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ADMIRALTY FLEET ORDERS

ADMIRALTY, S.W.1,
27th May, 1943.

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 Admiralty Fleet Order Volume, 1941, Instructions, paragraph 10.

Head of "P" Branch

P1 *Mr. A. G. ...
Mr. H. ...
Mr. ...*

P2 *[Signature]*

P3 *[Signature]*

P4 *[Signature]*

ADMIRALTY FLEET ORDERS

- | No. | Subject. |
|-------|--|
| 2339. | New Accounting System for Provisions and Clothing in H.M. Ships and Establishments with Accountant Officers. <i>Issued separately on 20th May, 1943, only to Commanders-in-Chief, Flag Officers, Senior Naval Officers, Commanding Officers, of H.M. Ships (bearing Accountant Officers), and of Naval Barracks and Training Establishments.</i> |

27th May, 1943.

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

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- 2355. Advancement of S.B.A. (Dispensers).
- 2356. R.N. Training Units (London Area).
- 2357. Royal Marine Tradesmen—Amendment to List of Categories.
- 2358. Gunnery Non-Substantive Ratings in Coastal Forces—Recommendations.
- 2359. Transfer of New Zealand Personnel Serving in the R.N. to R.N.Z.N.
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- 2361. W.R.N.S.—History Sheets.
- 2362. Salvage Operations Abroad—Information and Reports on, During Operations.
- 2363. Naval Salvage Money—Distribution.
- 2364. Income Tax Recovery by Deduction from Naval Pay.
- 2365. Verification of Balances in the Hands of Sub-Accountants.
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- 2367. Medical Consultants.
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- 2371. Guns, 40-mm., Mark IV—Modification of Brackets Supporting Buffer.
- 2372. Gun, Machine, 0.303-in., Hefah (V), Mark I—Magazine.
- 2373. Mortars, B.L., 4-in., Mark I—Interchangeability in Mounting.
- 2374. Gun Mountings—4-in., H.A., Twin Mounting, Mark XIX—Safety Percussion Firing Gear—As. and As.
- 2375. Gun Mountings—0.5-in., Twin Mark V—Fitting Trunnion Guide Plates.
- 2376. Apparatus Air Defence—2-in., Mark IIP, Pillar Box Mountings—Depression Control Gear.
- 2377. Ammunition—40-mm., Bofors—Interchangeability of Ammunition and Chargers of British and American Manufacture.
- 2378. Ammunition—Boxes, Projectile, containing Shell, Q.F., 4.7-in., Marks IX—XII, Gun, S.A.P., of U.S.A. Manufacture.
- 2379. Aircraft Ammunition, Pyrotechnics—Flares, Aircraft, Reconnaissance, 4.5-in., and Fuze No. 35—Amendment to A.P. 1661E.
- 2380. Anti-Aircraft Fire Control—Close Range Weapons—Sights—Mesothorium Tubes for Foresights—Replacements.
- 2381. Anti-Ship Fire Control—Miscellaneous Control Systems and Instruments—Star Shell Deflection Calculator—Illumination—As. and As.
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SECTION 3.—G., T., N., E., ETC., & STORES; HULL, EQUIPMENT & FITTINGS—contd.

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

- 2383. Torpedoes, 21-in., Marks VIII** and IX**—Introduction of Blank, St. No. 6775A, for A.B. Gyroscope Seating.
- 2384. Aircraft Torpedoes, 22.4-in., Mark XIII—Use of Calcium Phosphide Torch Pots.
- 2385. Practice Running, with 21-in., Mark IX** Torpedoes, fitted with 21-in., Mark IXB Blowing Heads—Air Charges to be used.
- 2386. Oropesa Minesweeping Equipment for B.Y.M.S.—Replacement.
- 2387. Depth Charge Equipment—Modifications to Depth Charge Rails and Templates—As. and As.
- 2388. Depth Charge Traps—Modification to Check Pawls.
- 2389. Detonators, Electric, No. 21, Mark VII—Failures.
- 2390. Batteries, Alkaline, Pattern 8117, for Automatic Emergency Lanterns—Behaviour in High Temperatures.
- 2391. Overload Relays for Ring Main, Feeder and Supply Breakers, and Multicore Cable Sealing Ends.
- 2392. Torpedo Stores—Rings, St. No. 956A—Introduction. *Navigation.—(Navigation Stores, Sextants, Compasses, Charts, Anchors, Sails, etc.)*
- 2393. Gyro Compass Rotor Bearings—Supply of Spares.
- 2394. "Apple-Ring" Type Fenders—Manufacture of, from Old Cordage Coir Fenders—Economy in Use of. *Engineer.—(Main and Auxiliary Engines, Boilers, other Machinery in Charge of the Engineer Officer, including Catapults, Coal and Oil Fuel, and Engineering Stores.)*
- 2395. Motor Boats and Small Craft fitted with American Petrol or Diesel Machinery, excluding C.F. and C.O. Craft.
- 2396. Engine Order Telegraph Transmitters of Messrs. Robinson's Design.
- 2397. Machines, Valve, Reseating, Pattern 10—Allowance.
- 2398. Sealing Discs on Catapult Trolley Retardation Cylinders—Alternative Material for.
- 2399. Oil Fired Galleys, etc., fitted with the Steadiflow Oil Burning Equipment—Instructions for Operation and Maintenance. *Signals.—(W/T and V/S Apparatus, R.D.F., D.F., S.R.E., Wa/T and Stores.)*
- 2400. D/F Outfit F.M.12 and Signal Communications for Submarines and Miscellaneous Ships—Fitting-out Information.
- 2401. R.D.F. Sets — Types 282M(2)/M(4)/P(1)/P(2)/P(3)/Q, 283, 284/5M(2)/M(4)/P(4), Panels 3A.H. Transmitting (Lower Front) Pattern W.2404—Modification to Valve Holder for Rectifying Valve N.U.4.
- 2402. A.C. Supply Outfits D.V.B., D.V.C., D.V.D. and D.V.E. and Aerial Outfits A.S.D./A.S.H.—Fitting-out Information.
- 2403. Supply of Radio Equipment to Ships under Construction, Conversion, Refit or Repair. *Anti-Submarine.—(Asdics, Hydrophones and Echo Sounding and Stores.)*
- 2404. Asdic Installation—Types 144XB and 144XC Establishment List—Errata. *Naval Aircraft.—(Technical.)*
- 2405. Hurricane Aircraft—Undercarriage Failures.
- 2406. Martlet Aircraft—Damage to Undercarriage Winding Gear.
- 2407. Naval Aircraft, Wheels—Fitting of Inner Tubes. *General.—(Hull, Armour, General Equipment and Fittings, etc., and Orders affecting two or more Departments.)*
- 2408. Docking on Middle Line and Bilge Blocks.
- 2409. Damage Control—Repair Party Messenger Bags.
- 2410. Stiffening at Break of Poop and In Way of Shaft Brackets—As. and As.
- 2411. Modifications to Cabins of Executive and Engineer Officers—As. and As.
- 2412. Non-Magnetic Plating in way of Standard Compass.
- 2413. Securing of Ladders giving Access from Living Spaces to Weather Decks—As. and As.
- 2414. Fire Fighting in H.M. Ships—Twin Foam Compound Units—Modifications.
- 2415. Confined Spaces—Precautions before Entering.
- 2416. Switches, Patterns 7973, 7975/6, 7979 and 7980.
- 2417. Stores for Engineering Purposes—Revised Allowances.
- 2418. Electric Lamps for General Lighting in Ships.
- 2419. Fuses, Fuse Wire and Fuseholders.
- 2420. W/T Valves—Purchase of.
- 2421. Charging Racks, Patterns 14015/6/7.
- 2422. Aircraft Radio-Transmitter-Receiver Type 1161 (Ref. 10D/256)—Reduction of Harmonics of C.W. Oscillator.
- 2423. 9½-in., Bi-Focal Periscopes—Omission of Training Gear.
- 2424. Compass Comparison Discs—Reduction in Allowance.
- 2425. Furniture—Manufacture—Substitution of Wood by Light Sheet Steel.

SECTION 4.—OTHER STORES—NAVAL STORES*, VICTUALLING STORES,
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(*All N.S. Orders not included under Section 3.)

2426. Combined Operations Kits—As. and As.
2427. W.R.N.S.—Buttons on Promotion.
2428. Rates of Customs Duty.

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2429. Amendments to Books.
2430. A.M.S. Is.
2431. B.R.793—Deck Landing Control—Issue.
2432. B.R.809—Handbook for the Hefah (V) Machine Gun on 0.303 in. Twin Mark I Mounting—Issue.
2433. O.U.6090 (Series)—Revised Pages to Certain Range Tables.
2434. Form D.211—Passports for Civilian Personnel Proceeding Abroad.
2435. Form S.421 (D. and A/S)—Analysis of Dive and Anti-Submarine Bombing Practice—Introduction.
2436. Forms S.461 and S.462, Parts I and II—Tenders' Accounts of Paymasters' Stores.
2437. Naval Aircraft—Forwarding of Log Books.
2438. Summary Punishments—Suspension of Sentences—REPORTS.
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2440. Medical Stores—Invoice and Receipt Notes.
2441. R.N. Air Station, Henstridge—Postal Address.
2442. R.N. Air Station, Inskip—Telegraphic Address.

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2443. Civilian Staff Transferred—Removal of Motor Cars.
2444. Temporary Typing Grades—Incremental Progression after Age 25.
2445. Non-Industrial Staffs—Juveniles.
2446. Building Trade—Scotland—Increase in Pay for Craftsmen and Labourers.
2447. Income Tax 1943/44—Provisional Deductions and Returns.
2448. Income Tax—Discharge of Salaried Officers and Weekly Paid Non-Industrial Staff at Home Establishments.
2449. Income Tax (Local Assessments)—Non-Industrial Employees.
2450. Admiralty Civil Police—Revised Rates of Pay.
2451. Naval Telephone System—Use of.
2452. Fuel Economy in Admiralty Establishments.
2453. Stores for H.M.S. "Forth" and Attendant Submarines—Method of Consigning.
2454. Clothes Rationing (Explosives Industry)—Disposal of Surrendered Coupons.
2455. Disposal of Ferrous and Non-Ferrous Scrap.
2456. Disposal of Obsolete or Redundant Machinery, Equipment, etc.—REPORTS.
2457. War Gases—Supply to Admiralty Civil Shore Establishments for Training Purposes.
2458. Calcium Carbide—Supplies.
2459. Aluminous Cement.

(Orders marked * have been reprinted for posting on Notice Boards; marked † may be communicated to the Press.)

Section 1
ADMINISTRATION OF THE FLEET, CEREMONIES,
FOREIGN PORT REGULATIONS, etc.

2340.—Message on the Norwegian National Day, 1943

(M. 06932/41.—27.5.1943.)

The following message was sent to H.M. King Haakon :—

"On the occasion of the National Day of Norway I desire on behalf of the Board of Admiralty and the officers and men of the Royal Navy to send our cordial greetings to Your Majesty and also to all the officers and men of the Royal Norwegian Navy and the Norwegian Mercantile Marine. We pay our homage to their gallantry in the bitter and continuous struggle at sea, and we look forward with growing confidence to the defeat of the common enemy and to the liberation of Norway.—A. V. Alexander."

The following reply was received :—

"Please accept on behalf of Board of Admiralty and officers and men of the Royal Navy the expression of my heartfelt thanks for greeting and good wishes for myself and for officers and men of Norway's Navy and Mercantile Marine. Your kind words will be highly appreciated by them all and have given myself great pleasure.—HAAKON R."

2341.—H.M.S. "Flowerdown"—Administration

(M. 04433/43.—27.5.1943.)

The R.N. W/T Station, Flowerdown, has been commissioned as H.M.S. "Flowerdown".

2. The station will be administered by the Commander-in-Chief, Portsmouth, but the Director of Signal Department will continue to send instructions direct as hitherto.

2342.—H.M.S. "Fledgling"—Nearest Railway Station

(A.0403/43.—27.5.1943.)

The nearest railway station to H.M.S. "Fledgling" is Standon Bridge.

2. All drafts should be routed to Standon Bridge via Stafford or Crewe.

3. C.A.F.O. 691/43 is to be amplified accordingly.

(C.A.F.Os. 638/43 and 691/43.)

2343.—Transport of Freight by Air at Northern Air Stations

(A.65/43.—27.5.1943.)

With a view to regularising the procedure for the safe handling of freight carried by air by Naval Communications Squadrons, the following arrangements have been brought into force at Northern Naval Air Stations :—

(1) A limited quantity of goods urgently required by the consignee, and within the limits of the carrying capacity of the aircraft concerned (see paragraph 10), may be transported by the Air Services referred to in C.A.F.O. 1335/42, or other special services which may be arranged. At Donibristle and Hatston application for such transport, stating the size and weight of each item concerned, should be made as ordered in C.A.F.O. 1335/42. At stations other than Hatston and Donibristle, freight may be accepted for transport between Air Stations at the discretion of the Pilot of the Aircraft.

(2) All freight (other than luggage actually accompanying a passenger) must be consigned from the Accountant Officer (Stores) at the Station of embarkation to the Accountant Officer (Stores) at the Station of

destination, use being made of Form D.80a for this purpose. Where freight is to be delivered at, or collected from, an airfield other than a Naval Air Station, the goods should be consigned to or from the Officer Commanding or other Officer in charge of the Airfield concerned.

- (3) Pilots of the Aircraft of No. 782 Squadron have instructions not to accept goods from any Naval source without the proper Consignment Notes (Form D.80a), nor to part with freight without obtaining a receipt from a responsible official at the airfield of destination. In the case of goods received for transit at a non-naval airfield without proper consignment notes, the pilot of the aircraft should make out the necessary forms D.80a giving copies Nos. 2 and 5 to the official from whom he receives the goods.
- (4) On arrival of freight at Naval Air Stations the Accountant Officer (Stores) will be responsible for any further transit to its destination.
- (5) *Mails*—
- (a) Post Office mails are delivered to the aircraft and received from it by Post Office Officials.
- (b) Ordinary official letters are to be delivered by the Pilot to the Air Watch Officer at the airfield of destination.
- (c) Important official letters (including secret ones) for which a receipt is required, will be treated in the same manner as registered letters, being entered in a registered letter book and delivered to the Air Watch Officer at destination, who will sign the book. This routine will also apply to any letters marked "By Hand of Officer".
- (6) Passengers themselves will be responsible for any luggage which accompanies them in the aircraft. They should personally ensure that their luggage is loaded to and unloaded from the aircraft. Notices to this effect are displayed in each aircraft and at embarkation points on Naval airfields from which the aircraft operate. Any items of personal luggage inadvertently left behind are to be transferred to the charge of the Accountant Officer (S), with full details. Unaccompanied luggage must be dealt with as freight under paragraph 2.
- (7) All Naval Air Stations concerned are to ensure that communications aircraft are met immediately on arrival by a representative of the Accountant Officer (Stores), in order to prevent undue delay or inconvenience to the aircraft and its crew. Where no Accountant Officer (Stores) is borne, another responsible officer is to be detailed by the Officer-in-Charge.
- (8) When naval freight is carried to an airfield where there are no naval facilities, the local Senior Naval Officer should arrange for the aircraft to be met on arrival.
- (9) Consignments should be addressed to the Accountant Officer (Stores) at the station of departure and labelled "For onward freight to.....", and Admiralty departments or other authorities, instructing commercial firms or contractors to forward goods by air should inform them accordingly. Dimensions and weights of all packages must be clearly marked on the outside.
- (10) The following measurements are a guide as to what freight can normally be carried. For anything exceeding these dimensions special application, quoting full details, should be made.
- (a) Up to 15 ft. in length, provided width and depth do not exceed 1 ft.
- (b) Up to 6 ft. in length for packages measuring not more than 4 ft. by 2 ft.
- (c) Up to 6 ft. in length and 4 ft. 6 in. in width, if depth does not exceed 1 ft.
- (d) Individual packages should not exceed 500 lbs. in weight.
- (11) It must be made clear to the consignors of private goods, gear for officers' messes, or similar items, that such goods are carried only at consignor's risk.

(C.A.F.O. 1335/42.)

2344.—Italian Hospital Ship

(M. 1431/43.—27.5.1943.)

With reference to A.F.Os. 2960/42 and 1031/43 the Italian Government announce that the motor vessel "Ausonia" has been taken up as a hospital ship.

2. The particulars of the "Ausonia" are as follows:—

Gross tonnage	9,300.
Net tonnage	5,200.
Speed	19.5 knots.
Maximum length	148.75 metres.
Maximum width	19.20 metres.
Number of masts	2.
Number of funnels	1.
Distance bow to foremast	33 metres.
Foremast to funnel	38 metres.
Funnel to mainmast	43.25 metres.
Mainmast to stern	35 metres.

3. The vessel will be distinguished with the painting and other marks of recognition prescribed by Article 5 of the Third Hague Convention of 1899, and the Twelfth Hague Convention of 1907, and will be fully illuminated at night. No other Italian ships should be recognised as hospital ships unless promulgated in further Orders.

(A.F.Os. 2960/42 and 1031/43.)

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

*2345.—Honours and Awards—"London Gazette" Supplement of 18th May, 1943

(H. & A.—27.5.1943.)

CENTRAL CHANCERY ON THE ORDERS OF KNIGHTHOOD

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

18th May, 1943.

The KING has been graciously pleased to give orders for the following appointment to the Most Excellent Order of the British Empire:—

To be an Additional Member of the Military Division of the said Most Excellent Order:

Mr. Stanley James Kenward Price, Temporary Warrant Shipwright,

for outstanding leadership and untiring energy in directing repair work after his ship was torpedoed.

The KING has been graciously pleased to approve the award of the George Medal to:

Temporary Lieutenant Geoffrey Gledhill Turner, G.C., R.N.V.R.,

for great bravery.

The KING has been graciously pleased to approve the award of the British Empire Medal (Military Division) to:

Chief Engine Room Artificer William Ernest Hider,

for bravery and enterprise in closing two hatches, at great risk to himself, after his ship was torpedoed, thus preventing the ship from flooding.

Chief Petty Officer William James Taylor, C/J.25411.

Chief Petty Officer Albert Edward Pethybridge, P/J.10961.

for conspicuous bravery and skill over a long period.

ADMIRALTY,

Whitehall, S.W.1,
18th May, 1943.

The KING has been graciously pleased to approve the award of the VICTORIA CROSS to:—

The late Acting Captain Frederick Thornton Peters, D.S.O., D.S.C., R.N.

for valour in taking H.M.S. "Walney," in an enterprise of desperate hazard, into the harbour of Oran on the 8th November, 1942. Captain Peters led his force through the boom towards the jetty in the face of point-blank fire from shore batteries, a Destroyer and a Cruiser. Blinded in one eye, he alone of the seventeen Officers and Men on the bridge survived. The "Walney" reached the jetty disabled and ablaze, and went down with her colours flying.

The KING has been graciously pleased to give orders for the following Appointments to the Distinguished Service Order and to approve the following Awards:—

For outstanding bravery and enterprise in the action in the harbour at Oran in H.M. Ships "Hartland" and "Walney":

To be Companions of the Distinguished Service Order

Lieutenant-Commander Godfrey Philip Billot, R.N.R.
Lieutenant Wallace Dempsey Moseley, R.N.
Lieutenant Vere Ashworth Hickson, R.N.

The Distinguished Service Cross

Lieutenant John Evans, R.N.V.R.
Lieutenant Eric Gordon Lawrence, R.N.V.R.
Lieutenant John MacLeod, R.N.V.R.
Lieutenant Edward Robert Denys Sworder, R.N.V.R.
Lieutenant (E) John White, R.N.
* Lieutenant Ronald John Major, R.A.N.V.R.

The Conspicuous Gallantry Medal

Petty Officer Ronald Herbert Frank Hyde, C/JX.151957.

The Distinguished Service Medal

Acting Chief Petty Officer Lawrence Thomas Hazard, P/JX.125131.
Leading Seaman Samuel Bolton, P/JX.180491.
Engine Room Artificer Third Class Robert Sidney Smith, C/MX.53378.
Chief Engine Room Artificer George Harry Rolls, P/MX.49955.
Engine Room Artificer Third Class George Albert Park, P/MX.56580.
Petty Officer Bert Ballentary Clark, P/JX.130780.
Petty Officer Richard Charles Young, P/JX.131554.
Able Seaman Fred Henry Buck, P/J.98914.
Able Seaman John Joseph Canavan, P/JX.264529.
Stoker First Class Frank William Desmond Crosby, P/KX.123549.

Mention in Despatches (Posthumous)

Lieutenant-Commander Peter Capel Merrick, R.N.
Lieutenant Paul Eric Aver Duncan, R.N.V.R.

Mention in Despatches

Able Seaman Henry Brown Hamilton, P/JX.329710.
Able Seaman Kenneth Marsden, P/JX.263443.
Able Seaman Ronald Brockbank, C/JX.243366.

For successful action against enemy submarines while serving in H.M.S. "Vimy":

To be a Companion of the Distinguished Service Order:

Lieutenant-Commander Richard Been Stannard, V.C., R.D., R.N.R.

The Distinguished Service Cross

Sub-Lieutenant Dennis Van der Meulen Moore, R.N.

The Distinguished Service Medal

Acting Chief Engine Room Artificer Alfred Henry Smith, P/M.18433.
Temporary Petty Officer Henry James Justice, P/JX.128514.
Able Seaman Frank Howlett, J/JX.296626.

Mention in Despatches

Mr. Sydney Lewis Leech, Commissioned Engineer, R.N.

For courage and endurance in action in Northern Waters:

Bar to the Distinguished Service Cross

Lieutenant Herbert Jack Lee, D.S.C., R.N.

The Distinguished Service Cross

Lieutenant Philip Frederick Cole, R.N.

Lieutenant Charles Alexander Headon Owen, R.N.

The Distinguished Service Medal

Chief Petty Officer William Richard Bulley, D/J.111796.
Chief Petty Officer Frederick George Yandell, D/JX.158736.
Chief Engine Room Artificer William Scott Brydon, C/MX.48459.
Chief Engine Room Artificer William Henry Hewitt, C/MX.48370.
Chief Engine Room Artificer John Hornabrook Smith, D/MX.47428.
Chief Stoker John Alfred Dix, C/K.60991.
Petty Officer Walter Arthur Gooch, C/J.91440.
Yeoman of Signals Charles Donald Rothnie, D/J.63086.
Petty Officer Telegraphist Bertie Reginald Larke, C/J.106367.
Ordnance Artificer First Class Harry Stanley Ford, C/M.39082.
Ordnance Artificer Fourth Class Donald Bragg, C/MX.96241.
Temporary Acting Leading Seaman Leslie Francis Riches, C/JX.129695.

