Series: AWM95 Australian Army commanders' diaries

Headquarters units

Item number: 1/1/17

Item: Headquarters Australian Army Force, Far East Land Forces

Narrative

Annexes

[1-31 Oct 1963]

COVERING LETTER

Reference No ..

Cross out addresses which do not apply.

To: Under-Secretary of State (WORC), War Office.

Under-Secretary of State (AMD 1), War Office.

OIC Mil History Records.

Army Headquarters CANBERRA.

1. I enclose Commanders Report (AF C2118) as indicated at Part II.

2. Please return receipt below.

(Signature).

AppointmentComd Aust Army Force (OC Unit or Senior Staff Officer)

RECEIPT FORM

(To be detached and returned by recipient)

Please return to	HQ FARELF SINGAPORE
tills address:	
I hereby acknowledge	receipt of:-
I hereby acknowledge Army Form C2118	
Army Form C2118	10/67

SECRET

THIS ITEM IS DECLASSIFIED BY AUTHORITY, THE SECRETARY,

Strike out where DEPARTMENT OF DEFENCE, CANBERRA not applicable

MAJ. A. TEBB

MEMBER

ARMY HISTORICAL RECORDS

COMMANDERS DIATY

OF

Unit or Formation HQ Aust Army Force FARELF

ORIGINAL

XDIUPLICATEX

This record has been reviewed and declassified by the authority of the

From 1 Oct 63

To 31 Oct 63 Date 12/7/93 (Army Office)

	INDEX	
Narra	ative (AF C2118)	Enclosure Numbers
ANNE	XES	
*A	Duty Officer's Log	to
*B	Messages connected with Log	to
C	Operation orders and instructions issued	to
D	Operation orders and instructions received	to
*E	Sitreps issued	to
F	Orders of battle and location reports issued	to
G	Intelligence reports and summaries issued; Appreciations made	to
H	Administrative orders and instructions issued	.H.1 to .H.6
J	Administrative orders and instructions received	to
K	Administrative reports and bulletins; ammunition returns; field strength returns	to
*L	Standing orders issued	to
M	Commander's policy and demiofficial letters	to
N	Action reports (if required)	to
0	Other papers, e.g., Maps and diagrams, air photos, reports from sub units	to
P	Periodical summaries of operations	to
Z	Top Secret Supplementary Diary	†NIL †RETAINED †Despatched to
	*Only to be included during operations. †Cross out whichever is not applicable.	0.0
	Closs out whichever is not applicable.	on

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, organisation 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 will be made daily on AF C2118, 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 in the Field", Chapter 5, Section 1.

RESPONSIBILITY

During Non-operational Periods

4. A Commanders Diary will be made by commanders of all formations.

During Operational Periods (see note 1)

- 5. A Commanders Diary will be made 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 will consist of:-
 - (a) Cover (AF C2119).
 - (b) Index as printed on cover.
 - (c) Narrative (AF C2118).
 - (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 will 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 will be included.
- 8. The annexes will 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, the relevant papers should be grouped as annexes starting at B.
- 9. Documents concerned with future planning for operations will form Annex "Z", "TOP SECRET Supplementary Diary" of the formation originating the document. It will be prepared and disposed of as shown in paragraphs 17, 18 and 19 below.

CONTENTS

- 10. The diary will contain:-
 - (a) Changes in command, location (giving place names as well as map references), establishment, equipment and organisation.
 - (b) Information received, decisions made and orders given.
 - (c) Where applicable, a short summary of the day's fighting, including company movements.
 - (d) Opinions and recommendations of the commander with regard to equipment, tactics, organisation and morale.
 - (e) Progress of defensive works.
 - (f) Weapon state.
 - (g) Weather and ground conditions, if of potential importance.
 - (h) Major causes and number of casualties to officers, men and equipment.
 - (j) A note of all prisoners and enemy equipment captured.
 - (k) A statement showing how the unit was employed in the time not accounted for. The type of training, etc., should be specified.
- 11. In order to ensure accuracy and completeness and to save work as much information as possible will be included in annexes consisting of copies of documents issued and received, routine returns, etc. All annexes will be referred to in the column provided and the time of receipt or despatch will be given.

(continued on back cover)

12. The narrative will supplement and connect the annexes but need not give a precis of them.

DISPOSAL

During Non-Operational Periods

- 13. Formation Headquarters will forward the original Commanders Diary annually as at 31st December to reach the War Office Records Centre (through Headquarters Field Records where applicable) as soon as possible after 1st January of the following year. The duplicate will be retained in formation headquarters.
 - 14. Units will NOT render a Commanders Diary.

During Operational Periods

- 15. ORIGINAL COMMANDERS DIARIES
 - (a) Formations and units in the UK will forward diaries monthly by the seventh day of the succeeding month direct to the War Office (WORC for reports other than medical, AMD 1 for medical reports).
 - (b) Formations and units overseas will forward diaries monthly by the seventh day of the succeeding month to the OIC Field Records for onward transmission to the War Office.
- 16. DUPLICATE COMMANDERS DIARIES. These will be clearly marked as duplicates and will NOT be sent with the originals. They will be forwarded within two months as follows:—
 - (a) Units in the UK

To the OIC parent record office.

(b) Formation Headquarters in the UK

To OIC Central Clearing Wing, Infantry Records, Exeter.

(c) Units Overseas

To the OIC Field Records for onward transmission to parent record office.

(d) Formation Headquarters Overseas

To the OIC Field Records for onward transmission to the OIC Central Clearing Wing, Infantry Records, Exeter.

SECURITY

- 17. Documents concerned with future operational planning will be listed on AF C2118 and placed in a separate AF C2119. All details will be filled in and the cover will be clearly marked in red:—ANNEX Z—OFFICERS ONLY. It may be convenient to group the papers by annexes.
- 18. Supplementary diaries will be forwarded in accordance with the normal rules for TOP SECRET correspondence to the War Office (WORC). The inner envelope will be clearly marked:—

TOP SECRET ANNEX Z to

Commanders Diary of	(formation or unit)
From	to(Dates)

19. The duplicate supplementary diaries will be despatched as in paragraph 16 as soon as receipt of the originals has been acknowledged.

