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# ADMIRALTY FLEET ORDERS

ADMIRALTY, S.W.1,

1st January, 1942.

The following Orders having been approved by My Lords Commissioners of the Admiralty are hereby promulgated for information and guidance and necessary action.

A list of these Orders is enclosed.

By Command of their Lordships,

*J. V. Markham*

*To all Commanders-in-Chief, Flag Officers, Senior Naval Officers, Captains and Commanding Officers of H.M. Ships and Vessels, Superintendents or Officers in Charge of H.M. Naval Establishments, and Admiralty Overseers concerned.*

NOTE :—The scale of distribution is shown in the revised Admiralty Fleet Order Volume Instructions—A.F.O. 4544/41, paragraph 10.

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## ADMIRALTY FLEET ORDERS

No. Subject.

1st January, 1942.

## SECTION 1.—ADMINISTRATION OF THE FLEET, CEREMONIES, FOREIGN PORT REGULATIONS, ETC.

(Station Limits: Fighting Efficiency of Ships: Naval Aircraft Administration: Internal Organisation of Ships: Navigation and Seamanship: Fleet Exercises and Practices, etc.)

1. Warship Weeks—Ships Adopted.
2. Status of the Free French Movement.
3. Reprisals Order against Japan.

## SECTION 2.—PERSONNEL, PAY, SERVICES, DISCIPLINE, ETC.

4. Honours and Awards—"London Gazette" Supplement of 16th December, 1941.
5. Command Money for Spare Commanding Officers of Motor Launch Flotillas.
6. Meritorious War Service—Grant of Additional Seniority.
7. R.N. Training Establishment, Doonfoot, Ayr.
8. H.M.S. "Gloucester"—Reconstruction of Accounts.
9. Gunners, R.N., in Charge of Diving Instruction—Extra Pay.
10. Ordnance Officers and Ordnance Artificers—Courses of Instruction.
11. Brown Gyro Compass Instructional Courses.
12. Adult Education—Lectures, etc.
13. Loss of Secret or Confidential Official Property.
14. Admiralty Surgeon and Agent.
15. Communications Branch—Difference of Pay.
16. Discharge of Men Found to be Illiterate.
17. Deceased Naval Ratings—Disposal of Effects.
18. National Service (Armed Forces) Acts—Position of Men Discharged from the R.N. and R.M.
19. Royal Australian Navy—Grant of Additional Seniority.
20. United States Navy and Marine Corps Identification Cards—Recognition of.
21. Enemy Prisoners of War.
22. W.R.N.S. Officers—Calculation of Pay.
23. W.R.N.S. Officers—Employment on Duties involving Charge of Public Money.
24. Customs Privileges—W.R.N.S. Personnel not entitled to Rum or Service Tobacco.
25. Spectacles, Mark III, for Use with Anti-Gas Respirators—Issue to Officers, W.R.N.S.
26. Private Motor Vehicles Used on Official Business—Revised Scheme of Mileage Allowance for Naval and Civil Personnel—REPORTS.
27. Travel to the Isle of Man—Sailings—Amendment.
28. Travel to Eire and Northern Ireland by Naval Personnel.
29. National Health and Pensions Insurance of Personnel on T.124 Agreements.
30. National Health and Pensions Insurance of R.N. and R.M. Personnel and Members of the W.R.N.S. during War Service.

## SECTION 3.—G., T., N., E., ETC., &amp; STORES; HULL, EQUIPMENT &amp; FITTINGS

Gunnery.—(Guns, Mountings, Ammunition, Turrets, Directors, Fire Control, Diving Apparatus, Magazines, etc., and Stores.)

31. Director Firing Gear—Director Control Towers fitted with Types "P" Sights, Marks II and III—Modifications.
32. Gun Mountings, 8 in. Marks I 1\*, II and I\*\*—Modified Live Roller Rings—REPORT.
33. Gun Mountings, 2-pdr., Mark XIV—Guns in 40-mm. R.R. Mountings—Modification.
34. Repair or Refit of H.M. Ships in Foreign or Home Ports not Equipped with an Armament Depot—Ammunition to be Landed—Provision of Packages.
35. Pistols, Schermuly, 1-lb. and 2-lb.—Issue in lieu of Pistols, Signal No. 1, Mark III\*.
36. Gun, Machine, Marlin 0.30 in.—Liability to Prematures and Precautions to be Taken—Introduction of Hammer, Mark II.
37. Twin Lewis Guns—Fitting.
38. Fuzes, Time and D.A. and D.A.I. and Ammunition in Ready-use Positions—Preservation.
39. Cordite—Landing—Destruction.

## SECTION 3.—G., T., N., E., ETC., &amp; STORES; HULL, EQUIPMENT &amp; FITTINGS—continued.

Torpedo.—(Torpedoes, Tubes, Mines and Minesweeping, Depth Charges, Paravanes, Electrical Equipment, Anti-Gas, Aircraft Torpedoes, etc., and Stores.)

40. Torpedoes—Outfit Stores Allowances—Amendments.
41. 21-in. L.C. Torpedo Tubes.
42. Bow Protection Paravanes—Ship End Sleeve, Pattern 8921.
43. "T" Cutters, Mark IV, Unrestricted—Issue.
44. Rod-operated Searchlight Control Gear—Vernier Couplings.
45. Shore and Emergency Electricity Supplies—Re-arrangement of "C", "D" and "E" Class Cruisers.
46. Cartridges, Impulse, Torpedo—Types and Services for which Required.
47. Cartridge Extractor for Torpedo Tubes.

Navigation.—(Navigation Stores, Sextants, Compasses, Charts, Anchors, Sails, etc.)

48. Gyro-Compasses—Care of, when Awaiting Installation.
49. Brown Gyro-Compass Instructional Courses.

Engineer.—(Main and Auxiliary Engines, Boilers, other Machinery in Charge of the Engineer Officer, including Catapults, Coal and Oil Fuel, and Engineering Stores.)

50. Boiler Tubes, etc.
51. Boiler Tubes, etc.
52. Boiler Tubes, etc.
53. Boiler Tubes, etc.
54. Water Pressure Test of Boilers.

Signals.—(W/T and V/S Apparatus R.D.F., D.F., S.R.E., Wa/T and Stores.)

55. R.D.F. Types 271/2/3—Aerial Lanterns.
56. S.R.E. Type 451—Conversion to Type 452.
57. Wireless Valves and Cathode Ray Tubes Contaminated by Sea Water—Treatment Necessary to Make Serviceable.

Naval Aircraft.—(Technical.)

58. Naval Aircraft—Intervals between Routine Inspections.
59. Albacore Aircraft—Introduction of Taurus XII Engine.

General.—(Hull, Armour, General Equipment and Fittings, etc., and Orders affecting two or more Departments.)

60. Mess Deck Fittings, Patterns 5790-1-2—Strengthening.
61. Funnel and Bullet Proof Shelter—Modification.
62. Covering of Wood Deck on Bridge to Stop Leaks.
63. Non-slip Rubber Matting for Use in Motor Boats.
64. U.P. Ammunition Lockers—Removal of Hose Connections.
65. Fire-fighting Equipment.
66. Gas Cylinders—Return of Empties.
67. Cartridges, Engine Starter.
68. Fiddles for Dining Tables—Omission of Rubber Sheeting to be Fitted in Lieu.

## SECTION 4.—OTHER STORES—NAVAL STORES\*, VICTUALLING STORES, MEDICAL STORES, CONTRACTS

(\*All N.S. Orders not included under Section 3.)

69. Motor Tanker for Fleet Fuelling Service.
70. Area Naval Store Officer, Belfast—Address for Stores and Correspondence.
71. Loan Protective Clothing.
72. Naval Flying Personnel—Supply of Thermally Insulated Clothing to Instructors.
73. Vegetables—Additions to List of Contracts for 1941/42.
74. Dried Blood Serum and Apparatus for Administration—Issue.

## SECTION 5.—BOOKS, FORMS, RETURNS, CORRESPONDENCE

75. Amendments to Books.
76. Admiralty Fleet Orders—"S" Series.
77. Advance Copies of New Edition of A.P. 1182 (Pt. 3).
78. B.R. 363—Establishment of Naval Stores for H.M. Submarines of "Oberon" and Later Classes—List of Errata No. 3.
79. Form M.22—List of Seamen Received and Discharged.
80. Form M.69—Abolition.
81. Form O.6—Ammunition Labels.
82. Form O.6—Ammunition Labels.
- 82a. Forms S.1148—Rendering.

## SECTION 6.—SHORE ESTABLISHMENTS

83. Civil Servants Called Out for Service with the Forces—Returns.
84. Temporary Assistants in Supply, Accounting and Other Departments—Overtime.
85. Private Motor Vehicles Used on Official Business—Revised Scheme of Mileage Allowance for Naval and Civil Personnel—REPORTS.
86. Employment of Women on Duties of Storehouse Assistants—Rate of Pay.
87. Women Industrial Employees—Increase in Basic Rates of Pay.
88. Women Workers Married to Members of H.M. Forces—Leave.
89. Clothing Coupons for Civilian Uniforms (including R.M. Police Uniform).
90. Ventilation of Buildings During Black-out.
91. Diesel Launch No. 39455—Name.
92. Machinery and Electrical Equipment—Spare and Incidental Parts—Particulars Required in Demands.
93. Economy of Gas and Electric Light.

*(Orders marked \* may be communicated to the Press.)*

## Section 1

## ADMINISTRATION OF THE FLEET, CEREMONIES, FOREIGN PORT REGULATIONS, etc.

### 1.—Warship Weeks—Ships Adopted

(M. 4534/41.—1.1.1942.)

With reference to A.F.O. 4826/41 the following ships have been adopted by the towns or areas specified following successful warship weeks campaigns in the period 15–29th November.

<i>Name of Ship</i>	<i>Adopting Town or Area</i>
H.M.S. "Arethusa" ... ..	Swansea.
H.M.S. "Aster" ... ..	Penrith (Cumberland).
H.M.S. "Aubretia" ... ..	Horsforth (Yorks.).
H.M.S. "Bay" ... ..	Dawlish (Devon).
H.M.S. "Bownet" ... ..	Boldon (Durham).
H.M.S. "Candytuft" ... ..	Crayford (Kent).
H.M.S. "Challenger" ... ..	Wimborne (Dorset).
H.M.S. "Endeavour" ... ..	Hebburn (Durham).
H.M.S. "Erica" ... ..	Conway.
H.M.S. "Foresight" ... ..	Penzance.
H.M.S. "Hussar" ... ..	Kirkburton (Yorks.).
H.M.S. "Jackal" ... ..	Colwyn Bay.
H.M.S. "Jaguar" ... ..	Gloucester.
H.M.S. "Jervis" ... ..	Bath.
H.M.S. "Kelvin" ... ..	Dudley (Wores.).
H.M.S. "Kingfisher" ... ..	Redditch (Wores.).
H.M.S. "Llandudno" ... ..	Llandudno.
H.M.S. "Legion" ... ..	Cheltenham.
H.M. M.L. "103" ... ..	Lynon and Lynmouth (Devon).
H.M. M.L. "104" ... ..	Haydock.
H.M. M.L. "126" ... ..	Fowey.
H.M. M.T.B. "09" ... ..	Winsford and District (Cheshire).
H.M. M.T.B. "10" ... ..	Gwendraeth Valleys (Carms.).
H.M. M.T.B. "11" ... ..	St. Thomas R.D. (Devon).
H.M. M.T.B. "24" ... ..	Rainford (Lancs.).
H.M. M.T.B. "51" ... ..	Burnham-on-Crouch.
H.M. M.T.B. "104" ... ..	Brynmaur (Brecknockshire).
H.M.S. "Orion" ... ..	Nottingham.
H.M.S. "Pine" ... ..	Shaftesbury (Dorset).
H.M.S. "Snowflake" ... ..	Marlborough and District.
H.M.S. "Triumph" ... ..	Truro.
H.M.S. "Urge" ... ..	Bridgend.
H.M.S. "Vanquisher" ... ..	Nuneaton.
H.M.S. "Watchman" ... ..	Brierley Hill (Staffs.).
H.M.S. "Whitethorn" ... ..	Wigan.
H.M.S. "Wild Swan" ... ..	Surbiton.

(A.F.O. 4826/41.)

*(This Order has been reprinted for posting on Notice Boards.)*

## 2.—Status of the Free French Movement

(M. 4471/41.—1.1.1942.)

In reply to a question in the House of Commons on 26th November regarding the recognition of the Free French Movement, the following official statement was made:—

“ His Majesty's Government have informed General de Gaulle that they are prepared to regard the Free French National Committee as representing all Free Frenchmen wherever they may be who rally to the Free French Movement in support of the Allied Cause, and that they will treat with the National Committee on all questions involving their collaboration with the Free French Movement and with the French overseas territories which place themselves under its authority. This seems to His Majesty's Government to be the appropriate character in which to regard the executive organ of a movement which, under the fighting leadership of General de Gaulle, embodies the hopes of Frenchmen of free mind, wherever they may be.”

## 3.—Reprisals Order against Japan

(M. 019193/41.—1.1.1942.)

A Reprisals Order in Council authorising the restriction of the commerce of Japan has been issued which will apply in the same manner as those Orders already in existence for the restriction of the commerce of Germany and Italy.

2. If, therefore, any vessel encountered is found to be carrying Japanese exports, she should be sent into a British port.

## Section 2.—PERSONNEL, PAY, SERVICES, DISCIPLINE, etc.

### 4.—Honours and Awards—“London Gazette” Supplement of 16th December, 1941

(H. & A.—1.1.1942.)

CENTRAL CHANCERY OF THE ORDERS OF KNIGHTHOOD

St. James's Palace, S.W.1.

16th December, 1941.

The KING has been graciously pleased to give orders for the following appointments to the Most Excellent Order of the British Empire, in recognition of great courage and fortitude when S.S. “Britannia” was sunk by an enemy raider in mid-Atlantic:—

To be additional Members of the Military Division of the said Most Excellent Order

Lieutenant (then Sub-Lieutenant) Ian Stewart McIntosh, Royal Navy.  
Temporary Lieutenant Frank Laurence West, R.N.V.R.

ADMIRALTY

Whitehall,

16th December, 1941.

The KING has been graciously pleased to approve the grant of the VICTORIA CROSS for valour and resolution in command of His Majesty's Submarine “Upholder” to:

Lieutenant-Commander Malcolm David Wanklyn, D.S.O., Royal Navy.

On the evening of the 24th of May, 1941, while on patrol off the coast of Sicily, Lieutenant-Commander Wanklyn, in command of His Majesty's Submarine “Upholder”, sighted a south-bound enemy troop-convoy, strongly escorted by destroyers.

The failing light was such that observation by periscope could not be relied on but a surface attack would have been easily seen. “Upholder's” listening gear was out of action.

In spite of these severe handicaps Lieutenant-Commander Wanklyn decided to press home his attack at short range. He quickly steered his craft into a favourable position and closed in so as to make sure of his target. By this time the whereabouts of the escorting destroyers could not be made out. Lieutenant-Commander Wanklyn, while fully aware of the risk of being rammed by one of the escort, continued to press on towards the enemy troop-ships. As he was about to fire, one of the enemy destroyers suddenly appeared out of the darkness at high speed, and he only just avoided being rammed. As soon as he was clear, he brought his periscope sights on and fired torpedoes, which sank a large troop-ship. The enemy destroyers at once made a strong counter-attack and during the next twenty minutes dropped thirty-seven depth-charges near “Upholder”.

The failure of his listening devices made it much harder for him to get away, but with the greatest courage, coolness and skill he brought “Upholder” clear of the enemy and safe back to harbour.

Before this outstanding attack, and since being appointed a Companion of the Distinguished Service Order, Lieutenant-Commander Wanklyn had torpedoed a tanker and a merchant vessel.

He has continued to show the utmost bravery in the presence of the enemy. He has carried out his attacks on enemy vessels with skill and relentless determination, and has also sunk one destroyer, one U-boat, two troop-transports of 19,500 tons each, one tanker and three supply ships. He has besides probably destroyed by torpedoes one cruiser and one destroyer, and possibly hit another cruiser.

His Majesty has also been graciously pleased to give orders for the following appointment to the Distinguished Service Order, and to approve the following awards:—

For distinguished services in the masterly and determined action in which the German battleship “Bismarck” was destroyed.

To be a Companion of the Distinguished Service Order

Engineer-Commander William Samuel Ward, Royal Navy, H.M.S. “Victorious”.