Mention in Despatches

Lieutenant-Commander Louis Alan Sayers, R.N.R.
Lieutenant (E) George Lewis Densham, R.N.
Lieutenant John Patrick Donovan, R.N.
Lieutenant (E) Herbert Good, D.S.C., R.N.
Lieutenant Stuart Clarence Blair Hickman, D.S.C., R.N.R.
Lieutenant Patrick Graham Satow, R.N.
Lieutenant (E) Raymond Hadyn Tribe, R.N.
Temporary Lieutenant Robert Henry Agnew Adams, R.N.V.R.
Temporary Lieutenant John Reginald Angelbeck, R.N.V.R.
Temporary Lieutenant Oliver Birrell Medley, R.N.V.R.
Temporary Sub-Lieutenant Charles Robin Arthur Senior, R.C.N.V.R.
Acting Coxswain Sidney Arthur Kerslake, X.21479 A.
Acting Chief Petty Officer Arthur Clemeshan, C/J.106451.
Chief Stoker William Cheeseman, C/K.60596.
Chief Engineman Joseph Stirzaker, LT/KX.112627.
Petty Officer Cook (S) Frank Barker, C/MX.46202.
Petty Officer Reginald Charles Clarke, C/J.109986.
Petty Officer Albert Coates, P/J.70634.
Petty Officer Sidney Ernest Leonard Horwill, C/JX.131753.
Petty Officer Frederick Charles Williams, C/J.109218.
Canteen Manager Frederick Ernest Westcombe, C/NX.490.
Temporary Petty Officer Morris Jackson Cook, D/JX.146147.
Stoker Petty Officer Thomas Henry Erland, D/K.34266.
Yeoman of Signals Harry John Beaumont Harris, C/J.107239.
Stoker Petty Officer Henry Oliver Elston, P/K.60786.
Stoker Petty Officer Sydney George Hancock, D/K.61273.
Stoker Petty Officer Harry Arthur Lloyd, C/KX.81534.
Acting Stoker Petty Officer Charles Bertram Ansell, C/KX.85933.
Acting Stoker Petty Officer George Frederick Tibbitts, C/KX.86501.
Engine Room Artificer First Class Alfred Ronald Harper, D.S.M., P/M.6215.
Engine Room Artificer Third Class Lionel Barritt, C/MX.49494.
Engine Room Artificer Third Class Lawrence William Pick, D/MX.54537.
Acting Engine Room Artificer Fourth Class Frederick Crowther, P/MX.88538.
Ordnance Artificer Fourth Class Alan Robson Forster, D/MX.51313.
Leading Seaman Douglas Edward Sturton Parnell, LT/JX.136755.
Leading Seaman Thomas Edward Bean, C/J.102868.
Temporary Leading Seaman Hans Ringland, D/JX.141815.
Temporary Acting Leading Seaman Leonard Arthur Welsh, D/SSX.20504.
Leading Telegraphist Albert Edwards, P/J.65854.
Temporary Leading Stoker Arthur Escott, D/KX.86353.
Able Seaman John Arthur Clark, C/JX.167273.

Able Seaman Hugh Gauthrop Davey, P/SSX.15987.
 Able Seaman James Sproul McLean, C/JX.190605.
 Able Seaman Charles John Mitchells, C/JX.301747.
 Able Seaman James Albert Thatcher, C/JX.171930.
 Able Seaman Robert George Thurlow, P/JX.191309.
 Able Seaman Leonard Parsons, P/JX.302072.
 Acting Able Seaman Frank Brogdale, D/JX.256827.
 Stoker First Class John Herbert Barton, C/KX.118618.
 Stoker First Class William Duncan Ferguson, C/KX.88877.
 Stoker First Class Thomas Reid, D/KX.97573.
 Stoker Thomas Ridlington, LT/KX.125386.
 Ordinary Seaman Ronald Frederick Walter Duller, C/JX.318314.
 Ordinary Seaman Eric George Mayer, P/JX.359010.
 Ordinary Seaman William Ward Richmond, C/JX.372654.
 Signalman Leslie Robert Crisp, P/J.61559.
 Signalman Roland Cecil Fuller, P/JX.232334.
 Telegraphist Edward William Richmond, C/JX.156554.
 Telegraphist Arthur Henry Robert Atkins, P/JX.307114.
 Telegraphist James Wilkinson, P/JX.211159.
 Engineman James John Edmonds, LT/KX.124933.
 Steward Joseph James Fleming, LT/LX.29231.
 Seaman Robert Richardson Watson, LT/JX. 284159.
 Seaman Donald Frank Westlake, LT/JX.203619.

For gallantry and loyal co-operation with the Royal Navy in operations which led to successful landings in North Africa :

The Distinguished Service Cross

Captain William Arthur Charlton, Master.

Mention in Despatches (Posthumous)

Captain Henry Richard Leepman Shaw, Master.

Mention in Despatches

Captain Ronald Frederic Bayer, C.B.E., Master.
 Captain William George Busk-Wood, O.B.E., Master.
 Captain Joseph Henry Crellin, Master.
 Captain Percy Cross, Master.
 Captain Clarence Harvey, Master.
 Captain Ernest Harold Large, Master.
 Captain David Kilpatrick Coutes MacGregor, Master.
 Captain Evan Richard Pritchard, Master.

For successful patrols in H.M. Submarines :

The Distinguished Service Cross

Lieutenant Thomas William Lancaster, R.N.
 Lieutenant John Dennis Martin, R.N.

The Distinguished Service Medal

Stoker Petty Officer Robert Clarke, D/KX.79557.

For great courage, initiative and excellent airmanship in rescuing a fighter pilot based on Malta, who had been shot down in the Mediterranean. Though attacked by six Messerschmitts he brought his aircraft safely back to Malta :

The Distinguished Service Cross

Temporary Lieutenant (A) Reginald David Pursall, R.N.V.R.

For outstanding bravery in operations from Malta against enemy shipping in the Mediterranean :

The Distinguished Service Cross

Temporary Sub-Lieutenant (A) Thomas Barr R.N.V.R.

For courage and devotion to duty in attempting to put out a fire on board a merchantman in very hazardous conditions :

Mention in Despatches

Temporary Acting Lieutenant-Commander John Vasey Dobbin, R.N.R.
 Temporary Lieutenant Owen Ralph Turville, R.N.V.R.
 Skipper William George Sanders, R.N.R., 3567 W.S.

Able Seaman Ernest Scott Ashworth, C/JX.219946.
 Seaman Edwin Davies, R.N.P.S., LT/JX.210650.
 Seaman Thomas Peter Swankie, R.N.R., L/X.79860.

The following amendments (where underlined> are made to previous orders of Honours and Awards under the headings shown :

Commendation

A.F.O. 1531/43. Leading Seaman Horace Littler, D/J.104124.

Mention in Despatches

A.F.O. 1648/43. Engine Room Artificer Second Class Edward William Bizley.

Mention in Despatches

A.F.O. 4473/42. Sick Berth Attendant Maurice Edward Stevens.

The Distinguished Service Medal

A.F.O. 2110/43. Chief Engineman Gysbertus Demoe, LT/KX.115967.

***2346.—Honours and Awards—United States Navy**

(H. & A. 31/43.—27.5.1943.)

The King has been graciously pleased to approve the following appointment and awards for gallant and distinguished services in the United States Cutter "Hartland", temporarily commissioned as H.M. ship, when she was lost in an enterprise of great hazard in Oran Harbour on 8th November, 1942 :—

To be a Companion of the Distinguished Service Order :

Lieutenant-Commander George Deane Dickey, U.S.N.

The Distinguished Service Cross

Lieutenant (Junior Grade) John Malachi Gill, U.S.N.

The Distinguished Service Medal

Mr. Edward Obelkevitch, Gunner, U.S.N.

Mention in Despatches

Ensign Virgil Charles Fox, U.S.N.

2. These awards will not be gazetted.

***2347.—Promotion from the Lower Deck to Permanent Commissions (Executive Branch)**

(C.W.17885/43.—27.5.1943.)

The undermentioned promotions to the rank of Acting Sub-Lieutenant, R.N., have been made, to date 1st May, 1943 :—

Fountain, Benjamin	...	A/P.O. (Ty.)	C/JX.150127
Garner, Robert William	...	P.O.	C/JX.144554
Jennings, Leslie Frederick Thomas	...	A/P.O.(Ty.)	C/JX.154495
Maxted, Anthony Cecil	...	A/P.O.(Ty.)	C/JX.283643
McLoughlin, William Patrick	...	P.O.(Ty.)	C/JX.142477
Price, William Haydn	...	P.O. (Ty.)	D/JX.146896
Rice, Henry Alfred	...	P.O.(Ty.)	P/JX.150263
Seabrook, Cyril	...	A/P.O.(Ty.)	D/JX.147642
Tucker, Herbert Richard	...	P.O.	D/JX.189298
Ward, John Edward	...	A/P.O.(Ty.)	C/JX.143816

2. The undermentioned promotion to the rank of Acting Sub-Lieutenant, R.C.N., has been made, to date 1st May, 1943.

Taylor, Harry Ernest A/P.O.(Ty.) V.3628

(A.F.Os. 3289/40, 1638/42, 3851/42 and 5744/42.)

***2348.—Promotions from the Lower Deck to Permanent Commissions (Air Branch)**

(C.W. 17885/43.—27.5.1943.)

On successful completion of the course in "H.M.S. "Collingwood," Upper Yardmen (Air) will be promoted to Acting Sub-Lieutenant (A), R.N., prior to undergoing courses to qualify as Pilot or Observer, instead of on completion of these courses.

2. In conformity with the above decision the undermentioned promotions to the rank of Acting Sub-Lieutenant (A) R.N., have been made, to date 1st May, 1943 :—

Boyd, Basil Llewellyn Thomas ...	A.A.4	FX.76077
Connor, Edwin Arthur ...	A/P.O.Air Mech(E) (Ty.)	FX.97145
Lowe, William Joseph ...	A/P.O.Air Mech (E)	FX.75400
Roberts, Ronald Clifford Charles ...	A/P.O.Air (Ty.)	FX.77168
Shilcock, Ronald Arthur ...	P.O.Air Fitter (E) (Ty.)	FX.76662
Tee, Richard John ...	A/P.O.Air Mech(Ty.) (A)	FX.80774
Tolley, Roy Priddow ...	P.O.Air	FX.79780

(A.F.O.848/40, 1638/42 and 3851/42.)

***2349.—Advanced Course for Gunners**

(C.W. 20280/43.—27.5.1943.)

With reference to K.R. & A.I., Article 358, and Gunnery Training Manual, Vol. III, Course M.24, the next Advanced Course for Gunners will begin in H.M.S. "Excellent" in August, 1943.

2. Recommendations of candidates for the course should be forwarded to H.M.S. "Excellent" at an early date.

(K.R. & A.I., Article 358.)

2350.—Educational Courses for Promotion to Gunner and Boatswain

(C.W. 18282/43.—27.5.1943.)

Further to A.F.O. 5248/42, educational courses for candidates for the ranks of Gunner and Boatswain will commence at the R.N. Barracks, Portsmouth, Chatham and Devonport, on the following dates :—

30th August	1943*
11th October	1943
6th December	1943*
10th January	1944
6th March	1944*
10th April	1944
5th June	1944*
10th July	1944
4th September	1944*
9th October	1944

2. In order to produce a regular flow of the successful candidates for the educational courses to the technical courses in H.M.S. "Excellent," non-Gunner's Mate candidates for Gunner will attend the educational courses indicated above by an asterisk, and Gunner's Mate candidates for Gunner the courses not so indicated.

3. Examination papers at the end of the educational courses will be set and marked by the Command Education Officer, Portsmouth, for 7th June, 1943, and succeeding courses.

(A.F.Os. 5248/42 and 564/43.)

2351.—Complement—Amendment

(Escort Carriers)

(N./N.S. 34523/42.—27.5.1943.)

The following amendment is to be made to schemes of complement :—

H.M.S. "Activity" (Admiralty letter N/D.P.S. 1013/41/M of 28.5.42).

H.M.S. Ships "Archer" and "Biter" (Admiralty letter N/D.P.S. 573/41/M of 15.11.41).

H.M. Ships of "Tracker" Class (Admiralty letter N/D.P.S. 304/42/M of 25.6.42).

H.M.S. "Pretoria Castle" (Admiralty letter N. 8351/42 of 20.11.42).

H.M. Ships "Nairana" and "Campania" (Admiralty letter N. 20524/42 of 2.12.42).

H.M. Ships of "Ruler" Class (Admiralty letter N. 6117/43 of 17.3.43).

R.N. Air Complement—Ship's Staff (Air)

Against the Commd. or Warrant Aircraft Officer, delete "(and for charge of aircraft stores)".

2352.—Complement Amendment

105-ft. Motor Minesweepers

(N.10110/43.—27.5.1943.)

The following amendment is to be made to the scheme of complement of 105-ft. motor minesweepers, issued with Admiralty letter N/M/S.0657/42 of 15.1.43 :—

Delete : 1 P.S.S.G.

Insert : (c) P.S.S.G.

New note (c) to read as follows :—

"(c) For each Oerlikon fitted, add 1 P.S.S.G. (without substantive increase)".

2353.—Personnel with Language Qualifications—REPORTS

(N./N.I.D. 01118/40.—27.5.1943.)

In order that employment may be effected to the best advantage, Commanding Officers are to report to the Admiralty the names of any officers and men who have qualifications in any foreign language and who are not at present using these qualifications.

2. Any reports on ratings should be rendered also to the Commodores of the Depots.

(C.A.F.O. 512/40 is cancelled.)

***2354.—Revised Regulations for the Examination for Supply Chief Petty Officer**

(N. 3516/43.—27.5.1943.)

The following alteration in the written examination for Supply Chief Petty Officer has been approved for the duration of the war, commencing with the examination to be held in November, 1943.

2. The examination will comprise five papers, as follows :—

(i) Naval stores	400 marks
(ii) Naval air stores	400 marks
(iii) Victualling	400 marks
(iv) Arithmetic	100 marks
(v) Typewriting	50 marks.

3. All candidates will be required to take the arithmetic and typewriting papers, but will be required to take only two of the three papers on professional subjects. A total of 570 marks and not less than 50 per cent. in each paper taken will be required to pass.

4. All sets of question papers will include the five papers enumerated above. Candidates must inform the Supervising Officer before the examination commences which two of the three papers on professional subjects they desire to attempt, and no alteration to this option is to be permitted once the examination has commenced. Under no circumstances may all three professional papers be attempted.

5. This alteration in the regulations will permit ratings to pass for Supply Chief Petty Officer and to be advanced to that rate without demonstrating any professional knowledge of the subject omitted from their examination. It may, therefore be necessary to introduce in the future some further requirement of professional knowledge, but this further requirement will be deferred until more normal and interchangeable drafting between the Fleet Air Arm and general service can be resumed.

6. The local examinations for advancement to Leading Supply Assistant and Supply Petty Officer remain as laid down in A.F.O. 1198/40 and A.F.O. 1883/42.

7. If any candidate employed on Naval Air Stores duties refrained from taking the examination for Supply Chief Petty Officer because of the former requirement for passing the victualling paper now desires to take the November, 1943, examination, his name, rating, official number and ship should be reported to the Admiralty by signal. Endeavour will be made to distribute papers for such candidates in time for that examination.

K.R. & A.I., Appendix XVII, Part I, No. 118.)

(A.F.O. 1198/40—not in annual volume—A.F.Os. 1883/42 and 1786/43, paragraph 1)

2355.—Advancement of S.B.A. (Dispensers)

(N.8966/43.—27.5.1943.)

With reference to the entry of S.B.A. (Dispensers) as S.B.A. (D.C.), L.S.B.A. (D.C.) etc. (the letters "D.C." indicating "Dispensing Chemist"), the following procedure is to be observed in connection with their training and subsequent advancement:—

(1) *Sick Berth Ratings (Dispensers) qualified as M.P.S.*

- (a) To undergo a modified course of instruction as P.S.B.A. of six weeks.
- (b) To be eligible for recommendation to the Medical Director-General for advancement to L.S.B.A. after three months' service, without examination.
- (c) To be eligible for recommendation to the Medical Director-General for advancement to S.B.P.O. after a total of six months' service, without examination.
- (d) Recommendations for advancement of S.B.P.O. to S.B.C.P.O. to be made in exceptional cases.

(2) *Sick Berth Ratings (Dispensers) NOT qualified as M.P.S.*

- (a) To undergo the normal 20-week course of instruction as P.S.B.A.
- (b) To be advanced to the higher rates under the same conditions as apply generally to the sick berth staff.

2356.—R.N. Training Units (London Area)

(N./D.P.S. 415/42/M.—27.5.1943.)

Paragraph 3 of A.F.O. 3357/42 is to be amended as follows:—

Delete: R.N. Unit, Battersea Polytechnic, Battersea Park Road, S.W.11.

Add: R.N. Unit, 35, Northampton Square, E.C.1.

R.N. Unit, North Western Polytechnic, Prince of Wales Road, Kentish Town, N.W.5.

(A.F.O. 3357/42.)

2357.—Royal Marine Tradesmen—Amendment to List of Categories

(N.—27.5.1943.)

The following amendments should be made to the List of Royal Marine Trade Categories promulgated in A.F.O. 1795/43:—

Group "C"—

Add in alphabetical order: "Stevedore (Class I)".

Group "D"—

Amend "Stevedore" to read "Stevedore (Classes II and III)".

(A.F.Os. 3548/40, 1915/41 and 3128/41—not in annual volume.)

(A.F.Os. 3485/42, 5258/42 and 1795/43.)

2358.—Gunnery Non-Substantive Ratings in Coastal Forces—Recommendations

(G.D./N. 11858/43.—27.5.1943.)

Concern is being caused by the lack of recommendations from Coastal Force Bases for the gunnery non-substantive ratings of A.A.3 (L.C.).

2. The attention of Commanding Officers, Coastal Force Bases, and Commanding Officers of Coastal Force Vessels is most strongly directed to the necessity of recommendations for A.A.3 (L.C.) as required by A.F.O. 3976/42.

3. Unless suitable ratings are recommended for A.A.3 (L.C.), it will not be possible to maintain the required standard of gunnery efficiency in coastal forces.

(A.F.O. 3976/42.)

2359.—Transfer of New Zealand Personnel Serving in the R.N. to R.N.Z.N.

(C.W/N. 17498/42.—27.5.1943.)

With reference to A.F.O. 4368/42 the New Zealand Naval Board have intimated that transfers of personnel from the R.N. to the R.N.Z.N. may now be accepted with effect from date of entry.

2. The first line of paragraph 2 of A.F.O. 4368/42 is to be amended to read as follows:—

"This approval is operative with effect from date of entry into R.N., but applies only"

(A.F.O. 4368/42.)

2360.—W.R.N.S. Ratings—Central Record of Services

(D.N.A. 895/43.—27.5.1943.)

As from 1st June next the Director, W.R.N.S., will assume responsibility for the maintenance of the Central Record of the Services of W.R.N.S. ratings, at present compiled in the Directorate of Navy Accounts, and from that date all enquiries concerning the service of W.R.N.S. ratings, and requests for copies of their Service Certificates, should be addressed to the Director, W.R.N.S., at Queen Anne's Mansions, St. James's Park, London, S.W.1. Enquiries about the pay accounts of W.R.N.S. ratings should continue to be sent to the Director of Navy Accounts (Branch 3).

2. Following the transfer all Returns S.52 or S.52a (together with the ratings' enrolment forms) and statements signed by ratings on transfer between mobile and immobile branches should be forwarded to W.R.N.S. headquarters.

3. The Director, W.R.N.S., will also allocate the Official Numbers of ratings and notify accountant officers and local superintendents, W.R.N.S., of the allocations.

4. In order to facilitate the compilation of the Central Record under the new arrangements it is important that the pay accounts of all W.R.N.S. ratings should be kept on a separate W.R.N.S. section of the ledger with its own alphabetical index. This section of the ledger should, however, continue to be forwarded to the Director of Navy Accounts with the remainder of the ledger as heretofore and should not be sent to the Director, W.R.N.S.

(A.F.O. 2261/41—not in annual volume.)

2361.—W.R.N.S.—History Sheets

(N. 1394/43.—27.5.1943.)

History sheets have been, or will be, authorised for W.R.N.S. ratings in certain technical categories. In the interests of economy, however, they will not be instituted for W.R.N.S. ratings generally and, where it is considered desirable to record particulars of employment and efficiency supplementary to those on the Service Certificate, the Conduct Sheet may be utilized for the purpose.

A.F.O.
673/45

2362.—Salvage Operations Abroad—Information and Reports on, during Operations

(S.V. 99/43.—27.5.1943.)

The attention of Flag Officers and Naval Officers-in-Charge abroad is drawn to the necessity of keeping the Admiralty, the local representatives (if any) of owners of ships and of the Ministry of War Transport regularly advised as to the progress of salvage operations and the proposed disposition of damaged ships and cargoes in their area.

2. Early and concise reports are desirable in order that the interest of all parties concerned may be fully protected particularly where the salvage operations involve discharge of cargo with subsequent disposal or transshipment.

These reports should be obtained from the officer who is conducting the actual operation of salvaging the ship.

3. Such early advices will enable the necessary steps to be taken with owners, underwriters, etc., to avoid action being taken in respect of ships or cargoes prejudicial to the interest of one or more parties.

4. It is to be noted that the officer in charge of salvage deals with cargoes only so far as handling the cargo is necessary or incidental to the work of saving the ship. Cargo removed for this purpose should be handed over to the ship-owners' representative, if present, or to the Ministry of War Transport Representative or other responsible authority.

5. It is to be noted, too, that the salvage operation concludes when the vessel has been safely floated with any leakage entirely under control and in a berth of seamanlike security. When this stage is reached, the fact should always be reported to the Admiralty and the ship should normally be handed back to the custody of the owners' representatives (if any) or the Ministry of War Transport representative. An acknowledgment should be obtained from the party accepting delivery. Where work is undertaken thereafter with naval resources, it is desirable so far as possible to maintain in all respects the relation of repair contractors to the owners.

6. Nothing in this Order affects those instructions contained in K.R. & A.I., Chapter XXV, and those issued to certain authorities under cover of Admiralty letter S.766/42 of 31st July, 1942, regarding reports to be rendered to the Admiralty after completion of the operations.

(C.A.F.O. 421/43.)

*2363.—Naval Salvage Money—Distribution

(D.N.A./S.520/41.—27.5.1943.)

The following award is now ready for distribution by the Director of Navy Accounts.

Award for the salvage of M.V. "Cameo" by F.S. "L'Atlantique" during the period 22nd and 23rd November, 1941.

2. The amounts due to individuals in the various classes are as follows:—

	£	s.	d.
6th Class	55	10	7
8th Class	37	0	5
9th Class	29	12	3
10th Class	22	4	3
11th Class	18	10	3
12th Class	11	2	2

3. Applications on behalf of those eligible to share should be forwarded to the Director of Navy Accounts (D.N.A.3A) on Form S.540 (in manuscript if no forms are available) by the Commanding Officers of the ships and establishments in which they are now serving.

2364.—Income Tax Recovery by Deduction from Naval Pay.

(D.N.A. 8013/43.—27.5.1943.)

The following indicates the official attitude to the question of deduction of income tax from pay as opposed to payment of tax by direct remittance.

2. As explained in A.F.Os. 858/42 and 6462/43, the law requires that tax on official emoluments shall be deducted from those emoluments at the time of payment. It can be assumed that accountants, banks, and others acting as income tax agents, will be fully aware of this requirement, and will normally expect to find that it has been carried out. There is no reason to assume therefore that because a taxpayer's affairs are handled by an agent, any inconvenience will be caused by the deduction of "naval" tax from pay, or that there will be any real danger of it being paid by the agent in ignorance of the fact that it has been so deducted.