NOTES

- 1. Definition of Operational Period.—The term "operational period" for the purpose of this instruction, means:—
 - (a) the period between a declaration of war and the official end of hostilities;
 - (b) any period spent in a theatre of operations;
 - (c) any period when engaged in any form of military operation.
- 2. The War Office or headquarters concerned will be responsible for instructing units to submit Commanders' Diaries where the conditions of the unit's employment make this necessary. Wherever possible the beginning and end of the period will be clearly stated. Notwithstanding the above, on the outbreak of global war all units and formations which are not at the time submitting these reports will start compiling them with effect from M day and will thereafter render them in accordance with paragraphs 15 and 16.

(69254) 67353/3811 2500 3/62 HTC 616

This form will be enclosed with the annexes in AF C 2119. If this is not available the cover will be prepared in manuscript.

COMMANDERS DIARY NARRATIVE

UNIT/FORMATION HQ Aust Army Force FARELF

COMMANDING OFFICER Brig D VINCENT OBE

MONTH AND YEAR OCTOBER 1963

Place and grid Day of reference Month Hour		Hour	Event or information Annex enclosur				
INGAPORE	1		Revised STANDING ORDERS FOR SECURITY, HQ Aust Army Force FARELF, issued.	H 1			
INGAPORE	1		Capt P D LIPSCOMBE marched in for training attachment 656 Sqn.				
INGAPORE	5		Maj JM BENNETT (DPR) and Mr JW STEPHENSON (JIB Aust) returned SINGAPORE				
			ex THAILAND/MALAYA on completion terrain film of SOUTH EAST ASIA.				

INGAPORE	7		Call by Auditor General, Mr V SKINNER, on Comd Aust Army Force. Accompani				
			by assistant, Mr FARMER. General accounting discussion with Paymaster, Aust Army Force FARELF.				
INGAPORE	8		Aust Army Force Routine Orders Part 1, RO 33 - 36 issued.	H 2			
ALACCA	8		AQ Co-ord conference on Relief of the Force held TERENDAK on 103 Fd Bty				
			and 4 Fd Tp RAE movements. Gonducted by DAAG, DAQMG, attended by represe 17 Gurkha Div, 28 COMWEL Inf Bde Gp, Records, Movements.				
INGAPORE	8		Large scale strike developed in SINGAPORE by SINGAPORE Associated Trade				
INGAPORE	9		Unions. School buses cancelled. School holidays declared by HQ FARELF (Private transport from this HQ arranged for Aust school children.	50H)-8			
INGAPORE	10	***************************************	Private transport arrangements continue. Emergency transport arrangement				
			commence for school children.				

This form will be enclosed with the annexes in AF C 2119. If this is not available the cover will be prepared in manuscript.

COMMANDERS DIARY NARRATIVE

UNIT/FORMATION	***************************************

Place and grid reference	Day of Month	Hour	Event or information	Annex letter and enclosure number
SINGAPORE	11		Maj JM BENNETT and Mr JW STEPHENSON departed for AUSTRALIA.	
SINGAPORE	11		Normal bus services resumed for BRITISH ARMY SCHOOLS.	
SINGAPORE	12		Aust Army Force Routine Orders Part 1 (37 - 39) issued.	H-3
		•••		
SINGAPORE	17	•••	Brig VE DOWDY, OBE (DST) passed through SINGAPORE en route to UK. ST matters discussed with Deputy Comd Aust Army Force.	
			Commissioner H. SCOTNEY, Salvation Army representative, called on Comd Aust Army Force.	
SYDNEY	17		Capt G PRATT 3 RAR representing Aust Army Force FARELF won 1963 Queen's Medal Shoot on ANZAC Range, LIVERPOOL. Score = 145 points.	
SINGAPORE	18	1180 hrs	Comd Aust Army Force liaison visit to 4 SPRD/ALEXANDRA , SINGAPORE.	
SINGAPORE	19		Comd Monthly Report 9/63 forwarded to AHQ.	H 4
SINGAPORE	21	hrs -	Deputy Comtd and GSO 3 to HQ SINGAPORE Base District for briefing on Op CINEMA - Internal Security Plan SINGAPORE SOUTH JOHORE.	
SINGAPORE	21	9288 Frs	Comd made liaison visits as follows ; 40 Base Wksp REME (0900 - 1015), Engr Base Installation FARELF (1020 - 1200)	***************************************

This form will be enclosed with the annexes in AF C 2119. If this is not available the cover will be prepared in manuscript.

COMMANDERS DIARY NARRATIVE

UNIT/FORMATION	
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COMMANDING OFFICER

MONTH AND YEAR OCTOBER 1963

Place and grid reference	Day of Month	Hour		x letter and sure number
SINGAPORE	23	0800	5 members 40 Air Sup Pl RAASC commence para refresher commence at FE Para	
MALACCA	23	and the annual in the second second second	Comd to 3 RAR. Bn inspection and presentation of LS & GCM to WOI AJ MALONE	
MALACCA	23	1700	and Sgt RJ WEILAND. Comd paid liaison visit to 1 Bn, Royal New Zealand Regiment.	*****
SINGAPORE	24		Comd returned SINGAPORE ex TERENDAK.	
SINGAPORE	24		Detailed programme for visit of Aust OCS Selection Board issued. H 5	***** ** **********
CHANGI	25		The following members of 40 Air Sup Pl RAASC successfully completed refresher	
			para trg with FE Para Trg Unit; Cpls - H. FOXLEY, J.A. LISTON, C.W. JAMES, Lcpl W.J. WILLIAMSON, Pte J.A. NELSON.	
SINGAPORE	25	0900 -	Comd paid liaison visit to 3 BOD, SINGAPORE.	
SINGAPORE	25	0930	HQ FARELF Conference on re-org 17 Gurkha Div/MALAYA Area, attended by	
SINGAPORE	25		Deputy Comd and Legal Offr. 13 OR 40 Air Sup Pl RAASC returned to Aust on completion trg attachment.	
SINGAPORE	26		Brig K MACKAY and Lt Col L HOPTON passed through SINGAPORE en route to BANGKOK Conference, MA 190, QF 739.	
SINGAPORE	30		Brig K MACKAY and Lt Col L HOPTON returned SINGAPORE ex BANGKOK Conference	
SINGAPORE	30		Lt Col FSB PEACH relinquished duties Service Attache VIENTIANE and departed LAOS for return to Aust. Lt Col IE KERR assumed duties Services Attache VIENTIANE LAOS.	
SINGAPORE	30		Current AHQ Policy Malaria Precautions for tps returning to Aust issued. H 6	

This form will be enclosed with the annexes in AF C 2119. If this is not available the cover will be prepared in manuscript.

