

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

Item number: 8/5/2

2/2 Machine Gun Battalion

January – February 1941

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

Army Form C.211^B
(adapted.)

Unit 2/2 M.G. Bn.

Date and Time.—From 1 Jan. '41 To 31 Jan. '41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	1 Jan. '41		At Sea. General Sports for men being New Years Day.	S
	2 Jan.		At Sea.	S
	3 Jan.	0900	Arrived Fremantle. 2/28 Bn. embarked.	S
	4 Jan.		At Fremantle. No shore leave.	S
	5 Jan.	0700	Left Fremantle	S
	6 Jan.		At Sea. General Training. Sea very calm.	S
	7		At Sea. General Training.	S
	8		At Sea. General Training.	S
	9		At Sea. General Training.	S
	10.		At Sea. General Training	S
	11.		At Sea. "Queen Mary" left convoy for "Tricomali."	S
	12.	0900	Convoy arrived at Colombo.	S
			Several Units started transshipment to smaller ships.	S
	13	0730	This Unit started transshipping to "Christaan Hygens."	S

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

Army Form C.211^o
(adapted.)

Unit 2/2 M.G. Bn. Date and Time.—From 1 Jan. To 31 Jan. '41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	13 Jan. '41	1200	Transshipment completed.	
	14 Jan. '41		Shore leave was granted to all ranks from 0800 hrs. to 1700 hrs.	
			TRAINING. Training on board "Acquitania" was limited owing to lack of deck space and lecture rooms. It appears likely that similar difficulty will be experienced on this ship.	
	15 Jan.		At Colombo. No leave except to men who had been on duty the previous day. The people of Colombo were extremely kind to the men, taking them out in cars and giving them lunch.	
	16 Jan.	1206	Sailed from Colombo. Cleared breakwater at 1206 hrs.	Appendix "A" Stand
			The convoy now is much larger than before and consists of thirteen merchant ships.	-ing orders "Christaan Huygens"
	17 Jan.		At Sea. All ships steering zig-zag course. Escort of 1 armed merchantmen and cruisers Canberra & Capetown.	Appendix "B" Order of Convoy.
	18 Jan.		At Sea. All emergency drill being practised. No lifebelts being	

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

Army Form C.2118
(adapted.)

Unit 2/2 M.G. Bn. Date and Time.—From 1 Jan. To 31 Jan. '41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	18 Jan.		carried as Captain of ship does not consider we are yet in danger area.	[Signature]
	19 Jan.		H.M.A.S. Canberra left convoy.	
		1700	Conference of Officers with Chief Officer re life saving appliances.	[Signature]
	20 Jan.		More emergency drill.	[Signature]
	21 Jan.	1345	Officers conference. Units warned of our approach to danger area.	
			Night alarm to be practised tonight. All ranks warned to carry lifebelts and water bottles continuously from 0600 hrs. tomorrow.	[Signature]
		2200	Night emergency practised. Captain and O.C.T. very satisfied with the practice. All Troops were warned that there would be no further practice alarms and that any future ones would be genuine.	[Signature]
	22 Jan.	1400	H.M.S. Antenor left the convoy.	[Signature]

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/2 M.G. Bn. Date and Time.—From 1 Jan. To 31 Jan. '41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	22 Jan.		Sports held for the troops during the afternoon.	[Signature]
	23 Jan.		Training all day.	
			Passed Aden during afternoon. At sunset two merchant ships and	
			and additional destroyer joined the convoy.	[Signature]
		2330	Passed Perim light. Moved into the Straits of Perim immediately	
			afterwards. The Light flashes once every second for every alter-	
			nate 4 seconds.	[Signature]
	24 Jan.		Escort further increased and is now 2 cruises and five destroyers.	
		0700	"Air Raid" alarm all ranks started moving to their stations and	
			the "All Clear" went almost immediately.	
			The precision with which the movement was carried out proves that	
			the time spent in practice was not wasted.	[Signature]
	24 Jan.		Further "Air Raid" alarms were sounded at 0815 hrs., 0932 hrs.	
			1025 hrs. and the "All Clear" sounded at 0835 hrs., 0945 hrs. and	[Signature]

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/2 M.G. Bn. Date and Time.—From 1 Jan. To 31 Jan. '41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	24 Jan. '41		1035 hrs. respectively.	
			No action took place during the day.	AS
	25 Jan.		Normal training. No further air raid alarms.	
			complete escort with the exception of 1 destroyer left tonight	
			at approx. 1800 hrs.	AS
	26 Jan.		Sunday. Anniversary Day. All ships flying Australian flag on	
			foremast and national flag on main mast.	AS
	27 Jan.		Preparations being made for Disembarkation.	
			Land sighted on both port and starboard sides.	
		1915	Farewell dinner given by ships staff.	
			Ships Captain stated in his remarks that the behaviour of the	
			troops had been exemplary.	AS
	28 Jan.	0735	Dropped anchor at Pt. Suez.	
		1500	Left Pt. Suez.	AS

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

Army Form C.2118
(adapted.)

Unit 2/2 M.G. Bn. Date and Time.—From 1 Jan. To 31 Jan.

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	29 Jan.	1030	Arrived at Ismailia.	
			Day spent at this port awaiting orders to proceed to Kantara.	
	30 Jan.	0415	Air raid alarm. Two planes dropped bombs two of which landed	
			in the harbour about 300 yds. from the ship and other bombs were	
			dropped near the town.	
	30 Jan.		The only apparent damage done was to a dredge in the harbour.	
		0605	All clear sounded.	
		1310	Orders received to disembark at Ismailia instead of at	
			Kantara East.	
		1400	Disembarkation started.	
		1830	Train left Ismailia for Kantara.	
		1930	Arrived at Kantara and the Unit was sent across the Canal by	
			vehicular ferry.	
			A good meal was given the men here and the Unit was entrained	

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 2/2 M.G. Bn. Date and Time.—From 1 Jan. To 31 Jan. '41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
	30 Jan.	1930	again at 1955 hrs.	<i>[initials]</i>
	31 Jan.	0430	Arrived at Majdal where the 14 Bn. had trucks to transport us to camp.	
		0600	Arrived at Khassa camp to find a new camp in state of construction.	
			Remainder of day spent settling in and letting the men get some rest.	<i>[initials]</i>

[Signature]
Lieut.
Intelligence Officer

FIELD RETURN OF OFFICERS

2/2 M G Bn (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels ...	1		
Majors ...	2		
Captains ...	7		
Lieutenants ...	25		
2nd Lieutenants ...			
Quartermasters ...	1		
TOTALS ...	36		

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

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, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No).	If not present with Unit, state how employed.
Lt-Col.	NX 376	D. A. Whitehead		Yes	
Major	NX 34676	R. L. Hawke		Yes	
"	NX 12629	E. McArthur-Anslow		Yes	
Capt	NX 34986	C. M. Hayes		Yes	
"	NX 12343	M. J. Whately		Yes	
"	NX 34709	G. R. Mackay		Yes	
"	NX 425	G. I. Fischer		Yes	
"	NX 12354	C. C. Brown		Yes	
"	NX 12488	B. P. Dawson		Yes	
"	QX 6263	Seale J. A. McL.		Yes	
"	QX 6350	Siddons A. D.		Yes	
Lieut	QX 6271	Williams E. C.		Yes	
"	QX 6275	Crist R. J.		Yes	
"	QX 6262	Cameron R. W.		Yes	
"	QX 6363	Seale P. R.		Yes	
"	QX 6364	Herbertson F.		Yes	
"	QX 6273	Stuart D. K.		Yes	
"	QX 6270	Wall L. A.		Yes	
"	QX 9618	Ferguson A. B.		Yes	
"	NX 12355	W. B. Staniland		Yes	
"	NX 12356	F. R. K. Staniland		Yes	
"	NX 12366	W. M. M. Stephens		Yes	
"	NX 12333	G. M. Jones		Yes	
"	NX 12409	C. E. Jack		Yes	
"	NX 34657	G. F. Loran		No	On Res. embarkation leave
"	NX 34672	G. J. Wragge		Yes	10 Encl
"	NX 34673	G. G. Cameron		Yes	
"	NX 34754	G. B. Green		Yes	
"	NX 34664	W. B. Nicholas		Yes	
"	NX 35187	A. R. Thorburn		Yes	
"	NX 34886	M. J. Lamb		Yes	
"	NX 70716	J. H. Southwell-Kealy		Yes	
"	NX 12482	M. C. Halliday		Yes	
"	NX 14551	G. H. Parker		Yes	
"	NX 32719	G. J. A. Mitchell		Yes	
"	NX 15828	G. J. Ferguson		Yes	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive rank, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps	Date of attachment.	Nature of attachment.
Capt	NX 459	V. G. Bultman	R A M C	27.5.41	R. O. D.
Chaplain	NX 70321	R. Bird	R A C D	1.8.41	Chaplain

2/2 M. G. Bn

(Unit.)

2 Jan 41

(Date of Despatch.)

elb J. Wheeler

(Signature of Commander)

Capt.

1st Dist Corps

(Bde., Divn., Area, etc., with which Unit is serving.)

H. T. Aquilina

90 Sea

2/2 M.G. Bn.

Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.		Troopers, Privates, &c.
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters															
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)															

2/2 M.G. Bn.

Unit.

Chas. Wheatley

Signature of Commander. Capt.
Adj. 2/2 M.G. Bn.

Date of Despatch 3 Jan 41

1st Aust. Corps H.T. "Antenna"
Bde., Divn., Area, &c., with which unit is serving.

FIELD RETURN OF OFFICERS

2/2 M.G. Bw (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels	1		
Majors	2		
Captains	7		
Lieutenants	25		
2nd Lieutenants			
Quartermasters	1		
TOTALS	36		

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

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, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No).	If not present with Unit, state how employed.
2d Lt.	NR 376	D. A. Whitehead		Yes	
Major	NR 34676	R. I. Hawke		Yes	
	NR 12629	E. McCarthy-Orrison		Yes	
Captain	NR 34986	C. M. Hayes		Yes	
"	NR 12343	M. J. Whalley		Yes	
"	NR 34707	P. K. Mackay		Yes	
"	NR 428	E. L. Fisher		Yes	
"	NR 12354	C. C. Brown		Yes	
"	NR 12488	B. P. Dawson		Yes	
"	QR 6263	S. J. McE. Seale		Yes	
"	QR 6350	D. A. Goldsmith		Yes	
Lieut	QR 6271	C. C. Williams		Yes	
"	QR 6275	R. J. Cost		Yes	
"	QR 6262	R. W. Cameron		Yes	
"	QR 6363	P. K. Seale		Yes	
"	QR 6364	F. Robertson		Yes	
"	QR 6273	D. K. Stuart		Yes	
"	QR 6270	L. A. Wall		Yes	
"	QR 9678	H. B. Fairhead		Yes	
"	NR 12355	H. B. Standland		Yes	
"	NR 12356	F. R. K. Standland		Yes	
"	NR 12366	W. M. M. Stephens		Yes	
"	NR 12333	G. M. Turner		Yes	
"	NR 12409	C. C. Jack		Yes	
"	NR 34657	F. J. Loran		Yes	
"	NR 34672	R. J. Whalley		Yes	
"	NR 34673	F. S. Cameron		Yes	
"	NR 34759	P. B. Green		Yes	
"	NR 34664	W. P. Nicholas		Yes	
"	NR 35157	A. R. Thurston		Yes	
"	NR 34886	M. J. Lamb		Yes	
"	NR 70716	S. H. Southwell-Kelly		Yes	
"	NR 12462	M. C. Haldiday		Yes	
"	NR 14551	F. A. Farley		Yes	
"	NR 32719	J. L. A. Mitchell		Yes	
"	NR 15828	S. J. Ferguson		Yes	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive rank, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps	Date of attachment.	Nature of attachment.
Capt.	NR 459	V. S. Bullock	R.A.M.C.	27.5.41	R.M.O.
Captain	NR 70321	R. Bird	R.A.C.D.	1.8.40	Captain

2/2 M.G. Bn

(Unit.)

11 Jan. 41

(Date of Despatch.)

Ch J Whitehead Capt for Lt Col.

(Signature of Commander.)

1st Aust Corps on board H. T. Aquitania

(Bde., Divn., Area, etc., with which Unit is serving.)

FIELD RETURN OF OFFICERS

2/2 M. G. Bn. (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
	*		
	*		
Lieut.-Colonels ...	1		
Majors ...	2		
Captains ...	7		
Lieutenants ...	25		
2nd Lieutenants ...			
Quartermasters ...	1		
TOTALS ...	36		

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

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, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No).	If not present with Unit, state how employed.
Col.	NX 376	D. A. Whitehead		Yes	
Major	NX 34676	R. I. Hawke		Yes	
	NX 121629	E. MacArthur - Ouslow		Yes	
Captain	NX 34986	C. M. Hayes		Yes	
"	NX 12343	M. J. Wheatley		Yes	
"	NX 34709	G. K. Mackay		Yes	
"	NX 429	H. E. Fisher		Yes	
"	NX 12354	C. C. Brown		Yes	
"	NX 12488	B. P. Dawson		Yes	
"	QX 6263	S. H. M. L. Seale		Yes	
"	QX 6350	D. A. Goldsmith		Yes	
Lieut.	QX 6271	B. C. Williams		Yes	
"	QX 6275	R. J. Crist		Yes	
"	QX 6262	R. W. Cameron		Yes	
"	QX 6363	P. K. Seale		Yes	
"	QX 6364	F. Herbertson		Yes	
"	QX 6273	D. R. Stuart		Yes	
"	QX 6270	L. J. Wall		Yes	
"	QX 4618	A. B. Ferguson		Yes	
"	NX 12355	H. B. Sturiland		Yes	
"	NX 12356	F. R. K. Sturiland		Yes	
"	NX 12366	W. M. M. Stephens		Yes	
"	NX 12333	G. M. Turner		Yes	
"	NX 12409	C. E. Jack		Yes	
"	NX 34687	F. F. Kavan		Yes	
"	NX 34672	K. A. Wragge		Yes	
"	NX 34673	G. S. Cameron		Yes	
"	NX 34784	P. B. Swan		Yes	
"	NX 34669	W. P. Nicholas		Yes	
"	NX 35187	A. R. Thorburn		Yes	
"	NX 34886	M. J. Lamb		Yes	
"	NX 70716	J. H. Southwell-Kelly		Yes	
"	NX 12462	M. C. Halliday		Yes	
"	NX 14551	F. A. Varley		Yes	
"	NX 32719	F. J. A. Mitchell		Yes	
"	NX 15828	G. J. Ferguson		Yes	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive rank, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps	Date of attachment.	Nature of attachment.
Captain	NX 459	D. G. Bullman	R.A.M.C.	27.5.40	R.M.O.
Chaplain	NX 70321	R. Bird	R.A.C.D.	1.8.40	Chaplain

2/2 M. C. B. (Unit.)

M. J. Wheatley (Signature of Commander.)

27 Jan '41 (Date of Despatch.)

Adjutant-General - 4th Div (Bde., Divn., Area, etc., with which Unit is serving.)

TO BE MADE UP TO AND FOR SATURDAY IN EACH WEEK.

Army Form W. 3009

(page 1)

(Adapted)

FIELD RETURN OF OTHER RANKS.

2/2 M.C.A. (Unit) 19..... (Date).

(To be furnished by all units and all Headquarter units.)

Part A. Strength, Surplus or Reinforcements required.

1 Detail.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishments).
W.Os. Class I.			
W.Os. Class II.	3		
Squadron or Company Quartermaster-Serjeants	5		
Staff Serjeants	5		
Serjeants	36		
Corporals	45		
Troopers, Privates, &c.	688		
TOTALS	782	*	*

* 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.
Det. Condon S. J.	A.A.P.C.		
Sgt. Millican F. A.	A.A.P.C.		
Sgt. Boyd G. J.	A.A.P.C.		

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).

2/2 M.G. Bn. Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters															
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)															

2/2 M.G. Bn. Unit.

Adj. 2/2 M.G. Bn. Signature of Commander. Bde., Divn., Area, &c., with which unit is serving.

Date of Despatch 27 Jan 41

For Official Use Only.
A.M.R & O. 1587

Headquarters,
2/2 M.G. Bn,
H.M.T. Aquitania,
1 Jan. '41.

AUSTRALIAN IMPERIAL FORCES.

ROUTINE ORDERS

by

MAJOR R. L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION

PART I ORDERS.

NO. 4.

1 Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. A.B. Farquhar	1 Jan. '41
Next for Duty	" M.J. Lamb	2 " '41
Orderly Sjt.	QX 8525 S/Sjt. Zambra	1 " '41
Next for Duty	NX5161 L/Sjt Myers, R.J.	2 " '41
Orderly Cpl.	NX50826 Cpl Lasker, J	1 " '41
Next for Duty	QX 3381 " Madden, H.C.	2 " '41

D. O. M. 1st sub. by officers (3) on
1st sub. by officers (3) on

Corrigendum R/O's dated 31 Dec. '40.

Transfers.

NX52109 Pte. Saunders, W.N. Should read

NX50238 Pte. Thornton, C.B.

M. I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

For Official Use Only.
A.M.R & O. 1587

Headquarters,
2/2 M.G. Bn.
H.T. Aquitania,
2 Jan. '40.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R. L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO. 5

1. Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. M.J. Lamb	2	Jan. '41
Next for Duty	" L.A. Wall	3	" '41
Orderly Sjt.	QX 5227 Sjt. Cullen, D.E.	2	" '41
Next for Duty	NK58514 S/Sjt Griffiths, J.B.	3	" '41
Orderly Cpl.	QX 3381 Cpl Madden, H.C.D.	2	" '41
Next for Duty	QX 5706 " Bolton, M.F.	3	" '41

H.I. WHEATLEY, CAPT.

Adjnt. 2/2 M.G. Bn.

NOTICE

LOST. In lavatory adjacent long gallery A Deck, 1 money belt.
Finder return to Bn.H.Q.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND.

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO. 6.

1. Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. L.A. Wall	3 Jan. '41
Next for Duty	" D.R. Stuart	4 Jan. '41
Orderly Sjt.	NX 14372 Sjt. Murrell, H.H.	3 Jan. '41
Next for Duty	NX 26065 L/Sjt. Welch, J.A.	4 Jan. '41
Orderly Cpl.	QX 5706 Cpl. Bolton, M.F.	3 Jan. '41
Next for Duty	QX 8930 " Fogarty, T.A.	4 Jan. '41

2. Linguists. Any personnel with a knowledge of Hebrew or Arabic to submit their names to Battalion Orderly Room by 1200 hrs 4 Jan. '41.

3. Dress. Dress during the day will be shorts and shirts, at night F.S.

4. Ship's Cinema Pictures will be shown in the Ship's Cinema to-night and the allocation for this programme is as follows:-

2/2 M.G. Bn. C & D Coys. 266

M.I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

NOTICES.

Loss Report. One Money Belt containing approx £3/13/6 in notes and silver. Belt is of leather with single stud pouches and is marked on the inside in ink, with number, name and Unit.

The belt was left in central latrines A deck forward (opp. 3rd officer's stateroom) between the hours of 1150 and 1230.

The belt also contains a receipt for £2 which was handed in for Platoon primus stoves.

Finder return to Bn.H.Q.

Lost. One chrome watch, all over, leather case, engraved on back, J. Ireland.
Finder please return to Bn.H.Q. Reward Offered.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO. 7.

1. Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. D.R. Stuart	4 Jan. '41
Next for Duty	" R.J. Crist	5 Jan. '41
Next for Duty	" F. Herbertson	6 Jan. '41
Orderly Sjt.	NX26065 L/Sjt. Welch, J.A.	4 Jan. '41
Next for Duty	NX15833 Sjt Mackell, H.D.	5 Jan. '41
Next for Duty	VX10058 Sjt. Boyd, A.T.	6 Jan. '41
Orderly Cpl.	QX 8930 Cpl. Fogarty, T.A.	4 Jan. '41
Next for Duty	QX 9254 Cpl. Gorlick, A.H.	5 Jan. '41
Next for Duty	QX 1477 Cpl. Duckworth, A.S.	6 Jan. '41

Administrative Memo.

Appointments. & Promotions.

NX54422 Pte. Price-Jones, C.R. promoted Cpl as from 25/12/40
NX20728 Pte. Moulder, V.C. appointed L/Cpl.

Transfers.

NX16464 Pte. Kilpatrick, H.R. Trans. from A.3 to A.2
NX20201 Pte. Lane, M.L. Trans. from A.H.Q. to A.2
NX54422 Cpl. Price-Jones, C.R. Trans. from A.2 to A.H.Q. as
Transport Cpl.

Corrigendum

R/O's No.2 dated 30 Dec. '40. Admin. Memo.

Postings. NX52899 Pte. Deane, E posted A.2 Pl. should be
posted A.1 Pl.

2. Cabins. Personnel are reminded that all cabins must be in inspection Order before first training parade and remain so until 1600 hrs. and at all times must be kept tidy.

Correct method for layer of kit must be adhered to, particularly great-coats. These will be rolled where hooks are available otherwise folded with back strap to the front and placed under the respirator.

3. Smoking. Personnel are hereby given a final warning that smoking in cabins is strictly forbidden. Should this rule be broken the offenders will be severely dealt with.

4. Ship's Standing Orders.

Addition - Chapter 2, para. 20 - add:-

(h) Units washing clothes must ensure that washing is not hung on boat falls. Lines must be erected in the drying space allotted. All washing must be removed from the deck by 1800 hrs.

5. Church Services. Church of England.

0730 hrs.	Holy Communion	Main Lounge
0930 "	Service (2/2 M.G. Less E Coy.)	
	E. Coy. (2/2 M.G.) 76 & 77 L.A.D.	D. Mess Aft.
<u>O.P.D.</u>		
0815	Holy Communion	Main Lounge
<u>Roman Catholic.</u>		
0700	Holy Mass	Library
0900	" "	"

6. Ship's Standing Orders.

Addition.- Chapter 9. After para 128 (b), add.
128 (ii) Gambling.

Gambling is strictly forbidden in any part of the ship, offenders against the order will be subject severe disciplinary action. Any money found in the possession of offenders will be confiscated as also will gambling material.

M. I. WILKATLEY, CAPT.
Adj. 2/2 M.G. Bn.

NOTICES.

Lost. Money Belt belonging to NK29575 Dvr. R. Hayes, left in Lavatory "C" Deck Aft 3 Jan, '41. Finder please return to Ship's Orderly Room.

Gold ring, horse-shoe type. Lost in long gallery. Finder return to Bn.H.Q.

Found. Moneybelt. Brown Leather.
Shaving Set, marked QX 8727. Owners apply Ship's Orderly Room.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION

PART I ORDERS.

NO. 8.

1. Unit Duties. To mount at retreat on dates as under:-

Orderly Officer		Lieut. F. Herbertson	6 Jan. '41
Next for Duty		" R.W. Cameron	7 " '41
Orderly Sjt.	MX10058	Sjt. Boyd, J.T.	6 " '41
Next for Duty	NX 7655	Sjt. Wilesmith, D	7 " '41
Orderly Cpl.	QX 1477	Cpl. Duckworth, A.S.	6 " '41
Next for Duty	QX 2483	" Insch, E.B.	7 " '41

Administrative Memo.

The following ranks are confirmed.

NX52543 Cpl. Garrett, R.L.
NX23069 A/Cpl Thompson, M

Corrigenda R/O's No. 2 dated 30 Dec. '40.

NX28383 L/Cpl. Robinson, B.A. should read Cpl.

2. Short Arm and Foot Inspection. Short Arm and Foot Inspection will be held on Tuesday 7 Jan. '41. Units will remain in training areas till Medical Officer makes this inspection. Nominal rolls will be required. Coys. will be inspected at 20 mins. intervals commencing at 0900 hrs. in the following order:-

H.Q, A, B, C, D & E & Bn.H.Q.

Cinema. Cinema for Monday 6 Jan. '41 is reserved for this Unit.

