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ADMIRALTY FLEET ORDERS

ADMIRALTY, S.W.1,
2nd July, 1942.

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

A list of these Orders is enclosed.

By Command of their Lordships,

J. V. Markham

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

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

Head of "P" Branch

P1 *11/30 18/19 JH.*

P2 *JH.*

P3 *JH.*

P4 *JH.*

ADMIRALTY FLEET ORDERS

- | No. | Subject. |
|-------|---|
| 3071. | Naval Aircraft—Forced Alighting on Water—REPORT. (<i>Issued separately on 25th June, 1942.—only to Commanders-in-Chief, Flag Officers, Senior Naval Officers, Captains and Commanding Officers of H.M. Ships and Vessels fitted for Aircraft and H.M. Naval Air Stations and Sections.</i>) |
| 3072. | Food Rationing—General Instructions. <i>Issued separately on 25th June, 1942.</i> |

2nd July, 1942

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

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

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| 3074. | Collisions. |
| 3075. | British Advisory Repair Mission—Change of Status and Title. |
| 3076. | Japanese Hospital Ships. |
| 3077. | Warship Weeks—Ships Adopted. |
| 3078. | W.R.N.S. Establishments—Entertainment of Visitors. |
| SECTION 2.—PERSONNEL, PAY, SERVICES, DISCIPLINE, ETC. | |
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| 3080. | Command Money and Entertaining Allowance for Commanders in Command Shore Establishments. |
| 3081. | Naval Discipline Act—Jurisdiction on Shore. |
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| 3083. | Specialist Allowances to R.N., Reserve and Warrant Officers. |
| 3084. | Accelerated Promotion. |
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| 3088. | Training of New Entries—Syllabus. |
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| 3090. | Motor Mechanics—Re-classification and Change of Port Divisions. |
| 3091. | R.N. Patrol Service—Drafting of Leading Seamen in lieu of Second Hands. |
| 3092. | Writer's Allowance—Extension of Payment. |
| 3093. | Diving Non-substantive ratings. |
| 3094. | Medical Survey of Cable Ship Personnel. |
| 3095. | Royal Marines—Service Documents and Transfer Lists to Accompany Ranks on Disembarkation. |
| 3096. | Personnel (Naval and Civilian) Appointed Abroad—Passport and Visa Arrangements. |
| 3097. | Routes for Drafts to H.M. Ships "Cyclops" and "Osprey." |
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| 3099. | Dependants' Allowance—Maltese Ratings. |
| 3100. | Kit Bags, Hammocks, Chests and Suit Cases—Labelling and Marking. |
| 3101. | Billeting—Payment for Baths. |
| 3102. | Income Tax. |
| 3103. | Private Motor Vehicles used by Naval Personnel on Official Business—Revised Scheme of Compensation. |
| 3104. | W.R.N.S.—Personnel Messed in Naval Officers' Messes. |
| 3105. | W.R.N.S.—Sickness of Officers. |
| 3106. | W.R.N.S.—Information required for Record and Statistical Purposes—Census to be taken. |
| 3107. | W.R.N.S.—Losses and Improper Expenditure. |
| 3108. | W.R.N.S. Benevolent Trust. |
| 3109. | Q.A.R.N.N.S. (R.)—Sick Leave. |
| 3110. | "First Aid in the Royal Navy"—Instructional Film. |
| 3111. | Entertainments Tax. |

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

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

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| 3112. | Gun Mountings—H.A. Fire from 8-in. Turrets—Loading and Fuze Setting. |
| 3113. | Gun Mountings—Boulton Paul Turrets, Phosphor-Bronze Training Roller Path Rings—Fitting. |

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

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

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|-------|---|
| 3114. | Guns, B.L., 14-in., Mark VII—Valves, Change-over—Modification. |
| 3115. | Guns, Machine, Browning, 0.5-in. (American Colt), Model M.2, Water-cooled, with 36-in. and 48-in. Barrels—Modification of Ammunition Chests. |
| 3116. | Guns, Machine, Browning (American Colt), Model M.2, Water-cooled, with 36-in. and 45-in. Barrels, Models 53-A and 53-2, Air-cooled—Maintenance—Modification and Adjustment. |
| 3117. | Guns, Machine, 9 mm. Lanchester Machine Carbine—Instructions for Use of the Magazine Filler. |
| 3118. | Fuze Setting Machines and Ammunition Trays—Spare Springs. |
| 3119. | Cartridges, Q.F., F.A., 3-in. 20 cwt., H.E. Shell, Sc.048 and N.H.033—Defective Packing in Boxes Ammunition C.208. |
| 3120. | Ordnance Holman Projector, Mark III (Cordite Operated)—Introduction. |
| 3121. | P.A.C. Projectors—Combined Cleaner and Ejector—Introduction. |
| 3122. | Rockets U. 2-in.—Assembly of Tail Fins. |
| 3123. | Ground Service Pyrotechnics—Puffs, Powder, No. 10, 1-oz. |
| 3124. | Cast Iron Plugs, Fuze Hole. |
| 3125. | Drawing Instruments for Gunnery Purposes—Supply. |

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

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| 3126. | A.W. Torpedo Tubes with Cordite Impulse—Adjustment of Cordite Valve. |
| 3127. | O.M.L. 9.5-in. D.C.T.—Springs, Main, Mark II, for Strikers. |
| 3128. | Counterdrum Instruments—Illumination—Introduction of Dimmers. |
| 3129. | Amatol Demolition Charges. |
| 3130. | Preparation and Fitting of Service T.N.T. Charges, 1½ lb., with Commercial Type Detonators, Primers and Safety Fuze. |
| 3131. | Davits—Provision of—REPORTS. |
| 3132. | Portable Electrical Apparatus with Flexible Cables—Precautions in Use. |

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

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| 3133. | Magnetic Compass Equipments, Pattern 920—Flinders Bars. |
| 3134. | Sextants—Revised Allowances. |

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

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| 3135. | Boiler Tubes, etc. |
| 3136. | Boiler Tubes, etc. |
| 3137. | Boiler Tubes, etc. |
| 3138. | Feed Regulator Leak-off Pipes. |
| 3139. | Crosshead Bearings—Additional Spare Brasses. |

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

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| 3140. | R.D.F. Installation, Type 241—Fitting-out Information. |
| 3141. | R.D.F., Types 286 P, 286 P.Q. and 290—Shortening of Plug in Gear Box of Aerial Outfit A.T.R. |
| 3142. | R.D.F., Type 290—Position of Office Door—A. and A. |
| 3143. | D/F Gyro Repeater Motors for Radiogoniometers. |
| 3144. | Wooden Crates for Radio Valves—Return. |

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

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| 3145. | Bottom and Boot-Topping Compositions. |
| 3146. | Sea Anchors—Withdrawal of Allowance. |
| 3147. | D.G. Equipment—Fitting of Rudder Post Winding—A. and A. |
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| 3149. | Portable Fire Extinguishers. |
| 3150. | Drums, Target Towing Cable. |
| 3151. | Aircraft Torpedo Equipment—Drum Control Gear—Marking of Spool Bosses. |
| 3152. | S.W. Ropes for Aircraft Cranes and Lifts. |
| 3153. | Tools, etc., for Air-Sea Rescue. |
| 3154. | Screw Down Non-return Valve in Torpedo Stowage Compartment—A. and A. |
| 3155. | Stretchers—Allowances. |
| 3156. | Economy in the Use of Galvanising. |
| 3157. | Liquefiable Gas Cylinders—Relaxations of Biennial Tests. |
| 3158. | Naval Stores—Withdrawal of Allowances. |
| 3159. | Supply, Accounting, etc., Instructions for Naval Stores—Form F.A. 16A. |

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

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

- 3160. Stores Found in Packing Cases, Returned as "empties".
- 3161. Potatoes (New)—Contract Supplies.
- 3162. Recovery of Waste Fats—Grease Traps.
- 3163. Use of Fresh Foodstuffs.
- 3164. Khaki Tropical Shirts.
- 3165. W.R.N.S.—Tropical Kit.
- 3166. W.R.N.S.—White Hat Bands for Cadet Wrens.

SECTION 5.—BOOKS, FORMS, RETURNS, CORRESPONDENCE

- 3167. Amendments to Books.
- 3168. A.M.S.Is.
- 3169. Address for Naval Air Stores Shipped to Mashara, Egypt.
- 3170. Central Air Medical Board—Removal.
- 3171. Communications from Ships' Accountant Officers to D. of S. and D. of V.
- 3172. W.R.N.S.—Sickness of Officers.
- 3173. Air Publication 1464A—and 1464B, Vol. 1—R.A.F. Engineering Manual—Return of Redundant Sections.
- 3174. Aircraft Store Establishment—Albacore—B.R. 378 (E) (late O.U. 6328 (E).)
- 3175. A.P. 1480 (O.U. 5494)—Revised Distribution.
- 3176. Form S.26—Claim of Civilian Medical Practitioner for Attendance on Naval Rating Sick on Shore.
- 3177. Form S. 322—Deck Log—Amendments to Beaufort Scale and Sea and Swell Scale.
- 3178. O.U. 6016—Postponement of Reprint.

SECTION 6.—SHORE ESTABLISHMENTS

- 3179. Medical Examination of Civilian Non-Industrial Staff.
- 3180. Foreman of Works—Optional Flat Rates of Salaries.
- 3181. Establishment of Workpeople over the age of 50 Years.
- 3182. Extended employment of Women in Admiralty Establishments in War-time—Rates of Pay.
- 3183. Income Tax 1942/3—Increased Allowances.
- 3184. Income Tax.
- 3185. Personnel (Naval and Civilian) Appointed Abroad—Passport and Visa Arrangements.
- 3186. Naval Store Depot, Pembroke—Stock Transfers Under Vote 8/II—Procedure.
- 3187. Area Cash Offices, etc.—Addresses.
- 3188. Guns, Q.F., 4-in., Mark V, Loose Liner Type—Exchange of Loose Liners—Modification of 4-in., Mark V** Guns and Loose Liners—REPORT.
- 3189. Naval Armament Stores—Receipts from Contractors.
- 3190. Motor Transport Vehicles—Central Repair Organisation.
- 3191. Garage Accommodation.
- 3192. Records of War Activities of Temporary Bases—Compilation, Preservation and Disposal.

(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.

3073.—Torpedo School—Eastbourne

(M/T. 05905/42.—2.7.1942.)

A new torpedo school is being set up at Eastbourne. The establishment will be known as H.M.S. "Marlborough."

Date of commissioning will be promulgated.

3074.—Collisions

H.M. Ships and other Vessels Owned by or Chartered to the Government

(N.L. 4542/42.—2.7.1942.)

No collision claims are raised between the Ministry of War Transport and the Admiralty or the other Service Departments. Consequently the question of liability is not pursued between any of H.M. ships and

(i) any vessel owned by the Ministry of War Transport, or by another Service Department;

(ii) any chartered vessel if marine risks are wholly borne by the Ministry of War Transport.

2. Where a collision occurs between one of H.M. Ships and a vessel in one of these categories no claim should be raised and no joint surveys should be held. If there is a doubt as to the terms of service of a chartered vessel the managers should be asked to say whether or not the Ministry bears marine risks.

3. Form S.232 should continue to be submitted as at present.

3075.—British Advisory Repair Mission—Change of Status and Title

(C.E. 54950/42.—2.7.1942.)

B.A.R.M. as a separate mission within the British Admiralty Delegation, Washington, ceased to exist as from 17th of June. Vice-Admiral French, hitherto head of B.A.R.M., has been given the personal title of *British Admiralty Maintenance Representative*, short title *B.A.M.R.* Signals hitherto addressed to B.A.R.M. should in future be addressed to B.A.D., the words "For B.A.M.R." being added only in cases where this is considered necessary in connection with the special duties of B.A.M.R. mentioned in paragraph 2 below.

2. *Duties of B.A.M.R.*—These are:—

(a) to act as Administrative Authority for all British naval personnel in U.S.A. (including W.R.N.S.) and all British Commissioned ships of war in U.S. waters (e.g., ships refitting, new ships on their commissioning, and such vessels as the A/S trawlers now operating under U.S. orders and based on U.S. ports). In connection with these duties he will conduct official correspondence with outside authorities, including the Admiralty, in his own name as B.A.M.R.

(b) to give decisions on material questions arising in connection with the refit or repair of H.M. ships in U.S. ports, subject to such consultation with other authorities in the B.A.D. as may be necessary under the existing organisation. Correspondence in connection with the refit of H.M. ships will be in the name of the B.A.M.R.

(c) refit orders for commanding officers of British ships of war in U.S. waters will be issued by B.A.M.R.

3076.—Japanese Hospital Ships

(M. 08289/42.—2.7.1942.)

The Japanese Government state that they have taken up as hospital ships the under noted vessels which have been accepted by H.M. Government, in addition to those described in A.F.O. 419/42. No other Japanese ships are to be recognised as hospital ships unless further instructions are issued.

"Ural Maru"	3,637 tons, length 123.5 metres, one funnel, two masts.
"America Maru"	6,069 tons, length 226.0 metres, two funnels, two masts.
"Manila Maru"	9,486 tons, length 145.0 metres, one funnel, two masts.
"Ryuko Maru"	2,962 tons, length 90.0 metres, one funnel, two masts.
"Baikal Maru"	5,266 tons, length 121.9 metres, one funnel, two masts.
"Seattle Maru"	5,772 tons, length 124.9 metres, one funnel, two masts.
"Hokusin Maru"	5,819 tons, length 125.0 metres, one funnel, two masts.

2. All vessels will have their hulls painted white and will have a green band painted round the entire length of each side, with red crosses in the middle, port and starboard. The red cross will be painted on the deck or on the turret at the stern and will be illuminated at night. Red crosses will also be painted on each side of the funnels and will be illuminated directly or by projectors.

(A.F.O. 419/42.)

3077.—Warship Weeks—Ships Adopted

(M. 2101/42.—2.7.1942.)

With reference to A.F.Os. 4826/41 and 1327/42 the following ships have been adopted by the towns or areas specified after successful warship weeks for the periods indicated:—

<i>Week ended 7th March, 1942</i>	
<i>Name of Ship</i>	<i>Adopting Town or Area</i>
H.M.S. "Elgin"	Morayshire.
H.M.S. "Somali"	Aberdeenshire.
<i>Week ended 28th March, 1942</i>	
H.M.S. "Grenville"	Banffshire.
H.M.S. "Nigeria"	Ayrshire.
<i>Week ended 4th April, 1942</i>	
H.M.S. "Malcolm"	Dumfermline (Fifeshire).
H.M.S. "Scott"	Peeblesshire.
<i>Week ended 18th April, 1942</i>	
H.M.S. "Amethyst"	1st District, Renfrewshire (District Clerk, Thornliebank, Renfrewshire).
H.M.S. "P.34"	Clackmannanshire.
<i>Week ended 25th April, 1942</i>	
H.M.S. "Bellona"	Fifeshire.
H.M.S. "Mackay"	Wigtonshire.
<i>Week ended 2nd May, 1942</i>	
H.M.S. "Clyde"	Kirkcudbright.
H.M.S. "Duncan"	Angus (County Assessor, County Buildings, Forfar).

Week ended 9th May, 1942

<i>Name of Ship</i>	<i>Adopted Town or Area</i>
H.M.S. "Barrhead"	Barrhead, Neilston and Uplawmoor. (Town Clerk, Barrhead).
H.M.S. "Fortune"	Midlothian (Dr. H. M. Gibson Aitken, Westholmes Gardens, Musselburgh).
H.M.S. "Highlander"	Perthshire (Lord Provost, Perth and County Clerk, Perth).
H.M.S. "Lauderdale"	Berwickshire (County Clerk, Duns).

Week ended 16th May, 1942

H.M.S. "Cromarty"	Rossshire.
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Week ended 23rd May, 1942

H.M.S. "Campbell"	Caithness (County Clerk, Wick).
H.M.S. "Glasgow"	Lanarkshire.
H.M.S. "P.247"	Inverness (County Clerk, Inverness).
H.M.S. "Stornoway"	Lewis.

Week ended 30th May, 1942

H.M.S. "Douglas"	Dumfriesshire (Baillie Fyfe, Municipal Buildings, Dumfries).
H.M.S. "Forth"	Stirlingshire.
H.M.M.T.B. "96"	Sutherland (County Clerk, Golspie).
H.M.S. "Ness"	Orkney.
H.M.S. "Tay"	Bridge of Allan.
H.M.S. "Wallace"	West Lothian (County Clerk, Linlithgow).

The following amendment is to be made to A.F.O.972/42.

<i>Delete</i>	H.M.S. "Arabis" ...	Godstone.
<i>After</i>	H.M.S. "Rowan" ...	St. Ives.
<i>Insert</i>	H.M.S. "Torrige" ...	Godstone.

In A.F.O. 1328/42:—

<i>After</i>	H.M.S. "Talisman" ...	
<i>Insert</i>	H.M.S. "Tamarisk" ...	Pontypridd.

In A.F.O. 1488/42 the area adopting H.M.S. "Beaumaris" should read Beaumaris M.B. only. H.M.S. "Spirea" should read H.M.S. "Spiraea".

<i>After</i>	H.M.S. "Spiraea" ...	Newton-le-Willows (Lancs.).
<i>Insert</i>	H.M.S. "Talybont" ...	Anglesey.

In A.F.O. 1626/42, H.M.S. "Penylan" should read H.M.S. "Penylan".

<i>Delete</i>	H.M.S. "Auricula" ...	Dartford M.B., Kent.
<i>After</i>	H.M.S. "Gloxinia" ...	
<i>Insert</i>	H.M.S. "Jed" ...	Dartford M.B., Kent.

In A.F.Os. 2205/42 and 97/42 the vessel adopted by Seaton Valley (Northumberland) should read H.M.M.G.B. "54".

(A.F.Os. 4826/41, 97/42, 972/42, 1327/42, 1328/42, 1488/42, 1626/42, 2205/42.)

3078.—W.R.N.S. Establishments.—Entertainment of Visitors

(M. 2568/42.—2.7.1942.)

Expenses incurred by W.R.N.S. messes in entertaining visitors may be refunded from Vote 11, N.3 under the same conditions as refunds would be made in respect of visits to R.N. Establishments. Applications for refund should accordingly be made to the Secretary of the Admiralty. The particulars required by A.F.O. 121/34 should be furnished.

(A.F.O. 121/34.)

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

*3079.—Honours and Awards—"London Gazette" Supplement of 23rd June, 1942

(H. & A.—2.7.1942.)

ADMIRALTY,

Whitehall,

23rd June, 1942.

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

For great courage, skill and determination in action with the Enemy while escorting a Convoy in H.M.S. "Eclipse" :—

To be a Companion of the Distinguished Service Order.

Lieutenant-Commander Edward Mack, D.S.C., R.N.

The Distinguished Service Cross.

Lieutenant John Aylmer McClure, R.N.

Mr. John William Heavyside, Commissioned Engineer, R.N.

The Distinguished Service Medal.

Chief Stoker Matthew John Lansdowne, D/K.47481.

Petty Officer Hugh Meirion Williams, D/JX.126604.

Petty Officer William Henry Carter, D/J.111749.

Petty Officer Steward Frederick Leslie Gould, D/LX.20505.

Ordnance Artificer 3rd Class Harry Prior, D/MX.54400.

Able Seaman Charles William Vanstone, D/J.78003.

Mention in Despatches.

Temporary Lieutenant Richard Bernard Alexander Cantopher, R.N.V.R.

Sub-Lieutenant David Laurence Cobb, R.N.

Chief Petty Officer Eugene Evans, D.J.101445.

Chief Engine Room Artificer Stanley Austin Walter Westlake, D/M.3299.

Temporary Petty Officer Ralph Joseph Streeter, D/JX.138846.

Temporary Acting Leading Stoker Henry Lightfoot, D/KX.88082.

Able Seaman Richard Baxter, D/JX.193684.

Able Seaman Edwin Honeyford, D/SSX.17505.

Ordinary Seaman Brian William Wilson Craig, D/JX.287000.

Ordinary Seaman Edward Frame, P/JX.321059.

For bravery and resource when their ship was attacked by enemy aircraft.

The Distinguished Service Cross.

Sub-Lieutenant Cyril John Cunningham, R.N.

Mr. Ernest Albert Durnford, Commissioned Gunner (T).

The Distinguished Service Medal.

Chief Petty Officer Stanley Galley, C/J.98834.

Regulating Petty Officer Hubert Antony Gibney, C/MX.54671.

Leading Seaman John Craig, C/JX.159319.

For good service in H.M. Submarine "Upright" on many patrols and for outstanding efficiency in a successful attack on enemy transports.

The Distinguished Service Medal.

Acting Leading Telegraphist John Henry Williams, D/JX.142219.

For gallant services with the Fleet Air Arm, especially in night patrols.

Mention in Despatches (Posthumous).

Sub-Lieutenant (A) Reginald George Drake, R.N.

The KING has been graciously pleased to grant unrestricted permission for the wearing of the following Decorations bestowed by the Queen of the Netherlands upon Officers and Men of the Royal Navy for their good services on patrols in Dutch Submarines :—

The Bronze Cross.

Temporary Acting Lieutenant Edward Arthur David Holmes, R.N.V.R.

Temporary Sub-Lieutenant William Alfred Cole, R.N.V.R.

Acting Petty Officer Telegraphist Arthur Henry Graves, C/J.91127.

