).	Surplus to Establishment.	Reinforcements required (i.e. deficits on establishments).
W.Os. Class I.	1		1
W.Os. Class II.	5		1
W.Os. Class III.	.		
Squadron or Company Quartermaster-Serjeants OR Colour-Serjeants			
Staff Serjeants	9.	2.	1
Serjeants	36.	.	1
Buglers, Trumpeters, etc.			
Corporals	39	.	.
Troopers, Privates, Guardsmen, Fusiliers, etc.	685		
TOTALS	775	2	2

*These Totals should agree with the details shown in Part D on page 2 of Army Form W.3009.

Part B. Other Ranks attached from other Corps.

Detail	Unit and Corps to which they belong.	Detail.	Unit and Corps to which they belong.
1 WO II	66 LAD (AAOC)	1 PTE	A.A.O.C. (ELECTRICIAN).
2 CPLS	"	1 SGT	ARPC
9 PTES	"	1 L/SGT	"
1 SGT	AAOC (FITTER)		
2 SGTs	" (ARMOURER)		
1 CPL	AAOC.		
4 PTES	"		

Part C. Description of other ranks whose return to the unit is particularly requested.

Army No.	Rank.	Name and Initials.	Corps.	Remarks (e.g. present whereabouts if known)
NIL				

2/3 M.G. BN AIF. Unit.

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Part D. Detail of Surplus or Reinforcements required as shown in Part A of Army Form W.3009.

DETAIL OF SPECIALISTS, TRADESMEN, ETC.	SURPLUS TO ESTABLISHMENT.										REINFORCEMENTS REQUIRED.						REMARKS.			
	W.Os. Class I.	W.Os. Class II.	W.Os. Class III.	S.Q.M.S.; C.O.M.S., or Colour-Serjeants.	Staff-Serjeants.	Serjeants.	Buglers, Trumpeters, &c.	Corporals.	Troopers, Privates, Guardsmen, Fusiliers, &c.	TOTAL	W.Os. Class I.	W.Os. Class II.	W.Os. Class III.	S.Q.M.S.; C.O.M.S., or Colour-Serjeants.	Serjeants.	Buglers, Trumpeters, &c.		Corporals.	Troopers, Privates, Guardsmen, Fusiliers, &c.	TOTAL.
Bricklayers																				
Butchers																				
Carpenters and Joiners																				
Clerks																				
Cooks																				
Despatch Riders																				
Drivers I.C. (Tracked)																				
" " (Wheeled)																				
Drivers-Mechanics																				
Drivers-Operators																				
Electricians																				
Equipment Repairers																				
Farriers																				
Fitters																				
Machine Gunners																				
Masons																				
Motor Mechanics																				
Pioneers, Infantry (other than tradesmen)																				
Plumbers and Pipefitters																				
Range Takers																				
Saddlers & Harness Makers																				
Saddle Tree Makers																				
Sanitary and Water Duties																				
Signallers																				
Storemen technical																				
Tailors																				
Wheelers																				
General duty personnel																				
TOTALS (to agree with Columns 3 and 4 of Part A).																				

NIL

NIL

2/3 M.G. BN AIF Unit.

John ... LT COL. Signature of Commander.

Date of Despatch 25 May 41

Command 2/3 M.G. BN AIF. Bde., Divn., Area, etc., with which unit is serving. 1 AUST CORPS

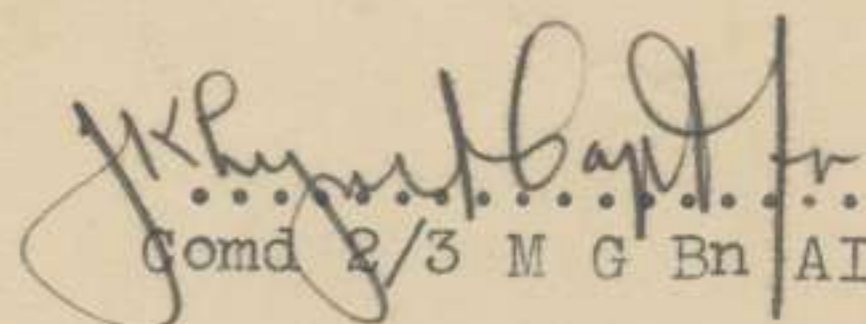
8 May 41

24

O.C. Troops.

CONFISCATED LETTERS.

1. Listed below are the charges which will be preferred against members of 2/3 M G Bn who were guilty at Fremantle of sending letters through other than the authorised channel.
2. Approval is requested for this unit to proceed with these charges.
3. In the absence of approval it is requested this unit be advised immediately what charges are to be laid.
4. The charges are :-
 - (a) "Disobedience of a lawful command given by a superior officer". (A.A.9(2))
in that at Fremantle on or about 17 Apr 41, ~~having been-instructed-to-the-contrary~~, he did attempt to dispatch a letter from H M Transport "M.M." which he had not first submitted to his Pl Comd to be censored, as he had ~~been~~ instructed to do.
 - (b) "Conduct to the prejudice of good order and military discipline". (A.A.40)
in that at Fremantle on or about 17 Apr 41, he did attempt to send by post a letter which had not been censored.

 Lt-Col
Comd 2/3 M G Bn AIF.

APPENDIX I

2/3 M G Bn
ADMINISTRATION INSTRUCTIONS

26
1 May 41
Ship's No 5

1. A Route March will be conducted ashore 1 May 41 for approx 1000 personnel of Block II and III.
2. Personnel taking part in the Route March will be divided into 2 Flights as follows :-
 - Flight A. All available W Comd Reinforcements Personnel (Approx 430) under Major R H Harburn.
 - Flight B Group 8 Reinforcements and all 2/3 M G Bn detailed for Ship's duties (approx 470) under Mjr W M Fowler.
3. The combined A and B Flights will be under the Command of Mjr S W H Parker.
4. Capt H F Beaney will be responsible for the administration and discipline of 2/3 M G Bn personnel.
5. Flight A will parade on the Troop decks.
6. Flight B will parade on the Prom deck Starboard side with the head of Group 8 reinforcements at the entrance to the Palm Court and 2/3 M G Bn aft of group 8.
7. Both flights will be ready to disembark at 1325 hrs . Disembarkation will commence at 1330 hrs - Flight A leading.
8. The Route will be - Melbourne Jetty - Queen Street - Galle Face Central Road - Galle Face Hotel Junction - Slave Island Railway Crossing - General's Lake Road - Turret Road - Colpetty - Galle Central Road - Galle Face Green Dismissal Point.
9. The March will commence at 1400 hrs and conclude at 1545 hrs.
10. At 1630 hrs personnel will return from Galle Face Dismissal Point to Melbourne Jetty for re-embarkation.
- 11..Dress will be leave dress and Water Bottles filled.
12. W Comd, Group 8 Reinforcements and 2/3 M G Bn will each send a liason officer to report to Group disembarkation officer Capt E R Lawson at 2/3 M G Bn H Q at 1315 hrs.

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2/3 M G Bn

1 May 41
Ship's No 5

ADMINISTRATIVE INSTRUCTIONS

1. A Route March will be conducted ashore 1 May 41 for approx 1000 personnel of Block II and III.
2. Personnel taking part in the Route March will be divided into 2 Flights as follows:-
 - Flight A. All available W.Comd Reinforcements Personnel (Approx 430) under Major R H Harburn.
 - Flight B Group 8 Reinforcements and all 2/3 M G Bn detailed for Ship's Duties (approx 470) under Major W M Fowler.
3. The combined A and B Flights will be under the Command of Major S W H Parker .
4. Capt H F Beaney will be responsible for the administration and discipline of 2/3 M G Bn personnel.
5. Flight A will parade on the Troop Decks.
6. Flight B will parade on the Prom Deck Starboard side with the head of Group 8 reinforcements at the entrance to the Palm Court and 2/3 M G bn aft of group 8.
7. ~~XX~~ Both Flights will be ready to disembark at 1325 hrs. Disembarkation will commence at 1330 hrs- Flight A leading.
8. The Route will be Melbourne Jetty - Queen Street - Galle Face Central Road - Galle Face Hotel Junction - Slave Island Railway Crossing - General's ~~XXXXXXXXXXXX~~ Lake Road - Turret Road - Colpetty - Galle Central Road - Galle Face Green dismissal point.
9. The March will commence at 1400 hrs and conclude at 1545 hrs.
10. At 1630 hrs personnel will return from Galle Face Green dismissal point to Melbourne Jetty for re-embarkation.
11. Dress will be leave dress and Water bottles filled.
12. W. Comd, Group 8 Reinforcements and 2/3 M G Bn will each send a liason officer to report to Group disembarkation officer Capt E R Lawson at 2/3 MG BN H Q at 1315 hrs.

File

2/3 M G Bn

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1 May 41
Ship
No 6.

ADMINISTRATIVE INSTRUCTION

ROUTE MARCH 2 MAY 41

1. A Route March will be conducted ashore 2 May 41 for 2/3 M G Bn Personnel who did not take part in March on 1 May 41, excepting those required for essential duties.
2. Bn will march as one unit in the following order :-
 H.Q. Coy, B.H.Q., L.A.D.
 A
 B
 C
 D
 E
3. The Bn will parade on the Promenade Deck Starboard side in the above order, with the head of the column at the entrance to the Palm Court.
4. Coys will be on parade by 1325 hrs. Disembarkation will commence at 1330 hrs.
5. Particulars re Route, dress and times will be as 1 May 41.
6. Coys will send a liason officer to report to Bn disembarkation Officer Major E D Lyneham at B.H.Q. at 1315 hrs.
7. In the event of Block II and/or W. Comd personnel being attached to the Bn for the purpose of the march they will precede this unit at the place of parade and disembarkation and will march as a separate body.

E D Lyneham
 Capt
 Adj't 2/3 M G Bn

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APPENDIX II

Administration Instruction-Leave, 3 May 41

1. Shore leave/ will be granted to 50% of personnel on 3 May 41.
2. The following trips and entertainments have been arranged:-
 - (a) Train journey to Callar 5 Offs 2170 O/Rs
 - (b) Entertainment at Regal Cinema - 15 Off & 225 O/R's
3. A proportion of (a) has been allotted to Block III and personnel will be provided as follows :-
 - (a) Lieut W.D. Middleton.
W.O. II F.A. Harriott
Sjts Redward J, and Sparre L.T.
 - (b) 1 Off and 2 Sjts to be detailed from W Comd.
 - (c) HQ, A, B, C, D & E; BRQ & LAD. (combined) will each detail five O/R's for the trip.
 - (d) W Comd will detail 21 O/R's for the trip.
 - (e) This party will be paraded to Lieut Middleton at 0745 hrs at entrance to Palm Lounge, from Deck Starboard. Lieut Middleton will be responsible to contact C.C. party and obtain necessary instructions.
4. Callar party will disembark at 0800 hrs from the "Lady Incheape". No other personnel will disembark on this trip.
5. A proportion of 2(b) has been allotted to Block III and personnel will be detailed as follows :-
 - (a) Officers - one each from A, B and C Coys. Two from W Comd.
 - (b) W.O's and Sjts - Two each from HQ, B, and D Coys; one each from A and C Coys; and E, BRQ and LAD combined. Six from W Comd.
 - (c) O/R's - Eight each from HQ, A, B, C, and D Coys and E, BRQ and LAD combined.
6. This party will parade under the A Coy officer at 0800 hrs on the Prom Deck Starboard side. The A Coy/ will be responsible for contacting C.C. of party for necessary instructions. Should the A Coy Officer be junior to any Block III officer he will still carry out the duties as detailed, and hand over to the senior officer present.
7. Personnel of cinema party will disembark at 0815 hrs and only this party will disembark at this time.
8. At the conclusion of the programme, personnel will be broken off (see para)
9. The balance of the 50% personnel, including A.A.N.S., and Philanthropic personnel, proceeding on leave will disembark after the above parties have been disembarked, and march to the Callar Face Green disembark point in the following order- Block I, Block II, Block III. A.A.N.S. and Philanthropic personnel will break off at Melbourne Jetty. Lieut Regatt will marshal the above for disembarkation.
10. ~~III personnel on leave~~
Leave parades. Except as detailed for special parties, Coys and W Comd personnel will parade for leave as previously at 0855 hrs. Liaison officers (one from each Coy and one from W Comd) will report to Block Marshal, Maj W.A. Sallochek, at 2/3 H O HQ Headquarters at 0850 hrs.

- 11. All personnel on leave will be assembled at Calle Face Green dismissal point at 1800 hrs and be marshalled into their respective -
 - (a) Blocks
 - (b) Coys will report to Maj S.A. Galloscheck all personnel and correct or otherwise ~~any~~ ~~will~~ ~~then~~ ~~report~~ ~~to~~ ~~the~~ ~~Chief~~ ~~Marshal~~ ~~at~~ ~~1800~~ ~~hrs~~.
 - (c) Personnel will re-embark in the follow order - Block I, Bk II, Bk III. The Chief Marshal will ensure that Blocks move off in parties of approx. 300, with an interval of 15 mins between parties.
 - (d) Lieut J.C. Payne will report to Chief Marshal to act as assistant.
 - (e) At all times officers will march with their men.

12. Duty Coy (C Coy) will detail one lieut and ten C/R's as Town Piquet. The off will parade the piquet in the Foyer in B Deck at 1830 hrs and report to the Capt of the Piquet. The piquet will draw their evening meal from the Messing off and carry it in their haversacks. They will use up their evening meal ashore in any hotel or cafe.

13. Messing.	Breakfast	0630 hrs	Calle and Cinema parties plus 400 U Comd personnel plus 300 personnel Block II.
		0830 hrs	2/3 M G BN and balance of U Comd and Block II.
	Breakfast	1200 hrs	Town Piquet.
		1300 hrs	Block III plus fatigues.
	Tea.	1530 hrs	Block III.

NB. The Calle party is not expected to return till 1630 hrs. They will be paraded to the Messing off for mess at 1830 hrs.

- 14. Mess orderlies' leave. Mess orderlies on duty on Fri 2 May 41 will take leave on Sat 3 May 41, and those on duty on Sat will take leave on Sun 4 May 41.
- 15. Coys will ensure that not more than 50% of their total personnel proceed on leave on 3 May 41.

J.K. Lynch
 Capt
 Adjt R/S M G BN A I F.

DISEMBARKATION AND RE-EMBARKATION
PROGRAMME - SUNDAY, 4th MAY, 1941.

1. "AQUITANIA"

Disembarkation will commence at 0800 hours.

(a) 1st Party (Approximately 700 Other Ranks for Route March.) This party will leave the Lower Passenger Jetty at approximately 0900 hours and proceed by route previously followed arriving Echelon Barracks at approximately 1015 hours. They will leave Echelon Barracks for re-embarkation at 1100 hours.

(b) 2nd Party. (Approximately 1400). Will disembark immediately after the 1st party and will be formed into parties and proceed on normal shore leave. These parties will re-assemble at Dismissal Point at 15 minutes interval commencing 1600 hours.

(c) 3rd Party. (Approximately 700). Will disembark at 1330 hours and proceed by route march to Echelon Barracks (1545 hours). They will leave Echelon Barracks for re-embarkation at 1630 hours.

2. "MAURETANIA"

(Approximately 1900 for shore leave).

Disembarkation will commence at 0800 hours. Personnel will be formed into parties and marched to Echelon Barracks Dismissal Point.

Parties will re-assemble at the Dismissal Point at 15 minutes intervals commencing 1500 hours.

3. "ILE DE FRANCE"

(Approximately 1900 for shore leave)

Disembarkation will commence at 0930 hours. Personnel will be formed into parties on shore and marched to Galle Face Green Dismissal Point.

Parties will re-assemble at the Dismissal Point at 15 minute intervals commencing 1700 hours.

4. Detail of Shore Duties. These will be as for 3rd May, 1941, except Serial No.5.a. for which time of reporting should be amended to read 0930 hours.

5. ALLOTMENT OF TUGS AND LAUNCHES.

Vessel	Capacity	Working from	Working to	To report at Jetty at
Tug. "LADY INCHCAPE"	200	"ILE DE FRANCE"	Melbourne Pier	0730 hrs.
" "LADY MACKAY"	100	"MAURETANIA"	-do-	-do-
" "LINA"	60	-do-	-do-	-do-
" "MARIE REGINA"	175	-do-	-do-	-do-
" "LEONORA"	135	"ILE DE FRANCE"	-do-	-do-
" "MASCOTTE"	85	-do-	-do-	-do-
" "RUTH"	160	"AQUITANIA"	Lower Passenger Jetty	0730 hrs
" "ROSEMARY"	135	-do-	-do-	-do-
" "MARGARET"	60	-do-	-do-	-do-
Launch				
" "BERYL"	40	-do-	-do-	-do-
" "AQUAMARINE"	40	-do-	-do-	-do-
" "RUBY"	40	-do-	-do-	-do-

P.T.O.

PROVISION OF DUTY PERSONNEL

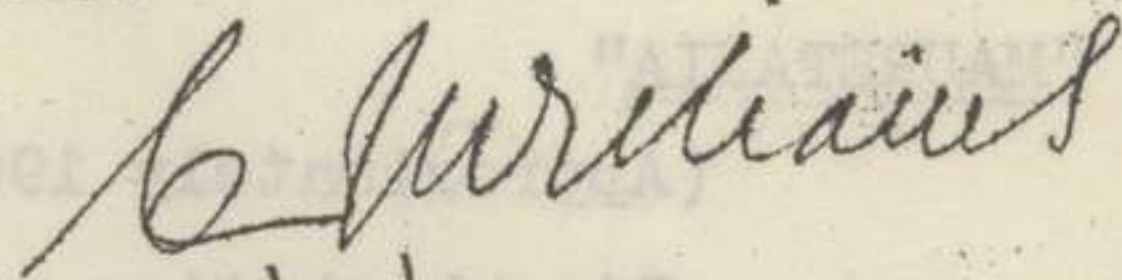
1. Pickets. Os.C. Troops will each provide a picket of 1 Officer and 20 Other Ranks.

These pickets will be ready at the ship's gangway for conveyance ashore by 1300 hours.

2. Tug-Masters. Os.C. Troops will detail the following personnel for duty as Tug-Masters.

"MAURETANIA"	- 3 N.C.O's	- 0700 hours.
"ILE DE FRANCE"	- 3 -do-	- 0900 "
"AQUITANIA"	- 6 -do-	- 0700 "

These N.C.O's will report to Lieut: King (E.S.O) at ships' gangway at the times stated.



Captain,
Staff Captain Movements,
Ceylon.

Distribution.

- A.Q. 1.
- Movement Control Staff 5.
- Fortress H.Q. Colombo 1
- Garrison Adjutant 2.
- S.M.O. 1.
- O.C. Troops Mauretania 3.
- O.C. Troops Ile de France 3.
- O.C. Troops Aquitania 3.
- Australian Military Liaison Officer 2.
- New Zealand Military Liaison Officer 1
- Supdt: of Police Colombo 1
- Asst. Supdt. of Police (Harbour) 1.
- Ceylon Wharfrage Coy. 1.
- File 2.

APPENDIX III

5 May '41

2/3 M.G.Bn

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ADMINISTRATIVE INSTRUCTION.

NO 7

BEDDING OF PERSONNEL IN UPPER DECKS.

1. This cancels all previous instructions dealing with the above and will operate as from the first night after leaving port.
2. The grand and after lounges will be vacated by 2030 hrs each night and personnel will immediately proceed to lower deck quarters so that stairways may be clear of personnel proceeding to upper quarters.
3. Group 1 Reinfts will provide a fatigue of 1 Officer 1 N.C.O. and 15 O.R's to clean the after lounge and Group 9 Reinfts a similar fatigue to clean the grand lounge. Fatigues will commence work at 2040 hrs each night and may return below as a formed body to collect bedding after completing their work. Personnel will be drawn from those sleeping in the respective lounges.
4. Admission cards will not now be required.
5. It is essential that all men proceeding to upper quarters move as formed bodies and at exactly the time indicated. Units will ensure that their various groups of personnel are guided by an officer or responsible N.C.O. Personnel not moving in a formed body will not be permitted to proceed to upper sleeping quarters. Picquets will turn all such personnel back.
6. Personnel proceeding to upper decks will take with them mattress, blankets, hat, water bottle, lifebelt. Personnel must be warned that owing to the heavy dews which will be encountered they MUST cover themselves with a blanket. Failure to do so will result in widespread sickness.
7. In estimating the number of personnel who may be moved to upper decks advantage has been taken of every possible space. Units will ensure therefor that mattresses are placed as close together as possible and in all possible places within their allotted areas, e.g. between rafts and other deck fixtures. They will also ensure that well defined gangways are left to enable ship's staff and picquets to move about.
8. C.O.'s will detail sufficient personnel to picquet areas evacuated on C.D. and E decks.
9. Units will provide the following picquets to ensure that there is no smoking on upper decks:--

9 Div Cav. Regt.	Boat deck starboard side.	1 Officer 2 Sergeants
2/11 A. Fd. Regt.	Boat deck port side.	1 Officer 2 Sergeants
2/3 M.G.Bn.	Sun deck & 3" gun deck.	1 Officer 3 Sergeants
Grp 8 Reinfts.	Open prom deck aft.	1 Officer 1 Sergeant
Grp 1 & 11 Reinfts.	A deck aft.	1 Officer 1 Sergeant

(Each Group on Alternate nights).

W. Command Reinfts.	Open Deck forward.	1 Officer and 1 Sergh.
---------------------	--------------------	------------------------
10. All ranks MUST leave upper decks at Reveille. Smoking will not be permitted prior to leaving upper decks.
11. The ordinary ship's picquet will sleep in the after portion of the grand lounge and in the main foyer on B Deck.
12. Urine will not be provided and personnel are to be warned that if they desire to relieve themselves they are to proceed to troop decks for the purpose.

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UNIT	Normal Quarters	Number of Personnel	Upper Deck Sleeping quarters	Time to commence occupying	Route of Approach.	Emergency Stations.	Route to Emergency Stations from upper sleeping quarters
2/5 M.G. BN.	D27	99	3 rd Gun Deck	2040	Centre stairs to prom deck stbd stairs to gun deck & A.A. Deck.	17	Centre stbd stairs to prom deck.
	D26, 28.	120	Sun deck, aft of fwd portion of aft funnel.	2045	Centre stairs to prom deck then port side to sun deck.	20	Port stairs to boat deck thence aft along boat deck to aft stairs to prom deck.
	C35, 37, 39	210	Sun deck between aft & centre funnels.	2050	Centre stairs to prom deck then stbd stairs to sun deck	19, 23	Stbd stairs to boat deck thence aft along boat deck to aft stairs to prom deck.
	C36, 38, 40 D30	290	Sun deck fwd of centre funnel port side.	2100	Centre stairs to prom deck thence stbd stairs to sun deck.	22, 24	Port stairs to boat deck thence aft along boat deck to aft stairs to prom deck.
GROUP	D23, 25.	138	After lounge	2140	Centre stairs	15, 17	
Reinfts	D22, 24, 26	203	A deck aft port side.	2120	Aft stairs	18, 20	Aft port stairs to prom deck.
GROUP	D17, 19.	172	A deck aft stbd	2110	Aft stairs	9, 13	Aft stbd stairs to prom deck.
Reinfts	D 22	32	Prom deck stbd aft of hospital stbd entrance	2135	Centre stairs	18	
	D21	108	Prom deck aft stbd side	2130	" "	13	
GROUP	D12, 14, 16	320	Open prom deck aft.	2130	Aft stairs.	10, 14	Fwd along port side of prom deck.
Reinfts	18, 20.						
GROUP	D8, 10, 12.	108	Fwd portion of Grand lounge	2140	Fwd stairs.	6	
Reinfts	D13, 15, 17.	190	Prom deck stbd fwd side	2130	" "	5, 9.	