For daring, enterprise and leadership in air attacks against the enemy:

To be a Companion of the Distinguished Service Order

Lieutenant-Commander John William Spencer Corbett, Royal Navy.

For courage, skill and resolution in successful submarine patrols:

The Distinguished Service Cross

Lieutenant Brian Hugh Band, Royal Navy, H.M.S. “Upholder”.

The Distinguished Service Medal

Engine Room Artificer Third Class Charles Llewellyn Burgoyne, C/MX.51007, H.M.S. “Upholder”.

Petty Officer John George Swainston, P/JX.125082, H.M.S. “Upholder”.

Acting Leading Seaman John Edward Partleton, C/J.108856, H.M.S. “Upholder”.

*Mention in Despatches*

Acting Stoker Petty Officer Frederick William Gregory, CK/X.80267, H.M.S. "Upholder".  
 Leading Seaman Frederick James Martin, D/JX.134305, H.M.S. "Upholder".  
 Leading Seaman William Robert Turner, D/J.110765, H.M.S. "Upholder".  
 Able Seaman Lambert Saunders, D/JX.147943, H.M.S. "Upholder".  
 Stoker First Class Ernest Edward Self, D/KX.80123, H.M.S. "Upholder".  
 Telegraphist Patrick McCann Newlands, P/SSX.28994, H.M.S. "Upholder".

*The Distinguished Service Medal*

Chief Engine Room Artificer Charles Herbert Toms, D/M.35358, H.M.S. "Urge".

*Mention in Despatches*

Lieutenant Edward Philip Tomkinson, Royal Navy, H.M.S. "Urge".  
 Sub-Lieutenant David Bennett Allen, Royal Navy, H.M.S. "Urge".  
 Petty Officer Telegraphist Peter Dugdale Wiseman, D/JX.134000, H.M.S. "Urge".  
 Able Seaman Ronald Henry Goss, D/SSX.20989, H.M.S. "Urge".  
 Stoker First Class Albert Edward Bryant, P/K.61633, H.M.S. "Urge".

For gallantry and devotion to duty when serving in Greek Waters :

*The Distinguished Service Cross*

Captain John James Knight, Master, H.M. Transport "Thurland Castle".  
 Captain Ralph Patterson Longstaff, Master, H.M. Transport "City of London".  
 Captain James Reeve, Master, H.M. Transport "Cavallo".  
 Captain Roderick William Macaulay Whiteman, Master, H.M. Transport "Khedive Ismail".  
 Captain James Adamson Wilson, Master, H.M. Transport "Salween".  
 Mr. Walter Leslie Deeble, Chief Officer, H.M. Transport "Khedive Ismail".  
 Mr. Mark Willis, Chief Officer, H.M. Transport "Salween".  
 Mr. Ronald Arthur Spiers, Second Officer, H.M. Transport "Dilwara".

*The Distinguished Service Medal*

Leading Seaman John Dible, C.6891, R.N.R., H.M. Transport "Cavallo".  
 Donkeyman Robert Dobson, H.M. Transport "Cavallo".  
 Marine John Frederick Mason, Ch.22355, H.M. Transport "Bantria".

*Mention in Despatches*

Captain Walter Edward Whyard, Master, H.M. Transport "Meroe".  
 Commander Arthur Norwood Sargent, Master, R.N.R., H.M. Transport "Bantria".  
 Mr. Edward William Barnes, Junior Engineer, H.M. Transport "Khedive Ismail".  
 Mr. Harry Hannah, First Electrician, H.M. Transport "Dilwara".  
 Mr. Alexander Middler, Quartermaster, H.M. Transport "Dilwara".  
 Mr. Mortimer Francis Hehir, Chief Officer, H.M. Transport "Bantria".  
 Mr. Maurice Donaldson, Third Engineer, H.M. Transport "Bantria".

For bravery and skill :

*Bar to the Distinguished Service Cross*

Lieutenant Michael Adrian Hemans, D.S.C., Royal Navy.

*The Distinguished Service Cross*

Captain Roland Scott Rouse, Master, H.M. Transport.  
 Mr. Norman Williamson, Chief Engineer, H.M. Transport.

*The Distinguished Service Medal*

Boatswain George Stock, H.M. Transport.  
 Donkeyman Henry McCabe, H.M. Transport.

For courage and fortitude when S.S. "Britannia" was sunk by an enemy raider in mid-Atlantic :

*Commendation (Posthumous)*

Lieutenant Frank Mosford Lyons, R.N.R.

*Commendation*

Commander Stanley Herbert King Spurgeon, D.S.O., Royal Australian Navy.

Lieutenant Arthur Hadden Rowlandson, Royal Navy.  
 Lieutenant Richard Joseph Tadhunter, R.N.R.  
 Mr. William Frederick Morgan Davies, Warrant Shipwright, Royal Navy.  
 Sister Phyllis Lucy Shipton, Q.A.R.N.N.S.

Another award for services in this action will soon be published.

For good services in action against enemy submarines :

*Mention in Despatches*

Lieutenant Richard Walgate, R.N.R., H.M.T. "Vascama".  
 Temporary Lieutenant Richard Radcliffe, R.N.V.R., H.M.T. "Vascama".  
 Able Seaman Andrew George Grant Paterson, D/SSX.23503, H.M.T. "Vascama".

The following corrections are made :—

In A.F.O. 4828/41, under heading

*To be a Companion of the Distinguished Service Order*

For "Lieutenant-Commander Victor Cecil Grenfell, Royal Navy, H.M.S. 'Victorious'".

Read "Lieutenant-Commander Victor Cyril Grenfell, Royal Navy, H.M.S. 'Victorious'".

In A.F.O. 5023/41, under heading

*Mention in Despatches*

For "Lieutenant-Commander Gerard Talbot-Smith, Royal Australian Navy, H.M.A.S. 'Perth'".

Read "Lieutenant-Commander Gerard Talbot-Smith, Royal Navy, H.M.A.S. 'Perth'".

In A.F.O. 5227/41, under heading

*Mention in Despatches (Posthumous)*

For "Lieutenant-Commander Alistair Thomas James Kindersley, Royal Navy, H.M.S. 'Ark Royal'".

Read "Lieutenant Alistair Thomas James Kindersley, Royal Navy, H.M.S. 'Ark Royal'".

In A.F.O. 5227/41—

The appointment to the Most Excellent Order of the British Empire of Captain Eric Gordon Jeffery, Royal Navy, should be dated the 23rd October, 1941.

(This Order has been reprinted for posting on Notice Boards.)

## 5.—Command Money for Spare Commanding Officers of Motor Launch Flotillas

(D.N.A. 10536/41.—1.1.1942.)

Subject to the provisions of A.F.O. 3968/40, and with effect from 25th November, 1941, spare commanding officers of motor launch flotillas are to receive command money on occasions they are actually in temporary command of a commissioned motor launch.

(A.F.O. 3968/40.)

## 6.—Meritorious War Service—Grant of Additional Seniority

(C.W. 40163/41.—1.1.1942.)

Their Lordships have had under consideration the recommendations for the grant of additional seniority in accordance with A.F.O. 1027/41, and have approved the grant of additional seniority to the following officers :—

Lieutenant-Commander E. P. Tomkinson, R.N.	...	...	2 years.
Lieutenant-Commander G. R. Carver, R.N.	...	...	1 year.
Lieutenant-Commander (E) C. Rothwell, R.N.	...	...	1 year.
Lieutenant-Commander (E) D. F. H. Chandler, D.S.C., R.N.	...	...	1 year.
Paymaster Lieutenant-Commander (acting Paymaster Commander) E. H. E. May, R.D., R.N.R.	...	...	1 year.
Lieutenant-Commander C. L. G. Evans, D.S.O., D.S.C., R.N.	...	...	6 months.
Lieutenant-Commander F. J. G. Hewitt, R.N.	...	...	6 months.
Paymaster Lieutenant-Commander (temporary Paymaster Captain) R. V. Brockman, R.N.	...	...	6 months.
Paymaster Lieutenant-Commander G. R. Lavers, R.N.	...	...	6 months.
Lieutenant-Commander H. N. Lawson, R.N.R.	...	...	6 months.
Paymaster Lieutenant-Commander G. V. de C. Parmiter, R.N.V.R.	...	...	6 months.
Lieutenant L. P. J. Thomas, R.N.	...	...	2 years.
Lieutenant (E) R. H. Tribe, R.N.	...	...	1½ years.
Lieutenant (acting Lieutenant-Commander) A. A. Mackenzie, R.N.R.	...	...	1 year.
Lieutenant J. F. D. Bush, D.S.C., R.N.	...	...	1 year.
Lieutenant (A) A. J. D. Harding, D.S.C., R.N.	...	...	6 months.
Lieutenant F. M. A. Torrens-Spence, D.S.C., R.N.	...	...	6 months.
Lieutenant R. N. Everett, R.N.	...	...	6 months.
Lieutenant C. D. Madden, D.S.C., R.N.	...	...	6 months.
Lieutenant C. W. B. Smith, R.N.	...	...	6 months.
Paymaster Lieutenant A. H. Woodfield, R.N.	...	...	6 months.
Paymaster Lieutenant J. H. Rennie, R.N.	...	...	6 months.
Paymaster Lieutenant M. K. Overend, R.N.	...	...	6 months.
Lieutenant E. J. Powell, R.N.R.	...	...	6 months.
Paymaster Lieutenant J. D. Fox, R.N.V.R.	...	...	6 months.
Paymaster Lieutenant G. F. Osborne, R.N.V.R.	...	...	6 months.

2. It is not intended to lay down any particular date for submitting recommendations for additional seniority. Although recommendations will be considered twice yearly, in February and August, they should be transmitted as occasion arises.

(A.F.O. 1027/41.)

## 7.—R.N. Training Establishment, Doonfoot, Ayr

(M. 1972/41.—1.1.1942.)

With reference to A.F.O. 5489/41, H.M.S. "Scotia" will now commission on the 6th January, 1942.

(A.F.O. 5489/41.)

## 8.—H.M.S. "Gloucester"—Reconstruction of Accounts

(D.N.A. 22796/41.—1.1.1942.)

Ships and Establishments concerned are to forward the following information as soon as possible after the receipt of this Order to :—

The Accountant Officer,  
Reconstruction of Accounts Office,  
Foxhill Hutments,  
Admiralty, Bath.

(a) Duplicate pay documents for all officers discharged to "Gloucester" on or after 1st October, 1940.

(b) Duplicate pay documents for all ratings discharged to "Gloucester" between 1st October, 1940, and 31st March, 1941.

(c) A copy of pay documents received for all officers entered from "Gloucester" on or after 1st October, 1940.

(d) A copy of pay documents received for all ratings entered from "Gloucester" between 1st October, 1940, and 31st March, 1941.

## 9.—Gunners, R.N., in Charge of Diving Instruction—Extra Pay

(C.W. 40631/41.—1.1.1942.)

Extra pay at the rate of 3s. 6d. an hour, as authorised by Article 1623, King's Regulations and Admiralty Instructions, for Gunners, R.N., at the Gunnery Schools at Portsmouth, Devonport and Chatham, may be paid to the Gunner, R.N., in any ship or establishment where authority has been given by the Admiralty for the training and qualification of divers, when actually employed under water in charge of Diving Instruction, and with effect from the date of commencing such duties.

(F.O.C. North Atlantic, No. 310/3900, 6.9.1941.)

(K.R. & A.I., Article 1623.)

(A.F.Os. 4748/40, 2120/41 and 3129/41.)

## 10.—Ordnance Officers and Ordnance Artificers—Courses of Instruction

(G. 7609/41.—1.1.1942.)

The following arrangements have been made for classes to undergo the course of instruction in Special Breech Mechanisms in accordance with O.U. 5362A/37, Course 67, viz. :—

Class	Where joining	Date
1	Priddy's Hard ... ..	12. 1.42
	Woolwich Arsenal ... ..	15. 1.42
	Complete ... ..	6. 3.42
2	Priddy's Hard ... ..	16. 3.42
	Woolwich Arsenal ... ..	19. 3.42
	Complete ... ..	8. 5.42
3	Priddy's Hard ... ..	18. 5.42
	Woolwich Arsenal ... ..	21. 5.42
	Complete ... ..	10. 7.42
4	Priddy's Hard ... ..	17. 8.42
	Woolwich Arsenal ... ..	20. 8.42
	Complete ... ..	9.10.42
5	Priddy's Hard ... ..	19.10.42
	Woolwich Arsenal ... ..	22.10.42
	Complete ... ..	11.12.42

2. Classes will be detailed from the Gunnery Schools.

3. Attention is drawn to A.F.O. 407/40, amended by A.F.O. 2127/40, as regards pay, etc.

(O.U. 5362A/37.)

(A.F.Os. 407/40 and 2127/40.)

## 11.—Brown Gyro Compass Instructional Courses

(E.F.O./T.S.D./T.06397/41.—1.1.1942.)

Attention is drawn to A.F.O. 49/42, promulgated in Section 3 of this issue.

## 12.—Adult Education—Lectures, etc.

(N. 28900/41.—1.1.1942.)

It does not appear that the scope and possibilities of the Adult Education Scheme, described in A.F.O. 1482/41, are generally appreciated. The facilities offered are available to Naval and Marine personnel (men and women) and to all units and establishments, and also to ships, where this is practicable.

2. The two main aspects of the scheme are the provision of :—

- (a) Lectures and talks, mostly on current affairs. (See also A.F.O. 3895/41.)  
 (b) Classes—vocational, cultural and technical.

3. Lectures.—The aims of the lectures on current affairs are :—

- (i) To encourage personnel to follow intelligently the progress of events at home and abroad ; and  
 (ii) to give them a clear idea of what they are fighting for.

4. The second aim will involve discussions not only on democratic ideals but also on democracy as a working system and the responsibilities and the power, as well as the privileges, of the individual. Political or religious discussions on party or denominational lines will be avoided. It is important that discussion should follow each lecture or talk. There should be reasonable freedom of expression of opinion in these discussions.

5. Lectures are not to be restricted to establishments where large audiences can be provided. A very useful part of the scheme is the provision of informal talks to small and isolated units. Small ships would probably appreciate, on their return to harbour, summaries of war events during the period they have been at sea.

6. Classes.—The restriction that subjects must be "outside the regular work of the educational branches of the Royal Navy" (A.F.O. 1482/41, paragraph 1, line 5) is only applicable to ships and establishments in which officers of these branches are serving or where it would be more economical to employ these officers (or an acting schoolmaster) than to ask civilian bodies to arrange classes.

7. Attention is drawn to the possibility of arranging with public navigation schools and technical institutes for the provision of instruction in navigation for ratings who wish to qualify as second hands or skippers of trawlers, and for R.N.V.R. officers who may be waiting for ships.

8. Education Officer.—An officer is to be detailed, where this has not already been done, in each ship, establishment or unit as Education Officer. If an Instructor or Schoolmaster Officer is borne he should undertake this duty. The Education Officer is to be responsible for education generally, for ensuring that educational requirements of personnel are met and that the facilities available are made known.

9. With reference to paragraph 3 of A.F.O. 1482/41, it is not intended that Commanding Officers should report to Commanders-in-Chief before making payments of accounts sent in by regional secretaries.

10. A.F.O. 1482/41, Appendix I, is to be amended as follows :—

Line 1. For "W. M. McNeill, Esq., M.A., Forestry Department" read  
 "J. A. Dawson, Esq., C.I.E., Regional Secretary for Adult Education".

Line 3. For "B. B. Thomas, Esq., M.A." read "S. Herbert, Esq., M.A., J.P."

(A.F.Os. 1482/41 and 3895/41.)

(This Order has been reprinted for posting on Notice Boards.)

## 13.—Loss of Secret or Confidential Official Property

(N.L./C.E. 55854/41.—1.1.1942.)

Attention is drawn to the frequent instances of loss of official property, including secret and confidential documents, by officers to whom it is entrusted. The loss or compromising of such official property is a serious matter and severe disciplinary action will be taken whenever it is proved that secret or confidential official property is lost or compromised through gross negligence.

2. It is most undesirable that any secret or confidential matter should be taken outside H.M. ships or establishments, especially in private bags and attache cases. Where this is absolutely essential, the Commanding Officer's permission is to be obtained for the removal of documents, etc., from the ship or establishment, and every precaution must be taken to ensure their security. In no circumstances whatever should official documents, whether secret or otherwise, be left in unattended motor cars, etc.