COMMANDERS DIARY NARRATIVE

UNIT/FORMATION

MONTH AND YEAR OCTOBER 1963

- 4 -

COMMANDING OFFICER

Place and grid reference	Day of Month	Hour	Event or information	Annex letter and enclosure number
INGAPORE			Liaison visits paid by Brik K MACKAY and Lt Col L HOPTON to Chief of Staff Far East, Schior Staff Offr Ops/Plans Far East, Chief of Staff FARELF and HQ FARELF Ops, Int and Q Branches	
•••••••••••••••••••••••••••••••••••••••				
***************************************				*****************

S.O.1730 Wt. T5777/5802 11m 2/61 999/267 JHL Ltd.

Army Form C 2118

Annex H1 to Comd's Diary, HQ Aust Army Force FARELF - 10/63.

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Quote in reply 31/1/24

HQ Aust Army Force FARELF SINGAPORE

39 9 E E t 1963

STANDING ORDERS FOR SECURITY HQ AUSTRALIAN ARMY FORCE FARELF

PART I

General

1. These orders are issued to supplement HQ FARELF Standing Orders for Security with particular emphasis on security within HQ Australian Army Force FARELF. They will NOT supercede HQ FARELF orders. Standing Orders for Security (S/S/4) of 19 Oct 61 will be destroyed.

HQ Security Officer

2. The security officer for HQ Aust Army Force FARELF will be the GSO 2. In his absence from HQ on duty his tasks will be carried out by the GSO 3. All matters relating to general security and security within Austarm will be referred to the security officer. A duty security officer will be appointed weekly in RO Part I. His duties are detailed in paragraph 14 below.

Visitors

- Visitors to HQ will be directed to the Officer or NCO with whom their business is to be conducted. If strangers they will be escorted to the appropriate Austarm office and passed to the officer concerned.
- 4. Visitors will not be permitted access to or allowed to remain in an unattended office where classified material is kept.
- 5. It is the duty of all ranks to ascertain the business of any stranger in the area and to carry out the action detailed in paragraphs 3 and 4 above.
- The officer WO or NCO with whom casual visitors have business are responsible that the Visitors Pass (AF A48) is correctly time dated and signed before the visitor leaves the office. If necessary the Branch visited will provide the escort for visitor to the exit.

Cameras and Tape Recorders

7. Cameras and tape recorders will be brought into HQ FARELF only when needed for duty purposes. The following appointments have been notified to HQ FARELF security officer as being authorised to carry these items into HQ FARELF on duty:-

DADSR

Public Relations Officer (Austarm)
Sgt Photographer (Austarm)

Any other persons will not be allowed to bring in cameras or tape recorders unless specific authority has been obtained from HQ FARELF Security Officer.

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Breaches of Security

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8. All ranks will report local incidents and breaches of security to the Security Officer on becoming aware of such a breach. All ranks must also be constantly alert to detect any weakness in local security arrangements and report such incidents immediately to the Security Officer. Any recommendations to improve local security must be made without delay.

Control of Keys

- Reys giving access to offices will be collected from and returned daily to Hut 46 Room 3 (AG Branch) by the duty Aust Clerk detailed by the Chief Clerk. This member will personally open all offices. No person not cleared for access to security documents will be permitted to enter any offices until they have been checked that all classified material is still properly secured and a check made for unauthorised entry. This check will be carried out by the duty clerk each time offices are unlocked for business.
- 10. When the duty clerk is unable to hand in office keys to the custodian branch (AG Branch FARELF) at the end of normal working hours he will be responsible for handing them to the Staff Duty Officer located in Effingham Hall and for drawing them again the following morning. He will report this fact to the Aust Duty Staff Officer.
- 11. Duplicate keys to offices will not be issued or held by any person on this HQ. It is a security breach to be in possession of such a key. A set of duplicate Keys will be labeled and kept in a key press in Effingham Hall. In emergency the Staff Duty Officer may issue on signature.
- 12. Officers or NCOs requiring access to a Branch within Austarm outside of normal duty hours will report to the Staff Duty Officer who may authorise issue of the keys from either Hut 46 or Effingham Hall providing the applicant
 - a. Is an Austarm officer/NCO.
 - b. Establishes identity by ID Card.
 - c. Has a valid reason for requiring key.
 - d. Is in possession of Hutted Area or Keep pass.
- 13. Keys will be signed for and returned to place of drawing on completion of business and prior to leaving the area.

Duty Security Officer

- The HQ Austarm Duty Officer as detailed in Austarm RO Part I will during his tour as Duty Officer carry out the duties of Austarm Duty Security Officer in addition to his normal duties. His responsibilities with regard to Austarm security are as follows:
 - a. Before offices are finally locked for the day ensure that safes, steel cupboards and containers holding classified documents are securely locked.
 - b. Tables and desk tops, trays and wastepaper baskets are cleared of classified material and that rubber stamps are locked away.
 - c. All keys are safeguarded in accordance with these instructions.
 - d. Wall maps and charts containing classified information are covered and secured.

In the above duties the Duty Officer will be assisted by the duty clerk.

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Security of Classified Documents

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- 15. Documents containing Confidential, Secret or Top Secret material when not in use will be filed in the following places:
 - a. Confidential held in Orderly Room steel cabinets
 - b. Current Secret in locked steel combination lock cabinet in G Branch Office.
 - c. Closed Secret files in steel cabinets in G Branch Office.
 - d. Top Secret in Merlin Safe in G Branch Office.
- 16. When in use Secret, Top Secret and Confidential FARLEY files will be transferred between branches as follows:
 - a. Secret and Confidential FARLEY by the Chief Clerk, Australian clerks cleared to handle these documents or personally by officers.
 - b. Top Secret by officers or Australian clerks cleared to Top Secret.
- 17. On NO account will Secret, Top Secret or Confidential FARLEY files be placed in "OUT" boxes for clearance.
- No classified files will be removed from the nominated security place or taken outside of the Austarm security area without the express permission of the Deputy Commander Australian Army Force FARELF.