UNIT.	Normal Quarters	Number of Personnel	Upper Deck Sleeping Quarters.	Time of Occupying	Route of Approach	Emergency Stations.	Route to Emergency Stations from upper sleeping quarters.
9 Div. Cav. Rgt.	D 6	32	Sun deck fwd of centre funnel starboard side.	2035	Centre stairs	6	Centre stairs on port side.
	D9, 11	115	"	2055	"	5	" " stbd "
	C31	33	"	2050	Fwd stairs to prom deck then centre stairs stbd side.	1	" " " "
	D7	64	Boat deck stbd. side centre stairs to aft end sun deck.	2115	Centre stairs stbd side.	5	" " " "
	Cabins as selected by Unit	60	Boat deck aft of sun deck	2100	Aft stairs to prom deck aft outside stairs to boat deck	8 16	Aft outside port stairs to prom deck thence forward along port side prom deck.
2/11 Army Field Regt.	Cabins	80	(as selected by unit from personnel with stbd E.S.'s) Boat deck stbd - fwd of central stairs.	2120	Centre stairs stbd side	7) 15) 21)	Centre stairs to prom deck.
		50	(as selected by unit from personnel with port E.S.'s) Boat deck port from centre stairs to aft end of sun deck.	2125	Centre stairs Port side.	8	" "

UNEP Normal Number of Upper deck sleeping quarters Time to Route of Emergency Route to Emergency stations
 Quarters Personnel: Personnel: commence Approach Stations from upper sleeping quarters
 occupying

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UNEP	Normal	Number of	Upper deck sleeping quarters	Time to	Route of	Emergency	Route to Emergency stations
Quarters	Personnel:	Personnel:		commence	Approach	Stations	from upper sleeping quarters
				occupying			
W, Connid Reinfts.	E1, E3.	139	Open ^{up} deck fwd.	2105	Fwd stairs	3	
	G29	42	Prom deck port fwd.	2125	"	1	Through port Palm Court.
	E2, G32	108	Prom deck aft of personnel of G29	2120	"	2	
	E4, G34	176	Prom deck port " aft of main entrance	2110	"	4	
	G31, D6, 8.	83	Boat deck port " fwd of centre stairs.	2110	Fwd stairs through port Palm Court	1, 6.	Fwd stairs through port Palm Court.

ps. The portion of the sun deck forward of the centre funnel will accommodate 470 men. 9 Div. Cav. Regt and 2/3 M.G. Bn will arrange between them the division of this space between their respective personnel.

[Signature]
Capt.
 Ship's Adjutant

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APPENDIX IV

Recd. 29/5/41

54/41 See also

S2/41, S5/41 B3/41

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AUSTRALIAN IMPERIAL FORCE

SECURITY

Headquarters,
AIF Base Area,
G A Z A.

15 May 41.

HQ AIF BASE AREA - CIRCULAR A5.

FORMATION OF A SPECIAL WING
AUSTRALIAN HQ GUARD BATTALION.

1. Instructions have been received from GOC, AIF (ME) that A Special Wing of the Australian HQ Guard Battalion is to be formed and organised immediately, under the direction of Commander, AIF Base Area.
2. (a) The following categories of personnel will be eligible for transfer to the Special Wing, and will be selected in the order of preference shown below :-
 - (i) 'B' Class personnel.
 - (ii) Men over the age of 35 years -
 - (a) Married men with families.
 - (b) Married men.
 - (c) Men with long service abroad.

(b) Single men under 35 years will NOT be included unless there are very exceptional reasons.

(c) Under no circumstances will men recommended for discharge SNLR for disciplinary reasons, be accepted.
3. The war establishment for the Special Wing is being issued separately to the CO, Aust HQ Guard Bn, who will be responsible for the selection of personnel for transfer.
4. (a) The GOC, AIF (ME) has ordered that selection be commenced forthwith, and it is desired that every facility and assistance be afforded to the CO, Aust HQ Gd Bn in this duty.

(b) It will be appreciated if Unit Commanders may be instructed to invite applications for transfer to HQ Gd Bn from eligible personnel under their command, and have their particulars recorded, so that they may be selected without delay.

(c) The CO, Aust HQ Gd Bn will arrange details regarding times and places for selection direct with Formations and Units concerned.
5. The CO, Aust HQ Gd Bn is authorised to select suitable "voyage only" officers for duty with the Special Wing of the Aust HQ Gd Bn, who have not already been selected for other duty in the Middle East.
6. This Circular is issued with the concurrence of HQ, 1 Aust Corps.

J. Doase
Brig.
Commander, AIF Base Area.

DISTRIBUTION:

- Rear Echelon, HQ, AIF (ME)
- 1 Aust Corps
- 6 Aust Div
- AIF Reinft Depot
- All Australian Units in Palestine
(through Formations concerned)
- G - AIF Base Area ADMS - AIF Base Area
- A - AIF Base Area DADOS - AIF Base Area
- Q - AIF Base Area DAPM - AIF Base Area

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APPENDIX V

54/41

2/3 M G Bn AIF

41

WAR ESTABLISHMENT.

	BHQ	HQ Coy					MG Coys					Total <u>668Bn</u>
		CoyHQ	1 Pl	2Pl	3Pl	Tot alCoy	Coy HQ	Pl HQ	Two Sec	Tot Pl	Total Coy	
Officers	4	1	1	1	2	5	2	1	-	1	5	29
W.O's	1	1	-	-	1	2	1	-	-	-	1	7
S/Sjts & Sjts	4	1	1	1	4	7	1	1	1	2	7	39
Cpls	2	1	1	1	4	7	2	-	3	3	11	53
Ptes	27	6	26	14	50	96	21	6	28	34	123	615
<u>Totals</u>												
Rank & File	29	7	27	15	54	103	23	6	31	37	134	668
O/R's	34	9	28	16	59	112	25	7	32	39	142	714
All Ranks	38	10	29	17	61	117	27	8	32	40	147	743

ATTACHED

A.A.M.C.	
Med Off	1
Sgt	1
Cpl	1
Ptes	2
A.A.O.C.	
Arm Sjts	2
Electrician	1
Fitter Sjt	1
Fitters	4
Shoemaker	1
A.A.P.C.	2
Sjt	1
A.A.Post.Serv	
Cpl	1

Total Attchd	5	-	-	-	11	11	-	-	-	-	-	16
" Bn	38	10	29	17	61	117	27	8	32	40	147	743
<u>GRAND TOTAL</u>	<u>43</u>	<u>10</u>	<u>29</u>	<u>17</u>	<u>72</u>	<u>128</u>	<u>27</u>	<u>8</u>	<u>32</u>	<u>40</u>	<u>147</u>	<u>759</u>

AUTHORITIES FOR ALTERATIONS IN ESTABLISHMENT.

- ADD 1 Cpl to B.H.Q. to be an additional clerk. - AIF (M.E.) Orders
(and add "W" to pagell - one for ord room duties) 14/3/41.
- ADD 1 Cpl to each Coy HQ " "
- ADD 3 drivers to M.T. to Coy HQ of HQ Coy. " 7/3/41.
- ADD A.A.M.C. - 1 Sjt; 1 Cpl; 2 ptes. to B H Q attached " 14/3/41.
- ADD A.A.P.S. - 1 Cpl to 3 Pl AIF Order 22/11/40.
- Page 3 - Alter "Sanitary" to "Hygiene" Duties.
- Page 4 - Add "Lorries Water" to Coy HQ of HQ Coy. - AIF(M.E.) Orders 7/3/41.

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APPENDIX VI

S5/41

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2/3 M.G.Bn., A.I.F.
22 May 41.

Summary of conference of Coy. Cmdrs. at Hill 95 Camp at request of Col. Garrett to ascertain minimum transport required to move the Bn.

After discussion the following figures were agreed on by the parties concerned as being their minimum requirements:-

<u>Coys.</u>	<u>Car.</u>	<u>Vans Light</u>	<u>3-ton Trucks.</u>
B.H.Q.	1	2	2
H.Q.		3	7
4 gun coys. (each)		8	8

Plus in all instances a full establishment of motor cycles.

Based upon these figures the following were supplied by the C.O. to Col. Garrett as the absolute minimum requirements

1 car 40 Vans Light 45 3-ton trucks and 50 motor cycles.

Arthur Blackburn
.....Lt.Col.
Commanding 2/3 M.G.Bn. A.I.F.

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APPENDIX VII

2/3 MGB
(45)

12 May '41.

ADJUTANT'S ORDERS

BY

LT-COL L.R. STILLMAN M.C. O.C. TRCOPS.

NO 33.

Ship's Box as Detailed in B.R.O. NO. 31/41 of 11 May

1. DUTIES.	Mounting 1615 hrs 12 May '41 Captain of the Day Officer of the Day Subaltern of the Day Officer of the Guard Orderly Sergeant Orderly Trumpeter Next for Duty Captain of the Day Officer of the Day Subaltern of the Day Officer of the Guard Orderly Sergeant Orderly Trumpeter	Block 111. Major E.D. Lyneham. Capt. J.J. Kennedy. Lieut. J.B. Ifould. Lieut. M.R. Schottelious. Sgt. Hender E.A. Pte Hester G. Block 1.)) To be detailed) if necessary.)))
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// 2. BLACK OUT. Black out this evening is from 1920 hrs to 0555 hrs 12/13 May '41.

// 3. HAMMOCKS. Before disembarkation all hammocks are to be returned to troops decks and slung. Each hammock is to contain one mattress, mattress cover, two blankets and one lifebelt. Any ~~personnel~~ ^{men} who are unable to produce all these articles will be personally liable for the value thereof. Personnel sleeping in cabins will ensure that lifebelts are laid on bunks before disembarkation.

// 4. BAGGAGE. *see attached* Baggage parties as ~~set out in~~ ^{follows attached} memo "Disembarkation Ceylon" para 5, will be held in readiness for duty at 30 minutes notice. Names of personnel are to be submitted to Ship's H.Q. by 1800 hrs 12 May '41.

// 5. SICK PARADES. At the conclusion of afternoon sick parade on 12 May '41, R.A.P. 1 and 2 and M.I.R. will close. Sick parades on 13 May '41 for entire Ship's company will be held at hospital dispensary entrance from after lounge at 0630 hrs.

// 6. *Officers conference*
from today Unless otherwise notified, the instructions contained in B.R.O. no 31/41 para 3 will still stand. In addition all officers will ensure their weapons are ready and that they will attend conferences of all officers at short notice.

[Signature]
.....Capt.
Ship's Adjutant.

morning Unless otherwise notified mess orderlies for 13 May 41 will report as usual but at 0450 hrs. Should this unit disembark before ~~the~~ normal lunch hour, lunch will be served early. Present information is that the unexpected rates of the deep ration and the following day's ration and the emergency rations will be collected in bulk by the unit O.M.

11 May '41.

7/3 MGB

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SHIP'S ROUTINE ORDERS

BY

Lt-COL L.R. STILJMAN M.C. C.O. TROOPS.

No 32.

1. DUTIES. Mounting 1615 hrs 11 May '41

Captain of the Day	Block 11.
Officer of the Day	Capt P Bosoltine.
Subaltern of the Day	Lieut R O'Callaghan.
Officer of the Guard	Lieut. K. Swiffe.
Orderly Sergeant	Lieut. K. Bowles.
Orderly Trumpeter	Sgt. Reston D.S.
Next for Duty	Gnr Turner C.O.
Captain of the Day	Block 111.
Officer of the Day	Major E.D. Lynehan.
Subaltern of the Day	Capt J.J. Kennedy.
Officer of the Guard	Lieut J.B. Gould.
Orderly Sergeant	Lieut. M.R. Schottelius.
Orderly Trumpeter	Sgt. Hender E.A.
	Pte Hester G.

out 2. POSTAL. Mail will close at Ship's Post Office at 0930 hrs Monday 12 May '41.

3. DRINKING IN CABINS. Drinking beer or spiritous liquor in cabins is strictly forbidden.

See Book 4. DRESS FOR DIS-EMBAR-ATION. Dress for disembarkation will be:-
 OFFICERS:--- Shirts, shorts, stockings, boots, helmets steel, hat fur felt hung from left shoulder strap and revolvers.
 C.O.'s:--- Shirts, shorts, stockings, boots, helmets steel, hat fur felt hung from left shoulder strap.

5. BLANKETS. (a) Personnel not issued with web equipment will carry their blankets rolled in ground sheet together with greatcoat, over their right shoulder. In the case of Officers, greatcoats may be carried over left arm, and if ground sheet not available, blanket rolled and carried over right shoulder.
 (b) Personnel issued with web equipment will carry greatcoat in packs and roll blankets in ground sheets and fold round packs. Officers may carry greatcoats and blankets as in para A above.

6. ROUTINE TUESDAY 13 May. The routine on Tuesday 13 May '41 will be as follows:-
 Reveille 0500hrs
 Breakfast 0600 hrs Block 1.
 " 0645hrs Block 111.
 " 0730hrs Block 11.
 All attached personnel will breakfast with Block 11.

7. SLEEPING ACCOMODATION. (a) W.O's and Sergeants sleeping in the Palm Court will NOT place their beds there until after 2130 hrs.
 (b) Certain officers have been found sleeping on the Boat deck in space reserved for O.R's. This practice is strictly forbidden.

8. SMOKING. Smoking on open decks before Reveille is strictly forbidden.

9. BLACK OUT. Black out this evening will be from 2350 hrs to 0550 hrs 11/12 May '41.

10. WET CANTEEN. The wet canteens will remain open from 1100 hrs until 1400 hrs on Monday 12 May, after which it will remain closed for remainder of voyage.

11. MONEYS in TRUST. Personnel who have moneys held in trust by the Ship's Paymaster are to collect them prior to 1700 hrs on 12-May '41.

.....
 Capt.
 Ship's Adjutant.

Dis-embarkation

The following preliminary instructions are issued re
disembarkation

- (a) Dress. Shirts, ~~trousers~~, helmets steel, shorts, shirts, boots and ~~Officers~~ stockings, full marching order with water bottles filled. ~~and~~ ~~Officers~~ ~~will~~ ~~wear~~ puttees and carry pistols. Hats for felt will be attached to the left shoulder strap.
- (b) Grenades
Packs Packs will contain Grenades will be carried in packs.
- (c) Blankets. The single blanket issued will be rolled end for end ~~and~~ wrapped in the groundsheet and placed ~~on top of the pack over the flap and under the straps supporting~~. The ends will be tied ~~down~~ ~~together~~ ~~under~~ ~~the~~ ~~pack~~ with cord or a strap.
- (d) Sea Kitbag. Sea kitbag will be carried and will contain change of underclothing, spare sock, toilet gear, personal items.
- (e) Kitbag Universal. Kitbag universal will NOT be carried but will be stacked in accordance with instructions to be issued.
- (f) Officers Gear. ~~Permission is being sought for~~ Officers ~~will~~ carry a light suitcase in lieu of sea kitbag. No information is yet available re time for packing trunks.
- G Field Dressing. Field dressing will be carried by all ranks in Haversack.

2/3 M. G. B. n

20 May '41

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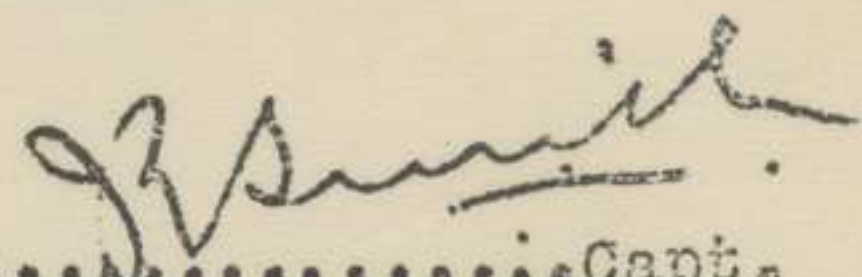
SHIP'S ROUTINE ORDERS

BY

LT-COL L.R. STELLMAN M.C. C.O. TROOPS.

No 51.

1. DUTIES. Mounting 1615 hrs 10 May '41.
 Captain of the Day
 Officer of the Day
 Subaltern of the Day
 Officer of the Guard
 Orderly Sergeant
 Orderly Trumpeter
 Next for Duty
 Captain of the Day
 Officer of the Day
 Subaltern of the Day
 Officer of the Guard
 Orderly Sergeant
 Orderly Trumpeter.
 Block I.
 Capt J. Irving.
 Lieut. W.O. Brown.
 Lieut. J. Fischer.
 Lieut. W. Inglis.
 Sgt. Oxford H.W.
 Pte Hage R.H.
 Block II
 To be detailed.
2. AFTER LOUNGE. The large standard flood lights in the After Lounge will be turned out at 2050 hrs daily in order that the lounge may become cooler before personnel arrive there to sleep.
3. SUN DECK. As from 1200 hrs 10 May '41 the number of personnel allowed on the Sun Deck at any one time during daylight hours will be 300 exclusive of anti-aircraft personnel. ~~The O.C. Blocks will be responsible for~~ keeping the numbers down to the above figure when ~~the~~ "block" has the use of the Sun Deck for training. The Captain of the Day and O.C. Picquet will be responsible at all other times. *In regard to this instruction (see over)*
4. BLACK OUT. Black Out this evening will be from 1850 hrs to 0540 hrs 10/11 May '41.
5. CHURCH SERVICES. Church Services tomorrow 11 May '41 will be held as follows:
 Church of England :- Holy Communion, Grand Lounge, 0700 hrs;
 Officers Lounge 1000 hrs.
 Presbyterian and United Church:- Holy Communion, Sergeants Mess 1015 hrs.
 Roman Catholic:- Mass 0800, Officer's Lounge; After Lounge 0845 hrs. (Padre Cantwell).
6. LOSS OF LIFE BELT. A lifebelt, No 1101, has been stolen from a member of the Ship's Company. It is requested that this lifebelt be returned to the Ship's Orderly Room immediately.


Capt.
 Ship's Adjutant.

Church Parade

Ref Para 14 B RO's 24 The amended times are as follows.

C. of E.	Holy Communion	Grand Lounge	0700 hrs
		off Lounge	1000 hrs
R.C.	Mass	off Lounge	0800 hrs
		after Lounge	0845 hrs
	Unit Church Parade	after Lounge	1000 hrs.

~~Court of Enquiry~~

a court of Enquiry consisting of the
unmentioned officers will assemble as
directed by the Pres. to enquire into &
report upon the loss of Stationery
boxes & cursorships stamps belonging
to this unit

- | | | |
|---------------------|------|-----------|
| Major MA Wallocheck | Pres | } members |
| Capt RC Piper | | |
| Lieut HL Traser | | |

NO members of 7/3 MGR will be allowed on Sun Deck for Training on
Sun 11 May 41. On Mon Coys will allow only ^{numbers as follows} the following to train on the
deck BHD, H, E & LAD all combined 80, ABCD 55 each way.
These figures are additional to A/A personnel.

When members of this block ~~are~~ should be on the Sun Deck but ~~are~~
unable to be so on account of the above order they will be paraded and
remain under control in the ty decks.

[Faint signature]
Ship's Adjutant

9 May '41.

2/3 M.G.Bn
48

SHIP'S ROUTINE ORDERS.

BY

LT-COL. L.R. STILLMAN M.C. O.C. TROOPS.

No 30.

1. DUTIES. Mounting 1615 hrs 9 May '41

Captain of the Day	Block III;
Officer of the Day	Major M.A. Wallöschek
Subaltern of the Day	Capt. R.C. Piper.
Officer of the Guard	Lieut R. Edmiston.
Orderly Sergeant	Lieut. B.G. Clennett
Orderly Trumpeter	Sgt. Owen R.S.
Next for Duty	Sgt. Hage D.
Captain of the Day	Block I.
Officer of the Day	Capt. J. Irving.
Subaltern of the Day	Lieut. W.O. Brown.
Officer of the Guard	Lieut. J. Fischer.
Orderly Sergeant	Lieut. W. Inglis.
Orderly Trumpeter	Sgt. Orford R.W.
	Pte Hage R.H.

2. SLEEPING-UPPER DECKS. (a) It has been found that personnel can move to upper decks in a shorter period than was anticipated. Units must therefore ensure that personnel are ready to move immediately after the group which precedes them. It is NOT necessary to wait for the time laid down if the movement is proceeding ahead of schedule.

SMOKING (b) The Duty Unit must ensure that smoking is NOT permitted in the corridors between the grand and after lounges after 2000 hrs.

3. OFFICERS & SGT'S MESS. The after mess room used by the Officers and Sergeants is NOT to be used by personnel for sleeping. All ranks are to be informed of this order and the Captain of the Day will see that it is obeyed.

4. MESSING. Numerous instances have occurred of men taking part in one mess sitting and later entering the mess for the same meal at a later sitting. This practice is strictly forbidden and any offender detected in the future is to be severely dealt with. It is pointed out that this selfish practice is only calculated to result in there being insufficient food to feed innocent men in the last sitting. There is always ample food for everyone at every sitting provided the correct number of men attend each sitting and no more.

5. ISSUE OF BLANKETS. Issue of blankets from No 2 hold in bulk to all Units will take place on Saturday 10 May '41. Units will make their own arrangements for issue of one blanket per man. Signatures of individuals must be obtained by Units. Units will send Q.M. and fatigue to No 2 hold forward at following times bringing copy of Bills of Lading.

9 Div Ca v Régnt	~ 0900.	No 2 Grp Reinfts	- 1130.
and attached.)	No 8 Grp Reinfts	- 1200.
2/3 M.G.Bn and att.	0945.	No 9 Grp Reinfts	- 1400.
2/11 A.Fd.Régt)	W. Command Reinfts	- 1450.
and attached.)		
No 1 Grp Reinfts	- 1100.		

Reinforcement Groups blankets are packed in bales for each serial number.

6. TRAINING & SPORTING STORES. Training and sporting stores must be returned to Ship's Q.M. by 1200 hrs on Sunday 11 May '41. Unit stores, excepting those being used for A.A. defences, are to be securely packed by 1200 hrs 11 May '41.

7. BLACK OUT. Black out this evening is from 1845 hrs to 0550 hrs 9/10 May.

Ship's Adjutant.

and returned to Unit Q.M. by that time. C&MS will report to next commo re this matter at 1700 hrs 9 May 41

O VER

Issue of Blankets

Unit A.M. will instruct COMS re the issue of blankets prior to dis-embarkation at 1700 hrs 9 May 41.

Officers P.T.

The time for off. P.T. is amended and will now be from 1745 to 1830 hrs.

UNIT A.M.

UNIT A.M.

UNIT A.M.

UNIT A.M.

UNIT A.M.

10 20

UNIT A.M.

10

UNIT A.M.

5

Boys will frank and collect money for air mail letters but will hold same until

2/3 M.G. Co

Present information is that the cost of air mail is

8 May '41.

49

9 per hour

SHIP'S ROUTINE ORDERS.

BY

LT-COL L.R. STILLMAN M.C. O.C. TROOPS.

NO 29

1. DUTIES. Mounting 1615hrs 8 May '41 --

Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Guard
Orderly Sergeant
Orderly Trumpeter
Next for Duty
Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Guard
Orderly Sergeant
Orderly Trumpeter

Block 11.
Captain A.E. Miller.
Lieut. C.H. Macdougall
Lieut. R. Storr.
Lieut. W.P. Randall
Sgt. Clarke C.F.
Gnr Turner C.C.
Block 111.
Major M.A. Walloschecke
Captain R.C. Piper.
Lieut. R. Hamilton.
Lieut. B.G. Clennett.
Sgt. Owen R.S.
Pte Mickan D.

2. POSTAL ARRANGEMENTS

The Ship's Post Office will be open for the receipt of mail matter between the hours of 1100 - 1400 hrs and 1600 - 1800 hrs daily until further notice. No stamps are available.

No stamps are available for sale on board the ship

Air Mail to Australia. Units are requested to inform personnel to hold air mail letters until such time as the Ship is boarded by a representative of the Army Postal Service, who will it is understood, accept the articles for transmission.

Air Mail to United Kingdom. For general information it is notified that the above air mail service has been suspended.

3. PAY BOOKS.

C.O.'s Units will ensure that where the name of a Unit is shown in a paybook steps are taken to erase it before disembarkation.

for submission to the Ship's Pay office

4. PAY.

(a) The fourth pay will be disbursed on 10 May '41 on the same basis as previously, i.e.,

Officers	£5	4	4
W.O.'s & Sgts	2	10	4
O.R.'s	2	-	-

Pay will be made up in Australian currency and the above rates are subject to the necessary credit being established.

(b) Units Pay Sergeants will proceed with the preparation of acquittances and paybooks at once. Credits are to be calculated up to and including 15 May '41. Requisitions for cash should be submitted to the Ship's Paymaster as soon as possible.

(c) All overdrawn paybooks are to be submitted to the Ship's Pay Office for examination and necessary adjustment.

(d) New and amended allotments will be accepted up to 1200 hrs on 11 May '41.

5. PICTURES.

Pictures will be held during the afternoon in the grand lounge commencing at 1430 hrs as under:-

8 May '41	Block 111	700 men;
9 "	" "	1 700 men;
10 "	" "	11 700 men.

Entrance to the grand lounge will be through the door adjacent to Sergeant's Mess at 1415 hrs each day.

6. MEDICAL INSPECTION

A muster parade will be held tomorrow for Blocks 1 & 111 in order to carry out a medical inspection. The inspection will be held on the Prom deck amidships at 0930 hrs 9 May 41. Block 1 will be inspected on the Port side and Block 111 on Starboard side. Block 11 will hold their muster parade at 0930 hrs 10 May 41. C.O.'s Blocks will arrange times when sub-units will be inspected.

will be drawn up in rear from the Palace Court as follows. we could at 0925

- D
- C
- B
- A
- 4A-E
- 1A-D
- 5A-D

0955 hrs Muster used by our Parade at 0925 hrs.

will be inspected

7. BLACK OUT. Black out this evening will be from 1845 hrs to 0540 hrs 8/9 May '41.

8. UPPER DECKS. No personnel are permitted on upper decks after Black Out except those personnel on duty and personnel parading there for sleeping.

9. SLEEPING

UPPER DECKS.

