

Series: AWM95
Australian Army commanders' diaries
[Vietnam]

Service Corps units

Item number: 10/1/2

Item: 1 Company Royal Australian
Army Service Corps
[Divisional Transport]

Narrative

Annexes

[1-30 Apr 1966]

PART 3

COMMANDERS DIARIES INSTRUCTIONS

AIM

1. The aim of a Commanders Diary is to provide data on which to base future improvements in Army training, equipment, organization and administration, and to furnish historians with a record of the activities of units and formations in operational and non-operational periods in peace and in war.

GENERAL

2. Entries are to be made daily on AF C 2118 (Adapted) each entry being initialled by the officer detailed to keep it.
3. Commanders Diaries will conform with the rules for drafting orders given in "Staff Duties (Australia)" Chapter 2, Section 12.

RESPONSIBILITY

During Non-operational Periods

4. A Commanders Diary is to be compiled by commanders of all formations.

During Operational Periods (1)

5. A Commanders Diary is to be compiled in duplicate by:
 - a. Commanders of all formations.
 - b. Each branch of the staff at formation headquarters commanded by a brigadier or above.
 - c. Heads of services not below the rank of lieutenant colonel.
 - d. Personal staffs and officers holding special appointments.
 - e. Unit commanders.
 - f. Commanders of a detachment of a unit when so ordered.

COMPILATION

6. Both original and duplicate copies are to consist of:
 - a. Cover (AF C 2119) (Adapted).
 - b. Index as printed on cover.
 - c. Narrative (AF C 2118) (Adapted).
 - d. Annexes as shown in the Index.
7. All details of the unit or formation (if a detachment is concerned, the name of the parent unit), period covered and enclosure numbers of the annexes are to be shown on the cover. If there has been a change of command since the last report, the date of assumption by the new commanding officer is to be included.
8. The annexes are to be assembled in the groups shown on the cover. If there are no enclosures for an annex NIL will be entered on the cover. If additional annexes are convenient for a particular headquarters, starting at B.

for operations form Annex "Z", "TOP SECRET" the document. It is to be prepared and disposed of as

ITEMS

es as well as map references), establishment, equipment
d orders given.
he day's fighting, including company movements.
mmander with regard to equipment, tactics, organization

tential importance.

o officers, men and equipment.

oment captured.

employed in the time not accounted for. The type of

and to save work as much information as possible is to
ments issued and received, routine returns, etc. All
and the time of receipt or despatch is to be given.

ie annexes, but need not give a precis of any of them.

(continued on back cover)

COMMA DISPOSAL DIARIES

13. **Original Commander's Diary.** This is to be forwarded monthly, unless otherwise ordered, by the seventh day of the succeeding month direct to AHQ.

14. **Duplicate Commander's Diary.** This must be clearly marked as a duplicate. It is to be sent separately from the original to AHQ one month after the original has been despatched but not before the former has been acknowledged.

15. When overseas, both copies of diaries are to be sent through the Army Records organization in the overseas theatre but at different times.

16. **TOP SECRET Supplementary Diaries.**

a. The documents referred to in Paragraph 9 together with a list of them made out on AF C 2118 (Adapted) must be placed in separate cover (AF C 2119) (Adapted). All details must be filled in and the cover clearly marked in red: "ANNEX Z — OFFICER ONLY". It may be convenient to group the papers by appendices.

b. Supplementary diaries must be forwarded under the normal rules for TOP SECRET correspondence, to AHQ. The inner envelope must be plainly marked:

TOP SECRET

ANNEX Z to

Commanders Diary of..... (Formation or Unit)

From..... to..... (Dates)

c. The duplicate supplementary diaries must be despatched as shown in Paragraph 14 as soon as receipt of the original has been acknowledged.

COMPELATION

6. Both original and duplicate copies are to consist of:

- Cover (AF C 2119) (Adapted).
- Index as printed on cover.
- Narrative (AF C 2118) (Adapted).
- Appendices as shown in the Index.

7. All details of the post or formation (if a detachment is concerned, the name of the parent unit) must be given and enclosure numbers of the annexes are to be shown on the cover. If a new unit is formed since the last report, the date of establishment by the new commanding officer is to be recorded.

8. The annexes are to be assembled in the groups shown on the cover. If there are no enclosures for an annex NIL will be entered on the cover. If a detachment is concerned for a particular headquarters, the name of the headquarters is to be given.

for operations from Annex "Z", TOP SECRET the document. It is to be prepared and disposed of as

TOP SECRET

to be sent in this document, with the following, to the

to be sent in this document, with the following, to the

essential information

officers, men and equipment

present captured

employed in the time not mentioned in the type of

and to save work as much information as possible is to be entered, issued and received, to be sent in the type of

is entered, but need not give a precise diary of them.

(continued on back cover)

This form is to be enclosed with the annexes in AF-C 2119 (Adapted).

COMMANDERS DIARY NARRATIVE

AF-C 2118 (Adapted)

Revised Jun, 1965

UNIT/FORMATION 1 Coy RAASC

Maj ADM GLENDENNING

COMMANDING OFFICER

MONTH AND YEAR Apr 66

REFERENCE MAP SYDNEY

Place and grid reference	Date	Time	Event or information	Annex letter and enclosure number
INGLEBURN	1 Apr 66	1000K	13 Personnel for postal course, Det 1 Div Post Unit marched in, 7 personnel of which are to form Det 1 Div Post Unit.	
"	"	1500K	Unit Movement Data Table submitted to Q Mov HQ E Comd	J1,2,3
"	"	1700K	21 Sup Pl and other personnel of 1 Coy RAASC returned from Fospers on completion of TF Exercise.	
"	2 Apr 66	0830K	OCs Conference	L1
"	"	1500K	1 Coy RAASC Admin Instr for force for South Vietnam issued	H1
"	"	1630K	54 personnel of 1 Tpt Pl, 12 pers of Det 176 AD Coy marched out to Jungle Trg Centre to attend Jungle Warfare Trg for 3 weeks.	
"	3 Apr 66	1130K	Return for "Difficulties Encountered in Preparation for HARDIHOOD" submitted	J4
"		0800-1700K	Preparation of stores, equipment and personnel continued.	
"	4 Apr 66	0800-1700K	Preparation of stores equipment and personnel continues.	
"	"	1500K	Instruction for changeover of accounts issued	H2
"	5 Apr 66		OC attended conference on responsibilities of LSG and Coy in SVN	
"	"	0800K	Further inoculations given	
"	"	1030K	Overseas accounting procedures lecture attended by 2IC and Q personnel.	
"	"	1630K	E Comd Movement Table for HARDIHOOD received.	

1 B P Coy-275/65-55m

This form is to be enclosed with the annexes in AF - C 2119 (Adapted).

COMMANDERS DIARY NARRATIVE

AF - C 2118 (Adapted)

Revised Jun, 1965

MONTH AND YEAR Apr 66

REFERENCE MAP SYDNEY

UNIT/FORMATION 1 Coy RAASC

COMMANDING OFFICER Maj ADM GLENNING

Place and grid reference	Date	Time	Event or information	Annex letter and enclosure number
INGLEBURN	5 Apr 66	1900K	Further Medical Exams X-rays and Blood Typing carried out at 2 Camp Hosp	
"	6 Apr 66	0800K	E Comd Mov Instruction E64/66 received.	
"	"	0930K	OC attended briefing 1 LSF on employment problems between division of units between TF and LSG areas in South Vietnam.	
"	"	1800-1930K	Photographing of major portion of units carried out	H3
"	7 Apr 66	0830K	OC briefing of officers regarding possible location of sub units in theatre.	
"	"	0800-1700K	Preparation continued	
"	8 Apr 66		Unit Stood down for Easter period	
"	9 Apr 66		Unit stood down for Easter period	
"	10 Apr 66		Unit stood down for Easter period	
"	11 Apr 66	0800-1700K	Unit preparation continued.	
"	12 Apr 66	0800-1700K	Unit preparation continued.	
"	"	0800K	Lt P Roper Sigs Offr 21 Sup Pl marched in.	
"	"	1400K	Visit by Col Rank (DADEME E Comd) and Col Martins (DDEME AHQ)	
"	"	1500K	Pre-embarkation leave details submitted to Q(Mov) HQ E Comd for personnel requiring rail/air bookings.	J5

This form is to be enclosed with the annexes in AF-C 2119 (Adapted).

COMMANDERS DIARY NARRATIVE

AF-C 2118 (Adapted)

Revised Jun, 1965

MONTH AND YEAR Apr 66

REFERENCE MAP SYDNEY

UNIT/FORMATION 1 Coy RAASC

COMMANDING OFFICER Maj ADM GLENDENNING

Place and grid reference	Date	Time	Event or information	Annex letter and enclosure number
INGLEBURN	13 Apr 66	0800-1700K	Unit preparation of personnel stores and equipment continued	
"	"	1000K	OC attended CRAASC HQ E Comd Conference	
"	14 Apr 66	0800-1700K	Unit preparation of personnel, stores and equipment continued.	
"	15 Apr 66	0830K	OC attended conference at AHQ Canberra	
"	"	0830K	Capt Ops and OC Det 176 AD Coy attended conference at HQ 1 LSF on SOPs for 1 LSG.	
"	"	1030K	OC 21 Sup Pl attended conference on movement requirements for HARDIHOOD at HQ MC Gp.	
"	"	1400K	2IC attended conference at HQ 1 TF	
"	"	2100K	Movement details and loading requirements received.	
"	16 Apr 66	0800-2200K	Concentrated packing of stores effected for loading of stores and equipment onto HMAS Sydney	
"	17 Apr 66	0800K	Packing of stores continued.	
"	18 Apr 66	0830K	Stores and vehicles despatched to HMAS Sydney.	
"	"	1330K	Admin Instr 4/66 Issued (Interim Handover Maj Glendenning/ Capt T.R. BATES).	H4
"	19 Apr 66	0800K	OC and personnel leaving on HMAS Sydney attended AHQ Briefing at 1 FD Regt Holsworthy	

1 B P Coy—275/65—55m

This form is to be enclosed with the annexes in AF-C 2119 (Adapted).