Leading Signalmans Ernest Horace Rees, D.S.M., D/J.90252.

Acting Leading Signalmans Sydney Bertie Bennett, P/JX.136644.

Leading Telegraphist Jack Barker, P/JX.140054.

Amendment (where underlined) to previous Order of Honours and Awards under heading :—

Mentioned in Despatches.

A.F.O. 2590/42.—Able Seaman Daniel Magee, D.S.M. C/SSX.15549.

See AFO 1828/46
3080.—Command Money and Entertaining Allowance for Commanders in Command of Shore Establishments

(C.W. 16991/42.—2.7.1942.)

With reference to A.F.O. 1096/42, Command Money at 3s. a day is payable to Commanders in command or in charge of *independent* shore establishments. Provided the Commander-in-Chief is satisfied that the distance from a senior officer, or the disciplinary powers granted to the officer in charge render the establishment "independent", command money is payable, even if the establishment is not actually commissioned as an independent command carrying its own accounts. Doubtful cases should, however, be submitted to the Admiralty.

2. In major establishments, Entertaining Allowance at 2s. a day is payable in addition, depending on the size, numbers borne, responsibilities and importance of the appointment. Applications for this allowance are to be submitted to the Admiralty with details of the nature of the appointment.

3. Maintenance Commanders on the staffs of Flag Officers can receive Command Money and Entertaining Allowance on the above scale provided a Maintenance Captain is not also borne. Application for payment of these allowances to other Maintenance Commanders should be submitted to the Admiralty, with details of their duties and responsibilities.

4. Officers who are not in "independent" command, as defined above, e.g., those in command of Base ships at ports where there is a senior officer who exercises direct control, cannot receive any allowance. Extended Defence Officers and resident Naval Officers are not eligible.

5. A.F.O. 1096/42 is to be regarded as amended accordingly.

("A" General Message 1636B of 29th April is cancelled.)

(A.F.O. 1096/42.)

3081.—Naval Discipline Act—Jurisdiction on Shore

(N.L. 10753/42.—2.7.1942.)

The following have been added to the list of places prescribed by the Admiralty under the provisions of Section 46 of the Naval Discipline Act.

1. Y.M.C.A. Services Rest Home,
90, High Street,
Sheerness.

2. Y.M.C.A. Rest Home,
9/10, High Street,
Blue Town,
Sheerness.

3. Y.M.C.A. United Services Rest Home,
Russell Street,
Sheerness.

3082.—Naval Air Signal Officers—Duties, etc.

(C.W. 18950/42.—2.7.1942.)

Executive Officers, R.N., and (A) Branch Officers, R.N. and R.N.V.R., who have qualified as observers are eligible to specialise as Air Signal Officers provided they :

- (a) Hold the rank of Lieutenant or Lieutenant (A) ;
- (b) Have completed about two years' service as acting and confirmed observer.

In exceptional circumstances Sub-Lieutenants (A) may be selected before reaching the rank of Lieutenant (A), if specially recommended.

2. Officers selected will undergo a course of training of about 16 weeks' duration at the Naval Air Signal School, Arbroath.

3. (A) Branch Officers, R.N., selected to specialise will be retained on the active list for at least 15 years from date of entry, provided their services are satisfactory and, in general until they qualify for retired pay. They will be eligible for promotion to Commander (A) and Captain (A).

4. Volunteers will be called for by the Admiralty as required. An Officer not selected for training at the time of first volunteering may renew his application for subsequent courses.

5. Recommendations for officers serving in Air Squadrons attached to an Aircraft Carrier or R.N. Air Station are to be forwarded by the Officer Commanding the Squadron through the Commanding Officer of the Aircraft Carrier or R.N. Air Station concerned to the Admiralty. For officers serving in catapult units, recommendations are to be forwarded by the Commanding Officer of the ship in which the officer is serving but, whenever practicable, the officer commanding the air unit should be consulted as to the professional qualifications of the officer concerned.

6. The following information is required regarding each candidate recommended :—

- (a) General ability as an officer; also in the case of an (A) Officer, R.N., whether recommended for an extension of service.
- (b) Whether applicant shows aptitude for technical duties and administration.
- (c) Whether he has been employed as a Squadron Signal Officer; if so, for how long.
- (d) Total flying time at date of application and ability as an observer.

7. The duties of Air Signal Officers will be as follows :—

- (a) Organisation of instruction in aircraft signals of officers and ratings.
- (b) Co-ordination of signal training ashore and afloat in conjunction with the Unit Commanders, with whom the responsibility for the training of personnel will continue to rest.
- (c) Maintenance, in an advisory capacity, of all signal equipment in aircraft and at shore bases.
- (d) Instructional duties with Observers and Air Gunners.
- (e) Duties in connection with the development of aircraft signal equipment.
- (f) When appointed for signal duties to a Carrier or Air Station, duties as laid down in K.R. & A.I., Article 1248, Clause 4.

8. Officers who qualify successfully as Air Signal Officers will be denoted in the Navy List by (Sig.) before their names, as for (Met.), (A.G.O.), etc.

(K.R. & A.I., Art. 1248.)

(A.F.Os. 2659/40 and 1498/42 are cancelled.)

3083.—Specialist Allowances to R.N., Reserve and Warrant Officers

(C.W. 17055/42.—2.7.1942.)

Officers, including those of the Reserves, who have completed Wartime Emergency Specialist Courses are to receive specialist allowance initially at the following rates under the general conditions laid down in K.R. & A.I., Article 1566.

	Lieut.-Commander and Lieutenant.		Sub-Lieutenant.	
	s.	d.	s.	d.
T. Course	2	6	2	0
A/S Course	2	6	2	0
S. Course	2	0	2	0
Short G. Course (excluding those under A.F.O. 851/40)	2	0	2	0
Full G. Course (A.F.O. to be issued)	2	6	2	0
P. and T.R. Course	2	0	2	0

2. Officers of the rank of Sub-Lieutenant who are promoted to Lieutenant will be eligible for the 2s. 6d. rate of allowance on promotion provided that this is the rate appropriate to their Specialist qualification, as shown above.

3. Officers who have already completed the short G. course and are in receipt of the 2s. allowance, and who have served 18 months in a Specialist G. appointment with a minimum of 1 year at sea, will be eligible, subject to recommendation from their Commanding Officers, to receive the full 2s. 6d. allowance, with effect from 5th May, 1942.

4. Ex-Warrant Officers, who have been promoted to commissioned rank for general service, but who are employed in a specialist capacity, will be eligible to receive specialist allowances under the conditions laid down in K.R. & A.I., Article 1566, at the following rates :—

	s.	d.
Ex-Boatswain A/S	2	6
Ex-Gunners (T) and ex-Instructional Gunners	2	6
Ex-Warrant-Telegraphists	2	0
Ex-Signal-Boatswains	2	0
Ex-Gunners (non-Instructional)	2	0

These allowances will be discontinued when the officers revert to general service. Payment is to take effect from 5th May, 1942.

5. None of the above allowances are payable to officers of the Special Branch.

(K.R. & A.I., Article 1566.)

(A.F.O. 851/40.)

(A.F.O. 3011/41 is cancelled.)

*3084.—Accelerated Promotion

(C.W.22991/42.—2.7.1942.)

With reference to A.F.O. 425/42 the following Sub-Lieutenants have been promoted from the dates shown :—

Executive.

Brink, A. J.	"Excellent", addl.	1st February
Norman, J. H.	"Upholder"	1st February
Johnson, C. A.	P. "247"	1st March
Orum, S. N.	"Prince Leopold"	1st March
Anderson, W. S. G.	H. "28"	1st April
Warner, F. A.	"Minos II", M.G.B. "20" in.cd.	1st April
Titley, P. A.	"Pict"	1st April
Dayton, R. P.	"Delphinium"	1st April
Daniels, A. J.	"Manchester"	1st May
Barnard, E. G.	"Southern Prince"	1st May
Mathias, T. J.	"Lynx" for M.L. "102" in.cd.	1st May
Smyth, E. F.	"Beaver III", addl. for M.G.B. "18"	1st May
Arnold Forster, M.	"Wasp" (M.T.B. "219")	1st May

Executive.—contd.

Walker, G. P.	"Erica"	1st June
Birnage, L. C.	"Wells"	1st June
Dixon-Spain, R. M.	"Lewes"	1st June
Rogers, N.	"Hambleton"	1st June
Jones, T. O.	"Churchill"	1st June
Thomson, F. N.	"Minos II" addl. for M.L. "149"	1st June
Griffith-Jones, D. L.	"Minos II" addl. for M.G.B. "82"	1st June
Brown, N. P.	"Maplin"	1st June
Rist, T. J.	"Colonsay"	1st July
Argyle, R. M.	"St. Christopher" addl. for M.L. "461"	1st July
Giles, R. F.	"Tango"	1st July
Harris, R. N.	"Pembroke IV" addl. for M.L. "1019"	1st July
McFarlane, J. S.	"Aran"	1st July
Sullivan, L. E.	"Colonsay" addl. for M.L. "211"	1st July

Engineer.

Young, G. B.	R.N.A.S. "Hastings"	1st April
Rogers, G. N.	"Orion"	1st May

Electrical.

Smith, F. R. C.	"Stag"	1st March
Semken, P.	"Vernon"	1st April
Piggott, G.	"Eaglet" for "True Reward"	1st April
King, N. H.	"Astraea"	1st April

Accountant.

Morgan, J. A.	"Stag"	1st July
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Special.

Stevenson, W. W.	"King George V"	1st February
Reed, D. B.	"Gambia"	1st March
Kench, R. H.	"Excellent II"	1st July
Olsen, J. W.	"President N.I.D."	1st July

2. The above promotions appear in C.W. List of Appointments.

(A.F.O. 425/42.)

***3085.—Examination for Warrant Engineer and Warrant Mechanician, February, 1943—Return**

(C.W.22722/42.—2.7.1942.)

The next professional examination for the ranks of Warrant Engineer and Warrant Mechanician will be held on Monday, 1st February, 1943.

2. Candidates for the examination should forward their applications in due course, and the Admiralty is to be informed not later than the 1st October, 1942, of the names and particulars of candidates in each command or squadron so that the examination papers can be despatched in good time. These reports should be sent by signal in the case of candidates on foreign stations. Form S.584 for each candidate should be rendered at the same time. "Nil" returns should be rendered. Where the results of the February, 1942, examination are not known in time a request should be included for papers for candidates who are desirous of sitting again in the event of being declared unsuccessful in their previous attempt.

3. The worked papers of candidates from each command or squadron are to be forwarded to the Admiralty, accompanied by the prescribed forms, without delay after the examination.

4. Before a candidate is allowed to sit for this examination, Commanding Officers are to satisfy themselves that the candidate is qualified as regards:—

- (a) Educational test for Warrant rank.
- (b) Service and character.
- (c) Certificates

in accordance with K.R. & A.I., Article 313.

5. The temporary relaxation of the age limits laid down in A.F.Os 1509/39 and 1753/39 will also apply to the 1943 examination, i.e., candidates must be under the age of 40 on the 1st October, 1943.

6. Forms S.584 should be demanded from store and restricted to the minimum quantity necessary.

(A.F.Os. 1509/39, and 1753 39.)

3086.—Skipper Class Officers, R.N.R.—Forfeiture of Pay

(C.W. 13309/42.—2.7.1942.)

Skipper Class Officers, R.N.R., including Temporary Boom Skippers and Chief Boom Skippers who are sentenced to forfeit pay under Article 470a, clause vi, K.R. and A.I., are to forfeit their full pay for the period in question, together with all payments in the nature of pay (e.g. War Bonus, Command Money, Responsibility Allowance). Compensatory Allowances, however, such as Lodging and Provision Allowances, Hard-lying Money and Marriage and Children's Allowances will be continued.

2. K.R. & A.I. will be amended.

(K.R. & A.I., Art. 470a.)

***3087.—Educational Tests, November, 1942—Time Table**

(N. 13846/42.—2.7.1942.)

The programme for the Higher Educational Test, Educational Test 1 and Educational Test 2, will be as follows:—

HIGHER EDUCATIONAL TEST

Monday, 2nd November	1330	Magnetism and Electricity.
Tuesday, 3rd November	—	No H.E.T. papers.
Wednesday, 4th November	0930	Practical Mathematics.
	1330	Geography.
Thursday, 5th November	0930	Navigation I.
	0930	Military Topography.
	1330	General Knowledge.
Friday, 6th November	0930	Mechanics.
	1330	English History.

Attention is drawn to the order in which the papers are to be taken.

Educational Test 1.—Tuesday, 3rd November.

Educational Test 2.—Friday, 6th November.

3088.—Training of New Entries—Syllabus

(N/T.S.D. 631/42.—2.7.1942.)

The following amendment is to be made to A.F.O. 4364/41:—

Add at end of paragraph 3, Part 1 (b):—

"To include a lecture on W.T. doors and fittings."

(A.F.O. 4364/41.)

***3089.—Advancement to Leading and Petty Officer Wiremen (M/S)—Courses**
(N. 9741/42.—2.7.1942.)

With reference to A.F.O. 865/42 the following courses for advancement in the Wireman (M/S) Branch have been approved.

(A) *Wireman (M/S) to Leading Wireman (M/S)*—

1 week ...	Disciplinary course.
2½ weeks...	School.
1½ weeks ...	Electrical and practical.
—	—
5 weeks	—

(B) *Leading Wireman (M/S) to Petty Officer Wireman (M/S)*—

1 week ... Disciplinary course.
1 week ... School.

(2 weeks' school until Leading Wiremen (M/S) who have qualified as in (A) above are entered on course).

1 week ... Electrics.

3 weeks

2. Numbers do not at present permit of men being withdrawn to undergo the course for *Leading Wireman (M/S)*. For the time being therefore advancement (except for men serving abroad) will be to *Acting Leading Wireman (M/S)* by recommendation to the Commodore R.N. Barracks Chatham who will be the authority for making such advancements the qualifications for which are to be as laid down in A.F.O. 865/42, paragraph 6 for Wiremen (M/S) serving abroad. As reliefs become available *Acting Leading Wiremen (M/S)* will be withdrawn by the Commodore, R.N. Barracks, Chatham, to undergo the course, on completion of which they will be confirmed in the rating of *Leading Wireman (M/S)*.

Wiremen (M/S) serving abroad will continue to be advanced, without a course, direct to the confirmed rating of *Leading Wireman (M/S)* as laid down in paragraph 6 of A.F.O. 865/42.

3. Recommendations for *Leading Wiremen (M/S)* to undergo the course for *Petty Officer Wireman (M/S)* are to be made to the Commodore, R.N. Barracks, Chatham.

(A.F.O. 865/42.)

*3090.—*Motor Mechanics—Re-Classification and Change of Port Divisions*

(N. 9566/42.—2.7.1942.)

In consequence of difficulties that have arisen in the drafting of *Motor Mechanics* to the various types of *Motor Craft*, and their associated *Base Staffs*, due to the increased number of types of craft to be manned, it has been decided to re-classify all *Motor Mechanics* in accordance with the type of engine for the operation and maintenance of which they are trained or qualified by experience.

2. The following amendments are accordingly to be made to A.F.O. 937/41:—

Delete paragraph 2 and substitute:—

"*Motor Mechanics* will be classified according to the following categories:—

"*Motor Mechanic (Category A)*.—For the operation and maintenance of any one or more of the following types of engine:—

" Packard 4M-2500,
Sterling Admiral,
Isotta Fraschini,
Rolls Royce Merlin.

Motor Mechanic (Category B).—For the operation and maintenance of any one or more of the following types of engines:—

Hall Scott Defender,
Napier Lion,
Thornycroft R.Y.12.

Motor Mechanic (Category C).—For the operation and maintenance of any one or more of the following types of engine:—

Scripps,
Hall Scott Invader,
Kermath Seawolf,
Chrysler,
Ford V.8 conversions

and any other make of petrol engine of similar or lower power.

Motor Mechanic (Diesel High Power).—For the operation and maintenance of any type of Diesel engine rated at 500 B.H.P. and over.

Motor Mechanic (Diesel Low Power).—For the operation and maintenance of any type of Diesel engine rated at less than 500 B.H.P. (Note.—This is the same as the original classification of *Motor Mechanic (D)*.)

Motor Mechanic (L).—as before—as part of the *Base Staffs* of Units of L.L. Minesweepers for the care and maintenance of electrical and I.C.E. equipment while M/S craft are in harbour.

All future entries of *Motor Mechanic* will be classified accordingly by the Examining Officer (Engineer Rear-Admiral on the Staff of Commander-in-Chief, Portsmouth), and all *Motor Mechanics* now serving are to be re-classified by Commanding Officers according to the type of engine for which they were trained or with which they are now serving. Henceforth *Motor Mechanics* will be drafted to Craft or associated Flotilla or Maintenance Staff, according to the type of propelling machinery fitted in, and not according to the type or service of the craft, except in the case of *Motor Mechanic (L)*.

In order to co-ordinate post-entry special engine training, all *Motor Mechanics*, Category A and Category B are henceforth to be transferred to the Portsmouth Port Division. *Motor Mechanics* of the old (E.M.) Category already serving will require to be transferred to the Portsmouth Port Division; *Motor Mechanics (Diesel)* are to be transferred to Chatham Port Division, and *Motor Mechanics*, Category C (the old (G.C.)), are to remain attached to Devonport Port Division.

In order that records may be checked, the names of all *Motor Mechanics* are to be reported to their existing and new Depôts, stating the old and new categories to which they belong. Although no change will take place in *Motor Mechanics (L)*, either as regards category or port division, their names should also be reported, so that the check may be a complete one."

Delete paragraph 5, clause 2, as amended by A.F.O. 746/42, and substitute:—

"All *Motor Mechanic* entries and all candidates for transfer to *Motor Mechanic* are to be sent to Portsmouth for trade test and a technical examination by the Engineer Rear-Admiral, Portsmouth. Their categories, and consequently their Port Divisions, will be decided by him, in accordance with paragraph 2 above. They will, after being allocated to a particular category, be discharged to the appropriate Port Division, where those newly entered are to be given a five weeks' disciplinary course."

(A.F.O. 937/41.)

(A.F.O. 746/42 is cancelled.)

*3091.—*R.N. Patrol Service—Drafting of Leading Seamen in Lieu of Second Hands*

(N. 13617/42.—2.7.1942.)

With the introduction in the *Patrol Service* of the rating of *Petty Officer (P.S.)* the drafting position makes the provisions of A.F.O. 2578/41 unnecessary.

2. A.F.O. 2578/41 and also A.F.O. 1153/41 are now, therefore, to be cancelled.

(A.F.Os. 1153/41 and 2578/41 are cancelled.)

3092.—*Writer's Allowance—Extension of Payment*

(N. 12909/42.—2.7.1942.)

With effect from the dates of commissioning, payment of *Writer's Allowance* at 6d. a day under the general conditions of K.R. & A.I., Appendix XVII, Part 3, No. 116, may be granted to the rating who is employed as *Captain's Writer* in *Corvettes* of the "River" class in which no *Accountant Officer* or *Writer* rating is borne and whose authorised complements are not less than 90.

(F.O.I.C., Belfast, No. 995 of 3.6.42.)

(K.R. & A.I., App. XVII, Part 3.)

*3093.—*Diving Non-Substantive Ratings*

(N. 10971/42.—2.7.1942.)

With reference to paragraph 2 of A.F.O. 628/42, these *Acting Divers 2nd Class* are to be paid for the rating as from the date of qualification.

(A.F.O. 628/42.)

See AFO 1659/42 **3094.—Medical Survey of Cable Ship Personnel**

(M.D.G. 31475/42.—2.7.1942.)

Cases have occurred in which Cable Ship Personnel have on medical survey been found fit for service in Cable Ships although the diagnosis of the illnesses has suggested that the personnel concerned could hardly have been expected to be fit to undertake strenuous service at sea for long periods in small ships with no medical officers. There is no "light duty" or "shore service" in cable ships and normally any officer or rating not likely to be fit for sea-service after a reasonable time should be discharged.

2. In order that availability for further service in cable ships can be decided as early as possible a preliminary survey is to be held at Port Edgar R.N. Hospital, and the result noted in the form hereunder. Copies of the form of Survey should be forwarded to the Director A/S.W. Admiralty, and H.M.S. "Ubiquity."

Medical Survey of Cable Ship Personnel.

Port Edgar R.N. Hospital
Date.....

At a medical survey held in the above establishment on.....
the following officer rating..... was found unfit for
further employment in Cable Ships on medical grounds.

DIAGNOSIS

- (a) It is recommended that his Cable Ship agreement be terminated.
(b) He is considered totally unfit for further service at sea in Cable Ships.*
(c) It is considered that his disability (1) is not attributable to service; (2) has been aggravated by service; (3) due to own negligence or misconduct.
(d) It is recommended that a medical survey D.145, etc., be held at R.N. Hospital, Port Edgar, for evidence or assessment of disability due to sickness/injury attributable to service in Cable Ships.

Surgeon
Surgeon
Senior Medical Officer

* He is considered fit for employment in large ships carrying a medical officer.

(Copy to Director, Anti-Submarine Warfare, Admiralty.)

The Commanding Officer,
H.M.S. "Ubiquity."

3095.—Royal Marines—Service Documents and Transfer Lists to Accompany Ranks on Disembarkation

(R.M./N. 14526/42.—2.7.1942.)