(a) The Captain of the Day will ensure that all personnel have been cleared from the prom. deck, grand and after lounges and from the centre stairway and main foyer by 2030 hrs each night.

(b) Each party proceeding to Upper decks must be led by an officer and para 5 of Administrative Instruction No 7 is to be amended accordingly.

off in charge of party (c) Units will ensure that no personnel place beds in alleyways or stairway landings until the move to upper decks has been completed.

(d) Picquets on sleeping decks must ensure that all men are covered with a blanket.

(e) Personnel are to be instructed that they will not be permitted to move down from upper decks to relieve themselves until all personnel have reached their sleeping areas.

(f) Tubs urine will continue to be placed between the grand and after lounges and the fatigue previously required for the purpose will be detailed as in the past. Personnel are to be advised that these tubs are available. *The fatigue will be*

Serial No	Time of mounting.	Place of mounting	Strength	Duty
19	0550 2200	"B" Deck Foyer	60/RS...	<i>R. Smith</i>:Capt. Ship's Adjutant.

Urine Tub Fatigue
See Admin Instn. No 7.

LETTERS.

all personnel are again to be instructed that all letters parcels etc ~~must~~ ^{must} be forwarded to their P1 Comds. for censoring. For the information of all concerned a full description of the outward journey may now be given including place names. However at no time now or in the future will mention be made of the number or names of ships in the conveyance or number & names of units.

Action Stations

attention is drawn to the instructions re action Stations already issued to Cox's & in particular to the following
warning for Action Stations - Intermittent blowing of Klaxon Horns & hand whistles
warning for Emergency Stations - Continuous blowing of Klaxon Horns & hand whistles

Duties/Fatigues

Serial Nos.

P.T.O.

Ships Inceudary
Bomb Squad

The following will constitute 2/3 M/G/B
members of this squad. The officer & NCO will
report to Capt Swiny at the Second officers
Cabin for instructions at 1630 hrs to-day
Lieut

"B" Cox will provide 1 off 1 Sit & 4 O/Rs
to constitute 2/3 M/G members of this
squad. The officer & NCO will report
to Capt Swiny at the Second officers
Cabin for instructions at 1630 hrs to-day.

Off Pt.

Off. Pt. will recommence under
2t Hants 7705 on the Sun Deck
on Friday 9 May 41 & then every
night until further notice.

2/3 MGB

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7 May '41.

SHIP'S ROUTINE ORDERS.

BY

LT-COL L.R. STILLMAN M.C. O.C. TROOPS.

NO 28.

1. DUTIES. Mounting 1615 hrs 7 May '41.

Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Guard
Orderly Sergeant
Orderly Trumpeter
Next for Day
Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Guard
Orderly Sergeant
Orderly Trumpeter

Block 1:
Capt A.S. Fear.
Lieut. P.M. McArthur.
Lieut. C.J. Millard.
Lieut. T.P. Glanville.
Sgt. McGillivray N.R.
Pte Hage R.H.
Block 11.

To be detailed.

2. MESSING.

- (a) Block messing parades will remain as at present until further notice.
- (b) Suppers supplied to Guards and Picquets will be discontinued.
- (c) In future personnel who are late for meals owing to duty must each be in possession of an order signed by an officer bearing the date. All O.R.'s who are late for meals and not in possession of an order will not receive a meal.

3. TELEPHONE.

All ranks are to be informed that the telephone is reserved for official traffic only and in future personnel using the telephone for unauthorised purposes will have their cabin numbers taken and disciplinary action will be taken against them.
The Signallers on duty at the Exchange will cut off any non-official conversations.

4. HAMMOCKS.

It has been noticed that the hooks between hammocks are not being left clear. It is essential that this space be kept clear to allow for the free circulation of air.

5. SMOKING.

Smoking continues in the aft portion of D Deck. All personnel are warned that smoking in this area is NOT permitted.

6. BLACK OUT.

Black Out this evening is from 1835 hrs to 0540 hrs 7/8 May '41.

[Signature]
.....Capt.
Ship's Adjutant.

Above for B R O's plus notes already given plus the following

Colour Patch

Colour patches when worn on the hat will be worn on the right hand side.

Pay Books

See Sgt Juff re note for insertion in R O's re date pay books credits are to be adjusted.

2/3 M.G.O.

6 May '41.

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SHIP'S ROUTINE ORDERS.

BY

LT-COL L.R. STILLMAN M.C. O.C. TROOPS.

NO 27.

1. DUTIES. **Mounting 1615 hrs 6 May '41**
- | | |
|----------------------|-----------------------|
| Captain of the Day | Block 111 |
| Officer of the Day | Capt R.R.Gordon. |
| Subaltern of the Day | Capt R.C.Piper. |
| Officer of the Guard | Lieut. D.W.Middleton. |
| Orderly Sergeant | Lieut. W.A.Patterson. |
| Orderly Trumpeter | Sgt. Lush G.H. |
| Next for Duty | Pte Kinnane M. |
| | Block 1. |
| Captain of the Day | Capt. A. S. Fear. |
| Officer of the Day | Lieut. P.M.McArthur. |
| Subaltern of the Day | Lieut. C.J.Millard. |
| Officer of the Guard | Lieut. T.P.Glanville. |
| Orderly Sergeant | Sgt. McGillivray N.R. |
| Orderly Trumpeter | Pte Hage R.H. |
2. ACTION STATIONS. ^{COYS} C.O.'s Units will ensure that all ranks are instructed in their duties in "action stations".
3. LECTURES. ^{COYS} C.O.'s Units will incorporate in their training syllabuses lectures on the distinguishing marks of air craft.
4. SHIP'S PICQUETS. ^{COYS} In future the Ship's picquet will sleep in areas as laid down in Administrative Instruction No 7 *the after portion of the grand lounge + the main tower on B Deck*
5. MOVING OF FURNITURE. Chairs and other furniture must not be moved on to any deck at any time.
6. BLACK OUT. Black out this evening will be from 1834 hrs to 0550 hrs. 7 May '41.
7. RETARDING CLOCKS. Clocks will be retarded 30 minutes for the next five nights commencing at midnight 6/7 May '41.
8. WATER. The following will be the times for supply of drinking and toilet water for the time being:-
 Toilet Water: --- 0530 hrs - 0900 hrs.
 1600 hrs - 1800 hrs.
 Galley and Hospital: 0500 hrs to 2200 hrs.
 Drinking Water: 0600 hrs - 0900 hrs.
 1100 hrs & 1330 hrs.
 1700 hrs - 1900 hrs.
- It is essential that all ranks be warned that fresh water is to be used sparingly.
9. FATIGUES. Ref Ship's R.O. No 23 of 2 May '41, para 5. Owing to the shortage of water this fatigue will be a sweeping fatigue only. The ship's company will be responsible for the washing of stairways, companionways, corridors etc. This washing will only be done every second day.

R. Smith
..... / Capt.
Ship's Adjutant.

2/3 M. G. Bn

5 May '41.

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SHIP'S STANDING ORDERS.

BY

LT COL L.R. STILLMAN M.C. O.C. TROOPS.

No 26.

1. DUTIES. Mounting 1615 hrs 5 May '41.

Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Guard
Orderly Sergeant
Orderly Trumpeter
Next for Duty
Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Guard
Orderly Sergeant
Orderly Trumpeter

Block II.
Capt. K.A. Falconer.
Lieut. A. Winton.
Lieut. G.N. Hobbs.
Lieut. J.E. Starke.
Sgt. Springthorpe P.
Gnr Turner C.C.
Block III.
Capt. R.R. Gordon.
Capt. R.C. Piper.
Lieut. D.W. Middleton.
Lieut. W.A. Patterson.
Sgt. Lush G.H.
Pte. Kinnane M.

2. TROOP DECK PICQUETS.

During the O.C. Troops inspection it has been noticed that many lavatory and Troop Deck Picquets are not on duty. O.C.'s Units will ensure that these picquets are on duty at all times and in future disciplinary action will be taken against personnel offending. Unit Orderly Officers must be present in their areas when O.C. Troops makes his inspection.

3. REPAIRS & SEWERAGE BREAK-DOWNS.

Units are again reminded that the reporting of repairs and sewerage breakdowns is through the Ship's Orderly Room or Captain of the Day. The Ship's Staff will NOT carry out repairs of any kind unless they go through the Orderly Room or Captain of the Day.

4. ADMINISTRATIVE INST No 7.

Attention is drawn to this instruction already issued to Coy 2
At 1415 hrs tomorrow 6 May '41, all personnel who are detailed to sleep on deck will be paraded and shown their areas and Unit Officers will explain the whole system fully to them. Each Unit concerned will detail 1 Officer and 1 Sergeant to report to Major J.R. Hearle at Ship's Orderly Room at 1030 hrs for the purpose of co-ordinating arrangements.

5. CEYLONESE CURRENCY.

Ceylonese currency will be converted into Australian currency on 6 May '41. Units will prepare schedules on a similar basis as the previous conversion. The amounts to be converted must total exact rupees. Silver coinage will not be converted unless it totals exact rupees. The denominations of cash required is to be shown on the schedule. There must be only one requisition for conversion from each Unit or Group. Units will attend the ship's pay office at the undermentioned times:-

9th Div. Cav. Regt	1100 hrs.
2/11 A.Fd. Regt	1120 hrs.
2/3 M.G. Bn.	1140 hrs.
Grp 1 Reinfts	1200 hrs.
Grp 2 Reinfts	1220 hrs.
Grp 8 Reinfts	1240 hrs.
Grp 9 Reinfts	1300 hrs.
W. Command Reinfts	1320 hrs.

6. THEFT.

NOTICE

A fur velvet hat was taken from a Hindu servant outside the G.O.H. yesterday. The value of this hat is R's 2 and as this man only earns R's 1 a day, and supports a family, it is hoped that the hat will be returned to Ship's Orderly Room as soon as possible.

[Signature]

.....Capt.
Ship's Adjutant.

Any queries re this instruction will be made to Maj. Stillman after 1100 hrs 6 May 41

54

2/3 11/9
Bm

SHIP'S ROUTINE ORDERS

4 May '41

BY

LT.COL. L.R. STILLMAN M.C. O.C. TROOPS.

No. 25

1. DUTIES

Mounting 1615 hrs. 4 May '41

Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Guard
Orderly Sergeant
Orderly Trumpeter
Next for Duty

Captain of the Day
Officer of the Day
Subaltern of the Day
Officer of the Day
Orderly Sergeant
Orderly Trumpeter

Block 1.
Capt. S.G.W. Burston
Lt. C.J. McNaughton
Lt. J. Legoe
Lt. W.H. Coster
Sgt. Nicholson R.S.
Pte. Hage R.H.
Block 11.

)
)
) to be
) detailed.
)



(J.R. SMITH) Ship's Adj't.,
Transport HM.

Captain

3 May '41.

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SHIP'S ROUTINE ORDERS

BY

LT-COL L.R. STILLMAN M.C. O.C. TROOPS.

No 24.

1. DUTIES.

Mounting 0800 hrs 3 May '41

- Captain of the Day
- Officer of the Day
- Subaltern of the Day
- Officer of the Guard
- Orderly Sergeant
- Orderly Trumpeter
- Next for Duty
- Captain of the Day
- Officer of the Day
- Subaltern of the Day
- Officer of the Guard
- Orderly Sergeant
- Orderly Trumpeter.

- Block 111
- Capt H.Griener.
- Capt L.M.Cowan
- Lieut H.L.Fraser.
- Lieut J.C.Hayne.
- Sgt Francis-Taitte P.W.
- Pte Kinnane M.
- Block 1.
- Capt S.G.W.Burston.
- Lieut C.J.McNaughton.
- Lieut J.Legoe.
- Lieut W.H.Coster.
- Sgt Nicholson R.S.
- Pte Hage R.H.

2. REPOSTING OF OFFICERS.

Major W.G.Jackson to resume duties as from 0900 hrs 3/5/41. Major J.R.Hearle reposted to 2/11 Army Field Regiment.

3. FATIGUES.

Officer next for duty in charge of Fatigues will report to the Ship's Orderly Room at 0915 hrs on day of mounting.

4. FRESH WATER.

Fresh water will be available for washing clothes on 4/5/41 and 5/5/41. Personnel not on leave on Sunday will not be allowed to wash clothes on Monday.

5. SMALLPOX.

Pettah, StPauls and Sebastian districts are out of bounds to all ranks owing to the prevalence of Smallpox in these Areas. Disciplinary action will be taken against troops entering these districts.

6. PARCEL POST.

Parcels may be lodged at Ship's Post Office, after Censorship, up to 1600 hrs Sunday 4/5/41 for dispatch from the Ship at this port. The amount of postage must be ascertained from the Ship's Post Office and paid to Group Orderly Room in Australian currency, when handing over parcels for censorship. No letter mail will be accepted.

7. FATIGUES.

Fatigue 24 is cancelled.

8. DUTY.

Extra Picquet Posts will be provided daily by the Duty Unit on the Tableaux électrique "B" Deck Amidships forward near Cabin No 445 starboard side and Cabin No 446 portside. The practice of using these places to dump rubbish is to cease.

8. MESSING.

<u>Breakfast.</u>	Block 11	0630 hrs
	" 1	0730 hrs
	111	0830 hrs.

<u>MID-DAY.</u>	Block 1 & 11	1200 hrs
	Block 111	
	Plus Duties	1300 hrs

<u>Evening.</u>	Block 1 & 11	1730 hrs
	Block 111 plus	
	Duties and leave	
	personnel from	
	Block 11	1830 hrs
	Block 1 & 111	
	Leave personnel	1930 hrs.

Mess orderlies and servers will report at 0555 hrs 4/5/41.

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LEAVE. Order of leave will be as follows:-

Blocks II 1 & III commencing at 0930 hrs. Nurses and Philanthropic personnel, including unattached Chaplains will dis-embark with Block I.

Block I will detail 1 Officer to marshall the above in good time. These personnel will break off at Melbourne Jetty. All other personnel will march to the dismissal point.

Duty Unit will appoint 5 ^{Cox} ^{NCOs + 2 checkers S/O} Tug Masters to report to Lieut King (Embarkation Staff officer) at the Ship's gangway at 0915 hrs.

Picquet of 1 Officer and 20 O/R's, to report at ship's gangway at 1300 hrs.

Re-assembly will commence at Galle Face Green at 1700 hrs. Major B.C. Stzonach will act as Chief Marshall. Each Block will detail an Officer to assist the Chief Marshall.

The Chief Marshall will ascertain instructions from Embarkation Staff regarding re-embarkation and will promulgate to all concerned before dismissal.

Marshall will dispatch parties of approximately 200 in accordance with instructions given by the Embarkation Staff.

CHURCH SERVICES.

C. of E. will be held in the Grand Lounge at 1000 hrs.

R.C. will be held in Officer's Leather Lounge at 1000 hrs.

C.P.D. will be held in the Aft Lounge at 1000 hrs.

A voluntary Service will be held on Galle Face Green in front of the War Memorial at 1600 hrs.

[Signature]

 Ship's Adj't.

2/3 M.G.Bn
2 May '41. (57)

SHIP'S ROUTINE ORDERS

BY

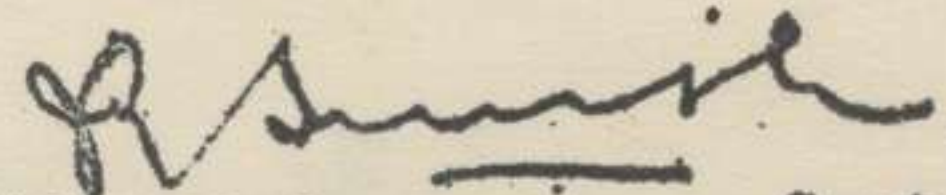
LT-Col L.R.STILLMAN M.C. O.C.TROOPS.

No 23.

1. DUTIES. Mounting 1615 hrs 2 May '41
 Captain of the Day
 Officer of the Day
 Subaltern of the Day
 Officer of the Guard
 Orderly Sergeant
 Orderly Trumpeter
 Next for Duty
 Captain of the Day
 Officer of the Day
 Subaltern of the Day
 Officer of the Guard
 Orderly Sergeant
 Orderly Trumpeter
- Block 11.
 Lieut. E.V. Jones.
 Lieut. L.O. Cordner.
 Lieut. T.B. Adams.
 Lieut. C.H. Macdougall.
 Sgt. C.C. Edwards.
 Gnr Turner C.P.
 Group 1.
)
)
) To be detailed.
)
)
2. PICQUET. An extra picquet post will be provided daily by the Duty Unit on the hospital latrines near entrance Prom deck on the ~~port side~~ *Starboard side*
3. CREWS DECK SPACE. (a) All ranks are to be again informed that B deck aft is reserved for the crew ONLY and is out of bounds to all personnel.
 (b) The forecastle head is reserved for the native crew and is out of bounds to all ranks.
 (c) The Ship's Staff complains that the above areas are being used by military personnel. In future the picquet and the Provost Sergeant will arrest any personnel disobeying this order.
4. MESS ORDERLIES. Mess Orderlies and Servers in galley will report ^{to only 1st and 2nd BN} for duty at 0530 hrs until further notice.
5. FATIGUES. Ref Ship's R.O. 21 of 30 Apr '41, para 2 (b). This fatigue will carry out its duties between 0800 hrs to 1000 hrs in the morning and 1400 to 1600 hrs in the afternoon.
6. TRAINING. Ref Ship's R.O. No 21 of 30 Apr '41, para 4. This instruction is not being carried out. Men are still being left to their own devices during training hours. C.O.'s Units will be held responsible that personnel do not lounge and rest during training hours.
6. REPOSTING OF OFFICERS. As from 0600 hrs 2 May '41, Captain E.O. Moodie-Heddle will rejoin his Regiment. Lieut J.D.C. Hammon of 2/3 M.G.Bn has been appointed Ship's Messing Officer.
 Lieut. E. Williamson of 2/11 A. Fd. Regt is appointed Ship's Assistant Messing Officer.
7. RUBBISH IN FUSE BOXES. All personnel are warned against the danger of throwing rubbish such as fruit peelings, paper, bottles etc into fuse boxes. There is a grave danger of fire if this stupid practice is persisted in. Strict disciplinary action is to be taken against offenders.
 (b) Personnel are to be instructed that they are NOT to throw fruit peelings and rubbish in the dock. A barge will be moored alongside on the starboard side at the following times for the collection of peelings and rubbish:-
 0700 hrs to 0900 hrs.
 1300 " 1500 "
 1900 " 2100 "

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- 8. STRETCHERS. Another stretcher has been illegally removed from its station. C.O's Units will ensure that all personnel are instructed that the practice must cease and that disciplinary action is taken against offenders.
- 9. WATER. The Ship's Staff issues a warning against the excessive use of water when swilling down decks because of danger of seepage through floors and the risk of shortcircuit to the electric cables in the deck beneath.
- 10. SLEEPING ON DECK. Personnel sleeping on deck MUST remove bedding to quarters on reveille. Disobedience of this instruction will result in the privilege being withdrawn.


Capt.
 Ship's Adjutant.

Washing & Rubbing

attention is drawn to the administrative instructions already issued on the ~~the~~ hanging of washing in the ty decks and the changing of rubber. This instruction will be sent to the ty ~~units~~ ~~they~~ on two parades.

2/3 M.G. Bn
1 May '41.

SHIP'S ROUTINE ORDERS

BY

LT-COL L.R. STILIMAN M.C. C.C. TROOPS.

NO 22.

1. DUTIES. Mounting 1615 hrs 1 May '41
- | | |
|-----------------------|-----------------------|
| Captain of the Day | Block 111. |
| Officer of the Day | Capt H.F. Beaney. |
| Subaltern of the Day | Capt E.R. Lawson. |
| Officer of the Guard | Lieut. B.G. Clennett. |
| Orderly Sergeant | Lieut. F.L.M. Burdon. |
| Orderly Bugler | Sgt. Farr R.W. |
| Next for Duty | Pte Farnham W. |
| Captain of the Day | Block 11. |
| Officer of the Day |) |
| Subaltern of the Day. |) |
| Officer of the Guard |) To be detailed. |
| Orderly Sergeant |) |
| Orderly Bugler |) |
2. HOSPITAL VISITING HOURS
- The visiting hours to the general hospital are as follows:-
1400 - 1600 hrs
1900 - 2000 hrs.
- Confusion exists both among picquets and visitors as to the visiting times. In future no persons are to visit the hospital at other times unless with the express permission of S.M.O. Officer in charge of hospital, or Sister in charge of hospital. Visiting of patients in the isolation hospital is forbidden at all times unless with the permission of a member of the personnel named above.
3. HYGIENE.
- The throwing of refuse through portholes and over the side of the ship is strictly forbidden. This order is particularly applicable to Mess Orderlies and O.R.'s throwing refuse through portholes in the mess saloon.
4. MESSING.
- Considerable confusion was caused at breakfast this morning due to personnel of the third sitting arriving and seating themselves at the first sitting. C.O.'s of Units will ensure that messing times are promulgated to all ranks and that officers accompany their men to each sitting.
5. FATIGUES.
- Many fatigue parties have been reporting not in charge of an N.C.O. or N.C.O.'s, and having no idea of the duties which they are required to perform. C.O.'s Units will take steps to ensure that this type of thing does not occur in the future. The N.C.O. in charge of each party must be told:-
- The time and place of reporting.
 - The person to whom he is to report.
 - The nature of the fatigue duty to be performed.
- Many cases of fatigue parties reporting below strength and late have occurred. C.O.'s Units will take disciplinary action against any officer or N.C.O. found responsible for any similar omission in the future.
6. MESSING OFFICERS.
- Units will NOT change their Messing Officers without previously consulting the Ship's Messing Officer and, in case of sudden illness or accident. No Unit Messing Officer shall be changed until he has had his proposed substitute under personal instruction for at least 24 hrs preceding the change over.
7. WATER BOTTLES.
- The Order to fill all waterbottles each morning is not being carried out by a large number of men. Units will ensure that water bottles are filled daily.
- Copy*

60

8. STRETCHERS.

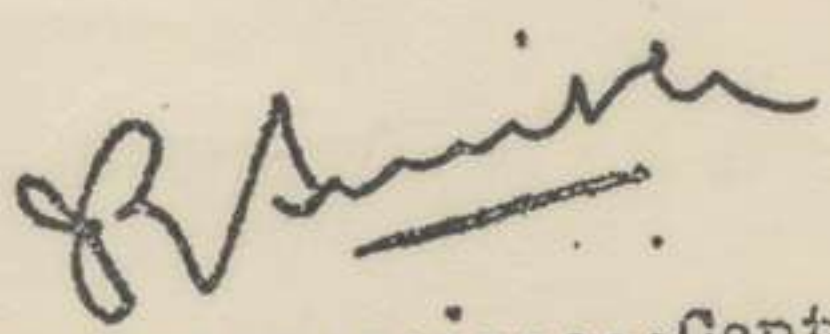
An ambulance stretcher was found in the portside corridor near the light. This is a serious matter as each stretcher has been placed having regard to any possible emergency. On no account must stretchers be removed.

9. CEYLONESE CURRENCY.

^{Coy}
Ceylonese currency will be converted into Australian currency on 2/5/41. Units will prepare schedules on a similar basis as the previous conversion. The amounts to be converted must total exact rupees. Silver coinage will not be converted. The denominations of cash required is to be shown on the schedule. There must be only one requisition for conversion from each unit or group. ^{Coy. Schedules will be}
_{forwarded by 0800 hrs 2 May 41. For any further information Coy will contact Coy Sgt.}

10. THEFT.

A pair of silver candelsticks was stolen from the Chapel of the Fleet Club between 0700 and 1500 hrs on 30 Apr '41. Return to Ship's orderly room by 0700 hrs 2 May '41 and no questions will be asked.


.....Capt.
Ship's Adjutant.

Sun Deck

The previous order re Sun Deck is cancelled and the deck is now available for parades.

AWL

Until further notice all cases of AWL will be remanded to the CO

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APPENDIX VIII

ROUTINE ORDERS

Pt 1

Ship
 No 21/4 1

by

66601 A S Blackburn V C

1 May 41

1. SHIP'S DUTIES MOUNTING 1615 HRS

	<u>1 May 41</u>	<u>2 May 41</u>	<u>3 May 41</u>
Duty Unit	2/3 M G Bn		
Capt of Day	Capt H F Beaney		
Off of Day	Capt E R Lawson		
Sub of Day	Lieut B G Clennett		
Off of Guard	Lieut F L M Burden		
Off Ships Picquet	Lieut R Hamilton		
Off Ship's Fire Picquet	Lieut H L Fraser?		
Ord Sjt	Sjt Farr R W		
Ord Bugler	Pte Farnham W		

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lieut M F Bonnin	Lieut M F Bonnin	Lieut M F Bonnin
Ord Sjt	Sjt Charleston F L	Sjt Danger H A	Sjt Catt L C
Ord Cpl	Cpl Thatcher J P	Cpl Plunkett J D	Cpl McKerrow W
Duty Coy	B	C	D
Duty Sjt/Mjr	WO II Williams J P		

3. HOSPITAL VISITING HOURS

The visiting hours to the general hospital are as follows:-
 1400 hrs to 1600 hrs. & 1900 hrs to 2000hrs.