Allocation. H.Q, A & C Coys, commencing with H.Q. No. 1 and continue throughout in H.Q, A & C. Platoons will file into cinema at 2 mins intervals commencing 1915 hrs.

Pl. Sjts. will report to Capt. Lydon at entrance to cinema and identify members of his platoon as they pass.

Afternoon sessions for cinema have also been arranged and Bn.H.Q, B, D and E Coys. will attend on Tuesday 7 Jan. '41.

A Coy. will detail 1 N.C.O and 20 men to report to Capt. Lydon half an hour before the performance to arrange seating accommodation. B Coy. will supply these men for Tuesday, 7 Jan. '41. Platoons in order of Coys. mentioned above will commence filing in at 1415 hrs. Pl. Sjts. act as above.

In future no smoking will be permitted in the cinema.

A second session of pictures will be shown on Mondays, Wednesdays and Fridays at 2130 hrs. This session is reserved for Officers, Nurses, W.O's and Sjts.

4. Drinking Water. All ranks are reminded that drinking water from taps from their cabins is inadvisable. Recent incidents of diarrhoea is thought to be attributable to this cause.

5. Chewing Gum. The practice of disposing of chewing gum on the decks, rails and scuppers, must cease.
6. Clocks. Clocks will be retarded 30 minutes at midnight and each night up to 10 Jan. '41, but excluding 9 Jan. '41.
7. Dress. Dress for all ranks during the day will be shirts and shorts; for dinner, all ranks will wear trousers S.D. and shirts. Ties will also be worn by Officers and W.O's.
8. Washing. Attention is again drawn against leaving washing out to dry after 1800 hrs. Any washing left out after this time will be confiscated.
9. Swimming Roster. The Swimming Pool for troops will be allotted as under:-

No. 1 & No. 4 Groups	7 Jan. '41
No. 1 & No. 4 Groups	10 Jan. '41

Details will be issued later.

10. The deck doors in the Canteen, "D" Deck are being opened after blackout has been sounded. Picquets are instructed and troops warned of the grave danger of this procedure.

All ranks are warned that sitting on rails is extremely dangerous. All ranks must realise that a man who falls overboard would invariably be drowned as the Convoy will not stop.

Fans. Fans in cabins must be turned off during the absence of occupants.

Sick Parades. Sick parades in future will be held as follows:

0645 hrs.	-	Troops embarked at Sydney
0900 "	-	" " " " Fremantle.

11. Life Boats. Troops are not permitted to stand or sit in the ship's lifeboats on the Boat Deck. All ranks are warned that damage to the boats and boats' stores may endanger lives.
12. Foot Baths. Units must impress upon all ranks that cigarette butts must not be thrown into footbaths.

M.I. WHEATLEY, CAPT.
ADJT. 2/2 M.G. BN.

NOTICES.

Lost. One Web. Belt belong to NX20200 Pte. Matheson, W.A. marked with his number. Finder please return to Bn. Orderly Room.

A Ship's Engineer's cap badge has been removed from Cabin No. D.15. As these badges are now unprocurable, it is requested that the badge be returned.

A brown leather wallet was lost in the long gallery A Deck. belong to QX8977 Pte. Gibson, A. Finder please return to Bn.H.Q.

For Official Use Only.
A.M.R & O. 1587

Headquarters,
2/2 M.G. Bn,
H.T. Aquitania,
7 Jan. '41.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION

PART I ORDERS.

NO. 9.

1. Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. R.W. Cameron	7 Jan. '41
Next for Duty	" E.C. Williams	8 Jan. '41
Orderly Sjt.	NX20542 Sjt. Sydenham, C.F.	7 Jan. '41
Next for Duty	NX15831 " Hughes, D.C.	8 Jan. '41
Orderly Cpl.	QX 2483 Cpl. Insch, E.B.	7 Jan. '41
Next for Duty	QX 7645 " Warren, G.R.	8 Jan. '41

2. Pay. Pay day will be on Jan. 9 '41 and credits in paybooks will be made up to and include 16 Jan. '41. Amounts paid will represent an advance against credits shown in paybooks.

The following limits have been placed on amounts to be drawn:-

Officers	Maximum	£6/-/-
W.O's & Sjts.	"	£4/-/-
O.R's.		
Drawing 1/6 p.d.	"	£1/-/-
" 2/6 "	"	£1/10/-
" 5/6 "	"	£3/-/-

3. Instructions for

Converting
Currency.

On arrival at Colombo Bills to the value of five (5) rupees and ten (10) rupees only will be used to convert Australian currency at the following rates of exchange:-

5 Rupees	equals	9/7 Australian
10 "	"	19/2 "
15 "	"	28/9 "

and so on, working in multiples of "R's" 5." Correct change as above must be presented when converting Australian Currency. Time of parade to convert currency will be notified later.

4. Lecture. Lt. Col. Lloyd. will address all Officers in the Main Lounge "A" Deck at 2000 hrs. today.

5. Holy Communion. Holy Communion will be celebrated at 0645 hrs. on 8 Jan. '41 in the Main Lounge "A" Deck.

6. Medical. All personnel who have not received complete vaccination and/or inoculation will report at the R.A.P. at 1400 hrs. 8 Jan.

7. Dress. Hats will be turned down except where otherwise ordered. Shirts and shorts will be worn by all men for evening mess parade. Officers, shirts, ties optional drill or F.S. slacks.

M. I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

For Official Use Only.
A.M.R & O. 1587

Headquarters,
2/2 M.G. Bn,
H.T. Aquitania,
8 Jan. '41

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO. 10.

1 Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. E.C. Williams	8 Jan. '41
Next for Duty	" J.F. Lavan	9 Jan. '41
Orderly Sjt.	NX15831 Sjt. Hughes, D.C.	8 Jan. '41
Next for Duty	NX15835 Sjt. Harrop, A.G.	9 Jan. '41
Orderly. Cpl.	QX 7645 Cpl. Warren, G.R.	8 Jan. '41
Next for Duty	NX52547 Cpl. Webb, B.S.	9 Jan. '41

2. Duties. Duty Group will supply one (1) Cpl. and six (6) O. R.'s as additional Deck Sweepers. They will be responsible for the Boat Deck and "C" Deck Aft. Duty Group will supply a picquet of ten (10) men to control the Boxing Audience. They will report daily at 1330 hrs. to Lt. Halliday at the ringside.
3. Standing Orders. Attention is drawn to Appendix "A" - Lay-out of kit. Many instances are occurring where mattresses are not being turned against the wall.
4. Buglers. Buglers will carry their bugles at all times and be prepared to relay the "Alarm" when sounded by the Ship's Bugler and Whistle.
5. Dress for Guards. Guard will in future mount wearing shorts & shirts. Packs and haversacks will be discarded after mounting.
6. Taps. All taps in cabins and baths must be turned off, and waste plugs removed from basins and baths. Several instances have occurred where rooms have been flooded through neglecting this.
7. Shipboard Journal. (i) The souvenir journal which has been produced aboard the transport will be available for distribution to-morrow evening.
(ii) Owing to difficulties of publication and the high costs involved, a charge of 1/- per copy will be made to cover expenses.
(iii) The number available is limited and each Unit will be issued with a number equivalent to one copy per man. Units will be responsible for the return of the amount representing sales and the return of unsold copies.
8. Mail. All personnel are instructed that mail for posting at Columbo must be handed in by 1600 hrs. Friday, 10 Jan. '41. Mail handed in later than the time laid down, may not go ashore.

M.I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

NOTICES

- Found. Rifle, on "C" Coys. training area. Owner apply at Bn.H.Q.
Lost. Between R.A.P. and Officers Quarters "B" Deck, square octagonal pipe bowl "Imperial" brand. Finder please return to Bn.Ord. Room.

OVER

NOTICES.

Lost.

At Post Office, "Swan" Black fountain pen- "Garrett" marked on barrel - Finder return to Bn. Ord. Room.
Identification Discs NX52563 Pte. G. Farquhar 9 Div. Supply Col. Left bathroom C deck aft.
Camera on A. deck Aft Saturday 28 Dec. '40. Reward can be collected at 9 Div. Supply Ord. Room.
Camera is gift to owner. NX26695 Sjt. Buckley.
Universal Kit Bag & Contents, also Bag Sea Kit and Contents. Both marked with serial 387 & Army No. WX3381 and belong to Capt. A.V. Tunstill Cabin B.107.
Identification discs. NX59746 Pte. Reed, L, 2/2 M.G. Bn.
Fountain Pen Swan. Pte. Smallpiece 9 Div. Suply. Col.
Tobacco pouch with brass plate initialled J.F. NX29440 J.D. Foster, 2/2 M.G. Bn.
Pay Book Pte. T.E. Armstrong NX65288 2/3 A.Fd.W/shop
Service Hat - fur - removed from cabin 12, Sec. O of G. Deck. WX 7516 W. Montague.
Identification Discs. bathroom "C" Deck NX65232 Pte. H. Wright 2/3 C.C.S.
Money belt Lavatory E Deck Aft. NX17221 Pte. R.H. Minter.
1 shirt, 1 singlet, 2 prs. underpants. On drying dekk NX14802 Pte. J. Lamont.
Fountain Pen mottled Conklin Sjt. Wiltshire 2/3 A.F.W.
Tobacco pouch black seal-skin engraved RTM NX56432 R.T.Montague
1 Long pair of sox QM 8349 P.W. Taylor.
1 Shirt, 1 razor, 1 pair gaiters, 1 pr. sandshoes, Pte.B.Apsey, 2/3 C.C.S.

Found.

1 pair khaki shorts on Boat Deck. Owner apply at Bn. Ord. Room.

For Official Use Only.
A.M.R & O. 1587

Headquarters,
2/2 M. G. Bn,
H.T. Aquitania,
9 Jan. '41

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO.11

1. Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. J.F. Lavan	9 Jan. '41
Next for Duty	" J.G. Cameron	10 Jan. '41
Orderly Sjt.	NX15835 Sjt. Harrop, A.G.	9 Jan. '41
Next for Duty	NX56677 L/Sjt Pownceby, T.A.	10 Jan. '41
Orderly Cpl.	NX52547 Cpl. Webb, B.S.	9 Jan. '41
Next for Duty	NX15993 Cpl. Ewing, T.McD.	10 Jan. '41
2. Duties. Nos. 1 & 4 Groups will mount at Retreat, 11 Jan. '41
Names of Orderly Group to be submitted by 1000 hrs. 10 Jan. '41.
3. Dress for Disembarkation. Shorts, shirts, stockings, boots, hats turned down. Officers may wear shoes. Equipment as for embarkation.
4. Hammock Space. Vide S.R.O. No.10 - this picquet need no longer be posted.
5. Cleaning of Ship. Cleaning of ship will be carried out by all Units 12 Jan. '41. This Unit will be responsible for its own quarters. No.1 & 4 Groups will be responsible for cleaning "B" Deck. Deck sweeping fatigues will start immediately after Reveille.
6. Invalids. Coys. will submit a list of all invalids, who will be unable to carry own baggage ashore, to Bn.Ord. Room by 0900 hrs. 10 Jan. '41.
7. Mails. (i) Mail for posting at Colombo will close at the Ship's Post Office "D" Deck at 1800 hrs. 11 Jan. '41. This mail must previously have passed through Censors.
(ii) Under Security Regulations it is an offence to post letters through means other than through Coys.
(iii) To secure the privilege of free postage articles must be posted on Board the transport. This concession applies to articles not exceeding 4 ozs. in weight, it does not apply to articles for transmission by air from Fremantle.
(iv) No mail for transmission by air from Colombo will be accepted at the Ship's P.O.
(v) Mail for transmission by sea to Fremantle and thence by air to Eastern Australia will be accepted; postage rate for this mail will be -/3d. per 1/2 oz.
8. Training Stores. Coys. will return Training Stores to Ship's Q.M. Store on 10 Jan. '41 by 1530 hrs.

Administrative Memo.
Reversions.

NX27767 Cpl. Jupp, J.S. Voluntary reversion to the ranks

M.I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

Special Use only.
A.M.R. & O. 1587

2/2 M.C. Bn,
H.T. Aquitania,
10 Jan. '41

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION

PART I ORDERS.

NO.12

1. Unit Duties. To mount at retreat on dates as under:

Orderly Officer	Lieut. J.G. Cameron	10 Jan. '41
Next for Duty	" K.S. Wragge	11 Jan. '41
Orderly Sjt.	NX56677 L/Sjt. Pownceby, T.A.	10 Jan. '41
Next for Duty	NX58515 Sjt Lawrie, T	11 Jan. '41
Orderly Cpl.	NX15993 Cpl Ewing, T.McD.	10 Jan. '41
Next for Duty	NX17709 Cpl Stumbles, C.S.	11 Jan. '41

2. Duties. To mount at Retreat 11 Jan. '41

Duty Group Nos.1 & 4.

Field Officer

Orderly Officer

" Sjt.

" Cpl.

2 Runners

Lieut. F.A. Varley

Lieut. G.T. Ferguson

Sjt. C.F. Sydenham

Cpl. B.A. Robinson

Pte. Brown, R.L.

Pte. Poole, L.C.

3. Sunstroke. All personnel are warned of the extreme danger of sun-bathing in the tropics. The tropical sun will cause sunstroke much more rapidly than in Australia. Felt or cloth hats must be worn at all times when exposed to the sun.

4. Court of Inquiry. The O.C. Troops, Lt. Col. D.A. Whitehead, M.C. has convened the following Court, to inquire into the loss of Ship's Training Stores:-

President

Member

"

The Court will sit forthwith.

Major Henning (2/28 Bn.)

Capt. B Dawson (2/2 M.G. Bn.)

Lieut. Steele (9 Div.S.Col)

5. Pictures. The films "Sea Devils" is reserved for members of this Unit for evening session on Sat. 11 Jan. Bn.H.Q, H.Q, A & C Coys. will attend. Pls. will file into theatre at 2 minute intervals in one C,A,H.Q, Bn.H.Q commencing 1915 hrs. H.Q. Coy. will detail 1 N.C.O and 20 men to report to Capt. Lydon at entrance to D Deck Mess Aft at 1900 hrs. for arranging of seats. They will not be required at completion of picture. Pl.Sjts. will report to Capt. Lydon and identify personnel as they enter. It is essential that this instruction be carried out.

6. Administrative Memo.

Appointments & Promotions.

NX52004 Pte. Harton, H.S. appointed Cpl. 10/1/41

NX57086 L/Cpl. Geany, W.T. promoted Cpl.

NX56182 Pte. Bromhead, J.S. appointed L/Cpl.

M.I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

OVER

NOTICES.

CONCERT. A final concert will be held in the Men's Mess on "D" Deck on Saturday, 11 Jan. '41 at 2000 hrs. Novelty Items. Quiz Competition. Plenty of Prizes.

Captains of teams for:-

- Tug-o-war
- Tunnel-ball race
- Sand-bag passing race
- Squat boat race
- Skin-the-snake relay

must report to Capt. Lockyer, of the 24 Inf. Bde. H.Q. on "A" Deck at No.4 Boat Stn. Port at 1515 hrs. on Saturday 11 Jan. '41. The various competitions will then be held. Teams failing to report as above will not be allowed to compete in the events. These events will take place after the Boxing Finals, which are timed to start at 1400 hrs.

PART I ORDERS

NO. 12

To mount at rest on dates as under:

Unit	Officer	Next for Duty
10 Jan '41	Lieut. J.G. Cameron	Orderly Officer
11 Jan '41	"	Next for Duty
10 Jan '41	K.S. Wraggs	Orderly Sjt.
11 Jan '41	"	Next for Duty
10 Jan '41	Lieut. J.G. Cameron	Orderly Sjt.
11 Jan '41	"	Next for Duty
10 Jan '41	Lieut. J.G. Cameron	Orderly Sjt.
11 Jan '41	"	Next for Duty

To mount at Rest 11 Jan '41

Unit	Officer	Next for Duty
Lieut. P.A. Varley	Orderly Officer	
Lieut. G.T. Ferguson	Orderly Officer	
Sjt. C.R. Sydenham	Sjt.	
Cpl. S.A. Robinson	Cpl.	
Pte. Brown, R.L.	3 Runners	
Pte. Poole, L.G.		

3. Sunstroke. All personnel are warned of the extreme danger of sun-bathing in the tropics. The tropical sun will cause sunstroke much more rapidly than in Australia. Hats or cloth hats must be worn at all times when exposed to the sun.

4. Court of Inquiry. The C.O. Troop, Lt. Col. D.A. Whitehead, H.Q. has convened the following Court to inquire into the loss of 500 Training Stores:-

Rank	Name	Post
Major	Hennings (2/28 Bn.)	President
Capt.	B Dawson (2/2 M.G. Bn.)	Member
Lieut.	Steele (2 Div. 2. Col)	"

The Court will sit forthwith.

5. Pictures. The film "Sea Devils" is reserved for members of this Unit for evening session on Sat. 11 Jan. 8.00 A.M. A & C Coy. will attend. Pte. will file into theatre at 8 minute intervals in one C.A.H.Q. Bn. H.Q. commencing 1915 hrs. H.Q. Coy. will detail 1 M.C.O. and 20 men to report to Capt. Lydon at entrance to D Deck Mess at 1900 hrs. for arranging of seats. They will not be required at completion of picture. Pl. Sjt. will report to Capt. Lydon and identify personnel as they enter. It is essential that this instruction be carried out.

6. Administrative Items.
Appointments & Promotions.

- Warrant Officer, Barton, H.G. appointed Cpl. 10/1/41
- Warrant Officer, Gandy, W.F. promoted Cpl.
- Warrant Officer, Brownhead, J.S. appointed L/Cpl.

H.I. WHEATLY, CAPT.
Adj. 28 M.G. Bn.

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A.M.R & O. 1587

Headquarters,
2/2 M.G. Bn,
H.T. Aquitania
11 Jan. '41

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO. 13

1. Unit Duties. To mount at retreat on dates as under:-

Orderly Officer	Lieut. K.S. Wragge	11 Jan. '41
Next for Duty	" F.R.K. Staniland	12 Jan. '41
Orderly Sjt.	NX26962 Sjt. Williams, R.M.	11 Jan. '41
Next for Duty	NX15840 Sjt. Jacob, J.W.	12 Jan. '41
Orderly Cpl.	QX10089 Cpl. Millard, K	11 Jan. '41
Next for Duty	NX31340 Cpl. Goodland, K.G.	12 Jan. '41

2. Discipline. Duty Group will be prepared to supply
2 Officers
6 N.C.O's
40 men
as Town Picquet while in Colombo.

3. Leave. All troops will receive one day's leave during the stay in Colombo. The leave roster has not yet been announced but it is anticipated that not more than 1000 to 1500 troops will be allowed ashore at the one time. There will be no night leave for O.R.'s. Troops are warned that bathing in the sea at Colombo is forbidden owing to the danger from undercurrents and sharks.

4. Pay. Troops will convert all Australian money before disembarking.

5. Church Parades. Sunday, 13 Jan. '41
R.C. 1000 hrs. - Library
C. of E. H.C. 0700 hrs. Main Lounge "A" Deck.
H.C. O.P.D's. 0830 " " " " "
0900 hrs. "D" Mess Aft. 2/2 M.G. Bn. 76-77 L.A.D.

6. Ship's Standing Orders. Attention is drawn to S.S.O. 119 - Portholes on "F" Deck are being opened and apparently no disciplinary action is being taken against the offenders. Portholes on "C" Deck are also being opened during Blackout. All ranks are warned of the danger of this procedure - not only do they endanger their own lives but also those of thousands of other troops.

M.I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

NOTICES.

Found.

Unclaimed in Ship's Orderly Room.

1 Greatcoat	tobacco pouches
2 Rifles	wallet containing photos etc.
1 Mess Tin	other numerous articles.
1 Pr. Shorts	
money belts	
cigarette cases	

Lt H.B. Stamland

NOT TO BE PUBLISHED
A.M.R. & O. 1587

2/2 M.C. Bn.
H.T. 306
18 Jan. 41.

AUSTRALIAN IMPERIAL FORCES.

ROUTINE ORDERS

by

Major R.L. Hawke

Administering Command

2/2 MACHINE GUN BATTALION

No. 1

Part 1 Orders.

DUTIES To mount at Retreat on Dates as under:-

Orderly Officer	Lieut.	A.B. Farquhar	18 Jan. 41.
Next for Duty	"	J.F. Lavan	19 Jan. 41.
Duty Coy		A Coy	18 Jan. 41
Next for Duty		B "	19 Jan. 41
Guard Coy.		B "	18 Jan. 41
Next for Duty		C "	19 Jan. 41.

2. Duty Coy will supply one M.C.O. and six men to clean Mens' Mess at 2030 hours. They will report to the Messing Officer or his representative.

Duty Coy will supply 1 M.C.O. and 15 men to report to Mess Sgt at 0930 hrs. 1330 hrs. and 1850 hrs.

3. GROUP STATIONS The following are names of personnel in Auxiliary Boat Parties. These men will in future report direct to their Boat and NOT to their Group Station.

Beech No. 5

Dunker) No.
Smith)

Boyd
Harris No. 5

Alabaster) No. 6
Mitchell)

McClaren No. 8

Cox No. 10

Rees No. 12

Howlett) No. 14
Gould)

Ashley Spare

4. BOAT DRILL It is essential that ALL personnel attend Boat Drill and remain at their stations until "All Clear" is sounded. Picquets on special duties will have their life jackets readily accessible and will don them immediately; they will stand by their place of employment until ordered to "Abandon Ship".

5. LECTURE All Officers will assemble in the Officers Lounge at 1730 hours to-day. The Ship's Chief Officer will give a lecture on Life Saving appliances.

6. RETURNS All Coys will render a Daily Blanket State by 0900 hrs. to this H.Q. - setting out the number of blankets received, missing and on hand.

M.I. Wheatley Capt.
Adj. 2/2 M.C. Bn

NOTICES.

LOST Onoto Fountain Pen in case. Name on case Lt. J.F. Lavan
Silver and Red Eversharp Pencil. Money Belt containing Rupees
Left in Lavatory on "C" Deck. NX29908 H.C. Edwards. Identifica
PORT ~~Group Disg.~~ Deck. Lt NX58598 Pte. P.E. McDonald. Finders Return Bn
Orderly Room.

Lt. H.B. Staniland

A.M.R & O. 1587.

H.T. 306
19 Jan. '41

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION

PART I ORDERS.

NO. 2

1. DUTIES. To mount at Retreat on dates as under:-

Orderly Officer	Lieut. J.F. Lavan	19 Jan. '41
Next for Duty	" D.R. Stuart	20 Jan. '41
Duty Coy.	B Coy.	19 Jan. '41
Next for Duty	C "	20 Jan. '41
Guard Coy.	C "	19 Jan. '41
Next for Duty	A "	20 Jan. '41
2. Blackout Reports. Orderly Officers will hand Blackout Reports to Ship's Orderly Officer at Adjutant's Office 30 minutes after blackout is notified.
3. Tattoo Reports. This report must be handed in to Bn. Orderly Room by 2115 hrs. daily.
4. Inspection Doors. Inspection-hole doors around the bulkheads of troop decks and cabins are for inspection only and not for ventilation. They must on no account be opened, and placing of rubbish therein is prohibited.
5. Blackout. It is pointed out that the responsibility of blacking out the ship rests with the troops, and not, as hitherto, with the Ship's Staff.
6. Keep to Left. It is impressed on all ranks that when moving along corridors or companionways, they must keep to the left hand side of same.
7. Guards. Guards on decks are not permitted to occupy chairs.
8. Inspection of Engine Room. A party of 2 officers from A, B, C & D Coys. will be allowed to inspect the Ship's Engine Room to-morrow at 1000 hrs.

M. I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

NOTICES.

