

Series: AWM95
Australian Army commanders' diaries
[Vietnam]

**Royal Australian Electrical and
Mechanical Engineers units**

Item number: 14/2/17

**Item: 102 Field Workshop and 102
Field Workshop Stores Section**

Narrative

[1-30 Sep 1968]

COVERING LETTER

Reference No. 9/68

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] Major
Appointment OC 102 Fd Wksp RAEME (OC Unit or senior staff officer)

SECRET

ORIGINAL } Strike out where
DUPPLICATE } not applicable

COMMANDERS DIARY

OF

Unit or Formation 102 Fd Wksp RAEME : 102 Fd Wksp Store Section

From 1 Sep 1968

To 30 Sep 1968

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

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† NIL
† RETAINED
† Despatched to

on.....

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

[Handwritten notes]

1 B B Code - 2119/2 - 22nd

3 TBA

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

EVENTS

as well as map references), establishment, equipment and orders given. The day's fighting, including company movements. Commander with regard to equipment, tactics, organization potential importance. Officers, men and equipment. Equipment captured. Employed in the time not accounted for. The type of

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

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

(continued on back cover)

AWM 95
[14/2/sep 68]

COMMANDERS DIARIES

TOP SECRET

VE C 2118 (Adapted)

5 T 24 P

5 T 24 P

PART 3

DISPOSAL

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.

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, arising at B,

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

EVENTS

as well as map references, establishment, equipment and order given. The day's fighting, including company movements, remainder with regard to equipment, tactics, organization

essential importance. Officers, men and equipment. Equipment captured. Employed in the time not accounted for. The type of

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

to annexes, but need not give a prefix of any of them.

AWM 95
[14/2/sep 68]

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

COMMANDERS DIARY NARRATIVE

AF-C2118 (Adapted)
Revised Jul 1965

Unit/Formation 102 Fd Wksp RAEME

102 Fd Wksp Store Section

MONTH AND YEAR. Sep 1968 REFERENCE MAP. XA442

COMMANDING OFFICER. MAJ M.B. TINKLER

Place and Grid reference	Date	Time	Event or information	Annex letter and enclosure number
Vung Tau 299447	1 Sep 68	1700H	NTR.	
" " "	2 Sep 68	1700H	SITREP S223 fwd to HQ 1 ALSG. Chief Clerk RTU ex Hospital	
" " "	3 Sep 68	1700H	SITREP S224 fwd to HQ 1 ALSG. Visit by Col HARRISON NZ.	
" " "			Interests : Repairs to NZ equipment	
" " "			Sentencing of NZ equipment	
" " "			Employment of NZ EME Officer	
" " "			Value of NS tradesmen	
" " "	4 Sep 68	1700H	SITREP S225 fwd to HQ 1 ALSG.	
" " "	5 Sep 68	1700H	SITREP S226 fwd to HQ 1 ALSG.	
" " "	6 Sep 68	1700H	SITREP S227 fwd to HQ 1 ALSG. Visit by DADEME.	
" " "	7 Sep 68	1700H	SITREP S228 fwd to HQ 1 ALSG.	
" " "	8 Sep 68	1700H	NTR.	
" " "	9 Sep 68	1700H	SITREP S229 fwd to HQ 1 ALSG.	
" " "	10 Sep 68	1700H	SITREP S230 fwd to HQ 1 ALSG. Half way. Looking back, at this stage, I believe that the workshop has improved considerably over the	

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COMMANDERS DIARY NARRATIVE

AF-C2118(Adapted)
Revised Jul 1965

Unit/Formation 102 Fd Wksp RAEME
102 Fd Wksp Store Section

MONTH AND YEAR SEP 1968 REFERENCE MAP XAM42

COMMANDING OFFICER MAJ M.B. TINKLER

Place and Grid reference	Date	Time	Event or information	Annex letter and enclosure number
Vung Tau 299447	10 Sep 68	1700H	(cont) last six months. This is mainly due to the better facilities that are now available.	
" " "	11 Sep 68	1700H	SITREP S231 fwd to HQ 1 ALSG.	
" " "	12 Sep 68	1700H	SITREP S232 fwd to HQ 1 ALSG.	
" " "	13 Sep 68	1700H	SITREP S233 fwd to HQ 1 ALSG.	
" " "	14 Sep 68	1700H	SITREP S234 fwd to HQ 1 ALSG.	
" " "	15 Sep 68	1700H	NTR.	
" " "	16 Sep 68	1700H	SITREP S235 fwd to HQ 1 ALSG.	
" " "	17 Sep 68	1700H	SITREP S236 fwd to HQ 1 ALSG. Maj WINKWORTH arrived to take over HQ Coy 1 ALSG.	
" " "	18 Sep 68	1700H	SITREP S237 fwd to HQ 1 ALSG. Visit from Director Army Records. Visit by DADEME HQ AFV. Could only spend about 1/2 hour with DADEME, as the Director of Army Records had arranged a conference and also visits to units. Main point of interest to 102 was the unit	