COMMANDERS DIARY NARRATIVE

AF-C 2118 (Adapted)

Revised Jun, 1965

UNIT/FORMATION 1 Coy RAAS

MONTH AND YEAR Apr 66

REFERENCE MAP Sydney

COMMANDING OFFICER Maj ADM Glendenning

Place and grid reference	Date	Time	Event or information	Annex letter and enclosure number
INGLEBURN	19 Apr 66	1800K	OC 1 Coy RAASC and 3 personnel of Det 1 Div Post Unit departed for Richmond Air Base for emplanement for Saigon.	
"	"	"	Capt T.R. Bates to administer command of Company until arrival of unit on far shore.	
"	20 Apr 66	0800K	21 Sup Pl briefed by AHQ Team at 1 Fd Regt Holsworthy	
"	"	1500K	Further photographing of personnel carried out	H5
"	"	1520K	Visit by Minister for Army and GOC E Comd	
"	21 Apr 66	1200-	67 personnel of HQ 1 Coy RAASC, a Tpt Pl, 21 Sup Pl, Det 1 Div S & T	
"		1300K	Wksp and Det 176 AD Coy marched through Sydney with elements of 1 TF.	
"	22 Apr 66	0800K	Major portion of unit briefed by G2(Int) HQ E Comd on SE Asia	
"	"	1000K	4 personnel of 21 Sup Pl and 4 personnel of Det 1 Div S & T Wksp embarked per HMAS Sydney for SVN	
"	"	1500K	Raising instruction for 5 Coy RAASC received.	I1
"	23 Apr 66	0800-1200K	Unit preparation for HARDIHOOD continues	
"	24-25 Apr		Major portion of unit stood down	
"	25 Apr 66	0840	66 personnel of 1 Tpt Pl and Det 176 AD Coy returned ex 3 weeks training at Jungle Trg Centre	

1 B P Coy-275/65-55m

COMMANDERS DIARY NARRATIVE

Revised Jun. 1965

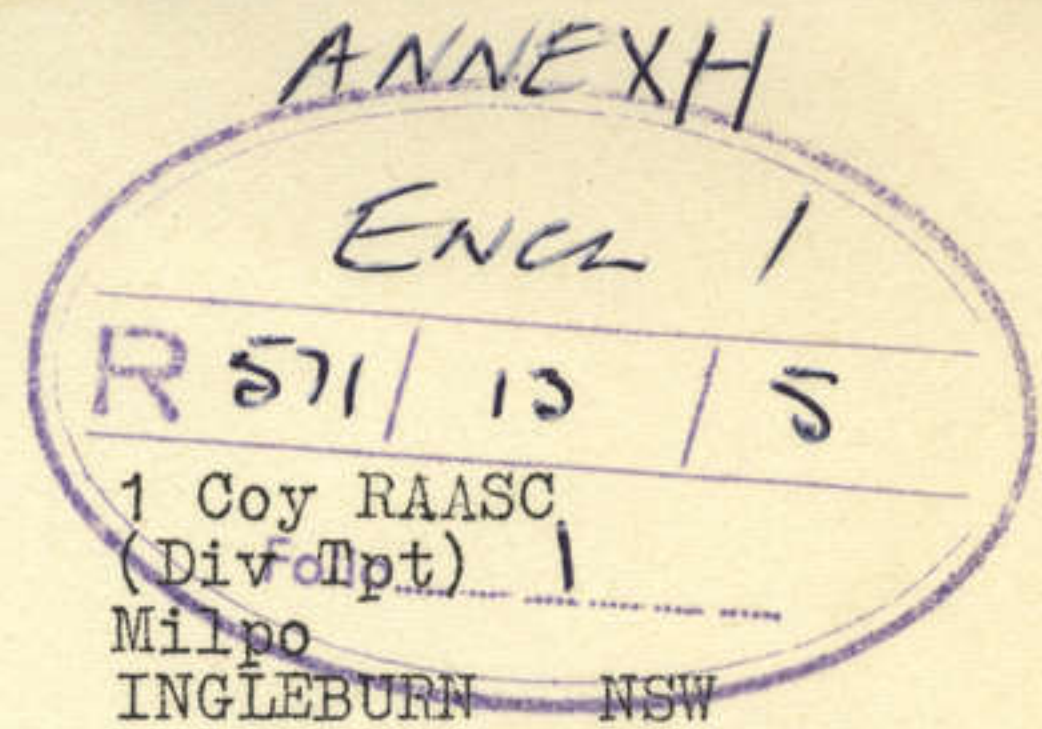
REFERENCE MAP..... Sydney

Maj ADM Glendenning
COMMANDING OFFICER.....

Place and grid reference	Date	Time	Event or information	Annex letter and enclosure number
INGLEBURN	26 Apr 66	0800-1700K	Unit preparation for HARDIHOOD continues	
"	"	1800K	Capt Tuckett OC 21 Sup Pl and party departed for emplanement to Vietnam	
"	27 Apr 66	0800-1700K	Unit preparation of stores, equipment and personnel continued	
"	28 Apr 66	0800-1700K	Unit preparation of stores, equipment and personnel continued	
"	"	1630K	Unit Movement Data Tables re-submitted	J6, 7, 8
"	"	1800K	Lt Roper and 21 personnel of HQ 1 Coy RAASC and 21 Sup Pl departed for emplanement at RAAF Base Richmond for Vietnam	
"	29 Apr 66	0800-1700K	Unit preparation continued	
"	30 Apr 66	-	Unit stood down	

1 B P Coy—275/65—55m

RESTRICTED



2 Apr 66

1 COY RAASC ADMINISTRATIVE INSTRUCTION
FORCE FOR SOUTH VIETNAM

1. Pay. Members of the force may draw 14 days pay prior to departure from Australia.
2. Allowances. Those mainly applicable are summarized as follows:-
(See SOP Overseas Allowances Parts 1 and 2 and Section 15 for full details).
 - a. Overseas Living Allowance. Payable from date of arrival until day prior to date of departure from South Vietnam:-
Officers \$A1.70 per day
Other Ranks \$A1.55 " " "
 - b. Outfit Allowance. \$A40.00 is payable to all members posted to South Vietnam on operational duty.
 - c. "Shipboard" Allowance. \$A1.25 per day only payable for duration of journey to and from South Vietnam on assuming or relinquishing a posting. It is not paid when a member travels in a draft, or in a chartered or Service vessel or aircraft.
3. Taxation. SOP Overseas Allowance Part 1, para 19, Part 3, Sec 15, para 57 refer. Service pay and allowances are tax free from date of embarkation until date of return to Australia.
4. Repatriation Benefits. The benefits for which members of AAFV may be eligible are set out in HQ Admin Instr 4/65 paras 249 - 251.
5. Leave.
 - a. 7 days pre-embarkation leave including Sundays and public holidays but excluding travelling time, may be approved for all members of the force.
 - b. Free Travel to home of next-of-kin is approved.
6. Identity Discs. All ranks are to be in possession of correctly marked identity discs prior to departure from Australia. These discs are to be worn at all time whilst in the overseas theatre.
7. Identity Cards. All ranks are to be in possession of correctly completed Identity Cards (AAF A129) in accordance with MBI 212-5 prior to departure from Australia.

/2.....

RESTRICTED

Local Administration

8. Temporary Accommodation Allowance. Where this allowance is currently being paid it may continue to be paid in accordance with MBI 90-1 except that payments will be made to member's next of kin under arrangements made by Command Paymasters.

9. Disposal Of Privately Owned Vehicles. Arrangements for the storage and/or disposal of privately owned vehicles is the responsibility of the member. Service accommodation or facilities are not available for this purpose.

10. Married Quarters. Dependants are to be allowed to remain in married quarters during the period of the member's operational tour of duty.

11. Storage Facilities for Private Clothing and Effects

a. MBI 242-4 applies.

b. The issue of case wood packing and liner may be approved for all members. (See Annex A, para 2.c. (3).)

12. Insurance of Private Property Stored on Army Property.

a. MBI 113-1 applies.

b. Members are responsible for providing insurance cover for private effects during movement from Australia and in the overseas theatre.

13. Movement of Dependants. Removal of dependants may be authorised in accordance with MBI 150-3, Annex A, Serial 11.

Postal and Telegraphs

14. a. Postal address - units in Saigon area and AATTV

No Rank Name

Unit

Australian Force Vietnam

Aust FPO 1

c/- GPO, SYDNEY NSW.

b. Postal address - units located outside Saigon eg Vung Tau:-

No Rank Name

Unit

Australian Force Vietnam

Aust FPO 3

c/- GPO, SYDNEY. NSW

c. Airmail

(1) 5 certs Aust per $\frac{1}{2}$ oz to and from Vietnam

(2) No provision for parcels, packets or newspapers at concession rates.

/3...

RESTRICTED

RESTRICTED

- d. Surface Mail. Packets, parcels and newspapers are carried under service arrangements at concession rates.

Note: This service is slower than air mail but is usually quicker and more reliable than using civilian mail despatches to Vietnam.

- e. EFM Telegrams. 3 phrases only. Telegrams to South Vietnam cost 30 cents for the first 12 words and 5 cents per word thereafter. Telegrams from South Vietnam are restricted to 12 words and cost 30 cents.
- f. Units are to impress on all ranks the importance of advising their relatives and friends the details of their postal address and facilities available.

[Handwritten signature] CAPT
f20e

RESTRICTED

ANNEX H
ENCL 2

1 Coy RAASC
(Div Tpt)
Milpo
INGLEBURN NSW

4 Apr 66

All Sub Accounts

CHANGEOVER ACCOUNTS N2507, N2606
AND V2297 : LONG DAY

General

1. The following details the action to be taken by all sub accounts to facilitate the efficient changover from Account Number V2297 to Account Numbers N2507 and N2606.