## 14.—Admiralty Surgeon and Agent

(C.E. 17834/41.—1.1.1942.)

Mr. G. W. Garde, M.B., Ch.B., of "Grove House," 5, Hammersmith Grove, London, W.6 (Telephone No.: Riverside 3946), has been appointed Admiralty Surgeon and Agent, temporarily, during the absence of Mr. V. M. Dellal, for the London districts covering Acton, Chiswick, Fulham, Hammersmith, Shepherd's Bush, West Kensington, Earl's Court and West Brompton.

## 15.—Communications Branch—Difference of Pay

(N. 17451/40.—1.1.1942.)

Their Lordships have had under consideration the special arrangements promulgated in A.F.O. 3017/40 as amplified by A.F.O. 4288/40.

2. Under those arrangements, the "chain" rule in the Note to Clause 1 (a) of King's Regulations and Admiralty Instructions, Article 1591, was temporarily waived in order that Signal and Telegraphist ratings generally should derive immediate benefit from the upgrading of complements which was designed to improve peacetime conditions of service in the Communications Branch.

3. This special privilege could no longer be justified once the number of permanent advancements became adequate to supply the block of vacancies created by the upgrading, i.e., when the numbers borne were equal to the revised (upgraded) Port Division numbers authorised to be borne on 31st March, 1940. A review of the position discloses that the original object of relaxation of the "chain" rule has now been achieved and that any existing shortage in the Communications Branch is entirely due to increased war requirements, a situation which is common to every branch.

4. In the circumstances, there is no longer any reason for granting Signal and Telegraphist ratings preferential treatment in this respect. Their Lordships have accordingly directed that the special privilege is to be withdrawn but, in order to enable personnel affected to adjust themselves to the altered conditions, reversion to the normal rules will be deferred until 1st September, 1942.

(K.R. & A.J., Article 1591.)

(A.F.Os. 1887/40, 3017/40 and 4288/40.)

(This Order has been reprinted for posting on Notice Boards.)



## 16.—Discharge of Men Found to be Illiterate

(N. 28649/41.—1.1.1942.)

Applications for discharge as "Unsuitable" may be submitted to the Admiralty in cases of men who, on being called up for Naval Service under the National Service (Armed Forces) Acts, are found to be unable to read, and are not expected to be able to overcome this defect as the result of such instruction as it may be possible to give them during their training.

2. Such applications should be submitted before the ratings leave the establishment at which they receive their initial training, but not until they have been given the opportunity of at least one month's school instruction.

(Portsmouth Submission No. 1755 S/149/78/41 of 3.12.41.)

(A.F.O. 4601/41 is cancelled.)

## 17.—Deceased Naval Ratings—Disposal of Effects

(V. 6284/41.—1.1.1942.)

During the period of hostilities the instructions regarding the sale by auction of the effects of deceased naval ratings may be modified to the extent that in cases where the Commanding Officer considers that owing to the number of kits to be sold or for other reasons it will not be in the interests of the next-of-kin to conduct a sale by auction before the mast he may apply to his administrative authority for permission to deal with the *uniform articles of clothing* (both compulsory and optional) in the following way.

2. Such articles as are considered to be fit for issue to survivors of ships lost until such time as they are re-kitted, or suitable to be offered for re-sale at  $\frac{2}{3}$  of the issuing price, are to be valued at  $\frac{2}{3}$  of the issuing price and the proceeds included with other credits due to the estate shown on Form S.46, being described as "Credit in respect of clothing—A.F.O. 17/42." Details of the clothing in respect of which this credit is due should be kept in ships and establishments, to whom any enquiries received from the next-of-kin will be referred. No details in this respect will therefore be required to be shown on the back of Form S.46.

3. The articles of kit so dealt with should then be either taken on charge in the ship's cash clothing account separately from new clothing and offered for sale from the slop room at  $\frac{2}{3}$  of the full issuing prices, or transferred, by arrangement, to the nearest convenient base to be taken on charge in the Loan Clothing account of the base for issue to survivors of ships lost, as decided by the Administrative Authority.

4. Where effects are sold under the provisions of King's Regulations and Admiralty Instructions, Article 1769, Clause 2, details of purchases made, etc., should continue to be furnished on the back of Form S.46.

5. Articles unfit for issue to survivors and unsaleable should be disposed of in the same way as other discarded personal effects (see A.F.O. 4427/40, section (f)).

6. All *non-service effects* of a rating whose service effects are disposed of under this Order may be reserved for the next-of-kin at the discretion of the Commanding Officer. Where possible, the wishes of the next-of-kin should be ascertained before non-service effects or non-uniform articles of optional kit are disposed of by sale in ships and establishments in home waters. In deciding what articles shall be reserved, it should be borne in mind that in view of the present clothing shortage relatives may prefer that non-service articles of clothing should be sent to them rather than that they should be sold by auction. A list of reserved effects should be shown on the back of Form S.46.

(K.R. & A.I., Art. 1769, Cl. 2.)

(A.F.O. 4427/40.)

(A.F.Os. 1693/41 and 2585/41 are cancelled.)

(This Order has been reprinted for posting on Notice Boards.)

## 18.—National Service (Armed Forces) Acts—Position of Men Discharged from the R.N. and R.M.

(N. 20005/41.—1.1.1942.)

It has come to notice that discharges are not in all cases being notified to the Ministry of Labour and National Service in accordance with A.F.O. 4717/40.

2. A.F.O. 4717/40 provides that a statement on Form N.S.163/Navy is to be sent to the Ministry of Labour and National Service for men who are discharged from the Service. This instruction is comprehensive, and covers all men discharged for any reason, including:—

(a) Those entered under the National Service (Armed Forces) Acts but discharged on medical grounds, etc., shortly after their arrival at the Naval Establishments to which they have been posted; and

(b) those who have been posted to the Naval Service, but who, for one reason or another, have not appeared for service and are ultimately formally entered on the effective date of their enlistment notice and discharged on the same day—*vide* A.F.O. 4044/41.

3. Notifications are to be sent to the Ministry of Labour and National Service as soon as possible for any men for whom notifications have been omitted in the past.

(Devonport Submission No. 1458/N.E.O. 2128/41, 8.11.41.)

(A.F.Os. 4717/40 and 4044/41.)

## 19.—Royal Australian Navy—Grant of Additional Seniority

(C.W. 26232/41.—1.1.1942.)

The Commonwealth Naval Board have decided that the provisions of A.F.O. 1027/41 are to be applicable to Active List Officers of the R.A.N., and permanent Officers of the R.A.N.R.(S), R.A.N.R. and R.A.N.V.R.

2. Any recommendations made in respect of such Officers serving in H.M. ships should be transmitted as occasion arises through the Senior Officer concerned direct to the Secretary, Naval Board, Navy Office, Melbourne.

3. Copies of any such recommendations should be forwarded to the Admiralty.

(A.F.O. 1027/41.)

## 20.—United States Navy and Marine Corps Identification Cards—Recognition of

(N.L./N.I.D. 04455/41.—1.1.1942.)

It is notified that United States Identification Cards for all ranks of the United States Navy and Marine Corps are in future to be recognised.

2. In accordance with the arrangements outlined in A.F.O. 2435/41, United States Naval and Marine Corps officers employed on shore duties in the United Kingdom have been issued with British Naval Officers' Identity Cards (Form S.1511) endorsed "U.S.A." Naval ratings and Marine Corps other ranks serving on shore in the United Kingdom have been issued with Sailors' Pay and Identity Books (Form S.43a) endorsed in a similar manner. In future these issues will only be made to United States Naval and Marine Corps personnel arriving in this country without United States Identification Cards.

3. The United States Navy and Marine Corps Identification Card is white and measures 2-in. by 3½-in. It bears the title, "United States Navy Identification Card" or "United States Marine Corps Identification Card". The face, rank or Service number and height of the officer or rating are photographed on the Card itself. Other details shown are the name, signature, colour of hair and eyes, weight and date of birth of the holder. The period of validity is shown above the signature of the "Validating Officer". On the reverse side of the Card are index finger prints of the holder.

(A.F.O. 2435/41.)

### 21.—Enemy Prisoners of War

(N.L. 22509/41.—1.1.1942.)

It is notified that the Prisoners of War Information Bureau has removed from Wing House, Piccadilly, London, W.1, to Curzon Street House, Curzon Street, London, W.1.

2. Returns in accordance with paragraph 6 of A.F.O. 2036/40 should accordingly be sent to Curzon Street House in future.

(A.F.O. 2036/40.)

### 22.—W.R.N.S. Officers—Calculation of Pay

(D.N.A. 21015/41.—1.1.1942.)

Calculations of the annual rates of pay of W.R.N.S. officers are to be made in accordance with the instructions given in King's Regulations and Admiralty Instructions, Article 1525, paragraph 3 (a) and (b).

(K.R. & A.I., Article 1525.)

### 23.—W.R.N.S. Officers—Employment on Duties Involving Charge of Public Money

See AFO 128/45.

(P.M. 4830/40.—1.1.1942.)

W.R.N.S. Officers may be appointed for cash duties to the shore staffs of Naval Accountant Officers in lieu of Junior Accountant Officers. They may be regarded as "properly delegated" officers within the meaning of King's Regulations and Admiralty Instructions, Article 1451, paragraph 4, subject to the over-riding responsibility of the Accountant Officer for all cash matters delegated.

2. Consideration should be given to the possibility of effecting substitution of Junior Accountant Officers by W.R.N.S. Officers on this basis.

(K.R. & A.I., Article 1451.)

### 24.—Customs Privileges—W.R.N.S. Personnel Not Entitled to Rum or Service Tobacco

(N.L. 12658/40.—1.1.1942.)

The provisions of A.F.O. 1869/37 and A.F.O. 2510/35 are applicable to Naval personnel and Royal Marine establishments only, and cannot be extended to W.R.N.S. personnel, except in so far as Service groceries are concerned. Rum or Service tobacco should not, therefore, be issued to W.R.N.S. personnel.

(A.F.Os. 2510/35 and 1869/37.)

### 25.—Spectacles, Mark III, for Use with Anti-Gas Respirators—Issue to Officers, W.R.N.S.

(M.D.G. 51859/41.—1.1.1942.)

One pair of the Mark III pattern spectacles may be supplied at the public expense to officers serving in the W.R.N.S., under the terms of A.F.O. 4590/41.

(A.F.Os. 3205/40 and 4590/41.)

### 26.—Private Motor Vehicles Used on Official Business—Revised Scheme of Mileage Allowance for Naval and Civil Personnel—REPORTS.

A.F.O.

2743/42

(C.E. 11753/41.—1.1.1942.)

The rates of mileage allowance payable to Naval and civilian personnel in the United Kingdom have been revised and the following instructions will take effect from 1st January, 1942.

These instructions are designed to meet war-time conditions and they will be subject to review when petrol rationing ceases. Where provisions connected with mileage allowance are not amended in this Order the existing instructions will remain in force.

2. Staff who necessarily use their own vehicles on duty will be divided into two classes:—

- (a) *Authorised regular users*—those whose duties necessarily require them to travel regularly and the majority of whose duty journeys are such that they cannot be performed by public transport plus direct local hire (e.g. taxis) without serious and actual loss of official time and for whom, therefore, the regular use of a private motor vehicle on official business is unavoidable.
- (b) *Casual users*—those who necessarily use a private motor vehicle occasionally or intermittently on official business.

3. *Restriction of use of cars.*—In view of the vital necessity to conserve petrol it is essential that journeys on official business, particularly long journeys, should be performed by public transport whenever possible even if this causes some inconvenience to the traveller. Mileage allowance will not be payable for a private motor vehicle unless prior authority for its use has been obtained from the authorities shown below.

- (a) *Regular users* will require the prior authority of the Admiralty. When this authority has been given it will not be necessary to obtain special Admiralty approval for the performance of particular journeys, but Heads of Departments and Establishments will be responsible for ensuring that only essential journeys are undertaken and that the most economical arrangements are employed. It is most important that this responsibility should be effectively exercised.
- (b) *A casual user* may be authorised to use his car for an official journey by the Head of his Department or Branch when the latter is satisfied that the use of a car is essential for that journey and that it could not be performed by other means of transport without serious loss of official time.

## 4. Rates payable to authorised regular users and to casual users

	Authorised Regular Users		Casual users
	Mileage up to 3,000 a year	Mileage in excess of 3,000 a year	
(a) Motor cycles* ... ..	Rate 1 2½d.	Rate 2 2½d.	Rate 3 2½d.
(b) Cars up to and including 8 h.p....	4½d.	2½d.	2½d.
(c) Cars over 8 h.p. and up to and including 10 h.p.	5½d.	2½d.	3½d.
(d) Cars over 10 h.p. ... ..	6d.	2¾d.	4d.

\* The rate for motor assisted bicycles or similar vehicles will be 1½d. a mile for all users.

5. The above rates will be payable for duty journeys for which either public conveyance or service transport (or another private car for which mileage allowance is being paid for the same journey) are not available or would entail greater expense or serious loss of official time, and all claims for mileage allowance at these rates must bear a certificate from the counter-signing officer that these conditions are satisfied.

6. Journeys by regular or casual users in other circumstances will qualify only for a rate of allowance of 1½d. a mile irrespective of the horse power of the car used, and in view of the need for economy in the consumption of petrol such journeys should be authorised only exceptionally. The use of a car should not for example be authorised for a direct out and home journey between two places reasonably well served by rail, or other public service, and where any incidental mileage at the place visited is small compared with the main journey and could if necessary be performed by local service transport or by taxi. Similarly when it is found that during the course of a tour or a period of temporary duty in one district, a return journey to headquarters, or a visit to another place can be performed equally well by the use of rail transport, the car should be garaged at a convenient rail head and the intervening journey made by rail.

7. *Passenger Allowance.*—(a) Regular users will be entitled to passenger allowance at ½d. a mile in addition to Rate 2 (but not in addition to Rate 1) for each official passenger carried, subject to the maximum of Rate 3. Casual users are not entitled to any allowance for passengers carried.

(b) Regular and casual users authorised to make a journey for which only the 1½d. a mile rate is payable will be entitled to passenger allowance at ½d. a mile for the first passenger and 1d. a mile for each additional passenger subject to the maximum of Rate 3 not being exceeded.

8. *Compounded rates of mileage allowance* will be suspended until further notice except for voluntary workers and members of committees, etc., not in Government employment. Where payable these rates are as follows:—

	Per mile
(a) Motor cycles* ... ..	2d.
(b) Cars up to and including 8 h.p. ... ..	2½d.
(c) Cars over 8 h.p. and up to and including 10 h.p. ... ..	2¾d.
(d) Cars over 10 h.p. ... ..	3d.

\* The rate for motor assisted bicycles or similar vehicles will be 1½d. a mile.

9. *Application of new rates.*—Staff paid on a full time basis who are now authorised to receive the compounded rates, will be regarded prima facie as regular users and will be paid the appropriate rate as in paragraph 4, with effect from 1st January, 1942, pending review. All other staffs will be regarded as casual users until such time as approval is given for their inclusion in the list of regular users.

Personnel at present in receipt of compounded rates and any others who are considered to be entitled to be classed as regular users must make application immediately through the usual channels for inclusion in the lists. Applicants should give particulars of the number of days during the present quarter on which the car has been used for journeys which could not have been performed by public means of conveyance and the approximate total mileage covered thereby. These reports should be forwarded to the Admiralty (C.E. Branch III for civilian staff and C.W. Branch for Naval personnel) as soon as possible after the 1st January, 1942. The list of "regular car users" will be reviewed annually.

10. *Recording of mileage.*—(a) The mileage year will begin from the date authority for the regular use of a private motor vehicle is given. This will be 1st January, 1942, for those now in receipt of the compounded rate.

(b) Regular users will keep a record of their mileage and will show in each travelling claim the total mileage for the period of the claim and the cumulative total for the mileage year, until 3,000 miles at Rate 1 have been completed. Only those journeys qualifying for the "regular user" rate of allowance should be included in these totals and journeys for which only the flat rate of 1½d. a mile is payable should be clearly distinguished on the claim form.

(c) Cashiers and other authorities on whose books regular users are borne for pay will keep a record of the mileage performed by each regular user until 3,000 miles at Rate 1 has been completed in the user's mileage year. If a regular user is transferred to another establishment, a statement showing the date of commencement of the mileage year and the mileage performed, for which payment at Rate 1 has been made, will be sent to the Cashier, etc., responsible for the payment of future claims.