- Lost.
- 1 Water bottle carrier. QX 8238 No.1 Pn. C Coy. 2/2 M.G. Bn.
 - 1 Leather money belt. QX 10664 R.J. Milliken No.1 Pn. C Coy.
 - 1 Onoto mottled blue fountain pen NX 34687 Lieut. J.Lavan
 - Identification Discs & Field Dressing NX51182 Pte. R.E.Mayes.
 - Identification Discs 72758 Pte. Geale, Bn.H.Q.

Lt. H.B. Standland

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2/2 M.G. Bn.
H.Q. 306
20 Jan. '41.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART 1 ORDERS.

No. 3

1. DUTIES. To mount at retreat on dates as under:--

Orderly Officer	Lieut. D.R. Stuart	20 Jan. '41.
Next for Duty	Lieut. R.W. Cameron	21 Jan. '41.
Duty Coy.	C Coy.	20 Jan. '41.
Next for Duty	D Coy.	21 Jan. '41.
Guard Coy	A Coy.	20 Jan. '41.
Next for Duty	B Coy.	21 Jan. '41.

2. RETURNS. All Coys. will furnish a Parade State to Bn. H.Q. by 0830 hrs. Daily, and a Tattoo Report to Bn. Orderly Sgt. by 2200 hrs. Dly. All C.Q.M.S. will furnish a Blanket and a Rifle State to R.Q.M.S. (S/Sgt. Coles, L.W.) by 0830 hrs. Daily. Returns are to be furnished by Field Officer, Orderly M.O., Ships' O.O. and Guard Commander to Ships' Orderly Room by 1830 hrs.

3. ENTERTAINMENT. There will be a concert in the Mens' Mess at 2000 hrs. to-day.

4. CHURCH SERVICES. Church of England - Holy Communion - Drawing Room B Deck, at 0645 hrs. 22 & 24 Jan. '41.

5. MAILS. (a) Only letters for transport by sea and parcels weighing up to 4 ozs. will be accepted for transmission at the Ship P.O. These must previously have been franked by Unit Censors.
(b) No air mail, registered letters or parcels weighing more than 4 ozs. will be accepted at the Ships' P.O. until further notice.

6. CABINS. Fruit or other perishable foods will NOT be left in cabins after 0800 hrs daily. Ironing is strictly forbidden in cabins. There is an ironing room on A Deck which Officers' batmen may use on application to the Purser's Office. Brooms, rubbish bins etc. will be removed from cabins by 1000 hrs. daily. Mattresses will be turned back against the bulkheads in all cabins, except where by so doing the portholes will be blocked. These mattresses will be doubled back and left to air.

7. RIFLES. Care must be taken when troops are drilling with arms they do NOT bang rifle butts on the deck, thus occasioning damage thereto.

8. RUBBISH. It has been observed that rubbish is being thrown from portholes shortly after "all Clear" is sounded in the morning. This practise MUST cease.

9. PORTHOLES. Picquets, sentries and police on all decks are to ensure that on ANY alarm being sounded that all portholes in their vicinity are SECURELY CLOSED.

10. STANDING ORDERS. Attention is drawn to Chap. 1 para. 4 (d) of S.R.O. (Cabin doors will remain open at all times). This applies to ALL ranks and must be observed rigidly.

M.I. Wheatley Capt.
Adj. 2/2 M.G. Bn.

Lt. A.B. Staniland

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A.M.R. & O. 1587

2/2 M.G. Bn,
H.T.306,
21 Jan. '41.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L.HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO.4

1. DUTIES. To mount at retreat on dates as under:-

Orderly Officer	Lieut. R.W. Cameron	21 Jan. '41
Next for Duty	" F.R.K. Staniland	22 Jan. '41
Duty Coy.	D Coy.	21 Jan. '41
Next for Duty	A "	22 Jan. '41
Guard Coy.	B Coy.	21 Jan. '41
Next for Duty	-----	22 Jan. '41

2. Corrigendum. S.R.O. No.5 Para. 4 Church Services.
Delete "Drawing Room" and insert "Officers' Lounge."

3. Emergency Dress. As from 0600 hrs. 22 Jan. '41, all ranks will carry with them their life jackets at all times. They will also have available filled water bottles.
All sentries, look-outs and personnel employed on open or exposed positions will wear steel helmets as from 22 Jan. '41.

4. Ship's Police. 1 Corporal and 6 O.R's of the present detail of Ship's Police will remain on duty for the remainder of the voyage.

5. Canteen. The Canteen will be open from 1130 to 1230 hrs. daily in addition to the hours at present obtaining.

6. Theatre Picquet. (a) Duty Group will provide 4 picquets daily to report to the Ship's Orderly Officer at 1445 hrs. at B.deck hammock space, Starboard side. This picquet will be responsible for cleaning the hammock space after the cinema.
(b) Personnel selected to attend the theatre will be paraded to the Ship's Orderly Officer at 1450 hrs. at the entrance to the hammock space, B.deck, Port side.
(c) Personnel living in the hammock space must vacate the area before 1445 hrs. each day.

7. Duties. To Mount at Retreat 22 Jan. '41.
Ship's Field Officer - Capt. N.W. Lockyer
Orderly Officer - Lieut. J.E. Court
" Serjeant - S/Sjt. Hankin
" Corporal - Cpl. J. Lasker

Administrative Memo.

Promotions.

QX 1477 Cpl. Duckworth, A.S. to be Serjeant.

M.I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

NOTICES.

LOST. 1 black prop. pencil about 5" long engraved F.S.H., F.S.Hopkins, C.3 QX 8745.

Lt. A B. Mainland

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2/2 M.G.Bn.
H.T. 306.
22 Jan. '41.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART 1 ORDERS

No. 5

1. DUTIES. To mount at retreat on dates as under:-

Orderly Officer	Lieut. F.R.K. Staniland	22 Jan. '41.
Next for Duty	Lieut. A.R. Thorburn	23 Jan. '41.
Duty Coy.	A Coy.	23 Jan. '41.
Next for Duty	B Coy.	23 Jan. '41.

2. IDENTITY DISCS must be worn at all times.

3. PORTHOLES on D. & E. Decks must be closed at all times

4. PAYBOOKS must be carried at all times.

5. EMERGENCY STATIONS. Clothes will not be carried to Emergency Stations in haversacks. Personnel will dress before leaving cabins, in case of emergency.

6. ADMINISTRATIVE MEMO.

Voluntary Reversions to Ranks

NX51540 Cpl. Goodland, K.G. to be Pte.
QX 7660 Cpl. Dunn, D. " " "
QX 1459 L/Cpl. Mill, R.J. " " "

7. CAMERAS. All cameras will be handed to the Ship's Adjutant's Office by 1800 hrs. to-day. Cameras will be clearly marked with the name, number and unit of the owner.

8. INDOOR GAMES. Chinese chequers, cards, dominoes etc. are being removed from the Troops' Recreation Rooms, thus preventing others using same. These games are for the benefit of all, and must not be taken to the cabins.

- ~~9.~~ LOITERING Troops are not permitted to loiter in the alleyways.

10. AMENDMENTS S.S.O.'s. S.S.O. Chap 5. Para 26 (a) line 5: delete "and 1600 hrs". Line 11 delete 12 O/Rs and insert 3 O/Rs. Line 12, delete 2 H.C.O.'s and insert 1 H.C.O. Line 13 delete 20 O/Rs and insert 10 O/Rs. After line 14 insert "2 O/Rs bottle collectors, 1600 hrs. S.S.O. Chap 1 Particular attention is drawn to paras (e) and (f). Para 4, wherever the word "cabin" appears, add "and Troopdecks". S.R.O. No. 5 para. 4 delete "Six men and insert 3 O/Rs.

MMI. WHEATLEY Capt.
Adj. 2/2 M.G.Bn

CONGRATULATORY MESSAGE The Captain and Chief Officer of this ship and also the O.C. Troops, wish to express their appreciation and satisfaction to all ranks regarding the Emergency Drill generally and the drill last night in particular.

Lt. A.B. Stanland

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A.M.R. & O. 1587

2/2 M.G. Bn,
H.T. 306
23 Jan. '41

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION

NO. 6

PART I ORDERS.

1. DUTIES. To mount at retreat on dates as under:-

Orderly Officer	Lieut. A.R. Thorburn	23 Jan. '41
Next for Duty	" P.K. Searle	24 Jan. '41
Duty Coy.	B Coy.	25 Jan. '41
Next for Duty	C Coy.	24 Jan. '41

2. Portholes. Permission has been granted for certain portholes on "D" and "E" Decks to be opened under the supervision of a sentry. This concession will cease as from "Blackout" to-night until further notice.

3. Rubbish Bins. After emptying, all rubbish bins must be thoroughly cleaned inside and out. Attention is again drawn to the dumping of rubbish - This will be done half an hour before sunset.

4. Cleaning Rifles. Various notices throughout the ship request that rifles will not be cleaned in the cabins and no oil will be spilt on the decks. It appears that this is not being observed. A quantity of old canvas and bagging is available at the C.I. Office to be placed on decks for this purpose.

5. Wardrobes. Wardrobes and cupboards must be open during the Ship's Inspection, vide R.O. Supplement No.2, para. 5.

6. Emergency. All ranks must be warned of the danger of taking cover in the vicinity of any glass on the upper decks. Also the danger of remaining on or near the main companionway. The concussion of an explosion on the upper decks may be fatal on lower deck owing to the terrific pressure generated.

7. Personal Hygiene. Attention of all ranks is drawn to S.S.O's Chap.8 para. 97. Under present conditions daily bathing is essential.

8. Standing Orders. Chap.10. Para. 123 Amendment.
The dry canteen will in future be open during the following hours:-
0730 hrs. to 0830 hrs.
1200 " " 1330 "
1630 " " 1800 "
1900 " " 2030 "

9. AIRCRAFT NATIONAL MARKINGS BRITISH. All aircraft may have squadron markings on fuselage.
WING MARKING TOP. Blue ring surrounding a red centre.
BOTTOM. Blue ring surrounding a white ring, the latter surrounding a Red centre.

OVER

FUSELAGE. Blue Ring surrounding a White Ring, the latter surrounding a Red Centre, the whole surrounded by a Yellow Ring.

TAIL FIN. Red, White and Blue vertical bars (Red Forward)

N.B. Fighter aircraft have no national markings on under-side of wing tips and the whole of under-side of aircraft is painted SKY-BLUE.

GERMAN.

WING TIP & FUSELAGE. A Black Cross with a White Border. Both top and under-sides of wing-tips are so marked.

TAIL FIN. A Black Swastika with a White border.

ITALIAN.

Italian Command.

FUSELAGE. A large white St. George's Cross with Royal Arms in upper part, the surrounding field having Italian colour Green on left and Red on Right.

VERTICAL RUDDER. WHITE CROSS between Green & Red markings.

UNDER SIDE OF MAIN PLANES. Markings uncertain, but probably continue to be THREE BLACK FASCES enclosed in a Black Ring.

German Command.

FUSELAGE. Black Rings surrounding White Circles, on which is ONE BLACK FASCES.

VERTICAL RUDDER. A plain White Cross on camouflaged background.

UPPER & LOWER SURFACES. Black Rings round White Circles, on which are THREE BLACK FASCES.

Administrative Memo.

Promotions.

NX20728 L/Cpl Moulder, V.C. to be A/Cpl. as from ⁴ 15 Jan. '41
NX18291 Pte. Palmer, L.C. to be A/L/Cpl " " 16 Jan. '41

M.I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

NOTICES.

LOST. 1 Silver Eversharp Pencil left in Bn.Ord. Room 21 Jan. '41.
1 Tobacco pouch (brown) full, between B Deck & C Deck on Tuesday between 1530 & 1630 hrs.

Lt. AB Stanilands

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2/2 M.G. Bn.
H.E. 506.
24 Jan. '41.

AUSTRALIAN IMPERIAL FORCES.

ROUTINE ORDERS

by

MAJOR R.L. FAYNE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART 1. ORDERS.

No. 67

1. DUTIES. To mount at retreat on dates as under:-

Orderly Officer	Lieut. F. Herbertson	24 Jan. '41
Next for Duty	Lieut. R.J. Crist	25 Jan. '41
Duty Coy.	C Coy.	24 Jan. '41
Next for Duty	D Coy.	25 Jan. '41

2. SCRUBBING All troop cabins and troop decks will be scrubbed tomorrow. Scrubbing brushes will be drawn from the R.Q.M.S. at Main Foyer D. Deck at 0900 hrs, for following areas:-

Allotment:

F Troop Deck forward	10 brushes
F Deck aft	8 "
E "	6 "

Unit Orderly Officers will supervise scrubbing. Brushes will be returned to R.Q.M.S. at 1015 hrs. Brushes will issued at 1030 hrs. 17 being the allotment to this Bn.

3. IRONING ROOM. The ironing room is reserved for the use of Nurses between the hours of 0900 - 1000 and 1700 - 1800.

4. BOTTLES Bottles must not be taken out on the deck from the canteen. At night this practise is very dangerous.

5. LIFE-BELTS All ranks are warned that life-belts must be carried at all times. Action will be taken against personnel disregarding this order.

6. CHURCH SERVICES. Church services on Sunday 26 Jan '41. will be the same as last Sunday the 19 Jan '41.

7. MUZZLE-BLAST. Additional copies of Muzzle-Blast may be obtained, if required, from the Adjutant.

8. ADMINISTRATIVE MEMO.

Promotion.

NX51282 Pte. Roberts, G.H. promoted A/Cpl.

M.I. Wheatley, Capt.

Adjt. 2/2 M.G. Bn.

Lieut NTS Stamband

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2/2 M.G. Bn.
H.T. 306,
25 Jan. '41.

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND.

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO. ~~10~~ 8

1 DUTIES. To mount at retreat on dates as under:-

Orderly Officer	Lieut. R.J. Crist	25 Jan. '41
Next for Duty	" K.S. Wragge	26 Jan. '41
Duty Coy.	D Coy.	25 Jan. '41
Next for Duty	A Coy.	26 Jan. '41

2. MAILS. All mail for franking must be handed into franking officers by 0900 hrs. 27 Jan. '41. No air mail or parcels weighing more than 4 oz. will be accepted.

M. I. WHEATLEY, CAPT.
ADJT. 2/2 M.G. BN.

NOTICES.

ENTERTAINMENT. Band Concert, and Lecture on Palestine by Chaplain Baskin at 2000 hrs. 26 Jan. '41 in Mens' Mess.

LOST.

- 3 water bottles
- 2 slings, rifle
- 1 brace
- 1 carried, w/bottle
- 1 steel helmet marked WX7519
- 1 towel WX 6101
- 1 working dress hat marked QX13870 C.D. Tyack
- 1 blanket
- 1 groundsheet marked QX 12116 Tpr. Key, H.W.

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2/2 M.G. Bn,
H.T. 506,
26 Jan. '41

AUSTRALIAN IMPERIAL FORCES

ROUTINE ORDERS

by

MAJOR R.L. HAWKE

ADMINISTERING COMMAND

2/2 MACHINE GUN BATTALION.

PART I ORDERS.

NO. 9.

1. DUTIES. To mount at retreat on dates as under:-

Orderly Officer	Lieut. K.S. Wragge	26 Jan. '41
Next for Duty	" M.C. Halliday	27 Jan. '41
Duty Coy.	A Coy.	26 Jan. '41
Next for Duty	B Coy.	27 Jan. '41

2. DRESS. All ranks will be prepared to wear S.D. for disembarkation.

3. LIBRARY BOOKS. All books, games and sports gear must be returned to Cabin C.154 by 1200 hrs. 27 Jan. '41.

4. SECURITY. (a) Cameras may be redeemed from the Ship's Adjutant's Office between 1600 and 1800 hrs. 26 Jan. '41.

(b) The following points will NOT be mentioned in letters or in the hearing of strangers, either during the voyage or after disembarkation at Final Destination:-

- (i) Previous Station.
- (ii) Route taken.
- (iii) Destination.
- (iv) Unit names.
- (v) Particulars of Enemy Action witnessed en route.
- (vi) Disposition of troops or conditions in countries through which passed.

M. I. WHEATLEY, CAPT.
ADJT. 2/2 M.G. Bn.

NOTICES.

LOSSES. The following articles have been reported missing from Quarters on E Deck forward.

- 1 Watter Bottle, carrier & Braces, marked NX45365
- 1 Field Dressing marked NX40904
- 1 Water bottle & Carrier.
- 1 Chin strap taken off hat.
- 1 Felt Hat F.S.
- 1 Shaving outfit, containing Hold shaving brush, strop, razor & blades, tooth brush & paste.
- 1 F.S. Hat, 1 Mess Tin, 1 pr. of shorts. Marked NX20428.
- 1 Shirt, 1 shorts, 1 towel & identification disc, marked NX55234.
- 1 Boot 1 Oil bottle.
- 1 Field Dressing Marked NX58559
- 1 Steel Helmet complete Marked Edb. No. 506.
- 1 Towel, 1 Forage Cap. Marked NX50510
- 1 Web Belt, 1 Mess Tin cover. Marked NX46593
- 1 Web Belt. Marked NX46570
- 1 Field Dressing, 1 Web belt, M.E. Marked NX32270.
- 1 Shaving Brush.

ORDER OF CONVOY

APPENDIX No

○ H.M.A.S.
CANBERRA.

○ H.M.S.
ANTENOR
(AUX CRUISER)

○ H.M.T.
LANCASHIRE

○ H.T.
NEW ZEELAND

○ H.M.T.
DEVONSHIRE

○ H.M.T.
DILWARRA

○ H.T.
RAJULA

○ H.T.
INDRAPOERA

○ H.T.
CHRISTIAN HUYGENS

○ H.T.
DOMINION MONARCH

○ H.T.
ROHNA

○ H.T.
NEVASSA

○ H.T.
JOHANN DE WITT

○ H.T.
KAEDE
ISMAIL

○ H.T.
SALEM

○ H.M.S.
CAPE TOWN

Capt. Searle

Appendix A.

FOR OFFICIAL USE ONLY.

COPY NO. 9.....

AUSTRALIAN IMPERIAL FORCES.

S H I P ' S S T A N D I N G O R D E R S .

By

Lt. Col. D.A. WHITEHEAD M.C.

Commanding Troops H.T. 306

Voyage No. _____

These Standing Orders have been drawn up to ensure an efficient routine during the voyage and to obviate the necessity for a daily issue of lengthy Routine Orders.

Standing Orders are useless unless they are carefully studied and rigourously enforced by Officers and N.C.O's.. All other ranks must be familiar with their content.

For easy reference these Standing Orders are divided in Chapters as under:-

INDEX

Chapter	Title
1.	ADMINISTRATION.
2.	ALLOCATION OF SHIP
3.	SHIP'S DUTIES
4.	MESSING
5	TRAINING
6	EMERGENCY MEASURES
7	SECURITY
8	MEDICAL & HYGIENE
9	DISCIPLINE
10	ENTERTAINMENT & WELFARE
11	BAGGAGE.

A D M I N I S T R A T I O N .

(1) SHIP'S STAFF

O.C. Troops	Lt. Col. D.A. Whitehead.
Senior Medical Officer	Lt. Col. J.C. Belisario.
Adjutant	Major E. Macarthur Onslow.
Asst. Adjt. & Postal Offr.	Lieut. T. Southwell-Keely.
Quartermaster	Capt. C. Fisher
Messing Officer	Capt. D. Carnegie
Asst. Messing Officer	Capt. C.C. Brown.
Baggage	Lieut. P. Nicholas.
R.S.M. & Fatigues Offr.	W.O. I.Y. Mills.
R.Q.M.S.	Sjt. Griffiths.
Orderly Room Sjts.	(S/Sjt. H.J. Brooks.
	(Sjt. F.G. Fakes.
Provost Sjt.	Sjt. K.B. Robinson.
Pay Sjt.	Sjt. Condon.

(2) TIME TABLE

	<u>1st Sitting</u>	<u>2nd Sitting</u>
Reveille	0615	0615
Administration Pde.	0630	0630
Sick Parade	0645	0645
Breakfast	0730	0815
1st Training Period Starts	0830	0900
Boat Drill	0915	0915
Smoko	(1000	1100
	(1015	1115
Ship's Inspection	1045	1045
1st Training Period ends	1130	1200
Lunch	1200	1245
2nd Training Period starts	1330	1345
Smoko	(1500	1515
	(1515	1530
2nd Training Period ends	1615	1630
Dinner	1700	1745
9 X Guard Mounting	1800 1630	1800 1630
First Post (Troops Below)	2100	2100
Last Post (Roll Call)	2145	2145
Lights Out	2200	2200

(3) BUGLE CALLS

<u>Call</u>	<u>1st Sitting</u>	<u>2nd Sitting</u>
Reveille	0615	0615
Sick Parade	0645	0645
Breakfast 1st call	0725	0810
2nd call	0730	0815
Half Hour Warning	0800	-
Five mins.	0825	0855
Parade	0830	0900
Lunch 1st Call	1155	1240
2nd "	1200	1245
Half hour warning	1300	-
Five mins "	1325	1345
Parade	1330	1345
Retreat	1630	1630
First Post	2100	2100
Last Post	2145	2145
Lights Out	2200	2200

4. CABINS AND TROOP DECKS.

- (a) All cabins will be in inspection order before first training parade and will remain so until 1600 hrs and at all times must be kept tidy.
- (b) Kit will be laid down as shown in appendix. The mattress will be turned up for airing and not rolled. Where it is impossible to cant the mattress against the bulkhead mattresses will be reversed daily.
- (c) Greatcoats will be rolled where hooks are available. Otherwise folded with backstrap to the front and placed under the respirator.
- (d) Cabin doors will remain open at all times
- (e) A list of occupants of each cabin will be placed on the door showing No., Rank, Name of Sub-Unit, Unit and rifle number.
- (f) Smoking in cabins is prohibited.
- (g) Mattresses will not be taken out of cabins for sleeping on deck.
- (h) Electric fittings, (lights and fans), must not be interfered with.
- (i) Cleanliness of Cabins and Troop Deck and insistence on the maintenance of the standard kit lay-out is the responsibility of Unit Officers and will be carefully supervised by Orderly Officers.
- (j) Each Cabin and Troop Deck will contain a sufficient receptacle for rubbish.

*Amended
SR #7.22 Jan 41*

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5. BEDDING.

Bedding must be checked carefully and frequently by Unit Commanders. Bedding must be checked the day before arrival and the day after leaving each port.

6. CLEARING DECKS.

Unless permission is given to certain Units, or parts of Units to sleep on decks, all troops must go below as soon as First Post is sounded at 2100 hrs. The Ship's Orderly Officer and Orderly Serjeant will make an inspection and report to the Field Officer by 2130 that decks are clear.

7. TATTOO ROLL CALL.

Units will ensure that all troops not required for duty elsewhere are in their cabins by 2145 hrs. Tattoo Rolls will be called under the supervision of an Officer at 2145 hours.

8. CHURCH SERVICES.

Church services will be notified in Routine Orders.

9. RETURNS.

- (a) The following returns will be rendered to the Ship's Orderly Room whilst on board;

<u>Form</u>	<u>Copies</u>	<u>When rendered</u>	<u>By whom.</u>
W3008	1 - 2	(a) Day previous to each Port of Call	All Units.
W3009	1 - 2		
W3010	1 - 2		
W3011	1 - 2	(b) Before disembarkation at disembarkation.	
W3012	1 - 2		
B2069	1 - 2		

Return of all personnel in Hospital.	1	1000 hrs daily.	S.M.O.
Nominal Roll of personnel on Sick Parade	1	Day previous to disembarkation	All Units.

RETURNS. (Contd.).

Rifle State	1	1000 hrs daily	All Units.
? X Disembarkation			
Nominal Roll		As advised in Ship's R. O's.	
Nominal Roll		As advised in Ship's R. O's.	
Report by			
Field Officer.	1		
Orderly M.O.	1	1830 hrs daily	
Ship's O.O.	1		
Guard Comd.	1		
Tattoo Reports.	1	1000 hrs daily	All Units.
Report of damage or loss		within 24 hrs of such damage or loss to Ship's Q.M.	
Daily Strength.	1	1000 hrs. Daily	All Units.
Bedding and Blanket return		1000 hrs Daily.	All Units.