Outline

2. On the operational move of 1 Coy RAASC, their account will consist of one ledger numbered N2507. The residual accounts V2297 and N2606 become the Parts 2 and 1 accounts of the remaining elements of the unit, respectively. It is proposed that all sub accounts will be vouchered (AAF F95A) to the main account (V2297). At the completion of the transferring of items on paper a redistribution will be made by the HQ Q Store. Attached at Annex 'A' are the steps to be taken by all concerned.

Account Holders

3. The residual accounts (V2297 and N2606) are to be taken over by the OC remaining elms (2Lt I.D. CONDON) who will become the account holder for 1 Coy RAASC (Div Tpt) (Aust). Sub-accounts are to be retained, but paper work is to be completed to remove the accounts from the present to the new holders.

Stocktake

4. It is imperative that a 100% stocktake of all items be made by sub-account holders prior to vouchering stores to the main Q account (V2297). Unless the stocktake is completed the changover of accounts will be delayed by some considerable time and will involve a great deal more work than is necessary.

Register of Assets

5. It is not proposed to move or change the present register of Assets.

Regimental and Mess Property

6. Regimental property is all to be vouchered to the main Q account (V2297).
7. Mess property is to be the subject of a separate instruction.

Timings

8. The timings for the changover are attached at Annex 'B'.

Stocktaking and Checking Teams

9. Attached at Annex 'C'.

Outstanding Vouchers

10. Sub account holders are to ensure that all outstanding vouchers such

/as

2.

as AAFs Fla and AF G1045 are acquitted ^{or} ~~on~~ summarised ~~on~~ a Summary Form (AAF F88).

Log Books

11. All log book deficiencies are to be shown on a separate stock sheet.
12. During the stocktake, stocktaking officers should examine all items in their account to ensure their serviceability. Any items unserviceable should be noted on a separate sheet of paper attached to the sub unit AAF F19.

Conclusion

13. To ensure that the unit completes the above it will be necessary for all members to be prepared to work long hours. The timetable at Annex 'B' is very tight, but it is imperative that the timings shown are adhered to.

Max Cast
Maj
OC

ANNEX A

Serial	Action	By Whom
(a)	(b)	(c)
1.	Preparation of 4 copies STOCK SHEET (Unit (AAF F19) against Sub-unit ledgers. ALL items are to be listed	Sub account holders
2.	100% stock take of sub-account against Number 4 copy of AAF F19	Sub Account holders
3.	Extend AAF F19 (No 4 copy) to columns 7 and 8 to show discrepancies	Sub account holders
4.	After extension and recount where necessary, detail from Number 4 copy transferred to 1, 2 and 3 copies of AAF F19. These figures are to be typewritten. NO overwriting is to be made.	Sub account holders
5.	A Master Issue and Receipt Voucher (Sub account) (AAF F95a) is to be registered and pinned to the front of all copies of AAF F19. The endorsement on the AAF F95a will be as in attached example AAF F95a	Sub account holders
6.	A Statement of Discrepancies (Unit) (AAF F46) is to be prepared in triplicate and attached to the 3 copies of the AAF F19	Sub account holders
7.	All paper work (excepting sub account copy) is to be submitted to the HQ Q Store. Sub account holders are to ensure that all documents are signed where necessary.	Sub account holders
8.	On receipt paper work at HQ Q Store Vouchers are registered, acquitted and the No 1 copy returned to sub accounts	HQ Q
9.	On receipt of No 1 Copy of paperwork sub account holders post to their ledger. All columns at completion of posting should show Nil. If any column does not show NIL HQ Q are to be notified immediately.	Sub account holders
10.	Internal checks are then to be completed by checkers listed in Annex C.	Internal checkers
11.	Redistribution to sub accounts as necessary	HQ Q Store
12.	Final internal check	Internal Checkers

ANNEX B

TIMINGS

<u>Wed 6 Apr 66</u>	Co-ord Conference 0900 hrs in 1 Coy Gymnasium. All sub account holders and internal checkers to attend.
<u>Thu 7 Apr 66</u>	Prepare stock sheets (AAF F19) and summaries
<u>Mon 11 Apr 66</u>	Commence count at 0800 hrs
<u>Tue 12 Apr 66</u>	Completed paper work is to be submitted to Q Store by 1600 hrs.
<u>Wed 13 Apr 66</u>	Complete transcription of ledgers from AAFs F19 (both HQ and sub accounts) and internal checks complete.
<u>Thu 14 Apr 66</u>	Transcription completed by 1200 hrs.

APPOINTMENTS TRANSCRIPTION
Q ACCOUNTS

Sub Account	Stocktaking Officer			Internal Checker		
HQ Part 1	Ssgt	R.	LOCKHART	Sgt	J.	FURNESS
1 Tpt Pl	Sgt	J.	COOMBER	Cpl	R.D.	WHITEHILL
2 Tpt Pl	2Lt	I.D.	CONDON	Sgt	H.J.	O'REILLY
21 Sup Pl	Capt	P.J.F.	TUCKETT	Sgt	E.D.	MORGAN
Wksps	Capt	J.	DEMETROVICS	WO1	E.	O'NEILL
Officers Mess	Capt	D.B.	FERGUSON	Capt	T.R.	BATES
Sgts Mess	WO2	D.A.	BALNAVE ✓	Sgt	H.	VELLACOTT
OR Mess	Cpl		BELL	Cpl	J.R.	WATERS
Inventories	Sgt	G.	WRIGHT	HQ Q		
	Pte	D.G.	HADDRELL } ✓			

Admin Offr
WP
ANNEX H
ENCH 3

1 Coy RAASC
(Div Tpt)
Milpo
INGLEBURN NSW

5 Apr 66

R657-1-1

HQ Pl
1 Tpt Pl
21 Sup Pl
Det 1 Div S & T Wksp
Det 176 AD Coy
Det 1 Div Post Unit
Admin Offr (2)
CSM
Ord Room Sgt

PHOTOGRAPHS

1. Photographing of all personnel is to be carried out at 1800 hours Wed 6 Apr 66.
2. All personnel who require photographing are to parade outside the Gymnasium at 1745 hrs 6 Apr 66 under the command of the CSM 1 Coy RAASC.
3. Members are to be photographed in both uniform and civilian attire.
4. Dress is to be:

Shirt Mil Green
Trousers Mil Green
Boots
Gaiters
5. Each member is to be in possession of a civilian shirt.
6. The Ord Room Sgt is to:

a. Prepare nominal rolls of personnel to be photographed, two of which are to be handed to the photographer on his arrival.

b. Provide two clerks to assist in preparation of personnel for photographing.
7. The personnel listed below who were photographed on 8 Mar 66 still require photographing in civilian attire and are to parade as detailed in the preceding paragraphs.

<u>HQ 1 Coy RAASC</u>	-	Capt	T.R.	BATES
		Lt	L.D.	GLASS
		WO2	D.A.	BALNAVE
		Sgt	R.A.	NOUD
		Sgt	J.N.	FURNESS
		Lcpl	D.	WATSON
		Lcpl	L.	DEN HOEDT
 <u>1 Tpt Pl</u>	 -	Cpl	R.	MURRAY
		Cpl	R.D.	WHITEHILL
		Lcpl	B.	HERMAN
		Pte	I.P.	THOMPSON
		Pte	B.W.	PEARCE
		Pte	P.C.	PEARCE
		Pte	D.W.	DERKSEN
		Pte	J.	PHILLIPS
		Pte	B.	PODGORSKI

/21 Sup Pl

2.

21 Sup Pl

-

Sgt	E.D.	MORGAN
Cpl	J.R.	WATERS
Cpl	R.F.	CLAYDON
Pte	N.R.	FURNESS
Pte	C.A.	WEBSTER
Pte	N.I.	BROWN
Pte	R.E.	THOMPSON
Pte	B.	ROBSON

Det 1 Div S&T
Wksps

-

Sgt	H.G.	VELLACOTT
Sgt	N.J.	O'REILLY
Sgt	D.A.	BANHAM
Sgt	K.	MOSELY
Lcpl	M.B.L.	ELLIOTT
Cfn	I.H.	ADAIR
Cfn	K.	GOLLSCHESKI
Cfn	I.C.	JOHNS
Cfn	W.J.	MAITLAND
Cfn	P.R.	SMALLACOMBE
Pte	A.	KOUMBAROULIS
Pte	J.H.	EVERS
Cfn	D.M.	DUGGAN
Cfn	T.D.	SMITH
Cfn	D.T.	WOODMAN

9. Evening meal for 6 Apr 66 is to be at 1700 hours.


Lt
Admin Offr

NOMINAL ROLL

PERSONNEL REQUIRING ALL PHOTOGRAPHS

HQ 1 COY RAASC

335099	Maj	A.D.M.	GLENDENNING
235232	Capt	D.B.	FERGUSON
311057	Ssgt	R.	LOCKHART
214571	Lcpl	M.J.	WILSON
17576	Lcpl	T.A.	EATON
36904	Lcpl	M.V.	CONNELL
2412035	Pte	E.J.	CRUICKSHANK

NOMINAL ROLL

PERSONNEL REQUIRING ALL PHOTOGRAPHS

1 TPT PL RAASC

214071	Cpl	R.C.	COCHRANE
214549	Lcpl	A.	QUAYLE
54403	Pte	I.D.	GRAHAM
17964	Pte	T.E.	FISCHER
3411437	Pte	R.J.	SMITH
17679	Pte	D.L.	MCDONALD
3786899	Pte	R.E.	STONE
2782507	Pte	W.J.	CHASELING
215177	Pte	G.D.	CAMPBELL
214946	Pte	R.F.	SEYMOUR
3787705	Pte	J.J.	HEANEY

NOMINAL ROLL

PERSONNEL REQUIRING ALL PHOTOGRAPHS

21 SUP PL RAASC

335148	Capt	P.J.F.	TUCKETT
1200429	Pte	T.G.S.	HODGE
214718	Pte	M.W.	MACREADIE
1730825	Pte	R.J.	ARMSTRONG
2781696	Pte	B.L.	TUCKER
215561	Pte	G.J.	SWAN
215520	Lcpl	P.W.	JORDAN
2412160	Pte	I.W.	LEWIS
61488	Pte	M.A.	THORPE