Considerable inconvenience and difficulty is being experienced at R.M. divisions through ranks being disembarked from H.M. ships not accompanied by their Service documents and transfer lists.

2. Attention is accordingly drawn to the necessity for compliance with K.R. & A.I., Articles 799 (6), 856 (2) and 1734 (2).

(A.F.O. 1116/40 is cancelled.)

3096.—Personnel (Naval and Civilian) Appointed Abroad—Passport and Visa Arrangements

(N.L./C.E.14836/41.—2.7.1942.)

Cancelled by AFO 6113/42
In future steps are to be taken to ensure that all civilian personnel (including nursing personnel) appointed abroad, are issued with Passport instructions and application form "A" immediately their appointments are notified. The issue of such instructions and application forms is not to be deferred until the individual's passage arrangements are made. The same procedure is necessary for Naval personnel when the new appointment involves independent travel abroad, by sea or air, to Egypt or to or via a foreign country (cf. para. 5 below).

2. Applications for passports for civilians (industrial and non-industrial) and for their wives proceeding abroad are to be forwarded by the local Department or Establishment concerned, and not by the individuals, to the Admiralty (Director of Naval Intelligence). A certificate to the effect that the person is proceeding abroad on Admiralty service should accompany the application, or if it is made for the wife of a civilian employee, the certificate should state whether—

- (i) there is any objection to the issue of an Exit Permit, and
(ii) it has been approved for the cost of passage to be borne by Navy Votes.

(Note.—At the present time there is an embargo on the provision of passages for wives and families to various places abroad.)

3. If it is necessary, on account of urgency, for the local Department or Establishment concerned to instruct a person to forward his application direct to the Admiralty (D.N.I.), it should be arranged that the Certificate referred to in the preceding paragraph is forwarded with the completed application form.

4. Particular care should be taken to ensure that any visa endorsed on the passport will still be valid at the expected date of arrival in the foreign country concerned. The period of validity is noted on the visa.

5. Civilian passengers require passports to whatever part of the world they are proceeding, but naval personnel do not require passports if proceeding to join ships or stations in the British Empire, except in cases where transhipment for onward conveyance is necessary in a foreign country, e.g. a passport and visa would be required by naval personnel on passage to the Falkland Islands transhipping at Buenos Ayres. In such cases the Officer concerned will be advised of the requirements on appointment, and application for the passport and any necessary visa should be made to the Admiralty (N.I.D. Passport and Permit Section) in accordance with A.F.O. 2360/41.

7. The position of Naval personnel proceeding to the U.S.A. is under consideration and the arrangements approved will be promulgated as soon as possible.

(A.F.O. 2360/41.)

(A.F.O. 3327/39 is cancelled.)

3097.—Routes for Drafts to H.M. Ships "Cyclops" and "Osprey"

(N/R.T. 26445/42.—2.7.1942.)

It has been brought to notice that drafts for H.M. Ships "Cyclops" and "Osprey" are repeatedly being routed to and hold tickets and baggage warrants for Glasgow only, thus necessitating an issue of further warrants and baggage vouchers to the ultimate destinations.

2. Drafts should hold tickets and baggage warrants through to Rothesay for H.M.S. "Cyclops" and to Dunoon for H.M.S. "Osprey".

(A.F.Os. 2480/42 and 2864/42 are cancelled.)

3098.—South African R.N.V.R.—Pay, etc., Arrangements

(N. 9065/42.—2.7.1942.)

A.F.O. 4910/41, paragraph 25, is to be amended to read as follows:—

(i) Personnel serving at R.N.V.R. (S.A.) rates of pay are eligible for the credit of Cost of Living Allowances under the following conditions:—

Personnel in receipt of Marriage Allowance.

Provided they allot the whole of the allowance to their dependant(s).

Unmarried Personnel.

Payment of the allowance is restricted to periods during which they are paid cash allowances in lieu of the provision of both accommodation and rations in kind.

(ii) The daily rates of allowance payable are as follows:—

With effect from 1st January, 1941—

Married. Midshipmen, Leading, A.B. and Ordinary Ratings 4d.

Unmarried. Ordinary Ratings (under 18) 2d.

With effect from 1st July, 1941—

Married.	C.P.Os. and P.Os.	8d.
	Midshipmen, Leading, A.B. and Ordinary Ratings (over 18)	6d.
	Ordinary Ratings (under 18)	4d.
Unmarried.	Midshipmen and all ratings below P.O....	2d.

(Admiralty General Message 697A is cancelled.)

(A.F.O. 4910/41.)

***3099.—Dependants' Allowance—Maltese Ratings**

(N. 8552/42.—2.7.1942.)

With reference to General Message No. 649A of 9th May, 1942, Maltese ratings may now claim dependants' allowance from a date not earlier than 6th March, 1941 (not 7th March, as stated in the message), for dependants living in the Maltese Islands, of relationships shown in paragraph 4 of A.F.O. 2791/39, except unmarried dependants living as wives and illegitimate children. The general conditions and the rates of qualifying allotment (with the inclusion of a lower rate of 5s. 3d. a week prior to 2nd April, 1942, and 2s. 4d. per week after this date in respect of rates of pay—exclusive of war bonus—below 2s. 0d. per day) are the same as in the scheme for British ratings.

2. (A) From 6th March, 1941, to 26th February, 1942, the scale of allowance (including the qualifying allotment) is as follows:—

<i>Weekly rate of net effective contribution made by the man in support of the dependant prior to 6th March, 1941, or to date of joining, whichever is the later.</i>	<i>Weekly rate of allowance including qualifying allotment.</i>
Over 6s. 0d. and not exceeding 9s. 0d.	7s. 6d.
Over 9s. 0d. and not exceeding 11s. 0d.	10s. 0d.
Over 11s. 0d.	12s. 6d.
14s. 0d. and over if the dependant's household has no income from other sources	15s. 0d.

The net effective weekly contribution is the gross contribution made to the dependant by the man, reduced by 5s. 0d. a week if the dependant supplied the man with food out of that sum. The following overriding limits of household income operating in the manner prescribed in paragraph 8 of A.F.O. 2791/39 apply during the above period.

(a) For a dependant living alone	12s. 6d. a week.
(b) For a dependant not living alone and for each adult member of the dependent household	10s. 0d. a week.
For each child in the dependent household who is under the age of 14	5s. 0d. a week.

The limit of income which permits no addition to the rating's allotment to be granted is 8s. 0d. a week per adult member.

(B) From 5th March, 1942, the scale of allowance (including the qualifying allotment) is as follows:—

<i>Weekly rate of net effective contribution made by the man in support of the dependant prior to the 6th March, 1941, or to date of joining, whichever is the later.</i>	<i>Weekly rate of allowance including qualifying allotment.</i>
Over 5s. 0d. and not exceeding 9s. 0d.	8s. 6d.
Over 9s. 0d. and not exceeding 13s. 0d.	12s. 0d.
Over 13s. 0d.	15s. 0d.
14s. 0d. and over if the dependant's household has no income from other sources	17s. 3d.

3. The following overriding limits of household income apply from 5th March, 1942:—

(a) For a dependant living alone	17s. 4d. a week.
(b) For a dependant not living alone and for each adult member of the dependent household	14s. 0d. a week.
For each child in the dependent household who is under the age of 14	7s. 0d. a week.

The limit of income which permits no addition to the rating's allotment to be granted, is 11s. 4d. a week per adult member.

4. The following Scales of Qualifying Allotment operate during the periods mentioned:—

<i>Daily rate of pay, exclusive of war bonus and allowances.</i>	<i>Weekly rate of qualifying allotment.</i>	
	<i>6th March, 1941, to 26th March, 1942.</i>	<i>From 2nd April, 1942.</i>
Under 2s. 0d.	5s. 3d.	2s. 4d.
From 2s. 0d. to 2s. 5d.	7s. 0d.	3s. 6d.
From 2s. 6d. to 2s. 11d.	8s. 9d.	5s. 3d.
From 3s. 0d. to 4s. 11d.	10s. 6d.	7s. 0d.
From 5s. 0d. to 7s. 0d.	12s. 3d.	8s. 9d.
From 7s. 1d. to 8s. 0d.	14s. 0d.	10s. 6d.
From 8s. 1d. to 10s. 0d.	17s. 6d.	14s. 0d.

5. Application for dependants' allowance in the case of existing Maltese ratings should be made to the Cashier, H.M. Dockyard, Malta, in accordance with the instructions given in General Message No. 649A; new entries should apply in the usual manner on Admiralty Form No. 496. The Cashier will arrange for the investigation and assessment of claims in conjunction with the Army Command Paymaster.

(A.F.Os. 2791/39, 1277/40, 2021/41, 1647/42 and 1649/42.)

***3100.—Kitbags, Hammocks, Chests and Suit Cases—Labelling and Marking**
(N. 9314/42.—2.7.1942.)

Kitbags, hammocks, chests and suitcases accompanying ratings travelling by rail frequently go astray and much difficulty is experienced in recovering them.

2. Care should be taken that a label is attached to each article prior to departure and when the official label (S.578) is used it should be properly completed and the name of the Port Division should be written in full in the space provided for the purpose: the name of the railway station to which the rating is proceeding—not the name of the ship—should be shown under the heading "destination". If plain labels are used the rating's name, Port Division (in full) and official number, and the railway station to which he is proceeding, should be written on the label.

3. In order to facilitate the restoration of articles from which the labels have become detached, all kit bags, hammocks, chests and suitcases should be permanently marked with the rating's Port Division, and, if the existing resources of the ship or Establishment permit, with his official number, as well as with his name. This will enable the Railway Companies to send any unlabelled article to the appropriate Depot (or seek instructions from the Depot as to its disposal) and enable the Depot to determine its correct disposal with the minimum of delay.

(C.-in-C., Plymouth, 18.4.42. No. 1091/P.83.)

(A.F.O. 1586/41 is cancelled.)

3101.—Billeting—Payment for Baths

(N.L. 9367/42.—2.7.1942.)

Where it is impossible for ratings billeted to obtain baths at Service establishments, local arrangements should, if possible be made for them to visit public baths.

2. Where these are not available, Commanding Officers, are authorised to make the best arrangements possible and to make reasonable payment in respect of such additional service provided by the billeting.

(A.F.Os. 2511/39, 1407/40, 2118/40 and 5639/41.)

3102.—Income Tax

(D.N.A. 5380/42.—2.7.1942.)

(1) Local Assessments—Refunds of Amounts over-Deducted

With reference to A.F.Os. 4642/40 and 1888/41, when in future amended notifications of tax charges are received from Local Collectors of Taxes on Form 4 D.S. (H.Y.) or from the Chief Inspector of Taxes, Departmental Claims Branch, on Form 16 D.S. (D.C.B.) any over-deductions of tax made as a result of the original notifications may be repaid to the persons concerned, provided such repayments can be made in the same deduction period as that in which the over-deductions were made.

In all cases where refund is made, the final report on Form 1 D.S. (H.Y.) or 1 D.S. (D.C.B.) should then show only the *net* amount of tax recovered.

Where a refund cannot be made within the appropriate deduction period, the over-deduction should be reported to the local Inspector of Taxes or the Chief Inspector of Taxes, Departmental Claims Branch, as at present.

The foregoing instructions are also applicable to over-deductions of locally assessed tax from Naval officers.

(2) Minimum Issues of Pay—revised limits. Applicable to manual wage earners (industrial employees), local and departmental assessments of civil salaried officers and weekly paid non-industrial staff, and local income tax reported for recovery from Naval Officers' pay, on Form No. 6 D.S.

With reference to A.F.Os. 5257/41, 5349/41 and 598/42, the following revised limits for minimum issues of pay are to be brought into operation forthwith:—

Minimum issue of pay per week

(For monthly limits—multiply by four)

Civilian Personnel. (i) Naval Officers.
(ii) Civil Servants serving with H.M. Forces and in receipt of balance of civil pay.

(a) Single	£2	£1
(b) Married	£3	£2
(c) Married with one child	£4	£3
(d) Married with two or more children	£5	£4

Note.—For this purpose a request from the taxpayer as to the category applicable is to be accepted and no formal declaration by the tax-payer is necessary.

The foregoing revised limits do not disturb the existing arrangements for collection of tax at a higher rate of deduction in accordance with A.F.O. 598/42, paragraph 2.

(3) Collection of tax by deduction—revised deduction periods

With reference to A.F.O. 4642/40 (paragraph 3) attention is drawn to the revised deduction periods shown below for Manual Wage Earners (Industrial Employees).

After the expiration of the current first half-year period on 30th June, 1942, the deduction periods will be altered to:—

First half year 1st February to 31st July.
Second half year 1st August to 31st January.

The deductions in the new half-year periods should be completed as far as possible by 16th July and 16th January respectively.

(A.F.Os. 4642/40, 1888/41, 5257/41, 5349/41 and 598/42.)

3103.—Private Motor Vehicles used by Naval Personnel on Official Business—Revised Scheme of Compensation

(C.W. 22561/42.—2.7.1942.)

It has been decided that the Admiralty will accept normal liability for damage etc., to private cars in the case of Naval personnel whose cars are necessarily employed on authorised official use and who do not receive or do not intend to apply for petrol for private purposes (A.F.O. 2743/42, paragraph 4a).

2. As a result of these arrangements, paragraphs 3 to 6 and Appendix A of this order should be substituted for paragraphs 4 to 7 and the Appendix to A.F.O. 2743/42 for such users. The other conditions of A.F.O. 2743/42 remain in force, while Naval personnel who will receive or intend to apply for petrol for private purposes and all civilian personnel, will continue to be governed wholly by the rules laid down in that order. Naval officers who are remunerated on the basis of civil rates of pay and are required to wear uniform will be regarded as Naval personnel for purposes of this order. This order does not apply to cars propelled by means other than petrol, but special consideration will be given to requests from users to be placed on the Authorised List provided full details of the car are given.

3. Requests to be placed on the list of authorised users should be forwarded to the Admiralty (D.N.A.2, Bath) through the usual Service channels, accompanied by a statement from the Commanding Officer:—

(a) That the foregoing conditions are satisfied.

(b) That a current driving licence for the class of vehicle has been produced by the applicant; and

(c) That he is satisfied that the car is in a serviceable condition.

Applications should state that the applicant will not get petrol for private purposes and must be accompanied by the car registration book, together with particulars of the make, registration number, and horse-power of the car.

4. Licensing of car.—If placed on the list of authorised users, applicants will not license their cars, but will be issued with a "G" certificate as indicated in Appendix A. This certificate will be displayed on the car instead of an Excise licence and will be valid for authorised official use only. It will require renewal annually. A new certificate will be required for any change of car.

5. Insurance.—These authorised users will continue to be responsible for the running expenses, normal maintenance, repairs, etc., of the cars but the Admiralty will assume normal liability including damage, etc., to the cars as the result of traffic accidents and other road incidents while the cars are engaged on duly authorised official use, and in addition normal liability including damage, etc., while the cars are garaged. No liability whatsoever will be accepted in respect of any occupants (including the drivers) of such private vehicles other than members of H.M. or Allied or Associated Forces or authorised Government officials actually on duty (see paragraph 9, also Appendix B, paragraph 7). The procedure to be followed in the event of an accident is detailed in Appendix B.

6. Allowances.—Owners on the list of authorised users will be eligible for allowances as follows:—

H.P. of car	Garage allowance		Mileage allowance
	(Expenses not exceeding)		
	£	s. d.	
Up to and including 8 h.p.	1	0 0	a month 2½d. a mile
Over 8 h.p. and up to and including 10 h.p.	1	0 0	a month 2½d. a mile
Over 10 h.p. and up to and including 14 h.p.	1	2 6	a month 3d. a mile
Over 14 h.p.	1	5 0	a month 3½d. a mile

(Payment of garage expenses should be claimed quarterly in arrear.)

7. On change of appointment necessitating the use of a car, application should be made through the head of the new establishment to remain on the list of authorised users and unless this is approved, the owner's name will be removed from the list and he will be eligible for payment of only the proportion of the garage expenses up to the date of leaving his previous appointment. In such circumstances if a "G" certificate has been issued it must be surrendered forthwith to the Director of Navy Accounts who will return the car registration book to the car owner. Commanding Officers of establishments and heads of departments, etc., should constantly review their car requirements and report at once if it ceases to be necessary for an owner to remain on the list of authorised users.

8. Log.—A record is to be kept at the establishment or department to which the holder of a "G" certificate is attached, showing the date of issue or re-issue

Cancelled by
AFO 3842/46

and surrender of the certificate and the holder is to see that the record is completed with brief particulars of the dates of commencing and finishing an official journey, the places visited (with dates) the names of duly authorised passengers carried and the authority for the journey.

9. *Authorised official use.*—Journeys undertaken by the holder of a "G" certificate will be regarded as authorised provided such journeys are entered in the log mentioned in paragraph 8 and that the Commanding Officer of the establishment or head of department duly certifies that such journeys made by each individual have his authority, the passengers carried were duly authorised and the driver's driving licence was valid for each occasion. Holders of these "G" certificates should in their own interests be satisfied on all occasions of the car being used, that the journey can from the official aspect be regarded as authorised official use.

10. *Agreed value.*—Immediately following the issue of a "G" certificate by the Director of Navy Accounts, the holder should forward to Naval Law Branch, Admiralty, through the usual service channels, the following report:—

- (a) the serial number of the "G" certificate held;
- (b) the particulars of the car concerned, i.e., make, type, horse power, seating capacity and year of manufacture;
- (c) the approximate mileage the car has run up to the present;
- (d) the date and mileage point of the last major overhaul of the car.
- (e) the date of the last occasion on which a value was agreed on the car with an insurance company, stating that value;
- (f) the estimated value of the car if not already agreed with an insurance company, or if at present considered to be of a different value the disputed values and reasons should be given.

APPENDIX A

"G" Certificates in Lieu of Excise Licence

The certificates are issued under the powers conferred by Defence Regulations 72 (5) and are in the form specified in Schedule G to the Emergency Powers (Defence) Road Vehicles and Drivers Orders, 1941, S.R. & O. No. 304. If a vehicle which is displaying a certificate in lieu of an excise licence is used for any purpose other than H.M. service, the certificate is no protection to the user, who is liable to penalties for using the vehicle without a licence and also commits the serious offence of driving an uninsured vehicle. A note to this effect appears on the back of the certificate, and every care should be taken to ensure that holders are aware of the position. A certificate is not valid for more than one year from the date of issue, and it must be surrendered to the Issuing Officer if and when the holder is no longer entitled to it.

APPENDIX B

As a temporary arrangement pending the issue of detailed instructions, traffic and other accidents involving damage to the car or property and/or injury or suspected injury to any person are to be reported as follows:—

1. Every driver of a car in respect of which a special "G" certificate has been issued must carry Form D.534 (report of motor accident) which can be obtained from the nearest Naval Store Officer or from the Director of Stores, Admiralty.

2. In the event of the car being involved in a traffic accident, the driver is to complete Form D.534 and with the least possible delay hand it or post it to the Commanding Officer of the unit or station to which the driver is attached, who will—

- (1) Certify that at the time of the accident the vehicle was being used on official business and driven by an authorised driver;
- (2) indicate clearly on the form the Serial No. of the "G" certificate;
- (3) forward the report direct to the Admiralty (Naval Law Branch).

3. It is essential that all the particulars required by Form D.534, particularly those relating to insurance of the other vehicle involved, should be furnished together with the name, rank, unit and service address of the driver and whenever possible the driver should obtain the full names, addresses, approximate ages and occupations of all witnesses and make a complete note of the apparent damage caused to the other vehicle involved and a brief note of any injuries sustained.

4. The fact that the accident is to be reported to the Admiralty does not relieve a driver of his responsibility for notifying the police authorities when necessary.

Should a police officer arrive at the scene of the accident the driver is to await his permission before continuing the journey and if the police officer requires a statement the driver and any passenger may make one to him but only to him and out of the hearing of any other person.

5. On all occasions the report on Form D.534 should be accompanied by a sketch of the scene of the accident showing, with measurements, the width of the road, the position and direction of the vehicles concerned before and after the accident and of any other traffic, the position and nature of any road signs and any other information which might assist in determining responsibility for the collision.

6. In the event of a vehicle sustaining damage as a result of a road accident the authorised user should make his own arrangements for the repair of the damage by a civilian garage and should, before giving a direct order, obtain a detailed estimate which should be forwarded to the Admiralty (Naval Law Branch), who will arrange for the necessary authority to proceed with the work to be issued direct to the repairer. In cases where it is clear that the cost of repairs will not exceed £10, the repairer may be authorised to proceed with the work and a detailed account is to be forwarded to Naval Law Branch.

7. *The Admiralty will not make good any damage to the vehicle or relieve the owner of any liability to third parties or others arising out of the use of the car for any other than official duty journeys for which prior authority had been granted.*

8. It is imperative that no admission of liability or responsibility for any accident should be made to any party and replies to any correspondence which may be received from third parties or other should be limited to an acknowledgment without prejudice. The originals of any such correspondence should be forwarded to Naval Law Branch and contain a reference to the original report of the accident.

Inquests or police proceedings.—It is imperative that immediate notice, with full details, of any fatal accident, proposed inquest or police proceedings be given by signal or by telephone, with written confirmation to Naval Law Branch, Admiralty (Telephone, Abbey 1262, Ext. 176) who will arrange, in a proper case, for legal representation.