11. *Petrol vouchers.*—Petrol vouchers should only be issued to persons who have been duly authorised to use their private cars on official business and who will be eligible to receive mileage allowance under this Order.

(H.D.R. Art. 1163 (13).)

(A.F.O. 2205/37, Section V.)

## 27.—Travel to the Isle of Man—Sailings—Amendment

(N. 28212/41.—1.1.1942.)

With reference to A.F.O. 3807/41, the time of the week-day sailing of the Fleetwood to the Isle of Man steamer has been amended to 1230 hours (no sailing on Sundays).

(A.F.O. 3807/41.)

(This Order has been reprinted for posting on Notice Boards.)

## 28.—Travel to Eire and Northern Ireland by Naval Personnel

(N.L. 21950/41.—1.1.1942.)

It has come to notice that in a large number of cases the regulations regarding travel to Ireland by naval personnel are not being observed, with the result that hardship is frequently caused to personnel who are returned to their ships to have their papers put in order and thereby lose a portion of their leave. Commanding officers are to make themselves acquainted with the regulations and to ensure that they are understood by and complied with by all naval personnel proceeding on leave to Ireland. In the event of non-compliance, personnel are liable to be returned to their ships.

Cancelled  
AFO

2. The following requirements must be complied with:—

(1) Naval officers travelling to Ireland must carry their Naval Officer's Identity Cards (Form S.1511). They must also carry a certificate from their commanding officer to the effect that they have permission to proceed on leave to their homes in Eire or Northern Ireland. It will be observed that the possession of such a certificate is a new requirement which has not hitherto been necessary for officers but which should now be carried in all cases of officers proceeding to Ireland on leave.

(2) Naval ratings must carry their Sailor's Pay and Identity Books (Form S.43a) and in addition a leave ticket which must contain a statement that the man is proceeding on authorised leave to his home in Ireland.

*It is essential that the above documents should be in order and in the case of Form S.1511 and Form S.43a, complete with photograph of the bearer.*

Naval personnel proceeding to Eire are to proceed in plain clothes. The leave ticket in such cases should contain a statement that the man is authorised to wear plain clothes.

The above documents, provided they are in order, will, on production to the immigration officer at the embarkation port, serve in lieu of a travel permit card or passport.

3. It is pointed out that in order to avoid delay and possible disappointment, personnel should be warned not to carry any documents that cannot be censored in a few minutes on the spot at the port of embarkation. Documents which cannot be so censored will be removed from the intending passenger before he is allowed to embark.

4. Care is to be taken that the certificates referred to above carried by officers and the leave tickets carried by ratings do not bear the name of the holder's ship nor the place where he is to re-join on the expiration of his leave.

5. Personnel of H.M. armed forces on leave in Eire are being asked to give to the authorities on landing certain particulars as to their units and stations. Naval personnel who proceed to Eire on leave or for any other purpose are to be instructed that they should not give the name of the ship or unit to which they are attached and that they should give no other particulars other than their name, rank or rating and official number. Their address should only be given as c/o Admiralty, London, S.W.1.

*(A.F.Os. 839/41, 2130/41 and 4375/41 are cancelled.)*

*(This Order has been reprinted for posting on Notice Boards.)*

## 29.—National Health and Pensions Insurance of Personnel on T.124 Agreements

(P.M. 4088/41.—1.1.1942.)

As from the 5th January, 1942, under the National Health Insurance Contributory Pensions and Workmen's Compensation Act, 1941, "seamen" (which term includes Officers and ratings) employed otherwise than by way of manual labour, at a rate of remuneration, whether in money or in kind, or both, not exceeding £420 per annum are now compulsorily insurable. The revised rates of contributions are shown in paragraph 3.

2. The effect of this new legislation is to increase the amount of the contributions payable, and also to raise the remuneration limit in the "non-manual" category, from £250 per annum to £420 per annum. Apart from the increased number of personnel insurable by reason of the higher remuneration limit, the classification of personnel who are not liable to deductions for National Health and Pensions Insurance from their pay (*i.e.* "foreign-domiciled" seamen, and seamen over 65

years of age, *see* A.F.O. 2564/40, Section A, paragraph 4), remains unaltered. Seamen employed by way of manual labour continue to be insured whatever the amount of their remuneration. The applicability of the term "manual labour" to officers on T.124 Agreements is explained in A.F.O. 2564/40, Section A, paragraph 7. The method of assessment of "remuneration" for officers for the purposes of the Insurance Acts is given in A.F.O. 2564/40, Section A, paragraph 8.

3. The rates of contributions to be paid as from 5th January, 1942, are:—

Class.	Weekly rate of contribution.	Recoverable from Seamen.
	<i>s. d.</i>	<i>s. d.</i>
A.I. Normal rates (seamen aged not less than 16 but under 65, domiciled in Great Britain or Northern Ireland).	1 9	1 0
Seamen holding certificates of exemption (Form X.155 or Form 82).	9½	2½
A.III. Seamen domiciled or resident in the Irish Free State, or the Isle of Man:—		
Aged not less than 21 but under 65 ... ..	1 9	1 0
Aged not less than 18 but under 21 ... ..	1 9	1 0
Aged not less than 16 but under 18 ... ..	1 9	1 0
Aged not less than 14 but under 16 ... ..	2	1
A.IV. Seamen age 65 or upwards ... ..	9	—
A.V. Seamen not domiciled or resident in Great Britain, Ireland or the Isle of Man.	2½	—
B. Seamen on Asiatic Agreement:—		
Men ... ..	2½	—
Boys 14 and 15 ... ..	1	—

4. Payment by means of schedule (Form X.701) and voyage cards (Form X702), as indicated in A.F.O. 2564/40, Section B, should continue to be made. Arrears up to 31.12.41 should be paid at the earliest date practicable, and thereafter payment should be made as soon as possible after the end of each quarter.

5. These instructions do not relate to personnel on Agreements T.124X and T.124T, whose National Health and Pensions Insurance continues to be dealt with in accordance with A.F.Os. 3606/40 and 3803/41.

*(A.F.Os. 2564/40, 3606/40 and 3803/41.)*

## 30.—National Health and Pensions Insurance of R.N. and R.M. Personnel and Members of the W.R.N.S. During War Service

(P.M. 4035/41.—1.1.1942.)

Under the National Health Insurance Contributory Pensions and Workmen's Compensation Act, 1941, the amount of the special contribution payable under the National Health Insurance Act, 1936, in respect of Royal Navy and Royal Marine personnel and members of the W.R.N.S., will be increased by one penny a week with effect from the 5th January, 1942.

2. As from that date, the combined health and pensions contributions payable under the National Health Insurance and Contributory Pensions Acts will accordingly be increased from 1s. 4d. to 1s. 5d. a week in the case of a man, and from 11d. to 1s. 0d. a week in the case of a woman. The weekly deductions from the pay of Naval and Marine personnel and members of the W.R.N.S. will, therefore, be as follows:—

3. Officers of Reserve Forces ... ..	} 1s. 5d. if the officer bears the whole of the contribution (instead of 1s. 4d.).
Officers re-employed ... ..	
Persons granted temporary commissions and warrants.	
Officers T.124X and T.124T who are liable for National Health and Pensions Insurance during war service.	} 8½d. if the officer bears one-half the cost of the contribution (instead of 8d.).

(A.F.Os. 205/40, 1392/41 refer.)

Men ... ..	6½d. (no change).
W.R.N.S. Officers who are liable for National Health and Pensions Insurance during war service.	1s. 0d. (instead of 11d.).

(A.F.Os. 1392/41, 2363/41 refer.)

W.R.N.S. Ratings ... .. 5d. (no change).

Charges for Officers should now be made in advance at the beginning of each quarter, as follows:—

	Lady Qr. 1942.	Mids. Qr. 1942.	Mich. Qr. 1942.	Xmas Qr. 1942.
Officers paying full rate...	18s. 5d.	18s. 5d.	18s. 5d.	18s. 5d.
Officers paying half rate	9s. 2d.	9s. 3d.	9s. 2d.	9s. 3d.
W.R.N.S. Officers ... ..	13s. 0d.	13s. 0d.	13s. 0d.	13s. 0d.

Where broken quarters are involved for officers paying half rate, the arrangements indicated in King's Regulations and Admiralty Instructions, Appendix XXIX (15) should be followed, where applicable, care being taken to calculate at the rate of 8½d. for each Monday, instead of the sum quoted in the Appendix, which refers to ratings only.

It is most important that a note should be made on all transfer lists and pay documents as to whether or not an officer is insurable for National Health and Pensions Insurance during war service, and the date to which charges have been made. Accountant Officers should therefore arrange that this is done without fail.

4. Separate instructions are being issued with regard to the contributions payable in respect of personnel serving on T.124 Agreement.

(A.F.Os. 205/40, 2109/40, 1392/41 and 2363/41.)

(K.R. & A.I., Appendix XXIX (15).)

### Section 3.—G., T., N., E., etc., & STORES; HULL, EQUIPMENT & FITTINGS

#### 31.—Director Firing Gear—Director Control Towers fitted with Type "P" Sights, Marks II and III—Modifications

"L" Class Destroyers, 1936-7 programmes "Dido" Class Cruisers, 1937 programme, "Fiji" Class Cruisers, "King George V", "Duke of York", and Dockyards concerned.

(G. 06790/41.—1.1.1942.)

In pursuance of the present policy of insulating from "earth" all phases of gyros to minimise the risk of breakdown, it has been decided to carry out the modifications necessary to provide full 3 phase wiring to the gyros in Director Control Towers fitted with type "P" sights, Marks II and III.

2. In these sights, the gyro is suitable for full 3 phase wiring, but the 3rd phase is "earthed" at the terminal block of the gyro oil unit.

3. The T.I.C. units in ships concerned are in general fitted with "earthed" gyros, Mark IV, but a new mark of gyro designated Mark IV\*, to suit supplies insulated from "earth", is being fitted in units under construction or repair.

In order to provide a full 3 phase supply to this gyro when fitted, the wiring to the T.I.C. unit is to be modified concurrently with that to the "P" sight.

4. In "King George V", "Duke of York", 1937 programme, "Fiji" Class Cruisers and 1936-7 programmes, "Dido" Class Cruisers, the wiring provides for an "earthed" supply to the gyro as shown at "A" on A.F.O. Diagram 4/42 (1) (D.E.E. 8346).

In these ships the following alterations are to be carried out:—

- The wiring is to be modified in accordance with the revised arrangement shown at "B" on A.F.O. Diagram 4/42 (1) (D.E.E. 8346).
- The additional fuse and appropriate terminal blocks are to be fitted to the junction box type PB, in accordance with A.F.O. Diagram 4/42 (2) (D.E.E. 7781/R2).
- The terminals of the gyro oil unit of the type "P" sight are to be modified in accordance with A.F.O. Diagram 4/42 (3) (D. 1075).
- If the T.I.C. unit is fitted with an "earthed" gyro Mark IV, line 3 is to be "earthed" to the inside of the case.
- If the T.I.C. unit is fitted with a Mark IV\* gyro, care should be taken to remove any temporary "earth" connection inside the case which may have been made to suit the "earthed" supply.

5. In "L" Class Destroyers, full 3 phase wiring is provided to the terminals of the gyro oil unit of the "P" sight, the 3rd phase being "earthed" at the terminal block.

In these ships the terminals of the gyro oil unit are to be modified in accordance with A.F.O. Diagram 4/42 (3) (D. 1075).

6. The necessary components for the above modifications will be supplied to the ships concerned. On receipt of the gear, the work is to be carried out by ship's staff in the case of ships in commission, and in the case of ships building by the Yard concerned. Switches rendered surplus to requirements are to be returned to store. Completion is to be reported.

(This Order is to be retained until complied with.)

### 32.—Gun Mountings, 8-in., Marks I, I\*, II and II\*—Modified Live Roller Rings—REPORT

*Ships concerned, Dockyards and E.R.Os.*

(G. 8242/41.—1.1.1942.)

In order to eliminate the bumping of 8-in. turrets caused every 12° of training by the grooves worn in the lower roller paths by the rollers in the housed position, modified live roller rings with unequally spaced rollers are to be fitted.

2. This will eliminate all bumps except that which will eventually develop as the turret is trained across the housed position. There will be no necessity to machine already grooved paths.

3. The fitting of a modified ring will necessitate lifting the turret or gunhouse section clear of the ship, for which opportunities are rare. Such opportunities may occur during after-action repairs or when changing guns.

4. A stock of two modified rings, complete with rollers and axles, will be maintained at Portsmouth.

5. If the new ring is assembled all ready for insertion, there should be no need to land the turret in a cradle as the rings can be speedily exchanged by another crane if the turret can be kept hanging.

6. New rings will normally be fitted only on the occasions described in paragraph 3 or if grooving becomes so serious as to necessitate it. Decision to fit should in all cases be sought from Admiralty.

7. All ships concerned should examine the 8-in. lower roller paths and report on the following lines for each turret:—

- (a) Whether grooving is present in way of the roller housing positions.
- (b) Estimate of the depth of the deepest groove and the bearings (probably Red and Green 9°) at which the grooving is deepest.
- (c) Whether bumping can be felt in the turret at every 12° of training.
- (d) If so, the turrets should be "placed" in order of severity of the bumping.
- (e) Whether difficulties are experienced thereby in training and pointer following.

8. An item, Classified C, "To fit modified live roller rings, according to Drawing G.R. 5902, Sheets 1 and 2, in 8-in. Turrets", should be inserted in ships' lists of Alterations and Additions.

9. *Dockyards and E.R.Os. only.*—(a) Velograph copies of Drawing G.R. 5902, Sheets 1 and 2, are being supplied to H.M. Dockyards, Portsmouth, Devonport, Chatham and Rosyth, who should supply prints to ship's officers when the first ring in a ship is exchanged.

(b) After a ring has been exchanged, the rollers, axles, intermediate stays and bolts should be removed from the old ring, placed in a state of preservation and retained in store, as they will be required for incorporation in future new rings. The remaining parts of the old ring should be brought to produce.

(c) The importance of correct assembly of the modified rings is emphasized in view of the dissimilarity of many of the parts. The parts will be stamped by the manufacturers as shown on Drawing G.R. 5902, Sheet 1, and will be delivered in segments. When bolting the segments together before installation care must therefore be taken to assemble them in correct relationship.

(d) The arrangements being made to provide lifting gear and its method of use will be promulgated in due course.

10. The procedure for examining gap pieces and rollers remains unchanged, but care must be taken to replace the removable pieces of the live roller ring correctly.

*(This Order is to be retained until complied with.)*

### 33.—Gun Mountings, 2-pdr., Mark XIV, Guns, in 40-mm. R.R. Mountings—Modification

*Ships, Dockyards and Repair Depôts concerned*

(G. 016036/41.—1.1.1942.)

The following *amendment* is to be made to A.F.O. 5518/41:—

Paragraph 4, second line—

*For* "fitted on yard"

*Read* "fitted on board".

(A.F.O. 5518/41.)

### 34.—Repair or Refit of H.M. Ships in Foreign or Home Ports not Equipped with an Armament Depôt—Ammunition to be Landed—Provision of Packages.

(G.D. 0376/41.—1.1.1942.)

With reference to C.A.F.O. 1864/41, an occasion has recently arisen where a ship proceeding to U.S.A. for refit reported by signal details under full nomenclatures, of all explosives on board followed by similar details of all packages. The result was a long cyphered message of some 439 groups. Much unnecessary signalling would have been avoided if the object of the report called for in paragraph 2 of C.A.F.O. 1864/41 had been observed. This is mainly to enable the work involved in de-ammunitioning, and the storage accommodation required, to be assessed in anticipation of the ship's arrival in U.S.A.

2. The nomenclature of the items reported should therefore be abbreviated as much as possible, and while all the different types of explosive should be shown separately, those of the same type should be grouped together as one quantity as follows:—

Cartridges of the same calibre.  
Shells of the same calibre.  
Tubes, all types.  
Cartridges, S.A.A., all types.  
Cartridges, signal, all types.  
Flares, all types.  
Detonators, all types, etc., etc.

3. The only items which should be described in full are the packages required on arrival.

4. The approximate total tonnage of stores being landed should also be given.

(C.A.F.O. 1864/41.)

