

**Series: AWM95**  
Australian Army commanders' diaries

Infantry units

**Item number: 7/2/34**

**Item: 2 Battalion Royal Australian  
Regiment**

Narrative

Annexes

[1-31 Mar 1963]

6 May 63.


2nd Battalion,  
The Royal Australian Regiment,  
Terendak Camp,  
MALACCA

COMMANDER'S DIARY

Your 117/3/2 of 25 Apr 63.

The receipt of the following diaries is acknowledged :-

Original - <sup>May</sup> May 63  
Duplicate - Feb 63.

  
(J.H. SMITH) Captain  
O i/c Military History Section

May 63.

2nd Battalion,  
The Royal Australian Regiment,  
Terendak Camp,  
MALACCA

COMMANDER'S DIARY

Your 117/3/2 of 25 Apr 63.

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(J.H. SMITH)                      Captain  
O i/c Military History Section

TELEPHONE



**AUSTRALIAN MILITARY FORCES**

Quote in Reply

117/3/2

ADDRESS

2nd Battalion  
The Royal Australian Regiment  
Terendak Camp  
MALACCA

25 Apr 63

Officer-in-Charge  
Military History Section  
AHQ CANBERRA  
AUSTRALIA

Commander's Diary

--- Herewith Commander's Diary for the period 1 - 31 Mar 63.

Also included is the duplicate copy for the month of Feb 63.

*Herbert Gladstone Capt*  
Lt Col  
∞





*[Handwritten signature]*  
COY 44  
COY 44

Also included in the duplicate copy for the month of Sep 63.

Hereafter Commander, a Diary for the period 1 - 31 Mar 63.

Commander, a Diary

UNITED STATES  
VNSO CANBERRA  
MILITARY HISTORY SECTION  
OFFICER-IN-CHARGE

22 Apr 63

MILITARY  
Detachment Camp  
The Royal Australian Regiment  
5th Battalion  
ADDRESS

11/1/63  
Copy to file

AUSTRALIAN MILITARY FORCES



TELEPHONE

COMMANDER'S DIARY  
NARRATIVE

Page 25

Profor. C2118

Place and Grid Reference	Day of Month	Hour	Event or Information	Annx letter and enclosure number
ASAHAN RANGE	1-3 MAR 63		4P2 B Coy took part in fd firing ex for 26 Regt RA and acted as enemy	
Terendak Camp	4-5 MAR 63		Joint Op Research Team from UK visited unit and inspected Bn HQ and one rifle coy on parade in full air portable scales of equipment	
" "	8-10 <del>MAR</del> 63		Visit of AUSTRALIAN National President of RSL Sir Raymond HUIISH and Secretary Mr AGW KEYES. Visitors inspected all aspects of 2 RAR and had informal talks with Officers, Sgts, Soldiers of the unit. (See Anx 'A')	ANX 'A' 2 RAR A 30 of 051610 GH refers
Terendak/Asahan	19-20 <sup>med</sup> APR 63		Ten (10) Unit officers attended arty/inf CO-OP trg incl live firing on fd range.	
Terendak Camp	20 <sup>med</sup> APR 63	0830 - 1230 hrs	CO 2 RAR conducted comprehensive Adm Inspection of B Coy.	
SEREMBAN	"	1700 - 1800	<sup>coy team</sup> 2 RAR was defeated by 34 Coy Gurkha ASC in final of 17 Gur Div minor units Basket Ball team. 60 spectators from 2 RAR watched the match.	
Terendak Camp	22 Mar 63	1015 - 1115 ) 1545 - 1600 )	Farewell visit to 2 RAR by C-in-C FARELF Lt Gen Sir NIGEL FOETT KCB DSO (See ANX 'B')	ANX 'B' 2 RAR 30/2/27 of 18 Mar 63 refers
Terendak Camp /KONG KOI Trg Area	23 - 30 MAR 63		2 RAR incl SP elements proceeded on Ex "BELLEBUSTER". (See ANX 'C' & 'D')	ANX 'D' 2 RAR 217/3/30 of 8 Apr 63 refers
Terendak Camp	31 MAR 63		Initial instructions issued for relief of 2 RAR (See ANX "E")	ANX 'E' 2 RAR 101/1/2 (B) of 23 Mar 63 refers.  ANX 'C' 2 RAR 217/3/30 of 14 Mar 63 refers.