Preparation of Classified Material for Despatch

18. Details for the preparation, carriage and despatch of classified material is contained in Part 2 of these orders.

Telephones

19. Speech on telephones is not secure. All ranks using phones must fully appreciate this fact. The fact that connections may be internal as opposed to local or trunk calls does not diminish the lack of security in connection with these instruments.

Handling of Classified Waste

- 20. All officers and members drafting classified signals or memorandum will ensure that drafts are retained and NOT placed in waste paper baskets with normal waste.
- 21. The Chief Clerk will detail daily an NCO to personally visit each office and confidential typist at 1615 hours and collect classified waste. Such drafts will be bagged and placed in a locked steel cabinet in the G Branch Office until taken to shredder at HQ FARELF for destruction. Such waste will be handled as for Secret/Top Secret material and handled only by an Australian Clerk or NCO. Notwithstanding the provisions of this paragraph all members will be responsible for the security of drafts prepared by them until collected for official disposal.

Guarded Speech

22. Information of a classified nature will only be disclosed

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to such persons cleared to receive such information and then only on a NEED TO KNOW basis. Classified and security matters will not be discussed outside of working areas.

HANDLING AND PREPARATION OF SECURITY MATERIAL FOR DESPATCH

PART II

Preparation for Despatch

2 11 0

- 23. All TOP SECRET, SECRET and CONFIDENTIAL documents will be enclosed in two opaque envelopes. The inner envelope will be a new one and will be wax sealed or alternatively may be secured by wafer seals.
- The outer envelope will bear the address and will have securely affixed a completed SDS label F/SDS/46.

Despatch of TOP SECRET, SECRET, CONFIDENTIAL Material

- 25. TOP SECRET/SECRET material will be handled, opened or prepared ONLY by Australian clerks cleared to do so. Locally employed personnel will NOT prepare such material. Correspondence will only be conveyed by locally employed personnel from Classified Post Room/SMC to HQ Austarm in a locked despatch box. At no time will locally employed personnel be in possession of a key to despatch boxes nor will they be permitted to open them.
- 26. Individual pieces of SECRET and CONFIDENTIAL mail and signals to AUSTRALIA will be carried to Classified Post Room/SMC by Australian personnel. TOP SECRET material will at all times be carried safe hand by Australian personnel.
- 27. If prepared for scheduled despatch SECRET and CONFIDENTIAL material may be sent to classified mail room/SMC in the locked despatch box provided. A form of receipt will be completed for all items classified CONFIDENTIAL and above.
- 28. Classified material to AUSTRALIA will be handed in under normal circumstances to the Classified Post Room. In emergency or if time is critical they will be taken direct to Aust Commission for despatch by Australian Courier. In all cases a receipt will be obtained.
- 29. Under no circumstances will TOP SECRET, SECRET or CONFIDENTIAL material be posted or consigned through normal mail facilities or carrier services.

Receipt of Classified Material

- 30. , SECRET and CONFIDENTIAL mail will be collected in locked despatch box from Classified Mail room, or by an Australian clerk if seperate advice received and handed direct to the Chief Clerk who will open the box and distribute as under:
 - a. All classified material addressed to an officer by name will be taken direct to that officer.
 - b. The officer will check contents and immediately arrange to have material registered and specify action to be taken.

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- 5 -

- c. All other material will be opened by Chief Clerk and taken direct to Deputy Commander for direction as to distribution.
- d. From the Deputy Commander material will be filed and distributed as directed by him.
- Classified items received by hand from other Branches and from Classified mail room will be handled vide sub paragraphs 30 (a) to (d) above.

PART III

PROCEDURE FOR SECURITY CHECKING OF PERSONNEL

- Reference will be made to the HQ Austarm Security Officer for any information required on security of personnel, security vetting and clearances.
- 33. A security Register is maintained in G Branch and the forms necessary to apply for security clearance also held.
- In the case of security clearance of Aust Army personnel requests will be forwarded to AHQ CANBERRA on the appropriate proforma.
- For the clearance of Aust civilians who are employed by service departments in SINGAPORE and MALAYA enquiries should be directed to Aust Commission, SINGAPORE who will provide necessary forms and initiate investigations on their return of them.
- To obtain security clearance of locally employed personnel enquiries will be directed to HQ FARELF (INT).

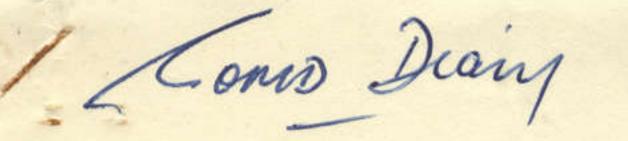
37. At no time will an individual be informed of his/her level of clearance, this information being advised direct to the HQ requesting the information.

Aust Army Force FARELF

Distribution

4 8 9 3

All Austarm offices (for display	16
Comd's Diary	2
Spare	6
Float file	1
File (for distribution and signature all members)	1



The information given in this document is not to be communicated either directly or indirectly, to the Press or to any person not authorised to receive it.

AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS PART I

by

LT COL R. SUTTON, MVO

DEPUTY COMMANDER

HEADQUARTERS AUSTRALIAN ARMY FORCE FARELF

SINGAPORE.

Contents RO 33 - 36.

2 Oct 63.

33. TITLES OF HQ : HQ SINGAPORE BASE DISTRICT

1. With effect from 10 Nov 63 the title of the above Headquarters will become:-

"HQ SINGAPORE Base Area"

34. MAKING OF WILLS BY MEMBERS OF AMF ON FULL TIME DUTY

- 1. Every member on full time duty who is eligible to do so is advised either to make a valid will or satisfy himself that he has already made a valid will.
- 2. A valid will can be made by any member who has reached the age of 21 years. A member under that age is not eligible to make a will except:
 - a. under Tasmanian law which permits a married male minor 19 years of age and a married female minor 18 years of age to do so:
 - b. in time of war, when, in certain circumstances differing in the various States and Territories, a minor may execute a valid will;
 - c. in time of peace, after having been warned for embarkation for, or whilst serving in:-
 - (1) an active service area; or
 - (2) a disturbed area, or isolated post where he may be involved in military operations.
 - 3. A member desiring to make a will should either:
 - a. obtain legal advice (this applies particularly to minors); or