NOMINAL ROLL

PERSONNEL REQUIRING ALL PHOTOGRAPHS

DET 1 DIV S & T WKSPS

235197	Capt	J.G.	DEMETROVICS
26757	WO1	E.T.	O'NEILL
5411121	Cpl	R.K.	WALLIS
243153	Cpl	M.E.	SCHULTZ
216305	Cfn	P.F.	JARVIS
243037	Cfn	J.J.	THOMAS
53684	Pte	J.J.	MARRIOTT
2782355	Cfn	G.F.	YATES

NOMINAL ROLL

PERSONNEL REQUIRING ALL PHOTOGRAPHS

DET 176 AD COY

53104	Capt	D.R.	WOOLMER
18601	2Lt	N.C.	WEINHEIMER
25151	WO2	J.W.	TAYLOR
213192	Sgt	G.	COLE
214649	Sgt	E.J.	TANTI
35908	Cpl	F.N.	INGLE
2410693	Lcpl	C.L.	GOWING
37829	Lcpl	L.W.	MacINTOSH
14247	Lcpl	L.J.	MUNT
216259	Lcpl	R.J.	SAWDY
61631	Lcpl	M.H.	CROKER
216408	Pte	W.J.	BADGER
38421	Pte	D.	BOWDEN
43306	Pte	W.F.	D'ARCY
2781354	Pte	A.E.	FISH
216235	Pte	P.	JACKSON
42863	Pte	C.	LIEBEN
3786637	Pte	A.R.	LAWTON
3787292	Pte	E.J.	McNAMARA
1200447	Pte	G.N.	MADIGAN
54607	Pte	C.G.	NICHOLSON
2781873	Pte	R.F.C.	PERRING
1731081	Pte	R.W.	WOODROFFE
3786702	Pte	G.E.	WALLIS

NOMINAL ROLL

PERSONNEL REQUIRING ALL PHOTOGRAPHS

DET 1 DIV POSTAL UNIT

16574	Lt	P.J.	EDWARDS
24776	Ssgt	P.	KEITH
22236	Ssgt	J.L.	HAZELL
212639	Sgt		COUGHLIN
36484	Cpl	R.M.	RENFREY
1410821	Cpl	A.T.	MURPHY
15129	Cpl	C.B.	EARP
43815	Pte	P.J.	FOSSEY
1200534	Pte	C.W.	SCHOEMAKER
213448	Pte	J.K.	COUPER
16598	Pte	R.L.	WATTS
2782010	Pte	R.	PERCIVAL
17956	Pte	R.J.	BROWN
1731039	Pte	J.T.	RYAN

RESTRICTED

W/D
ANNEX H.
ENCL A

1 Coy RAASC
(Div Tpt)
Milpo
INGLEBURN NSW

18 Apr 66

ADMIN INSTR 4/66 : INTERIM HANDOVER
MAJ ADM GLENDENNING TO CAPT T R BATES

Reference: E Comd 28/601/289 (Q) of 17 Mar 66.

Narrative

1. During the period 1 Coy RAASC is located in the INGLEBURN Area and when Maj ADM GLENDENNING is absent from the unit main body the unit second in command is to carry out all duties of officer commanding 1 Coy RAASC (Div Tpt) until the re-deployment of the unit in its new location. These duties will be in addition to the normal duties of the second-in-command listed in Annex 'F' to 1 Coy RAASC (Inf Div Tpt) Standing Orders. The acting OC is also OC Coy Rear Party. Other members of the rear party will include the CSM, CQMS and other members co-opted for the task involved.

2. To assist the second-in-command the following relevant points are to be covered in closing down HQ 1 Coy RAASC, 1 Tpt Pl, 21 Sup Pl and Det Div S&T Wksp and transferring responsibilities to unit/sub unit taking over:-

a. General

The acting OC 1 Coy RAASC is to comply with the provisions of AMR & O 1423 to 1433, Equipment Instructions and provisions of Military Financial Regulations and Financial Instructions for the Permanent Military Forces 1962.

b. Q Aspects

(1) He is to ensure that all Q Aspects of unit administration are closed down and finalized as soon as possible to ensure smooth and rapid handover to the responsible officer/unit designated to assume control of the unit residual stores and property, etc. These matters will include Ord, Engr, Med, non-expendable stationary, Regt Prop (as applicable) and other stores. It will also include the handover to the designated officer, the complete Register of Assets and expendable stores which will remain in this location. Designated sub-account holders will be briefed on their duties and responsibilities and documentation for each handover will be compiled and held.

(2) The acting OC will also complete the documentation and transfer of all ledgers to the appropriate recipients. This aspect includes the transfer of A/C No N2507 and associated stores to the new location of A/C No N2607 and V2297 to the responsible officer taking over these accounts. In this respect the provisions of Equipment Instructions Part 8 will be applied. The completed documentation for A/C N2606 and V2297 as applicable including copies of discrepancy lists and handing and taking over certificates (AAF F51) will be brought forward to the new location by the company second-in-command.

/(3) The Unit

- (3) The unit ration and POL accounts and supplementary ration allowance will be finalized and adjusted according to STIs (Aust) 1960 Part 2 and MBI 244-1 and 244-2. The current returnable containers account(s) will be balanced and acquitted with 116 Sup Dep Pl. In all applicable cases transfer of surplus stocks will be made to unit/responsible person appointed with the appropriate documentation.

c. 'A' Aspects

- (1) Capt Bates will also ensure that all public monies accounts, all mess books of account and the Regimental Property books of account are finalized and relevant transfers of cash and stores, as applicable, are completed. Relevant bank accounts will be finalized at the same time.
- (2) Any keys held in safe keeping will be handed over to the recipient and a complete check on handover of key register will be made.
- (3) All 'A' matters will be finalized and disposal of records and all accountable documents will be completed in accordance with the reference and current instructions. Petty cash and stamp accounts will be reconciled and finalized.

CONCLUSION

3. Every effort will be made to ensure that the finalization of all administrative aspects associated with the closing down of elements involved in movement from this location is done quickly, efficiently and accurately. OC Rear Party will ensure an inspection of the buildings, areas and stores being handed over is completed in conjunction with the handover to the incoming unit/person responsible.

A. H. Glenning
Maj
OC

~~216~~
ANNEX H.
ENCL 5

1 Coy RAASC
(Div Tpt)
Milpo
INGLEBURN NSW

18 Apr 66

R657-1-1

HQ Pl
1 Tpt Pl
2 Tpt Pl
21 Sup Pl
Det 1 Div S & T Wksp
Det 176 AD Coy
Det 1 Div Posr Unit
Admin Offr (2)
CSM
Ord Room Sgt

PHOTOGRAPHS

1. Photographing of additional personnel is to be carried out at 1500 hours Wed 20 Apr 66.
2. All personnel who require photographing are to parade outside the Gymnasium at 1445 Hrs 20 Apr 66 under the command of the CSM 1 Coy RAASC.
3. Members are to be photographed in both uniform and civilian attire.
4. Dress is to be:

Shirt Mil Green
Trousers Mil Green
Boots)
Gaiters) or boots GP
5. Each member is to be in possession of a civilian shirt.
6. The Ord Room Sgt is to:
 - a. Prepare nominal rolls of personnel to be photographed, two of **which** are to be handed to the photographer on his arrival.
 - b. Provide two clerks to assist in preparation of personnel for photographing.
7. Sub Units are to check their latest requirements of individuals for photographs and to notify the detail to the Orderly Room Sgt by 1600hrs 19 Apr 66.


Lt
Admin Offr

ANNEX H.
ENCL 5

PERSONNEL AVAILABLE FOR PHOTOGRAPHS - 20 APR 66

✓ denotes member to have these photographs

Sub Unit	No	Rank	Name	4 Photos 2 1/8" x 1 3/8"	3 Photos 1 1/2" x 1"	2 Photos (Civil) 2 1/2" x 2"
Det 176 AD Coy	25151	WO2	J.W. TAYLOR	✓	✓	
	4810	Pte	I.L. OTTOWAY	✓	✓	✓
	18761	Pte	D.M. MUIR	✓	✓	✓
	18669	Sgt	J.S. HARMS	✓	✓	✓
Det 1 Div Postal Unit	213448	Pte	J.K. COUPER	✓	✓	
	2782010	Pte	R. PERCIVAL	✓	✓	✓
	24161	Ssgt	J.F. SMITH	✓	✓	✓
HQ 1 Coy RAASC	53457	Cpl	R.A. BOND	✓	✓	✓
1 Tpt Pl RAASC	42618	Cpl	J.H. MITCHELL	✓	✓	✓
	17964	Pte	T.E. FISCHER	✓	✓	✓
	3411437	Pte	R.J. SMITH	✓	✓	✓
	6708293	Pte	R.S. SHEGOG	✓	✓	✓
	2782507	Pte	W.J. CHASELING	✓	✓	✓
	214371	Cpl	R.A. LANGHAM	✓	✓	✓
	215177	Pte	G.D. CAMPBELL	✓	✓	✓
	214946	Pte	R.F. SEYMOUR	✓	✓	✓
	3787705	Pte	J.J. HEANEY	✓	✓	✓
	37300	Pte	W.G. MELDRUM	✓	✓	✓
21 Sup Pl RAASC	55027	Pte	W.H. WRIGHT	✓	✓	✓
	5497	Ssgt	R. MILLAN	✓	✓	✓
	61107	Sgt	D.B. COLE	✓	✓	✓
	29877	Cpl	S.E. DUNKER	✓	✓	✓
	235276	Lt	P.K. ROPER	✓	✓	✓
	17956	Pte	R.J. BROWN	✓	✓	✓
	214006	Pte	G.B. JENEY	✓	✓	✓
	3786845	Pte	D.J. RICHARDS	✓	✓	✓
	15148	Ssgt	A.L. RUDZINSKI	✓	✓	✓
	16598	Pte	R.L. WATT'S	✓	✓	✓
	36488	Sgt	G. WRIGHT	✓	✓	✓
	16786	Pte	G.V. OWENS	✓	✓	✓