3. The objections to payment of such tax by direct remittance include the following:—

- If a Naval taxpayer is serving outside the sterling area he should only be permitted to draw his normal net pay, *i.e.*, his pay after normal deduction of tax, in the local non-sterling currency. Were he to pay his tax by direct remittance in this country, he would be enabled to draw larger amounts of the non-sterling currency and so defeat the purpose of the currency regulations. This consideration makes it undesirable to accept direct payment in advance, even from a person serving in the United Kingdom, since he might later in the year be transferred abroad and by reason of his prepayment of tax, be enabled to draw more than his normal entitlement of foreign currency.
- Exceptions to the general rule of payment by deduction involve special accounting procedure and additional correspondence on the part of the Accountant Officers, the Admiralty and the Inland Revenue Department, and with the present shortage of man-power and particularly of trained clerks, this objection has great weight.

4. In the past Accountant Officers have on many occasions refrained from making provisional deductions of current year's tax as a result of somewhat vague statements to the effect that the officers' tax was dealt with, or would be paid, privately. To withhold provisional deductions merely on a vague promise that payment would be made in some other way at some time in the future, is quite unjustifiable. In view moreover of the considerations in paragraph 3, it will be realised that even where the taxpayer makes a positive statement that current year's tax has been paid directly, the deduction from pay should still be maintained pending special instructions, for even if payment by direct remittance has been made, it may well be returned to the payee and not accepted. In any case, it would often be difficult for the taxpayer to be certain that the actual tax on the Naval pay had been paid by agents. A taxpayer may know that substantial payments have been made by his agents and wrongly assume therefrom that the payments include the liability on his Naval pay.

5. Exception to the foregoing considerations may be made in the case of arrears of tax for past years. In those cases it is too late to adhere to the normal procedure of deduction from the pay of the appropriate year, and payment by direct remittance is therefore allowed. Where an Accountant Officer has received instructions to recover tax for a previous year, he should never, however, delay commencement of such deduction merely on the statement that a direct payment will be made. Only on satisfactory evidence of direct payment should commencement of recovery be postponed.

6. When arrears of tax for past years have to be collected at the same time as current tax, Accountant Officers have authority to spread the collection over a reasonable period so as to minimize hardship. Normally this can be managed by spreading the collection of the arrears over the current year, but in cases where this method would operate harshly the collection can be carried into the following year provided that the rate of recovery is not reduced to less than 4/3rds of the rate of recovery which would normally be operative if there were no arrears of tax. Any case where there is a request for spreading the tax over a greater period than the 4/3rds basis affords, should be reported to the Director of Navy Accounts (Branch 4.A.) for covering approval. In no circumstances should the issue of pay be completely stopped because of Income Tax debt, except with the specific agreement of the taxpayer.

(A.F.Os 858/42 and 6462/42.)

2365.—Verification of Balances in the Hands of Sub-Accountants

(D.N.A. 21312/42.—27.5.1943.)

The attention of Accountant Officers is called to the desirability of examining insurance cards periodically to satisfy themselves that sub-accountants charged with the duty of affixing stamps have, in fact, actually done so. This verification can conveniently be done when the Accountant Officer verifies the balances in the hands of his sub-accountants in accordance with K.R. & A.I., Article 1105(5).

(K.R. & A.I. 1105(5).)

2366.—Medical Consultants

(M.D.G. 4641/43.—27.5.1943.)

The following Consultant should be added to the list in A.F.O. 4696/42, paragraph 1:—

Veneraeal Diseases:—

Surgeon Captain T. R. L. Jones, M.R.C.S., L.R.C.P.,
R.N. Sick Quarters,

Queen Alexandra Hospital,
Cosham,
Hants.

(A.F.O. 4696/42.)

2367.—Medical Consultants

(M.D.G. 12070/43.—27.5.1943.)

The following addition should be made to the list of Civil Consultants to the Navy contained in A.F.O. 4696/42:—

Ophthalmology:—

F. A. Williamson-Noble, Esq., F.R.C.S., L.R.C.P.,
27, Harley Street, W.1.

Tel.: LANGHAM 1631.

(A.F.O. 4696/42.)

2368.—Officiating Ministers of Religion

(C.E. 54096/43.—27.5.1943.)

Church of England

W.R.N.S. Depot,
Ormond Lodge,
Richmond.

*Rev. Canon G. H. M. Gray, M.A.,
The Vicarage,
Richmond, Surrey.

* Honorary.

W.R.N.S. Headquarters,
Crosby Hall,
Chelsea.

Rev. A. T. Bolton, M.A.,
30 Brompton Square,
S.W.3.

(Already appointed for R.N. Unit, Draycote Avenue.)

The appointment of the Rev. T. B. Heward as Officiating Minister to Methodist personnel at Watford has been extended to include Baptist, Congregational, and Presbyterian personnel.

The usual facilities are to be afforded.

2369.—War Graves—Definition and Marking

(N.L. 20164/42.—27.5.1943.)

The Imperial War Graves Commission has recently obtained sanction to the extension of the categories eligible for a war grave and a summary of the categories now eligible, so far as the Royal Navy is affected, is given below. Deaths occurring in the conditions indicated on and since 3rd September, 1939, and during the war period will be accepted by the Commission for treatment as war graves.

- (a) Officers and men of the Armed Forces of the Crown, raised in the United Kingdom or in any Dominion, Colony, possession or mandated territory, including the Women's Royal Naval Service and Queen Alexandra's Royal Naval Nursing Service.

- (b) Such officers and men dying after discharge from wounds inflicted or accident occurring while on active service, or from sickness contracted or commencing on, or aggravated by active service.
- (c) Officers and men of the Merchant Navy, fishing fleets and lighthouse and pilotage services, whose deaths are due to enemy action at sea, also all absolutely unidentifiable bodies washed or brought ashore in the United Kingdom.
- (d) Auxiliary Coastguards dying on duty or as a result of injury on duty.
- (e) N.A.A.F.I.
- (i) if enrolled as members of the services—on the same footing as the Armed Forces;
- (ii) if not—only those dying overseas or from wounds inflicted overseas.
- (f) V.A.D. members under contract serving with the Armed Forces—on the same footing as the Armed Forces.
- (g) Newspaper correspondents on duty in H.M. ships.

2. Care should be taken to ensure that particulars of the death and burial of all persons coming within the above categories are reported to the Commission (address:—Wooburn House, Wooburn Green, High Wycombe, Bucks) in accordance with A.F.O. 1052/40.

3. Regarding the marking of graves, the Commission is following the same practice as for the graves of those who fell in the war of 1914-18, namely:—

- (a) Abroad, cemeteries will be formed and uniform headstones of a simple pattern will be erected wherever the forces of the British Commonwealth have been engaged.
- (b) In the United Kingdom, the Commission are prepared to erect the same standard headstone over all war graves, not only those in service cemeteries or reserved plots in public cemeteries, but also in those cases of single and private burial if the relatives so desire.

4. Headstones cannot, however, be erected now, either at home or abroad, but as a temporary measure, the Commission will wherever possible arrange for the graves to be marked by specially designed wooden crosses, by the Shield of David in the case of Jewish Graves, or by other appropriate form of memorial.

5. It is emphasized that the inclusion of the categories stated above in those eligible for a war grave does not confer a right to a Service Funeral, or grant to relatives in aid of funeral expenses, where entitlement to such does not already exist.

(K.R. & A.I., Articles 1354 & 1355.)

(A.F.Os. 1052/40, 2014/40, 736/41 and 5253/41.)

(A.F.O. 3366/41—not in annual volume.)

2370.—S.332 and S.332a—Reports of Invalids from Foreign Stations

(N. 9781.—27.5.1943.)

In cases when a Hurt Certificate has been issued, a notation to this effect, quoting the date of the grant is to be included in column 7 of the forms.

(Chatham, No. 1162/P.41A, 18.4.43.)

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

2371.—Guns, 40 mm., Mark IV—Modification of Brackets, Supporting Buffer

(A.S. 3287/43.—27.5.1943.)

The following modification is approved:—

<i>Gun</i>	Q.F., 40 mm., Mark IV.
<i>Part affected</i>	Bracket supporting buffer, and breech casing.
<i>Purpose</i>	To prevent wrong assembly of bracket.
<i>Nature of modification</i>	Hole to be drilled in bracket, and mild steel peg, $\frac{1}{4}$ -in. diameter, to be driven in. Hole to suit to be drilled in breech casing, as shown on A.F.O. Diagram 160/43. The serial number of the breech casing is to be stamped on the outer flange of bracket.
<i>By whom to be done</i>	Staffs of H.M. ships, Bases and Armament Supply Department.
<i>Degree of urgency</i>	As opportunity offers.

2. The pegs should be obtained locally.

3. Pending the carrying out of this modification great care is to be taken that brackets are not reversed on re-assembly and are not assembled to the wrong gun.

2372.—Gun, Machine, 0·303-in. Hefah (V), Mark I Magazines

(A.S./C.I.N.O. 7689/42.—27.5.1943.)

A new 0·303-in. gas-operated machine gun, designated Gun, Machine, 0·303-in. Hefah (V), Mark I, is being introduced into the Naval Service.

2. The magazine used with this gun is a particular type of 100-round Bren magazine embodying certain minor manufacturing differences in the mouthpiece. Magazines so manufactured will be stencilled in white paint "BREN & HEFAH" and marked "B. & H." on the underside. Only these magazines can be used with Hefah guns. Any Bren magazine can be used with a Bren gun but internally greased magazines should not be used.

3. To ensure that magazines will go into position on the guns when the bolt is in the forward position, it is essential that after fully loading, one round is removed. This also prevents the possibility of the first round to leave the magazine jamming in the mouthpiece.

4. After loading, magazines must be tensioned in the direction of the arrow on the top cover plate, $5\frac{1}{2}$ turns by means of the winding handle. From time to time the tension should be checked by means of a spring balance applied to the end of the winding handle. This should be $8\frac{1}{2}$ to $9\frac{1}{2}$ lbs. for the Mark I and $7\frac{3}{4}$ to $8\frac{3}{4}$ for the Mark II Magazine. Should it be less, the tension should be increased one half turn, being equivalent to $\frac{1}{2}$ lb. Whenever possible the tension on the ready-use magazines should be reduced to $\frac{1}{2}$ turn in order to avoid over-stressing the springs, which results in mal-feeds.

5. All ammunition before loading into magazines for Hefah guns must be lightly coated with Cooper's Grease No. 4.

2373.—Mortars, B.L., 4-in., Mark I—Interchangeability in Mounting

(A.S./G. 012316/42.—27.5.1943.)

Mountings for B.L., 4-in., Mark I, mortars differ in the type of elevating racks fitted. It is essential that mortars have particular pattern catches elevating lever to enable them to fit. Details are as follows:—

- (1) Mountings Nos. 1 to 32 inclusive are fitted with old pattern elevating racks. Mortars fitted in these mountings must have Mark I catches elevating lever.
- (2) Mountings Nos. 33 and later are fitted with new pattern elevating racks and mortars for fitting in these mountings should have Mark II catches elevating lever. Mortars with Mark I catches elevating lever can also be fitted in mounting Nos. 33 and later provided the catch is adjusted in accordance with A.F.O. Diagram 156/43 to suit.

2374.—Gun Mountings—4-in., H.A., Twin Mounting, Mark XIX—Safety Percussion Firing Gear—As. and As.

Ships Concerned, Dockyards and Repair Establishments

(G. 0565/43.—27.5.1943.)

A simple addition to the existing arrangements for percussion firing on the above mountings, which prevents the gun being fired when on a dangerous bearing, has been evolved by a seagoing ship.

2. A.F.O. Diagram 159/43 (1-2) show an addition to the existing safety firing gear in order to make it impossible to fire by percussion when in a danger position.

3. Commanding officers of ships concerned should arrange for this modification. to be carried out at the first opportunity, by ship's staff with the assistance of dockyards, depot ships or repair establishment, where necessary.

4. The register number of mountings modified should be reported to the Admiralty.

5. An item, Classification B, is to be inserted in the ship's list of As. and As. to cover the work.

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

2375.—Gun Mountings—0·5-in., Twin, Mark V—Fitting Trunnion Guide Plates

Ships concerned and Coastal Force Bases

(G. 1228/43.—27.5.1943.)

To prevent gun failures, caused by belts working up and fouling the trunnion opening, trunnion guide plates should be fitted in accordance with A.F.O. Diagram 158/43.

2. The work is to be classed as a defect item, and is to be carried out by ships, staffs and coastal force bases concerned.

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

2376.—Apparatus Air Defence—2-in., Mark IIP Pillar Box Mountings—Depression Control Gear

(G. 01543/43.—27.5.1943.)

Depression control gear for fitting to 2-in. II (P) pillar box mountings is shown in A.F.O. Diagram 166/43.

2. Base staffs should arrange for this gear to be made and fitted where necessary.

3. A safety margin angle of ten degrees is necessary between the line of fire and any object.

2377.—Ammunition—40-mm. Bofers—Interchangeability of Ammunition and Chargers of British and American Manufacture

(G. 02632/43.—27.5.1943.)

Trials indicate that although British and American ammunition is completely interchangeable, the American charger will only function correctly in the American gun. The British charger functions correctly in either British or American guns.

2. American ammunition is all supplied in chargers and must not be issued to or used in British guns.

3. D.E.M.S. staff officers are to note this.

2378.—Ammunition—Boxes, Projectile, containing Shell, Q.F., 4·7-in., Marks IX-XII Gun, S.A.P., of U.S.A. Manufacture

(A.S. 17971/41.—27.5.1943)

Shells, Q.F., 4·7-in. Marks IX-XII gun, S.A.P., of U.S.A. manufacture, are being packed in boxes which have no handles and are not to service design (Box Projectile, Q.F., 4·7-in., P. 58).

2. H.M. ships outfitted with these shell are not fitted for boxed stowage, and would therefore not normally require to embark these boxes.

3. Packages on becoming empty might however be utilised for other natures of B.L. and Q.F., 4-7-in. shell which may be required for issue to ships in which boxed stowage is still in use, e.g. D.E.M.S. and in such ships security of stowage and ease of supply of ammunition to the guns are important. It is therefore most desirable that boxes supplied for retention on board should be those of service design, and whenever possible, supply depots should arrange repacking. If this cannot be arranged, the screws in the U.S.A. boxes should be reduced to 6 in number.

4. There is no objection, however, to the use of U.S.A. boxes for storage or for transport of shell to ships in which stowage is arranged in lockers and shell bins. If boxes are received with metal straps on them, these straps should be removed at once to facilitate stacking in storage and transport.

5. D.E.M.S. Staff Officers are to inform merchant ships.

(A.F.O. 2037/43 is cancelled.)

2379.—Aircraft Ammunition, Pyrotechnics—Flares, Aircraft, Reconnaissance 4·5 in. and Fuze No. 35—Amendment to A.P. 1661E

(G. 1706/43.—27.5.1943.)

The following method of reeving the lanyard adaptor has been found more satisfactory than that given in A.P. 1661E, Volume I, Section 6, Chapter 3, Para. 24, Sub-sections IX and X, as amended by C.A.F.O. 670/43 :—

(ix) Gently pull the tag on the end of the lanyard and draw out the folds of the lanyard from the gummed paper until a length of 5 in. is free.

(x) Pass the cross bar of the tag down through the forward hole in the saddle plate. Pass it next beneath the cross pin in the firing plug, then up through the rear hole of the saddle plate. Then pass it over one side of the saddle and up through the rear hole; over the same side again and once more up through the rear hole, making two complete turns round one side of the rear of the saddle plate. The tag is then to be seated squarely on the saddle plate and any slack in the lanyard taken up so that the turns jam and no weight comes on the tag.

Note.—Whenever possible, the following operations, (xi) and (xii), are to be performed after the flare has been attached to the carrier, as this gives added safety.

2. Paragraph 29, sub-paras. (1) and (2) of the same chapter, should be amended for naval service to read :—

When the flare has been secured under the carrier, proceed as follows :—

(i) If the flare is attached to a light series bomb carrier, carefully pull out the loop end of the lanyard, withdraw sufficient lanyard and secure the loop to the quick release pin on the No. 1 or IA attachment of the carrier.

(ii) If the flare is attached to a Universal Bomb Carrier, carefully pull out the loop end of the lanyard, withdraw sufficient lanyard and secure the loop to a forward standing part of the carrier beam.

3. A notation should be made in copies of A.P. 1661E, Volume I, against the paragraphs affected calling attention to this order, and any previous notation erased.

(A.P. 1661E, Volume I.)

(C.A.F.O. 670/43, C.A.F.O. Diagram No. 50/43 and Message No. 575R are cancelled.)

2380.—Anti-Aircraft Fire Control—Close Range Weapons—Sights—Mesothorium Tubes for Foresights—Replacements

(G. 0327/43.—27.5.1943.)

Consequent upon the fitting of clips containing mesothorium tubes for the illumination of foresights in various gun mountings, in accordance with A.F.O. 2148/41 and B.R. 294, arrangements have been made for the following stocks as a first supply, to be held at the bases enumerated for replacement, and should be demanded as necessary :—

(a) Home bases—24 in No. sets each.—To Clyde, Liverpool, Barrow, Belfast, Cardiff, Falmouth, Southampton, London, Lowestoft, Hull, Middlesbrough, Newcastle and Leith.

(b) Bases abroad—48 in No. sets each.—Gibraltar, M.E.D. Alexandria, Port Said, Simonstown, Freetown, C.S. Durban, Kilindini, Bombay, Halifax, Colombo, Sydney, Melbourne, Reykjavik, New York, Jamaica, Trinidad and Wellington (N.Z.).

2. Demands should be made from Fitting-Out Gun Mounting Overseers for the ports of (a) above and from the local Administrative Authority for the ports of (b) above.

3. Admiral Superintendent, Portsmouth, will supply and despatch the sets.

(A.F.O. 2148/41—not in annual volume—and B.R. 294.)

2381.—Anti-Ship Fire Control—Miscellaneous Control Systems and Instruments—Star Shell Deflection Calculator Illumination—As. and As.

Ships, H.M. Dockyards and Refitting Yards concerned

(G. 1691/43.—27.5.1943.)

The revised illumination arrangement for the star shell deflection calculators, Marks III and IV, promulgated in A.F.O. 279/36 and made applicable to all calculators in service has been found unsuitable to war conditions. The illumination is considered to be uneven and, because of glare, to be prejudicial to the night vision of bridge personnel.

2. It is intended to overcome these objections as follows :—

(a) A modification of the reflecting pattern painted on the outer surface of the inner glass of the instrument has been evolved which greatly improves the distribution of light thus permitting a reduction of intensity of overall illumination.

(b) By fitting a dimming switch this intensity may be adjusted to suit varying night conditions.

3. It has been decided, therefore, to fit these inner glasses painted with the modified reflecting pattern to all star shell deflection calculators and to fit dimmers, Pattern 5959B in the illumination circuits as ships come in hand for refit at home yards or shipbuilders.

4. The dimmer should be connected in the flexible cable Pattern 6055 between the junction box, Pattern 3730 (or 7957) and the calculator. In the cases where an on-off switch is provided for independent control of the calculator illumination, this should be replaced by a junction box, Pattern 3730, and the dimmer wired as above.

5. Commanding Officers of ships concerned should include an item, Classification B, in their lists of As. and As. to cover the work involved.

6. A.F.O. Diagram 155/43 shows the modified arrangement of the reflecting surfaces on the inner glass, and is reproduced full size for the cutting of stencils, so that ships' staffs may make the modifications on board—where this is considered desirable.

7. Purchase of the necessary glasses is being arranged and overseers and dockyard officers concerned should forward demands, as required, to the Naval Store Officer, Miller Arcade, Church Street, Preston. When the new glasses have been fitted, those replaced should be returned to the nearest dockyard or Royal Naval Store Depot for despatch to the manufacturers for modification. A contract for this work will be arranged at the Admiralty.

(A.F.O. 279/36—not in Annual Volume).

(This Order should be retained until complied with.)

2382.—Miscellaneous Magazine Stores—Labelling of Boxes containing Explosives

(A.S. 5253/43.—27.5.1943.)

An accident has recently occurred at a naval armament depot through grenades No. 36 being returned from H.M. ships in Boxes A.S.A., H.3, labelled "Cartridges, S.A., 0·303-in. Ball, Mark VII".

2. The attention of all concerned is specially drawn to the instructions in Article 22, N.M. & E.R., regarding the necessity for ensuring that explosives are packed into correctly marked packages and to the absolute need for ensuring that old labels and markings are removed or completely obliterated from any boxes which may be utilised for packing explosives other than those for which the boxes are labelled or stencilled.

2383.—Torpedoes—21-in., Marks VIII and IX**—Introduction of Blank St. No. 6775A for A.B. Gyroscope Seating**
(A.S. 6083/43.—27.5.1943.)

To enable the pipes leading from the A.B. gyroscope seat to the steering cylinder in the tail of 21-in., Marks VIII** and IX** torpedoes to be tested for air-tightness, a modified gyro seat blank, in which the L.P. air supply pipe is connected by internal passages to the supply pipes to the steering cylinder has been introduced. The modified blank is shown in A.F.O. Diagram 157/43.

2. The modified blanks will be accounted for as follows:—

Section III

Blanks for gyroscope seat in afterbody ... St. No. 6775A

3. Existing blanks, St. No. 6775, are being modified to St. No. 6775A in torpedo depots, but blanks, St. No. 6775, carried in chests on board ships and vessels are not to be returned specially for this modification.

4. Torpedo maintenance routines will be amended in due course to include a test of the air pipes to the steering cylinder, using the modified blank.

2384.—Aircraft Torpedoes, 22-4-in, Mark XIII—Use of Calcium Phosphide Torch Pots
(T. 08957/43.—27.5.1943.)

Experience has shown that water venting from the exercise head due to altitude pressure changes is liable to ignite the calcium phosphide torch pot.

2. Torch pots are not therefore to be used until further instructions are issued.

2385.—Practice Running with 21-in., Mark IX Torpedoes Fitted with 21-in. Mark IXB Blowing Heads—Air Charges to be Used**
(Part T. 08881/43.—27.5.1943.)

In order to increase the buoyancy of 21-in., Mark IX**, torpedoes fitted with 21-in., Mark IXB blowing heads on shutting off at the end of a practice run, the minimum air charge, as laid down in the Torpedo Firing Manual (C.B. 4099(4), Table No. 86) for the conditions of the practice, is to be used as the air vessel pressure when preparing the torpedo before running.

2. Attention is drawn to the definition of the "minimum air charge" given in the Torpedo Firing Manual. The use of the minimum air charge ensures that the torpedo will run its set range at the speed set.

2386.—Oropesa Minesweeping Equipment for B.Y.M.S.—Replacement
(T. 1126/43.—27.5.1943.)

B.Y.M.Ss. are fitted with American type Oropesa minesweeping equipment as detailed in columns 1 and 2 of the following schedule. When replacement of any item of American manufacture becomes necessary, stores of British naval patterns as detailed in column 3 should be supplied in lieu.

Existing Item (American Type)	Establishment	British Replacement
1.	2.	3.
<i>Sweep Wire</i> , $\frac{1}{2}$ in. dia., 6 by 19, galv., R.H., 300 fms., one end whipped other end with thimble.	2 in No.	Rope, sweep, S.W. rope, serrated, $1\frac{1}{2}$ in., R.H., Pattern 8743 R.
<i>Sweep Wire</i> , $\frac{1}{2}$ in. dia., 6 by 19, galv., L.H., 300 fms., one end whipped, other end with thimble.	2 in No.	Rope, sweep, S.W. rope, serrated, $1\frac{1}{2}$ in., L.H., Pattern 8743 L.
<i>Depressor Wire</i> , $\frac{5}{8}$ in. dia., 6 by 19, galv., R.H., 60 fms.; inboard end whipped, outboard end with thimble.	4 in No.	Rope, kite, F.S.W. rope, $1\frac{1}{4}$ in. by 100 fms., Pattern 8736.