### 35.—Pistols, Schermuly, 1-lb. and 2-lb.—Issue in Lieu of Pistols, Signal No. 1, Mark III\*

(A.S. 04303/41.—1.1.1942.)

All pistols, signal, 1½-in., No. 2, and cartridges issued to ships in lieu of pistols, signal, 1-in., No. 1, in accordance with A.F.O. 3153/41, are to be withdrawn.

2. Pistols, signal, No. 1, Mark III\*, or pistols, Schermuly, 1-lb. and 2-lb., with 1-in. cartridges, are to be supplied in lieu.

3. Pistols, Schermuly, 1-lb. and 2-lb., are suitable for use with all types of 1-in. signal cartridges, and may be supplied in lieu of pistols, signal, No. 1, where the latter are not available.

(A.F.O. 3153/41.)

### 36.—Gun, Machine, Marlin 0.30-in.—Liability to Prematures and Precautions to be taken—Introduction of Hammer, Mark II.

(G./A.S. 13534/41.—1.1.1942.)

Several instances have been reported of 0.30-in. Marlin machine guns firing prematurely and when being unloaded.

2. This is due to the hammer being incorrectly designed, allowing it momentarily to force the striker forward when following up the bolt.

3. This actually occurs when the bolt is approximately 1-in. from fully closed and conversely when the bolt is moving to the rear to extract a round from the chamber.

4. A premature will only occur when loading the chamber if the round is forced back on to the face of the bolt, so that it is held by the extractor prematurely through one of the following causes: (a) dirt in the chamber; (b) distorted rounds; (c) weak extractor.

5. When unloading a live round there is every likelihood of the round being fired when the bolt has been withdrawn approximately one inch.

6. Special care is therefore to be taken to ensure that the barrel chambers are kept clean, free from rust and all ammunition is to be periodically inspected to ensure that there are no distorted rounds in the belts.

7. When unloading, the gun must be trained on a safe bearing and all persons should be ordered behind the gun.

8. A new design of hammer, Mark II, to drawing N.O.D.3129/3, has been produced and these should be fitted in all guns by Base Staffs and Armament Depôts as soon as hammers become available.

9. The new (Mark II) hammer has also been designed to prevent the hammer going too far to the rear and so causing it to remain up on its dead centre, which can occur with the present type.

10. If this occurs when firing, the gun will cease fire with the bolt closed, and on looking through the ejection opening on the right hand side of the gun, the hammer will not be seen bearing against the rear of the bolt.

11. In the event of the hammer not being visible the trigger group must be removed by removing the four securing screws, having first unloaded the gun. The end of the hammer should then be pulled and eased down until engaged on its sear.

12. Care must be taken to ensure that the trigger is in the cease-fire position before pulling and easing the end of the hammer down, otherwise the fingers of the operator are liable to be damaged.

13. On reassembling the trigger group it is essential that the spring washers are replaced under the heads of the four securing screws. If these are omitted jams may occur due to the ends of the screws fouling the bolt.

### 37.—Twin Lewis Guns—Fitting

105-ft. Motor Minesweepers

(D./D.N.O. (W.O.) 187/41.—1.1.1942.)

Wing platforms as shown on Drawing D.N.C. 28/A/1328A are to be built abreast the bridge of all Motor Minesweepers in commission to take twin Lewis guns.

2. The Commanding Officers concerned are to insert an item, Classification C, in their lists of Alterations and Additions to cover the work involved. This item may be raised to Classification A later at Admiralty discretion.

(This Order is to be retained until complied with.)

### 38.—Fuzes, Time and D.A. and D.A.I. and Ammunition in Ready-Use Positions—Preservation

(G. 016829/41.—1.1.1942.)

The following amendments are to be made to A.F.O. 1932/41 :—

Paragraph 5 (a) *Time Fuzes*. Insert new sub-paragraph (iii) :—

“No. 11 Mark I fuze covers for No. 207 fuzes require the working surfaces between the locking ring and the slotted lips of the securing band to be coated with a light coat of ‘Cooper’s Grease’ to ensure freedom from seizure after continued exposure”.

Present sub-paragraphs (iii) and (iv) to be re-numbered (iv) and (v).

(A.F.O. 1932/41.)

### 39.—Cordite—Landing—Destruction

(A.S. 297/41.—1.1.1942.)

All cartridges containing cordite of the following lots and sub-lots on board sea-going ships are to be landed before 28th February, 1942, viz. :—

Lot No.	Size.	Lot No.	Size.
R.N. 2725 ... ..	37 M.C.	R.N. 2839 ... ..	3 Mk. I
R.N. 2726 ... ..	37 M.C.	R.N. 2864RY... ..	7½ Mk. I
R.N. 2727 ... ..	37 M.C.	R.N. 2864RYXA ... ..	7½ Mk. I
R.N. 2742XA ... ..	19 M.C.	R.N. 2864RXA ... ..	7½ Mk. I
R.N. 2743XA ... ..	19 M.C.	R.N. 2865RY... ..	7½ Mk. I
R.N. 2744XA ... ..	19 M.C.	R.N. 2865RYXA ... ..	7½ Mk. I
R.N. 2746XA ... ..	19 M.C.	R.N. 2865RXA ... ..	7½ Mk. I
R.N. 2747XA ... ..	19 M.C.	R.N. 2866RY... ..	7½ Mk. I
R.N. 2829XE ... ..	4½ M.C.	R.N. 2866RYXA ... ..	7½ Mk. I
R.N. 2829YXE ... ..	4½ M.C.	R.N. 2866RXA ... ..	7½ Mk. I
R.N. 2836 ... ..	7½ Mk. I		

2. At depôts abroad, cordite in all cartridges so received, together with any in store, is to be destroyed forthwith.

3. At home depôts, any cartridges or bulk cordite of the above lots and sub-lots required for trials, experiments or gunnery school firings, may be retained for a further period of six months from date of withdrawal.

4. In regard to lots and sub-lots quoted above bearing the suffix “R” particular care is to be taken that any cordite of the same lots and sub-lots, but with the “R” omitted is landed at the same time.

5. Care is also to be taken that any cartridges of the lots and sub-lots shown in paragraph 1, but marked “R.U.” are also landed and similarly dealt with.

#### 40.—Torpedoes—Outfit Stores Allowances—Amendments

*Destroyers*

(A.S. 05265/41.—1.1.1942.)

The allowances to destroyers of the following outfit items are to be amended as indicated :—

Item	St. No.	Allowances	
		For	Read
		Per vessel	For each set of D.R., T.R., Q.R., or P.R. tubes
Adapters ... ..	T.2031B ...	2	1
Bolts ... ..	T.53A ...	2 (a) or 1 (b)	1
Eyes ... ..	T.303 ...	2	1
Extractors ...	T.144 ...	2	1
Fittings ... ..	T.2043 ...	2	1
Spanners ... ..	T.295 ...	2	1
Tools ... ..	T.88 ...	3	1
Spanners ... ..	T.28 or T.28A	4 (c)	2 (c)

(a) For destroyers with T.R. tubes.

(b) For destroyers with D.R. tubes.

(c) When gyroscopes other than A.B. type are embarked.

2. Stores carried in excess of the new allowance are to be returned as soon as possible to the nearest torpedo depôt.

3. The Naval Proportion Book, Part IV, will be amended.

#### 41.—21-in. L.C. Torpedo Tubes

*Motor Torpedo Boats*

(T. 3985/41.—1.1.1942.)

External depth altering gears fitted to 21-in. L.C. torpedo tubes are to be removed and replaced by the swing cover as shown in A.F.O. Diagram 2/42.

2. M.T.B. bases should requisition the necessary covers from :—

The Officer-in-Charge,  
Engineering Workshops,  
Ringwood Road,  
West Howe,  
Bournemouth,

for fitting by base staffs.

3. The depth altering gears should be brought to produce.

#### 42.—Bow Protection Paravanes—Ship End Sleeve, Pattern 8921

*As AFO 6393/40 H.M. Ships and Fast Merchant Ships Cancelled by AFO 5446/46*  
(T. 3873/41.—1.1.1942.)

Experience with the ship-end sleeve, Pattern 8921, has shown that this sleeve has an injurious effect on the paravane towing rope when used at high speeds.

2. The use of this sleeve by H.M. ships was discontinued by Admiralty General Message 781 A.

3. It has now been decided to limit the use of this sleeve to D.E.M.S. equipped with Type M III or Mark VII-VII\* paravanes with eighteen knot planes and Fast Liners whose maximum speed does not exceed 18 knots.

4. H.M. ships are to return to the nearest Naval Store Officer all items of stores remaining on board which were supplied in accordance with A.F.O. 2495/40.

5. H.M. ships equipped with bow protector paravanes are to demand from their respective storing yards links, Pattern 7868, and thimbles, Pattern 5086, as necessary to complete to the established allowance of fitted paravane towing ropes. Ropes are to be fitted in accordance with A.F.O. 23/37 and A.F.O. Diagram 108/36 (2), except that the length should be adjusted as necessary.

6. Paravane towing ropes are to be spliced on board by ship's staff, and as the strains set up in these ropes are greatly in excess of those to which ropes of a similar size for other services are subjected, great care must be taken to ensure that the splice is a good one or it will draw. Ropes are to be spliced in accordance with O.U. 551K paragraphs 143 and 337. One pair of ropes are to be supplied, fitted complete with links, Pattern 7868, and cutters, Pattern 8871, to H.M. ships building, vide B.R. 366, Chapter VI, paragraph 9.

7. In the event of a merchant vessel whose maximum speed is in excess of eighteen knots being fitted with paravane bow protection, ropes fitted as detailed in paragraph 5 for H.M. ships are to be demanded by the fitting authorities, who are to state the length required on the demand. Sleeves, Pattern 8921, and associated stores will not be supplied.

8. Similar arrangements are to be made by D.E.M.S. officers as opportunity offers for Merchant Vessels whose maximum speed is in excess of eighteen knots and who have been supplied with paravane equipment incorporating sleeves, Pattern 8921.

(A.F.Os. 23/37 and 2495/40.)

#### 43.—“T” Cutters, Mark IV, Unrestricted—Issue

(A.S. 6815/41.—1.1.1942.)

With reference to A.F.O. 3823/41, supplies of totally unrestricted “T” cutters are now available for issue and any restricted “T” cutters at present on board small vessels or held at bases should be returned to the nearest Naval armament depôt, or to O.C.A.S., Immingham, Liverpool or Aberdeen, in exchange for unrestricted cutters.

(A.F.O. 3823/41.)

#### 44.—Rod-Operated Searchlight Control Gear—Vernier Couplings

(T. 3753/41.—1.1.1942.)

In connection with the fitting of improved searchlight control gear, arrangements are to be made to fit vernier couplings, as shown in A.F.O. Diagram No. 1/42 in the training and elevating motions as follows :—

(a) Where the searchlight projector is controlled by a single Mark I or Mark II manipulator, one vernier coupling is to be fitted in each of the training and elevating motions in a convenient position to synchronise the manipulator with the projector.

(b) Where the searchlight projector is controlled by dual manipulators, one vernier coupling is to be fitted in each of the training and elevating motions to align the two manipulators; and one vernier coupling is to be fitted in each training and elevating motion in a convenient position below the projector platforms, to align the manipulators with the projector.



2. It should be noted that Vernier couplings have already been fitted in the elevating motion inside the base of some Mark II manipulators.

3. C.O's. of H.M. Ships fitted with rod operated searchlight control gear operated by Mark I or Mark II manipulators are to insert an item in their next list of Alterations and Additions, classification "B" for the supply and fitting of Vernier couplings.

4. The couplings should be purchased from Messrs. Chadburn's (Ship) Telegraph Co., Ltd., in accordance with approved local purchase arrangements.

#### 45.—Shore and Emergency Electricity Supplies—Re-arrangement of "C," "D" and "E" Class Cruisers

*Ships concerned*

(D. 020009/41.—1.1.1942.)

It has been reported from one of H.M. ships of the above-mentioned class that it was not possible to feed the emergency system from the emergency supply switch fitted at the dynamo position when on shore supply. This was due to the fact that the positive supply to the switch was broken when the links in the shore connection box were on shore supply.

2. A.F.O. Diagram 3/42 indicates the correct connections, and if not at present so fitted the present arrangements are to be modified accordingly.

3. Commanding Officers of ships concerned are to insert an item, classification "B," in the next list of Alterations and Additions submitted to cover the work involved, quoting this Admiralty Fleet Order as authority. Work is to be carried out by the ships' staffs with dockyard assistance as required.

(*C.-in-C., East Indies, 26.8.41, No. 912/E.I.1509.*)

(*This Order is to be retained until complied with.*)

#### 46.—Cartridges, Impulse, Torpedo—Types and Services for which Required

*M.T.Bs. and Steam Gunboats*

(A.S. 16176/41.—1.1.1942.)

A.F.O. 2278/41 is to be amended as follows:—

Table "A".

Column 5. After "15 oz. S.C.150" add "(a)".

Add footnote:—

(a) These cartridges are also suitable for discharge of 21-in. V.M.T.B.T. torpedoes.

Table "B".

Column 6. Before "V.M.T.B.T." insert "IV-IV\*" or "

(A.F.O. 2278/41.)

#### 47.—Cartridge Extractor for Torpedo Tubes

*"Town" Class Destroyers*

(T. 3998/41.—1.1.1942.)

A cartridge extractor with tricing eye for each torpedo tube mounting in "Town" class destroyers will be supplied by Portsmouth on demand.

2. The tricing eye is to be fitted to the mountings at a convenient position and secured to the extractor by magazine chain of sufficient length to enable the extractor to be used on each cartridge pocket of the mounting.

#### 48.—Gyro-Compasses—Care of, when Awaiting Installation

(C.D. 489/41.—1.1.1942.)

Instances have recently arisen when gyro-compass outfits, supplied to shipyards for installation in H.M. ships, have suffered considerably from lack of care while lying in the shipyard prior to installation.

2. Attention is, therefore, drawn to the necessity for careful stowage of gyro-compasses and all their associated parts in some safe place free from dust, dirt and the risk of mechanical damage until they are required for installation, and also to the necessity for careful handling of these instruments during the processes of unpacking and installing them.

3. Certain parts of the compass equipment will be supplied in cases marked "Not to be opened except under the supervision of a representative of the Admiralty Compass Department". The attention of all concerned should be drawn to this instruction and its importance impressed upon them.

4. All parts of an equipment should be kept together, and where more equipments than one are stowed in the same place care should be taken to ensure that the parts of different equipments are not interchanged.

#### 49.—Brown Gyro Compass Instructional Courses

*Ships fitted*

(T.S.D./T.06397/41.—1.1.1942.)

The attention of Commanding Officers of ships fitted with the Brown gyro compass is drawn to the desirability of arranging that ratings responsible for the care and maintenance of these compasses should be sent as opportunity offers, either to "Vernon (R)" or "Defiance", for a short course in these compasses, particularly if the ratings concerned have had no previous instruction on the Brown compass.

2. The course is of three days' duration, and application should be made direct to the Captain, H.M.S. "Vernon (R)", or the Captain, H.M.S. "Defiance", and in the event of a course being required in "Vernon (R)", 48 hours' notice should be given in order that transport and accommodation can be arranged.

3. Instruction in all types of gyro compasses is carried out at the Admiralty Compass Observatory for officers, and in "Vernon" and "Defiance" for ratings.

4. In no circumstances are officers or ratings to be sent to the works of Messrs. Gyroscope Co. or of Messrs. S.G. Brown, for instruction.

(A.F.O. 3830/41 is cancelled.)

#### 50.—Boiler Tubes, etc.

*H.M. Ship "Beaumaris"*

(N.S./P. 57558/41.—1.1.1942.)

Particulars of the boilers and tubes fitted in H.M.S. "Beaumaris" are identical with those published in A.F.O. 3833/41 for H.M.S. "Polruan."

Records affected, D.354 and D.682 (Standard copy).

(*This Order will not be reprinted.*)

(A.F.O. 3833/41.)

**51.—Boiler Tubes, etc.***H.M. Ships "Thyme" and "Snowflake"*

(N.S./P. 57761/41.—1.1.1942.)

Particulars of the boilers and tubes fitted in H.M. Ships "Thyme" and "Snowflake" are identical with those published in A.F.O. 1713/41 for H.M. Ships "Candytuft," etc.

Records affected, Forms D.354 and D.682 (Standard copy).

(This Order will not be reprinted.)

(A.F.O. 1713/41.)