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- b. obtain from his unit the form (AAF Al30 revised Jun 53) together with the envelope (AAF Al31) and ensure that in making the will, the notes on the back of the form are followed carefully. Any deviation from these instructions, e.g. witnessing of the will by only one witness may render the will invalid.
- 4. All units will ensure that adequate stocks of the form (AAF Al30 revised Jun 53) are held. Any forms printed prior to Jun 53 are of no value as the notes on the back of those forms are not now appropriate.
- A member who is in any doubt as to the validity of a will already made by him should either seek legal advice or ensure that when he made the will he complied with all the instructions on the back of the AAF Al30, revised Jun 53. A member who has married since making a will is advised to make a new will.
- A member who desires a will (whether or not executed on AAF A130), codicil or certificate as to the location of an existing will to be held by the Army should place it in an envelope (AAF A131) and hand the envelope duly sealed to his unit headquarters for transmission by registered post for safe custody to CARO.
- 7. Under no circumstances should the AAF Al30, AAF Al31 and its contents be perforated by the use of pins or staples.
- 8. In order that the importance of making a valid will is brought to the notice of members, formations and units will publish relevant extracts of AMR & O 1410A and of this instruction in Routine Orders Part 1 at six monthly intervals.

35. POLIOMYELITIS IMMUNISATION

- 1. It has been reported that there are several confirmed cases of poliomyelitis in SINGAPORE Island. Military personnel and their dependants, who have NOT been protected against polio, are therefore advised to report to the Tanglin Medical Centre for immunisation as soon as possible.
- 2. Polio vaccination can now be carried out with oral vaccine and injections are not required.
- 3. Times of reporting to Tanglin Medical Centre are as follows:Tuesday & Thursday Between 1530 hrs and 1600 hrs.

36. STAFF DUTY OFFICER

- 1. The officers listed below will mount duty on the dates shown. During his tour of duty he will carry out the following tasks:
 - a. Visits all Australian soldiers in BMH and any other hospital in SINGAPORE and submit a nominal roll of patients to the Administrative Officer.
 - b. Inspect the Other Ranks living quarters in HQ FARELF and submit his report to the Administrative Officer on the completion of his tour of duty.

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(3)

- c. Notify the HQ FARELF duty officer (HQ 795) daily at 1645 hours of his whereabouts and by what means he can be contacted. He will submit a report on any occurrences which happened daily between 1630 hours and 0800 hours the next day.
- d. Carry out tasks as detailed in duty book.

14 Oct 63 - 20 Oct 63 : Maj C. MALONEY

21 Oct 63 - 27 Oct 63 : Capt P. SHEKLETON

28 Oct 63 - 3 Nov 63 : Maj B. VIRTUE

4 Nov 63 - 10 Nov 63 : Capt K.A. PATTERSON

11 Nov 63 - 17 Nov 63 : Capt G.L. HART

18 Nov 63 - 24 Nov 63 : Capt B.W. GILLMAN

25 Nov 63 - 1 Dec 63 : Capt N.E. GRANTER

Administrative Officer HQ Aust Army Force FARELF

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G'Brank

The information given in this document is not to be communicated either directly or indirectly, to the Press or to any person not authorised to receive it.

AUSTRALIAN MILITARY FORCES

ROUTINE ORDERS PART I

by

LT COL R. SUTTON, MVO

DEPUTY COMMANDER

HEADQUARTERS AUSTRALIAN ARMY FORCE FARELF

SINGAPORE.

Contents
RO No 37 - 39

12 Oct 63.

37. PROTECTION OF PROPERTY IN WD MARRIED QUARTERS AREAS

1. There have recently been a number of burglaries and incidents of wilful damage to trees growing in Married Quarter Areas.

All occupants of WD quarters are expected to take action if they see wilful damage being inflicted on WD property, or have reason to suppose that persons in the area are there with intent for theft or burglary. Their initial action should be that of any responsible person, that is:-

- a. In the case of damage
 - A request to any individual(s) to stop causing the damage and to remove themselves from the area. If this is not effective, Police assistance should be sought.
- b. In the case of suspected intention to commit theft or burglary.

Police should be notified immediately.

2. Requests for assistance or notification of information should be made to the Combined Services Provost Headquarters, Junction of BRAS BASAH Road and WATERLOO Street, Tel: S'PORE 2805 Ext 333, 246 or 272.

A brief statement of the circumstances will enable the RMP on duty to decide whether the matter should be dealt with by Service or Civil Police.

- When a married quarter is to be left unoccupied, i.e. occupants on leave, the Military Police should be notified of the dates the quarter will be unoccupied, so that the building and area may be visited during the course of routine patrols.
- Whilst the foregoing is published for the guidance of all concerned, it is emphasized that calls should be made to the Police only when the circumstances are sufficiently urgent to justify such action.

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38. AMENITIES AND REGIMENTAL FUNDS COMMITTEE

1. The following members of Aust Army Force FARELF comprise the committee for control of the Amenities and Regimental Funds:-

2512	Lt Col	R.	SUTTON
2772	Capt	G.L.	HART
3886	WOI	M.L.	PARTRIDGE
342750	Cpl	B.W.	GLOSSOP

39. DISCIPLINE - SUMMARY AWARDS

1. The undermentioned personnel were dealt with summarily by the Deputy Commander Aust Army Force:-

7 Aug 63

15225 Pte G.W. HEUSTON RAASC

- 1. Failing to appear at the place of rendezvous appointed by his CO.

 AA Sec 15(2).
- 2. Using insubordinate language to his Superior Officer.

 AA Sec (8)2.

Guilty on both charges fined £5.

9 Oct 63

41901 Cpl M.G. PETTINGILL RAASC

1. Neglecting to obey GHQ Camp Standing Orders.

AA Sec 11.

2. Conduct to prejudice of good order and military discipline.

AA Sec 40.

J. Disobeying a lawful command given by his Superior Officer.

. AA Sec 9(2)-

4. Resisting an Escort.

AA Sec 10(3).

Guilty on emarges 2 and 3 and not guilty on charges 1 and 4.

Awarded a reprimand.

Administrative Officer
HQ Aust Army Force FARELF

N_{-}

A number of Aust Army silk neckties are held for sale by the Adm Offr. These ties may be purchased for \$7 each.

