

Series: AWM95
Australian Army commanders' diaries
[Vietnam]

Ordnance units

Item number: 13/1/16

Item: 1 Ordnance Field Park

Narrative

Annexes

[1-30 Apr 1971]

PART 1

COVERING LETTER

Reference No

To: OIC, Military History Section, AHQ.

1. I enclose Commanders Diary (AF C 2118) (Adapted) as indicated at Part 2.

2. Please return receipt below,

(Signature) *[Signature]* CAPT

Appointment OC 1 OEP
(OC Unit or senior staff officer)

[Handwritten notes and signatures]

PART 2

AF C 2119 (Adapted)
Revised Jun, 1965

SECRET

ORIGINAL
DUPLICATE

Strike out where
not applicable

COMMANDERS DIARY

OF

Unit or Formation 1 OEP

From 1 APR 71 To 30 APR 71

INDEX

Narrative (AF C 2118)

ANNEXES

- * A Duty officer's log
- * B Messages connected with log
- C Operation orders and instructions issued
- D Operation orders and instructions received
- * E Sitreps issued
- F Orders of battle and location reports issued
- G Intelligence reports and summaries issued; appreciations made
- H Administrative orders and instructions issued
- I Administrative orders and instructions received
- J Administrative reports and bulletins; ammunition returns; field strength returns
- * K Standing orders issued
- L Commander's policy and demi-official letters
- M Action reports (if required)
- N Other papers, eg, maps and diagrams, air photos, reports from sub units
- O Periodical summaries of operations
- Z Top Secret Supplementary Diary

Enclosure Numbers

- to
- to
- to
- to
- to
- to
- to
- to
- to
- to
- to
- to
- to
- to
- to

† NIL
† RETAINED
† Despatched to

on.....

* Only to be included during operations.
† Cross out whichever is not applicable.

[Handwritten notes and stamps]

[Vertical stamp: COMMANDERS DIARIES]

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

TENTS

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

otential importance.
to officers, men and equipment.
ipment captured.
employed in the time not accounted for. The type of
ss and to save work as much information as possible is to
ocuments issued and received, routine returns, etc. All
ed and the time of receipt or despatch is to be given.

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

(continued on back cover)

1 BP Coy-274/65-55m

AWM 95
[13/11/APC 71]

COMMANDERS DIARIES

SECRET

AF C 2118 (Adapted)

LEVEL 3

LEVEL 1

DISPOSAL

13. Original Commander's Diary. This is to be forwarded monthly, unless otherwise ordered, 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.

COMPILATION

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

- a. Cover (AF C 2119) (Adapted).
- b. Indexes 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 "E". TOP SECRET the document. It is to be prepared and disposed of as

TENTS

as well as map references), establishment, equipment and orders given. the day's fighting, including company movements. annexes with regard to equipment, tactics, organization

potential importance. to officers, men and equipment. equipment exposed. employed in the time not accounted for. The type of

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

the annexes, but need not give a précis of any of them.

(Continued on back cover)

AWM 95
[13/11/APC 71]

This form is to be enclosed with the annexes in AF-C2119 (Adapted).

AUSTRALIAN MILITARY FORCES

AF - C2118 (Adapted)
Revised Apr. 1969

COMMANDER'S DIARY NARRATIVE

UNIT/FORMATION 1 OFP 1 ATF

MONTH and YEAR APR 1971

REFERENCE MAP -

COMMANDING OFFICER CAPT G.W. SMITH

Serial	Place and grid reference	Date	Time	Event or Information	Reference to annex letter and/or enclosure No.
(a)	(b)	(c)	(d)	(e)	(f)
1	NUI DAT	1 APR 71		NORMAL PARK ACTIVITY	
2		2 APR 71		Main 1 OFP continued 100% stocktake in VUNG TAU location. 1 OFP detachment NUI DAT operating smoothly on new establishment.	
3		3 APR 71		Stocktake continues VUNG TAU. Normal activity NUI DAT.	
4		4 APR 71		Rest day	
5		5 APR 71		Revision of deployment of 1 OFP personnel as follows; NUI DAT- 1-14 (1 OFP detachment) NUI DAT- OG acting OO 1 ATF NUI DAT- 1 Sgt detached to 1 Aust CA unit VUNG TAU- 10 Ors (incl 3 senior NGOs) 1 OFP VUNG TAU- 17 ORs detached to 2 aod SAIGON? 1 Pte attached to ADOS office	
6		6 APR 71		OC remains attached to HQ 1 ATF as OO stocktake continues VUNG TAU. Normal activity NUI DAT	
7		7 APR 71		All bath equipments prepared for future use. 1 OFP warned that water blaster equipment is to be ready for installation by 15 Apr 71	
8		8 APR 71		One rubber tree snapped at base, fell on storehouse - superficial	

This form is to be enclosed with the annexes in AF-C2119 (Adapted).

AUSTRALIAN MILITARY FORCES

AF - C2118 (Adapted)
Revised Apr. 1969

COMMANDER'S DIARY NARRATIVE

UNIT/FORMATION

1 OFF 1 ATF

MONTH and YEAR APR 71

REFERENCE MAP -

COMMANDING OFFICER CAPT G.W. SMITH

Serial	Place and grid reference	Date	Time	Event or Information	Reference to annex letter and/or enclosure No.
(a)	(b)	(c)	(d)	(e)	(f)
				damage only no injuries to personnel. Stocktake continues at VUNG TAU	
9		9 APR 71		Surplus personnel at 1 OFF VUNG TAU handed over to 2 AOD for employment on day to day basis. Strength in storehouse 16 now stands at 1 WO2 2xSSgt 1xLcpl 1xPte	
10		10 APR 71		Normal activities. OC remains at TF HQ	
11		11 APR 71		Rest day. OC (2IC) det visits VUNG TAU	
12		12 APR 71		Two members from det 1 OFF and 2 members from OFFatt AOD were trained in the operation of water blaster at 2 AOD.	
13		13 APR 71		Normal activities, stocktake continues	
14		14 APR 71		Normal activities, stocktake continues	
15		15 APR 71		Normal activities, stocktake continues	
16		16 APR 71		Stocktake continues VUNG TAU	
17		17 APR		" " " "	
18		18 APR 71		Rest day	
19		19 Apr 71		Stocktake Continues	
20		20 APR 71		"	

This form is to be enclosed with the annexes in AF-C2119 (Adapted).

AUSTRALIAN MILITARY FORCES

AF - C2118 (Adapted)
Revised Apr. 1969

COMMANDER'S DIARY NARRATIVE

UNIT/FORMATION 1 OFF 1 ATF

MONTH and YEAR APR 71 REFERENCE MAP - COMMANDING OFFICER CAPT G.W.SMITH

Serial	Place and grid reference	Date	Time	Event or Information	Reference to annex letter and/or enclosure No.
(a)	(b)	(c)	(d)	(e)	(f)
21		21 APR 71		Stocktake Continues	
22		22 APR 71		" "	
23		23 APR 71 ^m		" "	
24		24 APR 71		" "	
25		25 APR 71		$\frac{1}{2}$ day rest day	
26		26 APR 71		Stocktake Continues	
27		27 APR 71		" "	
28		28 APR 71		" "	
29		29 APR 71		" "	
30		30 APR 71		Completion of counting Stocktake	