PRECEDENCE ACTION  
ROUTINE

DATE TIME GROUP  
05 1610 GH

SECURITY CLASSIFICATION  
UNCLAS  
ORIGINATOR'S NUMBER

COMDS DIARY MUM 63

Anx 'A'

A30 (30/2/80)

FROM 2 RAR  
TO A Coy B Coy C Coy D Coy Sp Coy Adm Coy  
INFO CO 2IC Adjt A/QM Bn TO Offrs Mess Sgts Mess  
VISIT OF RSSAILA (.)  
FIRST (.) Sir Raymond HUISE A/National President and Mr AGW KEYES  
will visit Terendak Camp 8 - 10 Apr (.)  
SECOND (.) Lt WM SMITH will meet visitors at Bn HQ 1800 hrs 8 Apr 63  
and escort them to their accommodation (.)  
THIRD (.) visitors will inspect 2 RAR 1230 - 1700 hrs 9 Apr 63 as  
follows (.) ALPHA (.) lunch offrs mess 1245 hrs (.)  
BRAVO (.) 1400 hrs visits D Coy at Sneaker Course (.)  
CHARLIE (.) COs office till 1500 hrs (.) DELTA (.)  
visits BOOMERANG CLUB for soft drink with 12 ORs per coy (.)  
DPRI to provide (.) ECHO (.) 1520 hrs visits ORs kitchen  
(.) FOXTROT (.) 1530 hrs inspects Sp Coy bk room (.)  
GOLF (.) 1535 hrs inspects Regt Museum (.) HOTEL (.)  
COs office till 1615 hrs thence to Nursery Remembrance  
Stone and Sgts Mess at 1630 hrs (.) JULIET (.) 1700 hrs  
departs 2 RAR

*G. Chapman*  
Capt  
Adjt

COMDS DIARY Mar 63  
Anx B

AUSTRALIAN MILITARY FORCES

In reply please  
quote: 30/2/27

2nd Battalion  
The Royal Australian Regiment  
Terendak Camp  
MALACCA

18 Mar 63

Distr Below  
-----

FAREWELL VISIT OF C-in-C FARELF  
Lt Gen SIR NIGEL POETT KCB DSO  
AND LADY POETT ON 22 MAR 63

1. The farewell visit of the C-in-C FARELF will take place in TERENDAK Camp on 21 and 22 Mar 63 and 2 RAR are included on the itinerary as follows:-

22 Mar 63

- a. Farewell visit of the C-in-C and party to 2 RAR Sgts' Mess 1050 - 1115 hrs where cool drinks will be served. In addition to the RSM and Mess members, the CO, 2IC, Coy Comds and Adjt will be invited to attend.
- b. The provision of a Guard of Honour at TERENDAK airstrip at 1545 hrs including the Regt Band. The Guard will be provided by Sp Coy and be commanded by Capt EE STEVENSON with Lt OE KLEINIG as guard ensign.

2. Lady POETT will commence a separate itinerary at 1050 hrs and therefore will not accompany her husband to 2 RAR. Lady POETT has been invited to watch the Guard of Honour at the airstrip.

3. The C-in-C will depart by air from the airstrip at 1600 hrs.

*Harold Hadden*  
Capt  
Adjt

DISTR:

A Coy	CO
B Coy	2IC
C Coy	Adjt
D Coy	RSM
Sp Coy	Bandmaster
Adm Coy	Comd's Diary
Float	Spare
File	

Copy to: HQ 28 COMMEL Inf Bde Gp/TERENDAK  
Gar  
LO Comd 28 COMMEL Inf Bde Gp



AUSTRALIAN MILITARY FORCES

In reply please  
quote: 217/3/30

2nd Battalion  
The Royal Australian Regiment  
Terendak Camp  
MALACCA

14 Mar 63

EXERCISE INSTRUCTIONS  
2 RAR - EXERCISE 'BELLBUSTER'  
23 - 31 MAR 63

MAPS: MALAYA lin to 1 mile sheets 3 C/13; 3 G/1

GENERAL

1. Exercise BELLBUSTER will be conducted in the KONGKOI Training Area during the period 23 - 31 Mar 63. This area is 87 miles from TERENDAK, North East of SEREMBAN.
2. The opening narrative is at Annex 'A' and is issued with this instruction.