Unless requested to do so by the Admiralty, no communication should be made to the Treasury Solicitor, his agents, the Solicitor in Scotland to the Admiralty, or the Chief Crown Solicitor in Northern Ireland.

Writ, summons or subpoena.—If a writ or summons (either police or county court) is served in connection with an accident, it must be sent to Admiralty (Naval Law Branch) within 24 hours of service, together with particulars of the date of accident and name of driver.

The Admiralty will when liable, pay at its discretion, either the cost of necessary repairs or compensation on the basis of total loss.

(A.F.O. 2205/37 Section V and Appendix E—Not in annual volume.)
(A.F.O. 2743/42.)

3104.—W.R.N.S.—Personnel Messed in Naval Officers' Messes

(V. 2097/42.—2.7.1942.)

The following arrangements are to apply when W.R.N.S. officers and ratings are permanently messed in Naval Officers' messes:—

2. Victualling allowance at the *naval* rate, applicable to the Naval officers in the mess, is to be credited to the mess in respect of W.R.N.S. officers and ratings messed therein.

3. W.R.N.S. officers are expected to contribute towards the cost of messing by the payment of mess subscription similarly to naval officers. Third officers when messed in a wardroom are, however, to be allowed difference of mess subscription as payable to gun-room officers under Article 617, Clause 3, K.R. & A.I. In consequence of the alteration in their relative status promulgated in A.F.O. 4144/41, second officers are not entitled to difference of mess subscription.

4. When W.R.N.S. ratings employed as officers' stewards and cooks and ward-room attendants are provided with meals by the officers' mess, no allowance extra to victualling allowance at the naval rate can be claimed by the mess in respect of these ratings.

5. These instructions are to apply from 1st April, 1942.

(A.F.O. 4144/41.)

(A.F.Os. 3367/41 and 1370/42 are cancelled.)

3105.—W.R.N.S.—Sickness of Officers

(M.D.G. 31252/42.—2.7.1942.)

The attention of Medical Officers and W.R.N.S. Officers-in-Charge is drawn to the necessity of ensuring that all cases of illness amongst officers of the W.R.N.S. are reported in accordance with the procedure in force for Officers generally.

(K.R. & A.I. Article 1439.)

(A.F.Os. 1475/41 and 3594/41.)

3106.—W.R.N.S.—Information required for Record and Statistical Purposes—Census to be taken

(N. 22732/41.—2.7.1942.)

The following amendments are to be made to A.F.O. 2026/42 :—

Paragraph 1. *Cancel and substitute :—*

"A central record of W.R.N.S. ratings is to be set up in order to provide a ready means of dealing with enquiries, and a statistical record instituted in the Admiralty (Naval Branch) of W.R.N.S. officers and ratings similar to that maintained for male personnel and recently expanded to render available additional information required by the Government."

Paragraph 10. (i) *Form S.160, under :—*

Industry Group and Occupational Classification

Cancel "Spaces should be left blank . . . Admiralty." *Substitute :—*

"These items should be inserted by the establishment rendering S.160 from Form N.S.403 (S.1514A) Part II. Where the latter form has not been completed as regards these items, it should be forwarded to the Admiralty (Naval Branch) attached to Form S.160."

(A.F.O. 2026/42.)

3107.—W.R.N.S.—Losses and Improper Expenditure

(N.L. 11535/41.—2.7.1942.)

Officers and ratings of the W.R.N.S. should be held liable to make good the whole or part value of Government property that may be lost or damaged as the result of negligence on their part, and the provisions of K.R. and A.I., Article 1528, are to apply to the W.R.N.S.

(K.R. & A.I., Article 1528.)

*3108.—W.R.N.S. Benevolent Trust

(P.M.—2.7.1942.)

A Benevolent Trust for the W.R.N.S. has been formed, the object being to provide relief in cases of necessity or distress amongst those who have served or are serving in the Women's Royal Naval Service constituted in 1939, with the exception of deserters.

2. Her Majesty The Queen has graciously consented to become Patron of the Trust and the following officials have been elected :—

President—Her Royal Highness, The Duchess of Kent.

Vice-Presidents—Miss M. E. Mackenzie Grieve.

The Right Hon. Lady Ashton, C.B.E.

Chairman—The Director, W.R.N.S., Mrs. V. Laughton Mathews, C.B.E.

Vice-Chairman—The Deputy Director W.R.N.S., Miss E. M. Goodenough.

Governors

Superintendent W.R.N.S., Portsmouth	...	Miss A. Curtis, M.B.E.
Superintendent W.R.N.S., Plymouth	...	Mrs. E. V. Welby.
Superintendent W.R.N.S., The Nore	...	Mrs. G. Laughton Bell.
Superintendent W.R.N.S., Rosyth	...	Mrs. V. C. S. Boyd.
Superintendent W.R.N.S., Western Approaches	...	Miss A. J. Currie.
Superintendent W.R.N.S., Personnel	...	Miss J. Woolcombe.

Honorary Secretary—First Officer H. L. Overy, W.R.N.S., Headquarters.

Honorary Treasurer—Third Officer A. M. Alden, W.R.N.S., Headquarters.

Honorary Medical Officer—Medical Superintendent W.R.N.S., Mrs. A. G. Rewcastle, Surgeon Lieutenant, R.N.V.R.

Honorary Auditors—Messrs. Price, Waterhouse & Co.,
3, Fredericks Place, E.C.3.

Bankers :

The National Provincial Bank, Ltd., Trafalgar Square Branch.

Constitution.—The Trust consists of :—

(a) All members and ex-members of the W.R.N.S. subscribing to the Trust with the exception of deserters.

(b) Command Committees in each Naval Command where a Superintendent W.R.N.S. is serving or has served.

(c) A Central Committee.

(d) Officials, as set out above.

All officials are elected annually at a General Meeting of the Trust, with the exception of the Chairman, Vice-Chairman and the Governors who are appointed by the Board of Admiralty.

The affairs of the Trust are managed by :—

(a) Command Committees, representatives of both W.R.N.S. officers and ratings, elected and appointed in accordance with Bye-Laws passed at a General Meeting of the Trust.

(b) A Central Committee, representative of both W.R.N.S. officers and ratings, elected and appointed in accordance with Bye-Laws passed at a General Meeting of the Trust.

Subscriptions and Donations.

Subscriptions.

All serving members of the W.R.N.S. subscribing not less than one day's pay annually and ex-members subscribing not less than 2s. annually are members of the Trust and are entitled to full rights and voting powers. Subscriptions are voluntary.

Donations.

Donations do not entitle the donors to any vote or interest in the Trust. Donors of £5 0s. 0d. and over are eligible for election at the Annual General Meeting as Vice Presidents of the Trust. Their nomination must be proposed and seconded by a member of the Trust. Serving members of the W.R.N.S. are not eligible for election as Vice Presidents. Elected Vice Presidents must make a donation of not less than £1 1s. 0d. annually while they remain in office.

The Trust is based on the principle of self-help, and by far the greater part of the capital now in hand has been contributed by serving Wrens. Very valuable help has also been received from the King George V Fund, the Royal Naval Dependents' Fund, and other sources. Although it is not intended to make a public appeal for funds, any help which organisations or individuals outside the W.R.N.S. may give will be much appreciated.

3109.—Q.A.R.N.N.S. (R)—Sick Leave

(C.E. 908/42.—2.7.1942.)

Members of Queen Alexandra's R.N. Nursing Service Reserve are to be granted with effect from the 1st June 1942, the sick leave conditions applicable to Retired Reserve and Emergency Officers, etc., under the provisions of A.F.O. 1475/41.

(A.F.O. 1475/41.)

See AFO 381/45.

3110.—“First Aid in the Royal Navy”—Instructional Film

(N./T.S.D. 582/42.—2.7.1942.)

A new instructional film has been completed entitled “First Aid in the Royal Navy.” When possible, a Medical Officer should introduce the film with a short talk stressing the following:—

- (a) First-aid life-saving procedures are relatively simple, but their effective application can only be learnt by actual practice.
- (b) Immediate first-aid, given on the spot, is essential in serious bleeding, suffocation and shock, a good example being the need to commence artificial respiration on an apparently drowned man *immediately he is picked up*.
- (c) Officers and men should be familiar with the first-aid appliances and know where they are stowed.

2. The film is in four parts as follows:—

	<i>Time of showing</i>
Part 1—Types of unconsciousness (2 reels—concussion, intoxication, fits and fainting)	16 minutes
Part 2—Simple anatomy (2 reels—Bones of the skeleton)	21 minutes
Part 3—Common forms of fracture (3 reels—The Neil Robertson stretcher. The Thomas splint. Application of slings. Morphia injections)	30 minutes
Part 4—Bleeding (2 reels—circulation of the blood, stopping haemorrhage, use of St. John's tourniquet)	20 minutes

Distribution will be made as under:—

C.-in-C., Home Fleet—	H.M.S. “Europa”	1 copy
2 copies for Home Fleet	H.M.S. “Duke”	1 copy
1 copy for Lyness Base	R.N. College, Dartmouth	1 copy
C.-in-C., Mediterranean	H.M.S. “Autocarrier”	1 copy
C.-in-C., America and West Indies	H.M.S. “Ambitious”	1 copy
2 copies	H.M.S. “Foinavon”	1 copy
C.-in-C., Eastern Fleet	H.M.S. “Scotia”	1 copy
C.-in-C., South Atlantic		
V.A.C., North Atlantic	R.N. Air Stations:—	
C.-in-C., Rosyth	H.M.S. “Goshawk”	1 copy
C.-in-C., Nore	H.M.S. “Kestrel”	1 copy
C.-in-C., Western Approaches	H.M.S. “Daedalus II”	1 copy
C.-in-C., Portsmouth	H.M.S. “St. Vincent”	1 copy
C.-in-C., Plymouth	H.M.S. “Medina”	1 copy
F.O.I.C., R.I.N.	H.M.S. “Heron”	1 copy
2 copies	H.M.S. “Vulture”	1 copy
R.N. Barracks, Portsmouth	H.M.S. “Jackdaw”	1 copy
R.N. Barracks, Chatham	H.M.S. “Condor”	1 copy
R.N. Barracks, Devonport	R.N.A.S., Donibristle	1 copy
R.M. Barracks, Chatham	R.N.A.S., Lee-on-Solent	1 copy
R.M. Barracks, Eastney	R.N.A.S., Twatt	1 copy
R.M. Barracks, Stonehouse	R.N.A.S., Evanton	1 copy
H.M.S. “King Alfred”	R.N.A.S., Machrihanish	1 copy
H.M.S. “St. George”		
H.M.S. “Collingwood”	R.N. Hospitals:—	
H.M.S. “Raleigh”	Haslar	1 copy
H.M.S. “Glendower”	Barrow Gurney	1 copy
H.M.S. “Royal Arthur”	Kingseat	1 copy
H.M.S. “Ganges”		

(A.F.O. 1256/42.)

3111.—Entertainments Tax

(N.L. 18540/41.—2.7.1942.)

Payment of entertainments duty will not be required in respect of Service entertainments, provided that application is made to the Secretary, Customs and Excise, City Gate House, Finsbury Square, London, E.C.2, as long as possible beforehand, and in any case not later than eight days before the entertainment,

showing that the entertainment or series of entertainments complies with the following conditions:—

- (i) The entertainment must be provided with the express sanction of the Naval, Military, or Air Force Authorities.
- (ii) The management must be entirely in Service hands and not contracted out, i.e., all the arrangements must be made directly by the Naval, Military or Air Force Officers concerned.
- (iii) The net proceeds must be devoted entirely to Service objects.
- (iv) Admission must be limited to:—
 - (a) Naval, Military or Air Force personnel (male or female) in uniform;
 - (b) their families and friends;
 - (c) civilians employed by the Admiralty, War Department or Air Ministry, who hold passes as such.

2. Service entertainments which do not conform to the conditions in paragraph 1 above may perhaps be eligible for exemption from entertainments duty under one or other of the provisions of the general law. Particulars of these provisions can be obtained from any Customs and Excise Office or from the Secretary, Customs and Excise, City Gate House, Finsbury Square, London, E.C.2.

3. Under arrangements made by the Customs and Excise Department E.N.S.A. (N.A.A.F.I.) receives exemption from the duty in respect of entertainments which it provides and which fulfil condition (iv) in paragraph 1. Where such entertainments are given for Naval personnel, the scope of admission is extended to include Merchant Seamen (British, Allied and Neutral).

(A.F.O. 128/42 is cancelled.)

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

3112.—Gun Mountings—H.A. Fire from 8-in. Turrets—Loading and Fuze Setting

Ships concerned

(G. 07283/42.—2.7.1942.)

A satisfactory method to improve the speed of loading and fuze setting H.E.T.F. shell in 8-in., Mark I, turrets, has been worked out in H.M.S. “Kent”.

2. The quick loading gear consists of a beam secured to the turret roof plate, spanning the tilting tray and the end of the ready-use shell trough at each gun.

3. The beam is provided with a traveller from which is suspended a block and hook, a quick-action grab being attached to the latter. A wire is rove from the block *via* a fair lead to a long lever pivoted to the side of the cordite hoist casing.

4. The traveller is held by a catch in position over the end of the shell trough, assisted by a balance weight situated in the rear of the turret. The quick-action grab is attached to an H.E.T.F. shell in the trough.

5. The tilting tray (tilted down) is loaded as follows:—

No. 3 raises the lever on side of cordite hoist. This lifts the shell just clear of the trough.

No. 1 trips the catch on the traveller. The latter will then traverse automatically to the inboard end of the beam as the weight of the shell overcomes that of the balance weight. Owing to the rope reeving, the shell also descends and arrives in the tilting tray as the traveller reaches the end of the beam, being guided by No. 2.

No. 2 trips the quick-action grab and No. 3 returns his lever, upon which the balance weight asserts itself and returns the traveller to its original position ready for the next round.

6. The drill found satisfactory in H.M.S. "Kent" is as follows:—

(a) The normal state of the turrets at sea is—

- (i) Slides locked.
- (ii) Breeches closed.
- (iii) Lower cordite cages loaded.
Rammers empty and traversed to cordite hoist.
- (iv) Ready-use racks in gunhouse filled with H.E. shell fuzed 206.
One H.E. shell fuzed 206 set to "Safe" in each tilting tray.
Pusher hoists, scuttles and ring loaded with S.A.P.

(b) The control orders and the action taken are:—

<p>"Stand by for A.A. fire." Given when air attack is expected, on an R.D.F. contact or on sighting.</p> <p>"Aircraft alarm commences." Load lamps burn.</p> <p>"Stop loading."</p>	<p>Change cages, load cordite rammer—disconnect No. 5 interlock, and allow it to hang down in gunwell.</p> <p>Open breech, traverse to gun, put lever to independent traverse, remove tilting tray cover and stand by to set fuze.</p> <p>Follow director for training and wait for load lamps to burn.</p> <p>Fuze and load guns alternately when load lamp burns, bringing right guns to ready as soon as left guns fire and <i>vice versa</i>.</p> <p>Stop loading any round which has not been rammed and set its fuze to "Safe". If any round has been rammed, complete the loading cycle and bring the gun to the ready. The Control will clear guns as soon as possible, or when the fuze is "Ripe".</p>
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(c) If a gun misses a salvo it is fired as a broadside with the other gun in the turret for the succeeding salvo, irrespective of the fact that it will have the wrong fuze.

(d) If the order "Commence" is given before the tilting tray covers are removed the first rounds from the left guns are loaded and fired, and the left guns tilting tray covers are removed between the first and third salvos. This may happen if there is no warning of attack, and no cautionary order "Stand by for A.A. fire" is given, but it has never been found necessary while exercising.

(e) Duties are—

- No. 1. As usual, and releases the traveller as soon as the rammer traverses.
- No. 2. Releases 21 interlock, gets shell ready to traverse, guides shell into tray, sets fuze, masks vent and prepares next H.E. shell in ready-use rack.
- No. 3. As usual, and works lifting lever as ordered by No. 2.
- No. 4. Slide locks, sets fuze setter, hands to No. 2, inserts a tube, takes fuze setter from No. 2 and follows director.

7. The quick loading gear is being manufactured and will be delivered direct to ships in due course. It should be fitted by ships' staffs, the necessary wire rope being drawn from Naval stores. Drawings of the gear will be forwarded to ships concerned.

8. In addition the following modifications have been found desirable:—

- (a) An additional clip fitted to hold the independent traverse lever to "Independent".
- (b) A slight enlargement of No. 2's platform to give him more freedom of movement while the shell is being traversed.

3113.—Gun Mountings—Boulton Paul Turrets, phosphor-bronze training roller-path rings—Fitting

Eagle ships concerned, "Flores" and "Locust"

(G. 02988/42.—2.7.1942.)

As far as can be ascertained, Boulton Paul turrets, registered numbers 665, 69, 137, 70, 650, 680, 90, 107, 79, 678, 37, 629, 96, 667, 35, 57, 150, 74, 134, 5, 677, 127, 116, 115, 89, 699, 106, 129, 669, 126, have gone into service fitted with magnesium alloy training roller path rings.

2. These rings are likely to suffer from severe corrosion and are to be replaced with phosphor-bronze rings which are being made available at H.M. Dockyards, Chatham and Rosyth.

3. Ships fitted with Boulton Paul Turrets, with special reference to the registered numbers quoted above, are to examine the roller path rings, and where it is found necessary to replace with phosphor-bronze, an item to cover the work of replacement is to be inserted in the current defect lists of the ships concerned and the exchange is to be carried out with Dockyard assistance at the first available opportunity.

(This Order to be retained until complied with.)

3114.—Guns, B.L. 14-in., Mark VII—Valves, Change-over—Modification

(A.S.7162/41.—2.7.1942.)

<p><i>Gun</i></p> <p><i>Part affected</i> ...</p> <p><i>Nature of modification</i> ...</p> <p><i>Purpose</i></p> <p><i>Instructional Print</i> ...</p> <p><i>By whom to be done</i> ...</p> <p><i>Degree of urgency</i> ...</p>	<p>B.L., 14-in., Mark VII.</p> <p>Valves, change-over.</p> <p>(a) Boss on the change-over valve hand lever, to be removed.</p> <p>(b) Glands of the valve to be repacked with soft packing.</p> <p>To render the valve more water-tight.</p> <p>N.O.D. 3107/86.</p> <p>Royal Naval Armament Depôts and Officers-in-Charge of Armament Supply.</p> <p>Component and spare change-over valves in service at the first opportunity; those in store, before issue.</p>
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3115.—Guns, Machine, Browning 0.5-in. (American Colt) Model M.2, Water-cooled with 36-in. and 48-in. Barrels—Modification of Ammunition Chests

(G. 80/42.—2.7.1942.)

The ammunition chests provided for the above gun have a large roller in the top portion.

Ammunition is not to be placed on this roller (A.F.O. 1537/42) trials having established that the roller is liable to cause stoppages by preventing the ammunition from unflaking freely.

2. The roller is to be removed by ship's or base staff and the holes are to be blanked off to make the chest watertight. The roller is fixed by a short axis pin screwed in from either side through a brass bush which pin is retained by a screwed pin through the spindle of the roller. The roller is to be removed in the following manner:—

- (a) The screwed pins through each end of the spindle between the flanges of the roller which are at 180° to each other are to be removed by means of a screwdriver.
- (b) The axis pins are to be unscrewed from either side and withdrawn.
- (c) The roller is to be removed together with the two washers between the inner surface of the brass bush and the roller spindle on each side.
- (d) The holes in the brass bushes are to be blanked off by sweating a brass plate approximately $\frac{1}{8}$ -in. thick and of diameter $1\frac{1}{2}$ -in. on the outside end of the bush.

3. Rollers and other parts so removed are to be returned to R.N. Armament Depôts.

(A.F.O. 1537/42.)

3116.—Guns, Machine, Browning (American Colt) Model M.2. Water-cooled, with 36-in. and 45-in. Barrels, Models 53-A and 53-2, Air-cooled—Maintenance, Modification and Adjustment.

(G. 80/42.—2.7.1942.)

A.F.O. 1537/42 is to be amended as follows:—

Paragraph (vi)—Last line—for “250 rounds” read 150 rounds.

(A.F.O. 1537/42.)

3117.—Machine Guns—9 mm. Lanchester Machine Carbine—Instructions for use of the Magazine Filler

(G. 010932/40.—2.7.1942.)

Hold the magazine horizontally in the right hand with the mouth pointing away from the body and the indicator holes underneath. Rest the base of the magazine against the body.

2. Take the filler in the left hand and hold it with the spring retaining catch on the left side and pointing downwards. Make sure that the brass handle is pointing downwards. Place the filler over the mouth of the magazine and push it on until the spring retaining catch takes into its recess on the magazine.

3. The magazine can be conveniently held by inserting the *index* finger of the left hand through the ring of the filler handle and placing the middle finger on the tail, holding the base of the magazine against the body.

4. Draw the brass handle towards the body compressing the magazine spring as far as it will go and with the right hand place a round, base downwards into the magazine feed way. Release the pressure on the handle and rotate it away from the body until a stop is reached. The toe of the handle will take on the nose of the round and push it into its proper position in the magazine.

Note.—It is most important that the magazine be held horizontally while filling.

5. Rotate the handle again towards the body so pushing the round into the magazine and compressing the spring. Place the next round in base downwards as before and repeat the cycle of operations until the magazine is full. The magazine holds 50 rounds.

3118.—Fuze Setting Machines and Ammunition Trays—Spare Springs

Ships and Dockyards concerned.