(b) Copies of Pro Forma for Unit returns may be obtained from Ship's Orderly Room.

10. SHIPS INSPECTION.

Ship's inspection will be held daily. For details see attached appendix.

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12. RESERVED.

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CHAPTER 2.

ALLOCATION OF SHIP

15. TRAINING AREAS

Areas for training will be allotted as under:-

- A. Coy. M.G. Bn.....Officers' Sports Deck.
- B. Coy. "Port Side Main Deck from Officers' Lounge to No. 4 Group Station.
- 9 X* C. Coy *C Deck Aft* "Port Side Main Deck No. 4 to No.10 Group Station.
- D. Coy "Port Side from No. 10 Group Station Aft to Guard Room. ✓
- H. Qrs. Coy "~~Starboard Side~~ Main Deck from No.11 Group Station to Guard Room Aft.
- E. Coy. " Starboard Side Main Deck from No.7 to No. 11 Group Station.
- 24 Inf. Bde. Starboard Side Main Deck from No.3 Group Station to Bulkhead Amidships.
- 24 A.T.Coy. Starboard Side Main Deck from No.19 to No. 3 Group Station.
- Mob. Laundry Starboard Side, Main Deck, from No. 19 Group Station forward to Officers' Lounge. *Main Deck Aft*
- 2/3 C.C.S. Deck above Hospital.

16. LECTURES

Public Rooms for use for lectures will be allotted on application to Ship's Assistant Adjutant.

17. RECREATION AREAS

Allotment of Recreation Areas will be the responsibility of the Entertainments Committee.

18. WASHING

- (a) Washing will be carried out on the Forecastle Deck.
- (b) Buckets will be drawn from the Ship's Quartermaster by each Unit and will be returned to him after use.
- (c) All washing must be removed from the Forecastle Deck by 1700 hours. Units will arrange to picquet their washing.
- (d) No lines will be hung between the companionway entrance on the Starboard side of the Forecastle Deck.
- (e) Allotment of washing days will be as under:-

	<u>0900-1200</u>	<u>1400-1700</u>
Saturday	C. Coy. M.G. Bn.	D. Coy. M.G. Bn.
Monday	Hqrs. Coy "	Bn. Hqrs. & E. Coy M.G. Bn
Tuesday	Mob. Laundry	24 Inf. Bde.
Wednesday	24 A.T.Coy.	2/3 C.C.S.
Thursday	A. Coy. M.G. Bn.	B. Coy. M.G. Bn.
(f)	Washing will not be carried out in public lavatories or bathrooms.	

19 21) RESERVED
20 22)

CHAPTER 3.

SHIP'S DUTIES.

23. FATIGUES & MESSING OFFICERS.

- (a) The Fatigues Officer will be in charge of all working parties.
- (b) The Ship's Messing Officer will supervise the work of Mess Orderlies.

24. SHIP'S DUTIES.

Ship's Duties are divided into three main categories:-

- (a) Mess Orderlies, Kitchen Men and Pantry Men are to be appointed for the duration of the voyage.
- (b) Daily Working Parties.
- (c) Guards, Sentries, Picquets.

Both (b) & (c) will be supplied by the Duty Group.

25. SYSTEM OF ALLOTTMENT.

- (a) Fatigues can only be reduced to a minimum by the strict observance of instructions.
- (b) The Duty Group will supply all duties other than permanent duties, vide 24 (a) for a period of six days continuously.

26. DETAILS OF PERMANENT DUTIES.

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(a)	No.	Duty.	Time to report.	Place	Ship's Officer.
	1 NCO	Recreation rooms	0900 hrs &	Troop's Rec.	
	8 O/R's	Latrines	0900 hrs,	Room B Deck Aft.	Mr. Roseman
	1 N.C.O.	Alleyways and	00 hrs	do.	Mr. Roseman.
	6 O/R's	Stairs	.	do.	
	1 N.C.O.	3rd. Class		do.	Mr. Schandaoel
	3 O/R's	Smoke Room	do.	do.	
	1 N.C.O.			do.	Mr. Schandaoel
	4 O/R's	Dry Canteen	do.	do.	
	1 N.C.O.	Clean Troop		do.	Mr. Schandaoel
	12 O/R's	Deck	do.	do.	
	12 N.C.O.			do.	Mr. Watson.
	10-20 O/R's	Wet Canteen	do.	do.	Mr. Watson.
	4 O/R's	Bottle Collectors	do.	do.	
	1 N.C.O.	+ 2 O.R. 1600	0900 hrs &		
	12 O/R's	Storerrooms	1600 hrs	Storerroom E Deck Down Companionway Fwd. Mens Mess	Storekeeper
	1 N.C.O.	Empty Dust			
	2 O/R's	Bins	1600 hrs.	Troops Recreation Room B Deck Aft.	Mr. Rosemar
	1 N.C.O.	Scrub Mess Rooms	0930 hrs.	Troops Mess Room	Messing
	15 O/R's	and stairs.	1330 "	E Deck Aft.	Officer.
			1830 "		

- (b) Units will be responsible for the sweeping, scrubbing and cleaning alleyways, cabins, troop decks, bath rooms and latrines in their own Unit areas. Unit Orderly Officers will be responsible for the cleanliness of these areas.

*Amended
SRO #7 22 Jan 41*

27. GUARDS, PICQUETS ETC.

The Duty Group will supply Guards, Picquets, etc. as laid down in Appendix attached.

28. SHIP'S POLICE.

(a) The Ship's Police will consist of a Provost Sjt. who will be a member of the Ship's Staff, a detail of two Corporals and twelve O/R's. from the Duty Group.

(b) For duties of Ship's Police see Appendix attached.

29. SYSTEM OF CHANGING GUARD.

(a) The Guard will mount at 1630 hrs. daily on the Aft end of B Deck.

(b) For the purpose of the Guard Changing Ceremony only 16 O/R's of the Old and New Guard will be paraded.

(c) The third relief of the New Guard and the first relief of the Old Guard will carry out the Guard Changing Ceremonial. The first relief of the New Guard will meanwhile relieve the sentries of the Old Guard. This relief of the Old Guard will then be marched to the Guard Quarters and be dismissed.

(d) The second relief of the New Guard will be marched to the Guard Quarters while the Guard Changing Ceremony is being carried out. The relief of the Old Guard still in the Guard Quarters will be paraded and dismissed.

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RESERVED..

The present system of messing will continue.
(message received 19 Jan 40 from S.O.O.)

CHAPTER 4.

MESSING

34. MESSING ROUTINE

- (a) Mess Parades are parades and discipline and punctuality must be observed.
- (b) Two Mess sittings will be held and punctuality at Mess is essential.
- (c) Five minutes before the Mess bugle calls, troops who mess at that sitting, will fall in, in the alleyways leading to their messing position. N.C.O's. will be detailed by Units to take charge of troops who fall in at these points. Two runners will be sent to the Mess and will return to the Unit when ordered by the Messing Officer - the Unit will NOT move to the Mess till their return.
When the bugle is sounded, the men will be marched in to their places at the Mess tables and will take their seats quietly.
- (d) Doors of Messes will be closed five minutes after the Mess calls have been sounded. Men arriving late for their Mess will have to wait until accommodation can be found for them in the second sitting.
- (e) Further Messing details are shown in Appendix attached.

35. MESSING GEAR

- (a) Each man will take his own knife, fork and spoon with him to Mess. On the completion of his meal he will file out independently and will wash his knife, fork and spoon in the washing dishes provided.
- (b) In no circumstances will wash basins or lavatories be used for washing cutlery.
- (c) Troops possessing messing "dilly bags" will carry their cutlery to Mess in these bags.
- (d) Removal of Ship's Messing Gear from the Messes is prohibited.

36. DRESS FOR MESS

As notified in Routine Orders.

37. MESS PARADE AREAS

- (a) Mess parade areas will be allotted to each Unit and the Mess parades will fall in in these areas.
- (b) For plan of Mess parade areas see Appendix attached.

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RESERVED.

CHAPTER 5.

T R A I N I N G

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For purposes of allocating deck space for training and Recreation, for duties and fatigues, troops will be grouped as under:-

<u>Group.</u>	<u>Unit</u>
No. 1.	2/2 M.G. less H.Q. Coy. & E. Coy.
No. 2.	H.Q. Coy. & E. Coy of M.G. Bn. H. Q. 24 Inf. Bde. 24 A.T. Coy. 9 Div. Mob. Laundry. 2/3 C.C.S.

The Senior Officer in each Group will be responsible for the equitable distribution of duties among the Units concerned.

43. PRINCIPLES OF TRAINING

The primary object of shipboard training is to ensure that men land in first class physical condition. Physical training, therefore, will play an important part in all training syllabii. As means for other training are limited both as regards space and equipment, it is necessary that this training should be supplement-ed by organised recreation.

44. TRAINING AREAS

Training Areas are set out in Standing Order No. 15.

45. TRAINING SYLLABUS

Training Syllabii for the voyage will be handed in to the Ship's Orderly Room on the day following embarkation.

46. TRAINING EMERGENCY DRILL

Emergency Drill will be practised as laid down in daily routine and at such other times as may be decided by O.C. troops or Captain of Ship. It is essential that no opportunity be lost to practise movement from various areas of the ship to emergency stations by the quickest route.

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RESERVED.

CHAPTER 6.

EMERGENCY MEASURES.

51. ALARM SIGNALS.

- (a) SEVEN SHORT blasts followed by ONE LONG blast on the Klaxon Horns ----- EMERGENCY STATIONS.
- (b) Same signal as above on Ship's Siren ----- ABANDON SHIP.
- (c) SERIES of SHORT Blasts on Klaxon Horns ----- FIRE ALARM.
- (d) CONTINUOUS Blast on Klaxon Horns ----- DRILL for closing Portholes, Watertight Doors, Valves etc.
- (e) Series of FIVE SHORT with five seconds interval for a period of about one minute - ----- AIR RAIL WARNING.
- (f) Series of ONE LONG and ONE SHORT Blast on Klaxon Horns ----- Submarine or Surface Raider Attack.
- (g) FOUR LONG Blasts on Klaxon Horns --- BLACKOUT.
- (h) TWO LONG Blasts on Klaxon Horns -----ALL CLEAR.

52. EMERGENCY STATIONS.

On the "EMERGENCY STATIONS" sounding, the following action will be taken :-

- (a) Troops who are below Decks will close tightly all Portholes in their vicinity, don lifebelts and water bottles (filled) and proceed by quickest route to their **group stations**.
- (b) Troops on deck, when lifebelts are not being carried, will proceed to their cabins and act as in (a). When lifebelts are being carried they will proceed direct to their Group Stations.
- (c) Sentries, Picquets and Lookouts will remain at their posts until the signal to "ABANDON SHIP" is sounded on the Ship's siren. They will then proceed to their respective Boat Stations.
- (d) M.O's, Nurses and Orderlies will go to their emergency Dressing Stations and will remain there till given the order to "ABANDON SHIP", when they will assist in the evacuation of sick and wounded.
- (e) Armed Guard will proceed to their stations and await orders.
- (f) Auxiliary Boat Party will proceed to their respective life boats. The reserve members of this party will remain with the armed guard, until detailed to a particular boat. If not detailed to any boat by the time "ABANDON SHIP" is given they will proceed to their own Boat Station.

53. ABANDON SHIP.

When the signal is given the lifeboats will be lowered to the Main Deck. Groups will be told off into Boat Parties and will enter boats on the order of their Group, Command.

CHAPTER 6 CONTD.

54. FIRE ALARM

- (a) When the Fire Alarm is sounded all portholes will be closed and screwed down tightly.
- (b) Auxiliary Fire Party will proceed to their station.
- (c) Sentries, picquets and look-outs will remain at their posts.
- (d) Medical personnel proceed to their stations and all other personnel to their Emergency Stations.

55. AIR RAID WARNING

- (a) When this warning is sounded all unemployed personnel will proceed to the lowest decks in the ship accompanied by their Officers and N.C.O's. who, if not on duty with their men will proceed there as fast as possible. All troops will assume the prone position, face downwards.
- (b) All personnel will don life jackets, water bottles filled, ~~and respirators in the alert position.~~
- (c) Strict silence must be observed throughout and Officers are responsible that the movement is carried out in a quiet and orderly fashion.
- (d) All portholes will be closed.
- (e) All employed personnel will remain at their posts as above.
- (f) Auxiliary Fire Party will proceed to their station
- (g) If, owing to the suddenness of the attack, it is not possible to give the AIR ATTACK WARNING, gun crews and troops on board will conform to the above procedure immediately the attack begins.
- (h) Should the alarm occur at night, all Officers & N.C.O's will carry shaded torches to assist movement.
- (i) Troops will remain in the emergency posts until
 - (i) The "All Clear" (2 G's) is sounded, when they will resume normal routine.
 - (ii) The emergency signal is made, in which case they are to assemble at their Emergency Stations.

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Group Commanders will appoint a Group Station Commander and 2 i/c who will supervise the mustering of their troops and if necessary detail the parties for each boat.

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Sentries and picquets (except sentries and picquets on open decks who will move to the nearest cover) will stand fast at their posts during Air Attacks, but will go to their Emergency Stations if and when the Emergency Signal is given.

58. EMERGENCY STATIONS.

- (a) The ship is divided into 25 emergency stations on each side of A. & B. Decks.
- (b) The occupants of each cabin on C. deck are allotted to one of these stations in order to distribute the number for embarking into lifeboats.
- (c) In each cabin or section will be found instructions with reference to emergency stations.

59. ROUTES TO EMERGENCY STATIONS

- (a) The quickest route from all cabins on top decks to the particular station to which they belong must be learnt by all personnel concerned.
- (b) The emergency station of Officers and N.C.O's. are the stations of their Unit, not the station of their cabin.

CHAPTER 6 CONTD.

EMERGENCY MEASURES

60. LIFEBELTS

- (a) Lifebelts are supplied to each berth and at the first muster Officers must see that their men know how to fit correctly.
- (b) Lifebelts must be carried at all times while the ship is at sea, except when otherwise ordered.
- (c) Troops are warned against damaging their lifebelts as their lives may be jeopardised as a consequence. Damaged lifebelts should be reported immediately.

61. AUXILIARY BOAT PARTIES

As per general list attached.

62. MEDICAL

- (a) All ranks will carry their first aid dressing at all times in the appropriate pocket, in the hip pocket when wearing shorts.
- (b) Medical Officers and N.C.O's detailed for emergency work will carry an electric torch during times of emergency.

63. DRESSING STATION

There are three dressing stations on board, permanently staffed day and night, to which all casualties will proceed by the nearest route.

Each dressing station is permanently equipped with sufficient medical stores for any emergency, and this includes a number of hammocks with blankets for transportation. In addition, one haversack of reserved dressings will be held in each station for use during evacuation of cases to boat stations. See attached appendix.

SECURITY74. WARNING OF TROOPS

The urgency of maintaining security of information must be continually impressed upon all ranks.

75. SECURITY OFFICER

- (a) Units will appoint a Security Officer for censorship and security duties.
- (b) Units will advise Ship's Orderly Room of the name and rank of their Security Officer within 24 hours of embarkation.

76. INFORMATION AT PORTS.

- (a) It is known that enemy agents are very active in ports which have become important places on the lines of communication of Australian transports and leakage of information is causing grave concern to the authorities.
- (b) Troops should be warned against discussing their Units with friendly and inquisitive people while in port.

77. CORRESPONDENCE

- (a) Letters will not be received for posting from troops direct at the Ship's Post Office. Letters will be posted under Unit arrangements and after censorship and franking, will be delivered to the Post Office by Unit Postal Orderlies.
- (b) No letter or postal article will be received at the Post Office unless it has first been censored and franked by a Unit Censor.
- (c) No parcels or packets for transmission to foreign countries will be received.
- (d) All ranks are reminded that, in addressing letters, nothing should be written on the outside of the envelope except the actual address of the recipient. It is not necessary nor permissible to put the sender's address, or the words "On Active Service" on the outside of the envelope.
- (e) The Franking Officer should sign his name only, without addition of rank or unit, at the end of the letter and on the bottom left hand corner of the envelope.

78. BLACKOUT RESTRICTIONS

- (a) Lights will not be exposed on the decks, and smoking is prohibited ^{on decks} between Sunset and Sunrise.
- (b) Under no circumstances will port holes be opened between Sunset and Sunrise.
- (c) Unit Orderly Officers will report to the Ships Orderly Officer when all the portholes in their area have been closed. The Ships Orderly Officer will then report to the Field Officer.
- (d) Units will divide their areas into sections, and an Officer will be made responsible for the enforcement of black-out restrictions within his section.

CHAPTER 7 (CONTD)

78. BLACKOUT RESTRICTIONS (CONTD)

- (e) As the transport is now entering dangerous waters, the risk of any light being visible from the ship at night time must be impressed upon all troops. The lives of all on board may be endangered by such action.
- (f) Severe penalties will be imposed on troops who disregard these instructions.

79. DISPOSAL OF RUBBISH

- (a) Floating rubbish indicates that a ship is in the vicinity and might prove a useful guide to a raider.
- (b) Rubbish and floating material must not be thrown overboard.
- (c) Under no circumstances will bottles containing messages be thrown overboard.
- (d) Rubbish must be placed in the Ship's Refuse Bin.

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CHAPTER 8

MEDICAL AND HYGIENE.

84. MEDICAL STANDING ORDERS

Standing Orders in this Chapter are to be read in conjunction with A.I.F. Standing Orders, Chapter 12, paras. 89 to 119, and those orders will, so far as Medical Officers are concerned, form part of these Standing Orders.

85. MEDICAL STORES

Medical Stores and Equipment and Red Cross Stores are becoming increasingly hard to obtain, and it is essential that rigid economy in the use of these stores be insisted upon.

86. MEDICAL EXAMINATIONS

- (a) Units with a Medical Officer attached will make the necessary arrangements to conduct a short arm examination and foot inspection of all their personnel as soon as possible after embarkation, preferably the first week, and weekly thereafter. A report will be submitted to the Ship's Orderly Room as soon as this examination is completed.
- (b) Units without a Medical Officer of their own will parade for examination at a place and time which will be notified in Routine Orders. The S.M.O. will arrange for Medical Officers to carry out this examination.

87. LOCATION OF MEDICAL STATIONS

(i)

- (a) R.A.P.
C.Deck centre facing Main Companionway.
- (b) Main Hospital
A. Deck aft 30 beds.
- (c) Isolation Hospital.
A. Deck aft of Main Hospital 12 beds.
- (d) Dispensary.
In R.A.P.
- (e) Bulk Medical Store
S.M.O's. Office & R.A.P.
- (f) S.M.O's. Office . C.121.
- (g) Emergency Dressing Stations, vide Appendix 1.
- (h) Emergency Boat Stations, vide Appendix 11.

(ii) Duty Personnel

- | | | | |
|-----|----------------------|------------------------|--------|
| (a) | S.M.O. | Lt. Col. J.C.Belisario | D.55 |
| (b) | A/O.C.2/3 C.C.S. | Major G.Bruce Hall | C.124. |
| (c) | M.O. i/c Hospitals | Major M.P.Susman | C.124 |
| (d) | Orderly M.O's. | Capt. H.I.Turnbull | C.126 |
| | | " V.Bulteau | C.120 |
| (e) | Dental Officer | " J.S.Hill | C.126 |
| (f) | Q.M. A.A.M.C. | " J.Bates | C.132 |
| (g) | Dispensers | Sjts. R.S.Warn | D. 39 |
| | | L.G.Clark | D. 47 |
| (h) | Hygiene & Sanitation | L.Sjt. Bell | D. 39 |

CHAPTER 8. CONTD.

88. SICK PARADES

- (a) Sick parades will be held daily at 0645 hours.
- (b) 2/2 M.G. Bn. personnel will attend port side entrance to R.A.P. and will approach from Main Companionway.
- (c) Other personnel will approach from Main Companionway and attend R.A.P. on Starboard side.
- (d) N.C.O's. will see that single file is strictly maintained.
- (e) Officers and members of A.A.N.S. requiring medical attention will notify S.M.O. of names and cabin Nos. by 0900 hours daily when arrangements will be made to visit them in their cabins. Urgent cases will be seen at any time on application to the O.M.O.
- (f) No meals will be served in cabins without the authority of the S.M.O.

89. EVACUATION TO HOSPITAL

- (a) When evacuated to a hospital, troops come under A.A.M.C. as regards discipline.
- (b) Lifebelts are available in the hospital for patients, consequently troops will not take their lifebelts with them when evacuated to hospital.
- (c) Where sick personnel are landed, personal kit, clothing and greatcoat of each personnel will be sent ashore with them. Arms, equipment and accoutrement will not be landed, but will be taken into the regimental store.

90. V.D. PROPHYLAXIS DEPOT

- (a) At ports where troops are allowed to disembark, a Blue Light Depot will be established on board the ship where necessary.
- (b) The Blue Light Depot will be kept open during the stay in port and for 24 hours afterwards.

91. DENTAL

- (a) Dental treatment will be available in the R.A.P. on C. Deck. The Dental Officer will be on duty at 0900 hrs.
- (b) Personnel requiring dental treatment will be paraded with Forms A46 and at the daily sick parade where they will be inspected by the Orderly Officer.
- (c) The Orderly Medical Officers will ascertain the number of men reporting for the alleviation of pain and communicate the figures to the Dental Officer who will then notify men of the hour at which they are to report for treatment.
- (d) Forms D.1.5033 should be forwarded to the Office of the S.M.O. by the second day after embarkation.

92. FRESH WATER

- (a) The strictest economy in the use of water is necessary and every effort must be made to conserve supplies. The S.M.O. will exercise supervision over the quality of the water. It may be necessary to place sentries over water taps if wastage occurs.
- (b) Soap that will lather in salt water is available in the dry canteen.
- (c) Troops should be warned that iced water should be drunk slowly, especially in the tropics.

CHAPTER 8 CONTD.

93. FOOTWEAR

- (a) Footwear must be worn at all times aboard ship so as to prevent the spread of ringworm and tinea and to obviate the risk of splinters and septic feet.
- (b) In view of the changing conditions, special attention must be given to the inspection of mens' feet and a report on this subject will be forwarded by Unit M.O's. to the S.M.O. on completion of the weekly foot inspection.

94. SUNBAKING

- (a) While sun bathing is to be encouraged, every care must be taken to avoid sunburn and sun-stroke.
- (b) Sun bathing must be undertaken slowly. If excessive reddening occurs, sun bathing must be discontinued for 3 days.
- (c) Cloth hats must be worn at all times and during recreation periods must not be left off for longer than the sun bathing period of the individual.
- (d) Hair is to be kept close cropped on the back and sides.
- (e) The S.M.O. will arrange for lectures to all ranks on heat stroke. He will also arrange for personnel of the A.A.M.C. to make frequent patrols during the hot weather to supervise the protection of personnel.
- (f) The above instructions must be enforced. The non-observance of sun-bathing regulations which results in a man reporting sick, will be treated as an offence.

95. CLEANLINESS OF QUARTERS

- (a) Troops quarters are to be scrubbed out daily.
- (b) Lavatories are to be scrubbed daily. Lavatory decks, pans and urinals will be cleansed daily.

96. ARTIFICIAL TEETH

Troops will be warned that artificial teeth must be removed in the case of sea sickness and any loss through neglect of this precaution will have to be paid for by the man concerned.

97. PERSONAL HYGIENE

Owing to the close proximity in which troops are living during the voyage it is essential that Units ensure that men wash and soap themselves at least once daily.

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CHAPTER 9.

DISCIPLINE.

103. UNIT RESPONSIBILITY.

- (a) Units will be responsible for the maintenance of discipline within their own areas.
- (b) Units will ensure that Standing and other Orders are observed in their own areas.
- (c) Units will ensure that personnel do not loiter on stairways or in alleyways. The practice of loitering and playing games between decks and in the vicinity of crews' quarters will not be tolerated.
- (d) Units will ensure that troops remain within the prescribed areas.