TROOPS

3. Troops taking part will be:-
  - a. Friendly forces - 2 RAR with under comd tp 11 Indep Fd Sqdn and one sec 16 COMMEL Fd Amb with in sp 17 Bty RA and 656 Light Aircraft Squadron.
  - b. Enemy forces - 4 Coy 1 NZ Regt
4. All companies will be at airportable strength.

DRESS

5. All ranks will carry airportable equipment and weapons. Three water bottles will be carried. AAB83, IHC and ID Cards will NOT be carried but will be left with company orderly rooms.
6. Enemy troops will wear white hat bands.

MOBILISATION

7. 2 RAR will concentrate in the unit lines at 1800 hrs 23 Mar 63 and 'T' Hour will be at 1830 hrs. The evening meal will be served in all messes at the usual week-end times.
8. After mobilisation is completed troops may be stood down until 2359 hrs 23 Mar 63.
9. Enemy forces will move to the exercise area on 23 Mar.
10. It is anticipated that 2 RAR will return to Camp Terendak at 1400 hrs 31 Mar 63.

COMMUNICATIONS

11. Signal Officer will prepare wireless diagrams and be prepared to allocate signal personnel as follows:-
  - a. Battalion Command Net - WS41
  - b. Administrative Net - WS510(Bn HQ and B Ech only)

2/...

ADMINISTRATION

12. Rations:

- a. 7½ days rations(24 hrs) will be carried by each man.
- b. Rations discarded prior to packing into equipment will be collected by companies and delivered to OC Adm Coy for disposal prior to 2030 hrs 23 Mar 63.
- c. ORs Mess will prepare hot snacks at 1400 hrs and all messes hot evening meal 31 Mar 63.

13. Ammunition

- a. The allocation of ammunition is:  
 Friendly forces - 1000 rounds 7.62mm blank and 12 each Red/Green/Illum 1 in carts each rifle company and sp Coy.
- b. Due to the possible interference of the exercise by wild animals(elephants, tigers, deer and snakes) all platoon commanders will carry one magazine(20 rounds) 7.62mm securely taped and held in the basic pouch. Under NO circumstances will wild animals be shot except in self defence.
- c. Safety precautions will be enforced at all times. Blanks will not be fired directly at any man and enemy forces when firing live rounds from LMGs will fire them under the supervision of an NCO, into pits facing away from attacking forces.

14. Medical

- a. The KONGKOI training area is designated as a 'leptospirosis area', therefore washing will be kept to a minimum. Troops will not shave. Companies will ensure that all troops carry filter bags and fresh sterilisation outfits.
- b. Each section will carry snakebit outfits.

15. Digging

Weapon pits will be dug to a depth of one foot only. All pits will be completely filled in and levelled prior to evacuation of any area.

16. Cutting

This must be kept to a minimum and in any case trees in excess of three inches in diameter will not be cut. There will be no digging or cutting in rubber plantations.

17. Marker Balloons

Two per company will be carried and will only be inflated to indicate a serious casualty requiring air evacuation.

18. Transport

- a. Bn TO 2 RAR will arrange sufficient TCVs to move the battalion as follows:-  
 (1) 28 TCVs to be available in 2 RAR lines by 2000 hrs 23 Mar 63 to convey the unit to DURIAN TIPUS 269926. (23 TCVs being supplied under arrangements 28 COMEL Inf Bde)

(2) 28 TCVs to be available area PT386 at 087907 by 0900 hrs 31 Mar 63 to convey unit back to Camp Terendak.

(3) Normal airportable scale.

19. Vehicle Base

Initially the vehicle base(A Ech) will be in the DURIAN TIPUS area at 2692. On 27 Mar 63 this group will move to the area of PT386 - 087907.

20 Casualties

a. Real casualties will be evacuated:

(1) Priority I casualties by helicopter from LZ 1797 (or from some other LZ specially cut in emergencies) direct to BMH KINRARA.

(2) Other casualties will be evacuated by foot to A Echelon.

21. Stand down

On the completion of administrative requirements on 31 Mar 63, troops may be stood down until 0745 hrs 3 Apr 63. During this period, however the unit will be prepared to meet all Brigade/Garrison duties.