(G. 010928/41.—2.7.1942.)

Provision has been made for the supply of spare springs for fuze setting machines and trays of the Marks detailed in paragraph 3. Sets of those springs which are considered likely to be required will shortly be available at the following bases:—

Portsmouth; Devonport; Rosyth; Alexandria; Gibraltar; Durban; Bombay; R.A.N. Dockyard, Garden Island, Sydney; B.A.R.M., U.S. Navy Warehouse, Brooklyn, New York; I.N.O's. Store, Halifax, Nova Scotia.

2. A list of springs which will be available at these bases is given below, and Commanding Officers of ships are to demand replacement from whichever base is most convenient.

3.	(1) <i>Mark of Machine, etc.</i>	(2) <i>Drawing and Item No.</i>
	V	DFC.38281/6
	V	DFC.38280/9
	V	DFC.38282/4
	V	DFC.38680/7
	V	DFC.38680/8
	V	DFC.39382/4
	V	DFC.38678/7
	V	DFC.24337/15
	V	DFC.24337/16

(1) <i>Mark of Machine, etc.</i>	(2) <i>Drawing and Item No.</i>
4-in. Ammunition Tray for Mark V M/c.	M.B. 1015/23; M.B. 1014/12; M.B. 1013/8.
I, I*, II, III and VI	DFC. 28055/4; DFC. 32966/3; DFC. 28059/6; DFC. 32966/6
I, I*, II	DFC. 37701/9.
II	DFC. 28075/13; DFC. 28078/14.
III and VI	DFC. 31253/8; DFC. 37720/8; DFC. 46197/15.
VI	DFC. 40388/3; DFC. 40390/10.
I*, III, VI and Receiver for Mark V.	DFC. 38642/5.

3119.—Cartridges, Q.F., F.A., 3-in. 20 cwt. H.E. Shell, SC.048 and N.H. 033—Defective Packing in Boxes Ammunition C.208

(A.S. 3894/42 B.95.—2.7.1942.)

The linings of Boxes Ammunition C.208 containing Cartridges Q.F. F.A. 3-in. 20 cwt., H.E. Shell Cordite S.C.048 and/or N.H. 033, filled and packed at Glascoed prior to 3/42 may not be properly sealed because excessive quantities of felt packing washers have been used in order to eliminate rattle. This excessive use of packing washers prevents the lid of the lining from seating correctly.

2. All Boxes Ammunition C.208 containing 3-in. 20 cwt. H.E. Cartridges packed at Glascoed prior to 3/42 are therefore to be examined as opportunity offers, and any washers found in excess of those actually required to ensure snug stowage with the lid of the lining seating correctly in the luting channel are to be removed. Recovered washers are to be returned to the nearest R.N. Armament Depot.

3. It may be assumed that Boxes sealed with Monogram labels of establishments other than Glascoed (GD) have been examined and are correct.

N.A. Establishments at Home.

4. It is not intended to restrict issue of this ammunition pending examination but endeavour should be made to examine all packages as necessary before issues to ships or foreign stations.

5. Recovered washers are to be forwarded to Officer in Charge, R.N. Armament Depot, Chepstow, Mon.

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

3120.—Ordnance Holman Projector Mark III (Cordite Operated)—Introduction

(A.S./G. 016649/41.—2.7.1942.)

Holman projectors, Mark III (cordite operated) have been introduced into Naval service as Vote 9 (Ordnance) stores.

2. Projectors are being distributed, complete with spare parts etc., from the maker's works to fitting out ports on instructions from the Admiralty. Projectors for D.E.M.S. will be issued complete with a shield.

3. Breech housings and breech housing covers are not interchangeable. Where replacements are required, parts are to be fitted by staffs of R.N. armament depôts.

4. Certain striker springs have pads fitted behind them to effect correct weight of blow of striker. When routine examination is carried out, care is to be taken that these pads are replaced. If the striker spring is changed, the pad should only be replaced if the required blow of striker of 5 in./lbs. cannot be obtained without it.

3121.—P.A.C. Projectors—Combined Cleaner and Ejector—Introduction

(A.S. 6178/42.—2.7.1942.)

A combined cleaner and cartridge ejector has been designed for use with P.A.C. projectors. The cartridge ejector is adapted to enable a cleaning brush to be screwed into it, for use in the main bore of the projector when the necessity for such cleaning arises.

2. The ejectors will be supplied in the proportion of one per two projectors mounted per ship, and the cleaning brushes in the proportion of one per ship, to all services except aircraft carriers, which will be supplied with five ejectors and five brushes per ship.

3. H.M. ships should demand from R.N. armament depôts as required.

4. Naval Proportion Book will be amplified accordingly.

3122.—Rockets U.2-in.—Assembly of Tail Fin

(G.03200/42.—2.7.1942.)

Great care should be taken when assembling the four fins to the rocket tail that the fins are driven back to the full extent of their travel by means of a wooden mallet, and that the holed catches are then pressed down to their full extent with a spike. In cases of doubt, secure fixing should be tested by tapping the fins at their rear ends after the catches have been pressed down. No movement should take place.

2. Failures to observe this precaution may result in wild rounds, with consequent danger to personnel.

3123.—Ground Service Pyrotechnics—Puffs, Powder, No. 10, 1-oz.

(A.S./A. 0636/42.—2.7.1942.)

Puffs, powder, No. 10, 1-oz., will shortly be introduced into Naval Service.

2. The use of puffs, powder, No. 9, 4-oz., will be discontinued when present stocks are exhausted, and puffs, powder, No. 10, 1-oz., supplied in lieu.

3. The following amendment should be made to C.A.F.O. 402/41 :—
Table II. Line 1—

Amend " puffs, powder, No. 9, 4-oz." to read " puffs, powder, No. 10, 1-oz."

Table II. Notes (1)—

Amend " puffs, powder, No. 9, 4-oz." to read " puffs, powder, No. 10, 1-oz."

3124.—Cast Iron Plugs, Fuze Hole

(G./A.S. 6994/42.—2.7.1942.)

Certain plugs, fuze hole, are now being made in cast iron and the letter " F " is stamped on them after the Mark, e.g., No. 2 Mark IV F.

2. These plugs are intended for transport and stowage, but shell with 2-in. fuze holes supplied to ships may be fitted with them.

Plugs stamped " F " are not to be fired in shell under any circumstances.

R.N. Armament Depôts only.

3. Plugs made of cast iron must not be issued to proof ranges or similar services where shell are likely to be fired plugged and shell or rounds should be examined prior to issue to ensure that brass plugs are fitted in such instances.

(A.F.O. 3904/40 is cancelled.)

3125.—Drawing Instruments for Gunnery Purposes—Supply

Repair Ships and Destroyer Depot Ships

(N.S. 17980/42.—7.2.1942.)

The drawing instruments shown in the appendix to this Order are to be allowed to each Repair Ship and Destroyer Depot Ship in which a Commissioned or Warrant Ordnance Officer is borne.

2. Supply to each of the following ships will be arranged, without demand, by Superintending Naval Store Officer, Chatham, the articles being obtained by local purchase as necessary :—

H.M. Ships " Antonia," " Aurania," " Ausonia," " Blenheim," " Hecla," " Philoctetes," " Resource," " Tyne," " Vindictive," and " Woolwich."

3. B.R. 323—Establishment of Naval Stores for Gunnery Purposes— will be amended.

APPENDIX

Pattern	Description	Denom.	Allowance
	<i>E.4</i>		
—	Boards, drawing, 2 ft. × 1½ ft.	No.	1
	<i>E.12</i>		
—	" British Empire " standard case of drawing instruments. (Messrs. Harling Catalogue No. B.E.110.)	"	1
—	Boxwood scale rule, containing 8 scales, ½-in., ¼-in., ⅜-in., ½-in., ⅔-in., 1-in., 1½-in. and 3-in.	"	1
—	Squares, T, to suit drawing boards	"	2
—	Squares, set transparent, 45 degrees, 6-in.	"	1
—	Squares, set transparent, 45 degrees, 10-in.	"	1
—	Squares, set transparent, 60 degrees, 5-in.	"	1
—	Squares, set transparent, 60 degrees, 8-in.	"	1
—	Compass, proportional, 6-in. long	"	1
—	Compass, beam, 2 ft. long	"	1
—	Protractors, celluloid, 6-in. long	"	1
—	Protractors, celluloid, 10-in. long	"	1

(Ref. Superintending Naval Store Officer, Rosyth, 12.4.42, No. 1342, and Accountant Officer, H.M.S. " Blenheim," 27.3.42, No. N.S.234/121.)

3126.—A.W. Torpedo Tubes with Cordite Impulse—Adjustment of Cordite Valve.

Ships fitted with T.R.II, IV, IV, IV**, Q.R.I., II, II*, III, III*, IV, V, VI, VI*, VII, VIII, VIII*, VIII**, VIII***, IX, IX*, X, F.R.II, II*, P.Q.R.I*, D.R.VI(A-E), D.R.VI(F-G) D.R.VII (A-E), D.R.VII(F-I) and T.R.V. mountings.*

(T. 1763/42.—2.7.1942.)

As a result of recent investigation into the problem of overcoming flash on discharge from A.W. tubes fitted with cordite impulse, it has been decided to raise the pressure at which the cordite valve closes.

2. The air test pressure is, therefore, to be increased so that the cordite valve closes at a pressure of 220 lb. per square inch and opens at a pressure not exceeding 450 lb. per square inch.

3. Cordite valve units are to be adjusted by Ship's staff (assisted in the case of destroyers by Depot Ship) to the settings given in para. 2 above at the first available opportunity in all ships so affected.

4. The relevant tube maintenance handbooks are being amended accordingly.

3127.—O.M.L. 9·5-in., D.C.T.—Springs, Main, Mark II, for Strikers

(A.S./C.I.N.O. 7102/40.—2.7.1942.)

The blow of striker in the O.M.L., 9·5-in., D.C.T., is to be increased by the fitting of a stronger main spring.

2. These springs will be known as O.M.L., 9·5-in., D.C.T. :—Springs, main, Mark II.

3. All throwers on board ships are to be fitted with Mark II main springs by the ships' staff and demands should be forwarded to the nearest R.N.A. depôt for the number of springs required.

3128.—Counterdrum Instruments—Illumination—Introduction of Dimmers

(N.S. 23229/41.—2.7.1942.)

The following range of mechanical dimmers for use with Graham, and Barr & Stroud type counterdrum instruments (M type transmission) have been introduced.

Pattern No.	Description.
10247	Dimmers, mechanical, for Graham type instruments except Pattern 5828 series and Pattern 6566.
10248	Dimmers, mechanical, for Barr & Stroud type instruments with white or coloured figuring or lettering on a black ground.
10254	Dimmers, mechanical, for Barr & Stroud type instruments with black or coloured figuring or lettering on a white ground.

2. The dimmers consist of a body, incorporating a brass cup and screw fitted with a knurled knob, and are arranged so that when in position on the instruments, rotation of the knob will cause the cup to shroud the lamp to any degree normally required. The body is provided with a thread identical with that of the lamp caps of instruments concerned, and the work of fitting consists in removing the lamp caps and inserting the dimmers in lieu. In instruments with more than one illuminating lamp, a dimmer should be fitted for each lamp, but owing to internal reflection dimming to the same degree as on single instruments may not be possible. If a very high degree of dimming is required in such cases a thin metal or fibre screen should be fitted between the elements. In large order-instruments with white interiors the degree of dimming obtainable may be improved if desired by painting the inside of the upper half of the case matt black. It is not desirable to darken the whole of the case as uneven illumination of the stencil plates may result.

3. Ships should demand from the nearest storing depôt, dimmers of the correct pattern to suit instruments on board. The quantity demanded should allow for dimming of all counterdrum instruments in exposed positions plus 10 per cent. spares.

4. "Norfolk" only.—Thirty dimmers, Pattern 10248, will be supplied without demand, when available.

5. The work is to be carried out by the ships' staffs.

6. An order for 20,000 dimmers, Pattern 10247, has been placed with Messrs. Garrard Engineering & Manufacturing Co., C.P. 96070/41, dated 27.1.42, for delivery as follows:—

No.		No.	
Alexandria ...	4,000	Lyness ...	200
Durban ...	1,500	Simonstown ...	1,000
Colombo ...	1,500	Gibraltar ...	500
Rosyth ...	1,200	Bermuda ...	300
Portsmouth ...	1,000	Mersey Area ...	3,300
Devonport ...	1,000	Severn ...	2,400
Chatham ...	1,000	Clyde ...	500
Londonderry ...	100	Newcastle ...	500

A further order for 50 Pattern 10248 and 500 Pattern 10254, has been placed with Messrs. Garrard Engineering & Manufacturing Co., C.P. 46326/42, dated 30.5.42. Stocks of Pattern 10254 will be distributed to appropriate storing yards and depôts according to the disposition of the ships concerned when these dimmers become available. Particulars of the distribution will be promulgated by A.F.O. to enable ships to demand as necessary.

7. These articles will be dealt with under Subhead F item 1B, and yards should include the descriptions on page 73, Part II, of the periodical War Demands.

8. The Authorised List of Naval Stores will be amended.

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

3129.—Amatol Demolition Charges

(T. 0408/42.—2.7.1942.)

A.F.O. 1024/42 is to be amended as follows:—

Paragraph 2. Line 6.

Amend the words "over six months" to read "over twelve months".

(A.F.O. 1024/42.)

3130.—Preparation and Fitting of Service T.N.T. Charges, 1½ lb., with Commercial Type Detonators, Primers and Safety Fuse

(T. 604/42.—2.7.1942.)

A.F.O. 1025/42 is to be amended as follows:—

Paragraph 5. Line 9.

Amend the words "over six months old" to read "over twelve months old".

(A.F.O. 1025/42.)

3131.—Davits—Provision of—REPORTS

Commercial Trawlers converted for Oropesa Minesweeping fitted with 0.5 M/G or Oerlikon Gun Aft

(T. 1721/42.—2.7.1942.)

In order to ascertain the requirements before placing further orders for davits for hoisting Oropesa float (C.A.F.O. 1242/41 and C.A.F.O. diagram No. 229/41 refers) C.Os. of vessels fitted with 0.5-in. M/G or Oerlikon gun aft are to forward a report through their administrative authority to D.N.C. Admiralty, Bath, giving the following particulars:—

- (1) Existing method used for hoisting Oropesa floats.
- (2) Whether the method is satisfactory and easily handled at sea.
- (3) Position of 0.5-in. M/G or Oerlikon gun (i.e. on galley roof or abaft galley).
- (4) Whether the mainmast is in position or removed.
- (5) What improvements, if any, on the approved davit arrangements could be made.

(C.A.F.O. 1242/41.)

3132.—Portable Electrical Apparatus with Flexible Cables—Precautions in Use

(T./N.L.1544/42.—2.7.1942.)

Attention is drawn to the danger of injury to personnel, which may prove fatal, resulting from the use of "insufficiently earthed" portable electrical apparatus.

2. All portable electrical apparatus, other than fittings whose external parts which can be handled are completely insulated, must have the frame efficiently earthed. The apparatus includes wandering leads, electric drills, yard arm reflectors, portable fans and blowers.

3. The earthing is accomplished by means of a third core in the flexible cable, which is connected to the metal frame at one end and to the earthing terminal of the plug and socket or other supply source at the other end.

4. The supply of power for all portable electric apparatus should normally only be taken from sockets and plugs provided for the purpose. Pattern 4462 plug is fitted with an earthing terminal.

5. Care is to be taken that the plug connections of portable fittings are properly shipped in their sockets and secured before switching on. Screw collars are fitted for this purpose and the collar should be screwed hard home on the socket.

6. All portable electrical apparatus is to be examined at frequent intervals to ensure that the "earthing" arrangements of the exposed parts are efficient.

7. Attention is drawn to the Naval Electrical Pocket Book (B.R. 157/1933) page 373, paragraph 36.

3133.—Magnetic Compass Equipments, Pattern 920—Flinders Bars

(C.D.402/42.—2.7.1942.)

Magnetic compass equipments, Pattern 920, are normally issued without Flinders bars. Ships in which this type of equipment has been fitted, and which are proceeding abroad, may, if desired, demand the necessary Flinders bars from the Deputy Naval Store Officer, Admiralty Compass Observatory, Ditton Park, Slough, quoting this order.

2. Certain equipments, Pattern 920, are fitted with a Flinders bar case of $2\frac{1}{2}$ in. diameter. These will require Flinders bar, Pattern 197 (2 in. diameter) which will need to be wedged in the case. Certain others are fitted with a Flinders bar case of 3 in. diameter. These will require Flinders bar, Pattern 45.

3134.—Sextants—Revised Allowances

72-ft. M.Ls. and Fairmile Craft concerned

(N.S. 18551/42.—2.7.1942.)

The allowance of a sextant to each 72-ft. M.L. is hereby withdrawn. The allowance of a sextant to Fairmile craft is to be restricted to the following types:—

“B” type M.Ls. allocated to Foreign Service
(including boats building abroad).

“D” type M.G.Bs. and M.T.Bs.

A.F.O. 2945/41 authorised the withdrawal of the allowance of sextants from M.G.Bs. and M.T.Bs. other than Fairmile type.

2. Arrangements should be made for sextants on board all 72-ft. M.Ls. and Fairmile craft other than those in paragraph (1) above, to be returned to bases as early as possible for subsequent return to storing yards.

3. A reserve of 16 sextants to meet urgent requirements of Coastal Force Craft for special operations should be held and accounted for at a Coastal Force Base nominated by R.A.C.F., the name of the base being reported in due course. So far as possible, these sextants should be obtained from the number surrendered by craft attached to the selected base. If this number is less than sixteen the quantity required to complete should also be reported.

4. The Sea Store Establishments concerned will be amended.

(R.A.C.F., 24.5.42, No. 2529, M/643.)

(A.F.O. 2945/41.)

3135.—Boiler Tubes, etc.

H.M.S. “Dunbar” and “Heather”

(N.S./P. 9303/42.—2.7.1942.)

Particulars of the boilers and tubes fitted in H.M. ships shown under column “A” are identical with those published in the A.F.Os. quoted against the ships shown under column “B.”

“A”	“B”
“Dunbar”	“Boston.” A.F.O. 2401/42
“Heather”	“Hyacinth.” A.F.O. 1156/42.

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

(A.F.Os. 1156/42 and 2401/42.)

(This Order will not be reprinted.)

3136.—Boiler Tubes, etc.

H.M. Ships “Camellia”, “Freesia”, “Gloxinia”, “Fetlar”, “Eday”, “Shiant” and “Sanda”

(N.S./P. 7650/42.—2.7.1942.)

Particulars of the boilers and tubes fitted in H.M. ships shown under column “A” are identical with those published in the A.F.Os. quoted against the ships shown under column “B”.

“A”	“B”
“Camellia”	} “Hyacinth” A.F.O. 1156/42.
“Freesia”	
“Gloxinia”	
“Fetlar”	} “Gavotte,” etc., A.F.O. 571/41.
“Eday”	
“Shiant”	
“Sanda”	

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

(A.F.Os. 571/41 and 1156/42.)

(This Order will not be reprinted.)

3137.—Boiler Tubes, etc.

H.M.S. “Barcross”, “Earraid” and “Pennywort”

(N.S./P. 7900/42.): (N.S./P.9342/42.): (N.S./P.5758/42.—2.7.1942.)

H.M.S. “Barcross”

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

Type and No. of Boilers ...	Multitubular Return Tube	2 No.
	Type.	
Total No. of Tubes fitted ...	{ Generator	598 No.
	{ Air Heater	464 No.

Row	Ext. dia.	Thickness.	Fitted Length.	Total No. of Tubes fitted.	Remarks.
Smoke ...	$2\frac{3}{8}$ in.	8 W.G.	7 ft. $4\frac{1}{2}$ in.	414	All tubes are straight.
	Swelled one end to $2\frac{5}{8}$ in. for a length of 3 in.				
Stay ...	$2\frac{3}{8}$ in.	$\frac{7}{16}$ in.	7 ft. $4\frac{1}{2}$ in.	4	
	Swelled one end to 3 in. for a length of 2 in. and screwed 9 T.P.1 for 2 in. at both ends.				
Stay ...	$2\frac{3}{8}$ in.	$\frac{3}{8}$ in.	7 ft. $4\frac{1}{2}$ in.	16	
	Swelled one end to 3 in. for a length of 2 in. and screwed 9 T.P.1 for 2 in. at both ends.				
Stay ...	$2\frac{3}{8}$ in.	$\frac{5}{16}$ in.	7 ft. $4\frac{1}{2}$ in.	100	
	Swelled one end to 3 in. for a length of 2 in. and screwed 9 T.P.1 for 2 in. at both ends.				
Stay ...	$2\frac{3}{8}$ in.	$\frac{1}{4}$ in.	7 ft. $4\frac{1}{2}$ in.	64	
	Swelled one end to 3 in. for a length of 2 in. and screwed 9 T.P.1 for 2 in. at both ends.				
Plain ...	$2\frac{3}{8}$ in.	14 W.G.	3 ft. $1\frac{1}{2}$ in.	452	
	Swelled one end to $2\frac{13}{16}$ in. for a length of 2 in.				
Stay ...	$2\frac{3}{8}$ in.	$\frac{1}{4}$ in. thick	3 ft. $2\frac{1}{2}$ in.	12	
	Swelled one end to 3 in. for a length of $1\frac{1}{2}$ in. and screwed with a continuous thread 9 T.P.1 for $2\frac{1}{2}$ in. at swelled end and $1\frac{1}{2}$ in. at other end. Nuted at both ends.				