104. SMOKING.

Smoking will not be permitted in:-

- (a) Swimming Bath.
- (b) Kitchens
- (c) Dining Rooms during meals
- (d) Cabins
- (e) Corridors
- (f) On open decks after the call for closing port holes has been sounded
- (g) Between Lights Out and Reveille.
- (h) Cigarette ends must be put in the scuppers and not ashed on the decks.
- (i) Cigarette ends must not be thrown overboard as they may enter port holes and cause fire.

105. LIQUOR.

Under no circumstances must any drink be taken into, or consumed in sleeping quarters. It is forbidden to bring any wine, spirits or liquors aboard.

106. CLIMBING MASTS.

Troops must be warned against attempting to climb the masts and of the danger of sitting on rails; nor are they permitted in the Ship's Boats.

107. LOSSES AND DAMAGE TO PROPERTY.

- (a) Troops must take every precaution to, avoid damaging ship's property. Their own comfort and the comfort and the comfort of those who come after them is dependant on the care they take of ship's property and gear. No nails must be driven into walls, railing, decks etc. nor must they be marked or written upon.
- (b) All personnel are warned that deficiencies or damage life belts cabins or other ship's property or Army stores will be paid for by the person or persons concerned.
- (c) All losses and damage must be reported immediately in writing to the Ship's Q.M.
- (d) In the event of damage or loss, where the offender is unidentified, the Unit concerned will be charged.

108. PORTHOLES.

- (a) All portholes on E Deck must be kept permanently closed. Offenders against this order will be disciplined severely.
- (b) E Deck Mess may have portholes open during the day provided there is an Officer present.

CHAPTER 9 (CONTD)

109. WORKING PARTIES IN HOLDS

In any case where working parties are sent into Holds, they must be accompanied by an Officer-in-Charge to ensure precautions against fire and damage or pilfering.

110. NOISE NEAR SLEEPING QUARTERS.

Every effort must be made to avoid noise adjacent to the sleeping quarters..

111. WIRELESS SETS

The use of private wireless sets will not be permitted on board.

112. TRADING WITH CREW

Trading with the crew is forbidden.

113. BOUNDS

- (a) Troops will not be permitted to enter areas marked "out of bounds". These notices are posted in various places and must be strictly observed.
- (b) The crew's quarters are out of bounds to troops.
- (c) Officers' quarters are out of bounds, except to batmen and orderlies on duty.
- (d) Officers' batmen will be allowed access to Officers' quarters from 0730 to 0815, 0915 to 1030 and 1700 to 1800. At other times they must carry out normal training.

114. SLEEPING ON DECK

- (a) When troops are permitted to sleep on deck, there must be no noise, talking or movement between lights out and reveille. Sentries will be responsible for insisting on this.
- (b) No mattresses are to be taken out of cabins for sleeping on deck.

CHAPTER 10

ENTERTAINMENTS AND SPORTS .

119. ENTERTAINMENTS COMMITTEE

- (a) Units will detail one or more representatives to act on the Entertainments and Welfare Committee.
- (b) This Committee will act under the presidency of an Officer detailed in R.O's. and will be responsible for organising of entertainments and attending to the welfare of the troops during the voyage.
- (c) Sub-committees will be formed for the purpose of supervising:-
 - (i) Indoor Entertainments.
 - (ii) Outdoor "
- (d) Entertainments sub-committees will be responsible for the production of concerts, cinemas and games, arranging tournaments where practicable, and the issue of reading and writing materials to the troops.

120. SALVATION ARMY

The representative of the Salvation Army is located on C. Deck in Cabin 134.

121. LIBRARY

A lending library of books and magazines is situated in the Salvation Army Store, C.134, and is open between 1830 - 2000 hrs. daily

122. SHIP'S CINEMA.

- (a) Pictures will be shown in the B. deck hammock space on afternoons to be notified in R.O's. Accommodation at each screening will be limited to 250 men.
- (b) The same programme will be shown on four successive screenings and the number of seats allotted to each Unit will be given each day in Routine Orders.
- (c) The men selected from the Units will be marched into the theatre and no other troops will be permitted to enter the theatre at that screening
- (d) The Orderly Officer will be responsible for the conduct of the men during the performance.

123. CANTEENS

- (a) The wet canteen will be open as follows:-

1600 hours to 1730 hours.
1930 " 2100 "

- (b) The dry canteen will be open from

0730 hours to 0830 hours.
1200 " 1330 "
1630 " 1930 "

- (c) The soft drink canteen will be open as under:-

1200 hours to 1330 hours.
1600 " 1730 "
1930 " 2100 "

124.

125.

RESERVED.

DUTIES OF SHIP'S PICQUET

1. The picquet will consist of:
 - 3 Officers
 - 3 Sergeants
 - 15 Corporals
 - 48 Other tanks.

each relief consisting of:

 - 1 Officer
 - 1 Serjeant
 - 5 Corporals
 - 16 Sentries
2. The senior Officer shall be commander of the picquet which will mount daily 1030 hrs. on the port side of "B" deck aft.
3. Sentries shall be posted as shown on appendix herewith. One Corporal forward and one corporal aft will patrol "E" deck and "F" troopdeck.
4. The picquet shall, as far as possible, be responsible for internal and external security of the ship, the conduct of the troops and the observance of the Ship's Standing and Routine Orders.
5. The sentries will report any suspected danger or unusual occurrence to the Officer of the relief who shall immediately report to the ship's Officer on the bridge.
6. The sentries will prevent troops approaching parts of the ship declared out of bounds or reserved for Ship's Staff, Officers, Nurses, Warrant Officers, and Serjeants. They will prevent unauthorised persons from entering cabins or other parts of the ship as laid .
7. Sentries on A and B decks will particularly watch for signs of enemy action or other external danger.
8. The Commander of the Guard shall see that each sentry is acquainted with each fire alarm and each fire extinguisher in proximity to his beat. Sentries will be instructed to use the fire alarm on the slightest suspicion of fire.
9. Sentries on Nos. 5 and 6 posts will see that doors of Officers and W.O's. lounges are kept open after being vacated for the night, for the purposes of ventilation.
10. Sentries on Nos. 5 and 6 posts will, at 1800 hrs., stack all deck chairs near glass partition forward on the deck.
11. Sentries on Nos. 7 and 8 posts will see that doors from smoking room to music room are kept closed after these rooms are vacated for the night, and that doors leading from music room to promenade decks are kept open for ventilation. On no account are these doors to be opened without the smoking room doors being closed first, that lights shall not be visible externally.
12. Sentry on No. 13 post will prevent any soldier from entering the crew's quarters on starboard side of D. deck aft.
13. Sentries will be responsible that during hours of darkness:
 - (a) no smoking takes place on promenade decks.
 - (b) no portholes are opened.
 - (c) no lights are visible externally.and that at all time:
 - (a) no smoking takes place in cabins or troop decks.
 - (b) cabin doors are left open.
14. The Officer of the picquet on duty shall have as his H.Q. the Officers' Lounge and all sentries must be acquainted with his position.
15. A sentry who is found committing any breach of duty such as being absent from his post or being asleep shall immediately be placed under arrest.

APPENDIX TO DUTIES OF SHIP'S PICQUET

SENTRY POSTS

"A" DECK

NO. 1 POST
(forward) He will patrol from forward sports deck round the bridge. He will prevent unauthorised persons from entering the bridge or the quarters of the ship's staff.

NO. 2 POST
(forward) He will patrol from amidships to forward sports deck on Starboard side. He will prevent unauthorised persons from proceeding along alleyway aft past ship's staff quarters or up to the Lido deck.

NO. 4 POST
(aft) He will patrol from port to starboard round Hospital. He will prevent anyone except Medical staff or patients from approaching the hospital. He will prevent unauthorised persons from proceeding forward past ship's staff quarters.

NO. 5 POST
(forward)
Starboardside "B" Deck
He will patrol from afterend of W.O's. promenade deck to glass partition on starboardside. Sentries on Nos. 5 & 6 posts will see that doors of Officer's and W.O's. lounges are kept open after being vacated for the night, for the purpose of ventilation. Sentries on Nos. 5 & 6 posts will, at 1800 hours, stack all deck chairs near glass partition forward of the deck.

NO. 6 POST
(forward)
Portside. He will patrol from after end of W.O's. promenade deck to glass partition on port side. Sentries on Nos. 5 & 6 Posts will also see that doors of Officer's and W.O's. lounges are kept open after being vacated for the night, for the purposes of ventilation. Sentries on Nos. 5 & 6 Posts will, at 1800 hours, stack all deck chairs near glass partition forward of the deck.

No. 7 POST
(aft)
Starboardside He will patrol from armoury to after end to enclosed troop deck amidships on star board side. He will prevent unauthorised persons from entering the armoury. Sentries on Nos. 7 & 8 Posts will see that doors from smoking room to music room are kept closed after these rooms are vacated for the night, and that doors leading from music room to promenade decks are kept open for ventilation. On no account are these doors to be opened without the smoking room doors being closed first, so that lights shall not be visible externally.

NO. 8 POST
(aft)
Portside He will patrol from armoury to after end to enclosed troop deck amidships on portside. He will prevent unauthorised persons from entering the armoury.. Sentries on Nos. 7 & 8 posts will see that doors from smoking room to music room are kept closed after these rooms are vacated for the night, and that doors leading from music room to promenade decks are kept open for ventilation. On no account are these doors to be opened without the smoking room doors being closed first, so that lights shall not be visible externally.

No. 9 POST
Starboardside "C" Deck
He will patrol from forward to aft of starboardside of deck. He will be responsible that unauthorised persons do not enter cabins or other rooms.

No. 10 POST
Portside He will patrol from forward to aft of portside of deck. He will be responsible that unauthorised persons do not enter cabins or other rooms.

No. 11 POST
Starboardside "D" Deck
He will patrol from forward to end of Officers' quarters.

"D" Deck

No. 12 POST He will patrol from forward to end of Officers'
Portside . quarters.

No. 13 POST He will patrol from after end of Officers' quarters
Starboardside to after end of deck. He will prevent any soldier
from entering the crew's quarters on starboard side
of D. deck aft.

No. 14 POST He will patrol from after end of Officers' quarters
Portside to after end of deck.

No. 15 POST He will remain on hatch and in addition to duties
Forward enumerated in duties of ship's picquet he will be
Troopdeck responsible that the hatch cover is not interfered
with.

No. 16 POST He will remain on hatch and in addition to duties
Aft. enumerated in duties of ship's picquet he will be
Troopdeck responsible that the hatch cover is not interfered
with.

"E" and "F" Decks

PATROLS

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

LOCATION OF GROUP STATIONS IN CASE OF EMERGENCY.

Station No. 2 A.-deck port side near the bridge.
" " 4 B.-deck 1st class port side.
" " 6 B-deck 1st class port side.
" " 8 B-deck 2nd class port side.
" " 10 B-deck 2nd class port side.
" " 12 B-deck 2nd class port side.
" " 14 B-deck 2nd class port side.
" " 16 C-deck port side No. 2 hatch.
" " 18 B-deck 1st class port side.
" " 22 A-deck 2nd class port side near hospital.
" " 24 B-deck 2nd class port side hatch No. 7.
" " 26 B-deck 3rd class portside
" " 1 A-deck starboard side near the bridge.
" " 3 B-deck 1st class starboard side
" " 5 B-deck 1st class starboard side.
" " 7 B-deck 2nd class starboard side.
" " 9 B-deck 2nd class starboard side.
" " 11 B-deck 2nd class starboard side.
" " 15 B-deck 2nd class starboard side.
" " 15a C-deck starboard side No. 2 hatch.
" " 17 B-deck 1st class starboard side
" " 21 A-deck 2nd class starboard side near hospital
" " 23 B-deck 2nd class starboard side No. 7 hatch
" " 25 B-deck 3rd class starboard side.
" " 27 A-deck 1st class starboard side No. 3 hatch.

GROUP STATIONS.

Station No.	Crew		No. of Persons.
"	" 4	Passengers from cabins	26/66 63
"	" 6	" "	2/20, 116/132. 64
"	" 8	" "	134/170. 62
"	"10	" "	68,220/268 62
"	"12	" "	172/312 62
"	"14	" "	270/284, 414/418 314/328, 315/327. 67
"	"16	" "	4th class F-deck 86
"	"18	" "	hatch No. 2 tweendeck port side 130
"	"20	-----	
"	"22	" "	Port side verandah 1st class B-deck 88
"	"24	" "	Hatch No.6 tweendeck port side 65
"	"26	" "	3rd class E-Deck port side 85
"	"28	-----	
"	" 1	Crew	
"	" 3	" "	25/65 61
"	" 5	" "	1/23, 115/131 66
"	" 7	" "	133/169 62
"	" 9	" "	67/69, 223/ 255 62
"	"11	" "	171/313 62
"	"15	" "	257/285, 413/419 68
"	"15a	" "	4th class shelter 34
"	"17	" "	Hatch No. 2 tweendeck starboard side 129
"	"19	-----	
"	"21	" "	Starboard side Verandah 1stclass B-deck 88
"	"23	" "	Hatch No. 6 tweendeck starboard side 65
"	"25	" "	3rd class E-deck star- board side. 80
"	"27	" "	A. Deck cabins 40
"	"29	-----	

DAILY SHIP'S INSPECTION.

An inspection of all cabin-troopdecks-galleys etc. will be carried out daily at 1045 hours.

The ship is divided into three sections for this purpose, each section being inspected by a party consisting of: one ship's Officer, one Army Officer, one Army M.O., one Serjeant or Sjt.Major,.

These parties will be met at the different decks by the troop-deck sergeant of each section or the Unit Orderly Officer.

All cabins will be empty, no troops will be allowed in cabins etc. during ship's inspection.

A party consisting of: the Ship's Master - O.C. Troops - SMO and the Ship's Adjutant will accompany any of the three above-mentioned parties alternatively.

On completion of the inspection, inspection parties will attend a Conference in the Captain's cabin - where any action taken will be reported or any matter requiring attention raised for discussion.

Unit areas will be in inspection order by 1000 hours.

Hammocks will be stowed or properly slung and bunks made up by 0700 hours.

FIELD RETURN OF OFFICERS

77 L.A.D. (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
	*		
	*		
Lieut.-Colonels ...			
Majors ...			
Captains ...			
Lieutenants ...			
2nd Lieutenants ...			
Quartermasters ...			
TOTALS ...			

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

TO BE MADE UP TO AND FOR SATURDAY IN EACH WEEK.

Army Form W. 3009
(page 1)
(Adapted)

FIELD RETURN OF OTHER RANKS.

77 L.A.D. (Unit) 11-1- 1941 (Date).

(To be furnished by all units and all Headquarter units.)

Part A. Strength, Surplus or Reinforcements required.

1	2	3	4
Detail.	Posted strength counting against authorized establishment (excluding attached).	Surplus to Establishment.	Reinforcements required (i.e. deficits on establishments).
W.Os. Class I. <i>Sergeants</i>	1	-	
W.Os. Class II. <i>Corporals</i>	2		
Squadron or Company Quartermaster-Serjeants	-		
<i>Group 1 Spec.</i> Staff Serjeants	3		
" 2 " Serjeants	-		
" 3 " Corporals	4		
Troopers, Privates, &c.	1		1
TOTALS	11	• -	• 1

* 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.
<i>(This section is crossed out with a diagonal line.)</i>			

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).
<i>(This section is crossed out with a diagonal line.)</i>				

77 L.A.D. Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters <i>m/7.</i>													1	1	
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)														1	1

77 L.A.D. Unit.

David Macintosh
Signature of Commander.

Date of Despatch *11-1-41*

2/2 m G. Co 1st Aust Corps
Bde., Divn., Area, &c., with which unit is serving.

FIELD RETURN OF OFFICERS

2/2 M.G. Bn (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels ...	1		
Majors ...	2		
Captains ...	7		
Lieutenants ...	25		
2nd Lieutenants ...			
Quartermasters ...	1		
TOTALS ...	36		

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

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, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No).	If not present with Unit, state how employed.
Lt.-Col.	NX 376	D. A. Whitehead		Yes	
Major	NX 34676	R. L. Hawke		Yes	
	NX 12629	E. MacArthur-Onslow		Yes	
Captain	NX 34986	C. M. Hayes		Yes	
"	NX 12343	M. G. Wheatley		Yes	
"	NX 34709	G. K. Mackay		Yes	
"	NX 425	C. L. Fisher		Yes	
"	NX 12354	C. C. Brown		Yes	
"	NX 12488	B. P. Dawson		Yes	
"	OX 6263	S. A. McLea		Yes	
"	OX 6350	D. A. Goldsmith		Yes	
Lieut	OX 6271	C. C. Williams		Yes	
"	OX 6275	R. J. Crist		Yes	
"	OX 6262	R. W. Cameron		Yes	
"	OX 6363	P. K. Seale		Yes	
"	OX 6364	F. Herbertson		Yes	
"	OX 6273	D. K. Stuart		Yes	
"	OX 6270	L. A. Wall		Yes	
"	OX 9618	A. B. Farquhar		Yes	
"	NX 12355	H. B. Staniland		Yes	
"	NX 12356	F. R. K. Staniland		Yes	
"	NX 12366	W. M. M. Stephens		Yes	
"	NX 12333	G. M. Turner		Yes	
"	NX 12409	C. C. Jack		Yes	
"	NX 34687	G. F. Lavan		Yes	
"	NX 34672	G. K. S. Wragge		Yes	
"	NX 34673	G. G. Cameron		Yes	
"	NX 34784	P. B. Green		Yes	
"	NX 34664	W. P. Nicholas		Yes	
"	NX 35187	A. R. Thorburn		Yes	
"	NX 34886	M. G. Lamb		Yes	
"	NX 70716	J. H. Southwell-Keely		Yes	
"	NX 12462	M. C. Halliday		Yes	
"	NX 14551	G. A. Varley		Yes	
"	NX 32719	G. L. A. Mitchell		Yes	
"	NX 15828	G. J. Ferguson		Yes	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive rank, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps	Date of attachment.	Nature of attachment.
Capt.	NX 459	V. G. Bulteel	A. A. M. C.	27.5.40	R. M. O.
Chaplain	NX 70321	R. Bird	A. A. C. D.	1.8.40	Chaplain

2/2 M.G. Bn
(Unit.)

11 Jan. 41
(Date of Despatch.)

C. G. Wheatley Capt. F. H. Col.
(Signature of Commander.)

1 Aust Corps on board H. T. Aquitania
(Bde., Divn., Area, etc., with which Unit is serving.)

FIELD RETURN OF OFFICERS

2/2 M. G. Bn. (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels	1		
Majors	2		
Captains	7		
Lieutenants	25		
2nd Lieutenants			
Quartermasters	1		
TOTALS	36		

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

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, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No).	If not present with Unit, state how employed.
Lt Col.	NX 376	D. A. Whitehead		yes	
Major	NX 34676	R. L. Hawke		yes	
	NX 121629	S. Macarthur-Onslow		yes	
Captain	NX 34986	C. M. Hayes		yes	
"	NX 12343	M. J. Wheatley		yes	
"	NX 34709	G. K. Mackay		yes	
"	NX 429	C. L. Fischer		yes	
"	NX 12354	C. C. Brown		yes	
"	NX 12488	B. P. Dawson		yes	
"	QX 6263	G. A. M. L. Seale		yes	
"	QX 6350	D. A. Goldsmith		yes	
Lieut.	QX 6271	B. C. Williams		yes	
"	QX 6275	R. J. Crist		yes	
"	QX 6262	R. W. Cameron		yes	
"	QX 6363	P. K. Seale		yes	
"	QX 6364	F. Robertson		yes	
"	QX 6273	D. R. Stuart		yes	
"	QX 6270	L. A. Wall		yes	
"	QX 9618	A. B. Farquhar		yes	
"	NX 12355	H. B. Staniland		yes	
"	NX 12356	F. R. K. Staniland		yes	
"	NX 12366	W. M. M. Stephens		yes	
"	NX 12333	G. M. Turner		yes	
"	NX 12409	C. E. Gack		yes	
"	NX 34687	F. F. Loran		yes	
"	NX 34672	G. K. S. Wragge		yes	
"	NX 34673	G. S. Cameron		yes	
"	NX 34784	P. B. Green		yes	
"	NX 34664	W. P. Nicholas		yes	
"	NX 35187	A. R. Thorburn		yes	
"	NX 34886	M. J. Lamb		yes	
"	NX 70716	J. H. Southwell-Keely		yes	
"	NX 12462	M. C. Halliday		yes	
"	NX 14551	F. A. Varley		yes	
"	NX 32719	G. R. A. Mitchell		yes	
"	NX 15828	G. D. Ferguson		yes	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive rank, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps	Date of attachment.	Nature of attachment.
Capt.	NX 459	D. G. Bulman	A.A.M.C.	27.5.40	R.M.O.
Chaplain	NX 70321	R. Bird	A.A.C.D.	1.8.40	Chaplain

2/2 M. C. Bw

(Unit.)

27 Jan '41

(Date of Despatch.)

C. J. Wheatley

Capt. Ad. Sign. of Commander.

1st Corp - Hq 1506

(Bde., Divn., Area, etc., with which Unit is serving.)

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Volume 2.
Chapter 1.

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C.2118
(adapted.)

(Erase heading not required)

Unit 77 L.A.D.

Date and Time.—From 1/1/41

To 27/1/41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
at sea	1/1/41		at sea	
	2/1/41			J.P.S.B.
Fremantle	3/1/41	0700	Arrived Fremantle	J.P.S.B.
	4/1/41		Still at Fremantle	J.P.S.B.
	5/1/41	0830	Depart Fremantle	J.P.S.B.
at sea	5/1/41		at sea	J.P.S.B.
	to 11/1/41			
Colombo	12/1/41	0730	Arrived Colombo	J.P.S.B.
	13/1/41	0830	Transhipped from H.T. Aquitania to H.T. Johan de Witt	J.P.S.B.
	14/1/41	0800	Leave granted to troops in Colombo	J.P.S.B.
	15/1/41		Still in Colombo	
	16/1/41	1200	Departed Colombo	J.P.S.B.
at sea	16/1/41		at sea	J.P.S.B.
	27/1/41			

J.P.S.B.
O.C. 77 LAD
Capt.

FIELD RETURN OF OFFICERS

776 AD (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
	*		
	*		
Lieut.-Colonels ...			
Majors ...			
Captains ...	/		
Lieutenants ...			
2nd Lieutenants ...			
Quartermasters ...			
TOTALS ...	/	-	

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

77 L.A.D.

Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.		TOTAL.
Bricklayers																
Butchers																
Carpenters and Joiners																
Clerks																
Despatch Riders																
Draughtsmen (topo)																
Drivers H.T. and/or I.C.																
Electricians																
Farriers																
Fitters																
Masons																
Painters and Decorators																
Plumbers and Gasfitters																
Saddlers and Harness Makers																
Signallers																
Storemen technical																
Vickers Machine Gunners																
Cooks																
General duty personnel																
TOTALS (to agree with Columns 3 and 4 of Part A.)																

77 L.A.D.

Unit.

James ...
C.M.E.

O.O. No. 77 L.A.D.

Signature of Commander.

Date of Despatch

2/1/41

Bde., Divn., Area, &c., with which unit is serving.

2/1/41 by 1st Aust. Corp.

FIELD RETURN OF OFFICERS

77 LAD (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels ...			
Majors ...			
Captains ...	/	—	—
Lieutenants ...			
2nd Lieutenants ...			
Quartermasters ...			
TOTALS ...	/	—	—

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

77 L A D

Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters															
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)															

77 L A D

Unit.

[Handwritten Signature]

15246

OC. 77 L A D.

Signature of Commander.

[Handwritten Signature]

Date of Despatch 11-1-41

[Handwritten Signature]

Bde., Divn., Area, &c., with which unit is serving.