Confusion exists both among picquets and visitors as to the visiting times.. In future no persons are to visit the hospital at other times unless with the express permission of S.M.O, Officer in charge of hospital or sister in charge of hospital. Visiting of patients in Isolation Hospital is forbidden at all times unless with the permission of a member of the personnel named above.

4. HYGIENE

The throwing of refuse through portholes and over the side of the ship is strictly forbidden. This order is particularly applicable to Mess orderlies and O/R's throwing refuse through portholes in the Mess Saloon.

5. WATER BOTTLES

The order to fill all Water bottles each morning is not being carried out by a large number of men. Coys will ensure that Water Bottles are filled daily.

6. STRETCHERS

An ambulance stretcher was found in the portside corridor near the lift. This is a serious matter as each stretcher has been placed having regard to any possible emergency. On no account must stretchers be moved.

7. CEYLONESE CURRENCY.

Ceylonese currency will be converted into Australian Currency on 2 May 41. Coys will prepare schedules on a similar basis as the previous conversion. The amounts to be converted must total exact rupees. Silver coinage will not be converted. The denominations of cash required is to be shown on the schedule. There must be only one requisition for conversion from each coy. Schedule will be forwarded by 0800 hrs 2 May 41. For any further information coys will contact Pay Sjt.

8. THEFT -- A pair of silver candlesticks was stolen from the Chapel of the Fleet Club between 0700 hrs and 1500 hrs on 30 Apr 41. Return to Ships Orderly Room by 0700 hrs 2 May 41 and no questions will be asked.

9. SUN DECK

The previous order re Sun Deck is cancelled and the deck is now available for parades.

10. A.W.L. ----- Until further notice all cases of A.W.L will be remanded to the C.O.

.....Capt
 Adit 2/3 M G Bn

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by

Lt Col A S Blackburn V C

2 May 41

1. SHIP'S DUTIES MOUNTING 1615 HRS

	<u>2 May 41</u>	<u>3 May 41</u>	<u>4 May 41</u>
Duty Unit	Block II	Block I	2/3 M G Bn
Capt of Day	Lieut E V Jones		Capt L M Cowan
Off of Day	Lieut L O Cordner		Capt H Greiner
Sub of Day	Lieut T B Adams		Lieut H L Fraser
Off of Guard	Lt. C H Macdougall		Lieut J C Hayne
Off Ship's Picquet			Lt. M R Schottelius
Off Ship's Fire Picquet			Lieut J B Ifould
Ord Sjt	Sjt C C Edwards		Sjt Francis-Staite
Ord Trumpeter	Gnr Turner C P		Pte Kinnane M

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lieut M F Bonnin	Lieut M F Bonnin	Lieut M F Bonnin
Ord Sjt	Sjt Danger H A	Sjt Catt L C	Sjt R S Owen
Ord Cpl	Cpl A D Chenery	Cpl McKerrow W	Cpl Manning H T
Duty Coy	C	D	HQ & E

3. PICQUET

An extra picquet post will be provided daily by the Duty Unit on the hospital latrines near entrance Prom Deck on Starboard side.

4. CREWS DECK SPACE

- (a) All ranks are to be again informed that B Deck aft is reserved for the crew ONLY and is out of bounds to all personnel.
- (b) The forecastle head is reserved for the native crew and is out of bounds to all ranks.
- (c) The Ship's staff complains that the above areas are being used by Military personnel. In future the picquet and the Provost Sjt will arrest any personnel disobeying this order.

5. TRAINING

Men are still being left to their own devices during training hours. Coy Commanders will be held responsible that personnel do not lounge and rest during training hours.

6. STRETCHERS

Another stretcher has been illegally removed from its station. Coy Commanders will ensure that all personnel are instructed that the practice must cease and that disciplinary action is taken against offenders.

7. WATER

The Ship's Staff issues a warning against the excessive ~~XXXXXX~~ use of water when swilling down decks because of danger of seepage through floors and the risk of short circuit to the electric cables in the deck beneath.

8. SLEEPING ON DECK

Personnel sleeping on deck MUST remove bedding to quarters on reveille. Disobedience of this instruction will result in the privilege being withdrawn.

9. WASHING AND RUBBISH

Attention is drawn to the administrative instruction already issued re the hanging of washing in the troop decks and the dumping of rubbish. This instruction will be read to the troops on two parades.

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1. MESS ORDERLIES

Mess orderlies and servers in Galley will report to Ord Sjt at B.H.Q for duty at 0525 hrs until further notice.

11. SHORE LEAVE

Shore leave will be granted to 50% of the unit for 3 May 41 in accordance with Administrative instruction which will be published later.

12. SICK PARADES

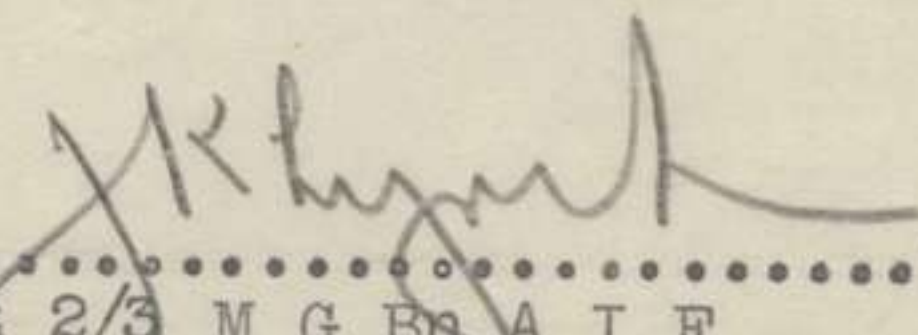
Sick parades for the 3 and 4 May 41 will be held at R.A.P 2 at 0730 hrs. Afternoon parades will be held only at the M.I.R at 1600 hrs.

13. PARCELS POST

Parcels post from ship will close 1000 hrs Sunday 4 May 41. Coys will arrange for parcels to be taken to Ship's Post Office where they will be marked with amount of postage, after which they will be censored and the necessary postage attached in Australian stamps

Post Office Hours

Saturday - 0900 hrs to 1800 hrs
Sunday - 0900 hrs to 16 00 hrs.


.....Capt
Adjt 2/3 M G Bn A I F

ADDENDUM

After parcels have been dealt with as in para 13 they will be sent into the Bn Postal Corporal in the same manner as letters.

AUSTRALIAN MILITARY FORCES.

ROUTINE ORDERS

Pt 1

Ship No 23/41

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Lt-Col A.S. Blackburn V.C.

by

3 May 41.

1. SHIP'S DUTIES MOUNTING X 1615 HRS

	<u>3 May 41</u>	Block I	<u>4 May 41</u>	<u>5 May 41</u>
Duty Unit	2/3 M G Bn		2/3-M-G-Bn	
Capt of Day	Capt L.M. Cowan		Capt S.G. Bayne S G W Burston	
Off of Day	Capt H/Greiner		Lt. CJ McNaughton	
Sub of Day	Lt. H.L. Fraser		Lt. J. Legoe	
Off of Guard	Lt. J.C. Hayne		Lt. W.H. Coster	
Off Ship's Picquet	Lt. M.R. Schottelius			
Off Ship's Fire Picquet	Lt. J.B. Ifould			
Ord Sjt	Sjt F Francis-Staite		Sjt Nicholson R.S.	
Ord Trumpeter	Pte Kinnane M.		Pte Hage R.H.	

2. BN DUTIES MOUNTING 1615 Hrs

Ord Officer	Lieut M.F. Bonnin	Lt. M.F. Bonnin	Lt. M.F. Bonnin
Ord Sjt	Sjt Catt L.C.	Sjt R.S. Owen	Sjt E.R. Watts
Ord Cpl	Cpl McKerrow W.	Cpl Manning H.T.	Cpl Button C.W.
Duty Coy	D	HQ & E	A
Duty Sjt Maj	S/Sjt Shea C.L.		

3. REPOSTING OF OFFICERS.

Maj. W.C. Jackson to resume duties as from 0900 hrs 3/5/41 and Major J.R. Herle reposted to 2/11 A.Fd Regt.

4. FATIGUES. Officer next for duty in charge of fatigues will report to the Ship's Ord Room at 0915 hrs on day of mounting.

5. FRESH WATER Fresh water will be available for washing clothes on 4 and 5 May 41. Personnel not on leave on Sunday will not be ~~able~~ allowed to wash clothes on Monday.

6. SMALLPOX. Pettah, St. Paul's, and Sebastian districts are out of bounds to all ranks owing to smallpox in those in those areas. Disciplinary action will be taken against troops entering those districts.

7. PARCEL POST. ~~Parcels may be lodged at Ship's Post Office after censorship, up to 1600 hrs Sunday, 4/5/41 for despatch from this ship at this Port. The amount of postage must be ascertained from the Ship's Post Office and paid to Group Orderly room in Australian currency, when handing over parcels for censorship. No letter mail will be accepted.~~

8. DUTY. Extra Picquet Posts will be provided daily by the Duty Unit on the Tableaux Electrique, B Deck Amidships forward near Cabin No 445 starboard side and Cabin No 446 Port Side. The practice of using these places to dump rubbish is to cease.

MESSING. Breakfast Block II 0630 hrs, Block I 0730, and Block III 0830

MIDDAY Blocks I & II 1200 hrs, Block III plus duties 1300 hrs

EVENING Block I & II 1730, Block III plus duties and leave personnel from Block II 1830 hrs.
Block I & III leave personnel 1930 hrs.

Mess orderlies and servers will report at 0555 hrs - 4/5/41.

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10 LEAVE

Personnel who did not proceed on leave on 3 May 41 and are entitled to same will take leave on 4 May 41, Blocks proceeding in the following order - II, I, & III.

Disembarkation will commence at 0930 hrs. The usual Bn Disembarkation procedure will be carried out, troops being on Parade at 1000 hrs.

Liason Officers will report to Marshalling Officer, Capt H.F. Beaney, at ~~1030~~ 0930 hrs at BHQ.

Reassembly will commence at Galle Face Green at 1700 hrs. Capt Beaney will detail an officer to report to and assist the Chief Marshall for reassembly, Major B.C. Stronach.

Duty Coy will detail 5 N C O's to act as Tug Masters and 2 Sjts for checking purposes. These N.C.O's will report to E S O, Lt King, at Ship's Gangway at 0915 hrs.

Duty Coy will provide a Picquet of 1 Officer and 20 O/R's to report to Ship's Gangway at 1300 hrs.

Officers and N C O's detailed to accompany particular parties ashore on 3 May 41 are deemed to have been on leave and are not entitled to take leave on 4 May 41.

11 DUTIES When through lack of numbers the Coy mounting Ship's Picquet is unable to provide the whole Picquet, the extra men will be provided by the next consecutive Coy in alphabetical order, i.e. B Coy would obtain same from C Coy.

12 CRICKET TEAM Coys will ensure that personnel selected to play Cricket on 4 May 41 will report to Capt R A A Pellew at BHQ at 0915 hrs sharp. Any man unable to play will notify the R.S.M. personally by 2030 hrs.

J.K. Lynch
J.K. LYNCH CAPT
ADJT 2/3 M G Bn AIF.

NOTICES.

CHURCH SERVICES.

C. of E. will be held in the Grand Lounge at 1000 hrs.
R.C. will be held in Officers Leather Lounge at 1000 hrs.
C.P.D. will be held in the Aft Lounge at 1000 hrs.
A voluntary Service will be held on Galle Face Green in front of the War Memorial at 1600 hrs.

CRICKET MATCH The following have been selected to represent the Bn against the Ceylon Cricket Club on the Galle Sports Ground, and will parade as in para 12.

Capt R.A.A. Pellew (Capt)
~~Lt. G.A. Gardiner~~ *As Stephens & Co*
W.O.I J.W. Rymill
W.O.II C.L. Shea
Sjt E.R. Watts
Cpl J.F. Hill
L/Cpl E.W. Brauer

Pte R.R. Wright
Pte O. Cunnington
Pte G.V. Parkin
Pte A.J.C. Heath
Sjt M.V. Raison (12th Man)
Padre L.N. Blakeway (13th man)
Scorer S/Sjt G.W. Taylor

C.O.

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AUSTRALIAN MILITARY FORCES.

ROUTINE ORDERS

pt 1

Ship 24/41.

by

Lt.-Col A.S.Blackburn V.C.

4 May 41.

1. SHIP'S DUTIES MOUNTING 1615 HRS

4 May 41

5 May 41

6 May 41

Duty Unit	Block I	Block II
Capt of Day	Capt S.G.W. Burston	
Off of Day	Lt. C.J.McNaughton	
Sub of Day	Lt. J.Legoe	
Off of Guard	Lt. W.H.Coster	
Ord Sjt	Sjt Nicholson R.S.	
Ord Trumpeter	Pte Hage R.H.	

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lieut M.F.Bonnin	Lieut M.F.Bonnin	Lt. M.F.Bonnin
Ord Sjt	Sjt R.S.Owen	Sjt E.R.Watts	Sjt M.V.Raison
Ord Cpl	Cpl Manning H.T.	Cpl Button C.W.	Cpl Whitton W.H.
Duty Coy	HQ & E	A	B

3. MESSING

Meal times for Monday 5 May 41.

<u>Block III</u>	BREAKFAST	LUNCH	DINNER
	0630 hrs	1130 hrs	1700 hrs
<u>Block I</u>	0730 hrs	1230 hrs	1800 hrs
<u>Block IIX</u>	0830 hrs	1330 hrs	1900 hrs

Mess Orderlies are required 30 minutes before commencement of each meal.

4. COY FIRE PICQUETS

Coy Fire Picquets are responsible for the care of Latrines etc.

Picquets generally do not seem to know their responsibilities in regard to Sanitary Duties.

Coys will ensure that an Officer or the C.S.M. personally instructs the whole Picquet in their duty before mounting each day.

J.K. Lynch

J.K.LYNCH CAPT
ADJT 2/3 M G Bn AIF.

File

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AUSTRALIAN MILITARY FORCES

Ship 25/41

ROUTINE ORDERS

Pt.1
by

5 May 41

Lt Col A S Blackburn V C

1. SHIP'S DUTIES MOUNTING 1615 HRS

	<u>5 May 41</u>	<u>6 May 41</u>	<u>7 May 41</u>
Duty Unit	Block II	Block III	
Capt of Day	Capt K A Falconer	Capt R R Gordon	
Off of Day	Lieut A Winton	Capt R C Piper	
Sub of Day	Lieut G N Hobbs	Lieut W D Middleton	
Off of Guard	Lieut J E Starke	Lieut W A Patterson	
Ord Sjt	Sjt Springthorpe P	Sjt Lush G H	
Ord Trumpeter	Gnr Turner C C	Pte Kinnane M	

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lieut M F Bonnin	Lt M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt E R Watts	Sjt M V Raison	Sjt J Redward
Ord Cpl	Cpl Button C W	Upl Whitton W H	Cpl A D Chenery
Duty Coy	A	B	C

3. ADMINISTRATIVE INSTRUCTION No.7

Attention is drawn to this instruction already issued to Coys, any queries re this instruction will be made to Major S H Reed after 1100 hrs 6 May 41. At 1415 hrs tomorrow 6 May 41 all personnel who are detailed to sleep on Deck will be paraded and shown their areas and Coy officers will explain the whole system fully to them.

5. CEYLONESE CURRENCY

Ceylonese currency will be converted into Australian Currency on 6 May 41. Coys will prepare schedules on a similar basis as the previous conversion. Silver Coinage will be converted provided it totals exact rupees. Coys will also submit exact denomination of Australian coinage required. All schedules and rupees must be handed to Lieut C J Glover at B.H.Q. 1000 hrs 6 May 41.

6. COY AND SHIP'S DUTIES

Coys will prepare a list of all personnel with names on Ship's, Bn or Coy permanent Duties. These lists will also show number of Sjts, Cpls, L/Cpls and Ptes available for other duties. C.S.M's will parade with lists at Cabin 248 at 1000 hrs 6 May 41.

7. RESPIRATORS ANTI-GAS

Coys will hold an inspection of Respirators on 6 May 41. Inspections by Coys will be held at regular intervals to ensure that Respirators are kept in a serviceable condition. HQ Coy will arrange these inspections for B.H.Q Personnel.

M. Dimushkin *Lewis*
Capt.
 for Adjt 2/3 M G Bn A I F

NOTICE.

THEFT

A fur velour hat was taken from a Hindu servant outside the G.O.H yesterday. The value of this hat is R's 2 and as this man only earns R's 1 a day, and supports a family, it is hoped that the hat will be returned to Ship's Orderly Room as soon as possible.

ROUTINE ORDERS

Pt 1
by

Ship No 26/41

Lt Col A S Blackburn V C

6 May 41

1. SHIP'S DUTIES MOUNTING 1615 HRS

	6 May 41	7 May 41	8 May 41
Duty Unit	Block III	Block I	Block II
Capt of Day	Capt R R Gordon	Capt A S Farr	
Off of Day	Lt J W Devonshire	Lt P M McArthur	
Sub of Day	Lt W D Middleton	Lieut C J Millard	
Off of Guard	Lt W A Patterson	Lieut T P Glanville	
Off Ship's Picquet	Lt H M Weir		
Off Ship's Fire	Lieut B-Moore C G		
Picquet	XXXXXXXXXX		
Ord Sjt	Sjt Lush G H	Sjt McGillivray N R	
Ord Bugler	Pte Kinnane M	Pte Hage R H	

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lt M F Bonnin	Lt M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt Raison M V	Sjt Redward J	Sjt Bell G C
Ord Cpl	Cpl Whitton W H	Cpl Chenery A D	Cpl White J
Duty Coy	B	C	D
A/A Defence	D	HQ & E	A
Deck Picquet	HQ & E, A, C	A, B, D	B, C, HQ & E
Duty Sjt/Mjr	W.O. II Marriott F A.		

3. ACTION STATIONS

Coys will ensure that all ranks are instructed in their duties in "action stations".

4. LECTURES

Coys will incorporate in their training syllabuses lectures on the distinguishing marks of air craft.

5. SHIP'S PICQUETS

In future the Ship's Picquet will sleep in the after portion of the Grand Lounge and main Foyer on "B" Deck.

6. MOVING OF FURNITURE

Chairs and other furniture must not be moved on to any deck at any time.

7. BLACK OUT

Black out this evening will be from 1834 hrs to 0550 hrs 7 May 41.

8. RETARDING OF CLOCKS

Clocks will be retarded 30 minutes for the next five nights commencing at Midnight 6/7 May 41.

9. WATER

The following will be the times for the supply of drinking and toilet water for the time being:-

Toilet Water	0530 hrs	--	0900 hrs
	1600 hrs	--	1800 hrs
Galley & Hospital	-- 0500 hrs to 2200 hrs		
Drinking Water	0600 hrs	--	0900 hrs
	1100 hrs	--	1330 hrs
	1700 hrs	--	1900 hrs

It is essential that all ranks be warned that fresh water is to be used sparingly.

10. SHIP'S TIME

Ship's time may be obtained from the switchboard. Coy Comds will ensure that their Coys are informed daily of correct ship's time.

11. DUTIES AND FATIGUES

The following alterations will be made to the list of duties and fatigues to be mounted by duty block. Serial No 8 to be reduced to 1 Sjt and 6 O/R's. Serial No.14 delete; Serial No.15 delete. Serial No.31 in future will be a sweeping fatigue only. The Ship's Company will be responsible for the washing of Stairways, companionways, corridors etc. This washing will only be done every 2nd. day.

/over

12. SLEEPING ON DECK

Attention is drawn to Ship's Admin Instruction No. 7 para 9. It will be noted that picquets will remain at full strength throughout the night. Coys will be detailed daily in Bn Routine Orders to provide one relief each for this picquet, tour of duty to be as follows:- 2030 hrs to 2400 hrs, 2400 hrs to 0300 hrs, 0300 hrs to 0600 hrs. These reliefs will be known as 1st., 2nd and 3rd. reliefs and will mount at the above times in the order shown in Bn Routine Orders daily.

13. TALK BY CHAPLAINS

Attention is drawn to the appended list of lectures by Chaplains. These lectures are of from 20 to 30 minutes duration each. Coy Comds desiring them to be given to troops during lecture periods may directly contact the Chaplains concerned and make the necessary arrangements.

14. A/A PICQUET

In future the A/A Picquet will mount at 1615 Hrs.

W.O. II Maitland P. A.
Deck Picquet
A/A Defence I A B G M 3/2 tjt
for Adj 2/3 M G M 3/2 tjt
.....
Duty Sjt/Mjr

NOTICE

THE FOLLOWING SHORT TALKS ARE AVAILABLE BY

GIVING NOTICE TO PADRES AS UNDER

BY PADRE M.W. BRITTEN BY PADRE BULBECK

- | | |
|-------------------------|---------------------------------------|
| 1. ADEN AND THE ARAB | 1. NORFOLK ISLAND & THE NEW HEBRIDES. |
| 2. SUEZ AND THE CANAL. | 2. MARCH TO NOVEMBER 1918. |
| 3. PORT SAID AND CAIRO. | 3. REPATRIATION OF THE RIVER MURRAY. |

BY PADRE A.H. STEWART

BY PADRE C.E. LLOYD

- | | |
|----------------------------------|--------------------------------------|
| 1. WITH H.V. MORTON IN CAIRO. | 1. PALESTINE TODAY. |
| 2. THE STORY OF ANCIENT WRITING. | 2. PERSONALITIES IN ENGLAND TODAY. |
| 3. A JOURNEY TO DAMASCUS. | 3. BOOKS I HAVE READ AND REMEMBERED. |

It is essential that all tanks be warned that fresh water is to be used sparingly.

10. SHIP'S TIME

Ship's time may be obtained from the switchboard. Coy Comds will ensure that their Coys are informed daily of correct ship's time.

11. DUTIES AND FATIGUES

The following alterations will be made to the list of duties and fatigues to be mounted by duty block. Serial No 8 to be reduced to 1 Sjt and 6 O/R's. Serial No. 14 delete; Serial No. 15 delete. Serial No. 31 in future will be a sweeping fatigue only. The Ship's Company will be responsible for the washing of stairways, companions, corridors etc. This washing will only be done every 2nd day.

over

(70)

AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS

Pt.1

Ship No 27/41

by

Lt Col A S Blackburn V C

7 May 41

1. SHIP'S DUTIES MOUNTING 1615 HRS

	<u>7 May 41</u>	<u>8 May 41</u>	<u>9 May 41</u>
Duty Unit	Block I	Block II	Block III
Capt of Day	Capt A S Fear		Major M A Walloscheck
Off of Day	Lt P M McArthur		Capt R C Piper
Sub of Day	Lt C J Millard		Lt R Hamilton
Off of Guard	Lt T P Glanville		Lt B G Clennett
Off Ship's Picquet			Lt F L M Burden
Off Ship's Fire Picquet			Lt L M Raggatt
Ord Sjt	Sjt McGillivray N R		Sjt R S Owen
Ord Bugler	Pte Hage R H		Pte Mickan D

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lt M F Bonnin	Lt M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt Redward J	Sjt Bell G C	Sjt G H Lush
Ord Cpl	Cpl Chenery A D	Cpl White J	Cpl H W Harris
Duty Coy	C	D	HQ & E
A/A Defence	HQ & E	A	B
Deck Picquet	A, B, D	B, C, HQ & E	C, D, A
Duty Sjt/Mjr			W O II Jackett J R

3. MESSING

- (a) Block messing parades will remain as at present until further notice.
- (b) Suppers supplied to Guards and Picquets will be discontinued.
- (c) In future personnel who are late for meals owing to duty must each be in possession of an order signed by an officer bearing the date. All O/Rs who are late for meals and not in possession of an order will not receive a meal.

4. MESS ORDERLIES

B.H.Q. Must be advised in writing of any proposed alteration in the list of Mess orderlies as submitted by each Coy. These orderlies will be instructed that they must parade to the Bn Ord Sjt before taking up their duties and must not in any circumstances proceed direct to the Mess Room. Bn Ord Sjt will fall in the Mess Orderlies parade at B H Q at 0550 hrs daily and call the roll before marching them off to their duties.

5. TELEPHONE

All ranks are to be informed that the telephone is reserved for official traffic only and in future personnel using the telephone for unauthorised purposes will have their cabin Nos taken and disciplinary action will be taken against them. Signallers on duty at the Exchange will cut off any non-official conversations.

6. BLACK OUT

Black out this evening is from 1835 hrs to 0540 hrs 7/8 May 41.

7. SMOKING

Smoking continues in the aft portion of "D" deck. All personnel are warned that smoking in this area is NOT permitted.