H.M.S. "Earraid"

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

Type and No. of Boilers ... Scotch, single-ended Return Tube 1 No.
Type.

Total No. of tubes fitted ... { Generator ... 384 No.
Air Heater ... 266 No.

Row.	Ext. Dia.	Thickness.	Fitted Length.	Total No. of Tubes fitted.	Remarks.
Plain ...	in.	8 W.G.	ft. in.	270	} All tubes are straight.
Stay ...	2 $\frac{3}{4}$	$\frac{7}{16}$ in.	8 0	2	
Stay ...	2 $\frac{3}{4}$	$\frac{3}{8}$ in.	8 0	8	
Stay ...	2 $\frac{3}{4}$	$\frac{7}{16}$ in.	7 11 $\frac{3}{8}$	60	
Stay ...	2 $\frac{3}{4}$	$\frac{1}{2}$ in.	7 11 $\frac{3}{8}$	44	
<i>Air Pre-Heater Tubes.</i>					
Plain ...	2 $\frac{3}{4}$	14 W.G.	3 5 $\frac{1}{2}$	260	} All tubes are straight
Stay ...	2 $\frac{3}{4}$	$\frac{1}{2}$ in.	3 7	6	

H.M.S. "Pennywort"

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

Type and No. of boilers ... Single-ended Multitubular ... 2 No.
Total No. of Tubes fitted ... 1064 No.

Row.	Ext. dia.	Thickness.	Fitted Length.	Total No. of Tubes fitted.	Remarks.
Plain ...	2 $\frac{1}{2}$ in.	8 W.G.	8 ft. 6 $\frac{3}{8}$ in.	758	} All tubes are straight.
	Swelled one end to 2 $\frac{5}{8}$ in. for a length of 3 in.				
Stay ...	2 $\frac{1}{2}$ in.	$\frac{5}{16}$ in.	8 ft. 6 $\frac{3}{8}$ in.	168	
	Swelled front end to 2 $\frac{5}{8}$ in. for a length of 3 in. and screwed both ends with a continuous thread 9 T.P.1.				
Stay ...	2 $\frac{1}{2}$ in.	$\frac{3}{8}$ in.	8 ft. 6 $\frac{3}{8}$ in.	34	
	Swelled front end to 2 $\frac{5}{8}$ in. for a length of 3 in. and screwed both ends with a continuous thread 9 T.P.1.				
Stay ...	2 $\frac{1}{2}$ in.	$\frac{5}{16}$ in.	8 ft. 7 in.	4	
	Swelled front end to 2 $\frac{5}{8}$ in. for a length of 3 in. and screwed both ends with a continuous thread 9 T.P.1. Nut fitted at front end.				
Stay ...	2 $\frac{1}{2}$ in.	$\frac{3}{8}$ in.	8 ft. 7 in.	100	
	Swelled front end to 2 $\frac{5}{8}$ in. for a length of 3 in. and screwed both ends with a continuous thread 9 T.P.1. Nut fitted at front end.				

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

(This Order will not be reprinted.)

3138.—Feed Regulator Leak-off Pipes

Destroyers of A to I Classes. "Havant" Class, "Amazon," "Ambuscade",
"Ithuriel," and "Inconstant"

(D. 6696/42.—2.7.1942.)

Recent experience shows that in the event of damage to the feed regulator leak-off pipe leading to the feed tank from a forward boiler it is necessary to put the after boilers on to hand feed. To avoid this necessity, cocks arranged so that they can be secured in the open position are to be fitted in the feed regulator leak-off pipe at the after side of the bulkheads between the boiler rooms.

2. The work is to be done by the ship's staff assisted as necessary by repair ship staffs.

3. The necessary fittings are to be demanded from the Superintending Naval Store Officer, Devonport, but as contractors will require some weeks to manufacture, the supply of the fittings should not be unnecessarily hastened.

4. The following are the total estimated quantities which will be required for all ships:—

$\frac{1}{2}$ -in. cocks	28
$\frac{3}{4}$ -in. cocks	40
1-in. cocks	20

5. There are no suitable standard Admiralty pattern cocks, but cocks of similar type to that shown in the Book of Cocks and Valves, page 10/36, Pattern 128A, but of required size, would be suitable with the following alterations:—

Cocks to be suitable for a test pressure of 750 lb./sq. in.
Screwed union connections to be arranged at each end.
Cocks to be arranged to be locked open.

3139.—Crosshead Bearings—Additional Spare Brasses

"Bangor" Class Minesweepers with slow reciprocating machinery except H.M. ships "Orissa," "Rajputana" and "Konkan"

(D. 020379/41.—2.7.1942.)

The allowance of spare crosshead bearing brasses to be carried in "Bangor" minesweepers with slow reciprocating machinery is to be increased to four pairs total, i.e., sufficient for two connecting rods.

2. Ship's officers are to obtain the additional brasses from their base or storing yard by defect list

3. Additional spare brasses are to be of Admiralty gunmetal, irrespective of material of brasses fitted and care is to be taken to ensure that they are bored to an appropriate size in cases in which crosshead pins are no longer of standard diameter.

(C-in-C., Portsmouth, 27.10.41, No. 5678/8821.)

3140.—R.D.F. Installation, Type 241—Fitting-Out Information

(S.D. 01129/42.—2.7.1942.)

A.S.E. Preliminary Specification No. B137/42 has been prepared to show the method of fitting and wiring R.D.F. Installation Type 241.

2. Copies of the Specification have been forwarded to the Commander-in-Chief, Eastern Fleet, Admirals Superintendent, Chatham, Devonport, Portsmouth, Rosyth, Orkneys, Malta and Simonstown, Commodore Superintendent, Gibraltar, Commodore-in-Charge, Sheerness, Captains-in-Charge, Bermuda and Halifax, Captains Superintendent, Alexandria and Ceylon, Naval Officers-in-Charge, Londonderry and Freetown, the Naval Secretary at Wellington, the Secretary, Australian Navy Board for the officers concerned at Sydney, Melbourne and Fremantle, the Commodore Commanding R.I.N., Bombay, the Chief of Naval Staff, Ottawa, and the B.A.M.R., Washington.

3. Copies of the Specification have also been forwarded to the Warship Production Superintendents, Scottish, East Scotland, Belfast, South Wales, North Eastern, North Western, Humber, Southern and Thames areas. The Principal

(Ship) Overseers and Emergency Repair Overseers of all ships approved to be fitted with Type 241 R.D.F. Installation are therefore to apply to the Warship Production Superintendents of their areas for a copy of A.S.E. Specification No. B137/42 in accordance with the procedure laid down in A.F.O. 790/40.

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

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

3141.—R.D.F. Types 286P, 286PQ and 290—Shortening of Plug in Gear Box of Aerial Outfit A.T.R.

(S.D. 01209/42.—2.7.1942.)

Ships fitted with R.D.F. Types 286 P, 286 PQ and 290 are to arrange for the smaller of the two plugs fitted in the top surface of pedestal gear box of aerial outfit A.T.R. to be shortened to ensure that it cannot protrude into gear box. It is also essential to ensure that the gear box is filled with oil.

2. Admiralty Message 859A is cancelled.

3142.—R.D.F. Type 290—Position of Office Door—A. and A.

"Vee" Class Destroyers

(S.D. 0671/42.—2.7.1942.)

Commanding Officers of ships of the above class in which the door to the Type 290 office has been fitted on the fore side in accordance with drawing D.N.C. 17A/A96, should insert an A. and A. item in the next list of Alterations and Additions Classification "A".

"To reposition door to the Type 290 office and fit means of access as shown on drawing D.N.C. 17A/A163."

3143.—D/F Gyro Repeater Motors for Radiogoniometers

(N.S. 22242/42.—2.7.1942.)

When forwarding demands for stores for fitting D/F outfits care is to be taken that in every instance the correct gyro repeater motor is demanded.

2. When demands are forwarded by signal from Flag Officers and other authorities, the Pattern number of the coupling unit complete with gyro repeater motor is to be quoted.

3. The different types of gyro repeater motors required for use in conjunction with various gyro transmission systems are given below:—

Coupling Units	Gyro System	Old Type Motor if those in Col. 1 are not available
Pattern W.3369 (complete with step-by-step motor Pattern 9298 and cover)	3 wire	Pattern No. 7487
Pattern W.3370 (complete with step-by-step motor Pattern 1730P and cover)	4 wire 20 volt ...	Pattern No. 7467
Pattern W.3638* (complete with step-by-step motor Pattern 1719P and cover)	4 wire 50 v. and 70 v.	Pattern No. S876*

* When supply is at 70 v. 3 in No. Pattern 1800 resistances are to be demanded—one for each line except common return line.

4. Superintending/Area Naval Store Officers are responsible that similar information is furnished by the Area W/T Supply Officers for new construction vessels.

3144.—Wooden Crates for Radio Valves—Return

(N.S. 22179/42.—2.7.1942.)

In view of the difficulty in obtaining sufficient new wooden crates for W/T and R.D.F. valves, empty crates in good condition should be returned, whenever possible, to Naval Store Officer, R.N. Store Depôt, Glossop, for transit to the firms concerned. The crates may be sent in packing cases being returned to Glossop, when convenient.

3145.—Bottom and Boot-Topping Compositions

H.M.S. "Roxborough"

(D. 7495/42.—2.7.1942.)

MacArthur's bottom and boot-topping compositions are the approved compositions for H.M.S. "Roxborough," and are to be applied to the vessel on the next occasion of docking.

2. The hull is to be scraped as much as possible during the time available.

(B.A.R.M. 25.5.42 No. 233G/10/7008.)

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

3146.—Sea Anchors—Withdrawal of Allowance

Fairmile Craft and 72-ft. M.Ls.

(N.S. 18282/41.—2.7.1942.)

Sea anchors are not necessary for either Fairmile craft or 72-ft. M.Ls. and the allowance to these vessels is hereby withdrawn.

2. Coastal Force Bases concerned should arrange for all sea anchors at present held or on board attached craft to be returned to the nearest Dockyard.

3. Builders of 72-ft. M.Ls. under construction should be informed by Overseers concerned that supply of a sea anchor in accordance with the establishment of naval stores is no longer required. Overseers should also arrange for a fair and reasonable abatement. Separate instructions are being issued to the Fairmile Marine Co.

4. The Sea Store Establishments concerned will be amended.

(R.A.C.F., 10.5.42, No. 580 M/117.)

(A.F.O. 1695/42 is cancelled.)

3147.—D.G. Equipment—Fitting of Rudder Post Winding—A. and A.—

H.M. Trawlers, Drifters and Whalers

(S.D.G. 180/42.—2.7.1942.)

To improve the D.G. Equipment of steel trawlers, drifters and whalers certain of these vessels are to be fitted with Rudder Post Windings.

2. Recommendations for the fitting of R.P.Ws. will only be made by D.G. Officers as a result of ranging or other magnetic survey.

3. Such recommendations should be implemented at the earliest opportunity, the A. and A. being classified as A.*; priority is to be given to vessels employed as "LL" M/S.

4. R.P.Ws. are not to be fitted to any vessels unless recommended as quoted above.

5. The following D.G. Specifications refer:—

Trawler D.G. Specification No. 5, dated 17th July, 1941.

Addendum No. 1 to above, dated December, 1941.

Addendum No. 2 to above, dated March, 1942.

Addendum No. 3 to above, dated May, 1942.

Trawler D.G. Specification No. 6, dated 20th October, 1941.

Addendum to above, dated February, 1942.

Addendum No. 2 to above, dated May, 1942.

("A" Message 860A timed 1419 B/21/6/42.)

("A" Message 813A timed 2118/12/6 is cancelled.)

(A.F.O. 1804/42 is cancelled.)

3148.—Fire Fighting Foam Branchpipes—Supply

Flotilla Leaders, Destroyers, Sloops and Corvettes

(N.S. 13254/42.—2.7.1942.)

As a result of fire fighting trials carried out recently at the Admiralty Fire Testing ground at Haslar, by Admiralty officers, the fire fighting equipment in flotilla leaders, destroyers, sloops and corvettes is to be supplemented by the addition of two F.B.2 (L.P.) foam branchpipes per vessel.

2. These foam branchpipes are for use with the Knapsack tanks supplied *vide* A.F.O. 3639/41 and are designed to be operated by supply from the fire main. They cannot be used in conjunction with the manual pumps.

3. The F.B.2 (L.P.) branchpipes are a slightly modified form of those supplied with the Pyrene foam units and at a water pressure of 30 lb. sq. in. give the following results:—

Water consumption	30 galls. per minute.
Foam compound consumption ...	1.3 galls. per minute.
Delivery of foam	235 galls. per minute.

4. The "Basis of First Supply" of foam compound in 2 gallon tins will be increased from 16 gallons to 32 gallons.

5. Purchase of branchpipes complete with couplings has been arranged from The Pyrene Co., Ltd., for delivery as follows, and special care should be taken to stow the two types separately to ensure correct supply to vessels concerned:—

Contract dated 28th February, 1942. Rosyth Sheerness Mersey Area Midland Area Total
C.P.23322/42

Fitted with No. 3 size Admiralty Standard Bayonet Joint couplings ... 400 50 400 350 1,200
(Monton) (Burslem)

Contract dated 14th May, 1942
C.P.40708/42.

Fitted with No. 3 size Instantaneous Couplings 40 — 40 20 100

6. Shipment should be made of the following quantities of branchpipes fitted with No. 3 size Admiralty Standard Bayonet Joint Couplings immediately on receipt from contractors:—

	No.	
Gibraltar ... 50	} To be supplied by the Naval Store Officer, Preston.	
Alexandria ... 100		
Durban ... 100	} To be supplied by the Superintending Naval Store Officer, Rosyth.	
Simonstown ... 50		
Freetown ... 50		

Any branchpipes fitted with *Instantaneous* couplings required by yards abroad should be demanded as required by ships so fitted.

7. Vessels concerned in commission should forward demands to their Storing Yards or Depôts accordingly, but as contractors will require several weeks to complete these orders supplies should not be hastened.

Supply to vessels under construction should be arranged by the Storing Yards, etc., in the usual manner.

8. The branchpipes are known as *FB2 (L.P.)* in order to avoid confusion with the Pyrene Company's *standard FB2* branchpipe. Demands should show the type of coupling required, i.e. bayonet joint or instantaneous.

9. The Sea Store Establishments concerned will be amended.

(A.L. 29/5/42 N.S. 18208/42 to S.N.S.O. Rosyth, Mersey and Midland Areas and N.S.O. Sheerness.)

(A.F.O. 3639/41.)

3149.—Portable Fire Extinguishers

"Town" Class Destroyers

(N.S. 18594/41.—2.7.1942.)

The number of portable fire extinguishers to be carried on board "Towns" is to be as shown in the Appendix to this Order.

2. A proportion of the C.O₂ extinguishers of American pattern with which these ships are equipped is being retained to cover electrical risks. Ships concerned should adjust their stocks as necessary, demands being forwarded to storing yards for the foam type Pattern 4726, and Nuswift extinguishers required to complete. C.O₂ extinguishers held in excess of the numbers shown in the Appendix should be returned to the nearest dockyard or naval store depôt where they should be retained to meet demands for replacement of discharged extinguishers. Local arrangements should be made for recharging empty extinguishers.

3. Two charges, Pattern 4729 (in addition to the one required to complete the extinguisher) should be demanded as spare for each foam type extinguisher, Pattern 4726, and four spare charges for each Nuswift extinguisher (*see* A.F.O. 2672/42).

4. A hose, Pattern 4726a, should also be demanded for each Foam extinguisher, Pattern 4726, supplied for use at the ready-use petrol stowage racks fitted on deck (*see* A.F.O. 1054/42), and for firing spaces in boiler rooms.

APPENDIX.

"Town" Class Destroyers—Fire Extinguishers to be carried on board.

Pattern No.	Description.	Qty.	Remarks.
—	C.O ₂ hand type (American pattern).	1	For each W/T office containing transmitting sets and for each D/F office when fitted separately.
		1	For each asdic office.
		1	For main switchboard.
		1	For each electric generator set.
		3	To be retained on board as spares.
4726	Foam type, 2 gallons, without charges and hose.	4	Additional allowances:— 1 for each firing space in boiler rooms fitted with oil-fired boilers. 1 for petrol valve operating position 1 for ready-use petrol tanks for electric generator. 1 for ready-use petrol racks on deck. 1 for each petrol or diesel driven generator set. 1 for each diesel driven pump.
—	Nuswift	5	

(Chatham Yard letter 26.9.41, No. 4774.)

(A.F.Os. 576/41, 669/41, 1054/42 and 2672/42.)

3150.—Drums, Target Towing Cable

(N.S. Air 854/42.—2.7.1942.)

All drums, target towing cable, Ref. No. 9A/1118, should be marked "Cable wound on with a 10 cwt. feed screw".

2. Ships and Services holding Ref. 9A/1118 drums not so marked, are to return them to R.N. Store Depôt, and to demand the correct drums in replacement. Store Depôts should arrange for unmarked drums to be rewound correctly, verifying that 10 cwt. wire is fitted.

(R.A.N.A.S.—No. 628/18/2—23.4.42.)

**3151.—Aircraft Torpedo Equipment—Drum Control Gear—
Marking of Spool Bosses**

(A.M. 7024/41.—2.7.1942.)

Cases have occurred of the spring coils in the Types A and A* drum control gear of T.S.R. Aircraft carrying away due to the drum control shaft being rotated the wrong way with the trigger in the cocked position.

2. A white arrow pointing forward and the words "Rotate this way only" are to be painted on the spool bosses, i.e., indicating an anti-clockwise movement, on the port spool and a clockwise movement on the starboard spool.

3152.—S.W. Ropes for Aircraft Cranes and Lifts

(N.S. 23564/41.—2.7.1942.)

Demands received from ships in accordance with paragraph 3 of A.F.O. 4803/40 are not always sufficiently detailed as regards particulars of the ropes and end fittings, and arrangements are to be made for full available information to be furnished in future. In addition, the maker's name and the date of installation of the crane or lift should be stated. Purchase will be made a charge to Vote 8/II/B.5. in future.

2. *Purchase Ropes for Aircraft Cranes.*—In order to facilitate supply, arrangements have been made for stocks of S.W. rope to be maintained at dockyards as detailed below to meet demands for fitting to the existing end fittings or to new fittings obtained by local purchase or yard manufacture.

Size circ. ins.	Chatham. fms.	Portsmouth. fms.	Devonport. fms.	Rosyth. fms.	Total. fms.
4½	75	75	75	75	300
3½	200	200	200	200	800
2½	75	75	75	75	300
2¼	—	50	—	50	100

Description of Rope

12 outer strands of 6 wires over 3 inner strands of 24 wires, hemp core, galvanised, non-rotating.

Outer strands, R.H. Lang's Lay.

Inner strands, L.H. Lang's Lay.

Inner strands each formed of 15 wires over 9.

(Portsmouth Y.L. 10291—25.11.41.)

(A.F.O. 4803/40.)

3153.—Tools, etc., for Air-Sea Rescue

R.M.Ls.

(N.S.013471/42.—2.7.1942.)

Each Fairmile "B" type craft completing as an R.M.L. should be supplied by the *storing yard* before commissioning with the outfit of tools, etc., referred to in A.F.O. 5558/41.

2. On re-allocation of these boats to normal duties, the outfits should be returned to store.

(A.F.Os. 5558/41 and 1420/42.)

**3154.—Screw Down Non-Return Valve in Torpedo Stowage Compartment—
A. and A.**

"Ursula" and Submarines of Repeat "Unity" Class, Groups I and II

(D. 012522/42.—2.7.1942.)

In order to enable the magazine to be flooded, if necessary, the screw down non-return valve fitted to the valve chest in the torpedo stowage compartment in H.M.S. "Ursula" and H.M. submarines of the repeat "Unity" Class, Groups I and II in commission, is to be converted to a locked screw down valve.

2. An item, Classified "B," is to be included in the lists of As. and As. for the ships concerned.

(Admiral (S), 4.5.42, No. 92a/S.M.118.)

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

3155.—Stretchers—Allowances

R.M.Ls.

(N.S. 22508/42.—2.7.1942.)

The following allowances of stretchers have been approved for R.M.Ls. :—

Neil Robertson, Pattern 475 4 For accommodation of injured below decks.

War Office, type Mark II 4 For use in deck house.

2. For R.M.Ls. in commission not equipped with the total number of stretchers now allowed, demands should be forwarded to storing yards by bases concerned for the number of each type required to complete the boats. In addition four stretchers of each pattern should be demanded as spare for each flotilla attached to a base.

Supply to R.M.Ls. under construction should be arranged by storing yards in the usual manner.

3. This Order does not apply to Fairmile craft other than R.M.Ls.

4. The Establishment of Naval Stores concerned will be amended.

(C.A.F.O. 931/42 and A.F.O. 1955/42.)

3156.—Economy in the Use of Galvanising

H.M. Ships, including Submarines

(D.7734/42.—2.7.1942.)

Further to instructions given in A.F.O. 2413/42 concerning galvanising of plates and sheets, galvanising, *where provided for in the specification*, is to be retained on the following items in all H.M. Ships :—

Air escape pipes and sounding tubes.