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Annex H 4 to Comd's Diary HQ Aust Army Force FARELF 10/63

Quote in reply: 36/5/4

HQ Aust Army Force FARELF SINGAPORE

· 190ct 63

COMMANDER AUSTRALIAN ARMY FORCE FARELF MONTHLY REPORT 9/63 - SEP 63

Reference AHQ Directive to Commander Australian Army Force FARELF of Aug 1963.

General

1. This report covers the period 1-30 Sep 63.

State of Force

2. Attached as Annex A is the statistical report covering the state of the Force during the period.

Accommodation State

3. Attached as Annex B is the accommodation statement as at 30 Sep 63 as requested by AHQ 55/441/120 of 6 Sep 63.

103 Fd Bty RAA

- Throughout September 103 Fd Bty assisted in the training of 45 Regt RA in living in jungle conditions.
- During the period 1-8 Sep the battery trained at BRINCHANG. The period was spent qualifying battery personnel in TsOET and Progressive Weapon Training.
- Ouring the period 15-20 Sep 63 a Regimental exercise "DOVETAIL TWO" was conducted at ASAHAN Range. The aims of the exercise were:
 - a. To exercise forward air controllers (FACs)
 - b. To give practice in target indication for air strikes
 - c. To exercise OP parties in requesting air strikes.
- 7. The exercise was curtailed by bad weather which reduced the available strikes over three of the days.
- 8. During the exercise two officers of 103 Fd Bty spent three days in HMS "ARK ROYAL" observing procedures and attending briefings to air crew.
- One OP party attended Exercise "BIG WHEEL" a withdrawal exercise conducted by .QRIH 23-27 Sep in central KEDAH.
- 10. Reports on defects in 105 mm Howitzer L5 equipment have been forwarded to AHQ under separate cover. Copies of a report by 103 Fd Bty were also forwarded direct to DRA.

2/.....

4 Fd Tp RAE

- 11. 4 Fd Tp provided two three-man teams as engineer support for QRIH on unit exercise "BIG WHEEL", a withdrawal exercise involving demolitions conducted in central KEDAH 23-27 Sep 63.
 - 12. The troop is running the water point at AYER KEROH which is supplying water to married families of TERENDAK Garrison during the current shortage.
 - 13. Two weeks of the period were spent as duty troop.

3 RAR

- The month was devoted to sub-unit training to acclimatize and familiarize the battalion with local conditions and terrain and to prepare for unit exercises commencing in Oct 63.
- 15. Visits to the battalion during the period were made by:
 - a. The C-in-C FAR EAST, Admiral Sir Varyl BEGG, KCB, DSO, DSC on Thu 5 Sep 63. The C-in-C met officers.
 - b. The Australian High Commissioner for MALAYSIA
 Mr T.K. CRITCHLEY accompanied by Mr C. MOODIT,
 Assistant Secretary Department of External Affairs
 visited the battalion on Sat 28 Sep 63.
- 16. The Queen's Medal Elimination Shoot FARELF was conducted for all units at TERENDAK on 30 Sep. The elimination was won by Capt G.S. PRATT, 3 RAR who will represent Aust Army Force FARELF.

Orientation Visits SOUTH VIETNAM

17. Orientation visits to SOUTH VIETNAM were suspended on Fri 6 Sep 63 on the direction of Comd MAAG VIETNAM. They are unlikely to start again before Nov 63.

Visits to MALAYA/SINGAPORE

- 18. During the period 12-19 Sep 63 Dr NEWMAN MORRIS Chairman of the Australian Red Cross visited units of Aust Army Force in TERENDAK and SINGAPORE. He also visited RAAF units in BUTTERWORTH.
- 19. Maj A. MYERS (DRA) paid liaison visit to 103 Fd Bty RAA 21 Sep 63 whilst carrying out the duties of Department of External Affairs Courier.
- 20. Maj J.M. BENNETT (DPR) and Maj J.W. STEPHENSON (JIB AUSTRALIA) returned to SINGAPORE 25 Sep after having toured THAILAND and MALAYA, in connection with the production of the film depicting terrain in SE ASIA.

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- 3 -

Medical

Cholera innoculations for members of HQ Aust Army Force FARELF were brought up to date on 26 Sep 63.

Comd Aust Army Force FARELF

Distribution

AHQ CANBERRA	(7)
GOC-in-C FARELF	(1)
GOC 17 GURDIV/MALAYA Area	(1)
Comd 28 COMNEL Inf Bde Gp	(1)
Comd's Diary	(2)
File	(1)

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Annex A to Commander Aust Army Force FARELF Monthly Report 9/63 (36/5/4)

STATE OF FORCE IN FAR EAST

PART 1 - MILITARY

1.	ESTABLISHMENT	Offr	OR	TOTAL
	SINGAPORE	42	101	143
	MALAYA	99	1059	1158
	TOTAL	141	1160	1 301
2.	POSTED STRENGTH			
	SINGAPORE	41 **	99 *	140
	MALAYA	99	11036	1135
	TOTAL	140	1135	1275

^{*} Posted strength for SINGAPORE includes 1 WO1 filling Offr posting (84 Svy Sqn)

The above figures include 1 Salvation Army and 3 Red Cross Representatives.

DEFICIENT SINGAPORE

HQ Aust	Army	Force	1
Aust Fo	Cash	Office	1
Misc Au	st De	ts	1
TOTAL			3

3 RAR 208 Sig Sqn	8
103 Fd Bty RAA	4
4 Fd Tp RAE HQ 28 Inf Bde	4
28 Inf Bde D & E Pl	1
28 Ord Fd Pk	2
Aust Comp Terendak Cam	m 1
32 Dental Unit	1
TOTAL	26
	-

SURPLUS MALAYA

Jungle Warfare School 3

3 OR Instrs to return
Aust on completion
handover.

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3. PERSONNEL OUTSIDE SINGAPORE

Personnel are also serving in the following FAR EAST countries:

	Offr	OR	TOTAL
HONG KONG	2	10	12
THAILAND	6	5	11
LAOS	_	1	1
VIETNAM	18	14	32
TOTAL	26	30	56

Note: These figures do not include Military Attaches or their staff.