FIELD RETURN OF OFFICERS

77 LAD (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels			
Majors			
Captains	/	-	-
Lieutenants			
2nd Lieutenants			
Quartermasters			
TOTALS	/	-	-

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

77 LAD

Unit.

Army Form W. 3009
(page 2)

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters <i>m/t</i>															
Masons													1	1	
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)														1	1

77 LAD

Unit.

James Macintyre

AC 77 LAD

Capstone

Signature of Commander.

Date of Despatch *29/1/41*

Bde., Divn., Area, &c., with which unit is serving.

1st Aust Cals

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

Army Form C.211
(as amended.)

Unit 2/2 M.G. Bn.

Date and Time.—From 1 Feb. '41

To 28 Feb 41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
Khassa Camp Palestine.	1 Feb. '41		Initial "breaking in" of new camp started. All men will need at least two week's training to bring them up to the standard reached in Australia, again. The camp is a new one and by no means complete. Tents must be trenched and slit trenches dug for them. No tracks have been laid down yet.	
			The Unit is now under command of 9 Aust. Division and Khassa Camp under command 24 Bde. for camp administration.	
			On entering this camp we were "fostered" in by 2/14 Bn. who did an excellent job and had everything possible arranged for our comfort.	
Palestine.	2 Feb. '41		More trench digging and camouflaging of tents.	
		2320	Colonel Whitehead arrived in Camp, having stayed on the ship when the Unit left.	
	3 Feb. '41		General liaison being carried out with 9 Div. and 24 Bde getting all available information.	
			The heavy baggage due to arrive approximately Saturday next	
	4 Feb. '41	1020	Mr. R.G. Menzies, Prime Minister of Australia arrived at Khassa and went through the lines by car. The Bn. was formed up on either side of the road in Platoons.	
	5 Feb. '41		Weather. Perfect. Sunny and warm.	
			All heavy baggage except a few odd cases which are expected shortly, arrived at El Majdal station. This was considerably earlier than anticipated, and will help training a great deal.	

RECEIVED
 21 FEB 1941
 587 EQU...

C.O. 2/2 M.G. Bn. Lt. Col.

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C.211
(adapted.)

(Erase heading not required)

Unit 2/2 M.G. Bn.

Date and Time.—From 1 Feb 41 To 28 Feb 41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
Palestine.	6 Feb. '41		Weather. Cloudy and cool.	
	7 Feb. '41		Weather. Cloudy and cool. C.O. 2 i/c, Adj. and T.O. left for a one day trip to Tel-Aviv and to inspect Jaffa Range.	
	8 Feb. '41		Weather. Fine and clear.	
	10 Feb. '41		Weather. Clear and cool. C.O. and T.O. and one O/R left Khassa for Egypt where Col. Whitehead will see the 2/1 M.G. Bn. who we understand are now fully equipped, and also see Corps H.Q. with a view to getting more transport. The only vehicle being on the strength of this unit now, is the car in which the C.O. is travelling. Technical stores are presenting a problem as advanced training cannot go on until more stores are issued to the unit.	
	11 Feb. '41		Weather. Raining in squalls, and cold. Improvement on 13 Feb	
	12 Feb. '41	0930	All Coy. Commanders and Bn. H.Q. officers less M.O. and Padre attended a lecture by Brig. Berryman at Julis picture show on Bardia. Many very interesting and useful points were brought by the lecture. (i) Drive by C.O.s and officers in giving an attack the impetus which is necessary to make it successful. (ii) As a unit trains so does it fight.	
	13 - 18 Feb.		Weather very clear and warm. Training is now progressing satisfactorily.	
		 Lt. Col. (D.A. Whitehead)	

C.O. 2/2 M.G. Bn.

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C.211
(adapted.)

(Erase heading not required)

Unit 2/2 M.G. Bn

Date and Time.—From 1 Feb 41 To _____

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
Palestine	19 Feb. '41		Advice received that 1 30cwt truck, 3 1 ton trucks and 2 15cwts. trucks are now available, but after enquiries at Ordnance it was found that the vehicles were not there and would not be for about 3 days.	[Handwritten scribble]
	20 Feb. '41		1 30cwt. truck received.	
	22 Feb. '41	0850	Col. Whitehead and T.O. returned having been to Benghazi during their 3000 mile journey from Palestine through the Western Desert and back.	
		0930	Lecture by Brig. Berryman on Tobruk at Julis attended by Coy Commanders and 2 i/cs Coy.	
		1930	Lecture by the C.O. to all officers on impressions gained during his trip through the Desert. Two more lectures will be given by the C.O. describing in detail the actions which took place and the part played by M.Gs. Lieut. Lamb the T.O. also gave a short lecture on road discipline, which will be followed by another lecture on maintenance. The boiler which is in possession of the Unit has been erected, and a good supply of hot water will now be available at both Mens' Mess Huts. This will be invaluable, as owing to shortage of wood, hot water has been very scarce, especially for washing purposes.	
	23 Feb. '41 25 Feb. '41	0830	General leave within the Gaza area for the men NX35137 Lieut. Thorburn, NX70716 Lieut. Southwell - Keely and one O/R went to M.E. Weapon Training School at Bir Salem.	[Handwritten scribble]

..... Lt. Col.
(D.A. Whitehead)
C.O. 2/2 M.G. Bn.

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C.211
(adapted.)

(Erase heading not required)

Unit 2/2 M.G. Bn.

Date and Time.—From 1 February 1941 To 28 February 1941

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
Palestine.	26 Feb. '41	0830	NX12354 Capt. C.C. Brown, NX12366 Lieut. W.M.M. Stephens, QX6275 Lieut. R.J. Crist, QX6364 Lieut F. Herbertson and 1 O/R left for the M.E. Weapon Training School. On arrival at the school, owing to some misunderstanding between Corps H.Q. and 9 Div. it was found that the officers concerned could not be taken at the school, and they had to return.	
	27 Feb. '41		We were advised that this Unit will "foster" in the 2/3 Fld. Amb. at Lean Lines Julis Camp, next week.	
	28 Feb. '41	0830	As a result of enquiries made by the C.O. it was eventually decided that NX12366 Lieut. W.M. Stephens and QX6275 Lieut. R.J. Crist could be taken at the M.E. Weapon Training School, consequently both officers left for the school to-day.	
		1945	Conference of Liaison Officers for the fostering of the incoming convoy at Base H.Q. Gaza. We are to supply three liaison officers, NX12356 Lieut. F.R.K. Staniland, QX6273 Lieut. D.R. Stuart and QX 6262 Lieut. R.W. Cameron.	
			During this month the practice of issuing typed Routine Orders was stopped. The two main reasons for this were (a) Shortage of paper and (b) so that practice could be gained in the taking down of verbal orders.	
			Appendix A. Commanding Officer's report.	
			B. Medical Officer's report.	
			C. Transport Officer's report. <i>[Signature]</i> Lt. Col.	
			D. Standing Orders. (D.A. Whitehead)	

C.O. 2/2 M.G. Bn.

FIELD RETURN OF OFFICERS

2/2 M.G. Bn (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels	1 (ONE)		
Majors	2 (TWO)		
Captains	7 (SEVEN)		
Lieutenants	25 (TWENTY-FIVE)		
2nd Lieutenants			
Quartermasters	1 (ONE)		
TOTALS	36 (THIRTY-SIX)		

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

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, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No).	If not present with Unit, state how employed.
Lt. Col.	NA 376	D. A. Whitehead		Yes	
Major	NA 34676	R. L. Hawke		"	
"	NA 12629	G. Macarthur-Onslow		"	
Captain	NA 34986	C. M. Hayes		"	
"	NA 12343	M. J. Wheatley		"	
"	NA 34709	G. K. Mackay		"	
"	NA 425	C. L. Fischer		"	
"	NA 12354	C. C. Brown		"	
"	NA 12488	B. P. Dawson		"	
"	QA 6263	G. A. M. L. Seale		"	
"	QA 6350	D. A. Goldsmith		"	
Lieut	QA 6271	G. C. Williams		"	
"	QA 6275	R. J. Crist		"	
"	QA 6262	R. W. Cameron		"	
"	QA 6363	R. K. Seale		"	
"	QA 6364	G. Herbetson		"	
"	QA 6273	D. R. Stuart		"	
"	QA 6270	L. A. Wall		"	
"	QA 9618	A. B. Farquhar		"	
"	NA 12355	H. B. Staniland		"	
"	NA 12356	F. R. K. Staniland		"	
"	NA 12366	W. M. M. Stephens		"	
"	NA 12333	G. M. Turner		"	
"	NA 12409	C. E. Gack		"	
"	NA 34687	G. F. Lavan		"	
"	NA 34672	K. S. Wragge		"	
"	NA 34673	G. G. Cameron		"	
"	NA 34784	P. B. Green		No	At I.A.G.H.
"	NA 35137	A. R. Thorburn		Yes	
"	NA 34664	W. P. Nicholas		"	
"	NA 34886	M. J. Lamb		"	
"	NA 70716	J. H. Southwell-Keely		"	
"	NA 12462	M. C. Halliday		"	
"	NA 14551	F. A. Warley		"	
"	NA 32719	G. L. A. Mitchell		"	
"	NA 15828	G. J. Ferguson		"	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive rank, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps	Date of attachment.	Nature of attachment.
Capt	NA 459	V. G. Bultman	A.A.M.C	27.5.40	R.M.O
Chaplain	NA 70321	R. Bird	A.A.C.D	1.8.40	Chaplain

2/2 M.G. Bn
(Unit.)
8 Feb. 41
(Date of Despatch.)

Clt G. Wheatley
(Signature of Commander.)
1 Aust. Div - Khassia Camp.
(Bde., Divn., Area, etc., with which Unit is serving.)

FIELD RETURN OF OFFICERS

2/2 M. G. Bn (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
	*		
	*		
Lieut.-Colonels ...	1 (ONE)		
Majors ...	2 (TWO)		
Captains ...	7 (SEVEN)		
Lieutenants ...	25 (TWENTY-FIVE)		
2nd Lieutenants ...			
Quartermasters ...	1 (ONE)		
TOTALS ...	36 (THIRTY-SIX)		

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

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, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps.	Whether present with Unit (Insert Yes or No).	If not present with Unit, state how employed.
Lt. Col.	NX 376	D. A. Whitehead		no	Detached 1 Aust. Corps.
Major	NX 34676	R. L. Hawke		yes	
"	NX 12629	C. Macarthur-Onslow		"	
Captain	NX 34986	C. M. Hayes		"	
"	NX 12343	M. J. Wheatley		"	
"	NX 39709	G. K. Mackay		"	
"	NX 425	C. L. Fischer		"	
"	NX 12354	C. C. Brown		"	
"	NX 12488	B. P. Dawson		"	
"	QX 6263	S. A. McL. Searle		"	
"	QX 6350	D. A. Goldsmith		"	
Lieut.	QX 6271	E. C. Williams		"	
"	QX 6275	R. J. Crist		"	
"	QX 6262	R. W. Cameron		"	
"	QX 6363	P. K. Searle		"	
"	QX 6364	G. Herbertson		"	
"	QX 6273	D. R. Stuart		"	
"	QX 6270	L. A. Wall		"	
"	QX 9618	A. B. Farquhar		"	
"	NX 12355	H. B. Standland		"	
"	NX 12356	F. R. K. Standland		"	
"	NX 12366	W. M. M. Stephens		"	
"	NX 12333	G. M. Turner		"	
"	NX 12409	C. E. Jack		"	
"	NX 34687	G. F. Lavan		"	
"	NX 34672	K. S. Wragge		"	
"	NX 34673	G. G. Cameron		"	
"	NX 34784	P. B. Green		no	At. 1 A.G.H.
"	NX 35137	A. R. Thoburn		yes	
"	NX 34664	W. P. Nicholas		"	
"	NX 34886	M. J. Lamb		no	Detached 1 Aust. Corps.
"	NX 70716	J. H. Southwell-Keady		yes	
"	NX 12462	M. C. Halliday		"	
"	NX 14551	G. A. Varley		"	
"	NX 32719	G. L. A. Mitchell		"	
"	NX 15828	G. J. Ferguson		"	

(ii) OFFICERS ATTACHED FROM OTHER CORPS.

Substantive rank, and higher temporary rank, if held.	Personal Number.	Name and Initials.	Corps	Date of attachment.	Nature of attachment.
Capt	NX 459	V. G. Bultman	A.A.M.C	27.5.40	R.M.O
Chaplain	NX 70321	R. Bird	A.A.C.D	1.8.40	Chaplain

2/2 M.G Bn

(Unit.)

15 Feb. 41

(Date of Despatch.)

elo J. Wheatley

(Signature of Commander.)

1 Aust. Div

(Bde., Divn., Area, etc., with which Unit is serving.)

Capt. for Lt. Col.
CO. 2/2 M.G. Bn.

Unit.

Army Form W. 3009
(page 2)

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters															
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)															

2/2 M.G.B.
Unit.

Ch. J. Wheatley
Signature of Commander.
CO. 22 M.G. Bn.
CO. 22 M.G. Bn.

Date of Despatch 15 Feb 41

1. And-
Bde., Divn., Area, &c., with which unit is serving.

Appendix A

COMMANDING OFFICER'SSUMMARY

From FORMATION to EMBARKATION, May - December 40

The period covered by this summary falls into three distinct groups : (a) Formation of and recruiting for the Battalion ; (b) Training at Ingleburn and at Redbank, May- August, 1940 ; (c) Training at Redbank and Cowra , August-December, 1940.

Machine gun battalions were not included in the original order of battle, and machine gunners formed part of the support Companies of infantry battalions. Some little while after the formation of the 6 Aust. Div. the War Office organisation for a motorised machine gun battalion was adopted for the A.I.F.

The 2/1 Machine Gun Bn was formed in New South Wales at Ingleburn by withdrawing the machine gun personnel from the infantry battalions scattered in the Brigade groups throughout Australia. This method gave the Commanding Officer no opportunity of selecting suitable personnel but had the advantage that the Battalion was concentrated from the first and commenced its training as a battalion group. Machine gun battalions were to be Corps troops and to be raised on the basis of one battalion for each infantry division formed.

Consequently when the 7 Aust. Div. was formed a Machine Gun Bn., this unit, was set down to be raised at the same time. The territorial policy was adopted, and the Battalion was divided as follows: one machine gun company each from the Western Command (Western Australia) and Southern Command (Tasmania), two companies from the Northern Command (Queensland), and Headquarters Company and 1st Reinforcements to be raised in Eastern Command (New South Wales).

The Commanding Officer at this time commanded the 1st Light Horse Machine Gun Regiment, and had available some 15 officers and 150 other ranks of machine gunners to draw on, who had done one month and three months continuous training in the Militia, apart from any previous service. The organisation, however, precluded a large number of these being used except in specialist jobs, for which their militia training would only form a good background, the Headquarters Company consisting of signal, anti-aircraft, and administrative platoons. They could be classed as machine gunners in the 1st Reinforcements, in which there were vacancies for 7 officers and 69 other ranks.

In view of the Government's territorial policy, there was nothing that could be done to overcome this state of affairs. Furthermore, the Commanding Officer had to make his selection for the greater number of personnel and officers in other States, where he was not familiar either with methods of training or the personnel available. In view of urgency, visits to other Commands were made by plane, and with the assistance of a selection committee officers were chosen in Western Australia and Tasmania.

In Queensland it was considered that only one of the senior appointments could be filled from those offering. Certain other suitable officers were at the time not available, as they were hoping to obtain appointments in units should their own Commanding Officers be successful in obtaining command. Two of these officers became available later.

To overcome the lack of senior officers available in the Northern Command, it was proposed to transfer an officer from New South Wales. This proposal met with considerable opposition from Northern Command and although finally agreed to held up completion of the establishment for some time, with adverse results so far as the organisation and training of the two Companies in Northern Command were concerned.

The wide dispersion of the units of the Battalion brought up a number of problems which required serious consideration. The obvious solution was early concentration, and this was immediately submitted to H.Q. Bound up with this, however, was the question of travelling for pre-embarkation leave, and Government policy in regard to the location of troops in their own States prior to embarkation. Accommodation also militated against the possibility of concentration, as each Command had only been allotted sufficient field accommodation for the troops raised in that Command, and at the time no accommodation was available to take the additional 600 men necessary to concentrate the Battalion in any one State.

It therefore became necessary to take steps to ensure that training was carried on by Companies on identical lines. Training instructions covering the period of individual training --seven weeks--were drawn up in detail, complete with outline and detail syllabi, and forwarded to each Company for their guidance. It became clear that the general administration would have to be carried out from Battalion H.Q. at Eastern Command, by the 2 i/c, leaving the Commanding Officer free to visit the different Companies in turn, and so ensure that training was carried out on similar lines in all Companies.

About a month after commencement of recruiting the 8th Division was brought into being, and with it the 2/3 Machine Gun Bn. A re-allocation then took place by which the Companies in Western and Southern Commands were transferred to the 2/3 Machine Gun Bn., and the 2/2 Machine Gun Bn was instructed to raise two further Companies in Eastern Command. This arrangement was very much better as Battalion Headquarters, Headquarters Company, the two Machine Gun Companies, and 1st Reinforcements were recruited in Eastern Command and the two remaining Companies in Northern Command.

First Reinforcements, which had been largely enlisted from the 1st Light Horse Machine Gun Regt., were transferred as the nucleus of the two machine gun companies, and suitable personnel selected by the Adjutant, Capt. Wheatley, assisted by other officers, to ensure that the personnel had the necessary qualifications to make successful machine gunners, were obtained. The Adjutant later proceeded to Northern Command where the same procedure was adopted.

The formation of these two Companies in Eastern Command enabled the Battalion to further draw on 1st Light Horse Machine Gun Regt., and 16th Light Horse Machine Gun Regt., for its officers and personnel. There were no machine gun regiments raised in Northern Command, and the source of trained machine gunners available was from the support companies of various infantry battalions. These had already been drawn on considerably by infantry battalions raised previously, and the number of trained machine gunners available was very few.

At the commencement there were practically no training stores available in New South Wales, but the unit was fortunate in being able to borrow from the 1st Light Horse Regt., who had then completed their three months training and had no immediate call for most of their equipment. The position of equipment gradually improved and by various improvisations it was added to, so that, on the whole, training suffered very little.

PERIOD II : Training at Ingleburn and Redbank, May-August 1940.

Ingleburn : The period at Ingleburn was during the winter from May 13 to September 2, and the inevitable sickness, taking the form of colds and flu, made its presence felt and interfered with training to a certain extent. Special efforts were made to minimise this loss through sickness, and very strong representations were made against the overcrowding of huts. Finally sufficient tentage was obtained to ensure

the men were spaced at distances considered satisfactory by the Medical Officer. This, together with the institution and enforcement of a very high standard of personal and general hygiene throughout the camp latrines, cook-houses and mess huts, enabled the Battalion to claim the lowest sick rate of any unit camped at Ingleburn, and to prove in a practical way to officers and N.C.O's that careful observance of the rules of hygiene definitely brings results.

An excellent 30 yards range was available close to the camp, and a good classification range at Anzac, only some 10 miles away. A field firing range was available, but during the stay at Ingleburn was not used as training had not progressed sufficiently prior to the unit leaving this area.

Small arms training was handicapped by lack of ammunition and .22 rifles of a light type were made available for range practice. It is not considered that the use of these rifles gives satisfactory training, and much of the work had to be gone over when .303 ammunition became available. Individual training was practically complete prior to leaving Ingleburn and had reached a satisfactory standard.

A ceremonial parade of the troops at Ingleburn prior to their departure gave a practical demonstration that the elements of soldiering had been well done.

Redbank : In view of the hold-up of the appointment of senior officers to the two Companies in Northern Command, it was considered necessary to send the 2 i/c of the Battalion to control training in this Command. The unit was camped at Redbank, one of the first camps built in Queensland, and situated some 17 miles from Brisbane. The surrounding country was not in many ways ideal from the training point of view, but was adequate for initial training of individuals.

Training stores were somewhat easier to obtain, and the necessary stores were obtained with considerably less effect and less improvisation. The Ordinance Department in this State were particularly helpful in this regard, and we are confident that if stores were in the State, then they would be made available for training.

The camp itself was badly laid out and very badly constructed. Kitchens and mess huts were particularly poor and extremely difficult to keep clean. Considerable time was spent on each visit of the Commanding Officer and by the 2 i/c in an attempt to have these very obvious errors rectified. There was over-crowding in all huts, and despite all efforts it was not possible to get this rectified. The effect was noticeable in sickness figures, as compared with that portion of the unit at Ingleburn.

In these two Companies there was a much larger percentage of untrained personnel, and fewer N.C.O's who had had previous training, and a special course had to be run for the selection of personnel for Non-Commissioned duties. Full advantage had to be taken of local schools in Northern Command, and of vacancies obtained at O.T.C. and Small Arms schools in Eastern Command. In this regard the position of the Battalion differed somewhat from that of an infantry battalion. The Battalion was formed later than infantry battalions of the 7 Aust. Div., and a certain amount of leeway had to be made up, personnel being enlisted as quickly as possible. It was not possible to follow the example of infantry battalions in the way of taking a cadre of officers and N.C.O's, giving them preliminary training, and then enlisting personnel. Had this been done the individual training, especially in Northern Command, would have been better and more thorough.

PERIOD III : Training at Redbank and Cowra, September-December, '40

Cowra : Just about the time the individual training syllabus was completed by the Unit, instructions were received to move to a new camp established at Cowra, in accordance with the new policy of opening camps in country districts. The Northern Command Companies remained at Redbank up to embarkation. With the finish of individual training, the question of vehicles became a pressing one and steps were taken to rectify the position. Up to this period there had been only two vehicles allotted in each Command. By various means this was increased to eight in Eastern Command and six in

Northern Command, and by using them continuously a pool of drivers had been formed in both States. It became apparent that there were more men enlisted in New South Wales with transport experience than in Northern Command. Authority was obtained for 43 vehicles, which were divided among Eastern and Northern Commands so that each had a complete Company's transport available for duty. This transport in Eastern Command was used to move half of the Battalion by road, the remainder going by train, and so gave the drivers an opportunity of carrying out actual work on the road.

Cowra, being a new camp, required a considerable amount of work to put it in order, but the experience already gained at Ingleburn enabled this to be undertaken successfully. From the start of training emphasis was laid on track discipline as an essential part of passive air defence, and it was continued at Cowra camp.

A nine week syllabus of section and platoon training was drawn up and issued to both centres. This syllabus was practically completed by both centres just prior to embarkation. In conjunction with this syllabus of training, a system of Company bivouacs was instituted, whereby Companies moved out, entirely self-supporting, for a period of 24 hours to carry out normal training in different localities. By this means it was possible to super-impose on to the section and platoon training the essentials of Company organisation, so that when the time came for Company training this should be accomplished in very much shorter time than otherwise would have been possible.

The system of four day leave each month as instituted in Eastern Command and extended by the Battalion to Northern Command, worked very satisfactorily and gave the men a complete break from both camp life and training, and helped a great deal to prevent any staleness creeping in.

Orders for embarkation prevented any testing of the standard of efficiency that had been reached by the Platoons and Companies. Throughout this period there were difficulties in regard to equipment, but looking back it is considered that most of the difficulties were overcome, and the determination of everybody to continue with training to the full, despite any lack of equipment, helped a long way towards this achievement.

In the latter part of this period it was necessary to conduct ~~driving~~ various courses to enable training to proceed according to schedule. Under the R.S.M. a cadre of 16 coaches was trained, and all the weaker shots in the platoons put through a special course until they reached the average of small arms practical training. At the same time all rifles were zeroed, insofar as was possible without the three sizes of foresights being available.

A high standard of sport had been developed and maintained in the Battalion during this period. Not only were good teams in football, hockey, soccer, and later cricket, formed in the Battalion, but inter-Company and even inter-Platoon teams were formed.

EMBARKATION, VOYAGE and DISEMBARKATION

December 27 to January 31, 1941.