/ 2 Tpt Pl RAASC

Sub Unit	No	Rank	Name	4 Photos 2 $\frac{1}{8}$ "x1 $\frac{3}{8}$ "	3 Photos 1 $\frac{1}{2}$ "x1"	2 Photos (Civil) 2 $\frac{1}{2}$ "x2"
2 Tpt Pl RAACC	213181	Cpl	T.N. BROWN	✓	✓	✓
	53952	Cpl	S.J. BATEMAN	✓	✓	✓
	5713792	Pte	K. BUSHBY	✓	✓	✓
	2782257	Pte	S.J. MEARS	✓	✓	✓
	4717758	Pte	G. NIBLOCK	✓	✓	✓
	2782192	Pte	N.K.J. HARRIS	✓	✓	✓
	216249	Pte	P.G. MEDINA	✓	✓	✓
Det 1 Div ST Wksp	43621	Cfn	BM ATKINSON	✓	✓	✓
	215694	Cfn	MG SEYMOUR	✓	✓	✓

RESTRICTED

ANNEX I
Encl 1

AUSTRALIAN MILITARY FORCES

MILITARY BOARD
(Chief of the General Staff)

Quote in Reply
603/R24/3

Army Headquarters
Administrative Building
CANBERRA ACT

6 Apr 66

E Comd (10)

RAISING INSTRUCTION 17/66

HQ 5 COY RAASC, 12 TPT PL, RAASC, 25 SUP PL, RAASC

1. Approval is given for the raising of the following ARA divisional RAASC units on the establishments shown:

- a. HQ 5 Coy RAASC - Establishment II/24/1(TW)
(23 all ranks).
- b. 12 Tpt Pl RAASC - Establishment II/25/1(TW)
(77 all ranks).
- c. 25 Sup Pl RAASC - Establishment II/27/1(TW)
(34 all ranks).

2. The units listed above are to be raised in Eastern Command concurrently with the dispatch overseas of HQ 1 Coy RAASC, 21 Sup Pl RAASC and 1 Tpt Pl RAASC. Personnel surplus to the requirements of these units are to be absorbed by HQ 5 Coy RAASC, 12 Tpt Pl RAASC and 25 Sup Pl RAASC.

3. Authorities for stores and equipment are as follows:

- a. HQ 5 Coy RAASC - TWET 2024
- b. 12 Tpt Pl RAASC - TWET 2025
- c. 25 Sup Pl RAASC - TWET 2027.

4. Unit vehicle serial numbers allotted are shown below, on a blue and yellow diagonal background:

HQ 5 Coy RAASC	-	72
12 Tpt Pl RAASC	-	32
25 Sup Pl RAASC	-	36

5. The posting of ARA officers and other ranks is to be the subject of separate advice by AHQ (MS and DAR respectively).

6. AHQ (DPA) is to be informed when this instruction has been completed.

7. Amendments to ORBAT will be issued separately.

(G.D. Solomon)
Brig
DSD

RESTRICTED

RESTRICTED

2.

Copies to:

AG Branch (12), QMG Branch (10), MGO Branch (10), Secretary's Branch (12), DMO and P (2), DMT (4), DAR, MS (2), MA to CGS, PA to DCGS.

Copies for information:

N Comd, S Comd, W Comd, T Comd, NT Comd, PNG Comd, AAFV, AAF FARELF.

Internal:

SD (Coord), SD (P and EC) (2), SD (Estb)(2), SD (ORBAT), SD (Org)(2).

RESTRICTED

Annex B to E comd 28/601/228(G1/1)
dated 26 Jan 65

UNIT MOVEMENT DATA TABLE
(paragraph 14 refers)

UNIT HQ 1 Coy RAASC
Signature [Signature]
Date 1 Apr 66

ANNEX J
ENCL 1

SECRET

From Location SYDNEY
To Location

STRENGTHS M - Male
F - Female

STORES TO MOVE IN OTHER THAN UNIT VEHs

RANKS	ADVANCE PARTY		MAIN BODY		REAR PARTY		TOTAL		Tonnages - Stores not loaded in Vehs	ADVANCE PARTY	MAIN BODY	REAR PARTY	TOTAL
	M	F	M	F	M	F	M	F					
Officers	1		3				4		Stores and Eqpt (a) Weight lbs (b) Cubic feet				
WOs													
Ssgts Sgts			2				2						
Rank and File			10				10		Cased Ammunition, Explosives and Dangerous goods (a) Weight lbs (b) Cubic feet				
Total all Ranks	1		15				16						

ALL UNIT STORES LOADED IN 1 TPT PL VEHICLES

WEAPONS

Wireless Sets }
Radio Sets } Requiring Dry Batteries

DETAILS OF HEAVY LIFTS

TYPE	Number			TYPE	Number of Sets			DETAIL	ADVANCE PARTY	MAIN BODY	REAR PARTY
	Adv	Main	Rear		Adv	Main	Rear				
Pistol GUNG SLR HAW	1	3 3 2 1		AB/PRC 25	-	3	-	(a) Max weight to be lifted by ship's gear in lbs. (b) Stores and equipment requiring crane facilities for rail move:- (i) No items (ii) Total weight - lbs (iii) Max single lift-lbs			

PART 2 - DETAILS OF MOBILE EQUIPMENT AND STORES CARRIED THEREIN

Equipment by Type	Advance Party	Main Body	Rear Party	Total	Dimensions			To travel Empty		To Travel Laden	
					Overall Length	Width	Height (Cut down)	No	Weight per in lbs	No	Average Gross Weight -lbs
<u>Vehs/Tracks/Plant</u>											
<u>Trailers/Equipments</u>											
<u>Guns</u>											

PART 3 - AMMUNITION EXPLOSIVES AND PYROTECHNICS													
Serial	Designation	Qty	Exp Gp Cat	Stowage Cat	Package Info			In other than unit vehicles			In Unit Vehicles		
					Type	Lbs wt per	Cubic ft Super ins	No Packs	Total Lbs	Total Cubic Ft Super ins	No Packs	Total lbs	Cubic ft Super ins
						NIL							

PART 4 - OTHER DANGEROUS GOODS

Serial	Description of Item	Package Type	In other than Unit Vehs				In Unit Vehs				Remarks
			No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	No Packs	Total Wt lbs	Total Cubic Ft	Total Qty Dangerous Goods	
						NIL					

RESTRICTED

Annex B to E comd 28/601/228(G1/1)
dated 26 Jan 65

ANNEX J
ENCL 2

UNIT MOVEMENT DATA TABLE
(paragraph 14 refers)

UNIT

1 Tpt Pl BAASO

Signature

James Case

Date

25 Mar 66

From Location
To Location

SYDNEY

STRENGTHS M - Male
F - Female

STORES TO MOVE IN OTHER THAN UNIT VEHs

RANKS	ADVANCE PARTY		MAIN BODY		REAR PARTY		TOTAL		Tonnages - Stores not loaded in Vehs	ADVANCE PARTY	MAIN BODY	REAR PARTY	TOTAL
	M	F	M	F	M	F	M	F					
Officers			2				2		Stores and Eqp (a) Weight lbs (b) Cubic feet				
WOs													
Ssgts Sgts			2				2						
Rank and File			73				73		Cased Ammunition, Explosives and Dangerous goods (a) Weight lbs (b) Cubic feet				
Total all Ranks			77				77						

WEAPONS

Wireless Sets }
Radio Sets } Requiring Dry
Batteries

DETAILS OF HEAVY LIFTS

TYPE	Number			TYPE	Number of Sets			DETAIL	ADVANCE PARTY	MAIN BODY	REAR PARTY
	Adv	Main	Rear		Adv	Main	Rear				
Pistol 9mm COND SLR 7.62 L2A2 HAN	-	2 70 5 7 2	-	AN/PRC 25	-	2	-	(a) Max weight to be lifted by ship's gear in lbs. (b) Stores and equipment requiring crane facilities for rail move:- (i) No items (ii) Total weight - lbs (iii) Max single lift-lbs			

PART 2 - DETAILS OF MOBILE EQUIPMENT AND STORES CARRIED THEREIN

1 Tpt P1 RAASC

Equipment by Type	Advance Party	Main Body	Rear Party	Total	Dimensions			To travel Empty		To Travel Laden	
					Overall Length	Width	Height (Cut down)	No	Weight per in lbs	No	Average Gross Weight -lbs
<u>Vehs/Tracks/Plant</u>											
1 ton GS		1		1	175"	64"	81"			1	5300
2 ton GS		33		33	251"	96"	114"	28	12207	5	17707
n/c n/d		6		6	86"	24"	40"	6	553		
<u>Trailers/Equipments</u>											
1 ton trlr		1		1	120"	60"	45"			1	1700
<u>Guns</u>											

1 Tpt Fl RAASC

PART 3 - AMMUNITION EXPLOSIVES AND PYROTECHNICS												
Serial	Designation	Qty	Exp Gp Cat	Stowage Cat	Package Info			In other than unit vehicles			In Unit Vehicles	
					Type	Lbs wt per	Cubic ft Super ins	No Packs	Total Lbs	Total Cubic Ft Super ins	No Packs	Total lbs Cubic ft Super ins
						NIL						

HIL

RESTRICTED
UNIT MOVEMENT DATA TABLE
(paragraph 14 refers)

Annex B to E comd 28/601/228(G1/1)
dated 26 Jan 65

UNIT 21 Sup Pl
Signature [Signature]
Date 12 Feb 66

ANNEX J
ENCW 3

From Location SYDNEY
To Location _____

STRENGTHS
M - Male
F - Female

STORES TO MOVE IN OTHER THAN UNIT VEHs

RANKS	ADVANCE PARTY		MAIN BODY		REAR PARTY		TOTAL		Tonnages - Stores not loaded in Vehs	ADVANCE PARTY	MAIN BODY	REAR PARTY	TOTAL
	M	F	M	F	M	F	M	F					
Officers			2				2		Stores and Eqp (a) Weight lbs (b) Cubic feet				
WOs			-				-						
Ssgts Sgts			5				5						
Rank and File			23				23		Cased Ammunition, Explosives and Dangerous goods (a) Weight lbs (b) Cubic feet				
Total all Ranks			30				30						