8. COLOUR PATCHES -- Colour patches when worn on the hat will be worn on the right hand side.

9. SLEEPING ON DECKS---The new sleeping arrangements will operate as from and including to-night 7 May 41

10. PAYBOOKS

Personnel will carry their pay-books at all times.

.....*[Signature]*.....Capt
Adjnt 2/3 M G En A I F

Addendum to emergency plan, at 1630 hrs is for crew only

Lt Col A S Blackburn V C

8 May 41

1. SHIP'S DUTIES MOUNTING 1615 HRS

8 May 41

9 May 41

10 May 41

Duty Unit.	Block II	Block III	Block I
Capt of Day	Capt A E Miller	Major M A Walloscheck	
Off of Day	Lt. C H Macdougall	Capt R C Piper	
Sub of Day	Lt R Storr	Lt R Hamilton	
Off of Guard	Lt W P Randall	Lt B G Clennett	
Off Ship's Picquet		Lt F L M Burden	
Off Ship's Fire Picquet		Lt L M Raggatt	
Ord Sjt	Sjt Clarke C F	Sjt R S Owen	
Ord Bugler	Gnr Turner C C	Pte Mickan D	

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lt M F Bonnin	Lt M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt Bell G C	Sjt Lush G H	Sjt Dodson A J
Ord. Cpl.	Cpl White J	Cpl Harris H W	Cpl Arnold J H W
Duty Coy	D	HQ&E	A
A/A Defence	A	B	C
Deck Picquet	B, C, HQ&E	C, D, A	D, HQ&E, B
Duty Sjt/Mjr		W O II Jackett J R	

3. PAY BOOKS

Coy Comds will ensure that where the name of a unit is shown in a pay book steps are to be taken to erase it before disembarkation.

4. PAY

(a) The fourth pay will be disbursed on 10 May 41 on the same basis as previously, i.e. Officers - £5/-/-; W.O.s & Sjts - £2/10/-; O/Rs - £1/-/-. Pay will be made up in Australian Currency, and the above rates are subject to the necessary credit being established.

(b) Unit Pay sjts will proceed with the preparation of acquittances and paybooks at once. Credits are to be calculated up to and including 15 May 41. Requisitions for cash should be submitted to the Ship's Paymaster as soon as possible.

(c) All overdrawn paybooks will be returned to the Pay Sjt for submission to the Ship's Pay Office for examination and necessary adjustment.

(d) New and amended allotments will be accepted up to 1200 hrs on 11 May 41.

5. MEDICAL INSPECTION

A Muster parade will be held tomorrow for Block III in order to carry out a medical inspection. The inspection will be held on the Prom Deck at 0930 hrs 9 May 41. Block III will be inspected on the Starboard side and will be drawn up in order from the Palm Court as follows:- W. Comd- at 0925 hrs and D, C, B, A, HQ&E, LAD and B.H.Q at 0955 hrs.

6. BLACK OUT

Black Out this evening will be from 1845 hrs to 0540 hrs
8/9 May 41.

7. UPPER DECKS

No personnel are permitted on upper decks after Black Out except those personnel on duty and personnel parading there for sleeping.

8. ACTION STATIONS ----- Attention is drawn to the instructions re action Stations already issued to Coys and in particular to the following:-

Warning for Action Stations --- Intermittent blowing of Klaxon horns and Hand whistles...

Warning for Emergency Stations --- Continuous blowing of Klaxon horns and hand whistles.

/ over

9. SLEEPING ON UPPER DECKS

(a) The Captain of the Day will ensure that all personnel have been cleared from the Prom Deck, Grand and After Lounges and from the Centre Stairway and Main Foyer by 2030 hrs each night.

(b) Each party proceeding to upper decks must be led by an officer and Para 5 of Administrative Instruction No7 is to be amended accordingly.

(c) Officer in charge of parties will ensure that no personnel place beds in alleyways or stairway landings until the move to upper decks has been completed.

(d) Picquets on sleeping decks must ensure that all men are covered with a blanket.

(e) Personnel are to be instructed that they will not be permitted to move down from upper decks to relieve themselves until all personnel have reached their sleeping areas.

(f) Tubs Urine will continue to be placed between the Grand and After Lounges and the fatigue previously required for the purpose will be detailed as in the past. Personnel are to be advised that these tubs are available. The fatigue will be :-

<u>Serial No.</u>	<u>Time of Mounting.</u>	<u>Place of Mounting.</u>	<u>Strength.</u>	<u>Duty.</u>
19	2200 hrs 0550 "	"B" Deck Foyer	6 O/Rs	Urine tub fatigue. See Admin.Inst. No.3

10. POSTAL ARRANGEMENTS

Air Mail to Australia -- Coys will frank and collect money for Air Mail letters, but will hold same until such time as the Ship is boarded by a representative of the Army Postal Service, who will it is understood accept the articles for transmission.

Air Mail to United Kingdom -- For general information it is notified that the above air mail service has been suspended. (No Stamps are available for sale on the ship. Present information is that the cost of this mail is 9d. per half ounce.)

11. LETTERS.

All personnel are to be again instructed that all letters, parcels etc must be forwarded to their Platoon Comds for censoring. For the information of all concerned a full description of the outward journey may now be given including place names. However at no time now or in the future will mention be made of the number or names of ships in the convoy or number and names of units.

12. DUTIES AND FATIGUES.

Coys will supply the following duties and fatigues:-
The duty Sjt/Mjr will liason with C.S.Ms to parade all duties & fatigues 5 minutes before times set down.

Serial No.1 -- HQ&E
3 -- A
4 & 7 -- B
6, 8 & 9 -- C
2 -- D

13. SHIPS INCENDIARY BOMB SQUAD

"B" Coy will provide 1 Off, 1 Sjt and 4 O/Rs to constitute 2/3 M G Bn members of this squad. The officer and N.C.O will report to Capt Irving at the second Officers cabin for instructions at 1630 hrs to-day.

14. OFFICERS P.T.

Officers P.T. will recommence under Lt.Hands at 1705 hrs on the Sun Deck on Friday 9 May 41, and then every night until further notice.

.....
Adjnt 2/3 M G Bn A I F

AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS

Pt. 1
by

42 Ship No29/41

Lt Col A S Blackburn V C

9 May 41

1. SHIP'S DUTIES MOUNTING 1615 HRS

9 May 41

10 May 41

11 May 41

Duty Unit	Block III	Block I	Block II
Capt of Day	Major M A Walloscheck	Capt J Irving	
Off of Day	Capt R C Piper	Lieut W O Brown	
Sub of Day	Lieut R Hamilton	Lieut J Fischer	
Off of Guard	Lieut B G Clennett	Lieut W Inglis	
Off Ships Picquet	Lieut F L M Burden		
Off Ships Fire Picquet	Lieut L M Raggatt		
Ord Sjt	Sjt R S Owen	Sjt Orford H W	
Ord Bugler	Pte Mickan D	Pte Hage R H	

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lt M F Bonnin	Lieut M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt Lush G H	Sjt Stephens W J	Sjt Gilpin T A
Ord Cpl	Col Harris H W	Cpl Arnold J H W	Cpl Herley G N
Duty Coy	HQ&E	A	B
A/A Defence	B	C	D
Deck Picquet	C, D, A	D, HQ&E, B	HQ&E, A, C
Duty Sjt/Mjr	WO II Jackett J R		

3. DUTIES AND FATIGUES

Coys will supply the following duties and fatigues. The duty Sjt/Mjr will liason with C.S.M.S to parade all duties and fatigues 5 minutes before times set down.

Serial No. 1	-	HQ&E
3	-	A
4 & 7	-	B
6, 8 & 9	-	C
2	-	D

4. SLEEPING UPPER DECKS

It has been found that personnel can move to upper decks in a shorter period than was anticipated. Coys must therefore ensure that personnel are ready to move immediately after the group which precedes them. It is NOT necessary to wait for the time laid down if the movement is proceeding ahead of schedule.

5. SMOKING

The duty unit must ensure that smoking is NOT permitted in the corridors between the grand and after lounges after 2000 hrs.

5. ISSUE OF BLANKETS

Unit Q.M. will instruct C.Q.M.S re the issue of blankets prior to disembarkation at 1700 hrs 9 May 41.

6. OFFICERS XXX. & SJTS MESS

The after mess room used by the Officers and sjts is NOT to be used by personnel for sleeping. All ranks are to be informed of this order and the Captain of the Day will see that it is obeyed.

7. MESSING

(a) Numerous instances have occurred of men taking part in one mess sitting and later entering the mess for the same meal at a later sitting. This practice is strictly forbidden and any offender detected in the future is to be severely dealt with. It is pointed out that this selfish practice is only calculated to result in there being insufficient food to feed innocent men in the last sitting. There is always ample food for everyone at every sitting provided the correct number of men attend each sitting and no more.

(b) Duties - All duties will be relieved in sufficient time to parade with their coys in the troop decks for mess and will NOT join coys in the "B" Deck Foyer.

8. PAY

Coys will collect pay at B.H.Q at 1000 hrs 10 May 41. Coys will acquit by 1600 hrs the same day, excepting the A/A duty coy which will acquit by 1000 hrs 11 May 41.

9. TRAINING AND SPORTING STORES

Training and sporting stores must be returned to Bn Q.M. by 1600 hrs on Sat 10 May 41, Coy stores excepting those being used for A/A defences are to be securely packed by 1500 hrs 11 May 41, and returned to Unit Q.M. by that time. C.Q.M.S will report to Lieut Denniston re this matter at B.H.Q at 17 00 hrs 9 May 41.

10. BLACK OUT

Black out this evening is from 1845 hrs to 0550 hrs 9/10 May 41.

11. BN ROUTINE ORDERS

Coy comds will ensure that Coy officers read and initial Coy copy of Bn Routine Orders by 2200 hrs daily.

12. MAIL

Coys will immediately hand in franked sea mail to B.H.Q for censoring. Mail closes with the Bn postal Cpl at 2200 hrs Saturday 10 May 41. Coy Comds will make arrangements with Lieut C J Glover re Air Mail.

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13. OFFICERS P.T.

The time for Officers P.T. is amended and will now be from 1745 hrs to 1830 hrs.

14. CHURCH PARADES

The following church parades will be held on Sunday 11 May 41, all except the 1015 parade are voluntary, but coys will promulgate the times and enable personnel wishing to attend to do so.

Church of England - 0700 hrs- Holy Communion-Grand Lounge.
1015 hrs- Church Parade - " "

Roman Catholic - 0800 hrs- Officers Lounge- Mass
0845 hrs- After Lounge - Mass.

15. VICKERS GUNS - A/A.

The Bridge Control Officer reports that the Aircraft look-outs at Vickers Gun posts are not taking their duties seriously. Coys will rectify this matter immediately. In future Coys will provide an additional look out on each side of the lower bridge for the purpose of watching for floating mines. Spotters at guns will be instructed to confine their efforts entirely to aircraft.

The A/A crew on the Forecastle Head are responsible under instruction from O.C. Ship for keeping that area clear of troops during the hours of Black Out.

16. RIFLES.

All personnel mounting duty with rifles will see that they are returned to Store Room thoroughly greased and oiled.

J. K. Hynd
.....Capt.
Adjt 2/3 M G Bn A I F

Addendum. Para 12 - Air mail is cancelled
" " 14 - Subject to alteration re place.

AUSTRALIAN MILITARY FORCES

(75)

ROUTINE ORDERS

Pt.1
by

Ship No.30/41

Lt. Col A S Blackburn V C

10 May 41

1. SHIP'S DUTIES MOUNTING 1615 HRS

	<u>10 May 41</u>	<u>11 May 41</u>	<u>12 May 41</u>
Duty Unit	Block I	Block II	Block III
Capt of Day	Capt J Irving		Major E D Lyneham
Off of Day	Lieut W O Brown		Capt J J Kennedy
Sub of Day	Lieut J Fischer		Lieut J B Ifould
Off of Guard	Lieut W Inglis		Lt. M R Schottelius
Off Ship's Picquet		<i>Lieut J L Hauck</i>	Lieut J C Hayne
Off Ship's Fire Picquet			Lieut R A McPherson
Ord Sjt	Sjt Ordford H W		Sjt E A Flinders
Ord Bugler	Pte Hage R H		Pte Hester G

2. BN DUTIES MOUNTING 1615 HRS

Ord Officer	Lt M F Bonnin	Lt M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt Stephens W J	Sjt Gilpin T A	Sjt Love E W
Ord Cpl	Cpl Arnold J H W	Spl Herley G N	Cpl Brocksopp J S
Duty Coy	A	B <i>apt Kille. A. G.</i>	C
A/A Defence	C	D	HQ&E
Deck Picquet	D, HQ&E, B	HQ&E, A, C	A, B, D
Duty Sjt/Mjr			WO II L.J. Wells

3. AFTER LOUNGE

The large standard flood lights in the after lounge will be turned out at 2030 hrs daily in order that the lounge may become cooler before personnel arrive there to sleep.

4. SUN DECK

As from 1200 hrs 10 May 41 the number of personnel allowed on the Sun Deck at any one time during daylight hours will be 300 exclusive of anti-aircraft personnel. The C.O. is responsible for keeping the numbers down to the above figure when Block III has the use of the Sun Deck for training. The Captain of the Day and O.C. Picquet will be responsible at all other times. In regard to this instruction no members of 2/3 M G Bn will be allowed on the Sun Deck for training on Sun 11 May 41. On Monday coys will allow only numbers as follows to train on this deck:-

B.H.Q, HQ&E and L A D all combined 80, A?B?C?D, 55 each coy, these figures are in addition to A/A personnel.

When members of this Block should be on the Sun Deck, but are unable to be so on account of the above order, they will be paraded and remain under control in the troop decks.

5. BLACK OUT

Black out this evening will be from 1850 to 0540 hrs 10/11 May 41.

6. LOSS OF LIFE BELT

A lifebelt, No.P101 has been stolen from a member of the Ship's Company, this lifebelt will be returned to the Ship's Orderly Room immediately.

7. COURT OF ENQUIRY

A Court of Enquiry consisting of the undermentioned Officers will assemble as directed by the President to enquire into and report upon the loss of Stationery boxes and censorship stamps belonging to this Unit:-

Major M A Walloscheck	President
Capt R C Piper)	
Lieut H L Fraser)	Members.

8. ACTION AND EMERGENCY STATIONS

- (a) If "Emergency Stations" follows Action Stations, all ranks will proceed to the Emergency Stations wearing Respirators Anti-Gas and Helmets Steel- carrying hats fur felt in their hands. Should the boats be taken to, the Respirators and Helmets Steel may then be discarded.
- (b) Picquets- Some personnel appear to still be under the impression that if on picquet, they do not leave their post. This is incorrect. The only sentry who remains at his post is the sentry in the O.C. Troops Cabin. This does not apply to the A/A Picquet.
- (c) Communications - On the last alarm Gun Post No.3 did not respond to telephone calls. As all posts can hear telephone calls when a similar thing happens, the nearest gun post to the non responding post will send a runner to ascertain the trouble and will report by telephone to the exchange on the bridge. It is essential that all orders from the bridge be passed swiftly to gun posts.
- (d) Fire Orders- Some Guns appeared not to have been instructed in the Ship's method of giving Fire Orders. Instructions in this must be given to all concerned forthwith.
- (e) Portholes- In the event of a genuine emergency station call, all portholes must be closed immediately. Coy Comds will be responsible for detailing personnel whose duty it will be to close portholes on all Troop decks. Ship's Personnel will attend ^{with} the cabins.
- (f) Prisoners - On Emergency Stations, the Guard/bring the prisoners under escort to Station No.1.

All ranks are to be congratulated on the excellent discipline displayed throughout both exercises on Friday 9 May 41.

9. CHURCH PARADES

Ref para 14 B.R.O's No.29 the amended times are as follows:-

Church of England-Holy Communion-	Grand Lounge-07 00 hrs.
"	"
Off.Lounge - 1000 hrs	
Roman Catholic- Mass	- Off Lounge- 0800 hrs
"	"
-	- After Lounge-0845 hrs
Unit Church Parade	- After Lounge-1000 hrs.

J. K. Lynch
Capt
 Adj't 2/3 M G Bn A I F

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AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS

Pt 1
by

SHIP NO 31/41

Lt Col A S Blackburn V C

11 May 41

1. SSIP'S DUTIES MOUNTING 1615 HRS

	<u>11 May 41</u>	<u>12 May 41</u>	<u>13 May 41</u>
Duty Unit	Block II	Block III	Block I
Capt of Day	Capt F Ecceltine	Major E D Lynehan	
Off of Day	Lt. M Colelough	Capt J J Kennedy	
Sub of Day	Lieut K Swifto	Lieut J B Ifould	
Off of Guard	Lieut K Bowles	Lieut M R Schottelius	
Off Ship's Picquet		Lieut J L Hards	
Off Ship's Fire Picquet		Lieut R A McPherson	
Ord Sjt	Sjt Beaton F S	Sjt E A Flinders	
Ord Bugler	Cor Turner C C	Pte Hestey G	

2. A/A DUTIES MOUNTING 1615 HRS

	<u>11 May 41</u>	<u>12 May 41</u>	<u>13 May 41</u>
Ord Officer	Lt M F Bonnin	Lt M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt Gilpin T A	Sjt Lova E W	Sjt P-Stalke P
Ord Cpl	Cpl Little A J	Cpl Brackaby J B	Cpl Fox G W
Duty Coy	B	C	D
A/A Defence	D	EQ&E	A
Deck Picquet	EQ&E, A, C	A, B, D	B, C, EQ&E
Duty Sjt/Mjr		W.O.II L.J. Wells	

3. 14 MAY 41 15 MAY 41 16 MAY 41

Ord Officer	Lt M F Bonnin	Lt M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt James H	Sjt Mitchell G M	Sjt Holland R B
Ord Cpl	Cpl Dickie J B	Cpl Mercer W R	Cpl Frosser H I G
Duty Coy	EQ&E	A	B
A/A Defence	B	C	D
Deck Picquet	C, D, A	D, EQ&E, B	EQ&E, A, C
Duty Sjt/Mjr		S/Sjt Shea C L	
Ord Officer	Lt M F Bonnin	Lt. M F Bonnin	Lt M F Bonnin
Ord Sjt	Sjt Chipper R E	Sjt Keach H P	Sjt Savrie J G
Ord Cpl	Cpl Wetters D S	Cpl Kelly J B	Cpl Gatenby T A
Duty Coy	C	D	EQ&E

3. ROUTINE ORDERS

This copy of Routine Orders details BA duties for the next week. BA R.O.'s will NOT again be published until further notice. Coy Comds will report to the C.O. at B.H.Q for a conference at 0800 hrs daily until further notice commencing 12 May 41.

4. ARTILLERY LECTURE

A Lecture on "Fd Arty, Its Organisation and Characteristics" will be given at 0830 hrs Monday 12 May 41 in the Officers Lounge by C.O. S/11 Pz.Sgt.

All officers, W.O.'s and Sjts will attend. Coy Comds will make the necessary arrangements for Cpls to take charge of Coys during this time. This will be regarded as a muster parade for ranks concerned. Personnel attending will bring note books and pencils.

The duty coy will send a party in charge of an officer to prepare the lounge for the lecture, such preparation to be complete by 0815 hrs. Approximate number of personnel attending will be 100.

5. DRINKING IN CABINS

Drinking beer or spiritous liquor in cabins is strictly forbidden.

6. ROUTINE TUESDAY 13 MAY 41

The routine on Tuesday 13 May 41 will be as follows:-

Reveille	0500 hrs
Breakfast	05 00 hrs Block I
"	0545 hrs Block III
"	0730 hrs Block II

All attached personnel will breakfast with Block II.

7. SLEEPING ACCOMMODATION

- (a) W.O.'s and Sjts sleeping in the Palm Court will NOT place their beds there until after 2130 hrs.
- (b) Certain officers have been found sleeping on the Boat Deck in space reserved for O.R.'s. This practice is strictly forbidden.

8. SMOKING

Smoking on open decks before Reveille is strictly forbidden.

9. BLACK OUT

Black out this evening will be from 1850 hrs to 0500 hrs 11/12 May 41.

10. WET CANTEEN

The Wet Canteens will remain open from 1100 hrs until 1400 hrs on Monday 12 May, after which it will remain closed for remainder of voyage.

11. MONEYS IN TRUST

Personnel MIMA who have moneys held in trust by the Ship's PayMaster are to collect them prior to 1700 hrs on 12 May 41.

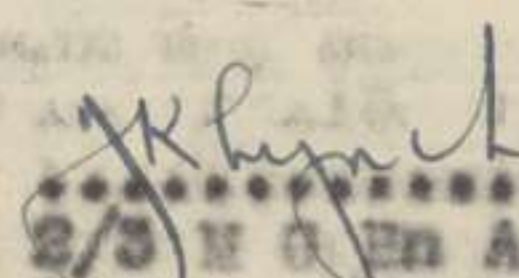
12. RETARDING OF CLOCKS

Clocks will NOT be retarded tonight nor again until further notice.

13. DIS-EMBARKATION

The following preliminary instructions are issued re dis-embarkation.

- (a) Dress. Helmets steel, shorts, shirts, boots and stockings, full marching order, with water bottles filled and respirators at the alert. Officers will wear puttees and carry pistols. Hats fur felt will be attached to the left shoulder strap.
- (b) Greatcoats. Greatcoats will be carried in packs.
- (c) Blankets
The single blanket issued will be rolled and for end wrapped in the ground sheet and placed round the pack. The ends will be tied together under the pack with cord or a strap.
- (d) Sea-kitbags
Sea-kitbags will be carried and will contain change of underclothing, spare cap, toilet gear, personal items.
- (e) KITBAGS UNIVERSAL
Kitbags universal will NOT be carried but will be stacked in accordance with instructions to be issued.
- (f) Officers gear
Permission is being sought for officers to carry a light suitcase in lieu of sea-kitbags. No information is yet available re time for packing trunks.
- (g) FIELD Dressing
Field dressing will be carried by all ranks in the haversack.


Capt
 Adjt 2/3 M G En A I P

25M. 248

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AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS

Ptl.
by

SHIP NO. 32/41

Lt Col A S Blackburn V C

12 May 41

1. DUTIES Ship's and Bn

As detailed in B.R.O. No 31/41 of 11 May 41.

2. BLACK OUT

Black Out this evening is from 1920 hrs to 0555 hrs 12/13 May 41.

3. HAMMOCKS

Before disembarkation all hammocks are to be returned to troop decks and slung. Each hammock is to contain one mattress, mattress cover, two blankets and one lifebelt. Any man unable to produce all these articles will be personally liable for the value thereof. Personnel sleeping in cabins will ensure that lifebelts are laid on bunks before disembarkation.

4. BAGGAGE

The following are detailed to act as baggage parties and will be ready for duty at 30 minutes notice.

Supervision and checking of baggage off ship.

Checking baggage into lighter

Checking baggage into smaller ship.

Lieut W D Denniston
Pte Neagle W J
Cpl Paull B.St. J
Pte Elliott L O V

Cpl Snow A.G
Pte James W H

Lieut R A McPherson
Pte Ashurst K
Pte James R C
Pte Hunter
Pte Cobb

5. SICK PARADES

At conclusion of afternoon sick parade on 12 May 41, R.A.P. 1 and 2 and M.I.R. will close. Sick parades on 13 May 41 for entire ship's company will be held at hospital dispensary entrance from after lounge at 0630 hrs.

6. OFFICERS CONFERENCE

From today unless otherwise notified, the instruction contained in B.R.O No 31/41 Para 3 will still stand. In addition all officers will ensure their coys can contact them at short notice from now on, and will be ready to attend conferences of all officers at short notice.

7. MESSING

Unless otherwise notified mess orderlies for 13 May 41 will report as usual but at 0450 hrs. ⁰⁵²⁰ Should this unit disembark before normal lunch hours, lunch will be served early. Present information is that the unexpended portion of the day's ration and the following day's ration and the emergency ration will be collected in bulk by the Unit Q.M.

[Signature]
.....Capt
Adj't 2/3 M G Bn

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AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

Pt 1

Camp 95 No. I

by

Lt Col A.S. Blackburn V.C.

20 May 41

Bn Duties Mounting 1830 hrs 20 May 41

Ord Officer	Lieut W D Middleton
Next for Duty	Lieut J C Hayne
Duty Coy	B Coy
Next for Duty	C Coy
Camp Duty Unit	
Mounting 21 May 41	2/2 Pioneer Bn
Next for Duty	
Mounting 22 May 41	2/1 Survey Regt.

2. CIVILIAN PASSES

The undermentioned have been issued with passes and will be taken to the C.S.O. when contacted.

Abdul Rahman Ali	-	Pass No C6885 (Red)
Richard R Martin	-	Identity Card No. 804.

3. STORES

Boxes and Bottles, (including beer bottles) will be returned on all occasions from where they are taken. Any shortages in returnable containers such as boxes, bottles and bags are charged against the mens' Mess and paid for out of messing allowances.