As the Commanding Officer had been appointed O.C. Troops H.T. Aquitania, all preliminary arrangements for embarkation were undertaken in Eastern Command by Major Onslow and the Adjutant, Capt. Wheatley, and by the 2 i/c, Major Hawke, in Northern Command. The initial preparations were carried out very completely, and the actual embarkation was considered by the Embarkation Staff to have been as high, if not of higher standard than that of any previous unit passing through their hands.

Taken generally, the packing of stores had been satisfactory, and all arrived at their final destination with the loss of only one case. In the same way, the transshipment at Colombo was carried out to schedule and favorably commented upon by the British Embarkation Staff at that port.

The voyage from Colombo to Ismailia was on a smaller boat and the Battalion was the only large unit aboard, the remainder of the personnel being made up of sundry smaller units. In view of the fact that the trip through the Red Sea was one where possible enemy aircraft action, or even underwater attack, was more likely than in the earlier part of the voyage, special attention was paid not only to normal emergency stations but to anti-aircraft drill. These were carried out both during the day and at night, the test emergency stations at night being carried out particularly efficiently.

The anti-aircraft precautions were actually put into practice on three occasions, the last at 4 a.m. when an actual attack took place. The execution of these alarms left nothing to be desired.

Owing to enemy action in the Suez Canal the original arrangements were altered and the Battalion had to disembark at Ismailia at short notice. Previous training enabled this to be carried through satisfactorily, despite the alteration in the arrangements, and was all based originally on the practice and drill carried out at Cowra and Redbank prior to embarkation, and the completeness of the instruction received from Embarkation Staff of Eastern Command.

REVIEW FOR MONTH OF FEBRUARY , 1941

The Unit moved into the camp at Khassa, a new site, under the care of the 2/14 Bn., who acted as fostering unit. In view of the impossibility of sending forward an advance party, the fostering system worked excellently and enabled the men to settle down quickly. The camp, being a new one, no passive air defense measures had been taken such as digging of slit trenches, darkening of tents to prevent them being so visible in the moonlight, and this had to be commenced, together with improvements to existing facilities. This took up portion of the time.

It was quickly evident that we were faced with an entirely different set of conditions to those that had been our lot in Australia. In the first place, defensive measures against air attack had to be treated as an actual probability and not as part of training. Secondly, owing to the habits of the local Arabs and the fact that arms were at a premium, considerably more security measures had to be taken than had previously been the case.

Amenities as such were lacking in the camp area. Unlike other camp areas, there were no recreation huts built and no picture theatre for the men. Consequently the best change and relaxation that could be given to the men took the form of leave for visits to the various centres of interest in Palestine. To this end certain specified allotments of one and two-day leaves to Tel Aviv and Jerusalem were made to the Battalion from an allocation given to the camp area.

These allocations were limited by what was considered a reasonable number to be handled and controlled by the Provost in Tel Aviv and Jerusalem. The circumstances outlined above made it apparent that unless extreme care were taken, training would be interfered with considerably, and it became essential to examine very carefully how the necessary duties could be carried out, the men given a necessary change, and at the same time the maximum amount of training carried out.

The system finally adopted was as follows: Periods were based on a week, one Company doing all duties during that period, one Company being allotted the leave available, and the remaining three Companies carrying out training. Duties were strictly confined to the Company for duty, and no interference with the Companies training was permitted.

Further, under an A.I.F. order giving the Commanding Officer discretion in granting an additional 3 per cent leave was fully availed of. Unit arrangements were made for visits to such places as the Dead Sea, Tiberias, etc. These trips were keenly sought by the men and have done much to offset the lack of amenities in the camp area itself.

The library of some 1,000 books brought over by the Battalion has proved invaluable in helping the men to fill in their spare time.

The Battalion had been five weeks at sea, in very cramped quarters both as regards sleeping and training areas. Company Commanders were allotted a period of three training weeks in which to harden up their men and at the same time ensure that they were brought back to the same standard of training as had been reached prior to their departure from Australia. They were informed that at the conclusion of this period Platoons would be thoroughly tested, with a view to deciding whether that standard had been reached, and at the same time discovering any weakness that may have taken place in the general training of the unit.

This testing period was laid down for the early part of the following month.

Again we were faced with the problem of shortage of equipment. The issue of equipment is controlled by H.Q Middle East, based on the situation generally and the probable employment of units, at the same time ensuring maintenance of necessary vehicles against eventualities. Once more improvisation had to be brought into play, but the most serious lack at the moment has been in the question of transport. This, so far as training of drivers is concerned, has been partly overcome by undertaking convoys of vehicles from Ordnance Depot to destination and from ship to Ordnance Depot. It is hoped to obtain a considerable amount of this work.

This, however, does not help the Companies in their training, and other means will have to be found to obtain a certain amount of transport to this end.

A. A. Whitehead Lt Col.

A. A. Whitehead

CO. 2/2 M.G. Bn.

2/2 M.G.Bn

Volney Bulteau
 Capt. A.A.M.C.
 R.M.O., 2/2 M.G.Bn.

25 Feb. 41

PRELIMINARY SURVEY :

On being seconded from the A.A.M.C. to the above unit I reported to the Commanding Officer at Ingleburn Military Camp on the 27 May 40, ready for duty.

Two companies were raised in Queensland and trained at Redbank. The remainder and greater part of the unit was raised in New South Wales and trained firstly at Ingleburn for approximately four months and later at Cowra for a further four months. During this period the training of the unit from a medical aspect was carried out so that by the time of embarkation for overseas service those personnel concerned directly or indirectly in medical matters needed very little to complete their basic training.

All ranks had been instructed in hygiene, sanitation and first aid. Those personnel obviously not fit for medical service were re-boarded out of the unit. By the time the unit was due to embark for overseas service, the physical standard of the unit as a result of well graduated training had reached a satisfactory grade.

Embarkation took place at Sydney and the unit sailed on 28 Dec. 40 and arrived at its destination on 29 Jan 41. The sea trip was comparatively uneventful. Two sharp outbreaks of food poisoning occurred en route but did not last very long. Sea-sickness was a very small cause of disability with the calm seas encountered. U.R.T.I's and ear infections (mainly of an external nature) formed the greater part of the infectious diseases. One major operation, that of appendectomy, was carried out on board. The diary of the voyage is summarised in that of the 2/3 C.C.S.

PALESTINE : The unit entered Khassa Camp on 31 Jan 41 and found a new tented camp most of which had been prepared by a near-by unit which acted as foster-parent.

The camp site was situated on a gentle slope in the midst of rolling undulating open country.

I reported immediately by message to the A.D.M.S. Base and L. of C. and proceeded to establish the R.A.P. with what little medical equipment we had been able to bring with us.

EQUIPMENT :

Some days later the full medical gear arrived.

State : Complete regimental equipment as per W.E.

Medical Companion	1
Surgical Haversack	1
R.M.Pannier	1
Comforts Pannier	1
Cases Water Testing	2
Cases " " Poison	1
Stretchers and slings	12
Splints and Thomas	2 and arm leg
Shell Dressings.	

Beside the above items of authorized equipment, varying amounts of supplementary equipment, the result of issues from both Queensland and N.S.W. Red Cross Societies, gifts from Royal Prince Alfred Hospital, Sydney, and accumulations of drugs equipment and comforts from several vague sources ("scrounged" would be the illiterate but more accurate word), were also to hand. Items included in this category were:

- Reserves of bandages and dressings.
- 3 pairs of crutches
- Finger stalls
- Soap
- Stock mixtures
- A small number of surgical instruments not on issue.
- Malted milk tablets
- Meat extracts
- Ovaltine
- A petrol stove (double)(personal)
- Undine
- Reserve suture material (personal)

ESTABLISHMENT :

R.M.O.	1
Medical Orderly (L/Cpl)	1
Stretcher bearers	16
" " " Sjt.	1

In H.Q. Coy were various specialists for whose training I was also responsible in many respects.

Sanitary duties	4
Pioneer Sjt	1
Water-duty personnel	2

With the whole battalion concentrated, it was soon apparent that the single orderly was quite inadequate. As a consequence stretcher bearers were attached at the rate of 2 per week on a roster, for duty in the busier times. This had formerly been the practice in Australia and formed at the same time an important part in the practical training of stretcher bearers. It was found to be a fait accompli in divisional units to have an increase in the purely medical establishment. Representation for permission to create this establishment was promptly made but to date nothing has been effected.

PROPYLACTIC INJECTION STATE :

The entire unit has received the complete course of vaccination, T.A.B. inoculation and tetanus toxoid inoculation, and every man has been blood-~~tested~~ typed and had it marked on both his pay-book and identification disc.

TRAINING :

Medical Orderly : Formerly a male nurse for 12 years. Conversant with all routine measures and methods of treatment and absolutely reliable but never exceeding his capabilities or limitations-- work exacting.
Stretcher Bearers : At the time of embarkation complete training had been carried out in

- Anatomy and physiology
- First aid (as per Red Cross Manual and R.A.M.C. training).
- Bandaging and slinging
- Thomas splint work by day and night
- Administration
- Stretcher drill
- Field engineering.

Collection of wounded by stretcher over all types of country. Collection of wounded by vehicle was not carried out very extensively because of lack of transport.

Map reading. Gas.

Night training in all phases.

T.O.E.T's both practical and by means of written papers had been held at times throughout the training.

Since arrival in Palestine training has included complete revision of most of the above with the addition of treatment of gas casualties.

Establishment of an R.A.P. in the field had been carried out in Australia but more practice is yet needed, as well as packing and unpacking and collection of wounded by vehicle.

Water duty personnel : Trained to carry out all poisons and ordinary Horrocks test. Knowledge gained from army manual well learned and work satisfactory. Tested water supply on arrival in Palestine for both organic and poisonous contaminations and found it free from both.
Sanitary personnel : Conversant with duties and appliances in the field. There is still rather a tendency to use them as fatigues rather than as in an advisory capacity.

One man from each platoon and from each Coy headquarters was given a three-day course soon after arrival in Palestine in Hygiene and Sanitation.

All troops have been fully lectured in First Aid, V.D., Foot Discipline, First Field Dressing, Hygiene and Sanitation both personal and general. In Australia troops were drilled in many bivouacs on hygiene and sanitation in the field.

HYGIENE AND SANITATION :

On arrival we found a brand new camp site in many ways well supplied in many others not so well.

Conservancy : A pan system of removal of excreta was in operation under contract with native labour. Disposal of the excreta was into an Otway pit situated in the very centre of the tent-lines. The covering was

flimsy at best, the stench unpleasant and the access of flies to the decomposing excreta absolutely unimpeded. After frequent importunities a fresh pit was dug beyond the latrines, eventually reaching completion after three weeks battling. The old pit was eventually covered with oil and 6 inches of soil, the latter to be increased later. Latrine seats are on boxes which contain many cracks and allow the access of flies in many places. Since we have been here the disposal of urine has been changed from the Otway pit to a type of soakage pit alongside each latrine. The pit is about 15 feet deep, 1 foot in diameter with a central perforated galvanized tube 6" in diameter with stones packed round the outside, the whole well covered with earth. Connected by a pipe to the urine trough, this system appears to work admirably in the short ~~xxx~~ trial it has had.

The final disposal of all sullage water is into Tel-Aviv pits about 150 ft deep, 10 ft in diameter, covered and lined by centrally perforated porous brick. These are in series of two and work admirably. Grease-traps and soap traps are good in construction if a little small. Concrete covers to them are hopelessly fragile and have cracked almost without exception.

Drainage especially around cookhouses and from gutters on the roadside leaves a great deal to be desired.

Cookhouses contain very few standing facilities. Fuel is very short. Fly-proofing is non-existent; butcher's shop nil--improved by the use of muslin in a pantry of the cookhouse.

Number of men per sleeping tent R.D.--7.

Frequent recommendations that number be reduced to 6 but insufficiency of tents precludes this.

Ablution facilities very very limited. Washing of clothes possible in cold water only until now that private boiler has been constructed. Boiling by roster now possible.

Bathing facilities : Brigade shower area ensures that men obtain 3 showers per week at least --carried out by parade.

Cleanliness of clothing not as good as one might wish. Underpants are not being worn by many men.

2% Lysol solution installed in all latrines and cookhouses. Foot baths not available for tinea prevention but under way.

Abundance of oranges has been utilised to supplement fuel shortage by spreading and drying in the sun and then burning.

All cooking appliances mudded in to conserve heat; hydro-burner and drip burners utilised.

Flies were not greatly in evidence on first marching in, when the temperature was still fairly cold. Now that the weather is warming and fly breeding areas increasing, the number of flies is increasing but not alarmingly.

Fauna found much in evidence includes asps, scorpions and various lizards.

PENSE STORES :

Great disappointment was felt when it was found that requisitions for expense stores were greatly cut down. It was soon found that on the amounts supplied for one week it was very difficult to carry on and the "laying on of hands" was a frequent procedure towards the end of the week. Examples include :

Week Supply	Needed	Supplied
Lysol	1 gallon at least	12 oz.
Condoms	70 dozen	5 doz.
XXX .Mist Tussi	60 oz at least	26 oz.
Aspirin	1000	200
Z.O.	2 x 3" spools	1 small 1" spool

and many others.

Reserve supplies helped in some cases to supplement the deficiency. Communication with the R.M.O. of the 2/1st M.G.Bn proved interesting in this respect. This unit was at the time camped in the desert near Amaria and he stressed above all to accumulate reserve stores. He instanced aspirin, of which he had a reserve of over 3000 tablets of his own which disappeared rapidly.

SICKNESS :

Sporadic cases of rubella and U.R.T.I. occurred during the first two weeks but did not reach high or epidemic proportions, Fibrositis, with

protracted backache characterised much of the U.R.T.I's.

Since entering Palestine one case of urethritis has occurred. Infection was contracted at Tel-Aviv while the victim was under the influence of alcohol.

Pediculi pubis--4 cases. All were treated with the new method of spraying with pyrethrum containing fly spray, without shaving, and all cleared up remarkably ~~wasix~~ quickly. Scabies-- 2 cases, evacuated to hospital.

Diarrhoea has been infrequent during the past few weeks. A few cases did occur shortly after arrival but all were of short duration. One man with abdominal pain showed dysentery organisms in a stool culture on evacuation to hospital but he has since returned.

Football injuries have been particularly prevalent. Fractures, sprained ankles, abrasions (many of which become infected), bruises and torn muscles have been far too frequent. This is difficult of explanation for neither the play nor the grounds were as hard as those in Australia.

Tinea, which had been markedly reduced in Australia by the unavoidable foot-bath of bleaching powder solution, anti-tinea powder, and isolation of established cases in a special shower, is increasing. Foot powder is unobtainable as yet and the foot baths and the chloride of lime and washing soda necessary for the bath are not yet to hand.

Already many of the older men in the Battalion have been found unfit to stand up to the rigours of life in a combatant unit. Personnel recommended for re-board include one diabetic, one suffering from angina pectoris and two suffering from hypertension. Two were over and two were aged 40.

LECTURES ON OPERATIONS :

I have attended lectures on operations in Libya by Col Adey (then of the 2/1 CCS) and Maj. Blomfield (2/1 Fd Amb.) and two by the Commanding Officer. Points gained from these have been instructive and helpful.

*Volney Bullock Capt. A.A.M.C.
R.M.O. 2/2. M.G. B.*

Appendix C

2/2 M.G. Bn.
19 Mar. '41.

MONTHLY TRANSPORT BULLETIN. FEB. '41.

1. Owing to lack of equipment practical transport training has not been possible.
2. Theoretical mechanical training has been carried out by all Coys. (with the aid of large scale drawings of components) by Fitter Staff and Coy. M/T Mechs.
3. Map Reading and Anti Gas training has been carried out by H.Q.3 transport and very fair progress has been made.
4. The following vehicles were taken on strength on dates indicated ex B.O.D. Barbara.

1	FD.	Secan 4 S	31/1/41
1	FD.	30 cwt. Lorry, G.S	19/2/41
2	FD.	1 ton vans GS	26/2/41
3	FD.	15 cwt vans GS	26/2/41
1	cvt	15 cwt vans GS	31/1/41 (77 L.A.D. Att.)

5. Transport Officer accompanied C.O. on 3,000 miles tour of Palestine, Egypt and Libya. A great deal of this mileage was covered in areas where recent action had taken place from Mersa Matruh to Bengasi, and an excellent opportunity was afforded to observe conditions over which transport has operated. This experience should prove invaluable in training of transport personnel.
6. Every co-operation is being given by Coy. Commanders to help in training their transport personnel and it is very gratifying to note the keenness of all drivers and that of fitters and M/T. Mechs. in carrying out mechanical training.

M.J. Lamb
M.J. LAMB, LIEUT.
T.O. 2/2 M.G. Bn.

WAR DIARY

Khassa Camp
20 Feb. '41

FOR OFFICIAL USE ONLY.

COPY NO. 50

AUSTRALIAN IMPERIAL FORCES.

2/2 M.G. BN. STANDING ORDERS.

issued by

LT. COL. D.A. WHITEHEAD, M.C.

INDEX.

<u>CHAPTER.</u>	<u>SUBJECT.</u>
1	ADMINISTRATION
2	GUARDS & DUTIES
3	P.A.D. & ALARMS
4	CODE NAMES
5	SECURITY
6	TRANSPORT
7	MEDICAL & HYGIENE

APPENDICES.

A	ORDERS FOR GUARD
B	COMPLIMENTS TO BE PAID BY GUARD & SENTRIES.
C.	DUTIES OF ORDERLY GROUP.

These orders will come into operation as from Retreat 22 Feb. '41
Any amendments or additions will be issued by Bn.H.Q. to
personnel holding copies, who are responsible for ensuring that
they are kept up to date.

CHAPTER I. ADMINISTRATION.

DAILY TIMETABLE.

Reveille	0645
Admin. Pde.	0700
Sick Pde.	0710
Coy. Ord. Rooms	0730
Breakfast	0800
Training	0900 - 1200
Bn. Ord. Room	0900
Lunch	1230
Officers' Lunch	12 5
Training	1300 - 1600
Defaulters Pde.	1615 - 1645
Evening Meal	1730
Sjt. Mess	1800
Offs. "	1815
Retreat	1815
First Post	2130
Last Post	2215
(Tattoo Roll Call)	
Lights Out	2230

BUGLE CALLS.

Reveille	0645
Five Minute	0655
Parade	0700
Sick Pde.	0710
Quarter Call	0745 0745
1st meal "	0755
2nd " "	0800
Quarter Call	0845
Five Minute	0855
Parade	0900
Quarter	1215
1st Meal Call	1230
2nd " "	1230
Quarter	1315
Five minute	1325 1325
Parade	1330
Defaulters	1615
Duties Pde.	1700
Quarter	1715 1715
1st Meal Call	1725
2nd " "	1730
Offs. Mess	1815
First Post	2130
Last Post	2215
Lights Out	2230

2. RETURNS. Coys. will submit a daily parade state by 0915 hrs. Included will be a certificate that all rifles and ammunition on issue are still in possession of personnel. Should deficiencies be found, a separate report will be submitted immediately.

3. (a) MAILS. Coy. air mail for censorship will be lodged with I.O. by 1200 hrs. on Mondays and Thursdays. Mail for censorship will not be accepted from individuals. Ordinary mail for censorship and despatch will be lodged with I.O. by 1200 hrs. daily. Cables which must be in block capitals will be lodged with ordinary mail. Money for cables will be handed to postal orderly who will initial the back of the cable.

(b) POSTAGE RATES. Air Mail Letters. 30 mils under 1/2 oz. and 60 mils for every additional 1/2 oz. or portion thereof. *for letters over 1/2 oz.*
Sea Mail. Up to 4 oz. free. Letters over 4 oz. will be paid for at full rate for whole weight.

Packets up to 4 oz. free.
 between 4 & 8oz. 5 mils
 " 8 & 12 oz. 10 mils
 " 12 & 1 lb 15 mils

Parcels. Max weight 11 lbs.

1 lb	30 mils
2 "	30 "
3 "	40 "
5 "	50 "
8 "	60 "
11 "	70 "

Post Cards. Sent as postcard ~ 17 "
 " in envelope ~ 30 "

4. CANTEENS. (a) Hours.

DRY.	1250	-	1325 hrs.	WET.	1630	-	1720 hrs
	1630	-	1715 "		1830	-	2100 "
	1800	-	2130 "				

(b) Bottles. No bottles are to be taken away from the canteen for private consumption nor will mugs be removed. Not more than 2 bottles will be sold to one man and no unopened bottles will be sold whatsoever.

5. Salvage. Owing to the shortage of all types of material, small bottles and tins as well as other material is very valuable. Coys. will arrange for collection of such articles and Pioneer Section will be notified.
6. Dress. Working Dress for parades unless otherwise ordered. Shorts will NOT be worn. Personnel leaving camp area except on duty must always wear service dress with hat and gaiters and belt. Colour patches will be worn on the right side of the hat. When wearing Jacket S.D. ties must not be worn. This applies equally to officers. The wearing of civilian clothes except for sport, is prohibited. When wearing shorts officers will wear either a web belt or sam browne.
7. Pass Word. A pass word for Khassa Camp will be issued daily to Coys. The responsibility of knowing the pass word rests with individuals and ignorance of it is a punishable offence.
8. Firearms & Ammn. The loss of firearms or ammunition of any description whatsoever is an extremely serious matter and in most cases will lead to a court martial.
9. Leave. Personnel will not leave Khassa Camp except when on duty or in possession of a leave pass.
10. Pay. Pay will be issued every Thursday and when possible just prior to leave periods. Personnel may draw up to the extent of their credit if so desired.
11. Rolls. Nominal rolls will be kept by each Platoon and will be called on Muster Pde. and Last Post. A nominal roll showing tent Comdr. and occupants of tent will be placed therein.
12. Alarm & P.A.D. (See Chapter 3)
13. Protection of Private Property. Personnel are warned against leaving articles in an unprotected place. Bn. will not accept responsibility for any losses.
14. Messages. Coy. Code Names and originators Nos. (See Chapt. IV) will be used for all messages.
15. Paper. The shortage of paper in this country is acute and paper must be conserved as much as possible.
16. Bathing. Strict regulations exist regarding bathing. No bathing Pde. will be held unless approval has first been obtained from Bn.H.Q.
17. Bounds. The following places are out of bounds to troops. All Cafes, licensed premises etc. in any town, except those showing the "in bounds notice." All arab villages, Camp Rest Station, Officers' Lines. Shops on road leading from camp to main road.
18. Amerities Officer. Lieut. Wall is appointed Unit Amenities Officer. Personnel i/c sports will submit requirements direct to him. He will direct issue of all sporting equipment and comforts.

19. Supplies. A board of inspection as under will inspect all food supplies.
- R.M.O.
Q.M.
O/Officer.
20. Alcoholic Liquor. No alcoholic liquor will be brought into camp except by authorised persons delivering to officers and Sjts. Messes and canteen.
21. Courts of Inquiry. Names of personnel to constitute Courts of Inquiry will be promulgated in R/O's.
22. Damages. Any damages done to buildings or other Govt. property must be immediately reported to Coys. by personnel concerned.
23. Track Discipline. Personnel must at all times use the tracks laid out. It is the duty of all ranks, particularly guards and prowler picquets to ensure that this rule is enforced.
24. Purchases. Any purchases to be made by personnel for Unit must be set out in order book held by Q.M. The purchase will be authorised by C.O. 2 i/c or Adjt. by initialling the entry in order book. Receipts or dockets MUST be obtained for ALL transactions and lodged with Q.M.
25. Defaulters Parade. Defaulters Parade will be held daily from 1615 - 1645 hrs. (when required) O/Sjt. will take this parade. DRESS. F.S. gaiters, full web equipment, water bottle, steel helmet in straps supporting, rifle, sidearms & reppirator.
26. Gambling. Gambling within camp area is strictly forbidden.
27. Salvation Army Tent. Personnel will not removed any games etc. from recreation tent and must realise that it is their duty to look after this tent and the amenities provided therein.
- 28.