*Stanley P. Sladen*

Capt  
Adjt

Distribution

<u>Addressee</u>	<u>General Instructions (incl Annex 'A')</u>
A Coy	1
B Coy	1
C Coy	1
D Coy	1
Sp Coy	2
Adm Coy	1
CO	1
Adjt	1
IO	1
2IC	1
QM	1
TO	1
RMO	1
RSM	1
WO Caterer	1
Chaplains(3)	1
War Diary	1
<u>Copy to:</u>	
HQ 28 COMWEL Inf Bde Gp	3
1 NZ Regt	1

Annex 'A' to  
2 RAR Exercise Instruction  
Exercise 'BELLBUSTER' 23 - 31 Mar 63

OPENING NARRATIVE

1. In 1962 a general uprising occurred in MALAYA and a rebel group gained control of the government. 28 COMWEL Inf Bde Gp and other British troops were immediately placed at the disposal of the rightful Malayan Government to quell the rebellion.

2. By January 1963 the situation was well in hand and the remaining rebels had been isolated in their base areas. The leader of the rebels TU YUNG TU CHU GUM and an estimated 300 rebels had withdrawn to a mountainous area NORTH of KUALA KILAWANG 0871. 28 Bde were given the task of clearing this area and if possible, capturing the rebel chief.

In reply please  
quote 217/3/30

2nd Battalion  
The Royal Australian Regiment  
Terendak Camp  
MALACCA

8 Apr 63

REPORT ON EX BELLBUSTER 24-31 MAR BY CO 2 RAR

SUMMARY OF EXERCISE

1. The exercise involved the cross country movement of the battâion group over rugged jungle country rising in parts from 250 feet to over 3000 ft. There was no resupply and the force therefore had to carry sufficient rations, batteries, medical supplies etc to sustain them for 7 days. Anx A gives an outline of the exercise. (Not to all addressees).

2. Tps Taking Part

- 2 RAR
- 17 Bty RA
- Tp 3 Fd Sqn RE
- Sec 16 Fd Amb
- Det 208 Sig Sqn
- In Sp: 7 Recce Flt
- Enemy: A Coy 1 NZ Regt

LESSONS

3. No new lessons were learnt. Similar problems had arisen on previous exercises. Detailed comments are given below:-

a. Weight factor - Soldiers in some cases were carrying up to 90 lbs. This is enough to break the spirit of all but fit and well trained troops:

7 days rats	28 lbs
Lt Wt Eqpt	8 lbs
3 Water Bottle Filled	10 lbs
Ammo (blank only)	2 lbs
Weapons	10 lbs
Spares Clothing, Boots, Toilet Gear	6 lbs
Slice of bn stores eg	
Sigs Eqpt, Batteries, Power Saws, )	
Med Supplies, Bn CP, RAP, Rope Etc )	6 lbs
Personal items - Cigaretts etc )	
	<u>70 lbs</u>

The introduction of the lightweight equipment has assisted however this is about the only field in which any progress seems to be made. The following are the main fields for research:-

(1) Sigs Eqpt - It seems incredible that in a transistorised age a soldier is expected to hump 25 lbs in order to communicate a max distance of 5 miles. This is the distance required for a CO in jungle terrain to speak to his Coy Comds. If the 25 lbs load plus spare batteries performed efficiently it would be acceptable. However because of the disadvantages of HF & VHF it is necessary for a bn to carry both. It therefore requires 100 lbs weight at each terminal to meet the requirement. For Ex BELLBUSTER of 7 days operations over 1/2 ton of sigs eqpt had to be carried on soldiers backs. Unfortunately this cannot be spread evenly throughout the battalion. A signaller must carry his own water, weapon, ammunition, a days ration, plus a set and battery. It was found after distribution of loads some signallers were carrying over 90 lbs and were expected to operate on the march as well!

- (2) Ammo - It was fortunate on this exercise that the battalion was carrying blank and not live ammunition. Bearing in mind the number of automatic weapons in the battalion each soldier should carry 150 rds of ammunition which weighs 4 lbs. One advantage of the Armourlite rifle recently demonstrated by 28 Comwel Inf Bde is the lightness of its ammo which is only a fraction of 7.62 mm.
- (3) Rations - 7 days rations weigh 28 lbs. Besides the weight factor the odd assortment of sizes and shapes shows that there is very little understanding of the infantry problem.

b. Rearward Communications

The det from 208 Sigs Sqn failed to send or receive one message from Bde HQ. The participation of this det was therefore a waste of time from the bn viewpoint. The failure of comms from the Rear Link was in contrast to the Arty net which functioned well throughout the exercise. It is considered that a detachment of two men with one set is insufficient to allow the Bde Comd to remain in contact with a bn.