WEAPONS

Wireless Sets }
Radio Sets } Requiring Dry Batteries

DETAILS OF HEAVY LIFTS

TYPE	Number			TYPE	Number of Sets			DETAIL	ADVANCE PARTY	MAIN BODY	REAR PARTY
	Adv	Main	Rear		Adv	Main	Rear				
col 9mm M16 M1 2 L2A2		2 6 22 2		M16/PIC 25	-	2	-	(a) Max weight to be lifted by ship's gear in lbs. (b) Stores and equipment requiring crane facilities for rail move:- (i) No items (ii) Total weight - lbs (iii) Max single lift-lbs			

PART 2 - DETAILS OF MOBILE EQUIPMENT AND STORES CARRIED THEREIN

21 Sep P1

Equipment by Type	Advance Party	Main Body	Rear Party	Total	Dimensions			To travel Empty		To Travel Laden	
					Overall Length	Width	Height (Cut down)	No	Weight per in lbs	No	Average Gross Weight -lbs
<u>Vehs/Tracks/ Plant</u>											
$\frac{3}{4}$ ton GS		1		1	175"	64"	81"			1	5300
$2\frac{1}{2}$ ton GS		3		3	251"	96"	114"	1	12,207	2	17,707
<u>Trailers/ Equipments</u>											
Trlr $\frac{1}{2}$ ton (Aust)		1		1	120"	60"	45"			1	1700
<u>Guns</u>											

21 Sep P1

PART 3 -- AMMUNITION EXPLOSIVES AND PYROTECHNICS

Serial	Designation	Qty	Exp Gp Cat	Stowage Cat	Package Info			In other than unit vehicles			In Unit Vehicles		
					Type	Lbs wt per	Cubic ft Super ins	No Packs	Total Lbs	Total Cubic Ft Super ins	No Packs	Total lbs	Cubic ft Super ins
						NIL							

PART 4 - OTHER DANGEROUS GOODS

Serial	Description of Item	Package Type	In other than Unit Vehs				In Unit Vehs				Remarks
			No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	No Packs	Total Wt lbs	Total Cubic Ft	Total Qty Dangerous Goods	
						NIL					

RESTRICTED

1 Coy RAASC
(Div Tpt)
Milpo
INGLEBURN NSW

N/D

ANNEX J

ENCL 4

R548-2-1

HQ 1 TF

3 Apr 66

OPERATIONAL READINESS
DIFFICULTIES ENCOUNTERED IN PREPARATION

Manning

1. This report covers the following units who currently have the percentage effectiveness of manning details as indicated:-

<u>Unit</u>	<u>% Effectiveness</u>
a. HQ 1 Coy RAASC	95.6 *
b. 1 Tpt Pl	94.8
c. 21 Sup Pl	75.0 *
d. Det 176 Air Despatch Coy	87.0
e. Det 1 Div S & T Wksp	70.0
f. Det 1 Div Post Unit	100.0

* includes personnel to join unit from ALSC on arrival in theatre

Overall Percentage Effectiveness of Manning Details is 87%

2. No advice has been received as to when the deficiencies, vide sub paras 1c and 1e, will be filled.

Stores and Equipment

3. The following major equipments have not been received to date:-

a. HQ 1 Coy RAASC	3 x Radio Sets AN/PRC 25
b. 1 Tpt Pl	2 x Launchers Grenade L1A2 2 x Radio Sets AN/PRC 25
c. 21 Sup Pl	3 x Tractors Size 5 FL 3 x Trailers 3 ton 2 x Radio Sets AN/PRC 25 1 x Machines Banding and Strapping 2 x Machines Weighing 2 cwt
d. Det 176 Air Despatch Coy	4 x Tractors Size 5 8 x Trailers 3 ton
e. Det 1 Div S & T Wksp	1 x $\frac{3}{4}$ ton Truck Shop Eqpt 1 x $\frac{1}{2}$ ton Trailer Shop Eqpt 1 x $\frac{3}{4}$ ton Truck Utility 1 x 240v Test Set 8 x Tool Kits Veh Mech 1 x 10KVA Gen Set

/4. Block Scales

RESTRICTED

RESTRICTED

- 2 -

4. Many Block Scale items for all units listed in paragraph 1 are still to be received, especially in relation to the new units Det 176 Air Despatch Coy and Det 1 Div Post Unit.

5. Indents for common items to bring personnel up to DP1 standard in 'Q' issues are not being honoured quickly enough. This deficiency is related primarily to personnel who have marched into Det 176 Air Despatch Coy and Det 1 Div Post Unit.

6. TWET 4003 for HQ 1 Aust Log Sp Gp is not yet available from HQ E Comd. HQ 1 Coy RAASC is to be responsible for the stores accounting for this unit and as yet no indents have been submitted due to the non-availability of the TWET.

A Aspects

7. Immunization. The immunization programme has been interrupted by the requirements to march out 66 personnel to JTC for three weeks training from 2 Apr 66. However it is anticipated that there will be sufficient time prior to departure to complete the programme.

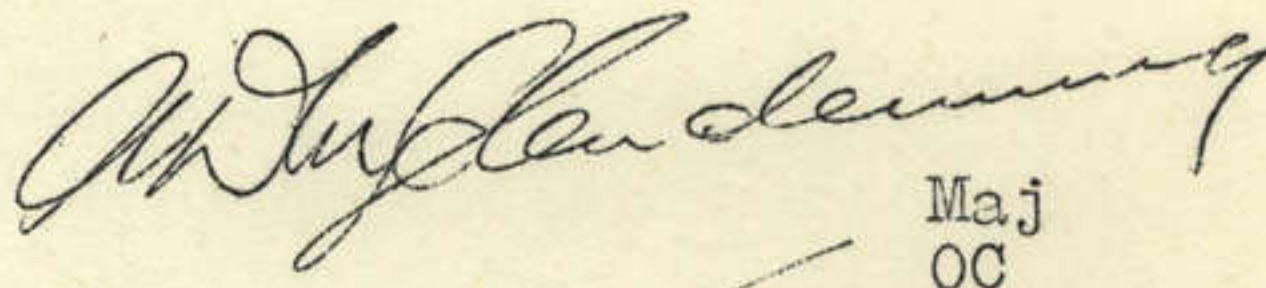
8. Dental Fitness. Remarks in paragraph 7 apply.

9. Photographs. The JTC training requirement and changes in photograph requirements occurring after orders and photographs have been taken, have caused some setback in this aspect. Coupled with other requirements, time and availability of personnel will be important factors in this requirement.

10. Pre-Embarkation Leave. Details of pre-embarkation leave grant are difficult to complete due to the lack of knowledge of departure details for personnel. Outline details of the movement arrangements for sub unit groups would assist to overcome this problem.

Commitments

11. The training at JTC plus the recent deployment of 21 Sup Pl and other personnel from 1 Coy RAASC during ~~recent~~ exercises have delayed or are hindering the administrative preparation of the personnel involved.


Maj
OC

RESTRICTED

ANNEX J
ENCL 5.

h548.2.1

1 Coy RAASC
(Div Tpt)
Milpo
INGLEBURN NSW

12 Apr 66

Q Mov
HQ E Comd

PRE-EMBARKATION LEAVE

Reference: E Comd 28/601/289(Q) 17 Mar 66.

1. Attached is a nominal roll of personnel of 1 Coy RAASC requiring rail/air bookings for pre-embarkation leave.


Maj
OC

Copy to:
RFO SYDNEY

PRE - EMBARKATION LEAVE

Det 1 Div POSTAL UNIT

NUMBER	RANK	NAME	ADDRESS ON LEAVE	PERIOD	REMARKS
16574	2Lt	PJ EDWARDS	44 KOKODA St, WACOL. Q	1300 7 Apr - 0800 15 Apr 66	
212639	Sgt	WJ COUGHLIN	27 ULVERSTONE St, LYONS. ACT	1300 7 Apr - 0800 15 Apr 66	RETURN TICKET ONLY
15129	Cpl	CB EARP	48 WAU Rd, WACOL. Q	1300 7 Apr - 0800 15 Apr 66	
17956	Pte	RJ BROWN	BEDFORD St, CUNNAMULLA. Q	1300 7 Apr - 0800 15 Apr 66	RETURN TICKET ONLY FROM BRISBANE
1731039	Pte	JT RYAN	88 GEORGE St, BEENLEIGH. Q	1300 7 Apr - 0800 15 Apr 66	RETURN TICKET ONLY
2782010	Pte	R PERCIVAL	12 MARKET St, BOOROWA. NSW	1300 7 Apr - 0800 15 Apr 66	RETURN TICKET ONLY