Boats' disengaging gear.

Bilge and ballast pipes, suction strainers and fittings.

Bottle racks stowage (nest of tubes only).

Cable lockers and lower deck plating under.

Exposed weather deck plating under 6 lbs.

Exhaust tanks and ventilation trunking for submarines.

Fittings in cold and cool rooms, except that cooling coils 10 gauge and above in thickness are not to be galvanised.

Frames for submarine main motor starting resistance (galvanised) and for submarine main switch gear (zinc sprayed).

Deck tubes for electric cables.

Food bins and lockers, and beef screen fittings.

Fresh and salt water services, including tanks and fittings for tanks; pumping and flooding arrangements.

Guard wires and slips for guard rail fittings, and running rigging, but not stanchions.

Ice moulds.

Perforated steel plating (for carrying electric cables) when fitted in exposed positions.

Steel conduit tubes and accessories (for electric cables) fitted (a) in magazines, shell rooms and other places subject to magazine regulations and (b) in exposed positions.

Residue suction pipes.

Rigging chains.

Scupper pipes.

Steel corrosion pieces, except in the case of those in systems of non-ferrous pipes.

Steel pipes for submarines.

Steel wire ropes generally and thimbles.

Shaft tubes and casings.

Stove flues and smoke heads, where exposed.

Wash basins and baths.

Voice piping and fittings.

Important fittings connected with rig arrangements including deck sockets, eye plates and guard wire fittings.

2. This list is not necessarily complete, but action has been taken with the controls concerned to obtain release of spelter for galvanising these items.

3. All enquiries regarding difficulties in obtaining supplies of spelter should be addressed to:

The Superintendent of Labour and Materials,
Naval Construction Department,
Warminster Road Hutments,
Bath

for action with the controls concerned.

4. Lists as above having been sent to the controls, application should be made in the first instance, giving full particulars of the use for which galvanising is required, to the control, and only to the Superintendent of Labour and Materials in the event of any difficulty being experienced.

5. The addresses of the controls concerned with galvanising for tubes, fittings, etc., are as follows:—

<p>J. N. B. Alexander, Esq., Ministry of Supply, Iron and Steel Control, Ashorne Hill, Nr. Leamington Spa, Warwickshire.</p>	}	<p>For tubes, pipes and fittings for tubes and pipes.</p>
<p>B. Wenham, Esq., Ministry of Supply, Iron and Steel Control, Ashorne Hill, Leamington Spa, Warwickshire.</p>	}	<p>For plates and sheets.</p>
<p>Non-Ferrous Metals Control, Grand Hotel, Rugby.</p>	}	<p>For any other purposes.</p>

(A.F.O. 2413/42.)

3157.—Liquefiable Gas Cylinders—Relaxations of Biennial Tests

(E. in C./D. 7877/42.—2.7.1942.)

For the duration of the war, the periodical pressure test of liquefiable gas cylinders is to be carried out at four yearly instead of two yearly intervals. No amendment to Engineering Manual (B.R.16) will be issued, but a suitable notation should be placed in the margin opposite C1.310(5).

3158.—Naval Stores—Withdrawal of Allowances

Submarines and Depot Ships

(N.S. 13445/42.—2.7.1942.)

Certain Naval Stores at present allowed to submarines are surplus to requirements and the allowances as shown in the appendix to this order are hereby withdrawn.

2. Submarines in commission should arrange for the stores indicated to be returned to the Depot Ship for subsequent return to the storing yard or Naval Store Depot at the first convenient opportunity. The necessary adjustments to the first outfits of Naval Stores for submarines under construction should be made by the storing yards.

The Establishment of Naval Stores (B.R.363) will be amended.

APPENDIX NAVAL STORES SURPLUS TO REQUIREMENTS IN SUBMARINES

Subhead and Item	Patt.	Description	Quantity to be surrendered	Remarks
<i>Permanent Stores.</i>				
B.5	8719	Buoys, Dan	1	Or Type E
	8734	Staves for	1	
B.8	—	Closets, "Elsan": chemical	1	from submarines at present allowed 3.
B.10	2890	Steelyards, 1-800 lb. ...	1	} all on board.
D.5	C.1483	Hawser, coir, 3 in. by 120 fms.	1	
E.4	598	Box for calcium lights ...	1	
E.12	—	Stretchers, Mark II, War Office type.	1	
F.1.B.	3442A	Stretchers, P.B. Mark IX ...	1	
	or	Rangefinder, 1 Metre base F.T.27	1	} all on board.
	10050	Rangefinder F.T.37	1	
	9462	Belt mounting M.B.7	1	} all on board.
F.3	—	Stowage box for plotting board Mark II Pattern 1524	1	
	1534	Clinometer, Watkins large ...	1	} all on board.
<i>Consumable Stores</i>				
E.2	3499	Fenders, tyre type	} all on board.	See Note A.
E.6	2	Calcium chloride		
E.7	442	Lights, phosphide of calcium		
	808	Lights, torpedo indicating ...	} all on board.	} all on board.
		Floats, wood, for		
E.8	308	Fenders, coir	} —	Two only required
	or	Fenders,		
	307	Fenders		

Note A.—A stock to be held in the Depot Ship as considered necessary by Captain (S) for issue on loan to submarines as required.

3159.—Supply, Accounting, etc., Instructions for Naval Stores—Form F.A.16A Armed Merchant Cruisers, Depot and Fleet Repairs Ships and other large Merchant Vessels commissioned for Naval Service

(N.S. 16151/42.—2.7.1942.)

The Appendix to this order furnishes in comprehensive form the instructions which have been issued from time to time regarding the naval storekeeping procedure to be followed by Accounting Officers of armed merchant cruisers, depot and fleet repair ships and other large merchant vessels commissioned for naval service, and supersedes the instructions contained in A.F.O. 3187/39 (Appendix II) and A.F.O. 4810/40.

2. The Appendix is being printed as a separate pamphlet, Form F.A.16A, and requirements should be demanded on Form S.134d by all vessels concerned from the Naval Store Officer, R.N. Store Depot, 307, Elveden Road, Park Royal, London, N.W.10. The number of copies of the revised pamphlet, Form F.A.16A, demanded

should be limited to the minimum required for use of Accounting Officers and, upon receipt, the copies of the original pamphlet now held should be disposed of as waste paper.

3. With reference to paragraph 10 of the instructions, Commanding Officers are to emphasise on all possible occasions the importance of returning arisings to H.M. dockyards, naval store depôts and bases, and avoiding waste. In addition to the descriptions of arisings mentioned therein, the collection and return of all old files, drills, spanners, pliers, shackles, whistles, feeders and other similar small tools and metal articles, are equally essential.

APPENDIX

F.A. 16A (Revised April, 1942.)

ARMED MERCHANT CRUISERS, DEPÔT AND FLEET REPAIR SHIPS AND OTHER LARGE MERCHANT VESSELS COMMISSIONED FOR NAVAL SERVICE.

INSTRUCTION AS TO SUPPLY, ACCOUNTING, ETC., FOR NAVAL STORES.

1. Permanent and consumable stores—definitions

(a) Permanent stores are those which may be expected to last for an indefinite period until worn out, broken or lost. Certain other stores of an attractive and/or expensive character are also dealt with as permanent stores.

(b) Consumable stores are those which generally are consumed or used to destruction within a limited period, and certain other articles of low value.

2. Naval Store Accounts—Provision and Maintenance

Naval store accounts will be prepared for each vessel and are to be maintained on board for all permanent and consumable naval stores (including owners' stores) provided.

3. Two Main Classes of Naval Store Accounts—General Description

There are two main classes of naval store accounts for these vessels as follows :—

(a) Forms S.1099 (now replaced by forms S.1099D) for permanent stores, and forms F.A. 23 for consumable stores, but for books of reference and "O.U." publications, a ledger is provided, consisting of ledger sheets S.123a enclosed in binders S.154 (see paragraphs 4 and 9). Vessels provided with such accounts (e.g., Armed Merchant Cruisers and Armed Boarding Vessels) do not normally carry Naval Accounting staff for naval storekeeping duties.

(b) Ledgers, i.e., ledger sheets S.153 enclosed in binders S.154 for permanent stores, and ledger sheets S.151 enclosed in binders S.155 for consumable stores, also ledger sheets S.123a enclosed in binders S.154 for books of reference and "O.U." publications (see paragraphs 5 and 9). The owners' stores taken over with vessels provided with ledger accounts (e.g., Depôt Ships, Fleet Repair Ships and C.O. Carriers) are, however, accounted for on forms S.1099 as in (a) of this paragraph. These vessels are usually those with Naval Accounting staff borne for naval storekeeping duties.

4. Accounts S.1099/D and F.A.23—Details

(a) Separate accounts on the respective forms will be kept as follows :—

Deck Stores, including W/T, A/S and R.D.F. stores
books of reference and "O.U." publications. } By the Executive Officer

Engineering Stores. }

Note.—Where the Engineer Officer is responsible for heating and lighting installations, the general electrical stores relating thereto (as distinct from those for gunnery purposes) will be included in this account. } By the Engineer Officer.

Gunnery Stores, including electrical stores other than W/T, A/S and R.D.F. stores (also see "Note" under "Engineering Stores"). } By the Gunnery Officer.

In vessels where no Gunnery Officer is borne, the gunnery stores will be included in the accounts kept by the Executive Officer.

To obviate as far as possible the keeping of stocks of stores of the same description by different officers, consumable stores used by more than one department

should be kept and accounted for by the officer using the greater quantities, e.g., paint by the Executive Officer and cotton waste by the Engineer Officer.

(b) Forms S.1099 (inside) now replaced by forms S.1099D (inside) are prepared in triplicate and dealt with as follows :—

Original	Standard copy for departmental accounting officers of the ship.
Duplicate	Copy to be retained at the dockyard or base where the account is prepared, as a record of the first outfit of permanent stores.
Triplicate	Working copy for use of the departmental accounting officers.

Each copy is enclosed in a cover. Cover S.1099D (outside) has been introduced for this purpose, but cover S.1099 (outside) has been used and improvised up to the present.

The original and triplicate copies will be supplied to ships with the first charges entered, both for owners' stores left on board and for Admiralty stores supplied to the date of handing over the accounts. The certificates on the inside of the covers are to be immediately completed by the accounting officers. Subsequent transactions are to be recorded as necessary throughout the period of service by the accounting officers, and the relevant vouchers guarded in chronological order and in order of subhead and item, and retained with the accounts.

(c) One copy only of form F.A. 23 for consumable stores will be prepared and supplied to each departmental accounting officer. All receipts of consumable stores are to be taken on charge as received.

No detailed account of expenditure of consumable stores need be kept, but particulars of quantities of stores received from the storing base, etc., together with stocks on board at the time replenishment demands are prepared, are, however, to be entered on the form F.A. 23. Oil, fuel, coal, petrol and lubricating oils are to be accounted for in form F.A. 23. All supply notes (triplicate copies of forms S.134d) for consumable stores should be guarded in chronological order and in order of subhead and item, and retained with the accounts.

5. Ledger Account—Details

(a) The ledgers will be supplied to ships with the first charges of naval stores entered. Subsequent transactions are to be recorded as necessary throughout the period of service of the ship by the Accountant Officer and the normal procedure laid down in the Naval Storekeeping Manual, B.R. 4, is to be followed.

(b) Owners' Stores.—(i) As regards owners' permanent stores, however, separate S. 1099 D accounts will be prepared for each department of the vessel as described in paragraph 4 (a), from the copies of the owner's inventories of stores. If suitable, the owners' typed lists themselves will instead be guarded in S. 1099 D covers. Authorised articles of naval store pattern supplied in replacement of defective owners' stores, should be issued outright from the main ledger and recorded in the S. 1099 D accounts, with cross reference to the replaced article.

(ii) Owners' consumable stores taken over with the ship or supplied before first sailing must be accounted for, and in order to obviate the need of raising ledger sheets for possible single on and off transactions, this may be done by placing the owners' inventory lists or invoices in a suitable cover and treating it as an account, the stores being issued off charge in bulk quantities to the respective departments of the ship. Any subsequent supplies of stores by owners must, however, be accounted for in the main consumable ledger.

(c) Stores in attached vessels.—Vessels employed as depôt ships, accommodation ships, C.O. carriers, etc., will frequently act as the parent ship for certain small attached vessels. The permanent stores carried in the attached vessels are not to be held on charge in the naval store account of the parent ship, but are to be accounted for in separate inventories S.1099 D, which will be provided, and the "tender" system of naval storekeeping procedure outlined in Appendix 4, B.R.4, is to be followed for the attached vessels.

6. Vessels carrying Aircraft

Supply of aircraft stores for the servicing and maintenance of naval aircraft (if carried) will be arranged by the Admiralty and the necessary ledger pages, with the first charge inserted, will be provided.

The maintenance of these accounts will be the responsibility of the Accountant Branch staff borne specially for aircraft store duties.

The general instructions contained in B.R.4—Naval Storekeeping Manual, Part II—will apply.

7. Change of Accounting Officers

On change of accounting officer, the account should be checked by muster of the more important and valuable stores and a proportion of the remainder, and the certificate on the inside of the cover S.1099 D, completed by the incoming accounting officer. For ledger accounts, a separate certificate is to be prepared and a copy forwarded to the Director of Stores (Article 123, B.R.4). Any differences found on muster should be dealt with on stocktaking forms S.148 (in triplicate), one copy being forwarded to the Director of Stores, Admiralty, the second being kept with the account to support the adjustments made to the account in consequence of the stocktaking, and the third copy retained separately for reference as necessary. If the outgoing officer has to leave the ship before the arrival of his successor, he should arrange, after ensuring that the accounts are up-to-date, for them to be left in the care of a responsible officer on board the ship. He is also to arrange for the necessary precautions to be taken to safeguard the stores on board, particularly any valuable and attractive items, e.g. binoculars, telescopes, Aldis lanterns, etc. He should make similar arrangements if he leaves the ship when she is to be taken in hand for long refit, damage repairs, etc., or if this is not possible the accounts should be placed in the care of the Naval Store Officer (or Base Accountant Officer if no Naval Store Officer is available) at the port, for passing to his successor as soon as the latter arrives.

8. Supply and Return of Naval Stores

(a) Armed merchant cruisers and similar large vessels are to store for 12 months, or to capacity of storerooms, if stores for this period cannot be carried. Stocks should be replenished every six months when stored for 12 months, or every four months when stored for less than 12 months. Casual demands should be restricted to urgent and essential requirements. Local purchase (*see* K.R. & A.I., Art. 1908) should only be resorted to in exceptional circumstances, and should only be necessary when vessels are abroad and distant from any naval source of supply. Demands are to be forwarded to the vessel's storing yard or to the nearest accessible dockyard or supply depôt, if abroad. Samples of special stores or dimensioned sketches should accompany demands if descriptions are insufficient to enable supply to be made otherwise. The makers' name, catalogue number, etc., should invariably be quoted if possible. Yards and depôts abroad will meet demands as far as possible, and forward the remainder to the home storing yard for compliance.

(b) Arrangements will be made by the home storing yards in certain instances for certain types of stores of commercial patterns to be supplied through the owners. The storing yard will arrange for supply notes (triplicate copies of forms S.134d) to be forwarded in the usual way to the ship for accounting purposes.

(c) Demands for replenishment stores are to be prepared on forms S.134d (in quadruplicate), commercial pattern articles being demanded on a separate set of forms from those used for demanding naval store pattern articles. The demands for the commercial pattern articles are to be endorsed "For ship's naval store account purposes only."

(d) The demands S.134d for permanent stores should state the reason for the demand in the space provided for the purpose and should normally be signed by the accounting officer. Demands for permanent stores other than in replacement should be signed by the Commanding Officer.

(e) On receipt of stores demanded, the quantities should be posted in the naval store account (but *see* clause (g) of this paragraph), the entries being supported by the relevant supply notes (triplicate copies of forms S.134d), which should be received from the supplying yard or depôt with, or soon after, the stores.

(f) Permanent stores are to be returned to the storing yard or nearest accessible dockyard or supply depôt when worn out, unfit for further service or no longer required. Forms S.331 (in quadruplicate) are to be used for the purpose. It should be particularly noted that no item of permanent stores will be supplied unless the article which it replaces is returned, or a satisfactory explanation furnished as to the reason why it is not returned, or unless it is a new requirement, the reason for which should be stated. When articles are demanded in lieu of others returned, the explanation should read: "In lieu of others returned by Requisition for Survey,

S.331, Ship's Registered No....." The demand (Form S.134d) also contains provision for such explanations as "in lieu of others lost by accident or neglect," etc., as the case may be.

(g) Replacements of permanent stores which involve no change in the number on board will, in ledger accounts, be accounted for in the usual way, but where S.1099 accounts are used, they will not be posted in the account, and the quantity shown therein will remain unaltered. The only changes in the quantities shown in the account S.1099 in respect of permanent stores, therefore, will be when an article is supplied in addition to those already on charge, or when an article is returned or lost and is not replaced. For replacements of worn-out or broken articles, the triplicate copy of the return voucher, form S.331, is to be fastened to the supply note S.134d (the triplicate copy of the demand for the supply of the article in replacement) and retained with the account.

(h) Returns of stores to dockyards and supply depôts are to be posted in the naval store accounts from the quadruplicate (the "advance receipt") copy of the relevant S.331 received from the yard, etc., to which the stores have been sent (but *see* clause (g) of this paragraph). When the triplicate (the "final receipt") copy of the S.331 is received it should be compared with the quadruplicate and any important differences noted and investigated as necessary.

(j) If it is found that any of the owners' stores on board are not suitable for naval service or that the quantities are in excess of requirements or of established allowances of similar naval pattern articles, they should be landed at the nearest convenient dockyard, forms S.331 being raised for the purpose and endorsed "Owner's stores".

9. Books of Reference and "O.U." Publications

The accounting instructions to be followed for these are contained in forms B.R.1. and O.U.2A respectively.

10. Arisings

Any arisings, e.g., worn cordage, scrap metal of all kinds arising from work done on board, old indiarubber, electric cable, copper wire, miscellaneous small tools and metal articles, etc., are to be collected, taken on charge under suitable headings in the consumable store account, and returned to the nearest dockyard or base as opportunity offers.

11. Articles lost by accident or neglect

(a) *Losses by accident.*—Losses of stores which after enquiry by the Commanding Officer are considered to be due to unavoidable accident, are to be recorded on form S.1096 with a brief statement as to the circumstances in which the loss occurred.

(b) *Losses by neglect.*—Losses of stores which after enquiry by the Commanding Officer are considered to be due to neglect are to be reported to the Administrative Authority for action to be taken in accordance with K.R. & A.I., Article 1936.

(c) *Accounting for losses.*—Articles lost by accident (including enemy action) are to be accounted for on form S.1096, and those lost by neglect on form S.126. The certified voucher is, in each case, to be fastened to the supply note (triplicate copy of form S.134d) for the replace article and both retained as supporting vouchers to the ship's account.

12. Thefts of Stores

All losses of stores known or believed to be due to theft are to be notified, if practicable, to the police at once and reported to the Administrative Authority as soon as possible after the discovery of the loss, whether the articles have been recovered or not, with full particulars of the articles and precise information on the following points:—

- The circumstances in which the articles were stolen or believed to have been stolen, together with the date of loss and their value.
- In whose custody the articles were at the time of the actual or supposed theft.
- Whether any enquiry was held and with what result.
- Whether the articles were recovered, and if not, what steps have been taken to recover them.
- Whether the local police were informed, and if so, with what result. Copies of police statements should be forwarded.

- (f) Whether any persons are considered to have caused, permitted, or conducted to, the theft of the stores through their misconduct or negligence. If so, the names of the persons concerned are to be reported.
- (g) Whether local disciplinary action has been taken. If so, full particulars should be furnished.

The stores should not be taken off ledger charge pending Admiralty approval.

13. Supplies of Stores to other Governments or Merchant Ships

Whether Naval stores are supplied to, or expended on board for ships of other Governments or for other than Naval services, particulars of such stores are to be reported to the Admiralty (Director of Stores) as soon as possible after the transaction occurred, stating whether payment has been received for the stores in question. Two copies of the receipted voucher (S.549) are to accompany the report.

14. Release from Naval Service

When the vessel is released from Naval service, it will be necessary for the Admiralty stores on board to be landed or otherwise disposed of, and for the naval store account to be closed and forwarded, through the Naval Store Officer, Base Accountant Officer, or other officer concerned at the port of release, to the Admiralty. To enable this to be done, forms S.331 are to be raised for the Naval stores which are to be landed, receipted copies of these vouchers being subsequently used to support the closing entries in the accounts. Receipts for any stores left on board for transfer to the owners are to be obtained from the local representative of the Director of Sea Transport to support the entries in the accounts. The respective columns in the accounts and certificates are to be completed, and any deficiencies which cannot be settled on the spot are to be dealt with on Forms S.148 (see paragraph 7). If the Accounting Officer has to leave the ship before it is possible to take the necessary action regarding the stores on board, he is to arrange for the accounts and supporting vouchers, after ensuring that they have been completed to date, to be delivered to the Naval Store Officer, Base Accountant Officer or other responsible officer at the port of release.

All Commanding Officers are to arrange as necessary with the responsible officer at the port of release for the safe custody of the ship's stores, particularly any valuable and attractive items.

(Appendix II of A.F.O. 3187/39 and A.F.O. 4810/40 are cancelled.)

