

Series: AWM95
Australian Army commanders' diaries
[Vietnam]

Royal Australian Electrical and
Mechanical Engineers units

Item number: 14/5/3

**Item: Headquarters 1 ATF Light Aid
Detachment**

Narrative

[23 Jun - 31 Jul 1966]

COVERING LETTER

Reference No. D-1-3

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) JWD Bobb RA

Appointment OC HQ 1 ATF LAD

(OC Unit or senior staff officer)

SECRET

ORIGINAL

~~DUPLICATE~~

Strike out where

not applicable

COMMANDERS DIARY

OF

Unit or Formation HQ 1 ATF LAD RAEME

From 23 JUN 66 To 31 JUL 66

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

~~† NIL~~
† RETAINED
† Despatched to

on.....

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

CONTENTS

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

tential importance.

officers, men and equipment.

ment captured.

employed in the time not accounted for. The type of

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

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

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.

COMPILATION

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

a. Cover (AF C 2119) (Adapted).

b. Index as printed on cover.

c. Narrative as printed on cover.

d. Appendices as shown on cover.

2. All details of the unit or formation (if a detachment is concerned, the name of the parent unit), period covered and inclusive numbers of the diaries 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 recorded.

3. The diaries are to be arranged in the groups shown on the cover. If there are no appendices for any group, this will be shown on the cover. If there are appendices, they are to be arranged in the order given.

TOP SECRET

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 JUN / JUL 66

REFERENCE MAP VIET NAM 1:50,000

UNIT/FORMATION HQ 1 ATF LAD RAEME
COMMANDING OFFICER JW Bell Lt.

Place and grid reference	Date	Time	Event or information	Annex letter and enclosure number
<u>LOCATION NUI DAT - NO CHANGE FROM PREVIOUS DIARY.</u>	<u>PERIOD FROM 23 JUN TO 31 JUL 66.</u>		<p><u>DURING THE REPORTING PERIOD, THE UNIT CARRIED OUT ITS NORMAL TECHNICAL FUNCTION. A TOTAL OF 250 EQUIPMENTS WERE INSPECTED AND/OR REPAIRED.</u></p> <p><u>IMPROVEMENTS WERE MADE WITHIN THE LAD AREA, THE MOST NOTABLE BEING THE PROVISION OF 16FT X 16FT TENTS FOR THE ACCOMMODATION OF UNIT MEMBERS. IN ADDITION, WOODEN FLOORING WAS CONSTRUCTED AND PLACED IN ALL LIVING TENTS. THIS WAS COMPLETED ON 17 JUL.</u></p> <p><u>THERE WAS A NOTABLE INCREASE IN THE NUMBER OF VEHICLE REPAIRS COMPLETED DURING THE PERIOD. THIS HAS BEEN DUE MAINLY TO A DETERIORATION OF DRIVING CONDITIONS THROUGHOUT THE AREA.</u></p> <p><u>THE PROVISION OF SPARE PARTS CONTINUES TO BE A PROBLEM, AS THE TIME TAKEN FOR SPARES TO ARRIVE IN THE AREA IS OFTEN EXCESSIVE. IT IS HOPED THAT THIS SITUATION WILL IMPROVE AS CERTAIN SCALINGS ARE INCREASED, PARTICULARLY WITHIN THE ORDNANCE FIELD PARK.</u></p>	