PRE-EMBARKATION LEAVE

1 COY RAASC(DIV TPT)

Regt No	Rank	Name	Destination	Earliest Date Available to Go On Leave	Latest Date Required Back In Unit	Remarks
				RM	RM	
<u>QUEENSLAND</u>						
17576	Loplt	TA Eaton	64 Gower St Brisbane	20 Apr 66	29 Apr 66	Require Return Warrant Sydney/Brisbane.
1411011	Pte	DW Derksen	95 Biota St, Inala. Brisbane	27 Apr 66	8 May 66	Require Return Warrant Sydney/Brisbane.
16827	Loplt	D Watson	8 Symes St, Stanthorpe	22 Apr 66	1 May 66	Fwd Journey By CAR - Require Warrant Stanthorpe/Sydney Only.
1410950	Pte	GJ Wynn	19 Jevons St, The Gap, Brisbane	27 Apr 66	8 May 66	Fwd Journey By CAR - Require Warrant Brisbane/Sydney Only.
1410914	Pte	HW Reimers	Edgerton St, Emerald	27 Apr 66	8 May 66	Fwd Journey By CAR - Require Warrant Emerald/Sydney Only.
1730809	Pte	JJ Grech	25 Goodwin St, Bundaberg	27 Apr 66	8 May 66	Fwd Journey By CAR - Require Warrant Bundaberg/Sydney Only.
1730991	Pte	IH Lukasik	18 Vincent St, Torwood, Brisbane	27 Apr 66	8 May 66	Fwd Journey By CAR - Require Warrant Brisbane/Sydney Only.
1731020	Pte	RA Noonan	44 Gosford St, Mt Gravatt, Brisbane	27 Apr 66	8 May 66	Fwd Journey By CAR - Require Warrant Brisbane/Sydney Only.
1200518	Pte	HI Brown	100 Drayton Terrace, Wynnum Central, Brisbane	12 Apr 66	19 Apr 66	Fwd Journey By CAR - Require Warrant Brisbane/Sydney Only.
17771	Pte	IP Thompson	our Main Terrace and Summer St, Deception Bay	4 May 66	15 May 66	Fwd Journey By CAR - Require Warrant Brisbane/Sydney Only.
1730825	Pte	RJ Armstrong	Stuart Russell St, Mundubbera	12 Apr 66	19 Apr 66	Fwd Journey By CAR - Require Warrant Gympie/Sydney Only.
1731251	Pte	WJ Briggs	83 Belmore St, Northgate, Brisbane	27 Apr 66	8 May 66	Require Return Warrant Sydney/Brisbane.
17964	Pte	TE Fischer	Mary St, Woodford	4 May 66	15 May 66	Fwd Journey By CAR - Require Warrant Woodford/Sydney Only.
17679	Pte	EL McDonald	50 Yaroan St, Gladestone	4 May 66	15 May 66	Fwd Journey By CAR - Require Warrant Gladestone/Sydney Only.
<u>VICTORIA</u>						
311571	Pte	KB O'Shea	50 Wingate St East Bentleigh	4 May 66	15 May 66	Require Return Warrant Sydney/Melbourne.
3786706	Pte	HH Bianchi	19 Janet St, Lower Templestowe	27 Apr 66	8 May 66	Require Return Warrant Sydney/Melbourne.
3411437	Pte	RJ Smith	6 Salisbury St, Sandringham	4 May 66	15 May 66	Fwd Journey By CAR - Require Warrant Melbourne/Sydney Only.
<u>SOUTH AUSTRALIA</u>						
4410189	Cpl	PA Gaden	Nunjikompita West Coast	27 Apr 66	8 May 66	Fwd Journey By CAR - Require Warrant Adelaide/Sydney Only.
43734	Pte	CA Martin	84 Start St, Mt Gambier	27 Apr 66	8 May 66	Fwd Journey By CAR - Require Warrant Mt Gambier/Sydney Only.
42618	Cpl	JH MITCHELL	54 LIVINGSTONE AVE, PROSPECT	4 MAY 66	15 MAY 66	FWD JOURNEY BY CAR - REQUIRE WARRANT ADELAIDE/SYDNEY ONLY

<u>Western Australia</u>								
54403	Pte	ID	Graham	38 Nollamarra Ave, Nollamarra,	Perth	15 Apr 66	1 May 66	Fwd Journey By CAR - Require Warrant Perth/Sydney Only.
54934	Lop1	L	DenHoedt	6 Worthing St, Balca,	Perth	15 Apr 66	29 Apr 66	Require Return Warrant Sydney/ Perth.
55032	Pte	WG	Roberts	Kings Hall Cafe,	Williams	27 Apr 66	15 May 66	Require Return Warrant Sydney/ Williams.
<u>TASMANIA</u>								
61536	Pte	WF	Fox	7 Hmsleigh Rd,	Moonak	27 Apr 66	8 May 66	Require Return Warrant Sydney/ Tasmania.
6708293	Pte	RS	Shogog	5 Grubb St,	Launceston	27 Apr 66	8 May 66	" " " " " " " "
6410163	Pte	AJ	Saunders	c/- Benham Estate,	Avoca	27 Apr 66	8 May 66	" " " " " " " "
6410168	Pte	VMB	Flynn	Box 26, New Road,	Franklin	27 Apr 66	8 May 66	" " " " " " " "
6708273	Pte	HD	Young	9 Bayley St, Glebe	Hobart	27 Apr 66	8 May 66	" " " " " " " "
61488	Pte	HA	Thorpe	Bream Creek	Hobart	11 Apr 66	19 Apr 66	" " " " " " " "
<u>NEW SOUTH WALES</u>								
2782039	Pte	WJ	Roddy	Vulture St, Ellalong via	Cessnock	27 Apr 66	8 May 66	Require Return Warrant Sydney/ Cessnock.
1200094	Pte	CJ	Robinson	18 Hewitt St,	Lismore	27 Apr 66	6 May 66	Require Return Warrant Sydney/ Lismore.
216314	Pte	FD	Cooper	8 Buffalo Crescent,	Goulbourn	4 May 66	13 May 66	Require Return Warrant Sydney/ Goulbourn.
2781661	Pte	B	Mahoney	Collins Creek Rd,	Kyogle	27 Apr 66	6 May 66	Require Return Warrant Sydney/ Kyogle.
215703	Pte	KS	Smith	V&F Mill, Yarras via	Wauchope	27 Apr 66	6 May 66	Require Return Warrant Sydney/ Wauchope.
2782703	Pte	GA	Morgan	23 Russell St,	Woonoona	27 Apr 66	6 May 66	Require Return Warrant Sydney/ Wollongong.
215520	Lop1	FW	Jordan	Upper St, Fairview	Bega	12 Apr 66	19 Apr 66	Require Return Warrant Sydney/ Bega.
2412160	Pte	IW	Lewis	16 Russell St,	Werris Creek	12 Apr 66	19 Apr 66	Require Return Warrant Sydney/ Werris Creek.
15241	Sgt	KV	Butcher	Mooball Gm 40	North Coast	27 Apr 66	6 May 66	Fwd Journey By CAR - Require Warrant Mooball/Sydney Only.
215810	Lop1	RJ	Lightfoot	26 Kahibah St, Highfields,	Newcastle	27 Apr 66	6 May 66	Fwd Journey By CAR - Require Warrant Newcastle/Sydney Only.
17673	Pte	JH	Bowman	45 McDougall St,	Kyogle	4 May 66	13 May 66	Fwd Journey By CAR - Require Warrant Kyogle Sydney Only.
2782507	Pte	WJ	Chaseling	29 Boundry St,	Macksville	4 May 66	13 May 66	Fwd Journey By CAR - Require Warrant Macksville/Sydney Only.
216229	Pte	RM	Cottee	Bourke St	Girilambone	27 Apr 66	6 May 66	Require Return Warrant Sydney/ Girilambone.
2412035	Pte	EJ	Cruickshank	Ilaroo Rd	Nowra	12 Apr 66	19 Apr 66	Req Return Warrant Sydney/Nowra.
2781696	Pte	BL	Tucker	West St	Woodstock	12 Apr 66	19 Apr 66	Fwd Journey By CAR - Require Warrant Woodstock/Sydney Only.

SECRET
For Movement by HMAS Sydney
UNIT MOVEMENT DATA TABLE
 (paragraph 14 refers)

From Location SYDNEY
 To Location _____

Annex B to E Comd 28/601/228(G1/1)
 dated 26 Jan 65

UNIT HQ 1 Coy RAASC

Signature _____

Date 1 Coy RAASC

STORES TO MOVE IN OTHER THAN UNIT VEHs

STRENGTHS										Tonnages - Stores not loaded in Vehs					
RANKS		ADVANCE PARTY		MAIN BODY		REAR PARTY		TOTAL		Stores and Eqpt (a) Weight lbs (b) Cubic feet	ADVANCE PARTY	MAIN BODY	REAR PARTY	TOTAL	
		M	F	M	F	M	F	M	F						
Officers						1				All Unit Stores loaded in 1 Tpt Pl Vehicles					
WOs						Nil									
Ssgts Sgts						1									
Rank and File						3				Cased Ammunition, Explosives and Dangerous goods (a) Weight lbs (b) Cubic feet					
Total all Ranks						5									

WEAPONS				Wireless Sets } Requiring Dry Radio Sets } Batteries			DETAILS OF HEAVY LIFTS				
TYPE	Number			TYPE	Number of Sets			DETAIL	ADVANCE PARTY	MAIN BODY	REAR PARTY
	ADV	MAIN	REAR		ADV	MAIN	REAR				
Pistol			1					(a) Max weight to be lifted by ship's gear in lbs. (b) Stores and equipment requiring crane facilities for rail move:- (i) No items (ii) Total weight - lbs (iii) Max single lift -lbs a. 2 OR's not marched into unit			
OMC			1								
SLR			3								

PART 2 - DETAILS OF MOBILE EQUIPMENT AND STORES CARRIED THEREIN

B2

HQ 1 Coy RAASC

Equipment by Type	Advance Party	Main Body	Rear Party	Total	Dimensions			To Travel Empty		To Travel Laden	
					Overall Length	Width	Height (Cut down)	No	Weight per in lbs	No	Average Cross Weight - lbs
<u>Vehs/Tracks/ Plant</u>				Nil							
<u>Trailers/ Equipments</u>				Nil							
<u>Guns</u>				Nil							

PART 3 - AMMUNITION EXPLOSIVES AND PYROTECHNICS

Serial	Designation	Qty	Exp Gp Cat	Stowage Cat	Package Info			In other than unit vehicles			In Unit vehicles		
					Type	Lbs wt per	Cubic ft Super ins	No Packs	Total lbs	Total Cubic Ft Super ins	No Packs	Total lbs	Cubic Super ins

PART 4 - OTHER DANGEROUS GOODS

Serial	Description of Item	Package Type	In other than Unit Vehs				In Unit Vehs				Remarks
			No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	

SECRET
For Movement by HMAS SYDNEY
UNIT MOVEMENT DATA TABLE
 (paragraph 14 refers)

From Location SYDNEY
 To Location _____

Annex B to E Comd 28/601/228(G1/1)
 dated 26 Jan 65

UNIT **1 Tpt Pl RAASC**

Signature [Signature]