**52.—Boiler Tubes, etc.***H.M. Ships "Eastbourne" and "Felixstowe"*

(N.S./P. 58931/41.—1.1.1942.)

Particulars of the boilers and tubes fitted in H.M. Ships "Eastbourne" and "Felixstowe" are identical with those published in A.F.O. 2627/41 for H.M.S. "Cromer."

Records affected, D.354 and D.682 (Standard copy).

(This Order will not be reprinted.)

(A.F.O. 2627/41.)

**53.—Boiler Tubes, etc.***H.M. Ships "Eridge", "Farndale", "Heythrop" and "Lamerton"*

(N.S./P.59352/41.—1.1.1942.)

Particulars of the boilers and tubes fitted are as follows:—

Type and No. of boilers	...	Admiralty 3 drum water tube type	...	2 No.
		with Melesco Superheater	...	
Total No. of tubes fitted	...	Generator	...	4,312 No.

Row.	Ext. Dia.	Thickness.	Fitted Length.	Total No. of tubes fitted.
	in.	W.D.G.	ft. in.	
A	1 $\frac{3}{4}$	128	9 4 $\frac{5}{16}$	144
B	1 $\frac{3}{4}$	128	9 0 $\frac{1}{16}$	140
C	1 $\frac{1}{8}$	116	8 9 $\frac{3}{8}$	224
D	1 $\frac{1}{8}$	116	8 7 $\frac{3}{8}$	220
E	1 $\frac{1}{8}$	116	8 6 $\frac{1}{16}$	224
F	1	104	8 3 $\frac{1}{16}$	252
G	1	104	8 2 $\frac{1}{16}$	248
H	1	104	8 2 $\frac{3}{16}$	244
J	1	104	8 2 $\frac{1}{16}$	240
K	1	104	8 2 $\frac{3}{16}$	236
L	1	104	8 3	232
M	1	104	8 3 $\frac{9}{16}$	228
N	1	104	8 4 $\frac{3}{8}$	224
O	1	104	8 5 $\frac{1}{16}$	220
P	1	104	8 6 $\frac{1}{16}$	216
Q	1	104	8 7 $\frac{1}{16}$	212
R	1	104	8 9 $\frac{1}{16}$	208
S	1	104	8 11 $\frac{1}{16}$	204
T	1	104	9 1 $\frac{1}{16}$	200
U	1	104	9 3 $\frac{1}{16}$	196

All tubes are bent.

Records affected, D.354 and D.682 (Standard copy).

(This Order will not be reprinted.)

**54.—Water Pressure Test of Boilers**

(P. 59431/41.—1.1.1942.)

In order to ensure an early opportunity of making good defects revealed, the periodical tests laid down in Engineering Manual, Article 241, paragraph 2, section (a) are to be deferred whenever practicable during the war until the latest convenient date prior to a ship proceeding to her refitting port.

2. These tests are not however to be deferred more than six months beyond the date on which they fall due without first obtaining the express approval of the administrative authority concerned.

3. The instructions contained in Engineering Manual, Article 241, paragraph 2, clauses (b), (c) and (d) are not affected by this change.

**55.—R.D.F. Types 271/2/3—Aerial Lanterns**

(S.D. 1292/41.—1.1.1942.)

The woodwork of the aerial lanterns for types 271/2/3 is to be treated with two coats of cellulose varnish.

2. The perspex windows require no treatment externally. The interior of the windows, with the exception of approximately 6-in. at the top which is to be left clear for sighting purposes, is to be rubbed down with suitable emery cloth or sand blasted, then well cleaned.

**56.—S.R.E., Type 451—Conversion to Type 452**

(S.D. 1096/41.—1.1.1942.)

The additional Wa/T speech service requirements resulting from war experience, necessitate the conversion of S.R.E. Type 451 to Type 452 and thus enable the full output of the Wa/T panels to be available for normal Wa/T purposes.

2. Ships fitted with S.R.E. Type 451 are to demand the following stores from the N.S.O., Aldworth House, Haslemere, for conversion of Type 451 to Type 452, quoting this Order as authority.

Pat. No.	Description.	Quantity.
2608A	Amplifier 50 Watt for Sound Reproduction, 230 v. A.C. supply.	1
5631	Valves, Wireless, NR 57 ... ..	3 (includes 2 spare)
5529	Valves, Wireless, NR 56 ... ..	6 (includes 4 spare)
7413	Valves, Wireless, NR 31 ... ..	3 (includes 2 spare)
803	Valves, Wireless, NU 12 ... ..	3 (includes 2 spare)
W145	Voltmeter 2 in. dial Rectifier, Type 0-10 volt, 3,000 ohms.	1

3. The conversion is to be done by ship's staff, the Pattern 2608A amplifier being fitted in the lower portion of the Pattern 4671 "Framework supporting for receiver R/T and amplifier 50 Watts" and connected as shown in Figs. 53 and 54 of S.S. 77, Book of Instructions for Sound Reproduction Equipment. The existing connections from Pattern 4705 or 4706 "Input Unit Wa/T" to the Wa/T panels and from the Wa/T local output terminals to Pattern 3730 "Box Junction" are no longer necessary and should be removed.

The following revision in the wiring arrangements should also be made:—

(a) External leads at present connected to terminals 13 and 14 (Speech Output) on the Pattern 4215 DC/AC Board should be disconnected and taped.

(b) External leads at present connected to terminals 9 and 10 (Monitor Loudspeaker) on the Pattern 4215 DC/AC Board should be transferred to terminals 13 and 14 (Speech Output).

If the wiring arrangements in a particular installation do not permit of the procedure shown in (a) and (b) then a "jumper" cable should be connected between the Pattern 4705 or Pattern 4706 "Input Unit Wa/T" Types 405 or 406 respectively, and the Pattern 3730 JB at the Wa/T Panels, care being exercised, in the case of the Pattern 4705 "Input Unit", to ensure that the matching transformer, in the unit, is entirely disconnected.

4. Principal Ship Overseers are to take the necessary action in new construction ships. Where the work is not too far advanced the S.R.E. should be wired as for Type 452.

5. When Type 451 has been converted to Type 452, ships concerned are to report the conversion in their next report.

6. All stores rendered redundant by the above modifications are to be returned to appropriate storing yards to be absorbed into stock.

### 57.—Wireless Valves and Cathode Ray Tubes Contaminated by Sea Water—Treatment Necessary to Make Serviceable

(S.D. 1251/41.—1.1.1942.)

A certain number of wireless valves and cathode ray tubes which have been contaminated by sea water may be received in ships and may appear to be defective when used in W/T apparatus. Such articles may be rendered serviceable by removing traces of sediment by wiping with a damp cloth or washing in water. The valves and cathode ray tubes must be thoroughly dried after such treatment by gentle heat, or preferably by a draught of warm air. Care must be taken not to loosen the capping cement by exposure to very hot water or air.

### 58.—Naval Aircraft—Intervals Between Routine Inspections

(A.M.R. 1273/41.—1.1.1942.)

In future, the normal periods between routine inspections of naval aircraft are to be as follows:—

(a) *Catapult Borne Aircraft*.—Minor inspection every 30 flying hours, with a maximum time interval of two months. Major inspection every 180 flying hours with a maximum time interval of six months.

(b) *All other aircraft*.—Minor inspection every 30 flying hours with a maximum time interval of 3 months. Major inspection every 240 flying hours with a maximum time interval of 12 months.

2. The number of flying hours between inspections is not to be extended without Admiralty authority, except that if urgent operational requirements would thereby be jeopardised, this should be stated in the application and the approval may be assumed pending a reply.

3. The time interval between inspections may be extended, at the discretion of the Commanding Officer, in cases where the aircraft has been stored throughout under cover and in all respects adequately maintained, subject to examination of the aircraft by an aircraft technical officer. The period of extension is not to exceed two months for catapult borne aircraft and three months in the case of other aircraft. The authority for any such extension is to be entered in the log book.

4. The period between inspections, either flying hours, or time interval, may be reduced by Commanders-in-Chief or Commanding Officers, when considered necessary, on account of local conditions or for other reasons.

### 59.—Albacore Aircraft—Introduction of Taurus XII Engine

(A/A.D.P. 161/41.—1.1.1942.)

In order to improve the reliability of the Taurus II engine, certain modifications are being introduced, the chief of which is the incorporation of a two-bolt crankshaft fitted with a vibration damping device. Engines having this modification incorporated will be known as Taurus XII.

2. All new production engines will be Taurus XII, and existing Taurus II engines will be modified in due course. Both from the installation and operational aspects the Taurus, Mark XII, is interchangeable with either Marks II, VI or XVI.

3. The name Taurus XII is to be used in all reports and correspondence relating to this type of engine, which is hereby added to the "Official Use Only" list.

4. The relevant Air Publication is No. 1707A.

### 60.—Mess Deck Fittings, Patterns 5790/1/2—Strengthening

(N.S. 19869/41.—1.1.1942.)

Reports have been received of the breakage of the supporting spider of mess deck fittings, Patterns 5790, 5791 and 5792.

2. A strengthened design of supporting spider, Pattern 17065, has therefore been introduced, and will be added to the Authorised List under Subhead F.2B, Contract Schedule C.707.

3. A first purchase has been arranged for delivery as follows:—

Stroud ... ..	750	} Messrs. Veritys, C.P.82586/41.
Mossley ... ..	750	
Rosyth ... ..	350	} Messrs. Gabriel, C.P.82587/41.
Devonport ... ..	150	

Supply to the following yards should be arranged from the depôts indicated, freight being requisitioned as soon as deliveries are received:—

Singapore ... ..	150	} Stroud.
Simonstown ... ..	50	
Trincomalee ... ..	50	
Alexandria ... ..	150	} Mossley.
Gibraltar ... ..	50	

Separate action is being taken regarding the laying down of stock in U.S.A.

4. Existing stocks of fittings, Patterns 5790, 5791 and 5792, are to be fitted only in positions not subjected to excessive shock from ships' own guns. Spiders, Pattern 17065, should be demanded as necessary to replace defective spiders.

5. The strengthened pattern of spider will be embodied in future supplies of these fittings.

(A.F.O. 5181/41 is cancelled.)

### 61.—Funnel and Bullet Proof Shelter—Modification

105-ft. Motor Minesweepers

(D./M./S. 0451/41.—1.1.1942.)

In order to improve the arc of fire of the 0.5-in. twin machine gun, the following modification is to be incorporated in all motor minesweepers now building, and is to be made an Alteration and Addition item, Classification A\*, in ships already in commission:—

Funnel and bullet-proof shelter to be reduced in height in accordance with Drawing D.N.C. 28/A/1331A.

(This Order is to be retained until complied with.)

## 62.—Covering of Wood Deck on Bridge to Stop Leaks

H.M.S. "Fitzroy" and Class

(D.17115/41.—1.1.1942.)

It has been reported that leaks occur in the wood deck on the bridge of H.M.S. "Fitzroy". The Commanding Officer is therefore to insert the following item, Classification B, in his next list of Alterations and Additions:—

"To cover the whole of the wood deck on the bridge with  $\frac{1}{2}$ -inch thick rubber Latex composition of approved make".

2. In any other ship of the class in which this defect occurs, the Commanding Officers are to take similar action.

(C.-in-C. Nore, 22.11.1941, No. 5639/67.H.)

(This Order is to be retained until complied with.)

## 63.—Non-Slip Rubber Matting for Use in Motor Boats

All Yards, P.S.Os., E.R.Os. and Material Overseers

(D./C.P. 64918/41.—1.1.1942.)

Messrs. Redfern's Rubber Works, Hyde, Cheshire, have submitted a satisfactory sample of non-slip rubber matting for use in motor boats. The name of this firm is accordingly to be added to those mentioned in A.F.O. 2860/41.

(A.F.O. 2860/41.)

## 64.—U.P. Ammunition Lockers—Removal of Hose Connections

(G./T.D./D.E.M.S.1190/41.—1.1.1942.)

Flooding connections and air escape valves to lockers for U.P. Ammunition are to be removed and the holes in the locker permanently blanked.

2. Lockers should be flooded, if required, through the open cover.

3. The work of removing hose connections, etc., should be carried out by ships' staffs.

(This Order is to be retained until complied with.)

## 65.—Fire-fighting Equipment

Trawlers, Bases and Dockyards concerned.

(N.S. 18650/41.—1.1.1942.)

The allowances of fire-fighting equipment to H.M. Trawlers, including Auxiliary requisitioned Trawlers, are to be as shown in the Appendices to this Order.

2. Only those trawlers that can maintain a fire-main pressure of at least 35 lb. per square inch will be allowed jet/spray nozzles, and the pressure which can be maintained in the firemain should be stated when demanding these. The couplings fitted to spray nozzles are suitable for No. 3 size A.S.B.J. and where adaptors are necessary to convert existing fittings to Admiralty Standard Bayonet Joint Couplings, they should be demanded from the nearest dockyard or base. A sample coupling or a detailed sketch of the existing fitting should be forwarded when making demands, to enable adaptors to be made. Any reports due in accordance with paragraph 6 of A.F.O. 2289/41 will not now be required from trawlers.

3. In addition a receptacle for 10 cu. ft. of sand is to be fitted in the boiler room of oil-fired trawlers and in the engine room of Diesel-driven trawlers. Commanding Officers of ships in commission should include an item, classification A, in their next list of Alterations and Additions, to cover the work of fitting. For ships of new construction, the necessary arrangements should be made by the Principal (Ship) Overseers concerned. Alternatively, buckets, Pattern 31, can be utilised, hooks or other suitable stowage arrangements being fitted by ship's staff.

4. Ships concerned, in commission, should forward demands to their storing yards or bases as necessary to complete to the revised allowances. Equivalent equipment to that shown in the revised allowances and which may be already on board H.M. or commercial trawlers previously fitted in accordance with Ministry of War Transport Regulations, should be taken into account when rendering these demands. Supply to trawlers under construction should be made by storing yards in the usual manner.

5. Separate instructions will be issued concerning supply to trawlers building abroad.

6. The Sea Store Establishment for trawlers, B.R.347, will be amended.

### APPENDIX "A"

#### Fire-fighting Equipment for Trawlers

Sub-head and Item	Pattern No.	Description	Denom.	Qty. per ship	Remarks
B.8	—	Hoses, canvas, unlined: 40 ft. lengths 20 ft. lengths ... ..	No. No.	1* 1*	For each weather deck fire main hose connection. For each firemain hose connection below weather deck. * Size of hose and type of coupling to be stated on demand.
		Fire extinguishers:—			A = 1 for 16-ft. motor dinghy if carried.
		"Nuswift" type, fully charged	No.	3	1 for W/T Office } If so fitted
	4723	"Pyrene" 1 quart fully charged, without brackets	No.	A	1 for A/S Office } 1 for each Diesel or steam-driven generator fitted. (To be fitted in approved positions near the generators). 1 for switchboard.
	4725	Brackets for ... ..	No.	1	For each extinguisher Pattern 4723.
	4726	"Foam" type, 2 galls., without charges and hose	No.	1	Additional allowances: For each Diesel or petrol-driven generator. If fitted with acetylene lighting. For each petrol stowage position. For 16-ft. motor dinghy if carried.
	4726a	Hoses, metallic, for ... ..	No.	1	For each fire extinguisher, Pattern 4726, for generators.
B.9	1520 } or 1521 }	Branch pipes ... ..	No.	1	For each fire main hose connection not equipped with jet/spray nozzles. Pattern as required.
F.2	8115	Lanterns, Oldham's "Hewer" type	No.	4	
	8117	Accumulators for ... ..	No.	2	For each lantern, Pattern 8115 (includes 1 spare).
	16034	Head lamps, complete ... Consumable Stores	No.	2	
B.8	—	Spare charges for "Nuswift" fire extinguishers	No.	4	For each extinguisher of this type supplied.
B.8	4728	Refills for fire extinguishers, Pattern 4723	No.	2	Spare for each extinguisher Pattern 4723.
B.8	4729	Charges, 2 gallon, for "Foam" extinguishers, Pattern 4726 ... ..	No.	3	For each extinguisher, Pattern 4726. Includes 2 spares.
F.2	16035	Light shields ... ..	No.	1	For each Oldham's lantern, Pattern 8115.
	54	Torch cases ... ..	No.	6	
	55	Batteries for ... ..	No.	1	For each torch case, Pattern 54, plus 1 spare.
	56a	Bulbs for ... ..	No.	1	
	8119	Lamps for lanterns, Pattern 8115	No.	1	For each lantern, Pattern 8115, plus 1 spare.