Within the bn there were breakdowns in the following sets:

A40	-	Six
A41	-	Six
A510	-	Two

As usual the major causes of breakdown in A40 and A41 sets occurred because of trouble with aerial bases. Since the exercise REME are making slight modifications.

- c. Fitness of Supporting Arms - The FOO & BC Parties stood up to the tests of physical fitness surprisingly well. The Det of Fd Amb did their best and I have no criticism of the individuals. However lack of training in their role made it difficult for them to carry out their tasks. One soldier said he had been in Malaya 7 months and never been in the jungle! Sufficient to say that two out of the detachment of 7 suffered heat exhaustion on the second day. The remaining 5 members of the section kept up well with the battalion but would have difficulty if called upon to carry cas over any distance. The Engineers who had done some training in preparation of the exercise appeared to be fit and kept up without difficulty. Overall there was an improvement in the physical fitness of supporting arms over previous exercises.
- d. Jungle Boots - As usual most of the foot problems came from soldiers wearing Jungle Boots - particularly the Dunlop Boot. It is considered that there is a general lack of appreciation of what a jungle boot is meant to do. It is of course mis-named - it is not a jungle boot but a patrol boot. It should be worn at night or when on actual patrol. To wear such boots for 7 days marching is courting disaster. Unfortunately in some companies there was a relaxation of the battalion policy which is "The soldier will carry both Boots AB and Boot Jungle. He may individually decide which he will wear".

This policy means that because of the weight the soldier will inevitably wear his boots AB until he can off load his haversack ie at night or on a patrol. It has been found in 2 RAR that where this policy has been implemented there has been a minimum of foot troubles.

- e. Casualty Evacuation - This is still no answer as to how casualties are to be evacuated where infantry are two or three days march from roads and where helicopters are unavailable either because of lack of security, weather, higher priority tasks or because of unsuitability of ground for LZs.

It is considered that training must be urgently under-taken to practice helicopter crews and RAP personnel in winching casualties up to a helicopter after lowering a cradle by rope. A hole in the canopy can be cut or blown to enable helicopter to hover and lower a rope. This method of casualty evacuation requires a lot of training which has never been attempted in 28 Comwel Inf Bde Gp.

- f. User Trials of Aust LW RAP, Manportable Tent and other Field Equipment - The RAP tent which absorbed moisture and weighed 50 lbs is far too heavy and bulky for manportable operations. It is suitable for air portable operations where it can be carried on a vehicle. The other Field Equipment will be the subject of a separate report.

The 2 RAR designed Candow CP Tent proved suitable for man portable operations but can be improved by further modifications.

- g. Use of Mules - The great weights that had to be carried raise again the desirability of the use of mules to move with the battalion column. It is understood that over 9 months ago a request was made that mules from Hong Kong be made available to 28 COMMWEL Inf Bde Gp for familiarization trials. It is recommended that this matter be expedited.