Existing Item (American Type)	Establishment	British Replacements
1.	2.	3.
<i>Shearing Pin Coupling</i> . To shear at 16,000 lbs.	2 in No. (and 6 spare pins)	—
<i>Pelican Hook</i>	2 in No.	Slips, Pattern 1914. Shackle, Pattern 5444.
<i>Kite Multiplane Depressor, Mark II</i> . Complete with chain slings, depressor pendant swivel, swivel snatch block and shackles.	2 in No. and 1 set of chain slings with depressor pendant, 2 snatch blocks as spare.	Kite - Otter, multiplane, Pattern 8733; Slings, kite, Pattern 8731; Pendant, rope, Pattern 8737; Snatch Blocks, Pattern 8938; Shackles, Pattern 5344.
<i>Kite Multiplane Otter, Mark II</i> . Complete with chain slings, beam, swivel and shackles.	2 in No. and 1 kite and 1 set of otter slings as spare.	Kite - Otter, Multiplane, Pattern 8733; Slings, Otter, Pattern 8754.
<i>Cat Hook</i>	4 in No.	Davey Hook, Pattern 7805.
<i>Float, Mark III</i> , with flag, flag-staff and portable stowage chocks.	2 in No.	Float, Pattern 8742.
<i>Float Rope</i> , $\frac{1}{2}$ in. dia., 6 by 19, galv., R.H. Lengths 5-ft., 10-ft., 20-ft., 30-ft. Thimble and $\frac{5}{8}$ -in. screw pin shackle, jaw open 1 in. at one end, thimble at other end of each length.	3 in No. of each	Rope, float, Pattern 8745A to F.; Swivel, Pattern 8740; Shackle, Pattern 5342.
<i>Wire Rope Grip</i> (2 for $\frac{1}{2}$ in. dia. and 2, for $\frac{5}{8}$ in. dia.) Steel Klein Co. Grip 6 by 19 wire rope, No. 1628-16.	4 in No.	Carpenter's Stoppers, Patterns 24 and 25.
<i>Hook, Recovery</i>	2 in No.	Recovery Hook, Pattern 8722; Socket, Pattern 8735.
<i>Pole, Recovery</i>	2 in No.	Stave, boathook, ash, 10-ft.
<i>Cutter, Mark IX</i>	6 in No.	Cutter, Pattern 8931.
Wire Rope Clips for $\frac{1}{2}$ -in. dia. rope	24 in No.	Grips, Bulldog, Pattern 720.
Wire Rope Clips for $\frac{5}{8}$ -in. dia. rope	16 in No.	Grips, Bulldog, Pattern 719. Grips, Bulldog, Pattern 723—(for $1\frac{1}{4}$ -in. circumference rope).

2387.—Depth Charge Equipment—Modifications to Depth Charge Rails and Templates—As. and As.

Ships in Commission

(T. 1077/43.—27.5.1943.)

In order to provide pull-off bars for primer and pistol safety gears and to enable American depth charges to be carried, the 10° portion of all existing depth charge rails is to be modified as shown on A.F.O. Diagram 162/43 (1) (M.S. Sk.20104/13).

2. The modifications and additions include the following :—

(a) If the angle irons forming the upper rails are not equal in strength to 2 in. × 2 in. × $\frac{5}{8}$ in. thick angles, they should be replaced by this section angle bar throughout the 10° portion.

(b) The vertical clearance between the upper and lower rails to be adjusted to $17\frac{7}{8}$ in. + $\frac{1}{8}$ in. - $\frac{1}{16}$ in. either when fitting new upper rails as at (a) or by means of strips fitted to the underside of the flange of the upper rail.

(c) The horizontal clearance between the lower rails to be adjusted to 2 ft. 4 $\frac{1}{2}$ in. + $\frac{1}{16}$ in. - $\frac{1}{8}$ in. by means of strips fitted to the inside of the flanges of the lower rails. A strip should be fitted to one or both rails as convenient to suit the relative position of the upper and lower rails. The forward end of the strips should be chamfered to avoid the possibility of a depth charge jamming as it enters the 10° portion of the rails.

(d) Pull-off bars with links for withdrawing the pistol and primer safety gears are to be fitted as indicated. The bar on the primer side of the rails involves a modification to the intermediate vertical rail support shown at "E.E."

(e) Stop bars are to be fitted at the inboard end of the 10° portion and between each three charges on the 1 $\frac{1}{2}$ ° portion of the rails. A typical method of fitting the stop (which should be 2 in. × 2 in. × $\frac{5}{8}$ in. angle bar) without increasing the length of rails is indicated on the diagram.

3. The existing gauge and template for checking the depth charge rails are to be modified in accordance with the dimensions shown on A.F.O. Diagram 162/43 (2-3) (M.S.Sk.19511/11 and /12 respectively). The instructions for gauging the rails are indicated on the diagrams.

4. All ships fitted with depth charge rails are to insert an item, Classification "A", in next list of As. and As. for rails to be modified, quoting this order as the authority for the work to be carried out.

(A.F.O. 46/43 is cancelled.)

2388.—Depth Charge Traps—Modification to Check Pawls

H.M. Ships

(T. 1140/43.—27.5.1943.)

To increase the reliability of the hydraulically and hand-operated depth charge traps, the check pawls should be modified as indicated in A.F.O. Diagram 170/43.

2. An item classification "A" to cover the work involved should be inserted in the next list of As. and As.

2389.—Detonators, Electric, No. 21, Mark VII—Failures

(A.S. 6822/43.—27.5.1943.)

Failures have recently been experienced with Detonators, Electric, No. 21, Mark VII, affecting the following lots :—

Lot 33	B.R. 7/41
Lot 34	B.R. 7/41
Lot 35	B.R. 7/41

2. Detonators, Electric, No. 21, Mark VII, of these lots are to be landed by H.M. ships at the nearest N.A. depot, and Detonators, Electric, No. 21, Mark VII, of proved lots drawn in lieu.

3. Any Holders, Detonator, Mark II, fitted with Detonators, Electric, No. 21, Mark VII, of the lots referred to in paragraph 1 above should be landed and Holders, Detonator, Mark II, fitted with Detonators, Electric, No. 21, Mark VII, of proved lots should be drawn in lieu. The Holder, Detonator, Mark II, fitted with Detonators, Electric, No. 21, Mark VII, is used in Mine "M₁", Mark II.

2390.—Batteries, Alkaline, Pattern No. S117, for Automatic Emergency Lanterns—Behaviour in High Temperatures

(T. 3179/42.—27.5.1943.)

In view of the importance attached to maintaining automatic emergency lanterns in good working order, it is most desirable that they should be kept at moderate temperature, and the attention of ships' officers is drawn to B.R.268(9), paragraphs 225-228, which deal with the adverse effect of high temperatures on alkaline cells.

2. Although the capacity of an alkaline cell is greatest at about 120°F., this is, for other reasons, too high a temperature for the satisfactory working of the cell. These reasons are the direct attack of the electrolyte upon the positive plates, causing a loss of charge on open circuit, and a more serious reaction which causes a permanent loss of capacity which cannot be restored by subsequent treatment.

3. At low temperatures the output is reduced, but down to freezing point (32° F.) the reduction does not amount to more than 10 per cent.

4. The best temperatures for alkaline cells lie, therefore, in the middle of this range (60°-90° F.), and, because damage at high temperatures is permanent, the maximum permissible temperature is 115° F.

5. In siting battery units for the emergency lighting of boiler gauge glasses (A.F.O. 1277/42), the above facts must be taken into account, and in order to keep the batteries in a temperature not exceeding 115° F, a wider separation of battery and unit must in some cases be accepted.

6. Where difficulty is experienced in siting automatic emergency lanterns in hot compartments, such as dynamo rooms, evaporator compartments, etc., in positions with temperatures below 115° F, consideration should be given to their replacement by the boiler gauge glass relay units authorised by A.F.O. 1277/42, quoting this A.F.O. as authority.

7. These replacements should be kept to a minimum.

(A.F.O. 1277/42.)

2391.—Overload Relays for Ring Main, Feeder and Supply Breakers and Multicore Cable Sealing Ends

Ships and dockyards concerned

(D./P. 1661/43.—27.5.1943.)

Instances have occurred of tracking having taken place on the synthetic resin impregnated switch bases of overload relays mounted on the positive pole of ring main breakers. This tracking has occurred between the iron circuit of the relay to which the switch base is secured and the negative contact block of the overload relay trip switch.

2. It has also been reported that tracking has occurred between cable spills of opposite polarity across the insulated bases in multicore cable sealing ends.

3. A.F.O. 299/43 refers to the treatment of insulation bases with "anti-tracking" varnish, and Commanding Officers are to arrange for the application of this varnish to the insulation bases referred to above at the first opportunity, priority being given to W.T. breakers since tracking is most likely to occur in these breakers. The insulation bases in multicore cable sealing ends should be treated on both sides when used with rubber insulated cables and on one side when used with paper insulated cables. An appropriate item is to be inserted in the ships' defects lists (pink) to cover the work involved.

4. Attention is also drawn to the fitting of air dryers inside watertight breaker cases as laid down in A.F.O. 1807/41 and to the instructions for reconditioning issued by the makers with the dryers.

5. The following quantities should be obtained by local purchase by Superintending Naval Store Officers, Mersey and Severn Areas, from one of the firms mentioned in A.F.O. 299/43 and shipped as shown :—

From	To	Quantity
Mersey	Gibraltar... ..	3 gallons
	Alexandria	2 gallons
	Malta	1 gallon
Severn	Bermuda... ..	1 gallon
	Simonstown	1 gallon
	Durban	3 gallons
	Freetown	2 gallons
	Kilindini	3 gallons
	Ceylon	2 gallons

(A.F.Os. 1807/41 and 299/43.)

2392.—Torpedo Stores—Rings, St. No. 956A—Introduction

(A.S. 14683/42.—27.5.1943.)

To facilitate production, it has been approved for Rings, St. No. 956, to be manufactured in Nitralloy steel in lieu of steel with a copper (bronze) lining.

2. The new rings will be accounted for as :—

Section IV	St. No.
Rings, connecting rod ends, engine	956A

and are completely interchangeable in supply with Rings, St. No. 956.

2393.—Gyro Compass Rotor Bearings—Supply of Spares

Ships Fitted with Mark V and Sperry Commercial Mark VIII and Mark XIV Gyro-Compasses—Depot Ships and Bases concerned

(N.S. 20924/43.—27.5.43.)

In view of the consistently satisfactory results obtained from the use of rotor bearing, Mark V, Pattern 6912, and rotor bearing Mark VI, Pattern 7200, no further supplies of these articles as spares will be made to individual ships.

2. Spares will, however, continue to be supplied to the Depot Ships and Bases which carry an establishment of gyro-compass spares.

3. The Sea Store Establishments concerned will be amended.

2394.—“Apple-Ring” Type Fenders—Manufacture of—from old Cordage Coir Fenders—Economy in Use of

(N.S. 28338/42.—27.5.1943.)

As new cordage is in short supply, fenders, Patterns 307, 308 and 309 should, in view of their relatively short life, be conserved as much as possible and their use restricted to the protection of comparatively frail craft.

2. Fenders made up of old motor-car tyres, as formerly sometimes used in lieu of the fenders referred to above, are not now being produced. Fenders of the “apple-ring” type, as Patterns 897, 898 and 899, made up of old cordage locally, or on board ship, are to be used generally in lieu.

3. These latter fenders are made up of lengths of old hemp, manila, or, preferably, Coir or grass hawser, coiled into a ring of the required size and weight, similar to a motor-car tyre, and completed by binding in a series of half hitches with 2-in. or 3-in. tarred hemp.

2395.—Motor Boats and Small Craft Fitted with American Petrol or Diesel Machinery, Excluding C.F. and C.O. Craft

(D. 5576/43.—27.5.1943.)

When replace items of machinery are required for craft fitted with American engines, the authorities concerned are to demand on agents in the United Kingdom who should be requested to state whether the items can be provided from stocks held in this country. Stock items may be purchased direct. If the agents cannot supply from stock they are to be informed that the Admiralty will arrange supply.

2. All demands for replacement items not available from agent's stocks are to be forwarded to the Director of Dockyards Department, and it is to be stated what degree of priority is involved for the service for which the items are required.

3. In view of the time required to obtain replacements from the U.S.A., demanding authorities should consider ordering items in advance and to cover future replacements whenever such requirements can be foreseen.

2396.—Engine Order Telegraph Transmitters of Messrs Robinson's Design

(D. 02667/43.—27.5.1943.)

An instance has recently occurred in which displacement of the locking fork fitted to the handwheel of an engine order telegraph transmitter of Messrs Robinson's design caused the telegraph to jam at a full speed order.

2. The arrangement of the locking fork referred to above is shown on A.F.O. Diagram 164/43.

3. The Commanding Officers of ships fitted with Messrs. Robinson's engine order telegraphs incorporating this feature are to examine them immediately, and take the first opportunity of ensuring that

- (1) sufficient clearance is provided between the two lugs of the locking fork (marked A on diagram) to permit adequate tightening-up by the pinching screw ;
- (2) the lock-nut of the pinching screw is riveted over to prevent slacking back ;
- (3) the recess in the handwheel rim (marked B on diagram) in which the toe of the fork operates is machined or filed square at the corners, and provides satisfactory abutment faces between the fork and wheel, such that there is no tendency for the fork to be forced away from the wheel on impact.

2397.—Machines, Valve, Reseating, Pattern 10—Allowance

Frigates and Corvettes

(N.S. 12527/43.—27.5.1943.)

The present allowance of one valve-reseating machine, Pattern 10, to frigates and corvettes, has been withdrawn.

2. Ships concerned in commission should return the machine to the nearest storing yard or depot. Issue vouchers for supply of these machines to vessels under construction should be cancelled by warrant and storing yards, return of machines from ships not yet in commission being arranged as necessary.

3. The establishments of naval stores concerned will be amended.

(C.-in-C., *Western Approaches*, No. W.A. 3760/3415.M., 27.12.42.)

2398.—Sealing Discs on Catapult Trolley Retardation Cylinders—Alternative Material for.

H.M. Ships fitted with D.III.H. Catapults.

(D/CP. 61866/43.—27.5.1943.)

In view of the need for economy in the use of rubber it has been decided to discontinue the supply of rubber sealing discs as used on the trolley retardation cylinder of D.III.H. Catapults and to substitute discs manufactured from pipe jointing material for this purpose.

2. The new type discs will be secured to the face of the trolley cylinder by means of a ring and make-up piece as shown in A.F.O. Diagram No. 163/43.

3. The undermentioned gear will be supplied to ships concerned without demand for this purpose and ships' officers are to arrange for the fitting of the gear on receipt by ships' staff in accordance with A.F.O. Diagram No. 163/43. Two sets of the gear will be supplied (one for each trolley) to each ship, each set consisting of:—

- 1 make-up piece.
- 1 joint for ditto.
- 1 retaining ring.
- 12 $\frac{1}{4}$ -in. B.S.F. screws.
- 13 $\frac{3}{8}$ -in. B.S.F. „

In addition the undermentioned gear will also be supplied to each ship:—

- 36 $\frac{1}{4}$ -in. B.S.F. screws (spare).
- 200 Klingerite sealing discs.
- 1 linen print of new parts.

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

2399.—Oil Fired Galleys, etc., fitted with the Steadiflow Oil Burning Equipment—Instructions for Operation and Maintenance

(E. in C./P. 57759/41.—27.5.1943.)

With reference to A.F.O. 448/41, experience has shown the need for an alteration to the arrangement of furnace, etc., for Pattern 9A (modified) firehearth when fitted with the Steadiflow oil burning equipment.

2. The revised arrangement is shown in A.F.O. Diagram 161/43, which should replace A.F.O. Diagram 41/41 issued with A.F.O. 448/41. It should be noted that the three bricks, "A", "B" and "C", formerly fitted beneath the hot plate are not now required.

3. Ships fitted with Pattern No. 9A (modified) firehearth should arrange for the necessary modification to brickwork in the furnace at the first convenient opportunity.

(A.F.O. 448/41.)

(A.F.O. Diagram No. 41/41 is cancelled.)

2400.—D/F Outfit F.M.12 and Signal Communications for Submarines and Miscellaneous Ships—Fitting-out Information

(S.D. 0980/43.—27.5.1943.)

Admiralty Signal Establishment Preliminary Specifications No. B.213/43 and B.165/42 have been prepared to show the method of fitting and wiring D/F outfit F.M.12 and signal communications for submarines and miscellaneous ships respectively.

2. Copies of the specifications have been forwarded to Commanders-in-Chief, Eastern Fleet and Western Approaches; Admirals Superintendent, Chatham, Devonport, Portsmouth, Orkneys, Malta and Rosyth; Flag Officers, West Africa, East Africa and Ceylon; Commodores Superintendent, Gibraltar and Simonstown; Commodores-in-Charge, Sheerness and Halifax; Commodore Commanding, Royal Indian Navy, Bombay; Captain-in-Charge, Bermuda; Captains Superintendent, Alexandria and Durban; Naval Officer-in-Charge, Londonderry; Deputy Superintendent, Pembroke; Naval Secretaries, Wellington, Melbourne (for officers concerned at Melbourne, Sydney and Fremantle); Secretary Naval Board (N.D.A.), Ottawa and B.A.M.R., Washington.

3. Copies of Preliminary Specification No. B.165/42 have also been sent to Director of Coastal Forces Material.

4. Copies of the specifications have also been forwarded to the Warship Production Superintendents, Scottish, East Scotland, Belfast, South Wales, North Western, North Eastern, Humber, Southern and Thames Areas; and to the Warship Electrical Superintendents, Scottish, North Western, North Eastern, South Wales, London, South Western and Northern Ireland Areas. The Principal (Ship) Overseers and Emergency Repair Overseers of all ships concerned are

therefore to apply to the Warship Production Superintendents of their areas for the appropriate A.S.E. Specification in accordance with the procedure laid down in A.F.O. 790/40.

5. It is to be noted that Preliminary Specification No. B.165/42 supersedes the existing Specification No. 9004 so far as submarines and miscellaneous ships are concerned.

6. Any advance fitting-out drawings, etc., for D/F outfit F.M.12 which may already have been distributed are superseded by Preliminary Specification B.213/43, and should be destroyed.

(A.F.O. 790/40)

2401.—R.D.F. Sets—Types 232M(2)/M(4)/P(1)/P(2)/P(3)/Q, 233, 234/5M(2)/M(4)/P(4) Panels 3AH Transmitting (Lower Front), Pattern W2404—Modification to Valve Holder for Rectifying Valve NU4.

(S.D.—27.5.1943.)

To prevent puncture of the glass of the rectifying valve NU4, Pattern 7415, which occurs in the "E" design of valve if the holder is left "floating," it is necessary to introduce the following modification in Panels 3AH Transmitting (lower front), Pattern W2404, Serial Nos. 1 to 330, and 561 to 755 fitted as part of the above sets. Panels 3AH with serial numbers other than those quoted will have had the modification incorporated.

2. Staffs of ships concerned, assisted where necessary by depot ship's staffs, are to carry out the modification in accordance with A.F.O. Diagram 165/43 (A.S.E. Drawing 36965) and the following instructions:—

- (i) The metalwork of the valveholder for rectifying valve NU4, Pattern 7415, is to be connected to the anode terminal.
- (ii) This connection should be made by a piece of wire going as straight as possible from "A," the terminal mounted on the pillar projecting from the top right-hand corner of the valve panel, to "B," the right-hand fixing screw which secures the top part of the valve-holder to the valve panel.

2402.—A.C. Supply Outfits DVB, DVC, DVD and DVE and Aerial Outfits ASD/ASH—Fitting-out Information

(S.D. 03220/43.—27.5.1943.)

A.S.E. Preliminary Specifications Nos. B.96/43 and B.200/43 have been prepared to show the method of fitting and wiring A.C. supply outfits DVB, DVC, DVD and DVE and aerial outfits ASD/ASH respectively.

2. Copies of the specifications have been forwarded to Commanders-in-Chief Eastern Fleet, and Western Approaches; Admirals Superintendent, Chatham, Devonport, Portsmouth, Orkneys, Malta and Rosyth; Flag Officers, West Africa, Ceylon, East Africa; Flag Officers-in-Charge, Milford Haven and Aden (for R.D.F. Officers); Commodores Superintendent, Gibraltar and Simonstown; Commodores-in-Charge, Sheerness and Halifax; Commodore Commanding, Royal Indian Navy, Bombay; Captain-in-Charge, Bermuda; Captains Superintendent, Alexandria and Durban; Naval Officer-in-Charge, Londonderry; Deputy Superintendent, Pembroke; Naval Secretaries, Wellington and Melbourne (for the officers concerned at Melbourne, Sydney and Fremantle); Secretary, Naval Board (N.D.A.), Ottawa and B.A.M.R., Washington.

3. Copies of Preliminary Specification B.200/43 have also been sent to Director of Coastal Forces Material, and Commanding Officers H.M. Ships "Fox", "Midge", "Mantis", "Bee-hive", "Wasp", "Aggressive", "Hornet", "Attack", "Bee", "Dartmouth II", "Mosquito" and "Regale".

4. Copies of the specifications have also been forwarded to the Warship Production Superintendents, Scottish, East Coast of Scotland, North Western, North Eastern, Southern, South Wales, London, South Western and Northern Ireland Areas. The Principal (Ship) Overseers and Emergency Repair Overseers of all

ships approved to be fitted with A.C. Supply Outfits DVB, DVC, DVD and DVE or Aerial Outfits ASD/ASH are, therefore, to apply to the Warship Production Superintendents of their areas for the appropriate specification in accordance with the procedure laid down in A.F.O. 790/40.

5. It is to be noted that any advance fitting-out drawings, etc., which may already have been distributed are superseded by this specification and should be destroyed.

(A.F.O. 790/40.)

2403.—Supply of Radio Equipment to Ships under Construction, Conversion, Refit or Repair

(N.S. 27330/42.—27.5.1943.)

DEFINITION

The term "Radio equipment" includes all items of equipment specified in the W/T and R.D.F. establishments and "E" lists, and excludes all associated gunnery communication items.

LIST OF PARTICULARS

Ships building or converting

2. The Superintending Naval Store Officer, Haslemere, will prepare skeleton Lists of Particulars and request the appropriate officers to furnish any information required.

Ships under refit or repair

3. The Admiral Superintendent, Flag Officer or Naval Officer-in-Charge of the port at which any of H.M. ships is taken in hand for repair or refit is responsible that the details of radio equipment required for renewal or replacement of defective apparatus, or to meet approved modernisation programmes, are forwarded to Superintending Naval Store Officer, Haslemere, as soon as practicable after the vessel is taken in hand.

4. It is not possible for the Superintending Naval Store Officer, Haslemere, to forward stores until the detailed requirements are known. Thus it is not sufficient to demand say "One Type 49MR complete", since the Superintending Naval Store Officer will not be aware of the quantities of associated outfits and accessories (e.g., receiver outfits, deck insulators, etc.) which are required. The detailed quantities of items which are dependent on the notations shown in the list of assemblies and the remarks column of the appropriate establishment lists must, therefore, be estimated and forwarded as early as possible, due regard being paid to the quantities of serviceable items remaining in the ship.