The following have been attached to units in SINGAPORE/MALAYA for short term training:

Offr	OR	TOTAL
_	13	13
1	2	3
1	-	1
2	15	17
	- 1 1 2	- 13 1 2 1 -

PART 2 - DEPENDANTS

	Wives	Children	TOTAL
SINGAPORE	116	243	359
LUALA LUMPUR	1	2	3
SEREMBAN	4	9	13
MALACCA	346	675	1021
JOHORE BAHRU	7	9	16
TOTAL	474	938	1412
HONG KONG	10	17	27
THAILAND	9	1.5	24
VIETNAM	1	14	5
TOTAL	20	36	56
TOTAL FAR EAST	494	974	1458
			-

Annex 'B' to Commander Aust Army Force FA ELF Monthly Report 9/63 (36/5/4)

ACCOMMODATION - MALAYA/SINGAPORE AS AT 30 SLD 63

Location	Rank	Army owned Larried Quarters	Permanent	Hirings Flats	Private Houses	Hirings Flats	Unaccommod at ed living in hotels	Total	Families awaiting C/F to MALAYA	
) (a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(j)	(k)	(1)
SINGAPORE	Offr	L ₁ .	27	5	2	1*		39		Paying excess rental
	OR	1	72	4	-	-	+	77	-	
JOHORE BAHRU	Offr OR	-	1 6	-	-	-		1 6	-	
TERENDAK/ MALACCA	Offr	188	30 92		8 7			60 287	1	Authority for 9 private hirings allotted but not yet obtained.
SEREMBAN	Offr OR	-	4 -	-	-	-		4 -	_	
KUALA LUMPUR	Offr OR	-	1 -	-	-	-		1 -	-	
TOTAL		215	233	9	17	1		475	12	

NOTE: 34 Married Other Ranks originally selected for overseas service with 3 RAR were deleted from the drafts due to non-availability of accommodation.

AUSTRALIAN MILITARY FORCES

Quote in Reply:

HQ Aust Army Force FARELF SINGAPORE

24 Oct 63

VISIT OF AUSTRALIAN OCS SELECTION BOARD TO FARELF, 12 - 17 NOV 63

Reference MBI 124/61, Annex 'M'.

- 1. The OCS Selection Board for the January 1964 Entry will be conducted at HQ FARELF, SINGAPORE, on 13 16 November 1963.
- 2. The Selection Board will comprise the following:-

President: Col S.T.G. COLEMAN, OBE Comd OCS PORTSEA

Member : Lt Col F.S. HARTRIDGE, CO 1 Armd Regt

Psychologist : Lt Col A.J. AFFLECK DD Psych AHQ

Secretary : To be nominated.

- In addition to conducting selection procedures for OCS candidates, the Board will interview candidates for the following:
 - a. Officers Qualifying Course, Other Ranks 22 Jan - 4 Mar 64. HQ Aust Army Force 163/2/2 of 27 Sep 63 refers.
 - b. Army Apprentices School, Intake of 22 Jan 64.

 HQ Aust Army Force 235/2/1 of 26 Jul 63 refers.
 - c. Enlistment on appointment in the ARA as arranged by this HQ.
- Attached at Annex 'A' is a detailed programme of Selection Board activities in SINGAPORE 12 17 Nov 63. Minor variations to this programme may be necessary to fit in with movement arrangements of candidates for both OCS and Officer Qualifying Course scheduled to return to AUSTRALIA on Relief Charter Flight No 11 departing SINGAPORE on 14 Nov 63. These variations will be advised separately after the arrival of the Selection Board.
- Attached at Annex 'B' is a nominal roll of candidates as at 23 Oct 63 who will be required to appear before the Selection Board.
- 6. Candidates for both OCS and Officers Qualifying Course will wear civilian clothes (a lightweight suit) when appearing before the Selection Board.
- 7. In addition to the above OCS candidates will carry with them the following items:
 - a. A set of old clothes i.e. shirt and shorts (less badges of rank, if applicable).
 - b. A pair of sandshoes or rubber-soled shoes.
 - c. A towel.

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8. Accommodation and messing for all candidates in SINGAPORE for the period 12 - 17 Nov 63 inclusive will be under arrangements made by this HQ as follows:-

- a. OCS candidates Block 10B, HQ FARELF.
- b. Officers Qualifying
 Course candidates
 By FARELF Wos and
 Sgts Mess.
- c. Other applicants As required.
- 9. All candidates are required to report to this HQ by 0900 hrs 12 Nov 63.
- 10. Transport arrangements to and from this HQ will be the responsibility of the candidates' units. It is requested that 28 COMWEL Inf Bde Gp co-ordinate and advise this HQ of transport arrangements for candidates from MALACCA area.
- In view of the limited time available to the Selection Board on this occasion, it is not anticipated that they will visit 28 COMWEL Inf Bde Gp.

DAAG Aust Army Force FARELF

Distribution:

HQ FARELF (6) (MS, Trg, MP2, Camp, TANGLIN Offrs Mess,
FARELF School of PT).

HQ 28 COMWEL Inf Bde Gp (2)
45 Regt RA (2) (Your 2100 of 2 Oct 63 refers).

3 RAR (9)
103 Fd Bty (7)
201 Sig Sqn (Overseas) (4)
208 COMWEL Sig Sqn (2)
16 COMWEL Fd Amb (2)

Copy to:-

AHQ CANBERRA (2) (Please pass 1 copy to President of Selection Board).

Internal:

Comd
D/Comd
G
A
Q
Adm Offr
PRO
Edn Offr
Pmr
File (4), (160/1/1), (150/1/1), (163/2/2), (235/2/1).
Spare (4)
Comds Diary (2)

VISIT OF AUSTRALIAN OCS SELECTION BOARD TO FARELF, 12-17 NOV 63 DETAILED PROGRAMME

SERIAL	DATE	TIME	SCHEDULE	LOCATION	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)
1.	lì Nov 63		Candidates prepared for movement to HQ Aust Army Force FARELF.	Unit locations	Candidates from MALACCA area entrain under arrangements of 28 COMWEL Inf Bde.
2.	12 Nov 63	0900 hrs	All candidates assemble at HQ Aust Army Force FARELF.		Candidates will report in uniform and bring civilian clothes and other articles as applicable. Refer paras 6 and 7 of this instruction.
3.	12 Nov 63	1000 - 1630 hrs	Pre-selection administration	HQ Aust Army Force	
4.	12 Nov 63		OCS Selection Board arrives SINGAPORE	SINGAPORE	a. Relief Charter Flight No 10 ETA PAYA LEBAR Airport 1710 hrs. b. Met by Lt Col R. SUTTON MVO and Capt N.E.W. GRANTER. c. Accn arranged GOODWOOD PARK Hotel ni 12/13 Nov - evening 17 Nov 63. d. Transport provided by HQ Aust Army Force.