4. SICK REPORTS

Coys will furnish separate sick reports for men sick in lines and for those who attend at R.A.P. at sick parades.

5. BEER AND SPIRITOUS LIQUOR.

NO beer or spiritous liquor will be taken to or consumed in tents.

6. COY RUNNERS.

The Ord Sjt will parade Coy runners at 0830 hrs daily and will be responsible for seeing that they are in the vicinity of P.H.Q. throughout the day. Runners will notify the Ord Sjt before leaving the vicinity of P.H.Q.

.....Lieut
 A/Adjt 2/3 M G Bn A I F

War Day

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AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

Pt 1

Camp Hill 95 No.2

by

Lt. Col A.S. Blackburn V.C.

21 May 41.

Bn Duties Mounting 1400 hrs 21 May 41

Ord Officer	Lieut W.D. Middleton
Next for duty	Lieut J.C. Hayne
Duty Coy	C Coy
Next for Duty	D Coy

CAMP DUTY UNIT

Mounting 22 May 41	2/1 Survey Regt
Next for duty	
Mounting 23 May 41	2/9 A. Fd. Regt

SICK PARADES. Each time a man reports sick he will attend at Sick Parade at 0630 hrs for the first day and subsequently as ordered by the R.M.O. He will be placed on a Sick Report and paraded by his Coy to the Bn.Ord.Sjt. Personnel who require medicines, i.e. cough mixture, aspros, etc. will be paraded by Coys between 1645 and 1730 hrs. Such personnel do NOT require Sick Reports. Personnel instructed to remain on Sick Parade for the next day or days will ascertain which of the above parades they are to attend.

CANTEEN HOURS. Commencing on 22 May 41 the Canteen will be opened at the following times :-

DRY CANTEEN	1230 to 1330 hrs
	1700 to 2100 hrs

WET CANTEEN	1700 to 1745 hrs
	1830 to 2000 hrs.

EVENING MESS. The following will be the times for evening messes.

Men's Mess	1805 hrs
Sjts' Mess	1815 hrs
Off Mess	1815 hrs.

DUTIES. Duties will parade at the following times :-

Guard	1845 hrs - 24 hrs' duty
Piquet	1845 hrs - until Reveille
Canteen Piquet	1845 hrs 1650 - 1750 hrs: 1830 hrs until dismissal.
Bn Ord. Sjt, Cpl, Runner and Bugler	1900 hrs.

COURT OF ENQUIRY. A Court of Enquiry constituted as follows L-
Capt H.F. Beaney President

Lieut W.A. Paterson)
Lieut M.F. Bonnin) Members

will assemble at a time and place to be appointed by the President to enquire into the circumstances of the loss of rifle No. A3259 issued to TX1639 Pte Keaney E.

CENSORSHIP STAMPS. Censorship Stamps will be available for Coys at the following times -

B.H.Q. H.Q. L.A.D. & A Coys	0900-1000, 1400-1500, 1900-2000 hrs
B & C Coys	1000-1100, 1500-1600, 2000-2100 hrs
D & E Coys	1100-1200, 1600-1700, 2100-2200 hrs.

When a letter has been franked it will NOT under any circumstances pass out of an officer's possession until handed to the Postal Cpl. B.H.Q. and L.A.D. letters will be handed to H.Q. for censoring, i.e. (Stamping after franking)

GUARD AND PIQUET DUTIES.

Personnel on Guard and Piquet Duties while at their Posts

- (a) Will NOT smoke
- (b) Will NOT sit down, but when not moving on their beat will stand

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at attention or at ease. Members of the Guard when moving on their beat may carry their rifles slung.

(c) Guards will face away from the Unit Camp.

(d) The above instructions do NOT apply to reliefs off duty. These "off duty" reliefs, however, will stay in or in the vicinity of the Guard or Piquet Tent. The Guard Comd. will appoint an orderly who may visit the Canteen for the guards' requirements. During their 24 hours' tour of Duty the Guard will NOT purchase or consume alcoholic liquor.

J.K. Lynch

J.K. LYNCH Capt
Adjnt 2/3 M G Bn AIF

NOTICE.

LOST. A Money Belt was left in Latrines near Men's Mess containing a sum of money. Finder return to B.H.Q.

ADDENDUM. to "Censorship Stamps".

By contacting the Intelligence Officer arrangements may be made to use the Stamp at other than the stated times.

On receiving the censor stamp Coy officers will give a receipt ~~when~~ for same and obtain a receipt when handing it back to the I.O. or the next Coy Comd. The Stamps must NOT pass out of the possession of an officer.

War Diary

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AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS

Pt 1

Camp Hill 95 No.3

by

Lt Col A S Blackburn V C

22 May 41

1. BN DUTIES MOUNTING 1900 HRS 22 MAY 41

Ord Officer	Lieut J C Hayne
Next for Duty	Lieut J C Hayne
Duty Coy	D Coy
Next for Duty	A Coy

2. CAMP DUTY UNIT

Mounting 23 May 41	2/9 A Fd Regt
Next for Duty	
Mounting 24 May 41	2/3 M G Bn

3. COMFORTS FUND

All Items received from the Aust Comforts Fund will be listed when received in Bn Routine Orders. These lists, the first of which appears below, will on each occasion they appear ~~will~~ be read on Muster Pdes on two consecutive days.

4. FRUIT

Fruit will NOT be sold in the Unit Canteen nor are troops permitted to buy it within the Unit Camp Area. This decision has been reached:-

(a) Following the decision of the Canteen Board NOT to stock fruit at the present time on account of the prevalence in fruit of the fruit fly, which in many cases is regarded as being directly responsible for dysentery.

(b) Because of the report of an agricultural fruit inspector who brought to B H Q specimens of fruit purchased from Arab Hawkers within the Camp area which he demonstrated was infected with the above fly. Though it may not be detected by the appearance or taste of the fruit the Fly can be present in the flesh and personnel generally are warned of the possibility of contracting dysentery by eating the fruit even if the fruit is thoroughly washed. This information is promulgated in the interests of the troops who are advised that in the opinion of officials of the Dept of Agriculture of Palestine it is dangerous at this time of the year to eat Grape Fruit or Oranges. All ranks are therefore advised to refrain from eating these fruits.

5. DRESS

Troops ~~not~~ when NOT wearing tunics are NOT permitted to wear shirts other than khaki. Shirts will be tucked into the trousers and personnel will NOT appear in singlets only or without shirts. At the discretion of Coy commanders this regulation may be waived during P.T. but the possibility of sunburn must be guarded against.

6. HAWKERS

The attention of all personnel is drawn to para 7 "Hawkers" in 2/3 M.G.Bn. Camp Standing Orders.

7. PUTTEES SHORT

It is intended at the earliest moment to purchase for all O/Rs puttees short and O/Rs are therefore advised against buying their own requirements.

8. PUGGAREES

The only puggarees which are permitted to be worn are the light-colored variety. Personnel desiring to wear same immediately must purchase same themselves as Bn funds do not yet permit of the purchase of puggarees.

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9. ORD. SJTS

Company orderly room corporals and clerks will report to B.H.Q. at 0900 hrs 23 May 41 to become familiar with the sounding of "Orderly Sjts". As from 1200 hrs 23 May 41, company runners are no longer required at B.H.Q.

10. CAMERAS

The attention of all ranks will be drawn to the provisions of unit camp standing orders re photography and cameras -- paras 12 and 26 respectively.

J.K. LYNCH. Capt
Adj. 2/3 M.G. Bn.

NOTICES

COMFORTS FUND

The following goods have been received by the Bn ^{from} the Australian Comforts Fund -- One basketball, rings and nets, one football, six pairs of boxing gloves, four punch pads, four pairs of mits, six boxes of air mail paper, ~~six boxes of air mail paper~~ and two boxes of envelopes, 12 bottles of ink, one circlos net and two quoits.

LOST

One wallet containing 900 mils and pass marked "Mohmd. Nageb".
One money belt containing 500 mils left in showers. Reward. Finder return to Camp Staff Officer.

Ward Duty

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AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS

Ft 1

Camp Hill 95
No. 4/41

by

Lt Col A S Lockburn V C

23 May 41

1. BY DUTY SCHEDULES 1900 HRS 23 MAY 41.

Ord Officer	Lieut J C Payne
Next for Duty	Lieut J C Payne
Duty Coy	A Coy
Next for Duty	B Coy

2. CHAP DUTY DUTY

Mounting 24 May 41	2/3 M G En
Next for duty	
Mounting 25 May 41	2/11 P G Rest.

3. BAYONETS AND RIFLES

On no account will bayonets whether fixed to rifles or NOT be stuck into the ground.

4. CAMP STANDING ORDERS

Amendments to Camp Standing Orders will be issued as an addendum to Routine Orders. Coy Comds will ensure that both Coy Copies of Standing Orders will be initialled by all coy Off and C S M's and amendments and alterations will be immediately brought to their notice.

5. BY R/O'S

All Officers will sign coy copy of P.R.O's by 2100 hrs daily.

6. CAMOUFLAGE

All tents will be camouflaged with a mixture of soil and water thickly applied by 1200 hrs 24 May 41. Coys will render certificates that this has been done by 1300 hrs 24 May 41.

7. SLIT TRENCHES- will NOT be used as rubbish pits and will be immediately cleared of all rubbish. Coys will inspect same twice daily.

8. TENTS

Tent flaps but NOT sides will be rolled daily unless otherwise ordered.

J. K. Lynch
Capt
 Adj. 2/3 M G En

NOTE OF

CHURCH SERVICES - Holy Communion for C of E personnel will be celebrated at Officers' Mess at 0640 hrs on Sunday 25 May 41. Mass for R C personnel will be celebrated at 0830 hrs on Sunday 25 May 41. R.C. personnel wishing to attend will parade at R H Q at 0815 hrs.

WRITING MATERIAL AND READING MATTER

Writing paper envelopes, ink and a limited supply of reading matter will be obtainable at Chaplain Blakeways tent between 1830 hrs and 1930 hrs daily.

War Diary

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AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

PART 1

Camp Hill 95
No. 5/41

by

Lt Col A.S. Blackburn V.C.

24 May 41

1. BY DUTIES MOUNTING 1900 HRS 24 MAY 41

Ord Officer	Lieut J.C. Hayne
Next for duty	Lieut J.C. Hayne
Duty Coy	B Coy
Next for duty	C Coy

2. CAMP DUTY UNIT

Mounting 24 May 41	2/11 Field Regiment
Next for duty	2/2 Pny Bn.

3. RETURNABLE CONTAINERS

Personnel removing cases or tins from the vicinity of Q store, canteens or kitchens will be subject to disciplinary action.

4. KITCHEN TAPS AND COPPERS

Coppers or taps near kitchen coppers will NOT be used for washing mess gear. Hot water for this purpose cannot be provided owing to lack of fuel. Troops will wash mess gear in tubs provided.

5. COLOR PATCHES

Color patches will be issued to wear on hats when the unit equipment arrives. On this account personnel are advised not to make purchases of patches from local traders.

6. DRIVING LICENCES

Military driving licences issued in Australia are NOT valid in M.E. and are to be withdrawn immediately. As Bn records are not available companies will submit a list of qualified drivers to the T.O. by 0900 hrs Monday 26 May 41. Such drivers will only be those who were in possession of a licence at the time of embarkation, and where in drivers' possession, Australian licences will be withdrawn by companies and returned with the list.

7. LEAVE NOMINAL ROLLS

Companies will return to B.H.Q. a nominal roll of personnel proceeding on leave at least 24 hrs prior to commencement of leave.

8. SICK IN HOSPITAL

Sick evacuated to hospital will take ALL clothing etc., steel helmet and respirator - leaving web equipment, rifle, paliasse and blankets with the C.Q.M.S. for storing in the Q.M. store. This applies to C.R.S. personnel, who, however, as far as clothing is concerned, will take enough only for a short illness.

..... Capt
Adjnt 2/3 M.G. Bn.

NOTICE

CHURCH SERVICES

Holy Communion for C. of E. personnel will be celebrated at Officers' mess at 0640 hrs on Sunday 25 May 41.
Mass for R.C. personnel will be celebrated at 0830 hrs on Sunday 25 May 41. R.C. personnel wishing to attend will parade at B.H.Q. at 0815 hrs.

24 May 41

CAMP STANDING ORDERS

(amendment no.1)

Para 10 page 5. Add

GIFTS

Traders and shopkeepers, particularly in Egypt, are inducing purchasers of gifts to allow them to despatch these direct by sample post in order to save postage and, if possible, avoid customs charges. This practice is irregular, and all ranks are warned that such packets are being surcharged on delivery.

Authority - PRO 4/41 and Force G.O. 248.

AM NEM NT NO.2

Para 11 page 5 Add

FIELD CENSORSHIP CASUALTIES

The next of kin of each casualty is notified officially as soon as possible after the casualty occurs. It is desired to avoid the unnecessary suffering that may be caused to relatives through wrong information sent with the best intentions by individuals. Therefore, private cables and telegrams and air mail letters from all ranks reporting individual casualties are forbidden. Details in regard to casualties may be given in letters only one month after known date of casualty.

Ward

AUSTRALIAN IMPERIAL FORCES

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ROUTINE ORDERS

Pt 1

Camp Hill 95
No 6/41

by

Lt-Col A.S. Blackburn V.C.

25 May 41

1. BN DUTIES MOUNTING 1900 hrs 25 May 41.

Ord Officer	Lieut J.C. Hayne
Next for Duty	Lieut J.C. Hayne
Duty Coy	C Coy
Next for Duty	D Coy

2. CAMP DUTY UNIT

Mounting 25 May 41	2/2 Pioneer Bn
Next for duty	2/9 A.Fd Regt

3. BREN SCHOOLS Bren Gun and Boys Anti-Tank rifle courses will be held next week commencing at 0900 hrs Monday 26 May 41.

School No. 1 Off Mess 3 Officers per Coy including Coy Total 18

School No. 2 Sjts Mess Coy Cpl Clerks, Coy Q.M.S. and the following members of Bn Staff - Ptes Acott and Trotter. Total 12

School No. 3 B.H.Q. Office- 3 W.C.O.'s per Coy Total 15

4. CANTEN Should any members of other units be observed using this Unit's canteen a report should immediately be made to the Sjt in charge of the Canteen Piquet who will take steps to ascertain whether he is the guest of a member of this Unit.

5. LEAVE TEL AVIV. Two officers and 23 O/R's as nominated by Coys will proceed on one day's leave to Tel-Aviv on MONDAY 26 May 41. Lieut J.B. Ifould will be in charge of Leave Party. Breakfast for Leave Party will be No 1 Kitchen at 0645 hrs. Leave Party will parade in front of B H Q at 0710 hrs and hand to Officer-in-charge of Party 165 mils each for bus fare. Officer-in-charge will mark paid on his copy of nominal roll and hand Soldier his leave pass. Officer in charge will march leave party to Camp H.Q., reporting there at 0730 hrs.

J.K. Lynch
 J.K. LYNCH CAPT
 ADJT 2/3 W G Bn AIF.

AMENDMENTS TO STANDING ORDERS.

Page 1, para 3 1(c) ADD (Amendment No 3)

On pay nights and the two succeeding nights, an officer will be in charge of the canteen piquet of one sjt and 5 O/R's. (Amendment No 4.)

Page 6, para 15. ADD Canteen Orders. Canteen orders will only be accepted in the dry canteen and then to the full value of the order. No change will be given except to the extent of 10 mils in such cases where the value of the cost cannot be made exactly to the amount of the order. (Amendment No 5)

SICK PARADES. Page 10 para 25 (line 14)

For 1750 hrs read 1705 hrs.

Was Dean

AUSTRALIAN IMPERIAL FORCES

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ROUTINE ORDERS

Pt 1

Camp Hill 95
No 7/41

by

Lt-Col A.S. Blackburn V.C.

26 May 41.

1. BN DUTIES MOUNTING 1900 hrs 26 May 41.

Ord off Lieut J.C. Hayne
Next for Duty Lieut J.C. Hayne
Duty Coy D Coy
Next for Duty A Coy

2. CAMP DUTY UNIT.

Mounting 26 May 41 2/1 Survey Regt
Next for duty 2/9 A.Fd Regt.

3. CAMP INSPECTION

The Orderly Officer will inspect all tent lines commencing at 1000 hrs daily. The M.O. together with the Orderly officer will inspect all kitchens, messes, latrines, and ablution areas, commencing at 1100 hrs. at which time cook-house personnel will be shaved and ready for inspection.

4. MESS PARADES.

Men will NOT parade independently to cook-houses for meals. Personnel on duty will be paraded for meals required other than the normal hours. Except for such duties the serving of meals will NOT commence before the times laid down.

5. DRESS.

Troops will again be warned that it is an offence to appear either on or off parades without a shirt. No mention was made in the previous order re the necessity to wear trousers but as a few individuals appear to think that they are complying with the order by wearing shirts only all troops will also be warned that shorts or trousers will be worn as well as shirts/

6. MAIL For the information of all concerned air mail does not close on any particular day but is despatched immediately on receipt and forwarded by air on the first available plane. There is therefore no necessity for mails to be rushed in particularly on Tuesdays and Thursdays.

7. RIFLES All rifles will be thoroughly cleaned and inspected each day before being handed in to the armoury. Woodwork of rifles will be well-oiled on Wednesdays and Saturdays, and oil left on over night. Metal work will be kept dry during the day and very lightly oiled before handing in to armourer. Batmen, cooks, and other personnel who do not draw their rifles daily will report to the armourer Sgt on Mondays, Wednesdays and Fridays to clean their rifles.

8. LEAVE - JERUSALEM. Three officers and 22 O/R's as nominated by Coys will proceed on one day's leave to Jerusalem on TUESDAY 27 May 41. Lieut R. Hamilton will be in charge of the leave party. Breakfast for leave party will be at No. 2 kitchen at 0645 hrs. Leave party will parade in front of PHQ at 0710 hrs. Officer-in-charge will hand personnel their leave passes and march the party to Camp HQ reporting there at 0730 hrs. Dress for leave will be shorts, shirts, hat fur felt and stockings.

9. TAPS. Taps in ablution areas have been set at an angle of 45 degs to prevent as much water as possible from being splashed outside the drainage area. The angle of these taps will NOT under any circumstances be altered by unauthorised personnel.

[Handwritten signature]

A.S.B.

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AUTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

Pt 1

Camp Hill 95
No 8/41

by

Lt. Col A.S. Blackburn V.C.

27 May 41.

1. BN DUTIES MOUNTING 1900 hrs 27 May 41.

Ord Officer	Lieut J.C. Hayne
Next for Duty	Lieut J.C. Hayne
Duty Coy	A Coy
Next for Duty	B Coy

2. CAMP DUTY UNIT

Mounting 27 May 41	2/3 M G Bn
Next for duty	2/11 A Fd Regt

3. OFFENCES

Copies of A.F. B252 - Charge Sheet - submitted to B.H.Q. for information will have a certificate in "remarks" column to the effect that the particulars have been entered in the Field Conduct Sheet B122.

4. CAMP INSPECTION.

From and including 26 May 41 a report of the Orderly Officer's inspection will be published in Routine Orders. "Good" implies others passed inspection: others need attention. The Orderly Officer's detailed report is available at B H Q. The reports are :-

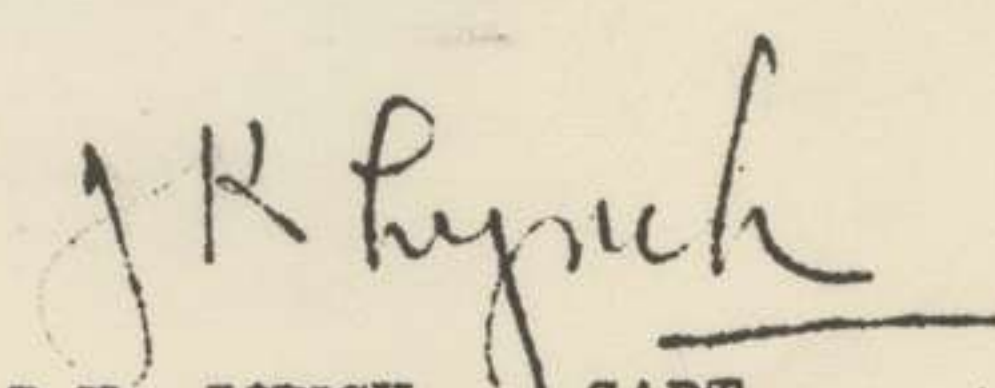
	<u>Good</u>	<u>Fair</u>	<u>Poor</u>
26 May 41	B, C, and E Coys	L.A.D.	H.Q., A, D, and Batmen.
27 May 41	A, B, and E Coys	C, L.A.D. and Batmen	H.Q. and B.H.Q.

5. LEAVE - JERUSALEM

Two officers and 23 O/R's as nominated by Coys will proceed on ONE day's leave to Jerusalem on Wednesday 28 May 41. Capt R.C. Piper will be in charge of the Leave Party. Breakfast for leave party will be at No. 1 kitchen at 0645 hrs. Sgt E.A. Flinders will be in charge of the breakfast parade and disciplinary action will be taken against anyone late for the breakfast parade. Leave Party will parade in front of P.H.Q. at 0710 hrs. Officer in charge will hand personnel their leave passes and march the party to the C.H.Q. reporting there at 0730 hrs. Leave passes will be returned to the officer-in-charge before dismissal. Dress for leave will be shorts shirts, hat fur felt and stockings.

6. WASH BOWLS. All wash bowls will be returned immediately to the ablution areas from which they have been removed. Disciplinary action will be taken against all men in the tent in which wash bowls are found on the Orderly Officer's inspection on 28 May 41 and thereafter.

7. KITCHEN TAPS AND COPPERS Attention is again drawn an order relating to taps and coppers given in Routine Orders para 4 on 24 May 41. Coppers or taps near kitchen coppers will NOT be used for washing mess gear. Hot water for this purpose cannot be provided owing to lack of fuel. Troops will wash mess gear in tubs ~~as~~ provided.


J.K. LYNCH CAPT
ADJUT 2/3 M G Bn AIF.

Lt-Col A.S. Blackburn V.C.

1. BN DUTIES MOUNTING 1900 hrs 28 May 41

Ord Officer	Lieut J.C. Hayne
Next for Duty	Lieut J.W. Devonshire
Duty Coy	B Coy
Next for Duty	C. Coy

2. CAMP DUTY UNIT
Mounting 28 May 41 2/11 A.Fd Regt
Next for Duty 2/2 Pnr Bn

3. LEAVE

One Day's Leave- Tel Aviv
Two officers and 48 O/Rs as nominated by Coys will proceed on one day's leave to Tel Aviv on Thursday, 29 May 41. Lieut P.R. Clemons will be in charge of the Leave Party. Breakfast for Leave Party will be at No. 2 Kitchen at 0645 hrs. Sjt T.A. Gilpin will be in charge of the breakfast parade and disciplinary action will be taken against anyone late for this parade. Leave Party will parade in front of B.H.Q. at 0710 hrs. Officer in charge will hand personnel their leave passes and march the party to Camp H.Q., reporting there at 0730 hrs. Leave passes will be returned to the off in charge before dismissal. Dress for leave will be shorts, shirts, hat fur felt, and stockings.

Two Days' Leave- Jerusalem
Three off. and 23 O/Rs as nominated by Coys will proceed on two days' leave to Jerusalem on Thursday, 29 May 41. Lieut M.R. Schottelius will be in charge of Leave Party. Lunch for leave party will be at No 1 Kitchen at 1230 hrs. Sjt D.G. Prisk will be in charge of lunch parade, and disciplinary action will be taken against anyone late for this parade. Leave Party will parade in front of B.H.Q. at 1310 hrs. Off. in charge will hand personnel their leave passes, and march the party to Camp H.Q., reporting there at 1330 hrs. Leave passes will be returned to the off. in charge before dismissal. Dress for leave will be shorts, shirts, hat fur felt, and stockings. Personnel may take F.S. uniform for evening wear if they so desire.

Two Days' leave Tel Aviv
Two off. and six O/Rs as nominated by coys will proceed on two days' leave to Tel Aviv on Thursday, 29 May 41. Lieut J.J. Edwards will be in charge of the Leave Party. Lunch for Leave Party will be at No 1 Kitchen at 1230 hrs. W.O 11 F.M. Anderson will be in charge of lunch parade, and disciplinary action will be taken against anyone late for this parade. Leave Party will parade in front of B.H.Q. at 1310 hrs. Off. in charge will hand personnel their leave passes, and march the party to Camp H.Q., reporting there at 1330 hrs. Leave passes will be returned to the Off in charge before dismissal. Dress for leave will be shorts, shirts, hat fur felt, and stockings. Personnel may take F.S. uniform for evening wear if they so desire.

4. BOUNDS- GAZA TOWN

H.Q. AIF Base Area Routine Order No 298 of 13 May 41 states "Gaza ~~town~~ town is out of bounds to all O/Rs. Swimming parties proceeding to and from Gaza beach are NOT permitted to halt within the ~~town~~ town limits, or to visit Spinney's Cafe. Leave will NOT be granted to O/Rs to proceed to Tel Aviv on Saturdays.