## APPENDIX "B"

Additional fire-fighting equipment for (a) oil-fired trawlers and (b) Diesel-driven trawlers

Sub-head and Item	Pattern No.	Description	Denom.	Qty. per ship	Remarks
B.8	4726	(a) Oil-fired trawlers Permanent Stores Extinguishers, fire, "Foam" type, 2 galls., without charges and hose	No.	A*	A = 1 for each firing space. 1 for each compartment, other than boiler rooms, adjacent to oil-fuel tanks.
	4726a	Hose for ... ..	No.	1	For each extinguisher, Pattern 4726, fitted in firing space or machinery room.
B.9	—	Branch pipes fitted with jet/spray nozzles	No.	1	Only for ships that can maintain a fire-main pressure of at least 35 lb. per square inch.
B.11	C756b	Shovels, square mouthed	No.	2	For use with receptacle for sand, where fitted. To be kept near the receptacle. Not required where sand buckets are supplied.
B.8	4726	(b) Diesel-driven trawlers. Permanent Stores Extinguishers, fire, "Foam" type, 2 galls., without charges and hose	No.	1*	For each compartment adjacent to oil-fuel tanks.
	4726a	Hoses for ... ..	No.	1	For each extinguisher, Pattern 4726, fitted in engine room or machinery room.
B.9	—	Branch pipes fitted with jet/spray nozzle	No.	1	Only for ships that can maintain a fire-main pressure of at least 35 lb. per square inch.
B.11	C756b	Shovels, square mouthed...	No.	2	For use with receptacle for sand where fitted. To be kept near the receptacle. Not required where sand buckets are supplied.
B.8	4729	Consumable Stores (for oil-fired and Diesel-driven trawlers) Charges for "Foam" extinguishers, Pattern 4726	No.	3	For each extinguisher, Pattern 4726. Includes 2 spares.

\* To be sited near the entrance to the compartment. Spare charges for extinguishers are not to be stowed in the storerooms—see A.F.O. 1217/41.

(A.F.Os. 3997/40, 4090/40, 4515/40, 4700/40, 267/41, 576/41, 1199/41, 1217/41 and 2289/41.)

### 66.—Gas Cylinders—Return of Empties

(N.S. 22873/41.—1.1.1942.)

The British Oxygen Co. Ltd., reports that increasing difficulty is being experienced in maintaining supplies of gases in the firm's cylinders owing to delay in returning empty cylinders.

2. It is of the greatest importance that contractors' cylinders should be returned to the dockyards for despatch to contractors as soon as they are empty.

3. Similar difficulties are being experienced in meeting demands for all gases in Admiralty cylinders, and the prompt return of these cylinders, when empty, is equally important.

(A.F.Os. 1264/39 and 1958/41.)

### 67.—Cartridges, Engine Starter

(G. 015723/41.—1.1.1942.)

Some missfires have occurred with cartridges, engine starter, owing to the brass electrical contact strip, which should be located across the bottom of the hole in the base of the cartridge, having become displaced and thus not making contact with the striker.

2. When taken from store and before use in an engine, each cartridge is to be visually inspected to verify that this electrical contact strip is correctly in place.

### 68.—Fiddles for Dining Tables—Omission of Rubber Sheeting to be Fitted in Lieu

New Construction Ships

(D.N.C./P. 53908/41.—1.1.1942.)

The heading of A.F.O. 5428/41 is to be amended to read :—  
Fiddles for Dining Tables—Rubber Sheeting to be fitted in lieu

(A.F.O. 5428/41.)

### Section 4

### OTHER STORES—NAVAL STORES, VICTUALLING STORES, MEDICAL STORES, CONTRACTS

### 69.—Motor Tanker for Fleet Fuelling Service

(N.S. Fuel 412/41.—1.1.1942.)

A new motor Fleet Attendant Tanker R.F.A. "Green Ranger," was taken over by the Admiralty on 4th December, 1941.

2. All expenses in connection with this vessel are chargeable to Vote 8/II K.

### 70.—Area Naval Store Officer, Belfast—Address for Stores and Correspondence

(N.S. 04230/41.—1.1.1942.)

The correct address for stores for the Area Naval Store Officer, Belfast, is :—

Area Naval Store Officer,  
Millwater Store,  
Belfast.

2. The address for correspondence is :—

Area Naval Store Officer,  
Admiralty Offices,  
Queen's Road,  
Belfast.

### 71.—Loan Protective Clothing

*Ships in Northern Waters, and all Destroyers and Corvettes in Home Waters.*

(V. 6285/41.—1.1.1942.)

The following inclusive allowances of loan protective clothing, for vessels operating in Northern Waters other than Murmansk and Icelandic Waters and for destroyers and corvettes in Home Waters generally, have been approved for the period of the war :—

Class of Ship.	Duffel Coats.	Fleece-Lined Gloves.	Rubber Sea Boots.	Sea-Boot Stockings.	Overalls, Flying Deck.
	No.	Prs.	Prs.	Prs.	No.
Battleships and battlecruisers...	400	300	350	700	—
Aircraft carriers... ..	350	300	350	700	250
Cruisers larger than "Arethusa" class.	275	200	200	400	—
Cruisers up to and including "Arethusa" class.	250	200	120	240	—
<i>Destroyers.</i>					
"Tribal" class leaders... ..	135	135	135	270	—
"Tribal" class ... ..	125	125	125	250	—
Other class leaders ... ..	100	100	100	200	—
Other class ... ..	90	90	90	180	—
"Hunt" class ... ..	60	60	85	170	—
Commissioned tugs ... ..	20	20	20	40	—
"Guardian" and "Protector" minesweepers and other small craft.	As considered necessary and approved by the Commander-in-Chief.				2 pairs for each pair of sea boots.

The above allowances include the allowances shown in the Manual of Victualling, B.R.93.

2. Men employed on shore in exposed positions at Scottish bases also may be supplied with duffel coats, fleece-lined gloves, sea-boot stockings and rubber sea boots on loan, if necessary.

3. Ships employed in Murmansk or Icelandic waters may increase the quantities of duffel coats, sea boots and sea-boot stockings on board to provide for one outfit of these garments for each officer and man employed on the upper deck, viz. :—

Duffel coat ... ..	1 No.
Sea boots ... ..	1 Pair.
Sea-boot stockings, short ... ..	2 Pairs.

In completing to this scale allowance should be made for the quantities already held on board in accordance with the scale in paragraph 1 of this Order. Sheepskin coats may be drawn in lieu of a corresponding number of duffel coats when demanding to complete to the Murmansk and Icelandic scale from the scale in paragraph 1 of this Order. In addition, sheepskin coats may be drawn in place of all or part of the duffel coats already on board, but when this is done a number of duffel coats corresponding to the sheepskin coats drawn to be returned to the nearest victualling yard, depôt or supply ship.

4. In ships employed in Murmansk or Icelandic waters the following items may be issued on loan to all officers and men :—

Cardigan waistcoat (for officers and men not dressed as seamen) ... ..	1 No.
Jersey (for men dressed as seamen) ... ..	1 No.
Fleece-lined gloves ... ..	1 Pair.
Thick stockings ... ..	2 Pairs.
Blanket ... ..	1 No.

When demanding the necessary articles to allow these issues to be made, the fleece-lined gloves already held on board in accordance with the scale in paragraph 1 of this Order should be taken into account.

5. The provisions of the Manual of Victualling (B.R.93), Chapter X, Section 22, paragraphs 5 and 6, are suspended for the period of the war.

(A.L. of 18.9.40, V.6737/40, to C. in C., H.F.)

(Manual of Victualling (B.R.93).)

(A.F.O. 4883/41.)

(A.F.O. 5197/41 is cancelled.)

### 72.—Naval Flying Personnel—Supply of Thermally Insulated Clothing to Instructors

(V. 6094/41.—1.1.1942.)

The issue of thermally insulated flying suits on loan may be extended to instructors of the Naval Air Torpedo School, Crail, who have to spend long hours in exposed positions in conducting the training programme by day and by night and to officers carrying out similar duties under winter weather conditions at other Naval Air Stations. The suits are to be accounted for on flying clothing cards, Form S.1055, and are to be withdrawn when the occasion for their use no longer exists.

2. Demands for thermally insulated suits for these services from R.N. Air Stations in Scotland and Northern Ireland should be forwarded to the Victualling Store Officer, H.M. Naval Victualling Depôt, Leicester, and those from other Naval Air Stations at home to the Officer-in-Charge, H.M. Naval Victualling Sub-Depôt, Southern Area, Guildford, Surrey.

(A.F.Os. 1265/39, 1347/40 and 4091/40.)

### 73.—Vegetables—Additions to List of Contracts for 1941/42

(C.P. 5/82207/41.—1.1.1942.)

The following additions and amendments are to be made to the List of Vegetable Contracts for 1941-42 which were recently circulated :—

Port	Description	Contractor's Name and Address	Telephone No. and Telegrams
<i>Additions :—</i>			
Barrow - in - Furness.	Carrots and turnips.	Messrs. Walter Cooper & Son, 12, Montague Street, Barrow-in-Furness.	Barrow 200. Cooper, Barrow.
Falmouth ...	Potatoes, cabbages, and greens, turnips and carrots.	Mr. H. Williams, Treworval Farm, Mawnan Smith, Cornwall.	Mawnan Smith 220
Londonderry	Do.	Messrs. K. A. MacKenzie & Co., Ltd. Princes Quay, Londonderry.	Londonderry 2738 MacKenzie, Londonderry

*Amendments :—*

Ardrossan ...	Potatoes only	<i>Delete</i>	Mr. H. Magee, c/o 110, Kilmahew Street, Ardrossan.	1, McDowall Avenue, Ardrossan.
		<i>Insert :—</i>	Mr. D. McDowall, Potato Merchant, Glasgow Street, Ardrossan.	(To be notified.)

Port	Description	Contractor's Name and Address	Telephone No. and Telegrams
<b>Amendments:—</b>			
Kyle of Lochalsh.	Potatoes, cabbages, and greens, turnips and carrots.	<i>Delete:—</i>	
		Mr. Robert Crawford, "Parkhouse," Manse Road, Crossgates, Fife.	Cowdenbeath 2167 "Potato," Crossgates, Fife.
		<i>Insert:—</i>	
		Messrs. Harrison & Reeve, Ltd., 11 & 12, Correction Wynd, Aberdeen.	Aberdeen 4847/8/9 "Optimist," Aberdeen.
(A.F.O. 5576/41.)			

#### 74.—Dried Blood Serum and Apparatus for Administration— Issue

(M.D.G. 13778/41.—1.1.1942.)

The following scale of issue of dried blood serum and apparatus for its administration has been authorised:—

	No. 1 Unit	No. 2 Unit	No. 3 Unit	Double No. 1 Unit	Double No. 2 Unit
Sets ...	2	1	1	4	2

2. All Medical Officers of H.M. ships who have not yet complied with the instructions given in A.F.O. 4671/41 are immediately to demand sets in accordance with the above scale, and those who have been supplied with the preliminary issue of one set are to demand, if necessary, sufficient additional sets to complete to the scale.

3. The scale of medical stores for the Service Afloat is to be amended accordingly.

(A.F.O. 4671/41.)

### Section 5.—BOOKS, FORMS, RETURNS, CORRESPONDENCE

#### 75.—Amendments to Books

(E.F.O.—1.1.1942.)

The undermentioned amendments to B.R. and O.U. books are available for issue from the R.N. Store Depot, Elveden Road, Park Royal, N.W.10, in accordance with A.F.O. 1268/39, paragraph 3.

*The total numbers required by shore establishments at home and abroad are however, to be demanded by the establishments concerned direct from the R.N. Store Depot, Elveden Road, Park Royal, N.W.10.*

A.F.O.

P.1/42.—B.R. 268 (6)—Electrical Manual, Vol. 2—Main Electrical Supply Systems—Notes on Care and Maintenance and Operation—Amendment No. 3.

P.2/42.—O.U. 5449—Regulations for the Maintenance of 21-in., Mark II-V Torpedoes—Amendment.

P.3/42.—O.U. 5450—Regulations for Maintenance of 21-in., Mark IV\*, S. and S.O. Torpedoes, and 21-in., Mark II, S.O., Torpedoes in Submarines—Amendment.

P.4/42.—O.U. 5504—Regulations for Maintenance of 21-in., Mark IX-IX\*\* and IX\*\* N.A.B., Torpedoes—Amendment No. 32.

P.5/42.—O.U. 5531—Regulations for Maintenance of 21-in., Mark VIII-VIII\*\* Torpedoes—Amendment No. 16.

P.6/42.—O.U. 6308—Regulations for Maintenance of 18-in., Marks XI, XII, XIII and XII\*, Torpedoes—Amendment No. 25.

A.F.O.

P.7/42.—O.U. 6332 (IV)—Regulations for Maintenance of 21-in., Marks X-X\*\* Torpedoes—Amendment No. 1.

P.8/42.—B.R. 669—Instructions for the Conduct of Cash Duties—Amendment.

P.9/42.—O.U. 5451—Regulations for Maintenance of 21-in., Marks VII-VIIC Torpedoes—Amendment.

(A.F.Os. 1268/39, 4622/40 and 5678/41.)

#### 76.—Admiralty Fleet Orders—"S" Series

(E.F.O.—1.1.1942.)

From 1st January, 1942, Admiralty Fleet Orders published in the "S" series will be confined to Signal Orders of a general character.

2. Amendments to Signal Books in the O.U. and B.R. category which hitherto have formed part of this series will, from this date, be issued as a separate series to be known as Admiralty Fleet Orders "S.C." series, numbered consecutively S.C.1, S.C.2, *et seq.*

3. The Naval Store Officer, Park Royal, will continue to be responsible for distribution.

4. A.F.Os. 4622/40 and 4544/41, paragraph 9, are to be amended.

(A.F.Os. 4622/40 and 4544/41(9).)

(Also issued as A.F.O. S. 5/42.)

#### 77.—Advance Copies of New Edition of A.P. 1182 (Pt. 3)

(N.S. Air 5511/41.—1.1.1942.)

Arrangements have been made for distribution of a Provisional Edition of A.P. 1182, Part 3, which will be shortly added in final form to the existing A.P. 1182.

#### 78.—B.R. 363—Establishment of Naval Stores for H.M. Submarines of "Oberon" and Later Classes—List of Errata No. 3

(N.S. 19158/41.—1.1.1942.)

List of Errata No. 3 to the Establishment of Naval Stores for H.M. submarines of "Oberon" and later classes, has been prepared and copies will be distributed from R.N. Store Depot, Park Royal.

2. *Park Royal only.*—Copies of the establishment in stock include all amendments promulgated in Lists of Errata Nos. 1 and 2. When issued, therefore, they should be accompanied by List of Errata No. 3 only.

#### 79.—Form M.22—List of Seamen Received and Discharged

(M.D.G. 43524/41.—1.1.1942.)

The signature of the Medical Officer-in-Charge on this form may, as a war-time measure, be dispensed with.

#### 80.—Form M.69—Abolition

(Sta. 10191/41.—1.1.1942.)

The following has been abolished:—

M.69—Bedhouse Washing (List).

**81.—Form O.6—Ammunition Labels**

(A.S./Sta. 18342/41.—1.1.1942.)

The undermentioned ammunition label has been introduced, and is to be added to Form O.6, page 2, viz. :—

Serial No.	Description.	Where used.
N.799	1 cartridge, impulse torpedo, 15 or 17½ oz., U.S.A.	Recess in lid of cylinder.

2. Demands, confined to requirements for the ensuing twelve months, may be addressed to Naval Store Officer, Elveden Road, Park Royal, N.W.10, for supply to be made when available.

**82.—Form O.6—Ammunition Labels**

(A.S./Sta. 16804/41.—1.1.1942.)

The following ammunition labels (N.159, N.160, N.161, N.162, N.163 and N.170) have been redesigned and a new label N.643 introduced for use with 2-pdr., Mark VIII and II\*C gun ammunition, and Form O.6, page 9, is to be amended as necessary, viz. :—

Serial Number	Description	Where used
N.159	Cartridges, Q.F., 2-pdr., Marks II*C or VIII, gun, tracer projectile (in bulk).	} End of box C.190 or side of Box C.102.
N.160	Cartridges, Q.F., 2-pdr., Marks II*C or VIII or XII, gun, H.E. (in bulk).	
N.161	Cartridges, Q.F., 2-pdr., Marks II*C or VIII, gun, practice (in bulk).	
N.162	Cartridges, Q.F., 2-pdr., Marks II*C or VIII, gun, H.E. (in links).	
N.163	Cartridges, Q.F., 2-pdr., Marks II*C or VIII, gun, H.E., and tracer projectile (in links).	
N.170	Cartridges, Q.F., 2-pdr., Marks II*C or VIII, gun, practice (in links).	
N.643	Cartridges, Q.F., 2-pdr., Marks II*C or VIII, gun, practice and tracer projectiles (in links).	