CHAPTER 2. GUARDS & DUTIES.

1. Duty Coy. will mount at 1600 hrs. for a period of 7 days and supply the following. Orderly Officer, Sjt., Cpl., Bugler (wherever possible) Field Officer (When applicable).

GUARD. Comprising 1 Officer, 3 Sjts, 6 Cpls., 60 O/Rs.

A prowler picquet of 6 O/Rs for Officers Lines.

Two Bn. runners.

Five Mess Orderlies for Sjts. Mess.

Q.M. fatigue party of 1 N.C.O & 4 men to report to R.Q.M.S at 0845 hrs. daily.

Unit working parties, as required.

Each Coy. will detail a prowler picquet for Coy. Lines.

N.B. Orders for Guards various duties are contained in Appendices "A" & "B" (Att.)

CHAPTER 3. P.A.D.

1. P.A.D. Officer. Lieut. Wall is appointed Unit P.A.D. Officer.

2. Method of Warning. (a) Air raid Message - Yellow. This is purely a precautionary warning passed to unit by Camp H.Q. Action. Orderly Officer stands by telephone. All ranks ensure that blackout is complete.

(b) Air raid warning - Red. Warning that there is immediate danger of attack. Action. Upon Camp H.Q. giving the alarm, blasts of 5 seconds at 5 second intervals, the Guard will pass word on to Sjt. of Guard who will sound the gong. The alarm will be repeated in Unit Lines by whistle blasts (series of short blasts). Action. Ensure that blackout is complete and that all ranks are awake and on the alert. Personnel DO NOT get into slit trenches unless there is evidence of an attack by bombs etc.

(c) Air raid Message - White. This is "All Clear" signal and will be announced by continuous beating for 2 minutes on the gong and repeated throughout unit lines by whistle blast. Should an attack take place personnel must remember that the all clear signal may not sound for some time.

3. Protective Measures. (a) Complete blackout will be maintained from sunset to sunrise.
(b) All lights on stationary vehicles within the camp will be extinguished.
(c) All lights in tents will be screened in such a way that no light falls on the sides or ends of the tent
(d) All torches will be covered with blue paper and used sparingly.
(e) All ranks will wear their identity discs and carry their field dressing.
4. Decontamination Centres. These will be erected as soon as possible and relative instructions issued later.

CHAPTER 4 CODE NAMES.

Unit code names and originators numbers.

UNIT CODE NAMES.

BN. H.Q.	SILO
H.Q. Coy.	BOLO
A "	DIMA
B "	MALA
C "	NOXO
D "	CAPA
E "	ALOS

ORIGINATORS NOS.

C.O.	Z
2 i/c	Z.2
Adjt.	Y
I.O.	X
M.O.	B
R.S.M.	M
Q.M.	F
R.Q.M.S.	C
T.O.	T
O.C. L.A.D.	D
O.C. H.Q. Coy.	W
O.C. No.1 Pn.	W.2
" No.2 "	W.3
O.C. A Coy.	V.H.
2 i/c A Coy.	V.N.
A.1	V.1
A.2	V.2
A.3	V.3
O.C. B Coy.	S.H.
2 i/c B Coy.	S.N.
B.1	S.1
B.2	S.2
B.3	S.3
O.C. C Coy.	R.H.
2 i/c C Coy.	R.N.
C.1	R.1
C.2	R.2
C.3	R.3
O.C. D Coy.	Q.H.
2 i/c D Coy.	Q.N.
D.1	Q.1
D.2	Q.2
D.3	Q.3
O.C.E Coy.	G.H.
2 i/c E Coy.	G.N.
E.1	G.1
E.2	G.2
E.3	G.3

When using R.Toc. officers will be known by their christian name and station, e.g. "Bob of Silo." etc.

CHAPTER 5. SECURITY.

Personal Security. Any personnel moving out of 1 Aust Corps Camp area will consult the I.O. who will advise them of the necessary measures to be taken for personal security.

Cameras. Any person buying or selling a camera will immediately advise the I.O. of such purchase or sale.

Photography of the following is prohibited.

Military vehicles of all sorts	Aerial views
Tanks	Aerodromes
Signal Equipment	Fortifications
Artillery weapons	Camps
Defences	Military Operations
Aircraft	Weapons
Ships of any kind.	Diagrams of weapons.

Film Development.

All films for developing and printing will be lodged with the I.O. Films will NOT be left for printing while men are on leave.

Censorship. All mail will be censored as before. No newspapers other than A.I.F. News and Parade will be sent through the post.

CHAPTER 6. TRANSPORT.

1. The use of Army vehicles for private purposes is forbidden.
2. Seating. No more than 2 persons will ride on the front seat of a vehicle except those with gear lever on steering column, when 3 persons may occupy the front seat. The loading capacities laid down for the various types of vehicles will not be exceeded.
3. Lights. Lights of all vehicles must be shaded and all lights turned out when vehicles are stationary.
4. Rules of road. The rules of the road must be learnt and obeyed at all times and particular care must be taken when overtaking vehicles especially in those vehicles which have a right side steering wheel. Drivers will be issued with a copy of the Palestine Traffic Regulations.
5. Speed. The speed laid down for various types of vehicles will not be exceeded. Speed limit in Khassa Camp area. By day 20 M.P.H. By night, 15 M.P.H. Within unit lines 10 M.P.H. at all times.
6. Requisitions for Transport. Personnel wishing transport will requisition to the Adj. or I.O. by 1700 hrs. the day prior to requirements. The Orderly Officer will convey transport requirements to Transport staff. This instruction must be carried out to ensure the fullest use being made of all transport.

Chapt. 6 (Contd).

7. Responsibilities. The senior person in any vehicle, not the driver, will be held responsible for any breaches of regulations committed.
8. Security. The security regulations concerning roads in Palestine will be communicated to all drivers. Personnel intending to travel on any road will be responsible that they are acquainted with these regulations before leaving camp.

CHAPTER 7. MEDICAL & HYGIENE.

Formal Sick Parade will be held once daily.
The following will be the procedure:-

- (a) Men wishing to report sick will be fallen out at Administrative Parade.
 - (b) The Company Orderly Cpl. will immediately make out one single rough copy on any sheet of paper showing No, Rank, Name, Age, Religion and leaving at least 2" on the right of the page for remarks. This single report must be made out in company lines
 - (c) The Coy. Orderly Cpl. will conduct the sick personnel to the R.A.P. where they will be handed over to the Bn.Ord. Cpl. Every man on the report must be accounted for. Should a man be sick in lines, the exact location of his tent must be noted on the report.
 - (d) The Bn.Ord. Cpl. will arrange men in the order of the reports and hand the reports over to the R.M.O. Bn.Ord. Cpl. will remain at door and issue personnel in, in order.
 - (e) Personnel will be classified in the following way.

To C.R.S.:	To Camp Reception Station (i.e. Hospital)
T.L.D.1	Treatment given: Light duty of a type at which men can sit down, e.g. Clerking.
T.L.D.2	Treatment: Light duty of a type at which men can walk about, but cannot march or do heavy work.
T.L.D.4	Treatment: Men are allowed to fall out if suffering, e.g. from diarrhoea, T.A.B. reactions.
T.L.D.5	Treatment: Fit for duties except route marches, night training or heavy work such as heavy digging etc.
- The words "Report 0900" will be added in some cases for men who require treatments or examinations which take some time to carry out. These men will be allowed to report to the R.A.P. at 0900 hrs.
- The practice of giving men on light duty much heavier jobs than those on full duty must cease forthwith. They are not malingerers. There is another system for them.
- (f) Men who are to go to C.R.S. must be instructed by the Bn.Ord. Cpl. that they will report back to the R.A.P. at 0755 bringing with them their immediate needs in sea-kit bags, their respirator, tin-helmet and paybook. Rifles, equipment, heavy gear and bedding will be handed into Coy. Q.M. Store. Ord. Cpl. will ensure that the C.Q.M.S. of the man's Coy. is informed before the man leaves at 0800. This will be done by the Coy. Ord. Cpl. involved. Bn.Ord. Cpl. will see the sick men are collected by the ambulance and that their kits and reports are correct.
 - (g) Personnel recommended for four hourly treatment during the day will attend punctually at the R.A.P. at 1130, 1630 and 2030 hrs. daily. Except in cases of emergency the personnel will not go to the R.A.P. at times other than those stated. Anyone wishing to report sick at other times must get a chit signed by Pl. Comdr. or be paraded by an N.C.O.

M. I. WHEATLEY, CAPT.
ADJT. 2/2 M.G. BN.

APPENDIX A. ORDERS FOR GUARD.

1. Duty Coy. will supply Guard during its seven days as duty coy.
2. Personnel: 1 Officer
3 Serjeants
6 Corporals
60 Other Ranks.
3. Dress: Working Dress (Battle Order), groundsheets in haversacks, no waterbottles. Sentries on posts Nos. 1,4,5 & 10 will wear F.S. Dress in lieu of W.D. From 1800 hrs. to 0600 hrs. daily, until further notice, greatcoats will be worn and at other times when ordered by the Guard Commander. Rifle magazines to be charged with 5 rounds.
4. Posts: 10 Posts as per attached schedule. Posts to be doubled from 1800 hrs. to 0600 hrs.
5. General Instructions:
 - a. By Day.
 1. Ensure that all itinerant natives keep to the main roads and continue out of camp area.
 2. Check natives moving elsewhere in the camp for passes which may be of two types:
 - (i) Metal disc stamped GAZA together with serial No.
 - (ii) Rectangular paper passes. Ensure that these passes are official and signatures thereon appear regular.
 3. Ensure that native workmen moving from their camp to their work move by the detailed route near officers mess.
 4. Ensure that all traffic and personnel adhere to tracks laid down.
 5. Ensure that all vehicles move through the camp area at a speed not exceeding 10 miles an hour and that all vehicles not of military type continue straight on, unless they have official business in the camp.
 6. Ensure that no ploughing or cultivation is carried out in the environs of the camp.
 7. Whilst on beat Sentries will contact the sentries on either side at occasional intervals.
 8. Sentries will challenge at the Load position, rifle well up. No shots will be fired except in the following emergencies, and then only when necessary:
 - a. To prevent theiving.
 - b. When the sentry's life is in danger.
 9. Sentries must account for every shot fired, in writing, and return empty shells.
 - b. By Night: In addition to paras. 4,5,6,7,8,9, by day, the guard, from 1800 hrs. to 0600 hrs., will:
 1. Challenge all personnel, irrespective of rank, attempting to enter the camp perimeter, also suspicious outgoing personnel.
 2. Not allow personnel not in possession of the password inside the perimeter unless on official business, when they will be escorted to the Sjt. of the Guard who will see that they are identified.
 3. Sentries will also assist Prowler Guards, when necessary, to ensure that blackout regulations are observed.
6. Air Raids: The air raid alarm will be given normally from 24 Bde. H.Q. by a series of short blasts, at intervals, on the air raid siren when erected. In the meantime a similar signal will be given by beating a suspended brake drum.

M. J. WHEATLEY

D. N. T. 27. M. G. D.

APPENDIX A. (Contd).

6. During air raids sentries will go to ground but will continue to see that **no unauthorised persons** enter the camp. No shot will be fired for any reason during an air raid. Bayonet to be used if necessary. On ALL CLEAR signal resume normal duties. On an air raid alarm by night, sentries will relay the alarm by shouting AIR RAID round the perimeter. The Sjt. of the Guard will immediately sound the Bn. alarm in front of Bn.H.Q.

N.B. Sentries on or near roads will see that they move at the regulation pace and that they make all movements in the correct manner and maintain the bearing of a sentry on duty.

M.I. WHEATLEY, CAPT.
ADJT. 2/2 M.G. Bn.

APPENDIX A. (Contd).

6. During air raids sentries will go to ground but will continue to see that **no unauthorised persons** enter the camp. No shot will be fired for any reason during an air raid. Bayonet to be used if necessary. On ALL CLEAR signal resume normal duties. On an air raid alarm by night, sentries will relay the alarm by shouting AIR RAID round the perimeter. The Sjt. of the Guard will immediately sound the Bn. alarm in front of Bn.H.Q.
- N.B. Sentries on or near roads will see that they move at the regulation pace and that they make all movements in the correct manner and maintain the bearing of a sentry on duty.

APPENDIX B.

COMPLIMENTS TO BE PAID BY GUARDS & SENTRIES.

1. At all times between Reveille & Retreat the Guard will turn out and present arms to:

General Officers
Governor General
Armed Corps (When notified by Bn.H.Q.)
Armed Parties()

Brigadier Admin. Comd. Khassa Camp.

2. Sentries will pay all compliments paid by the Guard, acting on the order of the Guard Commander.
3. The sentry on No.1 Post (Bn.H.Q.) will turn out the Guard as instructed in Para. 1 above.
4. Sentries will present arms to officers of Field Rank (Major & above, Armed Parties.)

Sentries will salute.

Officers below field rank
Unarmed parties.

M. I. WHEATLEY, CAPT.
Adj. 2/2 M.G. Bn.

APPENDIX C.

DUTIES OF ORDERLY GROUP.

The Orderly Group will comprise

Orderly Officer,
" Sjt.
" Cpl.
" Bugler
2 Bn. Runners
Coy. Ord. Cpl. for each
Coy.

The duties of Orderly Group will be as follows:-

- A. Orderly Officer. (1) He will be detailed daily in R/O's.
2. His tour of duty will be from ~~1500~~ hrs. to ~~1500~~ hrs. the following day.
1700 1700
 3. He will be responsible for seeing that Standing Orders are carried out and that good order and discipline is maintained throughout Unit lines.
 4. He will visit messes at all meals and receive and adjust any complaints.
 5. He will inspect kitchens before and after meals.
 6. He will inspect all duties on the duties parade.
 7. He will report to the Adjutant at 0845 and 1715 hrs. daily for any special instructions.
 8. He will receive requisitions for working parties and Transport from the Adjutant at I.O. at 1715 hrs. and forward them to the Coy. to supply the party.
 9. He will collect Tattoo reports from Coy. Orderly Cpls. at Bn.H.Q. at 2230 hrs.
 10. In the event of the air raid warning he will stand by Unit telephone.
 11. He will not leave camp during his tour of duty and will not exchange his duty except with the permission of the Adjt.
 12. He will supervise the work of fatigue parties.
 13. He will submit a report to Bn.H.Q. at conclusion of his tour of duty and advise the oncoming orderly officer of any-thing to be attended to.
 14. He will inspect all rations on arrival (with Q.M. and R.M.O.)
 15. He will accompany C.O. or his representative on a daily inspection of the camp.
 16. He will accompany the Field Officer during his inspection of unit lines.
 17. In the event of fire, riot or any similar emergency he will take charge till the arrival of a senior officer.
 18. When not employed, he will remain at Bn.H.Q. or notify Bn. Orderly Room where he may be found.

B. Orderly Serjeant.

1. Orderly Serjeant will be detailed daily in R/O's.
2. His tour of duty will be from ~~1500~~ hrs. till ~~1500~~ hrs. the following day.
1700 1700
3. He will assist the Orderly Officer in carrying out para.5 of O.O. duties.
4. He will parade Orderly Duties on duties parade at 1500 hrs. daily and ensure that they are conversant with their orders.
5. He will see that bugle calls are blown at the times laid down.
6. He will not leave camp during his tour of duty and will not exchange his duty without permission of the Adjt. or R.S.M.
7. He will accompany O.O. on his inspection of messes and of the camp area.
8. He will precede the O.O. into each mess tent and order the occupants to "sit fast."
9. He will wear working dress, belt, sidearms, hat turned up, gaiters.
10. He will take charge of the defaulters parade when required.

APPENDIX C (Contd.)

C. Bn. Orderly Cpl.

1. The Orderly Cpl. will be detailed daily in R/O's.
2. He will mount at ~~1500~~¹⁷⁰⁰ hrs. and remain on duty till ~~1500~~¹⁷⁰⁰ hrs. the following day.
3. He will assist the Orderly Sjt. in the execution of his duties.
4. He will conduct sick parades (see Chap. 7 Medical and Hygiene).
5. He will parade light duty men (not absorbed by Coys.) to Q.M. at 0900 hrs.
6. He will wear working dress, belt, sidearms, hat turned up, gaiters.
7. He will not leave camp during his tour of duty and will not exchange his duty except with the permission of the R.S.M.
8. When not employed he will remain in vicinity of Bn.H.Q.

M. I. WHEATLEY, CAPT.
Adjt. 2/2 M.G. Bn.

Volume 2
Chapter 2

WAR DIARY or INTELLIGENCE SUMMARY

(Erase heading not required)

Army Form C.118
(adapted)

Unit 77 L.A.O.

Date and Time.—From 1/2/41 To 7/2/41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
Suez Canal	1/2/41		Still in Great Bitter Lake	J.P.B.
Great Bitter Lake	2/2/41	0900	Left Great Bitter Lake	
Lamalia		1200	Arrived Lamalia	J.P.B.
	3/2/41	0730	Departed Lamalia	
Kantara		1200	Arrived Kantara	
		1400	Dis-embarked Kantara	
		1630	Left by train for Majdal, Palestine	J.P.B.
Majdal (Palestine)	4/2/41	0100	Arrived Majdal and left by transport for Khassa Camp. (2 1/2 m. G. Box)	
Khassa		0130	Rejoined 2 1/2 Machine Gun Box	J.P.B.
	5/2/41		Unit getting settled into new camp	J.P.B.
	6/2/41	1100	Baggage party arrived from Port Said	J.P.B.
	7/2/41		Look over three cases of tools drawn by 2 1/2 m. G. Box for L.A.O. from 2/3 A.F.W. ship at Tripoli	J.P.B.

J.P.B. [Signature]
cc. 77 L.A.O. [Signature]

WAR DIARY or INTELLIGENCE SUMMARY

Army Form C 118
(adapted)

(Erase heading not required)

Unit 77 LAD

Date and Time.—From 8/2/41 To 25/2/41

Place	Date	Hour	Summary of Events and Information	Remarks and references to Appendices, Diaries, &c.
Khasa	8/2/41	0900	Look delivery of vehicle on loan Chev. 15 cut	JRB
		1030	Stores & tools arrive Majdal	JRB
	9/2/41		15 cut Van used for transporting M.G. &c. Stores from Barbara Ordnance Depot.	JRB
	10/2/41		Get storeroom & unpacked tools	JRB
	11/2/41		Set up store.	JRB
	12/2/41		Checking tools & making up indents to complete W.E.I.T. Drawing stores, Erecting hoiles, and hot water service, Drip burners for kitchens, & repairing lamps.	JRB
	23/2/41			
	24/2/41		Gave one set of bicycle tools & 2 covers to O.C. 72 LAD on signature	JRB
	25/2/41	1000	Submitted indents for Ordnance stores to 9th Div	JRB
		1615	Pte Dixon J. reported sick possible rupture.	JRB

Stanley Macintosh
O.C. 77 LAD Capt.

FIELD RETURN OF OFFICERS

77 L.A.D. (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
	*		
	*		
Lieut.-Colonels ...			
Majors ...			
Captains ...	One (1)	—	—
Lieutenants ...			
2nd Lieutenants ...			
Quartermasters ...			
TOTALS ...	One (1)	—	—

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

77 L.A.D. Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters <i>m/t.</i>													1	1	<i>(one)</i>
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)													1	1	

77 L.A.D. Unit.

James Macintosh
O.C. 77 L.A.D. Signature of Commander. *Capt OME*

Date of Despatch *8-2-41*

2/e M G Bn
Bde., Divn., Area, &c., with which unit is serving.

FIELD RETURN OF OFFICERS

77 L 100 (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1	2	3	4
Ranks:	Posted strength counting against authorized establishment (excluding attached).	Surplus to Establishment.	Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels ...			
Majors ...			
Captains ...	One (1)	-	-
Lieutenants ...			
2nd Lieutenants ...			
Quartermasters ...			
TOTALS ...	One (1)	-	

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.

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)

FIELD RETURN OF OTHER RANKS.

77 LAD (Unit) 15/2/ 1944 (Date).

(To be furnished by all units and all Headquarter units.)

Part A. Strength, Surplus or Reinforcements required.

1 Detail.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishments).
W.Os. Class I. <i>Syds</i>	<i>One (1)</i>		
W.Os. Class II. <i>Cpls</i>	<i>Two (2)</i>		
Squadron or Company Quartermaster-Serjeants			
<i>Group 1</i> Staff Serjeants	<i>Three (3)</i>	<i>-</i>	<i>One (1)</i>
" 2 " Serjeants	<i>—</i>		
" 3 " Corporals	<i>Four (4)</i>		
Troopers, Privates, &c.	<i>One (1)</i>		
TOTALS	<i>Eleven 11</i>	<i>.</i>	<i>One (1)</i>

* 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.

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).

77 LAD Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters <i>m/7</i>														1	1 <i>incl.</i>
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)														1	1

77 LAD Unit.

James Macmillan Capt C.M.E.
OC 77 LAD. Signature of Commander.

Date of Despatch *15/2/41*

attch 2/2 M. G. B.
Bde., Divn., Area, &c., with which unit is serving.
1st Aust Corps.

FIELD RETURN OF OFFICERS

77 L A O (Unit)

PART A.—STRENGTH, SURPLUS OR REINFORCEMENTS REQUIRED.

1 Ranks.	2 Posted strength counting against authorized establishment (excluding attached).	3 Surplus to Establishment.	4 Reinforcements required (i.e. deficits on establishment).
*			
*			
Lieut.-Colonels			
Majors			
Captains	(One) 1	—	—
Lieutenants			
2nd Lieutenants			
Quartermasters			
TOTALS	(One) 1	—	—

* Insert detail of higher ranks as necessary.

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

Officers JOINED during week.

Rank.	Name.	Corps.	Date.	Cause.
.....				

Officers QUITTED during week.

Rank.	Name.	Corps.	Date.	Cause.
.....				

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)
.....			

FIELD RETURN OF OTHER RANKS.

77 L.A.O. (Unit) 22/2/44 (Date).

(To be furnished by all units and all Headquarter units.)

Part A. Strength, Surplus or Reinforcements required.

1	2	3	4
Detail.	Posted strength counting against authorized establishment (excluding attached).	Surplus to Establishment.	Reinforcements required (i.e. deficits on establishments).
Staff Sergeants W.Os. Class I.	(One) 1	-	-
W.Os. Class II Cpls	(Two) 2	-	-
Squadron or Company Quartermaster-Sergeants			
Staff Sergeants	(Three) 3	-	One. 1
Sergeants	-	-	
Corporals	(Four) 4	-	
Troopers, Privates, &c.	(One) 1	-	
TOTALS	(Eleven) 11	-	One. 1

* 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.
 			

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).
 				

Unit.

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.	S.Q.M.S.; C.Q.M.S.	Staff-Serjeants.	Serjeants.	Corporals.	Troopers, Privates, &c.	TOTAL.	W.Os. Class I.	W.Os. Class II.	S.Q.M.S.; C.Q.M.S.	Serjeants.	Corporals.	Troopers, Privates, &c.	
Bricklayers															
Butchers															
Carpenters and Joiners															
Clerks															
Despatch Riders															
Draughtsmen (topo)															
Drivers H.T. and/or I.C.															
Electricians															
Farriers															
Fitters <i>m/T</i>													1	1	<i>Be.</i>
Masons															
Painters and Decorators															
Plumbers and Gasfitters															
Saddlers and Harness Makers															
Signallers															
Storemen technical															
Vickers Machine Gunners															
Cooks															
General duty personnel															
TOTALS (to agree with Columns 3 and 4 of Part A.)														1	1 <i>Be.</i>

77 LAD

Unit.

James Macintosh

Capt. O.M.E.

O.O. No. 77 L Signature of Commander.

Date of Despatch

22/2/41

attik 2/k m g. B.

Bde., Divn., Area, &c., with which unit is serving.

1st Aust Corps