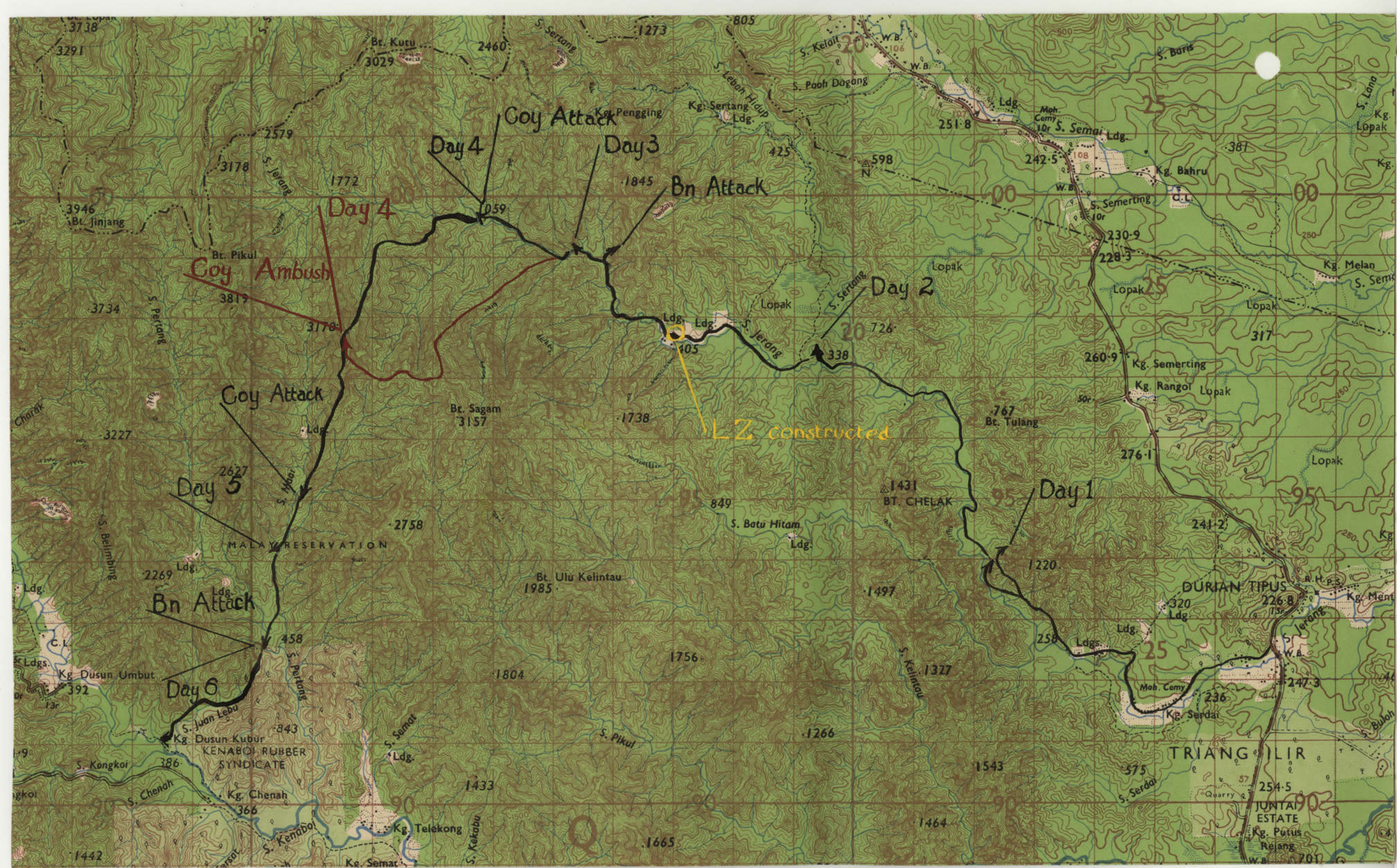
#### CONCLUSION

4. 28 COMMWEL Inf Bde Gp is still not equipped for Jungle Operations. In fact except for the introduction of the SLR and Aust LW Personal Equip there has been little progress in this field for over 20 years.
5. The standard mortar is still the 3 in which was out performed by the Japanese 20 years ago.
6. The ration situation appears to have deteriorated. Rations are now heavier and there is no available emergency ration.
7. The weight of Sigs equipment in relation to performance is quite unacceptable.
8. The LW Aust personal equipment has been on issue to 2 RAR for nearly 12 months, yet other battalions and supporting arms are still carrying extra weight in old heavy personal equipment.
9. The cancellation of helicopter support for Ex BELLBUSTER means that 2 RAR soldiers have had no training with helicopters since Border Operations over 6 months ago. Many reinforcements have had no training at all. The provision of helicopters for troops training is an urgent requirement.
10. Ex BELLBUSTER achieved its aim in assimilate reinforcements and new officers in battalion tasks under arduous conditions. Many lessons have been learnt within the battalion and steps have already been taken to benefit from the lessons learnt.

Lt Col  
CO

#### DISTRIBUTION

HQ 28 Commwel Inf Bde GP/TERENDAK Gar (4)  
26 Regt RA (2)                                      16 Fd Amb (2)  
11 Fd Sqn (2)                                        7 Recce Flt (2)  
208 Sigs Sqn (2)                                   HQ Aust Army Force FARELF (3)  
1 NZ Regt (2)                                        2 RVR  
File  
Float  
Spare (2)





AUSTRALIAN MILITARY FORCES

In reply please  
quote: 101/1/2(B)

2nd Battalion  
The Royal Australian Regiment  
Terendak Camp  
MALACCA

23 Mar 63

ADMINISTRATIVE INSTRUCTION 1/63  
RELIEF 2 RAR 1963

1. This instruction outlines the procedures to be followed to close down 2 RAR in CANBERRA LINES and move to ENOGGERA, Queensland.
2. It is emphasised that at this early date there are many details which are unknown. Amendments may be expected. Despite this possibility addressees will begin planning and preparations.
3. Movement to Australia will be in chartered aircraft from MALACCA. Provisional dates of departure from SINGAPORE are:-
 