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**					
(a)	(b)	(c)	(d)	(e)	(f')
6.	13 Nov 63	0830 - 1100 hrs	Psychological testing and interviews of OCS candidates	HQ FARELF Lecture Room	
7.	13 Nov 63	1100 - 1230 hrs	Interview of Officer. Qualifying Course candidates	Ladies Room TANGLIN Officers' Mess	
8.	13 Nov 63	1230 - 1400 hrs	Luncheon for Officer Qualifying Course candidates	TANGLIN Officers' Mess	
9.	13 Nov 63	1400 - 1630 hrs	Psychological testing and interviews of OCS candidates	HQ FARELF Lecture Room	
10.	14 Nov 63	0830 - 1215 hrs	Interview of OCS candidates	a. HQ FARELF Lecture Room b. PT School	
11.	14 Nov 63	1215 - 1400 hrs	Luncheon for OCS candidates	TANGLIN Officers' Mess	
12.	Nov 63	1400 - 1630 hrs	Interview of OCS candidates (Continued)	HQ FARELF Lecture Room	
13.	15 Nov 63	0830 - 1230 hrs	Interviews of applicants for Army Apprentices School and other general interviews	Ladies Room TANGLIN Officers' Mess	Details to be advised separately.
_					7/

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(3)

(a)	(b)	(c)	(d)	(e)	(f)
14.	15 Nov 63	1400 - 1630 hrs	SPARE		
15.	16 Nov 63		SPARE		
16.	17 Nov 63		SPARE		
17.	17 Nov 63	2230 hrs	OCS Selection Board departs.	SINGAPORE	a. Relief Charter Flight No 12 ETD PAYA LEBAR Airport 2230 hrs. b. Transport arranged by HQ Aust Army Force.

PERSONNEL FOR INTERVIEW AND SELECTION PROCEDURES BY OCS SELECTION BOARD - NOV 63 (Correct as at 23 Oct 63)

OCS CANDIDATES					
311318 213644 4410439 15847 5411195 61423 18560	Cpl L/Cpl Pte Pte Pte Pte Cfn	I.N. G.L. P. B. W.C. K.T.	BROOKES HULSE GRABB ATKIN GRIFFIN LEWIS CONDON		3 RAR
214359 212571 243015 15548	Bdr Bdr Gnr	D.R. J. L.	MUSGRAVE HALL PEEL	}	103 Fd Bty
53746 212699	Sig	S.A.F. M.S.	WATSON	}	201 Sig Sqn (OVERSEAS)
OFFICER QUALIFYING COURSE CANDIDATES					
1772 41528	WO2 Sgt	N.J. R.M.	O'BRIEN STEELE	}	103 Fd Bty
213238	Cpl	A.R.	FOLBIGG		208 COMWEL Sig Sqn

NOBBS

DAVIES

E.M.

E.

25066 Sgt S.J. SMEATON

MISC INTERVIEWS

Sgt

52786 W02

14721

a. APPRENTICES SCHOOL - H.R. MARTIN son of 53683 Sig H.M. MARTIN 201 Sig Sqn.

16 Fd Amb

HQ Aust Army Force

201 Sig Sqn (OVERSEAS)

- b. APPOINTMENT TO ARA 4272271 2Lt A.H. CHOAT 1/7 GR att 45 Regt RA.
- c. PROSPECTIVE OCS or C.W.G. WILLIAMS son of Maj J.G. WILLIAMS RMC APPLICANT 2/10 GR, BLAKANG MATI.

AUSTRALIAN MILITARY FORCES

Quote in Reply: 93/1/3

HQ Aust Army Force FARELF SINGAPORE

300ct 63

MALARIA PRECAUTIONS -

Reference MBI 88/61

- 1. Current AHQ policy relating to malaria precautions for troops returning to AUSTRALIA from a malarious area is in the process of being amended.
- 2. The course detailed in para 45 of the above MBI will be undertaken under medical supervision by all troops returning to AUSTRALIA from a malarious area.
- In view of the obvious difficulties of control and administration of anti-malarial measures once a soldier arrives in AUSTRALIA, this course will be given to all troops immediately before returning to AUSTRALIA from malarious areas in SE ASIA.
- 4. Soldiers returning to AUSTRALIA with insufficient prior warning to complete the course, such as in cases of medical evacuation, will have an appropriate endorsement made on AAF Mob 3 (Nominal Roll of Draft) and F Med 5 (Attendance and Treatment Card).
- In all other cases, the procedure set down in MBI 88/61 paras 44 and 45 will be observed pending issue of amended AHQ policy. Relevant extract of MBI 88/61 is attached at Annex 'A'.
- 6. This instruction does not apply to soldiers' families or other dependents.

DAAG Aust Army Force FARELF

Distribution:
List 'B' bound Diany (2)

Annex 'A' to HQ Aust Army Force 93/1/3 of 30 Oct 63

EXTRACT OF MBI 88/61 - MALARIAL PRECAUTIONS COURSE OF ANTI-MALARIAL DRUGS TO BE GIVEN TO AUSTRALIAN TROOPS BEFORE RETURN TO AUSTRALIA FROM MALARIOUS AREAS IN SE ASIA

The member will not normally proceed on his posting or visit until the course is completed. If the posting or visit is a matter of urgency he may, however, be given the drugs necessary to complete the course and detailed instructions on their use by a medical officer. He must report to a medical officer at his destination and continue the course under medical supervision.

45. The course of anti-marlarial drugs mentioned in para 44 will be:-

1st day -

Chloroquine - 600 mgm base followed in 6 hours by a further 300 mgm base.

Primaquine - 22.5 mgm base.

2nd and 3rd days

Chloroquine - 300 mgm base } each day
Primaquine - 22.5 mgm base }

4th to 14th days

Primaquine - 22.5 mgm base daily.

Details of the course will be recorded on the member's F Med 5 (Attendance and Treatment card) and a copy of the details forwarded to the DDMS Command for inclusion in member's MRS 3 (Medical file).