5. The ship's ledger and permanent loan lists, if still available on board, provide information as to the quantities of W/T and R.D.F. stores originally fitted, and should be used as a guide in determining the quantities required after making allowance for any serviceable stores remaining on board. The quantities will obviously require amendment if structural alterations are involved.

6. In the event of the ship's ledger and permanent loan list having been lost or destroyed, and in the case of new types of W/T and R.D.F. sets being fitted, the necessary information must be obtained from the W/T establishments of stores (or "E" list if establishment lists have not yet been produced for the sets) which are supplied to all P.R.D.F.Os., P.W/T.Os. and emergency electrical repair overseers. The assistance of these officers may be invoked whenever necessary in the preparation of these demands. The W/T Officers who represent Captain Superintendent, Admiralty Signal Establishment, in the various shipbuilding areas are fully employed in dealing with new construction, and their services should not, therefore, be used except in cases of great urgency.

7. When only a small portion of a set or outfit requires replacement, e.g., on account of damage sustained, the ship concerned is to forward demands (S.134d) in detail to the Superintending Naval Store Officer, Haslemere, if, after enquiry, it is established that the components are not available locally. (This does not apply to normal replenishment and replacements, which are to be obtained from the ship's storing yard).

ARRANGEMENTS FOR SUPPLY

Ships building or converting

8. In order that delay to vessels building may be avoided, W/T stores required for fitting are to be available for issue at the undermentioned periods prior to the completion dates:—

Class	First Fitting Stores,		
	Insulators for Ship's Rigging	i.e. Machines, Power-boards, Oscillators, Panels, etc.	Bulk of Permanent Stores
	Months	Months	Months
Cruisers and above	12	9	6
Flotilla leaders	6	6	4
Destroyers and escort vessels ...	6	6	4
Depot ships	9	9	6
Submarines	—	9	6
Gunboats and other small craft ...	6	6	4
Sloops	6	6	4

9. R.D.F. sets will be allocated in accordance with the programme of fitting (see C.A.F.O. 503/42).

Ships under refit or repair

10. Application should be made by the Electrical Engineering Manager at dockyards and by the (Principal) Electrical Repair Overseer at commercial yards, through the local (Superintending) Naval Store Officer, to the Superintending Naval Store Officer, Haslemere, in good time to enable the stores to be despatched to arrive by the date required. A copy of the application should be sent to Captain Superintendent, Admiralty Signal Establishment, Lythe Hill, Haslemere.

CONSIGNMENT OF STORES

Ships building, converting, under refit or repair

11. All first outfits of radio equipment will be consigned to the (Superintending) Naval Store Officer of the Area, for Job No..... and local distribution by (Superintending) Naval Store Officer to the shipyards concerned will be arranged as required, to meet the programme of Technical Officers.

12. It is not practicable to include shipyards etc., in the Barrow Area, or the smaller boat-building yards, in this scheme, and outfits for these yards will still be sent direct.

13. Stores for ships at H.M. dockyards will be sent to (Superintending) Naval Store Officer for Job No.

NOTIFICATION OF URGENT REQUIREMENTS

14. It must be realised that at any time difficulty may be experienced in providing the complete range of items required for all sets, but every endeavour will be made to complete all essential equipments in the time available.

15. At commercial ports the (Superintending) Naval Store Officers are to keep Superintending Naval Store Officer, Haslemere, informed of the dates by which equipment is required to be delivered to conform with local fitting-out programmes. At dockyards similar action is to be taken by the Electrical Engineering Manager through the (Superintending) Naval Store Officer of the Yard.

HASTENING OF SUPPLIES

16. Hastening action with Superintending Naval Store Officer, Haslemere, for Radio equipment is to be taken only by the local (Superintending) Naval Store Officer (or Electrical Overseer, where no (S) N.S.O. exists), for private yards, or by the Electrical Engineering Manager in conjunction with the (Superintending) Naval Store Officer for Dockyards. Such hastening messages should not, therefore, be addressed to the Admiralty or to the Captain Superintendent, Admiralty Signal Establishment, though they may be repeated to these authorities at the discretion of the originator.

Note.—When considerations of urgency or importance are involved (e.g. where non-supply may affect the ship's completion date), such messages should be submitted through the appropriate Naval authority, i.e. Admiral Superintendent, Admiral Superintendent, Contract Built Ships; or Senior Naval Officer.

RETURN OF STORES

17. Any stores arriving at a shipyard after the ship concerned has left the port should be returned promptly to the (Superintending) Naval Store Officer of the port or district. The (Superintending) Naval Store Officer is to report details of all such returns in the monthly statement rendered to the Superintending Naval Store Officer, Haslemere.

TRANSFER OF STORES ALLOCATED TO SHIPS

18. It is essential that full details of transfer of stores between ships should be reported to Superintending Naval Store Officer, Haslemere, immediately in order that replacement may be arranged and any delay in completion of ships avoided. The (Superintending) Naval Store Officer responsible for rendering these reports is to be informed by the Electrical Overseers of any such transfers effected by them.

ESTABLISHMENT AND "E" LISTS

19. The Superintending Naval Store Officer, Haslemere, is responsible for the distribution of all establishment and "E" lists, and all requests for supply should be addressed accordingly. An additional copy of each list is to be supplied to all (Superintending) Naval Store Officers for local use.

(C.A.F.O. 503/42 and A.F.O. 6248/42.)

(C.A.F.O. 2125/41, A.F.O. 973/41 and A.F.O. 2846/41—not in annual volume—are cancelled.)

2404.—Asdic Installation—Types 144XB and 144XC—Establishment List—Errata

(N.S. 17642/43.—27.5.1943.)

List of errata No. 1, dated 25th March, 1943, to Establishment List No. A/S 95, dated 23rd January, 1943, for Asdic Installation, Type 144XB, has been prepared and copies will be distributed in due course to the services concerned by the Naval Store Officer, R.N. Store Depot, Bath.

2. This list of errata also incorporates the allowances of stores for Asdic Installation, Type 144XC, in List A/S95.

2405.—Hurricane Aircraft—Undercarriage Failures

(A.M.R. /A.A.S. 423/43.—27.5.1943.)

Instances have been reported of failure of Hurricane undercarriage linkage components probably due to strain, not immediately observed, resulting in collapse later.

2. When a heavy landing has occurred, the side stays and their attachments are to be examined for distortion and a careful check made that the plugs, Part No. A73049, remain co-axial with the struts, Part No. A73218.

3. Maintenance Schedules are to be amended provisionally as follows:—

(i) A.P. 1564 A & B, Volume II, Part 2—Hurricane I & II.

Section IA. After "Inspection Between Flights" operation 2 and "Inspection Daily" operation Uc. 1 add the following:—

"Note.—If heavy landing has been made, examine side stays for distortion and see that the plugs remain co-axial with the struts".

(ii) A.P. 1564A, Volume II, Part 2 (Naval). Sea Hurricane IA & IB. In Airframe Section "Between Flights and Daily Inspection" after operations A.2 and Uc. 1 add the above note and insert a reference to this A.F.O. in the reference column.

2406.—Martlet Aircraft—Damage to Undercarriage Winding Gear

(A.M.R. 2204/43.—27.5.1943.)

Several cases have been found where the teeth of the ratchet incorporated in the pinion, Part No. 23110C, enclosed in the hand crank gear box on Martlet aircraft have been sheared. This may be due to the attempted use of the locking lever as a brake while the undercarriage is being lowered.

2. In no circumstance is the lock to be applied in this way, which not only damages the part, but may prevent the winding gear from functioning due to the broken portions of the teeth jamming the mechanism.

3. Modification (U.S.) 89 introduces a stronger type of gear, and is embodied in all Martlet, Mark IV, and in certain Mark II aircraft.

4. Instructions for adjustment on the ground of the hand crank brake are contained in the Landing Gear Section of A.P. 2031, Vol. I, and in order to enable adjustment to be made in flight, where jacking facilities are not readily available, the adjustment screw may be modified in accordance with A.F.O. Diagram 167/43.

2407.—Naval Aircraft, Wheels—Fitting of Inner Tubes

(A.M.R. 2156/43.—27.5.1943.)

Reports have been received of valve connections of inner tubes having been found damaged. These defects are considered to be due to faulty methods of fitting.

2. Special care is to be taken when fitting inner tubes, and the instructions contained in A.P. 2337, Volume I, Section 2, Chapter 2, are to be carefully followed.

(A.F.Os. 395/43 and 1471/43.)

2408.—Docking on Middle Line and Bilge Blocks

H.M. Destroyers

(D. 028438/42.—27.5.1943.)

Although it is generally preferred that destroyers should be docked on centre line blocks and be adequately supported by breast shores, it has been the practice in certain foreign yards where small docks are not available, to dock or slip these vessels on centre line and bilge blocks without the use of breast shores. Recent reports show that use has been made of this method abroad with satisfactory results.

2. The bilge blocks used are of soft wood or are fitted with soft wood packing. The centre line blocks are not fitted with soft wood packing, to ensure that excessive load is not transferred from the centre line to the bilge blocks, due to crush of the former.

3. The tops of the bilge blocks are sloped so that they are tangential to the ship's bottom at the point where they touch. The top bilge blocks are temporarily secured 8-in. to 1-ft. further from the keel than their final position, and are pushed into place and secured by divers after the ship is resting on the blocks fore and aft, and the water level has been lowered a few inches.

4. No objection is seen to the adoption of this method of docking or slipping destroyers where local conditions render it desirable and Constructive Officers are satisfied as to the extent and spacing, etc., of the blocks used. Special attention should be given to ensuring that the ships are accurately centred on the middle line blocks.

2409.—Damage Control—Repair Party Messenger Bags

(N.S. 30526/42.—27.5.1943.)

The types of canvas bags to be used for damage control purposes by repair parties and messengers have been standardized.

2. Bags for ensigns, Pattern 2, are to be used for repair party bags, and stencilled in bold lettering "D.C.". Any other form of bag already in use on ships for a similar purpose should continue to be used but should be stencilled with the prescribed lettering.

3. As no existing item of Naval stores has been found suitable for use as a damage control messenger bag, a canvas bag of the envelope type, with the letters "D.C." stencilled on the outside, suitable for containing a signal pad, pencil and torch has been designed. The bag has been allocated Pattern No. 1155, and added to the Rate Book under Subhead D.4.

4. The allowances of the bags are shown in Parts I and II of A.F.O. 1642/43.

5. Instructions concerning demands for the articles and supply to ships of new construction are contained in A.F.O. 1642/43, but to meet demands of ships on foreign stations a first supply of messenger bags is being distributed as follows:—

Gibraltar—70; Levant—90; Durban 70; Simonstown—65;

Kilindini—65; Freetown—30.

6. The Rate Book and the Sea Store Establishments concerned will be amended.

(A.F.O. 1642/43.)

2410.—Stiffening at Break of Poop and In Way of Shaft Brackets—As. and As.
L.C.T. (4)

(D. 08305/43.—27.5.1943.)

Local fractures have occurred in the hull structure in a number of L.C.T. (4) in the upper-deck plating immediately before the poop, and in the outer bottom in the vicinity of the shaft brackets.

2. It has, therefore, been approved to modify the hull structure in all L.C.T. (4) in accordance with A.F.O. Diagrams No. 172/43 (1-2).

3. The work involved in fitting the stiffening is an approved alteration and addition item, Classification A.

(*A.F.O. 621/43 and A.F.O. Diagram 42/43 (1-2) are cancelled.*)

2411.—Modifications to Cabins of Executive and Engineer Officers—As. and As.

“Black Swan” Class Sloops

(P. 21660/42.—27.5.1943.)

To relieve congestion in the Engineer Officer's Cabin in H.M. Sloops of the “Black Swan” Class (1940 Programme and repeats) a suitable steel cupboard for the stowage of documents and drawings is to be provided and fitted in the after cabin flat.

2. A pedestal writing table, Pattern 755B or 756B is also to be provided in the Engineer Officer's cabin, in lieu of the writing table top and nest of drawers, Pattern 736A (Modified), and a hinged or pull-out drawing board is to be fitted under or over the sleeping berth.

3. A pedestal writing table, Pattern 755B or 756B is also to be provided in the Executive Officer's cabin in lieu of the writing table top and nest of drawers, Pattern 736A (Modified).

4. The Commanding Officers of the vessels concerned should include the item as an A. and A., Classification “B”, in the case of ships already in commission or where time does not permit of the alterations being carried out before the vessels complete.

5. B.R. 368—Establishment of Naval Stores for Sloops, Minesweepers, etc., will be amended.

2412.—Non-Magnetic Plating in Way of Standard Compass
“Vees”

(D/C.D. 203/43.—27.5.1943.)

The bridge structure in way of the standard compass in the above-mentioned vessels was originally constructed of mild steel (magnetic).

2. It is essential that in all cases of replacement owing to defects, or in any addition that may be made within 10-ft. of the standard compass, non-magnetic plating should be used for the purpose.

2413.—Securing of Ladders giving Access from Living Spaces to Weather Decks
As. and As.

Trawlers, Drifters, Whalers, Yachts on A/S, M/S and A/P Service

(D./M. 03774/43.—27.5.1943.)

Ladders giving access from living spaces to the weather deck are to be bolted to the underside of the weather deck, in lieu of hooks if fitted, so that they shall not become dislodged by explosion and rendered unusable when required for escape purposes.

2. Commanding officers of vessels concerned are to include an item, Classification “A”, in their next lists As. and As., to cover the work involved.

(*F.O.C., Dover, 30.3.43, No. 282/597/1.*)

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

2414.—Fire Fighting in H.M. Ships—Twin Foam Compound Units—Modifications

(N.S. 16643/43.—27.5.1943.)

In order to facilitate production and improve the method of operation, certain modifications have been incorporated in the foam compound units, subhead B, item 8, introduced *vide* A.F.O. 878/41, and now being issued to H.M. ships.

2. The modifications include the fitting of separate levers for the operation of the filling and draining valves in lieu of an internal link motion, and automatic operation of the air valves in lieu of separate air cocks.

3. Working instructions will be supplied with the units by The Pyrene Co., Ltd., to yards and depots, and care should be taken to issue these with the units.

4. The general arrangement of the modified unit, with operating and maintenance instructions, is indicated in A.F.O. Diagram 154/43.

(*C.A.F.O. 2031/40 and A.F.O. 1431/41.*)

(*A.F.O. 878/41—not in annual volume.*)

2415.—Confined Spaces—Precautions before Entering

H.M. Ships

(D./N.S. 23978/42.—27.5.1943.)

Fatal accidents occurred recently in one of H.M. Ships when a compartment, which was afterwards found to be charged with a heavy concentration of carbon dioxide gas (CO₂) was entered without the atmosphere therein having been previously tested.

2. Attention is therefore invited to Article 520 of H.D.R., and Articles 470-472 of Engineering Manual concerning investigation of gases in confined spaces.

(*H.D.R., Article 520 and Engineering Manual, Articles 470-472.*)

2416.—Switches, Patterns 7973, 7975/6, 7979 and 7980

(N.S. 19079/43.—27.5.1943.)

Spare springs, centre drums, pillars, collars and contact blocks, Patterns 9060 to 9068 (Subhead F2B), for obsolete switches, Patterns 7973, 7975/6, 7979 and 7980, have been made obsolete and no further purchases will be made. When existing stocks are exhausted and it is not possible to repair defective switches, they are to be replaced by complete new switches as follows:—

Pattern 1177A in lieu of Pattern 7973.

Pattern 1173A in lieu of Patterns 7975 and 7976.

Pattern 1174 in lieu of Patterns 7979 and 7980.

2417.—Stores for Engineering Purposes—Revised Allowances

Trawlers

(N.S. 016848/42.—27.5.1943.)

The allowances to trawlers stored in accordance with B.R. 347 of the following items for engineering purposes have been revised and are now to be as follows:—

<i>Subhead</i>	<i>Patt. No.</i>	<i>Description</i>	<i>Revised allowance</i>
<i>Permanent Stores</i>			
B.11	C.756B	Shovels, steel	2A
	C.759B	Shovels, steel	2

(A-2 in addition to oil-fired and diesel-driven vessels for use with receptacle for sand, where fitted. NOT required where sand buckets are supplied.)

<i>Consumable Stores</i>			
B.9	35A	Hydrometer	1 No.

2. In addition, the allowances of the following stores are withdrawn.

Subhead	Pattern	Description
B.11	C.616	Hammers, engineer's.
	C.618	Hammers, engineer's.
	78	Files.
	127	Files.
	130	Files.
	262	Files.
	312	Files.
	318	Files.
	328	Files.
	384	Files.
	386	Files.
	390	Files.
	400	Files.
	E.12	39
40B		Helves, hammer.

3. Ships concerned in commission should return to the nearest Storing Yard or base all items held in excess of the revised allowances.

4. Supply to vessels under construction of items which are Admiralty liability should be adjusted by warrant yards and storing depots as necessary. Adjustment of supply of items for which contractors are liable should be arranged by the overseers concerned.

5. The Establishment of Naval Stores (B.R. 347) will be amended.

2418.—Electric Lamps for General Lighting in Ships

(N.S./C.P. 69321/43.—27.5.1943.)

The lamps for ship use, referred to in A.F.O. 5077/42, should in future be termed Admiralty "S" Type lamps and carry the same pattern numbers as those allotted to the corresponding "C" Type lamps but with the suffix "S" instead of "C".

2. So far, it has been arranged for lamp Patterns 6902S, 6903S (40 and 60 watt, 220 volts) and lamps, Patterns 6998S, 6999S (40 and 60 watt, 230 volts) to be supplied in the "S" Type series for ship use.

3. The following remaining ship lamps will, however, be converted to the "S" type series as soon as manufacturing capacity permits. Until these lamps are available the existing "C" type lamps will be issued in lieu:—

Pattern 6665C, 100 watt, 220 volts.
Patterns 8030C and 8031C, 40 and 60 watt, 110 volts.
Patterns 6899C and 6900C, 40 and 60 watt, 100 volts.
Pattern 9880C, 25 watt, 220 volts.
Pattern 9873C, 25 watt, 110 volts.
Pattern 9858C, 25 watt, 100 volts.

4. The "C" type lamps marked with the additional letters "R.S.", referred to in A.F.O. 5077/42, should continue to be reserved for ship use until stocks are exhausted.

5. Separate action is being taken regarding the introduction of general lighting service lamps in lieu of "C" type lamps for use in shore establishments.

(A.F.O. 5077/42.)

2419.—Fuses, Fuse Wire and Fuseholders

Trawlers

(N.S. 20234/43.—27.5.1943.)

Arrangements should be made to ensure that trawlers both under construction and being converted are supplied with sufficient fuses, fuse wire and fuseholders for replacement purposes on main switchboards.

2. If not already on board quantities of suitable patterns of these articles should be demanded from the vessels' storing yards or bases.

3. For trawlers under construction any requirements of fuses, fuse wire and fuseholders in addition to the present allowances by establishment should be included in the List of Particulars, Form D.116.

(Commodore, H.M.S. "Western Isles," Ref. 254057/65, 25.4.1943.)

(A.F.O. 2890/42.)

2420.—W/T Valves—Purchase of

Dockyards and Naval Store Depots at Home

(N.S. 18631/43.—27.5.1943.)

As the production of all W/T valves is planned by the Inter-Services Valve Production Committee, local purchases of valves should be restricted to those types which are known to be available with contractors. Any requirements which involve production should be referred to the Director of Stores, Admiralty.

2421.—Charging Racks, Patterns 14015/6/7

(N.S./C.P. 11047/41.—27.5.1943.)

Charging racks, Patterns 14015, 14016, and 14017 are now obsolete, and no further issues are to be made to H.M. Ships. These patterns are superseded by Patterns 14054, 14055 and 14056 (Subhead F2A).

2. All stocks of these items at Storing Yards and depots should be reported on D.68 for disposal.

3. The quantities due from Messrs. Crypton Equipment, Ltd., under contract C.P.11047/41 have been cancelled.

2422.—Aircraft Radio—Transmitter-Receiver, Type 1161 (Ref. 10D/256—) Reduction of Harmonics of C.W. Oscillator

(A.C.R.D./A.D.P. 908/42.—27.5.1943.)

It has been found that harmonics from the C.W. Oscillator in the receiver unit of the above-mentioned equipment produce whistles at various dial settings corresponding to the sixth to the thirteenth harmonics (inclusive) of the oscillator.

2. The harmonic pick-up in the H.F. circuits of the receiver can be considerably reduced by lowering the oscillator anode voltage. In addition, negative feed-back using a 3,000-ohm, $\frac{1}{2}$ -watt resistance in the cathode of the oscillator valve will effect an improvement.

3. Transmitter-receivers, Type T.R.1161 bearing serial numbers 1-550 (inclusive) are fitted with receiver unit, Type 6 (Ref. 10P/1) which has fixed sides. Those bearing serial numbers 551-1000 (inclusive) are fitted with receiver unit, Type 6A (Ref. 10P/13014) which has a hinged side adjacent to the valve holders. Receiver units, Type 6A, bearing serial numbers 1001 and upwards will have the modification described in paragraph 6, incorporated in the production line.

4. In order to bring about the improvement mentioned in paragraph 2, the following action should be taken:—

(i) Sets fitted with receiver units, Type 6, are to be replaced as soon as possible by sets fitted with receiver units, Type 6A, bearing serial numbers above 1000 or by such units as have been modified in accordance with paragraph 6. Displaced sets are to be returned to the R.N. Store Depots at Stafford or Perth.

(ii) Sets fitted with receiver units, Type 6A, bearing the serial numbers 551 to 1000 inclusive are to be modified in accordance with paragraph 6, not later than the next 30-hour inspection.

5. The following items of equipment are required and should be demanded in the usual way:—

Item.	Stores Ref.	Nomenclature.	Quantity per set.
1	10C/830	... Resistance, Type 930 (3,000-ohm, $\frac{1}{2}$ watt)	1
2	10C/1481	... Resistance, Type 1481 (75,000-ohm, $\frac{1}{2}$ -watt)	1
	10C/7189	... Resistance, Type 7189 (75,000-ohm, $\frac{1}{2}$ -watt)	

6. The procedure is as follows:—

- (i) Remove the receiver unit from the chassis assembly and withdraw from its case;
- (ii) Invert the receiver and release the hinged side by removing the holding screws at the front and rear;
- (iii) Identify, on the tag board fixed to the hinged side, the 25,000-ohm, $\frac{1}{2}$ -watt, anode resistance marked "R.23";
- (iv) Remove this resistance and connect in its place a 75,000-ohm. resistance;
- (v) Identify the holder for V.6 (valve, Type V.R.91). Refer to A.F.O. Diagram No. 171/43 and modify the valve holder to conform with Fig. 2. Note that the wire between the cathode socket and the 300-ohm. resistance (R.43) is to be as short as possible and not more than $\frac{1}{2}$ -in. long;
- (vi) Close the hinged side, replace the unit in its case and refit to chassis assembly;
- (vii) Affix a label at the rear of the chassis bearing the stores reference and serial number of the set modified and the words "Modified in accordance with A.F.O. 171/43".

7. Distribution of resistances and late model receivers will be made to yards abroad.

2423.—9 $\frac{1}{2}$ -in. Bi-Focal Periscopes—Omission of Training Gear

(P. 01171/42.—27.5.1943.)

