

Australian Army Training Team
Vietnam (AATTV)

Narrative
1 - 31 March 1967

Series: AWM95 - Australian Army
commanders' diaries

Item: 1/2/50

COVERING LETTER

Reference No.....

To: OIC, Military History Section, AHQ.

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

2. Please return receipt below.

(Signature) *Jackson Capt*

Appointment *Admin Off AATTV*

(OC Unit or senior staff officer)

*Recd + fwd.
3 MAY 67
RT*

SECRET

ORIGINAL
~~ORIGINAL~~
DUPLICATE

Strike out where
not applicable

1/2/67

COMMANDERS DIARY

OF

Unit or Formation *AATTV*

From *1 Mar 67*

To *31 Mar 67*

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.

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 NII 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

l orders given.

the day's fighting, including company movements.

Commander with regard to equipment, tactics, organization

tential importance.

of 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 in reports issued and received, routine returns, etc. All reports and the time of receipt or despatch is to be given.

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

COMBAT DIARIES

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.

COMPILED

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 detachment (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 1011 will be entered on the cover. If additional annexes are prepared for a particular headquarters, annex 11.

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orders given.

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in annexes, but need not give a profile of any of them.

(continued on back cover)

This form is to be enclosed with the annexes in AF-C 2119 (Adapted).

COMMANDERS DIARY NARRATIVE

AF - C 2118 (Adapted)

Revised Jun, 1965

UNIT/FORMATION AATTV

MONTH AND YEAR MARCH 1967

REFERENCE MAP

COMMANDING OFFICER LT COL MT TRIPP

Place and grid reference	Date	Time	Event or information	Annex letter and enclosure number
	1-31 Mar 67		<p>The following personnel joined AATTV:-</p> <p>213207 WO2 CR UPTON 16067 WO2 AW POWELL</p> <p>6353 WO2 UF CHALLENGER 33609 WO2 CW CRAPPER</p> <p>212642 WO2 B ELPHICH 214218 WO2 R BOYCE</p> <p>21977 WO2 J BOND 51286 WO2 MA HENDERSON</p> <p>12690 WO2 RG CHAPPELL 210340 WO2 P ANGUS</p> <p>3410883 WO2 MJ JAMES 14150 WO2 RD FORD</p> <p>53419 WO2 PG COWAN 2887 WO2 P WHITE</p> <p>214076 WO2 TE GILLIVER</p>	
	1-31 Mar 67		<p>The following team members RTA:-</p> <p>26345 WO1 LH ARNFIELD 13973 WO2 CF KEIOSKIE</p> <p>52636 WO2 RL WEIR 34992 WO2 DG ANNETTE</p> <p>33306 WO2 RE DILLOW 24466 WO2 GS MUNT</p>	
	1-31 Mar 67		CO visited all team members	
	1-31 Mar 67		There were no casualties during the month	