Flight 1	-	16 Jul	Flight 6	-	15 Aug
2	-	18 Jul	7	-	20 Aug
3	-	6 Aug	8	-	22 Aug
4	-	8 Aug	9	-	27 Aug
5	-	13 Aug	10	-	29 Aug
4. It is expected that flights 1 and 2 will carry 3 RAR Advance Party and will back load a large proportion of families.
5. It is expected that a small party of key personnel from 3 RAR will precede Flight 1. Reception and kitting of Flights 1 and 2 will be a 2 RAR responsibility.
6. Details of 2 RAR rear party will be issued later. This party will finalise 2 RAR Q account before departure; possibly early Oct 63.
7. To simplify planning it is assumed that handover in CANBERRA LINES will be effected by 15 Aug.
8. Lt HONNER has been appointed 2 RAR Unit Families Liaison Officer with the responsibility of assisting families to move.
9. All planning will be on the assumption that RTA members will remain with 2 RAR unless specific posting orders are received before movement.
10. Particular emphasis will be placed on checking accounts/records up to date of hand over.
11. Sub accountants will ensure that all items on their charge are in a serviceable condition on hand over.
12. Schedule of main events is attached as Annex 'A'.

'A' MATTERS

Audits

13. Regimental Audit Team will audit mess and regimental accounts 29 Jul 63 and submit proceedings to CO by 5 Aug 63. Members responsible for these accounts will ensure that records are kept up to date so that delays do not occur.

14. HQ Aust Army Force audit members will also be carrying out audits from beginning of Apr to departure time.

MESS and REGIMENTAL FUNDS ACCOUNTS

15. On receipt of clearance from Regimental Audit Board accounts will be transferred to ENOGERA. At the same time arrangements will be made to transfer funds held in LIVERPOOL Commonwealth Bank to ENOGERA.

PAY

16. 2 RAR pay records will be acquitted to Aust Cash Office after 8 Aug 63. Pay after this date will be by arrangement with 3 RAR.

STAMPS

17. Account to be closed 12 Aug and acquitted to Aust Cash Office.

ROLL BOOKS

18. Roll books will be closed and new ones opened on 26 Jul 63. Roll books to be forwarded to Bn HQ for audit purposes.

PETTY CASH

19. Money on hand and records acquitted to Aust Cash Office 1 Aug 63.

ACCOUNTABLE FORMS

20. Unused, completed and current accountable forms/books to be returned to Aust Cash Office 1 Aug 63.

PUBLICATIONS, REGISTERS and FILES

21. Current files, documents and publications relating to training and administration in FARELF will be systematically segregated and handed over to 3 RAR 1 Aug 63.

MEDICAL

22. Medical stores all types will be handed over to 3 RAR 1 Aug 63.

NAAFI

23. NAAFI rebate for the period 16 Jul - 29 Aug will be determined by mutual agreement between respective PRIs.

POSTAL

24. Responsibility for postal handed over 5 Aug 63. Advance from RI acquitted on this date and responsibility for advance of \$100 to Garrison PO given to 3 RAR.

'G' MATTERS

TRAINING PUBLICATIONS

25. Withdrawn from personnel and packed as unit stores by 1 Aug 63.

MAPS

26. Map register checked and handed over 1 Aug 63.

CLASSIFIED DOCUMENTS

27. Registers for classified documents are to be checked and contents segregated into unit and FARELF groups. The latter will be handed over 12 Aug 63.

COMBINATION LOCKS

28. Combination locks will be changed 12 Aug 63.

'Q' MATTERS

GENERAL

29. All stores will be serviceable on hand over. Technical stores, equipment and vehicles will be inspected under arrangements BEME 28 COMMEL Inf Bde Gp prior to hand over. QM will make arrangements for Boards of Survey as required.