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COMMANDERS DIARY NARRATIVE

AF-C2118(Adapted)
Revised Jul 1965

Unit/Formation 102 Fd Wksp RAEME
102 Fd Wksp Store Section

MONTH AND YEAR. SEP 1968 REFERENCE MAP. XA442

COMMANDING OFFICER. MAJ M.B. TINKLER

Place and Grid reference	Date	Time	Event or information	Annex letter and enclosure number
Vung Tau 299447	18 Sep 68	1700H	(cont) requirement to receive posting orders, for soldiers returning to Aust, earlier. CARO aims at 2 weeks prior to movement. Units have requested 6 weeks prior to movement.	
" " "	19 Sep 68	1700H	SITREP S238 fwd to HQ 1 ALSG. Visit from MGO. A valuable and interesting visit.	
" " "	20 Sep 68	1700H	SITREP S239 fwd to HQ 1 ALSG. Received new weekly statistics from HQAFV. The time allowed to produce the volume of statistics appears to be unacceptable, however, with some modification we should be able to produce all except the manhours statistics and the list of items for US supply. We have modified the form to avoid duplication to provide more space to list indents and service demands and to show job numbers. Job numbers have been included merely for convenience of reference. At last the windmill and the steam cleaner are working. This should improve the condition of equipment within the area and allow for better cleaning of equipment and assemblies being returned	

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

COMMANDERS DIARY NARRATIVE

AF-C2118(Adapted)
Revised Jul 1965

Unit/Formation 102 Fd Wksp RAEME
102 FdWksp Store Section

MONTH AND YEAR. SEP 1968 REFERENCE MAP. 2442

COMMANDING OFFICER. MAJ M.B. TINKLER

Place and Grid reference	Date	Time	Event or information	Annex letter and enclosure number
<u>VUNG THAI 29447</u>	<u>20 Sep 68</u>	<u>1700H</u>	<u>(cont) to Australia. The local contractor has started to build a service station on the block of sand previously occupied by the YMCA tent. It is important that some good greasing facilities be made available soon, in order to get the greatest value from the Service Station.</u>	
" " "	<u>21 Sep 68</u>	<u>1700H</u>	<u>SITREP S240 fwd to HQ 1 ALSG.</u>	
" " "	<u>22 Sep 68</u>	<u>1700H</u>	<u>NTR.</u>	
" " "	<u>23 Sep 68</u>	<u>1700H</u>	<u>SITREP S241 fwd to HQ 1 ALSG. Capt BAKER RNZEME, is due to march out to 1 Indep Armd Sqn Wksp this afternoon.</u>	
" " "	<u>24 Sep 68</u>	<u>1700H</u>	<u>SITREP S242 fwd to HQ 1 ALSG.</u>	
" " "	<u>25 Sep 68</u>	<u>1700H</u>	<u>SITREP S243 fwd to HQ 1 ALSG.</u>	
" " "	<u>26 Sep 68</u>	<u>1700H</u>	<u>SITREP S244 fwd to HQ 1 ALSG.</u>	
" " "	<u>27 Sep 68</u>	<u>1700H</u>	<u>SITREP S245 fwd to HQ 1 ALSG. Saigon - Conference on redistribution of EME resouces within the theatre. Attended by Chief of Staff HQAFV, Comd 1 ALSG, DAQNG HQ AFV, DAA & QMG 1 ATF, DADOS & DADEME HQ AFV</u>	

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

COMMANDERS DIARY, NARRATIVE

AF-C2118 (Adapted)
Revised Jul 1965

Unit/Formation .102 Fd Wksp RAEME.....

102 Fd Wksp Store Section

MONTH AND YEAR. SEP. 1968.....REFERENCE MAP. XA442.....

COMMANDING OFFICER. MAJ M.B. TINKLER.....

Place and Grid reference	Date	Time	Event or information	Annex letter and enclosure number
Vung Tau 299447	27 Sep 68	1700H	(cont) OC 2 AOD, 102 Fd Wksp, EME & ORD Offrs 1 ATF	
" " "	28 Sep 68	1700H	SITREP S246 fwd to HQ 1 ALSG.	
" " "	29 Sep 68	1700H	NTR.	
" " "	30 Sep 68	1700H	SITREP S247 fwd to HQ 1 ALSG. Visit by Maj Gen DAWSON RNZA	