Hand-training gear is being removed from new 9 $\frac{1}{2}$ -in. periscopes and will allow these periscopes to be hoisted about 3 ins. higher than the type fitted with the training gear.

2. To accommodate this additional lift, 9 $\frac{1}{2}$ -in. periscope hoists are now being manufactured with removal stops or distance pieces in order that the hoist can be readily converted by the shipbuilders for use with either the original or modified periscope, as shown on A.F.O. Diagram 169/43.

Thus the following conditions arise:—

- (1) A vessel may be fitted with an old type hoist and a modified periscope in which case the additional lift cannot be utilised.
- (2) A vessel may be fitted with a long stroke hoist and a periscope which has not been modified. In this case the stops supplied by the manufacturer with the hoist, will be placed in position, so preventing the hoist from making its full travel.
- (3) A vessel may be fitted with a long stroke hoist and a modified periscope, in which case the stops will be removed and the hoist allowed to make its full travel.

3. New symbols for the modified periscopes have been assigned as follows:—
 40 ft. periscopes Type CK.10.
 34 ft. periscopes Type CK. 11.

4. P.S.Os. concerned, dockyards, refitting yards and submarine flotillas should ensure that the proper hoisting arrangements are made at installation.

5. Periscope hoists with the modification are now being supplied to new construction submarines, and it is anticipated that supply of the new periscopes will commence about mid-autumn, 1944.

2424.—Compass Comparison Discs—Reduction in Allowance

Aircraft Carriers

(N.S. 22182/41.—27.5.1943.)

The allowance to aircraft carriers to compass comparison discs, Pattern 69, has been reduced from ten to three per ship.

2. Aircraft carriers in commission should return to the nearest yards or R.N. Store Depots any compass comparison discs held in excess of the revised allowance.

3. B.R.358—Establishment of Naval Stores for Executive Purposes—will be amended.

2425.—Furniture—Manufacture—Substitution of Wood by Light Sheet Steel *New Construction Ships*

(P. 5831/43.—27.5.1943.)

In accordance with the policy to reduce fire risk at sea, and to effect economy in the use of timber, arrangements have been made for the supply as "Admiralty liability" of certain articles of furniture, as listed below. These articles are manufactured in light sheet steel as substitutes for the Admiralty wood patterns stated.

2. This steel furniture is at present being manufactured by Messrs. Roneo Ltd., of Romford, Essex, and Messrs. Sankey-Sheldon of Wellington, Shropshire, in accordance with samples submitted and approved by Admiralty.

3. The finish of the furniture will be Light Battleship Grey—British Standard Colour Shade No. 31, with drawer pulls, handles, etc., in steel or plastic material—coloured black.

4.

Manufacturer	Item	Previous Admiralty Pattern
Roneo ...	Chest of drawers	Pattern 726B
Sankey-Sheldon ...	Chest of drawers	Pattern 727A
Roneo ...	Single pedestal desk	Pattern 736A and gate leg top.
Roneo ...	Double pedestal writing table (length 4ft. 6ins.)	Pattern 754A
Roneo ...	Double pedestal writing table (length 4ft.)	Pattern 755B
Sankey-Sheldon ...	Secrétaire	Pattern 728
Sankey-Sheldon ...	Wash cabinet (complete with basin, can and receiver)	Fold up Lavatory Pattern 733A
Roneo ...	Bookshelf	No pattern number
Roneo ...	Toilet Cabinet	No pattern number

5. The steel furniture will be available in July, 1943, for supply to those new construction ships where provision has not already been arranged for similar furniture in fireproofed wood. For ships where furniture is required before the above date, to avoid delay in completion, shipbuilders are to arrange supply in fire-proofed wood or light sheet steel in the manner previously approved.

6. Priority of supply from first deliveries will be given to corvettes and frigates.

7. Capacity for manufacturing steel furniture will not permit of it being supplied to ships other than new construction at present.

8. The steel furniture is generally similar in size and appearance to the Admiralty wood patterns they replace. Drawings showing dimensions and method of manufacture are being circulated separately to A.S.C.B.S., Admiral Superintendents Home Dockyards and all W.P.Ss.

9. W.P.Ss. and Admiral Superintendents, Portsmouth, Devonport and Chatham are to submit a planned programme of supply for the above items for ships building in their areas and state when delivery should commence, together with latest dates by which receipt is required and addresses to which articles are to be despatched.

10. Lists of Permanent and Consumable Stores to be supplied by Shipbuilders are to be regarded as amended by this Order where applicable.

11. Where rebates are involved consequent upon the above overseers are to render reports in the usual manner.

12. The Sea Store Establishments concerned will be amended.

(C.A.F.O. 2363/42.)

Section 4

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

2426.—Combined Operations Kits—As. and As.

(V. 2420/43.—27.5.1943.)

The following further amendments and additions to the combined operations Kits set out in C.A.F.O. 1508a/42 are to be made :—

Combined Operations Kit (C.O. Kit).—(a) Oilskin jackets and trousers are to be substituted for oilskin coats in C.O. kits issued in future, and are to be issued in replacement of oilskin coats in existing C.O. kits when the coats are worn out.

(b) One blanket (Army type) is to be added to the C.O. kit. This blanket is to be issued as part of the kit, and the procedure indicated in paragraph 5 (c) of C.A.F.O. 1508a/42 is to be followed. If an army type blanket is not available, a Naval "marked" blanket may be issued in lieu. The practice of issuing blankets on loan at each establishment to which a rating may be drafted is to cease.

(c) One pair of sea boot stockings is to be added to the C.O. kit. Combined operations ratings already in possession of stockings obtained either under A.F.O. 71/42 or from the Royal Naval War Comforts Committee, are to receive the issue only in replacement of stockings worn out and returned.

2. *Full Army Kit (H.A. Kit).*—(a) One tin plate and one enamel mug are to be added to the kit for issue to *Beach Commandos only*.

(b) Anklets, web, are to be added to H.A. kit.

(c) Bag (linen), buckles and hooks (waist) are to be omitted.

3. *Reduced Army Kit (S.T. Kit).*—Web anklets are to be substituted for puttees.

4. *Army Tropical Kit (A.T. Kit).*—(a) Two bush shirts are to be substituted for two drill blouses, but ratings in possession of drill blouses or drill tunics are to continue to wear them until worn out.

(b) Web anklets are to be substituted for puttees.

(c) Buttons and rings which were for use with the drill tunics are to be omitted. Ratings should use their Naval pattern undervest with the bush shirt.

(C.A.F.Os. 1508/42 and 2029/42.)

(A.F.Os. 1674/42 and 1127/43.)

2427.—W.R.N.S.—Buttons on Promotion

(V. 5314/42.—27.5.1943.)

For the remainder of the war gilt cuff buttons are not to be issued to Petty Officer Wrens. Petty Officers who already have cuff buttons on their jackets may continue to wear them until the jackets are worn out.

2. The following A.F.Os. are to be amended :—

A.F.O. 1303/42.

Add to paragraph 3 "if originally supplied as a free issue."

A.F.O. 1484/42—Appendix

Delete "Buttons, gilt, 9/16".

(A.F.Os. 1303/42 and 1484/42.)

2428.—Rates of Customs Duty

(V. 3312/43.—27.5.1943.)

In connection with the arrangements laid down in Chapter III, Section G of B.R. 93, Manual of Victualling, for the recovery and payment of duty on dutiable stores issued on repayment at duty paid prices from Admiralty stocks to Services which are not entitled to duty free supplies, the following revised table shows the items on which duty is now payable and the rates of duty at present in force :—

	Gross quantities			Small quantities		
	£	s.	d.	£	s.	d.
Chocolate	13	3	per cwt.	0	0	1½ per lb.
Coffee	0	0	2 per lb.	0	0	2 per lb.
Golden syrup	0	15	9 per cwt.	0	0	1½ per lb.
Jams, marmalade	0	0	1½ per lb.	0	0	1½ per lb.
Lime juice	1	3	11 per gallon	1	3	11 per gallon.
Pickles, sweetened	0	4	0 per cwt.	0	0	0½ per nominal 1 lb. bottle.
Rum	7	19	4 per proof gallon.	7	19	4 per proof gallon.
Sugar	0	15	4½ per cwt.	0	0	1½ per lb.
Tea	0	0	6 per lb.	0	0	6 per lb.
Tobacco, leaf or strip	1	15	6½ per lb.	1	15	6½ per lb.
Tobacco, manufactured	1	18	0 per lb.	1	18	0 per lb.

(A.F.O. 3927/42 is cancelled.)

Section 5.—BOOKS, FORMS, RETURNS, CORRESPONDENCE

2429.—Amendments to Books

(E.F.O.—27.5.1943.)

The undermentioned amendments, A.F.O. P.293–299/43, 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.

Demands from Shore Establishments in the Portsmouth Command should be sent to the Portsmouth Book Office, 54, Bedford Street, Leamington Spa, Warwickshire, and from other Shore Establishments at home to R.N. Store Depot, Park Royal, London, N.W.10.

Amendments required for personal copies of the main books should be obtained from distributing authorities abroad, and from Park Royal when the officer or rating is serving at home.

A.F.O. P.293/43.—B.R. 7 (41)—Censorship and Treatment of Naval Mails and Telegrams in time of War—Amendment No. 7.

P.294/43.—B.R. 11—Admiralty Memorandum on Naval Court Martial Procedure—Amendment No. 16.

*P.295/43.—B.R. 378J—Seafire—A.S.E.—Amendment No. 4.

P.296/43.—B.R. 632C—Gunnery Training Manual—Volume III—Amendment No. 2.

P.297/43.—B.R. 639—Gunnery Notes for Auxiliary War Vessels—Amendment No. 1.

P.298/43.—B.R. 768—Drill for 4-in., Mark XIX, Gun on C.P., Mark XXIII, Mounting—Amendment No. 1.

P.299/43.—O.U. 6382—Instructions for Laying Observation Minefields with "L", Mark IV, Mines—Amendment No. 9.

* *Exceptionally as regards A.F.O. P.295/43, distribution will be made without demand by the Superintending Naval Store Officer, R.N. Store Depot, 191A, Askew Road, Shepherds Bush, W., who holds the stock of the parent book.*

(A.F.O. 2316/43.)

2430.—A.M.S.Is.

(E.F.O.—27.5.1943.)

There are no Admiralty Merchant Shipping Instructions for distribution with this issue of A.F.Os.

(A.F.O. 2317/43.)

2431.—B.R. 793—Deck Landing Control—Issue

(A.W.D./N.A.D. 1973/42.—27.5.1943.)

Copies of the above book, which has been prepared to stimulate interest in the art of Deck Landing Control, will shortly be issued without demand by the Superintending Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10.

2. The scale of issue is as follows:—

Fleet Carriers	3 copies
Escort Carriers	2 copies
R.N. Air Stations at Home and Abroad	2 copies
(except Arbroath and Yeovilton)				
R.N.A.S. Arbroath	20 copies
R.N.A.S. Yeovilton	10 copies
1st Line Squadrons	1 copy
2nd Line Squadrons	1 copy

2432.—B.R. 809.—Handbook for the Hefah (V) Machine Gun on 0.303-inch Twin Mark I Mounting—Issue

(G. 745/43.—27.5.1943.)

The above-mentioned handbook is now in the press and copies will be issued without demand from the R.N. Store Depot, Elveden Road, Park Royal, N.W.10, as soon as supplies become available, as follows:—

	<i>Copies</i>		<i>Copies</i>
F.O. and N.O. i/c Ports at Home and Abroad	1	Secretary Navy Board, Australia	100*
D.E.M.S. Staff Officers—		Secretary Navy Board, Canada	100*
London	150	Naval Secretary, New Zealand	75*
Southampton	50	Commanding Officer, H.M.S. "Safeguard"	10
Devonport	75	Commanding Officer, H.M.S. "Glendower"	10
Falmouth	50	Commanding Officer, H.M.S. "Wellesley"	10
Cardiff	300	Maritime A.A. Regiments	6 each
Liverpool	400	H.M.S. "Excellent"	25
Belfast	100	Gunnery School Devonport	6
Glasgow	400	Gunnery School Chatham	5
Stornoway	5	<i>Dockyards—</i>	
Lyness	20	Portsmouth	8
Aberdeen	75	Devonport	7
Leith	200	Chatham	7
Newcastle	400	Sheerness	6
Hull	150	Rosyth	4
Gibraltar	25	Gibraltar	4
Freetown	50	Malta	4
Simonstown	100	Alexandria	3
Abadan	50	Simonstown	3
Port Said	150	Bermuda	3
Algiers	75	Durban	3
Malta	25	Ceylon	3
Bombay	100	Fitting Out Gun Mounting Overseers	2 each
Colombo	50	Fitting Out Gunnery Officers	2 each
Trinidad	25	Inspectors of Naval Ordnance	1 each
Bermuda	20	Armament Supply Officers	1 or 2 each
Kingston (Jamaica)	20	Ministry of Supply	8
Aruba	25		
Buenos Aires	20		
Reykjavik	15		
New York	100		
Murmansk	25		

* For D.E.M.S. Staff Officers.

2. The copies supplied to D.E.M.S. Staff Officers are for issue to D.E.M.Ss., one copy to each vessel fitted with Hefah guns.

3. Further copies necessary to meet requirements should be demanded from the S.N.S.O., R.N. Store Depot, Elveden Road, Park Royal, N.W.10.

2433.—O.U.6090 (Series)—Revised Pages to Certain Range Tables

(G. 02396/43.—27.5.1943.)

Range Table No.	Gun Calibre.	Superseding Page No.	Date of Existing Page.	Date of Superseding Revised Page.	"P" Amendment cancelled by Revised Pages.
1	2	3	4	5	6
O.U.6090(G) R.T.426.	Q.F., 5.25-in., Mark I.	1	September, 1938.	February, 1943.	—
O.U.6090(B) R.T.441.	Q.F., 4.7-in., Mark XI.	1	March, 1942	February, 1943.	P.518/42.
O.U.6090(X) R.T.423.	Q.F., 4.5-in., Marks I, III and IV).	1 10	July, 1938 April, 1942	February, 1943.	{ P.222/39 P.412/39 P.331/42

The above-mentioned revised pages to Range Tables as enumerated in column 3 are now in the press and copies will be issued to all concerned without demand by the Superintending Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10, when supplies become available. The revised pages dated February, 1943, supersede the existing pages dated as in column 4, and cancel the "P" amendments in column 6, all copies of which should be disposed of in accordance with the instructions in Form O.U.2A—O.U. Catalogue—when the revised pages are received.

2434.—Form D.211—Passports for Civilian Personnel proceeding Abroad

(C.E. 51610/43.—27.5.1943.)

The form of which a specimen is given in A.F.O. 1768/43, is being printed with the number D.211, and issue will be made on demand from the R.N. Store Depot, Elveden Road, Park Royal, London, N.W.10.

2. Establishments requiring the form are reminded that demands should be kept as low as possible.

(A.F.O. 1768/43.)

2435.—Form S.421 (D and A/S)—Analysis of Dive and Anti-Submarine Bombing Practice—Introduction

(A.W.D. 66/43.—27.5.1943.)

Forms S.421 (D) and S.421 (A/S) have been incorporated and a new Form S.421 (D and A/S) has been introduced which will supersede these two forms.

2. Initial issue will be made, without demand, on the following scale:—

Aircraft Carriers, Fleet and Escort	1,000 copies
Naval Air Stations	1,000 copies
H.M.S. "Albatross"	600 copies

3. Subsequent requirements should be demanded on the Superintending Naval Store Officer, R.N. Store Depot, Park Royal, London, N.W.10.

4. Form S.421 (D and A/S) will be added to Forms S.1. and S.1a., Forms S.421 (D) and S.421 (A/S) are to be deleted from Forms S.1. and S.1a.

2436.—Forms S.461 and S.462, Parts I and II—Tenders' Accounts of Paymasters' Stores

(V. 3177/42.—27.5.1943.)

Forms S.461 and S.462, Parts I and II, have been revised as shown below, in order to simplify the accounts and to economise in paper.

Form S.461. (Monthly Mess Book.)

The new form includes :—

- (a) A separate loose-leaf folio for each mess for recording particulars of persons victualled and provisions drawn on repayment.
- (b) An outer cover to which the folios for all messes are to be attached.

Form S.462, Part I. (Monthly Account.)

The following alterations have been made :—

- (a) Consequent on the discontinuance of the Standard Ration system, particulars of the issue of Standard Rations are omitted.
- (b) The abstract of total issues on repayment to each mess during the month is now included in this form instead of Form S.461.
- (c) The account of soap, tobacco and cap ribbons previously included in Form S.462, Part II, is now included in Form S.462, Part I.
- (d) Space has been provided for the account of reserve stock of mess gear (A.F.O. 2091/42, paragraph 4).

Form S.462, Part II

This is now limited to a quarterly account of loan clothing and library books.

2. Stocks of the old forms should continue to be used until exhausted.

2437.—Naval Aircraft—Forwarding of Log Books

(A.M.R. 407/43.—27.5.1943.)

Reports have been received of failure to forward log books when damaged aircraft are disembarked for despatch to Repair Yards or elsewhere.

2. The attention of all concerned is to be drawn to the importance of compliance with Article 66 of Naval Air Maintenance Instructions.

2438.—Summary Punishments—Suspension of Sentences—REPORTS

(N.L.9042/43.—27.5.1943.)

Reports of the suspension of sentences of imprisonment or detention awarded summarily, or of the review, remission or enforcement of suspended sentences, are frequently forwarded to the Admiralty specially.

2. Such reports to the Admiralty are not required to be forwarded specially, and attention is drawn to K.R. & A.L. Article 559, Clause 11, which directs that they are to be forwarded with the quarterly punishment return (Form S.181).

2439.—Mails Lost Through Enemy Action

(M. 04546/43, M. 05239/43.—27.5.1943.)

Non-confidential correspondence for the under-mentioned ships and authorities has been lost as the result of enemy action. Duplicates should be forwarded as necessary.

Letter Mail posted in U.K. between 6th and 18th March, 1943.

Addressed to : Navy House, Melbourne.

Officer Commanding, Australian Squadron.

D.N.O., Fremantle.

F.O. i/c, Sydney.

N.O. i/c, Brisbane.

N.O. i/c, Hobart.

N.O. i/c, Newcastle.

N.O. i/c, Port Darwin.

N.O. i/c, Port Adelaide.

H.M. and H.M.A. ships "Australia", "Assault", "Cerberus",

"Hobart", "Kanimbla", "Manoora", "Penguin",

"Perth", "Stuart", "Vendetta", "Vogager", "Westralia".

H. Neth. M. ships, "Heemskerk", "Tromp", "Tjerk Hiddes",

"Van Galen".

R.F.A., Bishopdale.

Miscellaneous H.M. ships working from Australia.

Letter Mail posted in U.K. between 5th and 8th April, 1943.

Addressed to : Chief of Naval Staff, Ottawa.
Commander-in-Chief, Canadian N.W. Atlantic.
Captain Superintendent, Dockyard, Halifax.
Fleet Mail Officer, Halifax.
R.N. Air Station, Dartmouth, N.S.
N.O. i/c, St. John's, Newfoundland.
N.O. i/c, Esquimalt.
N.O. i/c, Montreal.
British Fleet Mail Officer, New York.
Ministry of War Transport, New York.
B.A.D., H.M.S. "Saker".
M.A/S.T. Unit No. II.
M.A/S.T. Unit No. II.
Senior Naval Officer, Bahamas.
Naval Officer-in-Charge, Curacoa.
Captain-in-Charge, Kingston, Jamaica.
Naval Parties 404, 405.
H.M. and H.M.C. ships "Asbury", "Avalon IV", "Buzzard",
"Canada", "Captor II", "Chaleur II", "Fort Ramsay",
"Kings", "Morgan", "Protector", "Saker", "Saker II",
"Sambro", "Stadacona", "St. Hyacinthe", "York".
H.M., H.M.C. and Allied ships operating from and re-fitting in
N. America.

Parcel Mail posted in U.K. between 6th and 18th March, 1943.

Addressed to : F.O. i/c, Sydney.
N.O. i/c, Fremantle.
H.M. and H.M.A. ships "Australia", "Cerberus", "Hobart",
"Kanimbla", "Lonsdale", "Rushcutter", M.L. "1161".
H. Neth. M. ships, "Tjerk Hiddes", "Heemskerk", "Van
Galen".
R.F.A., Bishopdale.

Parcel Mail posted in U.K. between 27th March and 8th April.

Addressed to : British Fleet Mail Officer, New York.
R.N. Air Squadrons 845, 882.
H.M. ships "Asbury" and "Saker II".
H.M. and Allied ships operating from and refitting in U.S.A.

2440.—Medical Stores—Invoice and Receipt Notes

(M.D.G. 16997/43.—27.5.1943.)

New invoice and receipt notes, printed in pads of 60 forms, have been introduced for dealing with Nos. 7 and 8 Units of medical stores, and have been numbered M.65 and M.17 (11). The forms hitherto used, M.64 and M.17 (6), are in future to be used for Nos. 4, 5 and 6 Units only.

2. Issue of these forms will be made on demands addressed to the Superintending Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10. Demands are not to exceed requirements.

2441.—R.N. Air Station, Henstridge—Postal Address

(A/M. 1504/43.—27.5.1943.)

Considerable confusion and delay in the receipt of mails at R.N. Air Station, Henstridge, is being caused by the incorrect addressing of correspondence.

2. Correspondence should be addressed to :—

The Commanding Officer,

R.N. Air Station,

Henstridge,

Nr. Templecombe,

Somerset.

3. C.A.F.O. 692/42 is to be amplified accordingly.

(C.A.F.O. 692/42.)

2442.—R.N. Air Station, Inskip—Telegraphic Address

(A/A.O.D. 48/43.—27.5.1943.)

The telegraphic address of R.N. Air Station, Inskip (H.M.S. "Nightjar") is now **Conas Preston**.

- 2. C.A.F.O. 821/43 is to be amended accordingly.
(C.A.F.O. 821/43.)

Section 6.—SHORE ESTABLISHMENTS

2443.—Civilian Staff Transferred—Removal of Motor Cars

(C.E.3740/43.—27.5.1943.)

When on transfer from one station to another the regulations provide for the refund of removal expenses, a transferee's private motor car may be moved at public expense from the old to the new station. Where the distance involved is more than 200 miles the removal should normally be carried out by rail.

2. For distances up to 200 miles, the car if licensed or running under an O.H.M.S. certificate may be moved under its own power and coupons for petrol for use in the tank of the car itself may be issued by the head of department or establishment. Mileage allowance for removal by road will be allowed at the appropriate rate laid down in A.F.O. 2743/42, paragraph 7 and the passenger allowance of $\frac{1}{2}d.$ a mile will also be allowed under paragraph 8 of that order when one or more passengers are carried whose rail fare for the journey would otherwise be a charge to public funds.

3. If the car is not licensed or running under an O.H.M.S. certificate, arrangements may be made with a motor trader who holds trade plates to move it. The use of such plates is governed by conditions with which the trader will be familiar. The car must be driven by the trader or his employee. Under general trade plates passengers and goods may be carried if not for hire or reward (i.e. no extra charge may be made for carrying them); but not under limited trade plates. Petrol coupons should not be issued when the removal is undertaken by a trader under his Trade licence.

4. Sub-paragraphs 7, 8 and 9 of Article 442, Home Dockyard Regulations are accordingly suspended while these arrangements remain in force.

(A.F.Os. 3001/40, 2743/42 and 3221/42.)