Date 1 Coy RAASC Div Tpt
Mitpo

STORES TO MOVE IN OTHER THAN UNIT VEHs

STRENGTHS										STORES TO MOVE IN OTHER THAN UNIT VEHs				
										Ingleburn				
RANKS	ADVANCE PARTY		MAIN BODY		REAR PARTY		TOTAL		Tonnages - Stores not loaded in Vehs	ADVANCE PARTY	MAIN BODY	REAR PARTY	TOTAL	
	M	F	M	F	M	F	M	F						
Officers			1						Stores and Eqpt					
WOs									(a) Weight lbs					
Ssgts									(b) Cubic feet					
Sgts			2											
Rank and File			66						Cased Ammunition, Explosives and Dangerous goods					
Total all Ranks			69						(a) Weight lbs					
									(b) Cubic feet					

WEAPONS				Wireless Sets } Requiring Dry Radio Sets } Batteries			DETAILS OF HEAVY LIFTS					
TYPE	Number			TYPE	Number of Sets			DETAIL	ADVANCE PARTY	MAIN BODY	REAR PARTY	
	ADV	MAIN	REAR		ADV	MAIN	REAR					
Pistol 9mm	1							(a) Max weight to be lifted by ship's gear in lbs.				
OMC	63							(b) Stores and equipment requiring crane facilities for rail move:-				
SLR	5							(i) No items				
7.62 L2A2	7							(ii) Total weight - lbs				
Man	2							(iii) Max single lift -lbs				

NOTE: 8 pers filled vacancies made by HQ 1 Coy RAASC and 21 Sup Pl

PART 2 - DETAILS OF MOBILE EQUIPMENT AND STORES CARRIED THEREIN

B2

1 Tpt Pl

Equipment by Type	Advance Party	Main Body	Rear Party	Total	Dimensions			To Travel Empty		To Travel Laden	
					Overall Length	Width	Height (Cut down)	No	Weight per in lbs	No	Average Cross Weight - lbs
<u>Vehs/Tracks/Plant</u>											
$\frac{3}{4}$ Ton GS		1		1	175"	64"	81"			1	5000
$2\frac{1}{2}$ Ton GS		33		33	231"	96"	114"	23	12207	10	16880
<u>Trailers/Equipments</u>											
$\frac{1}{2}$ Ton Tlr		1		1	120"	60"	45"			1	1560
<u>Guns</u>				Nil							

[illegible]

17p11

PART 4 - OTHER DANGEROUS GOODS

Serial	Description of Item	Package Type	In other than Unit Vehs				In Unit Vehs				Remarks
			No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	
					NIL						

SECRET

For Movement by UNAS SYDNEY

UNIT MOVEMENT DATA TABLE
(paragraph 14 refers)

From Location SYDNEY
To Location _____

Annex B to E Comd 28/601/228(G1/r)
dated 26 Jan 65

Annex J
Encl 8

UNIT 21 SUP PL RAASC

Signature *[Signature]*

Date 1 Coy RAASC
Milpo Div Tpt

28 Apr 66

STRENGTHS M - Male
F - Female

STORES TO MOVE IN OTHER THAN UNIT VEHs

RANKS	ADVANCE PARTY		MAIN BODY		REAR PARTY		TOTAL		Tonnages - Stores not loaded in Vehs	ADVANCE PARTY	MAIN BODY	REAR PARTY	TOTAL
	M	F	M	F	M	F	M	F					
Officers									Stores and Eqpt				
WOs									(a) Weight lbs (b) Cubic feet				
Ssgts Sgts					<i>a. 1</i>								
Rank and File					<i>b. 2</i>				Cased Ammunition, Explosives and Dangerous goods (a) Weight lbs (b) Cubic feet				
Total all Ranks					<i>3</i>								

WEAPONS

Wireless Sets } Requiring Dry
Radio Sets } Batteries

DETAILS OF HEAVY LIFTS

TYPE	Number			TYPE	Number of Sets			DETAIL	ADVANCE PARTY	MAIN BODY	REAR PARTY
	ADV	MAIN	REAR		ADV	MAIN	REAR				
<i>SLR</i>			<i>3</i>					(a) Max weight to be lifted by ship's gear in lbs. (b) Stores and equipment requiring crane facilities for rail move:- (i) No items (ii) Total weight - lbs (iii) Max single lift -lbs NOTE: a. Awaiting Replacement b. Pers NOT marched into unit			

PART 2 - DETAILS OF MOBILE EQUIPMENT AND STORES CARRIED THEREIN

B2

21 Sep 51

Equipment by Type	Advance Party	Main Body	Rear Party	Total	Dimensions			To Travel Empty		To Travel Laden	
					Overall Length	Width	Height (Cut down)	No	Weight per in lbs	No	Average Cross Weight - lbs
<u>Vehs/Tracks/ Plant</u>											
a. TRACTOR Wld Size 5			3	3		Not Known		3		Not Known	
<u>Trailers/ Equipments</u>											
a. TRAILER 3 ton			3	3		Not Known		3		Not Known	
<u>Guns</u>				Nil							

a. Unlikely items available before HMAS SYDNEY Sails.

PART 3 - AMMUNITION EXPLOSIVES AND PYROTECHNICS

Serial	Designation	Qty	Exp Gp Cat	Stowage Cat	Package Info			In other than unit vehicles			In Unit vehicles		
					Type	Lbs wt per	Cubic ft Super ins	No Packs	Total lbs	Total Cubic Ft Super ins	No Packs	Total lbs	Cubic f Super in

B4

PART 4 - OTHER DANGEROUS GOODS

Serial	Description of Item	Package Type	In other than Unit Vehs				In Unit Vehs				Remarks
			No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	No Packs	Total Wt Lbs	Total Cubic Ft	Total Qty Dangerous Goods	

ANNEX L

ENCL 1

1 COY RAASC (DIV TPT)

OC's CONFERENCE - 0830 HRS 2 APR 66

NOTES

1. Pers present:

Maj GLENDENNING	OC	Capt DEMETROVICS	OC 1 Coy Wksp
Capt BATES	2IC	Capt BARTON	OC 1 Tpt Pl
Capt FERGUSON	Capt Ops & Trg	Capt TUCKETT	OC 21 Sup Pl
Lt GLASS	Admin Offr	2Lt MAHER	2IC 1 Tpt Pl
WO2 STRACHAN	RQMS	Sgt COOMBER	NCO i/c 2 Tpt Pl
WO2 BALNAVE	CSM	Capt WOOLMER	OC Det 176 AD Coy
Ssgt LOCKHART	CQMS	2Lt EDWARDS	OC Det 1 Div Post Unit

2. The OC spoke on the following points:

- a. Admin assistance for Op readiness: - None available.
- b. Ministers Visit 2 Apr 66: The Minister for the Army would be moving through the INGLEBURN area at approximately 1600 hours.
- c. Discs Identity: Should be taped together to prevent noise.
- d. Painting and Preparation of Vehicles: All vehicles are to be painted by 2 B Wksp. Paint is being supplied direct to 2 B Wksp. Capt Ops is to co-ordinate the painting of all vehicles, trailers and MCs. Painting is to commence Wed 6 Apr 66.
- e. Stores and Eqpt: Stores are to be sorted into their respective sub accounts and any movement between sub accounts is to be adjusted. Packing and boxing is to be done as soon as possible. All AAFs Fla are to be acquitted ASP including Corps Trg Wing and exercise stores. Handover of 2 Tpt Pl sub account to be effected between Lt GLASS and 2Lt CONDON.
- f. RQMS - may march out 6 Apr 66.
- g. 21 Sup Pl: OC 21 Sup Pl to be det to 108 and 116 Sup Dep Pls. 21 Sup Pl Office and stores to be cleaned up.
- h. Operational Space: Required for HQ 1 LSG and Det 1 GL Sect. 1 Coy RAASC will have the Q and A responsibility for these units.
- i. AHQ Admin Instr 1/66: A Coy Admin Instr is to be produced from this and is to include rates of pay, conditions of service, etc.
- j. Regt Funds: Proposed to give a pro rata amount to remaining sub units. Funds will be spent on sporting equipment, Corps flags and unit functions. The 2IC is to check with ORs Canteen Committee on any function that they may have in mind. A reconciled up to date account of Regt Funds is to be prepared ASP.
- k. Labour and Tasks: Labour for painting of vehicles, preparation of advance parties and other tasks are to be co-ordinated by Capt Ops & Trg. From 4 Apr 66 1 Coy Wksp will be free of outside recovery and repair commitments.
- l. Pre-Embarkation Leave: Tentative period for 1 Tpt Pl is 27 Apr - 6 May 66.

/m.

2.

m. Applications for Transfer or Retention: To be formal submissions by individuals.

n. Family Liaison Officer: Requirement for FLO to be notified of any family problems that may arise whilst a member is overseas. FLO is available for advice.

3. Comments and points raised by those attending:

a. 2IC: Sports equipment and Corps Flag requirements to be notified by sub units. Sub units are to obtain DPl Q Check lists from RQMS.

b. Capt Ops & Trg: As from 4 Apr 66 only two light vehicles will be available for tasks. Wksp require the 6 best MC in Coy for op preparation.

c. Admin Offr: To assist co-ord of A aspects, sub units are to prepare nominal rolls for immunisation injections, leave, dental, photographs, med exams etc in the same form as held by the Coy Orderly Room. Returns, or action in respect of returns are to be notified to HQ 1 Coy RAASC. Applications for removal are to be submitted ASP.

d. CQMS: Indents for weapons for Det 176 AD Coy and Det 1 Div Post Unit. Gate pass for ready entry to 2 BOD for return of stores would assist. (2IC checking this point).

e. CSM: Changes in range requirements and availability. Unit and sub unit requirements.

f. OC 1 Tpt Pl: Requirements for vehicle markings.

g. OC 1 Coy Wksp: Pre-embarkation leave requirements.

h. OC Det 176 AD Coy: Personnel of Det 176 AD Coy deficient many 'Q' items. (Summary to be submitted to 2IC for submission of indents).

i. OC Det 1 Div Postal Unit: Replacement of personnel within det. Availability of AMF shoulder patches.

4. Conference concluded 0955 hours.