5. CAMP INSPECTION

28 May 41	B. and <u>Good</u> L.A.D.	<u>Fair</u> A, C, D, E, H.Q. & B.H.Q. & Batmen	<u>Poor</u> nil
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(2)

6. MESSING- GUARD

In future the Guard will mess at the following hours:-

	Resting Reliefs (26 O/Rs)	Remainder (11 O/Rs)
Breakfast	0645 hrs	0730-0745 hrs
Lunch	1230 hrs	1300-1345 "
Tea	1730 hrs	1805-1815"

7. DRESS

AAOC report that owing to the shortage of shirts and shorts greatest care must be taken of same. New issues are not available. The wearing of singlets and underpants lessens wear of shirts and shorts by absorbing perspiration. All ranks are therefore ordered to wear singlets and underpants on all occasions when wearing shirts and shorts.

8. PUGGAREES

The seam of the puggaree will be worn ^{to} ~~at~~ the rear.

J.K. LYNCH CAPT
ADJT 2/3 M.G. Bn AIF

*Wai
Duty*

ROUTINE ORDERS

BY PART 1

Camp Hill 95
No 10/41

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BY

Lt- Col A.S. Blackburn V.C.

29 May 41.

1. BN DUTIES MOUNTING 1900 29 May 41

Ord Off	Lieut J.W.Devonshire
Next for Duty	Lieut J.W.Devonshire
Duty Coy	C. Coy
Next for Duty	D. Coy

2. CAMP DUTY UNIT

Duty Unit	2/2 Pnr Bn.
Next for Duty	2/1 Survey Regt

3. LAUNDRY

A tent has been erected to serve this unit, and 2/11 A.Fd Regt as a laundry reception depot. The receiving times will be between 0630 hrs to 1100 hrs. Delivery times will be between 1600 hrs to 1930 hrs. In exchange for clothing each man will receive a green receipt ticket which must bear the unit stamp. All laundries in the vicinity of the camp NOT run by the approved contractors are OUT OF BOUNDS.

4. KIT INSPECTION

A complete kit inspection will be held during the last week of each month, ~~and~~ By 1600 hrs on the first day of each month. Coys will submit to B.H.Q. a return showing all articles deficient ~~and~~ all articles US which require replacement.

5. CAMP INSPECTION

	good	fair	poor
29 May 41	A, B, C, E & Batmen & L.A.D.	D, H.Q. & B.H.Q.	nil

6. SECURITY

The selling of military clothing, boots etc. to natives is an offence. Personnel are advised of the serious nature of this offence, and in future disciplinary action will be taken against offenders.

7. DISCS IDENTITY

Coys will check discs of personnel and submit a return to B.H.Q. of requirements.

8. BN DUTIES

30

As from and including May 41 and until further notice the duties of Adjut will be taken over by Lieut C.J.Glover. Lieut F.M.Bonnin will act as I.O. and Assistant Adjutant.

J.K. Lynch
J.K.LYNCH Capt
Adjut 2/3 M.G.Bn. AIF

NOTICE

CHURCH SERVICES-

(a) Communion service at which attendance is voluntary will be held on 1 June 41 as follows:-

Church of England- Recreation Tent	0640 hrs
R.C.Mass- R.C.Chaplain's Tent	0630 hrs

(b) Personnel to attend R.C.'s church parade at 0900 hrs will be paraded in front of B.H.Q. at 0845 hrs.

War Diary

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AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

Dt 1

Camp 95 No 11

by

Lt-Col A.S. Blackburn V.C.

30 May 41

1. BN DUTIES MOUNTING 1900 HRS 30 MAY 41

Ord Off	Lieut J.W. Devonshire
Next for Duty	Lieut J.W. Devonshire
Duty Coy	D. Coy
Next for Duty	A Coy

2. CAMP DUTY UNIT

Duty Unit	2/1 Survey Unit Regt
Next for Duty	2/3 M.G. Bn H.Q. and E. Supply duties.

3. CAMP INSPECTION

	Good	Fair	Poor
30 May 41	H.Q., B.H.Q., & E	A, B, C, D, L.A.D. & Batmen	nil

4. LEAVE

Jerusalem

Attention is drawn to the allocation of ~~Jerusalem~~ and Tel Aviv leave for the coming week, a notice of which has already gone to coys. The allocation of Cairo leave for the Bn is 1 off and 1 O/R. Applications from personnel desiring to take advantage of this leave must be handed in through coys to B.H.Q. by 1200 hrs Tuesday, 3 Jun 41.

5. KIT INSPECTIONS

Attention is ^{again} drawn to kit inspections which will be held during the last week of each month. By 1600 hrs on the first day of each month coys will submit to B.H.Q. a return showing all articles deficient and all articles ~~US~~ which require replacement.

J.W. Devonshire, Lieut. for Capt.
Adjnt 2/3 M.G. Bn & AIF

STANDING ORDERS

Amendment No 8

A/A Protection and Defence Page 3 para. 8 (c)
 add In addition to whistle blasts as laid down the following warn-
 -ings will be given
 (a) continual rapid sounding of the gong at B.H.Q. by the
 Telephone Orderly.
 (b) Bugle call "Alarm" sounded by Duty Bugler.
 The "All Clear" will be-
 (a) Two long whistle blasts repeated at intervals to be given
 initially by the Off. of the Guard and passed on by Offs.
 and N.C.Os.
 (b) Two slow beats on the gong repeated at intervals.

Wardley

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AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

Pt I

Camp Hill 95
No 12

by

Lt Col A.S. Blackburn E.C.

31 May 41.

1. BN DUTIES MOUNTING 1200 hrs 31 May 41

Ord Officer	Lieut J.W. Devonshire
Next for Duty	Lieut J.W. Devonshire.
Duty Coy	A Coy
Next for Duty	B Coy

2. CAMP DUTY UNIT

Duty Unit	2/3 M G Bn - HQ & E Coys supply duties.
Next for Duty	2/11 A. Fd. Regt

3. SICK PARADE.

Sick Parades for Sunday and Monday, 1 and 2 Jun 41 will be held at the R.A.P. at 0830 hrs. All men suffering from Diarrhoea will Parade sick. On no account will personnel suffering from this complaint handle food in the kitchen.

4. KIT INSPECTION

	<u>Good</u>	<u>Fair</u>	<u>Poor</u>
31 May 41	A & C	B. E. LAD and Batmen	HQ and BHQ

M.P. Bonwin Lieut
M.P. BONWIN LIEUT
A/ADJ 2/3 M G Bn AIF.

NOTICE.

- LOST † Silver wristlet watch, leather strap and cover. Engraved on back "To Dave from H.S. & S" Finder return to "D" Coy Orderly Room.
- Leather money belt, containing 500 mil note and approx. 200 mils cash, together with Military Badges. Finder return to "B" Coy Orderly Room.
- Water bottle from Ablutions on 21 May 41. To be returned to B. Coy Orderly Room.

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APPENDIX IX

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AUSTRALIAN IMPERIAL FORCES
2/3 M.C. Bn.

CAMP STANDING ORDERS

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AUSTRALIAN IMPERIAL FORCES.

2/3 Machine Gun Bn.

CAMP STANDING ORDERS.

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The following CAMP STANDING ORDERS will be read in conjunction with any additions and amendments issued in administrative instructions and Bn. ROUTINE ORDERS.

1. ROUTINE

0600 hrs.	Reveille
0615 "	Muster parade
0730 "	Men's Mess
0845 "	Morning parade
1230 "	Dismiss
1300 "	Men's Mess
1400 "	Afternoon parade
1700 "	Dismiss
1800 "	Retreat
1805 "	Men's mess
1815 "	Officers' and serjeants' mess
1845 "	Duties parade
1900 "	Duties mount
2130 "	First post
2200 "	Last post
2215 "	Lights out

2. CAMP DUTIES

below

In addition to the duties listed ~~above~~ the duty Coy. will provide the following additional duties when this Bn. is CAMP DUTY UNIT.

- (a). One runner will report to Orderly Sjt. at B.H.Q. at 0815 hrs. prior to mounting at Camp H.Q. at 0830 hrs. Tour of duty will be until 0830 hrs. the following day, or until no longer required by the C.S.O.
- (b). A fatigue party of one N.C.O. and 10 O/Rs. to clean community showers, where they will report at 0900 hrs.

3. Bn. DUTIES

Bn. duties will be detailed daily in Bn. ROUTINE ORDERS. Coys. will mount duty Coy. in the order-- A, B, C and D.

- (1). Duty Coy. will supply;
 - (a). Guard-- One full Pl. (To mount guard from Retreat to Retreat; sentry posts as notified.)
 - (b). Bn. Orderly ~~Room~~ Sjt., Orderly Cpl. and two Bn. runners.
 - (c). Canteen picquet-- One jt. and 5 O/Rs. to be on duty from 1650 hrs. until 1750 hrs. and from 1830 hrs. until dismissed by the canteen sjt.
 - (d). Sjts'. mess fatigue-- 3 O/Rs. This fatigue will report to the sjts'. mess at 0630 hrs. and will remain on duty until dismissed after the evening meal.
 - (e). Fatigue to clean men's kitchen areas daily at 0815 hrs., 1345 and 1845 hrs.-- One N.C.O. and 10 men.
 - (f). Fatigue to clean canteen area daily at 0620 hrs. and 1345 hrs.-- One N.C.O. and 5 men.
 - (g). Fatigue to report to Q. store at 1830 hrs. for distribution of rations-- 3 O/Rs.
- (2). Night picquet

(2). Night picquet.
H.Q. and E. Coys. will supply night picquet, of one sjt. and one cpl. and 15 O/Rs. to mount picquet from Retreat to Reveille on posts as notified.

(3). Dress.
Dress for guard and night picquet will be uniforms F.S., hats fur felt, packs containing greatcoats, shorts and shirts, steel helmets in straps supporting water-bottles and rifles. (Magazines to be charged with 5 rounds on Bn. parade ground).
All other duties will mount in shorts and shirts, hats fur felt, belts and side-arms. Dress for fatigues will be under Coy. arrangements.

4. Coy. DUTIES.

Coys. will ensure that the following coy. duties are appointed daily;

- (a). Coy. Orderly Off., who will be responsible for the general cleanliness of Coy. lines.
- (b). Coy. Orderly N.C.O., who will always be available at Coy. Orderly room or tent. This Orderly N.C.O. may be the Coy. Cpl. clerk, and he will report to B.H.Q. at the double on the sounding of "Orderly Sjts."

5. DUTY MOUNTING.

The guard and Night Picquet will parade on the Bn. parade ground at 1845 hrs. for inspection, and after inspection the Guard will be marched to the Guard tent, and the Picquet to the Picquet tent. On arriving at the Guard Tent, the New Guard will take over, members of the Old Guard at the Guard tent will be marched off and dismissed, and the Sjt. of the Old Guard will accompany the first relief of the New Guard to the sentry posts and will return to the Guard tent with the Old Guard's last relief, which he will then dismiss.
Bn. Ord. Duties will report at B.H.Q. at 1900 hrs. to the Old Ord. Sjt., who, when all Duties are present, will hand over to the New Ord. Sjt.
When the Guard is marched off after inspection the Ord. Off. will report to B.H.Q. and will ensure that all New Ord. Duties have mounted.

6. INSTRUCTIONS FOR DUTIES.

Instructions for the various Duties are as set out in the attached appendices.
Personnel mounting Duties are responsible that they are fully conversant with these instructions, with Camp Standing Orders, and with any additions and alterations promulgated through Bn. Routine Orders or Administrative Instructions in so far as they affect their own Duties. Before allowing New Duties to take over Old Duties must ascertain that New Duties are familiar with their duties.

7. HAWKERS.

NON-NATIVE

Hawkers with passes are permitted in the ~~general~~ general/camp area. Native hawkers, though allowed in this general area if with passes, are NOT allowed in this unit's lines whether carrying passes or NOT. Non-native hawkers with passes may trade outside of parade hours until Retreat. Ice-cream vendors with passes are permitted within the area at any time until 1900 hrs.
A/A PROTECTION ETC

8. A/A PROTECTION AND DEFENCE.

- (a). All tents will be camouflaged with a mixture of soil and water, thickly applied.
- (b). Slit trenches will be constructed for personnel in each tent. They will be dug, if possible, in an "L" shape of sufficient size to allow all personnel to gain shelter in either arm.
- (c). Air raid warnings will be received by 'phone at B.H.Q., and will be communicated throughout the unit camp area by means of successive short whistle blasts. In this connection all officers and N.C.Os. will carry whistles at all times. In the event of an air attack personnel will NOT look upwards, and will immediately move to the protection of their slit trenches.
- (d). Should an air raid warning be received at night, the telephone orderly will report immediately to the Off. of the Guard, who will take the following action;
- i. On receipt of "Red" warning he will send all members of the Guard throughout the unit camp area, according to a pre-arranged plan. By word of mouth and by whistle blasts he will ensure that all members of this unit are aware of the air raid and take cover in slit trenches. He will personally advise the C.O. When the whole unit is aroused the Guard will return and take cover in slit trenches in the vicinity of the Guard tent.
 - ii. On receipt of "Yellow" warning he will NOT rouse the camp immediately, but will send his Sjt. to advise the C.O.
 - iii. On receipt of "Green" warning he will ensure that all members of the unit are advised accordingly.
- (e). An air raid warning will normally be given by 'phone and in the form
- | | |
|----------|-------------------|
| "Red" | Raid taking place |
| "Yellow" | Raid imminent |
| "Green" | All clear |
- On receipt of any of these warnings the telephone orderly at B.H.Q., or any other person receiving such warnings, will advise the Commander of the Guard in accordance with para. (d).
- (f). The A/A Pl. is responsible for the defence of this unit's portion of the Camp Area.
- (g). Bn. parades will NOT generally be held and Coy. parades will be cut down to a minimum. Where possible a Pl. should be the greatest number of men assembled together at any one time.
- (h). Lights are NOT permitted in tents R.D. Lights may be used in tents E.P. and I.P., and rooms fitted with shutters provided no light is visible from the outside.

9. BOUNDS.

All orange groves, vineyards and ~~xxxx~~ villages are OUT OF BOUNDS to troops, except in purpose of exercise. The greatest care will be taken to minimise ~~kx~~ damage of property. Any damage done will be immediately reported to the C.S.O.

(Postal)

10. POSTAL.

The following regulations will apply in reference to postal matters:-

(a). Letters (surface mail).

~~Maximum weight~~ up to 4 ounces -- free.

Each additional ounce -- one penny.

Packets (surface mail).

Maximum weight 1 lb.

Up to 4 ounces --- free

4 ounces to 8 ounces --- 2d.

8 ounces to 12 ounces --- 3d.

12 ounces to 16 ounces --- 4d.

Packets must be securely tied, the contents and value only will be shown on the outside together with the address to which it will be sent.

The soldier's number, rank, name and unit will appear on a slip of paper on the inside of the packet. This slip must be signed by a franking officer.

Small packets must have a tag attached of sufficient size to allow the address to be put on one side and the franking signature and censor stamp on the other.

Parcels (surface mail).

Maximum weight -- 11 lbs.

1 lb. 6d.

1 to 2 lbs. 9d.

2 to 3 lbs. 1/-

3 to 5 lbs. 1/3

5 to 8 lbs. 1/6

8 to 11 lbs. 1/9

(b). Air Mail.

Letters to Australia 9d. per half-ounce or 3/- per ounce.

Packets to Australia 1/6 per half-ounce or 3/- per ounce.

Letters to the U.K., Sth. Africa and Scotland 1/- per half-ounce or 4/- per ounce; to Eire, Canada and U.S.A

9/4¹ XXXX per half-ounce.

NOTE:- Air mail envelopes are not acceptable for surface mail. Ordinary envelopes marked "Air Mail" are acceptable for air mail. No marking of any sort will appear on the back of envelopes, nor will the name and address of the sender appear on the outside of the envelope. No hotel paper nor envelopes will be used. Embossed mess paper may be used, provided that it does not give the location of the unit. Envelopes bearing the name of the unit will NOT be used.

NOTE:- In writing letters the following will be observed -- Full particulars as to number, rank, name and address of sender must appear on the top right-hand corner of the first page of each letter. Attention is again drawn to this correct address, &g.--

VX 12345
Cpl. A. Digger,
"B" Coy.,
2/3 M.G. Bn.,
A.I.F.,
Abroad.

(c). Dates:- The date of writing the letter may be included under the address, but no reference to dates concerning the unit's activities inside or outside of camp may be made.

The following regulations will apply in connection with postal matters:

(a) Letters must be addressed up to 4 ounces - 13oz. Each additional ounce costs 1/- one penny.

(b) Parcels (surface mail) must be addressed up to 50 lbs. in weight. The weight of the contents must be indicated on the outside of the parcel. The contents must be packed in such a manner as to prevent damage and must not exceed the weight of 50 lbs. in weight. The weight of the parcel must be indicated on the outside of the parcel.

(c) Small parcels must have a tag attached of sufficient size to allow the contents to be put on one side and the return address on the other.

(d) Letters (surface mail) must be addressed up to 11 lbs. in weight.

1 lb.	1/-
2 to 5 lbs.	1/6
6 to 11 lbs.	1/3

Letters to Australia 2/- per half-ounce or 3/- per ounce. Parcels to Australia 1/6 per half-ounce or 2/- per ounce. Letters to the U.S.A., U.K., Africa and Scotland 1/- per half-ounce or 2/- per ounce to U.S.A. and U.S.A. parcels will cost 1/6 per half-ounce or 2/- per ounce. All mail parcels are not acceptable for surface mail. The weight of parcels must be indicated on the outside of the parcel. The contents must be packed in such a manner as to prevent damage and must not exceed the weight of 50 lbs. in weight. The weight of the parcel must be indicated on the outside of the parcel.

AT THE NT NO.2

Para 11 page 5 Add

FIELD CENSORSHIP CASUALTIES

The next of kin of each casualty is not notified officially as soon as possible after the casualty occurs. It is desired to avoid the unnecessary suffering that may be caused to relatives through wrong information sent with the best intentions by individuals. Therefore, private cables and telegrams and air mail letters from all ranks reporting individual casualties are forbidden. Details in regard to casualties may be given in letters only one month after known date of casualty.

(d). REGISTERED MAIL.

The registration fee for all articles ~~XXXXXX~~ will be 3d., plus the usual postal charges. The maximum weight of registered packages is 16 ounces. Registered packages must be sealed and securely tied. NOTE:- All packets and parcels will contain a slip inside with the sender's number, rank, name and address, duly franked by an officer.

(e). Cables.

Cables may be sent to anywhere in the British Empire ~~XXXX~~ except Canada and Eire at the following rates:--
Full rate 62 mls. per word.
Intermediate rate 31 mls. per word.
Concession rate 6 words for 125 mls; each additional word 21 mls.

The address in all of the above cables must consist of at least three words and is charged for except those sent by the concession rate. Owing to the shortage of small Palistinian coinage the assessment of cost of cables will be to the nearest 5 mls above the actual cost.

To Canada, Eire and the United States the cost of cable is 92 mls. per word.

Conditions.

Cables will be printed in block letters. The surname of the sender will be included in the six words, will conclude the text, but will be set apart. The sender's number, name, initials and address "A.I.F. Abroad" will appear on the back of the form in block letters. Rank and unit will NOT be shown. Cables will NOT be sent to box or telephone numbers, and code or any military address are not permitted. Personnel will NOT cable money home through a post office, but this may be done through the unit pay office. NOTE:- Postal matter must NOT under any circumstances be despatched through channels other than the unit censor.

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11. CENSORSHIP.

Coy. Officers will be responsible for the franking of all outgoing coy. mail. Letters will be franked in the bottom left-hand corner of the last page of each letter and the top left-hand corner of each envelope in a convenient position for the censorship stamp to be super-imposed on the signature. Once the letter has been franked it must not under any circumstances pass out of an officer's possession until handed to the Bn. Postal Cpl.

Censorship stamps will be available for coys. at the following times:-

- B.H.Q., H.Q., L.A.D., and A Coy.0900 to 1000 hrs.; 1400 to 1500 hrs.
~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~
- B and C Coys. 1000 to 1100 hrs.; 1500 to 1600 hrs.
~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~
- D and 1st. Reinf's. 1100 to 1200 hrs.; 1600 to 1700 hrs.
~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~

By contacting the Intelligence Officer arrangements may be made to use the stamps at other than the stated times.

(Photography)

Information for all articles...
The weight of registered packages is 10 ounces.
Registered packages must be sealed and securely fastened.
All packages and parcels will contain a label with the sender's name, rank, name and address, only checked by an officer.

They may be sent to anywhere in the British Empire...
Canada and time at the following rates:-
Full rate 22 mls. per word.
Intermediate rate 31 mls. per word.
Special rate 4 words for 125 mls; each additional word 21 mls.

The charges in all of the above cables must consist of a local rate and is charged for except those sent by the connecting rate.
The charge of small telegrams is charged at the rate of 25 mls. per word and is charged for except those sent by the connecting rate.

In Canada, the rate for the United States is 25 mls. per word.
The rate for the United States is 25 mls. per word.
The rate for the United States is 25 mls. per word.

Para 10 page 5. Add

Traders and shopkeepers, particularly in Egypt, are inducing purchasers of gifts to allow them to despatch these direct by sample post in order to save postage and, if possible, avoid customs charges. This practice is irregular, and all ranks are warned that such packets are being surcharged on delivery.
Authority - PRO 4/41 and Force G.O. 243.

11.

B.H.
B a
D a

12. PHOTOGRAPHY. (See also Order 26).

A Film Developing Service is available at B.H. . Films must be handed into B.H.O. by 0900 hrs. on Mondays, Wednesdays and Fridays, and the finished prints may be collected on the following Wednesdays, Fridays and Mondays after 1500 hrs. when payment must be made. Orders for new films may also be left at B.H.O. All developed films are subject to censorship by the unit's censor.

Cameras.

- (A). The use or possession of cameras in the field by any person NOT acting under official authority is forbidden and all ranks must be instructed accordingly.
- (b). The taking of photographs of any object of military importance, including vessels of war, transports, supply ships, aircraft, military vehicles and equipment, or any assembly of His Majesty's Forces under any circumstances by any unauthorised persons is forbidden.
- (c). The prohibitions in (b) apply when such items are either the subject of the photograph or appear in the background. When any man suspects that photographs have been taken without authority he must report the matter without delay.
- (d). Other than in the field personnel may be in possession of cameras, and use them in accordance with the above regulations, provided that they have registered them at B.H.O. and have given the following particulars:- number, rank, name, coy.; make and registered number of camera, size and number of film.

13 WATER

Water will be conserved to the greatest possible extent. Personnel will be warned against drinking water outside the Unit Camp Area which has not been passed by the M.O's. In this connection personnel when moving away from the Unit Camp Area on exercises will carry water bottles filled, and will not refill them without permission.

14. CAMP SHOWERS.

Showers are available for units in the general camp area, and arrangements for use will be made by the Coys.

15. CANTEEN.

The canteen trading hours will be as follows;↓

Dry canteen	1230 to 1330 hrs.
	1700 to 2100 hrs.
Wet canteen	1700 to 1745 hrs.
	1830 to 2000 hrs.

Each man may purchase only one bottle of beer, ^{at one time} and bottles must be opened on purchase.

In the event of misbehavior on the part of troops the canteen Sjt. at his discretion may close the canteen at any time.

16. SPEED LIMIT.

The speed limit in the Unit Camp Area for all motor vehicles is 15 m.p.h.

(Fixtures and Fittings)

17. FIXTURES AND FITTINGS.

Under no circumstances will fixtures and fittings be removed from buildings. Units will be held responsible for any losses or damage. Applications for any works, or alterations to works will be made to B.H.Q. for forwarding to C.S.O.

18. CHURCH PARADES.

Church parades will be held daily in accordance with the following roster:-

Mondays	H.Q., 1st. Reinf., B.H.Q., and L.A.D.
Tuesdays	A Coy.
Wednesdays	B Coy.
Thursdays	C Coy.
Fridays	D Coy.

Coys. will arrange place and time with the Unit Chaplain. Holy Communion for C. of E. personnel and Mass for R.C. personnel will be held each Sunday at a time and place as notified in Bn. Routine Orders. Church parades will not be held for R.C. personnel on week days, but Mass will be celebrated daily at 0645 hrs.

19. ROUTINE ORDERS.

Bn. Routine Orders Part 1 will be issued daily. Routine Orders Part 11 are published by 2nd. Echelon and on receipt by Bn. copies of same will be despatched to coys. for information and checking with strength memoranda already issued. Any incorrect information contained therein will be immediately communicated to Bn. Pending publication of these Part 11 Orders, strength memoranda will be issued to coys. upon receipt of which the men concerned may take up their new appointments or rank. New rates of pay for these positions will NOT operate until Part 11 Orders are published. Coys. are also responsible for checking all information contained in strength memoranda, in so far as their own coys. are concerned. Intra-Bn. transfers (i.e. from coy. to coy.) will appear in strength memoranda only, and NOT in Part 11 Orders.