Existing stocks of labels N.159, N.160, N.161, N.162, N.163 and N.170 are to continue in use pending new supplies. R.N.A. depôts are to use up present stocks by suitably amending the labels.

**82a.—Forms S.1148—Rendering**

(C.I.N.O. 12299/41.—1.1.1942.)

In order to facilitate correspondence and prevent difficulty in connecting stores landed for examination with the corresponding Form S.1148, ships are to give each Form S.1148 rendered by them a serial number, irrespective of the suffixed letter to the form.

2. Serial numbers should commence at 1 on 1st January each year and be followed by the year itself, e.g., 1/42.

3. The serial number of the S.1148 should always be quoted when stores are landed for examination. The package should be stencilled with the serial number to facilitate rapid identification.

4. This Order is to be regarded as in force from 1st January, 1942, but in view of delays in receipt of Fleet Orders, ships should start serial numbers as from date of receipt of this Order.

**Section 6.—SHORE ESTABLISHMENTS****83.—Civil Servants Called Out for Service with the Forces—  
RETURNS**

(C.E. 18581/41.—1.1.1942.)

Establishments are reminded that a further return, showing the position as at 1st January, 1942, is to be rendered of Civil Servants, non-industrial and industrial, who have been released for service with H.M. Forces and the Civil Defence Forces, and who are eligible to receive balance of civil pay, whether in receipt of it or not.

2. The return is to be in the form set out in A.F.O. 3127/39 and is to be forwarded to the Admiralty (C.E., Branch III, Bath) *not later than 10th January, 1942.*

(A.F.Os. 1135/39, 3127/39, 3542/39 and 4114/39.)

**84.—Temporary Assistants in Supply, Accounting and other  
Departments—Overtime**

(C.E. 57030/41.—1.1.1942.)

Temporary assistants in the supply, accounting and other departments may be regarded as eligible for overtime payment at time rate (based on a 44-hour week) for hours worked in excess of 48 hours gross in any one week. The time rate will be calculated by reference to the officer's salary, inclusive of war bonus.

2. With effect from the 9th December, 1941, no temporary assistant is to receive in salary and overtime pay together more than £112 10s. (exclusive of bonus) per quarter in the case of men and £90 (exclusive of bonus) per quarter in the case of women.

3. The arrangements regarding Sunday duty will remain as set out in paragraph 3 of A.F.O. 2856/40.

(A.F.O. 2856/40.)

(A.F.O. 3436/41 is cancelled.)

**85.—Private Motor Vehicles Used on Official Business—Revised  
Scheme of Mileage Allowance for Naval and Civil  
Personnel—REPORTS.**A.F.O.  
2745/42

(C.E. 11753/41.—1.1.1942.)

Attention is drawn to A.F.O. 26/42, shown in section 2 of this issue.

(A.F.O. 26/42.)



### 86.—Employment of Women on Duties of Storehouse Assistants— Rate of Pay

(L. 322/41.—1.1.1942.)

With reference to A.F.O. 3438/41, women actually employed, under the Agreement dated 6th June, 1940, on duties which normally are only undertaken by a Storehouse Assistant, may be paid in accordance with the scheme authorised in the Fleet Order quoted for women engaged on work "normally performed by mechanics or by skilled labourers of grades superior to those enumerated in Group 1 of the Skilled Labourers' Schedule".

(A.F.O. 3438/41.)

### 87.—Women Industrial Employees—Increase in Basic Rates of Pay

(L. 17260/41.—1.1.1942.)

With reference to Admiralty message 0202/28/11/41, it is confirmed that the basic rates of pay of all adult female industrial workers in Admiralty establishments who receive women's industrial bonus (at present 18s.), or a total inclusive rate which is *not* based upon a man's rate of pay (see A.F.O. 3438/41), are to be increased by 5s. a week. This increase is to have effect from Sunday, 16th November, or, in those establishments where the pay week commences at 12 noon on Saturday, from 15th November. Any necessary adjustments in pay consequent upon this alteration in the effective date of the increase, are to be made as soon as possible.

2. No change is to be made in the rates of pay of female workers under 18 years of age. In those establishments, however, where special lower "juvenile" rates are paid to women workers under 21 years of age, the following increases are, in future, to be made in such special rates:—

Age.	Increase in basic rate or inclusive rate.
	s. d.
18	3 0
19	3 6
20	4 0

Workers aged 19 and 20 years now receiving rates increased in accordance with Admiralty message 0202/28/11/41 (*viz.* by 3s. 8d. and 4s. 4d. respectively), are to retain these increased rates until, at their next birthday, they become eligible for the revised rate authorised in this paragraph for workers of 20 years of age, or for an adult rate, as the case may be.

3. The consolidated hourly rate of pay of the part-time women cleaners referred to in paragraph 3 of A.F.O. 1662/41 is to be increased by 1½d. (one penny and one farthing) as from the date mentioned in paragraph 1 above.

4. None of these increases is to apply to women workers whose wages are based on men's rates of pay in accordance with A.F.O. 3438/41, paragraph 1, or paragraph 3 (iii). The wages of women in receipt, while under training, of rates as described at paragraph 3 (i) and (ii) of that Order will, however, be modified by the substitution of, *e.g.*, 26s. for 21s. wherever the minimum women's basic rate enters into the calculations.

5. A separate communication will be made regarding the rates of pay of resident and non-resident domestic servants (cooks, kitchenmaids, parlour-maids, house-maids, ward-maids, etc.) employed in R.N. hospitals. In the meantime no change is to be made in the existing rates of these grades. The rates of pay of cleaners, charwomen, laundry-maids, seamstresses, etc., who receive the women's bonus, (18s.), should be increased as described in paragraphs 1 and 2 above.

6. No change is to be made, in consequence of this Order, in the rate of pay of any woman worker (*e.g.*, cleaner, etc.) for whom a "local" rate ascertained from the local Ministry of Labour and National Service Employment Exchange has been authorised. Doubtful cases should be referred to the Secretary of the Admiralty (Labour Branch) for decision.

7. No change should be made in the rates of pay of women process workers employed at the R.N. Cordite Factory, Holton Heath, and the R.N. Propellant Factory, Caerwent, for whom a basic rate of 53s. a week, plus the appropriate leads fixed for male process workers, has been authorised by Admiralty Letter, L.13900/41, dated 11th November, 1941. Women process workers for whom an inclusive rate of 49s. a week was authorised in the Admiralty letter quoted, should be granted the increases described in this Order as from the date authorised in paragraph 1.

(A.F.Os. 1662/41 and 3438/41.)

### 88.—Women Workers Married to Members of H.M. Forces — Leave

(L. 18232/41.—1.1.1942.)

In consequence of representations made through the Trade Union side of the Admiralty Industrial Council, the attention of Officers in Charge of Admiralty establishments is drawn to the provisions of Articles 177 and 177a, Home Dockyard Regulations, as amended by A.F.O. P.246/41.

2. Subject to the annual limit, therein prescribed, of 28 days' leave with and without pay combined, and to the general regulations governing the grant of leave with pay, all applications for leave by female industrial workers on the ground that their husbands are coming home on leave from the Forces should be granted if possible.

(O.U. 5225(3).)

### 89.—Clothing Coupons for Civilian Uniforms (Including R.M. Police Uniform)

(C.E.54915/41.—1.1.1942.)

The Board of Trade has issued a statement dealing with the surrender of clothing coupons for civilian uniforms. The general effect of this statement so far as full time Admiralty employees (including R.M. Police) serving in Great Britain and Northern Ireland, are concerned is that they will be required to surrender a modified number of coupons, based on the wear and tear saved on ordinary clothing and not on the particular garments supplied. This reduced scale of coupons to be surrendered is without regard to the *quantity* of uniform issued each year but is on the basis of the type of uniform supplied, as set out below:—

Men	Coupons
External uniform (but not greatcoat or mackintosh) ...	9
Jacket only ... ..	5
Trousers only ... ..	4
Greatcoat or mackintosh, or both ... ..	3
Boots or shoes, or both ... ..	6

Women	Coupons
External uniform (coat and skirt, or trousers with or without shirt and tie; or nurses' indoor uniform) ... ..	9
Jacket, with or without shirt and tie ... ..	5
Skirt or trousers ... ..	4
Boots or shoes (not nurses) ... ..	6
Stockings (for policewomen only) ... ..	6
Greatcoat or mackintosh, or both ... ..	3

(For example, if the appropriate uniform supplied, consists of jacket, trousers and boots, a man would be required to surrender  $5 + 4 + 6 = 15$  coupons per annum, irrespective of the number of issues of these items made to him).

2. For all uniformed Admiralty employees serving on 1st September, 1941, coupons must be collected as from that date irrespective of the time such employee actually received or will receive a new uniform. Uniforms which need replacement for any cause other than resulting from the person's own negligence or carelessness will be replaced without any further surrender of coupons by the wearer.

3. Persons taking up uniformed employment and receiving their first uniform after the beginning of the "uniform year," i.e., 1st September, will surrender the following proportion of the agreed annual number of coupons mentioned in paragraph 1:—

If entered between 1st September and 30th November ...	All
1st December and 28th February ...	$\frac{3}{4}$
1st March and 31st May ...	$\frac{1}{2}$
1st June and 31st July ...	$\frac{1}{4}$
1st to 31st August ...	Nil

4. Persons leaving uniformed employment during the "uniform year" (1st September–31st August) will be required to surrender the following proportions of the annual number of coupons mentioned in paragraph 1:—

If leaving between 1st September and 30th November ...	$\frac{1}{4}$
1st December and 28th February ...	$\frac{1}{2}$
1st March and 31st May ...	$\frac{3}{4}$
1st June and 31st August ...	All

5. Persons not possessing enough coupons to pay any instalment or instalments must surrender those "owed" immediately they receive their next allotment of coupons. Coupons marked as invalid before a certain date, may be surrendered before that date for this purpose.

6. The year's coupons may be collected from uniform wearers either for the whole year or in quarterly instalments. The latter is, however, advisable as coupons once collected cannot be returned "loose" to their owner, if he leaves uniformed employment during the year, and quarterly surrender of coupons therefore enables persons leaving such employment to pay only the number of coupons proportionate to the use they have had from their uniforms. In cases where the number of coupons to be collected would include a fraction, the nearest whole number above must be taken if the fraction is  $\frac{1}{2}$  or more, and below if less than  $\frac{1}{2}$ , but to avoid fractions as far as possible, quarterly instalments may be of unequal value:—e.g. 4, 5, 4, 5, for quarterly instalments for a total of 18.

7. The above arrangements are also to apply to any civilian personnel for whom special authority has been given to draw seamen's clothing from Naval stocks on repayment (e.g. the pensioners referred to in A.F.O. 2785/41). The quantities of clothing which they are allowed to take up should be restricted to requirements essential to the maintenance of their uniform in good condition and the full civilian coupon equivalent must be surrendered for items essential to their uniform which are not mentioned in paragraph 1 of this Order.

8. The full civilian coupon equivalent must also be surrendered for garments not strictly uniform taken up by other Admiralty civilian employees from Admiralty stocks under specially approved arrangements, e.g., underclothing, etc., for R.M. Police and collars and ties, etc., for Admiralty messengers. When seamen's clothing is demanded from the victualling yards for this purpose the demand is to be accompanied by a certificate that the necessary clothing coupons have been collected.

9. The officer responsible for the issue of civilian uniforms or of the clothing referred to in paragraphs 7 and 8 above will also be responsible for ensuring that the appropriate clothing coupons are collected from the individuals concerned. The utmost care should be exercised in the handling and custody of these coupons and they should be forwarded at quarterly intervals by registered post to the Admiralty (as shown below), together with a statement in duplicate giving the following particulars:—

- the number of persons from whom the coupons were collected,
- the number of coupons collected from each person,
- the number of uniforms and of other garments issued, and
- the number of civilian uniforms in stock (excluding R.M. Police uniform and any clothing referred to in paragraphs 7 and 8 above).

The surrendered coupons together with the above-mentioned returns, should be forwarded as follows:—

In respect of non-industrial uniformed staff at Bath and outposts—to the Secretary (Civil Establishments Branch III), Admiralty, Bath.

In respect of non-industrial uniformed staff at Admiralty, London—to the Secretary (Civil Establishments Branch I), Admiralty, London.

In respect of industrial uniformed staff generally—to the Secretary (Labour Branch), Admiralty, Bath.

In respect of R.M. Police and R.M. Police Special Reserve—to Area Police Officers.

10. As regards overalls and protective clothing, where these are issued for the purpose of protecting uniform, the coupons surrendered for the uniform items will cover such clothing. Where overalls alone are issued including those issued to part-time A.R.P. volunteers, no coupons will at present be collected.

11. A report should be forwarded to the Admiralty if any employees in an establishment are required to buy from outside sources articles of civilian uniform for themselves, whether on repayment or otherwise.

12. These arrangements are not applicable to H.M. Coastguard (c.f. A.F.O. 3471/41) and Q.A.R.N.N.S.

(A.F.Os. 2785/41 and 3471/41.)

## 90.—Ventilation of Buildings During Black-out

(C.E.-in-C. 57/132/17.—1.1.1942.)

Adequate ventilation is necessary for living rooms, sleeping quarters, offices and service spaces when black-out screening is in use. This ventilation can normally be assured by organization.

2. Where the existing ventilation requires modification, this is to be effected by the resources of the Establishment.

3. Attention is called to C.E.-in-C. Drawing 4303/41 and British Standard Specification BS/ARP.31, July 1940, observing that the use of proprietary ventilation equipment will not normally be necessary.

4. In new construction, suitable arrangements should be incorporated in the design, fittings of standard type being used where possible.

5. Installation of Electric Fans of any type is not authorized by this Order, nor is authorization given for any works beyond the limits of local approval.

## 91.—Diesel Launch No. 39455—Name

(A.S. 15977/41.—1.1.1942.)

The name "Spingard" has been assigned to the 52½-ft. Diesel launch No. 39455 recently delivered to R.N.A. Dépôt, Bull Point, off Contract No. C.P. 61254/41.

## 92.—Machinery and Electrical Equipment—Spare and Incidental Parts—Particulars Required in Demands

*Home Dockyards and Shore Establishments, including Naval Aircraft Establishments*

(D. 18099/41.—1.1.1942.)

Considerable delay has occurred in placing orders for spare and incidental parts of machinery chargeable to Vote 8 III H and Vote 8 III E urgently required by the establishments, due either to the demands not having been sent direct to the associated dockyard or to insufficient information being furnished to enable the requirement to be accurately interpreted. To ensure earliest possible supply, therefore, the following information is to accompany requests for spare and incidental parts, tools, etc., whenever possible:—

- (a) Type of machine or engine, etc.
- (b) Maker's number of machine or engine.
- (c) Code number and maker's description of the part required, giving "part number" or "drawing number" where this information is available.
- (d) In cases where tools or materials are required a full description, giving leading dimensions and order details.
- (e) When patterns are being forwarded the department concerned is to be advised and full despatch details and method of transport stated.
- (f) Where contract number, date of ordering or other information is known this is to be quoted to enable the machinery for which the parts are required to be identified by makers.
- (g) All demands for replace parts of machinery are to be sent direct to the Manager, Engineering Department, of the appropriate dockyard.
- (h) If the requirement occurs within the period of 12 months' guarantee it is to be stated whether the makers are considered liable for cost, the reasons for replacement being given.

2. Generally similar procedure is to be followed in the case of replace parts of electrical equipment, the demands being sent to the Electrical Engineering Manager of the dockyard concerned.

## 93.—Economy of Gas and Electric Light

(M./W.P.O. 1030/41.—1.1.1942.)

The conservation of gas and electricity forms a most important part of national economy and waste prevention, and Their Lordships desire that a survey of the results obtained in this direction should be included in the general review called for in A.F.O. 2651/41.

(A.F.O. 2651/41.)