30. Stores for return to Australia are:-

Mess Property  
Regimental Property  
Band Stores  
Records A and Q  
Training Publications

31. Information on crates/boxes will be issued separately when details are known.

ORDNANCE STORES

32. Outline plan for handover to nominated sub account officers:-

a. Clothing and equipment main Q stores	1 Aug 63
b. General stores	5 Aug 63
c. Sub account stores	1 Aug 63

BARRACK STORES

33. Stocktake/hand over 1 - 11 Aug 63.

RATIONS

34. Supplementary and ration account closed and acquitted on 26 Jul 63.

CLOTHING

35. Store closes 1600 hrs 26 Jul 63.

EQUIPMENT

36. Will be withdrawn progressively in order in which members fly out. Details separately.

POL and MT RECORDS

37. Account closed and acquitted 5 Aug 63.

KEYS

38. Registers checked by 31 Jul and keys and locks transferred at time of stocktake/hand over.

REGIMENTAL INSTITUTE MATTERS

LIBRARY

39. All books on issue will be returned by 15 Jul. Books not returned by this date will be charged to members. Books packed by 1 Aug.

MUSEUM

40. Closes 15 Jul, packed by 1 Aug.

SPORTS etc EQUIPMENT

41. Day book issues only after 15 Jul and packed by 1 Aug. All items will be serviced before packing and in the case of clothing washed and moth proofed.

GROUNDS IMPROVEMENT EQUIPMENT

42. Serviced before packing on 1 Aug 63.

INSURANCE

43. Insurance will be taken out for movement of property to Australia.

MESSES

RESPONSIBILITIES

44. Mess management and responsibilities as arranged between PMCs. Change of responsibility possibly 15 Aug 63.

ACCOUNTS

45. All accounts will be settled no later than 31 Jul 63.

STOCK

46. Stock will be progressively reduced and "dead" or "slow moving" stock disposed of before hand over of messes. Value and type of stock to be handed over to be mutual agreement between PMCs.

MESS PROPERTY

47. Packed progressively from 15 Jul, completed by 1 Aug. Mess committees to arrange suitable insurance coverage for move.

*Allan Power*  
Maj  
2IC

DISTRIBUTION

A	Coy 2	2IC	TO	WO Caterer
B	Coy 2	Adjt	RMO	UFLO
C	Coy 2	Adjt	Fire Offr	Offrs Mess
D	Coy 2	QM	Library Offr	Sgts Mess
Sp	Coy 6	A/QM	Museum Offr	File
Adm	Coy 2	RSM	RI NCO	Float
Aust	Cash Office	Regt Duty WO	Pay Sgt	Spare (5)
CO		IO	Postal NCO	

OUTLINE CLOSE DOWN SCHEDULE

Serial	Date	Action/Event
1	1 Jul	a. Checking up to date and maintained on daily basis hereafter. b. Segregation of files etc starts. c. Stocktake preparations, all accounts, start. d. Mess stocks progressively reduced.
2	15 Jul	a. Library books returned. Packing starts. b. Museum closes. Packing starts. c. RI equipment withdrawn, day book issues only after this date. d. Mess property packing starts. e. Training publications withdrawn from issue.
3	16 Jul	a. Flight 1 arrives.
4	18 Jul	a. Flight 2 arrives.
5	26 Jul	a. Roll books closed, new ones opened. b. Ration account closes. c. Clothing store closes.
6	29 Jul	a. Stocktake preparations, all accounts, completed b. Regimental Audit of accounts starts.
7	31 Jul	a. All accounts settled by Messes, Regt Institute. b. Key register checked.
8	1 Aug	a. Petty cash account acquitted. b. Accountable forms acquitted. c. Publications and files handed over. d. Medical stores handed over. e. Training publications packed. f. Regt Institute property packed. g. Maps handed over. h. Stocktake/hand over of clothing and equipment main Q Store and individual sub accounts start. j. Barrack stores stocktake/hand over starts.

Serial	Date	Action/Event
9	5 Aug	a. General stores, main Q, stocktake/hand over. b. POL and MF records hand over. c. Postal handed over. d. Regimental Audit proceedings to CO.
10	6 Aug	a. Flight 3 arrives.
11	8 Aug	a. Flight 4 arrives. b. Pay records acquitted.
12	11 Aug	a. Barrack stores hand over finalised.
13	12 Aug	a. Classified documents handed over. b. Stamp account closed. c. Combination locks changed.
14	13 Aug	a. Flight 5 arrives.
15	15 Aug	a. All hand over action and stocktakes completed. 3 RAR assumes responsibilities for CANBERRA LINES. b. Flight 6 arrives.
16	20 Aug	a. Flight 7 arrives.
17	22 Aug	a. Flight 8 arrives.
18	27 Aug	a. Flight 9 arrives
19	29 Aug	a. Flight 10 arrives.