2444.—Temporary Typing Grades—Incremental Progression after Age 25

(C.E. 52893/43.—27.5.1943.)

The following is the text of an agreement reached between the Treasury and the Civil Service Alliance concerning the grant of incremental progression to members of the temporary typing grades aged 25 or over:—

TEMPORARY TYPING GRADES: INCREMENTAL PROGRESSION AFTER AGE 25

Memorandum of Agreement between the Treasury and the Civil Service Alliance

1. An officer who has completed one year's satisfactory service in the grade of Temporary Shorthand Typist, Grade I or Grade II, or Temporary Typist, at the rate applicable to age 25 or over, will be eligible to proceed by three annual increments of 2s. 6d. each to the appropriate maximum shown in the table overleaf.

2. An officer who at 1st March, 1943, has already been at the maximum of her existing scale for not less than one year, but for less than two years, may, if her service has been satisfactory, be granted an immediate increment of 2s. 6d., and a further increment of 2s. 6d. on the second anniversary of the date when she reached her maximum. An officer who has been at the maximum for not less than two years at 1st March, 1943, may, if her service has been satisfactory, be granted an immediate increment of 5s. In each instance the officer will be eligible in due course for a further annual increment of 2s. 6d.

3. The provisions of this agreement may be applied also to Temporary Clerk-Shorthand-Typists and Temporary Clerk-Typists remunerated on the same rates as Temporary Shorthand-Typists and Temporary Typists respectively. They do not apply to Temporary Clerk-Typists or to Temporary Clerk-Shorthand-Typists employed in the Board of Inland Revenue, who will be the subject of Departmental negotiation and settlement.

4. This agreement will not be subject to review until after the 31st December, 1945.

Signed on behalf of the
Treasury—
E. A. SHARP.

Signed on behalf of the
Civil Service Alliance—
L. C. WHITE.

31st March, 1943.

*Temporary Shorthand Typists and Typists
Rates of Pay*

Ages	London		Intermediate Centres		Provinces	
	s.	d.	s.	d.	s.	d.
<i>Temporary Shorthand Typists</i>						
	<i>Grade I</i>	<i>Grade II</i>	<i>Grade I</i>	<i>Grade II</i>	<i>Grade I</i>	<i>Grade II</i>
16	40 0	35 0	38 0	33 0	36 0	31 0
17	42 0	37 0	40 0	35 0	38 0	33 0
18	45 0	40 0	43 0	38 0	41 0	36 0
19 and 20	49 0	44 0	47 0	42 0	45 0	40 0
21 and 22	52 0	47 0	50 0	45 0	48 0	43 0
23 and 24	54 6	49 6	52 6	47 6	50 6	45 6
25 or over	57 0	52 0	55 0	50 0	53 0	48 0
Then by annual increments of 2s. 6d. to	59 6	54 6	57 6	52 6	55 6	50 6
	62 0	57 0	60 0	55 0	58 0	53 0
	64 6	59 6	62 6	57 6	60 6	55 6
<i>Temporary Typists</i>						
	<i>s.</i>	<i>d.</i>	<i>s.</i>	<i>d.</i>	<i>s.</i>	<i>d.</i>
15	25	0	23	0	21	0
16	31	0	29	0	27	0
17	35	0	33	0	31	0
18	38	0	36	0	34	0
19 and 20	42	0	40	0	38	0
21 and 22	45	0	43	0	41	0
23 and 24	47	6	45	6	43	6
25 or over	50	0	48	0	46	0
Then by annual increments of 2s. 6d. to	52	6	50	6	48	6
	55	0	53	0	51	0
	57	6	55	6	53	6

2. The terms of the agreement are to have effect as from and including the first pay week beginning on or after the 1st March, 1943. Increments should be taken into account for overtime calculations as from the first pay week beginning after 1st April, 1943.

3. These arrangements apply as from the appropriate dates to Teleprinter Operators (Women) who are remunerated at the rates applicable to Temporary Typists.

4. The continuity rules have been extended to cover the incremental progression of temporary typing staff. For convenience the rules now in operation so far as members of the Temporary Typing Grades are concerned, are set out in paragraph 5.

5. If a member of the Temporary Typing Grades resigns from one Government Department in order to take up similar duties in another Government Department and takes up such duties without a break—other than an interval of a few days from causes outside her control—the service in the two Departments may be aggregated for all purposes unless the second employing Department has evidence that the service in the previous Department was terminated because it was unsatisfactory, or was terminated by the individual without reasonable notice, or in the face of objection by the former employing Department.

Important.

It will be for persons concerned to apply individually to reckon former service in another Government Department or Admiralty Establishment for the purpose of incremental progression under this Order unless former service has already been declared for the purpose of continuity of leave and sick leave privileges.

If former service has not been so declared, any adjustment on the basis of service continuity will take effect only from the date of successful application and no claims should be accepted if they are not received within two months of the date of this Order.

(A.F.Os. 2709/42 and 6347/42.)

2445.—Non-Industrial Staffs—Juveniles

(C.E. 50953/43.—27.5.1943.)

The following extracts from Treasury Memorandum E.O.C.634 are promulgated for information. They are intended as a guide to the arrangements which should be applied where juveniles are employed on office duties. It is recognised that the extent to which the provisions concerning training, education, etc., can be implemented will vary according to the facilities which are or can be made available at particular establishments.

2. In order that consideration may be given to the application of the scheme to Admiralty Outport Establishments, Heads of such Establishments where juveniles are already employed are requested to forward reports (which should be addressed to the Secretary of the Admiralty (C.E. II), Bath) showing (a) the extent to which juveniles below 16 years of age are already employed, (b) the welfare, training, etc., arrangements already made for them, and/or (c) the arrangements which could be made locally for their welfare, training, etc. If juveniles under 16 are not already employed at an Establishment a report covering (c) is to be rendered before any are entered.

3. The provisions of this Memorandum affecting pay and hours became operative as from the beginning of the first pay week after 5th February, 1943, but retrospective effect should be applied only where this is to the advantage of the staff concerned. Attention is drawn to paragraph 18 of the extract from the Treasury Memorandum.

EXTRACTS FROM TREASURY MEMORANDUM E.O.C.634

(1) As the man-power situation becomes more difficult, Departments which do not in normal times recruit staff under the age of 16 are finding themselves increasingly dependent on the recruitment of juveniles of 15 and even 14 for general office duties. The Treasury have accordingly been reviewing the conditions of service of all such juveniles, excluding Post Office and any other Departmental grades to which general Service conditions may not be applicable.

Recruitment and Training

(2) At the end of this circular revised rates of pay are authorised for juveniles. The most important provisions of the circular are, however, those which relate to training and conditions of service generally

(3) Several Departments are now embarking on training schemes for temporary staff, particularly Temporary Clerks, and the Treasury are strongly of opinion that this is a development which ought to be encouraged. Meanwhile, it is essential that any Department employing juveniles in any numbers should make arrangements for their training.

(4) These arrangements fall under two main heads: initiation into office methods generally and the Departmental methods in particular, and concurrent continued education and vocational training.

(5) It is provided in the revised rates of pay authorised below that juveniles of 14 and 15 should be recruited as Trainees (not as Temporary Clerks, Typists, etc., though exceptionally a qualified girl of 15 might be recruited as a Temporary Typist). The intention is partly to underline the importance of continuous training during the first few months of a juvenile's working life, and partly to enable Departments to sort their juveniles on to the most suitable work after having had an opportunity of seeing their capabilities. The training period should, it is thought, occupy six months. During these months the juvenile should, of course, be working—as a clerk, etc., or at a mixture of jobs—but under especially close supervision and with the maximum possible assistance and explanation.

(6) During the first week of employment every juvenile should be regarded as supernumerary, and should spend the time in learning the way about the Department and having the general organisation explained. During this week classes, talks, conducted tours, etc., should, if possible, be arranged; or, if the numbers are insufficient to justify this, the juveniles should be attached to particular officers who will give them some insight into the general activities of the Department. It is important that all new recruits, but particularly these very young ones, should be helped to feel at home in the labyrinth of corridors and rooms that make up most Government offices, and in the Department's particular symbols and technique; and they should be encouraged to feel, too, that the inevitably dull and seemingly unimportant jobs which they will have to do at the beginning are a necessary part both of the whole work of the Department and of the war effort. In circumstances in which it is impossible to offer any permanent career to these juveniles, there is a danger that they will leave Government service in the first few weeks through bewilderment and discouragement, when they could, with more imagination and care on the part of the Department, have become useful members of the organisation.

(7) It is suggested that any department which, as a war-time measure, is employing or proposing to employ juveniles in some numbers, should place responsibility for their recruitment, training and welfare on one officer, probably (though not necessarily) a woman officer, specially selected for her aptitude for such work. It should be her function first to make contact with the local office of the Ministry of Labour or the Juvenile Employment Bureau of the Local Education Authority; second, to initiate the juveniles, when recruited, into the Departmental organisation, to introduce them to the canteens and other welfare arrangements provided for the staff, and generally to give them any help and advice which they may need; third, to sift them in a preliminary period of training, giving advice on their posting, as their individual aptitudes and capacities suggest, and, in their early months especially, making regular reports on their progress; and fourth, to ensure that, so far as possible, they receive further education and training both for their own encouragement and for increasing their utility to the Department. During their early months it may often be desirable to move the juveniles about from one branch to another, or from one type of work to another, in order to find out for what they are most apt, and it should be the responsibility of this officer to make recommendations.

(8) It should be the aim of every Department employing juveniles of 14 or 15 to give them some vocational training, and to help them at the same time to continue their general education, especially in the use of the English language and in arithmetic. General education, which should be arranged outside working hours (see, however, paragraph 11) should preferably be continued at classes provided by the Local Education Authority, but vocational or technical training, which may be arranged inside working hours, will probably have to be given by classes provided in the Department, although in some subjects appropriate facilities may happen to be available at independent classes outside. Insistence on further education and training is in the interest of the employing Department, as well as in that of the juveniles themselves, as it furnishes a source of recruitment for qualified Typists, Temporary Clerks, Machine Operators, Duplicator Operators, etc., and also makes employment in the Department more attractive, both to the boys and girls themselves and to their parents. Dead end employment cannot possibly attract potentially good material; and while the Government service cannot, at the present time, offer a career to young entrants, it can at least provide them with a training which will assist them in finding good employment after the war.

(9) Departments are authorised to pay the fees of juveniles under 16 years of age attending any approved classes held by Local Education Authorities, e.g. classes in English, in arithmetic, in typewriting, shorthand, etc.

(10) It is recognised that in some cases Departments will simply not be able, in present circumstances, to make the arrangements they would like to make for the training and education of juveniles. They are, however, urged to do what they can, always subject to the immediate needs of public business.

Hours

(11) Juveniles under 16 years of age should not ordinarily be made to work more than 39 hours a week gross, exclusive of time spent on general education as distinct from vocational or technical training. It has, however, been decided that, in present circumstances, all juveniles should be *conditioned* to 44 hours with the result that no juvenile will be eligible for overtime pay until more than 44 hours are worked. Juveniles of 14 or 15 should never be required to work more than 44 hours, and, as stated, their normal week should be 39 hours; but it is recognised that during the war it may on occasion be necessary to require them to work more than the normal week, up to 44 hours. Vocational or technical training, which is being provided directly in the Department's interest as well as in the child's, may be arranged in working hours. As regards general education, although it is intended that this should be arranged outside working hours, appropriate classes may be available only in the middle of the day; and if the Department can conveniently do so juveniles should be allowed to attend then, the 39 hours being made up outside the attendance at class.

12. Boys and girls of 16 may, in present conditions, be expected to work the 44 hours gross as a normal thing, although for them, as indeed for any member of the staff, arrangements for technical training can be made in working hours if the Department so desires.

Rates of Pay

13. In view of the foregoing proposals the rates of pay at present paid to juveniles require adjustment, and the following rates, which are exclusive of war bonus, should be applied:

		Trainees			Grade III Clerks, including Machine Operators.		
Age		London	Int.	Prov.	London	Int.	Prov.
14 or 15 (recruitment rate)	...	16s.	15s.	14s.			
Under 16 (after 6 months as Trainees)	...	20s.	19s.	18s.			
16	...	28s.	26s.	24s.			
		Typists			Shorthand-Typists		
		London	Int.	Prov.	London	Int.	Prov.
15	...	25s.	23s.	21s.	—	—	—
16	...	31s.	29s.	27s.	40s. (Gr. I)	38s.	36s.
					35s. (Gr. II)	33s.	31s.
(14)	...	*	*	*	*	*	*
(15)	...	*	*	*	*	*	*

(16) Officers whom it is proposed to assign to typing duties, at the end of the initial period of training, should be given a typing test at 30 w.p.m., together with a simple test in English grammar, punctuation and spelling. An officer who cannot yet maintain with accuracy a speed of 30 w.p.m., but nevertheless shows promise at typing, may be graded as a Temporary Typist, but should be paid at 3s. a week less than the standard rate of pay for her age.

(17) An analogous English test, together with an arithmetic test where the Department thinks this desirable, should be given to juveniles whom it is proposed to assign to clerical work. The opportunity is taken of reminding Departments that a Shorthand-Typist should not be assigned to Grade I unless she is capable of minimum speeds of 40 w.p.m. typing and 80 w.p.m. shorthand. Wherever a training school is available, all speeds should be tested in the school in order to ensure uniformity of standard.

(18) Any juveniles at present in receipt of more favourable rates of pay than those authorised by this circular may retain them on a mark-time basis.

Sick Leave

(19) Juveniles up to the age of 16½ may be allowed, after six months' service, not more than 16 days sick leave on three-quarters pay in any twelve months (as in Part V of the Sick Leave Regulations—Boy and Girl Messengers). At the age of 16½ Part II of the Sick Leave Regulations will apply to Temporary Clerks and Typists.

(20)
(21)	*	*	*	*
(22)	*	*	*	*
(23)	*	*	*	*

(A.F.Os. 1851/42, 2709/42 and 3318/42.)

2446.—Building Trade—Scotland—Increase in Pay for Craftsmen and Labourers

(L.4936/43.—27.5.1943.)

Information has been received that agreement was recently reached on the Scottish National Joint Council for the Building Industry to the effect that on and from 10th May, 1943, the current standard rates of pay for craftsmen and labourers employed in the building industry in Scotland should be further increased in both cases by 1d. an hour.

2. This increase in pay should accordingly be granted as from the effective date mentioned to those civilian craftsmen and labourers in direct Admiralty employment in outport establishments in Scotland, whose rates of pay are based, with Admiralty authority, on those current in the district for craftsmen and labourers in the building industry, provided that the Officer-in-Charge is first satisfied that the resultant higher rates are in fact being paid by private employers in the district.

3. The rates of pay of mechanics and labourers (skilled and ordinary) who are paid on the basis of a basic rate plus Admiralty industrial bonus are not affected by this Order.

4. Any case of doubt or difficulty should be referred direct to the Secretary of the Admiralty (L. Branch).

(A.F.O. 4702/41—not in annual volume)

2447.—Income Tax 1943-44—Provisional Deductions and Returns

(D.N.A. 10447/42.—27.5.1943.)

Provisional tax deductions for the year 1943-44 in respect of non-industrial civilian staff entered during the year 1942-43 are to be made by reference to a full year's liability, i.e., the notification of final assessment for the year 1942-43 received from the Chief Inspector of Taxes should *not* be used as a basis, but an independent calculation made.

2. Steps are to be taken to ensure that both the Departmental Claims Branch assessment and file number are inserted on all income tax returns before they are forwarded to Departmental Claims Branch.

(A.F.Os. 2714/42 and 3320/42.)

2448.—Income Tax—Discharge of Salaried Officers and Weekly Paid Non-Industrial Staff at Home Establishments

(D.N.A. 8411/43.—27.5.1943.)

With reference to A.F.O. 3723/42, a new Form 102 D.C.B. (combining the existing Forms 6A and 102 D.C.B.) has been introduced and a supply should be requisitioned from the Chief Inspector of Taxes, Departmental Claims Branch, for use in connection with the discharge of weekly paid non-industrial staff.

2. The new form consists of four sections, viz. :—

Section I.

(a) Report to D.C.B. by the paying authority stating :—

- (i) total remuneration issued to date of cessation and income tax deducted in the current year (exclusive of any sum relating to tax uncollected in the previous year),
- (ii) balance of pay in hand, and requesting final instructions.

(b) Statement by D.C.B. giving amount of tax for current year remaining to be collected.

Section II.

Certificate by the paying authority as to the tax remaining unpaid after the final payment of salary. *Local tax originating on Forms 6 D.S. should be shown separately.*

Section III.

This section is for use by D.C.B. and no entries should be made therein.

3. *Weekly paid non-industrial staff discharged on account of death or retirement.*—

For death cases, Section I (a) of Form 102 D.C.B. is to be completed and the form is to be forwarded to D.C.B. without delay. Form 6A D.C.B. should continue to be used for retirement cases. Where death or disablement is due to war operations, the fact should be specially mentioned. *In no case should the balance of pay be released until final instructions have been received from D.C.B.*

4. *Weekly paid non-industrial staff discharged from the Service for reasons other than death or retirement.*—The balance of pay due at date of discharge is to be released in accordance with the instructions contained in paragraph 5 of A.F.O. 3723/42 and a Form 102 D.C.B., completed as shown hereunder, is to be forwarded to D.C.B. without delay.

- (a) If final assessment has been received from D.C.B., (a) (i) of Section I and Section II are to be completed.
- (b) If final assessment has not been received, only (a) (i) of Section I is to be completed.

No further action will be necessary in connection with cases dealt with under (a), but in cases dealt with under (b) the Form 102 D.C.B. will be returned by D.C.B. with a report in Section I (b) and the following action is to be taken.

- (c) If a refund is specifically authorised by D.C.B. the amount should be refunded and classified to the current year of account. The Form 102 D.C.B. should be retained. If, however, the tax collected is in excess of that notified by D.C.B. and no authority to refund is given, Section II of the Form 102 D.C.B., suitably amended, should be completed, in red ink, and the form headed "Over-deduction of Tax" returned finally to D.C.B.
- (d) If a balance of tax is shown to be due from the taxpayer *no application for payment need be made*, but Section II of the Form 102 D.C.B. should be completed and the form returned finally to D.C.B. Any sum subsequently received in respect of the "Default" should be classified to the current year of account and notified immediately to D.C.B.

5. *Weekly paid non-industrial staff transferred to (a) other Government Departments or (b) other Admiralty Establishments.*—Existing procedure is to be followed, except that the new Form 102 D.C.B. is to be used for the purpose of reporting particulars to D.C.B. in cases of transfers to other Government Departments.

6. *Local tax charges (Form No. 6 D.S.) outstanding on discharge.*—Under revised statutory regulations, it is obligatory as from the 1st May, 1943, for an employer to hand to an employee who leaves his service (except where the employee is joining the Forces) a form showing the normal weekly or monthly deduction appropriate to his case. It is the employee's duty to pass on this form to his new employer when he recommences employment. This form will be a new Form No. 3 D.S. (the original Form No. 3 D.S. is now obsolete) and for all persons (including temporary Salaried Officers) leaving Government employment, Part II of the form should be completed in relation to locally assessed tax as notified on Form No. 6 D.S. and handed to the employee at the time of discharge. Departmental

tax charges are *not* to be reported on the form. The "box" on the back of the form should be completed to show clearly the office of origin, e.g. H.M. Dockyard A supply of Forms No. 3 D.S. should be requisitioned from the Chief Inspector of Taxes, Departmental Claims Branch.

(A.F.O. 3723/42.)

(A.F.O. 4823/42 is cancelled.)

2449.—Income Tax (Local Assessments)—Non-industrial Employees

(D.N.A. 8411/43.—27.5.1943.)

With reference to A.F.Os. 1888/41 and 5468/41, the accounting arrangements for local tax (Form No. 6 D.S.) have been revised as follows.

2. *Year of Account, 1942-43.*—The Schedule No. 1 D.S. for the year of account 1942-43 continued in use until the 31st March, 1943, in respect of :—

- (a) All outstanding charges brought forward from the previous Schedule No. 1 D.S. (Year of Account 1941-42).
- (b) All forms No. 6 D.S. issued by D.C.B. from 1st November, 1941, to 31st March, 1943.

All forms 6 D.S. for years to 1942-43 received after 1st April, 1943, which bear a "B" prefix in the reference number, should also be recorded in this schedule. All amounts uncollected as at 31st March, 1943, should be carried forward to the 1943-44 Departmental tax schedule as under-collections of Departmental tax to be collected and brought to account in that year in addition to the current Departmental tax. The amount should be noted in the schedule and earmarked "From 1942-43 No. 1 D.S.". Such under-collections will *not* be covered by the Departmental assessment to be issued by D.C.B. for 1943-44 and will require to be inserted locally in the appropriate space on the new assessment form No. 36B. The amounts should be taken into consideration as "additional liability" in determining the provisional assessment for 1943-44. Separate instructions are being issued regarding the new form of assessment No. 36B.

3. *Year of Account 1943-44.*—A separate Schedule No. 1 D.S. for local tax will *not* in future be maintained. Local charges for 1943-44 reported on forms No. 6 D.S. will also be shown on Departmental assessment forms No. 36B (late No. 377) issued by D.C.B. for 1943-44. On the Form 36B the local charge will be noted "Per 6 D.S. sent/herewith". At the outset, the local charge should, however, be shown quite separately in the tax schedule and distinguished by the letters "D.S.". On receipt of a Departmental assessment (Form 36B) covering the local assessment already noted in the "Assessment" column, the Departmental charge should be recorded in the usual way and the separate local charge cancelled. All sums collected should henceforth be included in the Departmental schedule. As far as possible, collection should be applied to clear the local assessment first. On the salary lists and pay vouchers the tax charge for the quarter should represent the total collection in respect of local and Departmental tax as recorded on the Departmental Tax Schedule. All tax charged should be credited to *Income Tax (1) of the year of collection.*

4. *Forms No. 6 D.S.*—Forms now issued bear an initial letter "A" or "B" thus :—

A.1/104.

B.1/78.

The letter "A" denotes a charge transferred for collection *via* D.C.B. during the six months April to September inclusive. The letter "B" denotes a charge transferred during the six months October to March inclusive. The first figure is the Departmental number and the figure after the stroke is the consecutive number of the case.

5. *Amendments.*—Any amendment of local tax charges will be notified on Form No. 16 D.S. and No. 36B which, after notation in the Departmental Tax Schedule, should be filed with the original (cancelled) authority.

6. *Local Tax outstanding on discharge.*—The existing Form No. 3 D.S. becomes obsolete and a new Form No. 102 (D.C.B.) will be used for the transfer of both Departmental and local tax for collection elsewhere *via* D.C.B. Local tax should, however, be distinguished in the certificate given in Section III of the new Form 102.

7. *New Entrants, Local Tax notified on Form No. 3 D.S.*—Under revised statutory regulations, it becomes obligatory as from 1st May, 1943, for an employer to hand to an employee who leaves his service (except where he is joining the Forces), a Form No. 3 D.S. showing the normal weekly or monthly deduction appropriate to his case. It will be the employee's duty to pass on this form to his new employer when he recommences employment. On receipt from a new employee of the Form 3 D.S. provisional deductions to cover such local tax should be commenced in accordance with the information given by the late employer. The form should then be forwarded to D.C.B. immediately to enable the local assessment to be obtained and reported on Form No. 6 D.S. If possible the Form No. 3 D.S. should be sent to D.C.B. with the normal report of entry (Form No. 6A). When Form No. 3 D.S. is received, the issue of Form No. 33-3 or 33-4 (D.C.B.) is unnecessary. *The full Christian names of the taxpayer should be shown on the report of entry (Form 6A) which should not be held up pending the receipt of Form No. 3 D.S. or Form No. 33.*

(A.F.Os. 1888/41 and 5468/41.)