20. PAY(1). Paybook Entries.

- (a). Credits will be entered only by the pay Sjt. or at his express instructions.
- (b). It is essential that all payments be entered in paybooks at the time payment is made.
- (c). Any unsigned entries in paybooks will be cancelled and signed by the Paying Officer after full enquiry as to the circumstances of the case and enquiry at the C.P.M. Office.
- (d). If a line has been used on the debit side of the book for any purpose other than a payment to the soldier then such fact will be recorded on the succeeding acquittance.
- (e). Promotions will NOT be acted upon until the receipt of Part 11 Orders, except in the case of Officers when the promotion may be entered from A.I.F. Orders, or as specially advised by D.A.G. A.I.F.
- (f). Reversions will be entered in paybooks from C/R and later confirmed by Part 11 Orders.

(Pay-- Soldiers' Paybooks)

20. PAY (cont.)(2). Soldiers' Paybooks.

- (a). Paybooks will be returned to soldiers after a payment has been made, unless they are required for a specific purpose.
- (b). When a soldier is sent to hospital, or to detention barracks, his paybook must be in his possession.
- (c). Paybooks will be carried by soldiers at all times, except when held by the pay sjt.
- (d). No payment will be made to a soldier, without the production of a paybook. This instruction applies to all ranks and any breach of it will be regarded as a serious matter.
- (e). Allotments will be made only by the Pay Sjt. or at C.F.M. Office (Allot. Section).

(3). Overdrawn Paybooks.

- (a). Should a soldier's account be overdrawn a minimum drawing rate will be applied. The minimum rate per week is:-
 - 250 mls. Palestine----- 6/3 A.
 - 250 mls. Egyptian ----- 6/5 A.
- (b). Unless approval has been obtained from G.O.C. A.I.F. no member of the A.I.F. will
 - (i) Make any payment
 - (ii) Accept any payment
 if such payment would cause to be overdrawn the active pay of the person named in the paybook, according to the amount which appears in the paybook.

(4). Specialist Pay.

- (a.) A specialist (Pte), who is promoted will relinquish his trade grouping on and from the ~~date~~ date on which he was promoted.
- (b). Soldiers in reinf., appointed to trade group classification within reinf. establishment will retain specialist pay.
- (c). Casualties from unit will retain specialist pay.
- (d). Temporary appointments replacing ~~casualties~~ casualties will carry specialist pay for the period of appointment and then revert.
- (e). Specialists supernumerary through changes in establishment will retain specialist pay.

(5). Pay Procedure.

- (a). Paybooks together with a note from the soldier of the amount he wishes to draw will be handed to Coy. Orderly Room when requested to enable necessary entries to be made therein and the acquittance prepared.
- (b). Acquittance rolls will be ~~prepared~~ prepared by Coy. Orderly Room under direction of Pay Sjt., who will check same.
- (c). Req. for pay and a memo of coinage required will be handed to pay sjt. by Coy. Orderly Rooms when requested.
- (d). Bn. Paying Officer will hand pay to O.C. Coys., who will acquit pay to Bn. Paying Officer at times notified by Pay Sjt. It will be the responsibility of O.C. Coys. to see that pay is properly acquitted at the specified time.
- (e). Acquittance rolls
 - (i) Alterations must be initialled by soldier
 - (ii) Acquittances must be printed NOT written
 - (iii) Australian equivalent must be correctly shown.
- (f). The use of purple or green ink is prohibited.

(Pay--Exchange ...)

20. PAY (cont.)

- (6). Exchange of monies etc.
~~xxx~~ A parade will be held at the pay office every Monday at 0845 hrs. for the following
- (a) Exchange of coinage
 - (b) Payment of monies to credit of paybooks (being NOT less than £A5)
 - (c) Remittances to Australia of
 - (i) Monies
 - (ii) Undrawn paybook credits
 - (d) Remittances may be sent by cable through pay ~~xxx~~ office-- But NOT through post office-- at soldier's expense.

The above matters will NOT be attended to at any other time, unless authorised by Adjutant.

- (7). Stoppage sheets
 Stoppage sheets will be prepared monthly by Q.M. and two copies thereof handed to Pay Sjt. by the fifth day of the following month.

21. DEFAULTERS.

C.B. personnel will answer to " Defaulters" call by reporting to the Bn. Orderly Sjt. within two minutes of the ~~xxx~~ call being sounded. NOT hearing the call will NOT be accepted as an excuse and personnel failing to report as required will automatically incur one extra day's C.B. for each offence. Coys. will daily notify by 0800 hrs. the Bn. Orderly Sjt. of all Coys'. C.B. personnel and the Orderly Officer will notify the Coys. concerned of any personnel incurring additional C.B. through failure to report. "Defaulters" will be sounded at the discretion of the Bn. Orderly Officer who will notify the Bn. Orderly Sjt. as to such times. The call will be sounded at least four times daily, but NOT during parade hours and NOT after the sounding of "Last Post". C.B. personnel will NOT be informed as to the times "Defaulters" will be sounded. Coys. will notify the Bn. Orderly Sjt. should any C.B. personnel be engaged on duties outside of parade hours which will prevent them from answering "Defaulters".

22. "ORDERLY SJTS"

~~xxxxxxx~~ Unless required Coys. will NOT provide Coy. ~~xxxx~~ runners at B.H.Q. At all times, however, the Coy. Orderly N.C.O. who may be the Coy. Orderly Room Cpl., will be present in the Coy. lines, and on the sounding of "Orderly Sjts." will report within two minutes to B.H.Q.

23. LAUNDRY.

Each man is entitled to 8 free laundry tickets per month in accordance with the scale of clothing laid down in the attached appendix. Additional articles of clothing may be included and will be charged for as laid down. Delivery of clothing to and from the laundry is the responsibility of each individual. Reports of loss of clothing will be submitted to B.H.Q. in writing through the Coys. for submission ~~through~~ to the C.S.O.

24. DRESS.

Dress for parades will be laid down from time to time, but troops, when not wearing tunics are NOT permitted to wear shirts other than shirts khaki. Shirts will be tucked into the trousers and personnel will NOT appear in singlets only

24. DRESS (cont.)

or without ~~light~~ shirts. At the discretion of the O.Cs. Coys. this regulation may be waived during P.T., but the possibility of sunburn must be guarded against. From Keveille to Retreat headgear will be hats fur felt unless otherwise ordered. For this unit light pagarees only are permitted.

25. SICK PARADES

Each time a man reports sick he will attend at sick parade at 0630 hrs. for the first day and subsequently as ordered by the R.M.O. He will be placed on a sick report and paraded by his Coy. to the Bn. Ord. Sjt. Personnel, who require medicine i.e. cough mixture, asoros etc., will be paraded by Coys. between 1645 and 1730 hrs. Such personnel do NOT require sick reports. Personnel instructed to remain on sick parade for the next day or days will ascertain which of the above parades they are to attend. Coy. Commanders will check sick reports on their being returned from the R.M.O., and men who are found to be ~~essentially~~ consistently attending sick parades and yet be marked for duty by the R.M.O. will, at the discretion of the Coy. Cmdr., be detailed to report at 1705 hrs. daily at B.H. for the purpose of attending a P.T. parade from 1710 to 1740 hrs. This parade will take place on the Bn. parade ground under the instruction of the Bn. Ord. Sjt.

26. CAMERAS.

Attention is drawn to the order made by the military cmdr. Gallilee District under the Defence Regs. dated 21 mar 41 and published in the "Palestine Gazette" and the local press whereby the carrying of cameras or the making of any sketch plan or representation of any object is forbidden within the following areas:-

- (a). Sub-District BEISAN
- (b). " " TIBERIAS (excluding municipal area of town of Tiberias).
- (c). " " SAFAD
- (d). That part of the Acre Sub-District lying north and inclusive of the following line
From Kilo 228 on the ACRE-SAFAD road to the junction of the AL BUQEI'A-RAMA road. Thence along the latter road through the AL BUQEI'A and TARSHINA to the ACRE-RAS EN NAQURA road. Thence due west to the sea-coast, excluding the settlement area of NAHARIYA.

27. BATHING.

- (1). The presence of dangerous currents along the coast of Palestine has caused many cases of death by drowning in the past through ignorance and carelessness.
- (2). It is therefore the responsibility of all Cmdrs.:-
 - (a). To make this fact known to all ranks
 - (b). To arrange properly organised bathing parties with adequate precautions in order that men can bathe in safety.
- (3). Organised supervision is NOT necessary at the following bathing places which have civilian safety equipment provided that this equipment is in operation:-
HAIFA.... BAT GALIM pool
 KHAY at Beach Bathing establishment
JAFFA.... JAFFA club beach
TEL AVIV. TEL AVIV SOLDIERS CLUB
TIBERIAS. GALILEE LIDO
- (4). The following places are suitable for organised bathing parties:-

27. BATHING (cont.)

(4). The following places are suitable for organised bathing parties.

- | | |
|---|----------------------------|
| HAIFA | KISBON |
| | KHAY at beach depot |
| | Arab trade school beach |
| TEL AVIV | BEIT VIEGAN |
| QUASTINA & GEDERA | SUKREIR BEACH |
| NATHANYA | The Military bathing beach |
| ATHLET | North and south of RUIFS |
| NAHARYA | Colony bathing beach |
| HAMAMA, HIRLIYA, HADERA, NUSEIRAT, TABGHA | (Military |
| CAESARERA, TANTARA, GAZA, ALGURA, WADI, | (bathing |
| SUCRENA, KEPI VITKIN | (beach |

(5). Safety Precautions at Military Bathing Beaches. The following life saving apparatus is obtainable for military bathing beaches:-

- (a). A life line at least 100 yds. long and windless
- (b). Two life belts
- (c). A board showing the orders for bathing
- (d). Whistle for recalling men from the water
- (e). Ropes for marking out the bathing area
- (f). A permanent notice board or other sign to show whether or not bathing is permitted.

(Force GO. 238)

3.22. TROPHIES OF WAR AND
OTHER CAPTURED MATERIAL.

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1. (a). Captured material which may be claimed by units as trophies of war will be notified through H.Q. A.I.F., to General H.Q., M.F., with particulars of the circumstances of capture when a decision will be given on the claim.
- (b). If the material claimed cannot be retained by the unit it will be clearly marked with the Unit's name and evacuated through salvage channels to be taken charge of by the Deputy Controller of Salvage in accordance with Field Service Regs. Vol.1. 1930 Sec. 137 para 5.
2. (a). Captured material required for issue for further use will NOT, as a general rule, be regarded as trophies of war. Amongst this material are the following items:-

Revolvers and pistols
Rifles
Survey rig and drawing instruments
Ammunition
Dial lights and parts
Optical stores and technical equipment
Typewriters, duplicators etc
Military literature, including maps and manuals and
Money in Italian currency/other items which are clearly of value

Signalling instruments and parts
Cine and other cameras, wireless sets.
Range finders
Telescopes and binoculars
Gun parts, tools, spares, magazines etc.
M.T. spares and tools
Private cars and other vehicles, medical equipment

- (b). It is known, however, that large quantities of the items listed are in the possession of units and individual officers and O/Rs. Formations will accordingly take all possible steps to recover such items. These will include the publication by units and establishments (including hospitals, service depots, workshops etc) of Orders to the effect that:-

- (1) All items will be handed over immediately to the ~~staxaxx~~ salvage organisation or to ordnance depots.

- (2) The retention of any such articles will involve disciplinary action.

- (c) Formations and heads of establishments etc will thereafter ensure that disciplinary action is taken in all such cases.

3. Lists of items handed over in accordance with para 2 (6)(i) will be forwarded to this head office which in turn will forward them to Headquarters A.I.F.
4. It is notified that loot includes any property or money in the possession or under the control of any officer or soldier which has not been obtained by issue, by free gift on the part of a lawful owner, or by lawful purchase for their value. So-called souvenirs of battle are included in the term. The possession of loot by any member of the A.I.F. is forbidden.
5. Any Officer of the A.I.F. detected in the possession of loot will be tried by Court Martial. Other ranks will be dealt with as may be considered fit by superior authorities, not below the rank of Colonel.
6. All ranks are warned of the above instructions and must be observed.

NOTE The above is a copy of instructions received by Bn re Trophies of War etc. and Coys will comply with these regulations through Bn unless otherwise ordered.

DISTRIBUTION.

<u>No.</u>	<u>To.</u>	<u>No. of copies.</u>
1 and 2	H.Q. Coy.	2
3 and 4	A Coy.	2
5 and 6	B Coy.	2
7 and 8	C Coy.	2
9 and 10	D Coy.	2
11 and 12	lst. ainf.	2
13 and 14	L.A.D.	2
15	C.O.	1
16	2.I.C.	1
17	Adj.	1
18 and 19	Q.M.	2
20	I.O.	1
21	O.O.	1
22	Off. of Guard	1
23	R.M.O.	1
24	R.S.M.	1
25 and 26	War Diary	2
27 and 28	File	2
29 to 35	Spares	7

AUSTRALIAN IMPERIAL FORCES.2/3 Machine Gun Bn.CAMP STANDING ORDERS.APPENDIX "A".1. DUTIES OF Bn. ORD. OFFICER.

- (I). He will be detailed daily in Bn. Routine Orders.
- (II). The Bn. Ord. Officer's tour of duty will be from Retreat to Retreat, or such times as laid down from time to time in Bn. Routine Orders.
- (III). He will NOT leave the vicinity of B.H.Q. without the permission of the Adjt., except when on duty.
- (IV). He will make an inspection of the Unit lines daily and is responsible for the cleanliness of the entire Unit area.
- (V). He will himself arrange with Coys. for fatigue parties to correct any faults in the lines, Such parties will come from Coys. concerned, or, if Bn. area, from the duty Coy.
- (VI). He will visit the Guard and Picquet Cmrs. at least once by day and once by night.
- (VII). He will submit by 0900 hrs. daily a report on his Tour of Duty for the previous day and ensure that this report is initialled by the New Ord. Officer. This procedure will be carried out even when the Tour of Duty exceeds 24 hrs.
- (VIII). He will inspect the Guard at the Mounting Parade unless otherwise notified by the Adjt.
- (IX). He will be responsible that the Bn. Ord. Duties parade at the correct times and are fully conversant with their duties, and will report to B.H.Q. in this connection immediately on completion of the Guard inspection.
- (X). He will report to the Cndg. Off. tent at 0700 hrs. daily and then to the Adjt.
- (XI). He will attend all men's mess parades.
- (XII). He will carry out any additional duties as may be detailed.

2. DUTIES OF Bn. ORD. SGT.

- (1). He will be detailed daily by Bn. Duty Coy.
- (2). His Tour of Duty will be from Retreat to Retreat, or such times as laid down from time in Bn. Routine Orders.
- (3). He will not leave the vicinity of B.H.Q. except on duty, or with permission of the Adjt, or Ord. Officer.
- (4). He will accompany the Ord. Officer on his daily inspection of the Unit lines.
- (5). He will take over Coy. sick parades from Coy. N.C.Os. and will parade them to the R.A.P.
- (6). He will be responsible that all fatigue parties parade at the times required.
- (7). He will attend all men's mess parades with the Ord. Officer.
- (8). He will ensure that the Bn. Runner thoroughly sweeps and cleans B.H.Q. before 0700 hrs. daily
- (9). He will report to B.H.Q. at 0600 hrs. and having ascertained that the Bn. Ord. Cpl. and Runners are on duty will report to the Ord. Officer and then to the R.S.M's. quarters.
- (10). He will be responsible that all bugle calls are sounded at the correct time.
- (11). He will ensure that before mounting the New Bn. Duties are conversant with their duties.

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APPENDIX "A" (cont.)

3. DUTIES OF Bn. ORD. CPL.

- (1). He will be detailed daily by Bn. Duty Coy.
- (2). His Tour of Duty will be from Retreat to Retreat, or such times as laid down in Bn. Routine Orders.
- (3). He will not leave the vicinity of B.H.Q. except on duty or with the permission of the Adjt. or the Ord. Officer.
- (4). He will assist the Bn. Ord. Sjt. in his duties.
- (5). He will report to the Ord. Sjt. at B.H.Q. at 0600 hrs. daily.
- (6). He will be responsible for the correct delivery of Bn. Routine Orders.

4. DUTIES OF Bn. RUNNERS.

- (1). They (2) will be ~~xxxxxx~~ detailed daily by Bn. Duty Coy.
- (2). Their Tour of Duty will be from Retreat to Retreat, or such times as laid down from time to time in Bn. Routine Orders.
- (3). They will NOT leave the vicinity of B.H.Q. except when detailed to carry messages, or for other detailed duties.
- (4). One runner will be ~~xxxxxx~~ detailed by Duty Coy. to sleep at B.H.Q.

5. DUTIES OF Bn. BUGLER.

- (1). He will be detailed daily by the Band Sjt.
- (2). His Tour of Duty will be from Retreat to Retreat or such times as laid down from time to time in Bn. Routine Orders
- (3). He will report to the Bn. Ord. Sjt. daily immediately after the sounding of Reveille.
- (4). He will NOT leave the vicinity of B.H.Q. without permission from the Adjt. or Ord. Officer.
- (5). He will sound the following calls:-

0600 hrs.	Reveille	1300 hrs.	Men's Mess
0610 "	Warning 5 mins.	1345 "	Quarter warning
0615 "	Parade	1355 "	5 min. warning
0725 "	5 warning	1400 "	Parade
0730 "	Men's Mess	1800 "	Retreat
0830 "	Quarter warning	1805 "	Men's Mess
0840 "	5 min. warning	1815 "	Officers' Mess
0845 "	Parade	2130 "	First Post
1255 "	5 min. warning	2200 "	Last Post
		2215 "	Lights Out

and as required "Ord. Sjts." (see para 22 Ord. Sjts.)
and "Defaulters" (see para 21 Defaulters).

- (6). All Bn. buglers will report to the Band Sjt. at B.H.Q. 5 mins. prior to Reveille and Retreat and massed buglers will sound these calls.
- (7). When instruments are available immediately on completion of the sounding of Reveille the Band will play throughout the Unit lines for 10 mins. and will then attend muster parade, but will NOT proceed on the early morning route march.

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AUSTRALIAN IMPERIAL FORCES

2/3 MACHINE GUN Bn.

CAMP STANDING ORDERS

APPENDIX "B"

DUTIES OF THE GUARD

1. The guard will be under the command of an officer.
2. The Guard will when possible be quartered in a Guard tent.
3. The Guard personnel will NOT leave the vicinity of the Guard tent when off duty resting.
4. The Guard personnel will NOT purchase or consume alcoholic liquor while on duty or resting.
5. Sentries will NOT smoke at their posts or on their beats.
6. The Guard will prevent all natives from entering the Unit area - except those with passes engaged on Camp duties.
7. The Guard will stop all native hawkers from entering the Unit Camp area. Jewish traders carrying passes may enter Unit Camp area outside of parade hours, but NOT after Retreat. Ice cream vendors with passes are permitted to enter Camp area at all times from Reveille to 1900 hrs
8. The Guard will stop every car entering the Unit Camp area after dark and, unless a Unit vehicle or a military vehicle driven by a military driver, will NOT permit it to enter or drive through the Unit lines. If in doubt, the sentry accompany the car to the Guard tent and call for the officer of the Guard. For this purpose the roadway is regarded as unit lines.
9. The Guard will NOT allow any females to enter the camp area without special permission from the C.O.
10. When on duty sentries will NOT sit down, and when NOT moving on their beat will stand at attention or at ease. Members of the Guard, when moving on their beats, may carry rifles at the slung position.
11. The Guard, when uncertain of the identity of any person, will challenge same in the correct manner i.e. "Halt! Who goes there?", and if necessary "advance one and be recognised".
12. The Officer of the Guard will appoint a Guard orderly to act when required as a runner. This orderly may make whatever purchases at the Canteen as may be required by the Guard, except alcoholic liquors.
13. The aircraft alarms being given, the Guard will act in accordance with Standing Orders para 8.
14. The Guard will mount posts as follows:-
 - 1 and 2 Road point between L4 and L3.
 - 3 Crest behind Sgts' ablution marked by trig stones.
Beat - left to road; right to crest behind men's latrine
 - 4 Re-entrant back of last men's latrine.
Beat - left to dirt road; right to pipeline.
 - 5 Bore.
No beat.
 - 6 Track through paddock.
Beat - left to pipeline, right to watercourse.
 - 7 Sandy creek near batmen's tent.
Beat - left to top of hill; right to road.
 - 8 Stone trig behind Major Lyncham's tent.
Beat - Left to road; right to top of crest into rifle range re-entrant.

APP NOIX "B" (contd)
DUTIES OF THE GUARD

14.
8. (contd)

- 9. Sandy re-entrant to rifle range.
Beat - left to top of crest into rifle range re-entrant;
right to slit trench.
- 10. Opposite native latrines, stone trig.
Beat - left to slit trench; right to white stone trig.
- 11. Cricket pitch.
Beat - left to whitestones; right to road
- 15. Sentries will contact sentries on their right and left twice hourly.
- 16. Reliefs will be arranged by the Guard Commander.

DUTIES OF THE PICQUET

- 1. The picquet will be under the command of a Sgt.
- 2. The picquet will, when possible, be quartered in a picquet tent.
- 3. Picquet personnel will NOT leave the vicinity of the picquet tent when off duty resting.
- 4. Picquet personnel will NOT purchase or consume alcoholic liquor while on duty or resting.
- 5. Picquets will NOT smoke at their posts or on their beats.
- 6. The picquet, when uncertain of the identity of any person, will challenge same in the correct manner i.e. "Halt! Who goes there?" and then if necessary "Advance one to be recognised".
- 7. When on duty, picquets will NOT sit down and when NOT moving on their beat will stand at attention or at ease. Members of the picquet when moving on their beat may carry rifles at the slung position.

CAMP STANDING ORDERS.

APPENDIX "C"

LAUNDRY

1. WINTER SCALE - 10 ARTICLES - 1 WASHING PER WEEK.

- 1 Khaki Shirt - or 1 flannel shirt
- 1 pr khaki shorts - or 1 pr pyjamas
- 1 singlet woollen or cotton
- 1 pr underpants - woollen or cotton
- 2 prs stockings woollen or cotton socks
- 1 towel
- 3 handkerchiefs

Underpants may be either long or short.

2. SUMMER SCALE - 10 ARTICLES - TWO WASHINGS PER WEEK.

- 1 khaki shirt - or 1 flannel shirt or 1 other cotton article
- 1 pr khaki shorts - or 1 pr khaki trousers Drill - or
1 pr pyjamas
- 1 singlet, cotton
- 1 pr underpants, cotton
- 2 prs stockings woollen or 2 prs socks cotton or woollen
- 1 towel
- 3 handkerchiefs.

3. SCHEDULE OF PRICES FOR INDIVIDUAL PRECES WHICH MAY BE TENDERED FOR WASHING FOT AT THE PUBLIC EXPENSE.

1 shirt, khaki	10	mils
1 pr shirts, khaki	15	"
1 pr trousers, KD	20	"
1 singlet woollen	10	"
1 singlet cotton	5	"
1 pr drawers cotton	5	"
1 pr drawers woollen	10	"
Collars, shirt, khaki, starched - 2	15	"
" " " without starching - 2	10	"
Ties, khaki, cotton or woollen	10	"
1 towel (med. size)	5	"
1 bath towel (large)	10	"
Socks pr	5	"
3 handkerchiefs	5	"
1 pullover	40	"
1 flannel shirt	10	"
1 pr overalls, cocks or wkshop	50	"
1 tablecloth (small)	20	"
1 " large	35	"
1 table napkin	5	"
1 apron	10	"
1 waiter's jacket	50	"
1 blanket	40	"
1 pr pyjamas 2 pieces	20	"
1 sheet	10	"
1 pillow case	10	"
1 hat	100	"

The above charges include washing, starching and ironing where articles are so treated. Transport charges are ~~not~~ also included.

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SCHEDULE OF PRICES FOR ARTICLES OF UNIFORM WHICH MAY BE TENDERED FOR IRONING AND CLEANING BUT NOT AT THE PUBLIC EXPENSE.

1 Service Dress Uniform (Officers) each	100	mils	
Jacket	60	"	
Trousers	40	"	
1 Service Dress Uniform (other ranks) each	80	"	
Jacket	50	"	
Trousers	30	"	
1 Khaki Drill Uniform (Officers) each	80	") Includes
Jacket	50	"	starching
Trousers	30	") as nec-
			essary
1 Khaki Drill Uniform (Other Ranks)	50	"	
Jacket	30	"	
Trousers	20	"	
1 Greatcoat (Officers' Pattern)	100	"	
1 Greatcoat (other ranks)	80	"	
1 Hat	100	"	

The above charging rates are inclusive of Transport charges from individual to Laundry and return.