2450.—Admiralty Civil Police—Revised Rates of Pay

(U.S.B. 492/43.—27.5.1943.)

The following revised basic rates of pay for the Admiralty Civil Police have been approved:—

	s.	d.
Constable	65	6 a week on appointment.
	70	6 a week after six months' satisfactory service.
Sergeant	75	6 a week.
Station sergeant ...	80	6 a week.

The new rates, all of which carry in addition Civil Service war bonus, are to apply as from 1st January, 1943.

2. Members of the Admiralty Civil Police must clearly understand that the increase of 4s. a week in the rates given above will be reconsidered in the event of any further increase in the rate of Civil Service war bonus.

3. The permanent scales of pay for Admiralty Civil Police, as laid down in A.F.O. 3896/41, will remain unchanged, but those members of the force who elected to remain on these scales will now be afforded a further option of proceeding to the new flat rates. This option is to apply from 1st January, 1943, and cannot be antedated.

(A.F.Os. 3896/41, 719/42, 1321/42 and 3463/42.)

2451.—Naval Telephone System—Use of

(M. 05111/43.—27.5.1943.)

All large naval establishments and many smaller ones are now connected to the Naval Telephone Network. Steps have been and are still being taken to improve the standard of efficiency of personnel operating the switchboards, but the full co-operation of telephone users is also essential.

2. Various practices are at present being followed often unwittingly, which hamper the work of the operators and which are contrary to operating instructions.

3. A standard operating procedure is shortly to be promulgated and, apart from occasional exceptional circumstances, operators and supervisors will be expected to adhere strictly to these instructions. In order to minimise friction or misunderstanding between caller and operator, the following points should be noted.

4. On making a call over the Naval Telephone Network, the name of the station required should be passed to the local operator, who will then be responsible for ensuring that the call is completed. Officers should not attempt to route their own calls.

5. Wherever possible, extensions should be asked for *by number instead of by name*, and a personal record should be kept of the numbers of extensions at distant switchboards to which calls are frequently made.

6. Any advice received from the operator, e.g. "Lines engaged," should as a general rule be accepted without comment. If the distant extension required is engaged, the operator will, on long distance calls and at request on other calls,

break in on the conversation and ask the called extension if the fresh call can be accepted. If the distant subscriber does not agree to break down his call, a further call will have to be made later. *Holding for engaged lines will not be permitted.*

7. There is no intention of restricting the duration of calls made over the Naval Network as on the Post Office system, but, on certain routes where congestion is still unavoidable, the supervisor has discretion to ask users to curtail the duration of calls, and, in extreme cases, it may be necessary to impose a time limit. Normally this latter course will be taken only in the case of a serious breakdown of communications.

8. Callers should constantly bear in mind that the making of a non-essential call over the long-distance system during the busy times of day will almost inevitably delay other calls of greater urgency. The G.P.O.'s resources in the matter of line plant are strictly limited, and it is very important that the most economical use should be made of the system as it exists. The familiar slogan, slightly adapted—"Is my call really necessary?"—should be in the mind of anyone about to telephone.

2452.—Fuel Economy in Admiralty Establishments

(D/C.E. 52989/43.—27.5.1943.)

The terms of A.F.O. 6224/42 remain in force as a continuing measure, but consequent upon a recent direction issued by the Ministry of Fuel and Power, no fuel may be consumed in any central plant used for heating non-industrial premises in H.M. Dockyards and Shore Establishments from the date of this Order up to the 31st October, 1943, unless authority is promulgated for relaxation to meet exceptional weather conditions.

2. When, however, the same central plant is used both for heating and providing hot water, the foregoing prohibition is relaxed to the extent necessary for the provision of hot water only.

3. Should there be strong reasons for excluding any particular premises from the restrictions, the Regional Controller is to be consulted to ensure uniformity of treatment as between controlled premises and Crown premises.

4. So long as the restriction obtains, the use of coal, gas, or electric fires in offices is similarly prohibited.

(A.F.O. 6224/42.)

2453.—Stores for H.M.S. "Forth" and attendant submarines—Method of Consigning

(N.S. 67/42.—27.5.1943.)

Stores for H.M.S. "Forth" and attendant submarines should be consigned:—

c/o Naval Store Officer,
No. 9 Shed,
West Quay,
Greenock.

(A.F.O. 578/42.)

2454.—Clothes Rationing (Explosives Industry)—Disposal of Surrendered Coupons

(L. 15295/42.—27.5.1943.)

With reference to paragraph 6 of A.F.O. 880/43, it has now been decided that coupons deducted from the pool should not be sent to the Admiralty, but direct from each establishment to the Chief Accountant, Board of Trade, New Oxford House, Bloomsbury Way, London, W.C.1.

2. Coupons should be sent by registered post, with a covering note, quoting the heading of A.F.O. 880/43, and stating the number of coupons enclosed.

(A.F.O. 880/43.)

2455.—Disposal of Ferrous and Non-Ferrous Scrap

(N.S. 17168/43.—27.5.1943.)

It is urgently necessary in present circumstances that all arisings of ferrous and non-ferrous scrap should be brought back into production with the least possible delay.

2. With this in view the following revised arrangements are to be made for the period of the war. These arrangements are applicable not only to arisings, but also to any machinery, fittings, stores, etc., which may be approved to be scrapped or brought to produce :—

Ferrous Scrap—

- (a) The Director of Navy Contracts will arrange to terminate on 30th June, 1943, all existing contracts for sale and removal.
- (b) After 30th June, 1943, all ferrous scrap from Dockyards, Naval Store Depots, Naval Armament, Torpedo and Mine Depots and Factories, Victualling Yards (other than the area store depots, etc., referred to in paragraph 5) should be consigned to scrap merchants, etc., according to instructions received from the Director of Economy, Ministry of Supply. Full details will be issued direct to the dockyards and other establishments by the Director of Economy before 30th June.
- (c) Although it is obviously desirable that types of ferrous material should not be indiscriminately mixed, the scrap is not to be specially classified or sorted before despatch and is to be sent direct from shops, etc., to the scrap merchants so as to avoid double handling. It is not necessary to remove all non-ferrous materials from items that are mainly ferrous. Any items of a secret nature are to be mutilated beyond recognition.
- (d) Large articles can be taken by Ministry of Supply provided they do not exceed 10 tons in weight. Articles over 10 tons in weight must be cut up before despatch. It may be necessary occasionally at the dockyards and ship repairing yards to ask for the services of Ministry of Works and Planning in removing very bulky objects which cannot be cut up economically into 10-ton lots.
- (e) Director of Economy, Ministry of Supply, is to be furnished direct by dockyards, etc., with details of estimated future arisings of ferrous scrap, if and when he asks for this information. Estimated arisings are not in future to be reported to the Director of Navy Contracts.

Non-ferrous Scrap (other than aluminium)—

- (f) A considerable amount of this scrap is used in the dockyards, but excessive stocks must not be maintained.
- (g) At present, before any of this scrap is disposed of, reference is made first to the professional departments at the yards to ascertain what should be kept, and then to the Admiralty to see whether a requirement exists elsewhere. Reference to the Admiralty is not to be made in future, the Ministry of Supply having given an assurance that they will provide stocks at very short notice if required.
- (h) Ministry of Supply have their own depots for this material. The quantity of ferrous material in any item must not exceed 40 per cent.
- (j) The Director of Navy Contracts will arrange to terminate on 30th June, 1943, all existing contracts for removal.
- (k) After 30th June, 1943, all non-ferrous scrap from Dockyards, Naval Store Depots, Naval Armament, Torpedo and Mine Depots and Factories, Victualling Yards (other than the area store depots, etc., referred to in paragraph 5) should be consigned in accordance with instructions received from the Director of Economy, Ministry of Supply. Full details will be issued direct to the dockyards and other establishments by the Director of Economy before 30th June.

The scrap is to be classified before despatch, except when this is inconvenient as in the case of large bulky items of mixed metal. The quantity of ferrous material in any item must not exceed 40 per cent.

- (m) Estimated arisings, not wanted by the yards and other establishments mentioned, are to be furnished to the Director of Economy, Ministry of Supply, every three months, commencing 1st June, 1943. Director of Economy will make arrangements whereby from 1st July, 1943, yards and other establishments mentioned will always have a destination to which arisings are to be sent. There will be no time gap while quarterly reports are being considered.
- (n) Material should not be despatched loose but sent forward in bags or barrels; the latter are preferred, if available. Director of Economy will supply bags on application.

3. There may be a service for certain processed materials such as bolts and nuts, screws, old condenser tubes, in their existing condition. Such materials should not be dealt with as scrap in the first place but should be included separately in the quarterly reports to the Director of Economy referred to at 2 (m), or specially reported to that officer when the quantities are large.

4. Naval Armament, Torpedo and Mine Depots and Factories will deal direct with the Ministry of Supply on above lines, except that torpedo depots situated within dockyards will hand over their scrap to the (S) N.S.O. for disposal. Non-ferrous scrap cartridge case metal (70/30) is to be kept separate from fuse metal (60/40).

Produce arising from the breakdown of any explosive item, whether empty or filled, is to be certified free from explosive before disposal.

5. Area Store Depots, Temporary Naval Bases, small inland Naval Armament Establishments and O.C.A.S. Depots, etc., should continue to sell their arisings locally as at present, as quantities are not large. Except for trivial quantities, they should, however, send to the Director of Economy their lists of scrap for disposal *before* inviting tenders, so that the Director of Economy can take over any of the scrap for which he has a requirement. In accordance with A.F.O. 1055/42, declarations should continue to be obtained from firms tendering for ferrous scrap, to the effect that they are licensed dealers and the prices submitted by them are in accordance with Ministry of Supply's instructions.

6. Transfers of scrap to the Ministry of Supply should be on a free issue basis. When the scrap materials are sent to a Ministry of Supply Depot the usual accounting arrangements as between Government departments are to be made. When, however, in accordance with directions received from the Ministry of Supply, or their agents, delivery is made to a contractor direct, the following procedure is to be followed :—

- (a) The issuing establishment is to obtain contractor's receipt on two copies ("A" and "B") of the issue voucher and is then to forward "A" together with an unreceipted copy "C" to the Ministry of Supply branch concerned.
- (b) The latter is to be requested to retain "A" and return "C" endorsed "transaction noted for any necessary action that may be necessary to obtain credit to public funds". Care is to be taken that this endorsement is obtained.

7. Facilities should be afforded for officers of the Ministry of Supply, including Regional Disposals Officers, to visit the yards and other establishments mentioned to discuss and advise on the disposal of scrap when necessary. These arrangements are to be made direct between the Ministry of Supply and the yard officers concerned.

8. These instructions should be regarded as a special war-time procedure without prejudice to any revised arrangements that may be made at the end of the war.

9. The address of the Director of Economy, Ministry of Supply, is Shell-Mex House, Strand, London, W.C.2.

10. Scrap materials other than ferrous and non-ferrous scrap, and all descriptions of scrap shipped home from abroad will continue to be dealt with under the existing instructions.

(A.F.O. 1055/42.)

2456.—Disposal of Obsolete or Redundant Machinery, Equipment, etc.—REPORTS*All Dockyards and Establishments at Home.*

(D. 2185/43.—27.5.1943.)

It is essential that no obsolete or redundant machinery, equipment, spare gear, fittings, etc., should be retained as such, but that such items should be made available to war industry as scrap materials.

2. Gear for which there appears no reasonable prospect of utilisation within the next 3 years is, in general, to be deemed redundant.

3. Reports are to be rendered at half-yearly intervals (in June and December), of any items on main or deposit ledger charge, or otherwise held in dockyards or establishments which, in the opinion of the officers concerned, come within the scope of paragraph 1.

4. In order to expedite examination and decision by the Admiralty, these reports are to be rendered in separate parts for engineering, electrical, gunmounting, torpedo, etc., material.

5. Reports are not required in respect of constructive material for the disposal of which Constructive Managers have been given full discretion.

6. Items which are subsequently approved to be scrapped or brought to produce are to be dealt with as expeditiously as possible in accordance with A.F.O. 2455/43.

2457.—War Gases—Supply to Admiralty Civil Shore Establishments for Training Purposes

(T. 04290/43.—27.5.1943.)

It has been represented that in view of paragraph 11 of A.F.O. 665/43 many shore establishments with civilian complements are precluded from drawing war gases for training purposes.

2. In order that such establishments of complement over 1,000 may carry out war gas training, it is approved that the "supervising" officer referred to in paragraph 11 of the above quoted A.F.O. may be a civilian officer of the rank of Superior Officer or above provided that—

(a) He has undergone a long P.D. Course (three weeks) at a naval A/G School within the last two years.

(b) That the demand for war gases is approved on each occasion by the Commander-in-Chief.

3. Concerning paragraph 2, Clause (b), demands are to be submitted to the Commander-in-Chief who will decide whether the Establishment is suitably situated for war gas exercises, whether such exercises will unduly interfere with the normal work of the establishment and whether the standard of training reached is such that gas will be employed appropriately and without risk of unnecessary minor casualties.

(C.-in-C., Po. 1509/ARP/1463/6, 25.3.43.)

(A.F.O. 665/43.)

2458.—Calcium Carbide—Supplies

(N.S./C.P. 99803/42.—27.5.1943.)

The standing contract for calcium carbide with Messrs. Charles Bingham & Company, Ltd. has been terminated, and outstanding orders should be considered cancelled. Future requirements should be demanded on the Admiralty.

2459.—Aluminous Cement

(P(L)/C.E.-in-C. 2000/43/2225/11.—27.5.1943.)

Attention is drawn to paragraph 2 of A.F.O. 608/42 concerning Government emergency stocks of Aluminous cement.

2. It has been decided to reduce these stocks, and until further notice they may be drawn upon by Departments whenever it is considered that the use of Aluminous cement will expedite work of national importance.

3. Application for supplies should be made to the Director of Cement, Ministry of Works, Lambeth Bridge House, London, S.E.1. (Telephone: Reliance 7611, Extension 2070), stating quantity it is desired to collect from the stock nearest to the work. A Release note and a Receipt form will be signed by the officer concerned, and both documents handed by him to the stockist in exchange for the cement.

4. Issues will be treated as an Interdepartmental charge.

5. The following is a list showing location of stocks.

Name of Stockist	Addresses at which Stocks are Located		Stock at 30.12.42
	Place	County	
Cement Marketing Co., Ltd.	Cement Works, Dunstable ...	Bedfordshire ...	300
Engineering Dept. Stores, G.W. Rly.	Reading	Berkshire ...	50
Cement Marketing Co., Ltd.	Norman Cement Works, Coldhams Lane, Cambridge.	Cambridgeshire ...	300
Thos. W. Ward, Ltd. ...	East Float, Dock Road, Birkenhead.	Cheshire	250
District Engineer's Shop, L.M.S. Rly.	Crewe	Cheshire	40
c/o Chief Stores Superintendent, L.N.E. Rly.	Godley, Nr. Manchester ...	Cheshire	30
Moore & Brock, Ltd. ...	Barons Quay, Northwich ...	Cheshire	439½
Walter Wood & Co. (Carlisle) Ltd.	Bog Depot, Carlisle	Cumberland ...	299½
Building Supplies (Derby), Ltd.	Litchurch Lane Yard, Derby ...	Derbyshire ...	200
Stores H., L.M.S. Rly. ...	Derby South	Derbyshire ...	30
Walter Otton & Sons, Ltd. ...	Okehampton Road, Warehouse, Exeter.	Devonshire ...	200
c/o Divisional Engineer, S. Rly.	Central Depot, Exeter Junction	Devonshire ...	35
Darlington Railway Plant and Foundry Co., Ltd.	Banaton, Darlington	Durham	300
c/o Chief Stores Superintendent, L.N.E. Rly.	North Road, Darlington ...	Durham	60
Admiralty Salvage Officer ...	No. 2 Warehouse, L.N.E.R., West Hartlepool.	Durham	47½
Thos. Moy, Ltd.	The Hythe, Colchester	Essex	200
Admiralty Salvage Officer ...	Salvage Store, Parkeston Quay, Harwich.	Essex	20
Lafarge Aluminous Cement Co., Ltd.	West Thurrock, Nr. Grays ...	Essex	128
No. 1 Store, G.W. Rly. ...	Barry	Glamorganshire...	50
Aberthaw and Bristol Channel Portland Cement Co., Ltd.	Rhoose, Nr. Barry	Glamorganshire...	404
Thos. Cox & Sons of Bristol, Ltd.	Brandon Wharf, Bristol ...	Gloucestershire ...	200
The Western Trading Co. (Gloucester).	Llanthony Warehouse, Gloucester.	Gloucestershire ...	200
c/o Divisional Engineer, S. Rly.	Dutton Lane, Eastleigh ...	Hampshire	35
G. A. Day, Ltd.	Grunison Road, Stamshaw, Portsmouth.	Hampshire	200
Hooper & Ashby, Ltd. ...	Britannia Wharf, Southampton	Hampshire	60
Risdon, Beazley, Ltd. ...	Northam Bridge, Southampton	Hampshire	60
Hooper & Ashby, Ltd. ...	St. Jame's Lane, Winchester ...	Hampshire	40

Name of Stockist	Addresses at which Stocks are Located		Stock at 30.12.42
	Place	County	
c/o Divisional Engineer, S. Rly.	Ashford	Kent	Tons 35
Ribblesdale Cement, Ltd. ...	Horrocksford Siding, Clitheroe	Lancashire ...	306
District Engineer's Shop, L.M.S. Rly.	Fleetwood	Lancashire ...	17
District Engineer's Shop, L.M.S. Rly.	Heysham	Lancashire ...	4
District Engineer's Shop, L.M.S. Rly.	Lancaster	Lancashire ...	9
District Engineer's Shop, L.M.S. Rly.	Newton Heath	Lancashire ...	50
c/o Divisional Engineer, S. Rly.	Angerstein Works	London	16½
c/o Divisional Engineer, S. Rly.	Bridge No. 26, Blackfriars ...	London	16½
c/o Divisional Engineer, S. Rly.	Clapham Depot	London	16½
c/o Chief Stores Superintendent, L.N.E. Rly.	York Way, Kings Cross ...	London	22
c/o Divisional Engineer, S. Rly.	London Bridge Subway ...	London	13½
c/o Divisional Engineer, S. Rly.	Nine Elms	London	50
c/o Divisional Engineer, S. Rly.	Norwood Junction Depot ...	London	8½
c/o Chief Stores Superintendent, L.N.E. Rly.	Palace Gates	London	38
c/o Divisional Engineer, S. Rly.	Peckham Rye Arches	London	8½
Port of London Authority ...	No. 2 Shed, S.W. India Docks	London	50
Engineering Dept. Depot, G.W. Rly.	West Ealing	London	50
c/o Divisional Engineer, S. Rly.	Twickenham	Middlesex ...	10
c/o Chief Stores Superintendent, L.N.E. Rly.	Melton Constable	Norfolk	60
Admiralty Salvage Officer ...	c/o Pertwee & Back, Nelson Garage, Gt. Yarmouth.	Norfolk	17½
Old Materials Depot, L.M.S. Rly.	Northampton	Northamptonshire	30
J. M. & J. Bartlett	South Harbour, Blyth	Northumberland	150
J. M. & J. Bartlett	41/45, The Close, Newcastle-on-Tyne.	Northumberland	200
Barnstone Cement Co., Ltd.	Barnstone	Nottinghamshire	199½
Cement Marketing Co. ...	Skipton-on-Cherwell, Oxford ...	Oxfordshire ...	300
Thos. W. Ward, Ltd. ...	Castle Works, Milford Haven ...	Pembrokeshire ...	400
Old Radnor Trading Co., Ltd.	Dolyhir	Radnorshire ...	200
Ketton Portland Cement, Ltd.	Ketton	Rutlandshire ...	300
Stores Department, G.W. Rly.	Oswestry,	Shropshire ...	20
Building Material Supply Stores, Ltd.	Wood Street, Shrewsbury ...	Shropshire ...	100
John Board & Co., Ltd. ...	Dunball, Bridgwater	Somersetshire ...	200
W. & H. E. Emery & Co., Ltd.	Copeland Street, Stoke-on-Trent.	Staffordshire ...	200
District Engineer's Shop, L.M.S. Rly.	Walsall	Staffordshire ...	30
Carver (Wolverhampton), Ltd.	11/16, Stafford Street, Wolverhampton.	Staffordshire ...	99½
Engineering Dept. Depot, G.W. Rly.	Wolverhampton	Staffordshire ...	50
c/o Divisional Engineer, S. Rly.	Guildford	Surrey	10
c/o Divisional Engineer, S. Rly.	Mitcham	Surrey	10
Norcon, Ltd.	Tannery Lane, Ripley	Surrey	132

Name of Stockist	Addresses at which Stocks are Located		Stock at 30.12.42
	Place	County	
c/o Divisional Engineer, S. Rly.	Horsham... ..	Sussex	Tons 27
c/o Divisional Engineer, S. Rly.	Polegate	Sussex	8
Rugby Portland Cement Co., Ltd.	Crown House, Rugby	Warwickshire ...	400
Locomotive Masons' Stores, G.W. Rly.	Swindon	Wiltshire... ..	80
E. Hill & Sons	Purton, Nr. Swindon	Wiltshire... ..	200
Timmins & Foulkes, Ltd. ...	St. John Street, Netherton, Dudley.	Worcestershire ...	200
Low Moor Best Yorkshire Iron Co., Ltd.	Low Moor Iron Works, Bradford	Yorkshire	300
R. O. Arnold, Ltd.	41/45, Victoria Street, Doncaster	Yorkshire	200
Admiralty Salvage Officer ...	34 Shed, River Pier, Alexandra Dock, Hull.	Yorkshire	24
c/o Chief Stores Superintendent, L.N.E.R.	Woodburn Junction, Nr. Sheffield.	Yorkshire	60
SCOTLAND			
Thomas Muir, Son & Patton, Ltd.	62/66, Leadsid Road, Aberdeen	Scotland	167½
Admiralty Salvage Officer ...	Salvage Store, Albert Quay, Aberdeen.	Scotland	4
Permanent Way Workshops, L.M.S. Rly.	Muirhouse, Glasgow	Scotland	25
c/o Chief Stores Superintendent, L.N.E. Rly.	Maryhill, Glasgow	Scotland	30
Leith Salvage and Towage Co., Ltd.	Salvage Store, Imperial Basin, Imperial Dock, Leith.	Scotland	41
Peter Saddler & Co., Ltd. ...	15, Tower Street, Leith ...	Scotland	194
Metal Industries, Ltd. ...	Lyness	Orkneys, N.B. ...	58
Permanent Way Workshops, L.M.S. Rly.	Motherwell	Scotland	50
Permanent Way Workshops, L.M.S. Rly.	Perth	Scotland	25
c/o Liverpool and Glasgow Salvage Association.	Clyde Trust Works, Renfrew ...	Scotland	45½
NORTHERN IRELAND			
John McNeill, Ltd.	109, Corporation Street, Belfast	Northern Ireland	95½

(A.F.O. 608/42.)