Section 4

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

3160.—Stores Found in Packing Cases Returned as "Empties"

(N.S. 797/42.—2.7.1942.)

Instances have occurred where stores have been found in packing cases returned to Naval Store Depôts as "empties".

2. Small items such as wireless stores may easily be overlooked when closely packed in wood wool, and it is important that a thorough search should be made to ensure that all stores have been removed before cases are closed up and returned.

3161.—Potatoes (New)—Contract Supplies

(V./C.P. 54378/42.—2.7.1942.)

The Ministry of Food are controlling the distribution of new potatoes until approximately 15th July and supplies may not be generally available through Admiralty contractors until that date.

2. New potatoes are normally supplied under Admiralty contracts from 1st July, but in the circumstances potatoes from the old crop must be accepted by H.M. ships and establishments during the early part of July, if the officers concerned are satisfied that the contractor is unable to obtain supplies from the new crop.

(A.F.O. 2769/41 is cancelled.)

3162.—Recovery of Waste Fats—Grease Traps

(W.P.O. 1058/42.—2.7.1942.)

The large recovery of fats that can be effected from grease traps is an important source of salvage which would otherwise be wasted. In view of its present value in the manufacture of munitions every effort is to be made to recover all waste fats from galleys, etc.

2. A survey should be made of the position in all Naval Establishments and none should be considered too small in view of the value of the material recoverable.

3. In establishments where there are no installations or where they are considered inefficient and the arisings are likely to be sufficient to warrant insertion, grease traps similar to that shown on C.E.-in-C. Drawing No. 992/41 should be provided. In temporary camps or small establishments the barrel or other suitable method of recovery may be employed.

4. The usual method of clarification of the recovered fats is by boiling the fat scum collected daily from the traps or separators with double the quantity of water and allowing to cool. The clarified fat can then be collected from the surface and the remaining water and sludge suitably disposed of.

5. Further particulars if required may be obtained from the Economy and Waste Prevention Officer, Room 114B, West Block III, Admiralty, S.W.1.

*3163.—Use of Fresh Foodstuffs

(V. 2676/42.—2.7.1942.)

It is important that ships and establishments shall, whenever practicable, use fresh or untinned varieties of foodstuffs in place of tinned foods.

2. During the summer months in the United Kingdom home produced foods, e.g., fresh vegetables, salads, fruit and fresh fish, are generally plentiful and full advantage should be taken of available supplies.

3. This will help to save shipping by reducing the importation of tinned foods and will tend to ease the position in regard to shortage of tin plate.

(A.F.O. 2832/40 is cancelled.)

*3164.—Khaki Tropical Shirts

(V. 2670/42.—2.7.1942.)

It is understood that Naval personnel frequently arrive at Air Stations etc., abroad with the sleeves of their khaki shirts cut short.

2. The long sleeves provided on these shirts are essential for protection against mosquitoes and the practice of cutting them off is to cease forthwith.

(A.F.O. 3196/41.)

3165.—W.R.N.S.—Tropical Kit

(V. 6280/41.—2.7.1942.)

The tropical kit for ratings of the Women's Royal Naval Service has been revised, and, as soon as the additional new items become available, the following will be supplied gratuitously to W.R.N.S. ratings drafted to stations where tropical kit is worn by R.N. ratings:—

- 3 dresses, white cotton.
- 6 shirt blouses, white cotton, tropical.
- 6 skirts, white drill.
- 2 pairs shoes, white canvas.
- 2 pairs stockings, white.
- *4 pairs socks ankle, white.
- 1 hat tropical.
- 3 hat covers, white.
- †1 sun helmet.

* If desired white stockings may be substituted for any or all of the four pairs of white ankle socks.

† On personal loan.

See AFO 5945/46

2. Those ratings who have already been given 6 white dresses should be supplied with 6 skirts and 6 tropical shirts, 3 dresses being withdrawn and dealt with in accordance with A.F.O. 4521a/40.

3. A set of six white horn buttons, with split rings for attachment to dresses, is to be supplied gratuitously to Leading Wrens and Wrens. Chief and Petty Officer Wrens are to be given a first issue of any additional gilt buttons required for wear with tropical kit.

4. Sun helmets are to be retained by ratings after their arrival on foreign stations only where necessary. Helmets no longer required for wear are to be withdrawn and returned into store.

5. Any substantive and non-substantive badges necessary for wear with the first issue of white dresses and shirt blouses are to be supplied gratuitously.

6. All ratings will be supplied with tropical kit at the Central Training and Drafting Depot, London, where they are drafted pending embarkation.

7. If it is found by experience at any hot weather station at which ratings of the W.R.N.S. are employed, that the materials of the hats with which they have been supplied in England are unsuitable and that hats made of more suitable materials can be obtained locally at a reasonable price, the hats supplied in England may be withdrawn and replaced by hats of the local type at the discretion of the Senior Naval Officer. Slight deviations from the standard pattern may be approved by Senior Naval Officers for locally made hats if necessary to secure a satisfactory article.

The standard pattern hats withdrawn are to be returned to store for re-issue after cleaning, to ratings leaving the station. The locally made hats are then to be withdrawn and dealt with in the manner indicated in paragraph 2 of A.F.O. 4521a/40.

8. Ratings will make their own arrangements to replace articles worn out, etc., and will defray the cost of replacement out of their kit up-keep allowance.

(A.F.Os. 75a/40, 4521a/40, 1303/42 and 1831/42.)

(A.F.O. 4143/41 is cancelled.)

Section 5.—BOOKS, FORMS, RETURNS, CORRESPONDENCE

3166.—W.R.N.S.—White Hat Bands for Cadet Wrens

(V. 2822/42.—2.7.1942.)

In future a white hat band will be issued to every Cadet Wren on arrival at the R.N. College, Greenwich, for the Wrens officers' training course. It will no longer be necessary to maintain separate stocks of the bands for the use of Wrens, and any serviceable bands remaining in stock at other W.R.N.S. clothing stores should be transferred to the Store Officer, R.N. College, Greenwich.

2. In view of the urgent need for economy, the hat bands should be withdrawn from Cadets on their ceasing to wear them, and returned to the Store Officer, R.N. College, Greenwich, for re-issue.

(A.F.O. 999/41.)

3167.—Amendments to Books

(E.F.O.—2.7.1942.)

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

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

A.F.O. P.284/42.—B.R. 119 (6)—Silhouettes of French, Portuguese and Spanish Merchant Vessels—Amendment No. 2.

P.285/42.—B.R. 120 (3)—War Vessels Silhouette Identification Book—Italy—Amendment No. 1.

P.286/42.—O.U. 6305 (38)—Emergency Instructions for Accelerating Completion of H.M. Ships Building by Contract, etc.—Amendment No. 8.

P.287/42.—O.U. 6372 (40)—Manual of Operational Training for the F.A.A.—Amendment No. 5.

P.288/42.—O.U. 6385—Drill Book for Mines "A" Marks I-IV—Amendment No. 11.

(A.F.O. 3041/42.)

3168.—A.M.S.Is.

(E.F.O.—2.7.1942.)

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

(A.F.O. 3042/42.)

3169.—Address for Naval Air Stores Shipped to Mashara, Egypt

(N.S. 02136/42.—2.7.1942.)

In order to avoid confusion with Massawa, Eritrea, future shipment of Naval Aircraft Stores for Mashara, Egypt, should be consigned to:—

Naval Store Officer,
R.N. Store Depot Siding No. 6,
Gebel,
Mashara,
Egypt.

2. Material for Fayid should continue to be consigned direct to the R.N. Aircraft Repair Yard.

(A.F.O. 693/42 is cancelled.)

3170.—Central Air Medical Board—Removal

(M.D.G. 32124/42.—2.7.1942.)

The Central Air Medical Board, H.M.S. "St. Vincent", Gosport, removed to "Waverley House",

Marine Parade East,
Lee-on-Solent,

on 15th June, 1942.

Telephones—R.N. Air Station, Lee-on-Solent—

President of the Medical Board—Ext. 346.

General Office—Ext. 345.

3171.—Communications from Ships' Accountant Officers to D. of S. and D. of V.

(V. 2608/42.—2.7.1942.)

In order to save paper all communications for the Director of Stores and Director of Victualling for the period of the war should be transmitted in original only.

(K.R. & A.I., Article 877.)

(A.F.O. 3054/42 is cancelled.)

3172.—W.R.N.S.—Sickness of Officers

(M.D.G. 31252/42.—2.7.1942.)

See A.F.O. 3105/42 under Section 2 of this issue.

(A.F.O. 3105/42.)

3173.—Air Publication 1464A and 1464B, Vol. I—R.A.F. Engineering Manual—Return of Redundant Sections

(N.S. Air 12/42.—2.7.1942.)

Amendment List No. 8 to Vol. I of A.P. 1464A and Amendment List No. 6 to Vol. I of A.P. 1464B contain a comprehensive index of all sections of the Engineering Manual for the R.A.F.

2. It is evident that not all of these sections are required by all services and economy could be achieved by issuing to individual services only those sections actually required.

3. It is clear, however, that any restriction applied at the source of supply would bear little relation to requirements and might result in the non-supply of a section for which real need existed.

4. Issues of complete publications will continue to be made, but Commanding Officers of Ships, Stations and Squadrons at Home are requested to return any sections considered surplus to requirements to the Superintending Naval Store Officer, R.N. Store Depôt, 191a, Askew Road, Shepherds Bush, London, W.12.

5. This order should be quoted on the return voucher.

3174.—Aircraft Store Establishment—Albacore—B.R. 378 (E) (late O.U. 6328 (E))

(N.S. Air 258/42.—2.7.1942.)

Copies of the revised Aircraft Store Establishment for Albacore aircraft, B.R. 378(E), have now been distributed to ships and services in accordance with the allowances detailed in A.P. (N) 1. This publication supersedes O.U.6328(E), all copies of which are to be scrapped as salvage.

(A.F.O. 2295/42.)

3175.—A.P. 1480 (O.U. 5494)—Revised Distribution

(N.S./N.A.D. 935/41.—2.7.1942.)

Air Ministry books, formerly issued as parts of O.U. 5494, will in future be issued under the Air Ministry Serial Number, A.P. 1480A to X. The new numbers are as follows, and the O.U. 5494 numbers are to be considered cancelled. These books will in future be shown in Form B.R.1 (Catalogue of books of reference), a revised edition of which will be distributed to the Fleet at an early date.

A.P. 1480 A. Silhouettes of British Aircraft (Parts I & II).

A.P. 1480 B. Silhouettes of German Aircraft.

A.P. 1480 C. Silhouettes of Italian Aircraft.

A.P. 1480 D. Silhouettes of French Aircraft.

A.P. 1480 E. Silhouettes of Russian Aircraft.

A.P. 1480 F. Silhouettes of Japanese Aircraft.

A.P. 1480 I. Silhouettes of American Aircraft.

A.P. 1480 X. Silhouettes of Experimental Aircraft.

2. Silhouettes of aircraft of other nationalities than those above will not be distributed, and any copies at present held by Ships and Services should be returned.

3. The allowances of those publications, shown in A.P.(N). 1, and B.R.1, have been revised. The new allowances are as follows:—

A.P. 1480 (Parts A, B, C, D, E, F, and I only).—A.P.(N). 1	Column	
...	3	1 copy.
...	5	1 copy.
...	9	1 copy.
...	10	2 copies.
...	11	2 copies.
...	12	1 copy.
...	14	6 copies.
...	15	6 copies.
...	16	6 copies.
...	22	1 copy.
...	23	1 copy.
...	24	2 copies.
...	25	1 copy.
...	26	1 copy.
A.P. 1480 X—A.P.(N). 1	10	1 copy.*
...	12	1 copy.*
...	22	1 copy.
...	23	1 copy.
...	24	2 copies.
...	26	1 copy.

* R.N. Air Stations Arbroath, Crail, Lee-on-Solent, Hatston, Machrihanish, Yeovilton, and Donibristle, only.

B.R. 1 Distribution for A.P. 1480, Parts A, B, C, D, E, F and I only.

Flag Officers 1 copy.

Battleships, battle cruisers, cruisers, aircraft carriers, destroyer depôt ships, submarine depôt ships and shore bases, repair ships, Flotilla leaders, destroyers, sloops, netlayers, ocean boarding vessels, A.L.C. and T.L.C. carriers, corvettes, mine destructor vessels, river gunboats, monitors, minelayers, submarines, armed merchant cruisers, surveying vessels, minesweepers, trawlers and tugs manned by Naval crews, coastal force bases and depôt ships, motor launches, motor torpedo boats, motor gun boats, steam gun boats, motor A/S boats, auxiliary A/S and M/S vessels, and port war and war signal stations 1 copy.

H.M.S. "Excellent", H.M.S. "St. Christopher", H.M.S. "Queen Charlotte", and Gunnery Schools, Devonport, and Chatham 2 copies.

Recognition Sections 1 copy.

B.R. 1 Distribution for A.P. 1480 X.

H.M.S. "Excellent" 1 copy.

All copies of the various parts of A.P. 1480 (late O.U. 5494) held in excess of the revised allowances are to be returned immediately to the Superintending Naval Store Officer, R.N. Store Depôt, 191a, Askew Road, Shepherds Bush, London, W.12.

3176.—Form S.26—Claim of Civilian Medical Practitioner for Attendance on Naval Rating Sick On Shore

(M.D.G. 22552/42.—2.7.1942.)

The above form has been revised, and old editions are obsolete.

2. A first distribution to seagoing ships will be made from the R.N. Store Depôt, Elveden Road, Park Royal, N.W.10, without demand, when available, to which Depôt demands for supplies required by Shore Establishments should be addressed.

3. Issue is restricted to ships and services of the Home Fleet, and in home waters, and form S.1a (Establishments of Ship's Forms) will be amended accordingly on reprint.

4. The revised form is to be brought into use immediately on receipt.

3177.—Form S.322—Deck Log—Amendments to Beaufort Scale and Sea and Swell Scale

(E.F.O. 60/42.—2.7.1942.)

A.F.O. 2822/42 amending the existing stocks of Form S.322—Deck Log—has been reprinted as a separate order for distribution to Minor War Vessels normally not in receipt of Admiralty Fleet Orders (A.F.Os. and C.A.F.Os.).

2. Copies of this reprint should be demanded from the Editor of Fleet Orders, c/o H.M.S.O. Press, Wealdstone, Middlesex.

(F.O.I.C. Portland 3465, 16.6.42.)

(A.F.O. 2822/42.)

3178.—O.U. 6016—Postponement of Reprint

(Sta. 12508/42.—2.7.1942.)

O.U. 6016 will not be reprinted during the period of hostilities, and Engineer Officers' note books are to be prepared in manuscript, as and when required, books S.472 and 472a being utilized for the purpose.

Section 6.—SHORE ESTABLISHMENTS**3179.—Medical Examination of Civilian Non-Industrial Staff**

(C.E. 8402/42.—2.7.1942.)

Cases are repeatedly coming to notice in which Heads of Establishments have asked Surgeons and Agents to examine non-industrial staff on entry. No such examinations should be carried out without specific Admiralty instructions and in this connection the attention of all Heads of Establishments is drawn to A.F.O. 4540/40.

(A.F.O. 4540/40.)

3180.—Foremen of Works—Optional Flat Rates of Salaries

(C.E. 2175/42.—2.7.1942.)

In order to offset the disturbance in the earnings relativities between acting foremen of works and the workpeople in their charge, holders of acting appointments in the grade of foreman of works may be given the option of a flat rate of £330 per annum instead of the authorised permanent scale of their grade with effect from 1st May, 1942.

2. This arrangement is not applicable to staffs employed at foreign yards except that an officer on a flat rate will be allowed to retain it on appointment abroad.

3. Officers who opt to be paid on the flat rate will retain such eligibility for confirmation as they may now possess but it must be clearly understood that the terms of assimilation in the event of confirmation remain reserved. Officers on flat rates must not assume that they will be allowed to carry them into the permanent scale on confirmation even on a mark-time basis. The option once exercised cannot be revoked.

3181.—Establishment of Workpeople Over the Age of 50 Years

(L. 6276/42.—2.7.1942.)

For the remainder of the war period and subject to certain conditions, the names of men whom it is desired to submit specially for establishment, on account of the fact that they have reached the normal age limit of 50 years or will attain that age before certificates of qualification can be issued in their favour by the Civil Service Commissioners, need not be forwarded to the Admiralty for consideration as is the practice at present.

2. Such men should be nominated direct to the Civil Service Commissioners provided that the following conditions are fulfilled, viz. :—

- (a) That the man concerned will be under 51 at the time of presentation to the Commissioners ;
- (b) that the delay in submission was due to causes entirely outside the control of the man ;
- (c) that action leading to presentation was initiated before the man reached the age of fifty ;
- (d) that in each case a minimum of 10 years' service qualifying for pension would be reckonable by the age of 60 years.

3. When forwarding the names of such men for establishment to the Civil Service Commissioners, reference should be made to Treasury letter E.38497, dated 12th June, 1942, and a statement should be included with the nomination papers that all the prescribed conditions are fulfilled.

4. Cases in which delay has occurred in nominating men for establishment which are not covered by the foregoing temporary departure from peace-time practice should continue to be reported to the Admiralty.

3182.—Extended Employment of Women in Admiralty Establishments in War-Time—Rates of Pay

(L. 3623/42.—2.7.1942.)

Women employed on work appropriate to skilled labourers of Group 1 are, as from the beginning of the first pay period following the date of this Order, to be paid on the basis described in A.F.O. 3438/41. For new and very recent entrants, the training period mentioned in paragraph 3 of the Fleet Order quoted will generally be curtailed, in accordance with paragraph 4 thereof, on account of the relatively simple nature of the work involved. Women who have already attained a satisfactory degree of experience and efficiency should be placed at once on one of the rates (75 per cent., 85 per cent., or 100 per cent. of the minimum corresponding men's basic rate and of men's bonus) shown in paragraph 1 of the Order quoted, in consultation and agreement with the appropriate Trade Union representatives.

2. In determining the percentage of base rate and of bonus payable, under paragraph 1 of A.F.O. 3438/41, to any woman to whom that Order (as extended by the present Order) applies, due regard must be paid to the following considerations :—

- (a) The formula given in paragraph 1(i) of the Fleet Order quoted allows payment of the 100 per cent. rate in all cases where *either* the woman in question actually takes the place of a man on a "head for head" basis, *or* the amount of assistance or supervision is no greater than would be given if a man were employed.
- (b) It will *generally* be true that a woman who has satisfactorily completed her training period (during the last weeks of which she has been in receipt of 75 per cent. of the man's total rate of pay) is deserving of advancement to one of the higher percentages. Where this is not so, consideration should be given to the desirability of transfer to other work (*see* paragraph 2 of the Fleet Order quoted); but if her skill and experience, while not sufficient to warrant payment of the 85 per cent. rate, are yet such that reversion would not be in the interests of the Service, she should continue to be paid the 75 per cent. rate for a further probationary period, subject to review at intervals. The determining factor in such cases will be the extent to which *special* assistance or supervision is required.

3. Women replacing ordinary labourers are, as from the beginning of the first full pay period following the date of this Order, to be paid 80 per cent. of the base rate and of the bonus payable to ordinary labourers in the establishment concerned.

4. Further instructions will be issued regarding the calculation of any retrospective payments that may be due under A.F.O. 3438/41 or under this Order.

5. Nothing in this Order is to affect the basis of payment of any of the following categories of female industrial employees:—

- Colourmakers ;
- Spinners in roperies ;
- Telephone operators
- Girl messengers ;
- Women employed in R.N. Cordite Factory, Holton Heath, or R.N. Propellant Factory, Caerwent.
- Women employed in the laboratories of Armament Supply Depôts.
- Female examiners, Naval Ordnance Inspection Department.
- All females employees for whom juvenile rates of pay have been authorised.
- Domestic grades (e.g., office cleaners, maids in R.N. hospitals, etc.).

6. Cases of doubt or difficulty should be referred to the Admiralty (L. Branch) for decision.

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

3183.—Income Tax 1942/3—Increased Allowances

(D.N.A. 5380/42.—2.7.1942.)

The following arrangements will be operative during the current financial year, and are promulgated for information and necessary action:—

Married Woman's Earned Income Allowance

This allowance has been increased from £45 to £80 and provisional deductions of tax in respect of married women should be adjusted accordingly. In view of this increased allowance it will be unnecessary to furnish returns to the Chief Inspector of Taxes (Departmental Claims Branch) where the earnings of married women are below £91 per annum.

Additional Cost of Travelling

An allowance may be granted for the *additional* cost of travelling in those cases where the taxpayer's place of work or residence has changed through circumstances connected with the present war. This allowance is limited to a maximum of £10 per annum, and a special leaflet in this connection will be issued to each taxpayer with his Return form (Form 12D).

3184.—Income Tax

(D.N.A. 5380/42.—2.7.1942.)

Attention is drawn to A.F.O. 3102/42 in this issue.

(A.F.O. 3102/42.)

3185.—Personnel (Naval and Civilian) Appointed Abroad—Passport and Visa Arrangements

(M./C.E. 14836/41.—2.7.1942.)

See A.F.O. 3096/42 in Section 2 of this issue.

(A.F.O. 3096/42.)

3186.—Naval Store Depôt, Pembroke—Stock Transfers under Vote 8/II—Procedure

(N.S. 19225/42.—2.7.1942.)

The procedure detailed in A.F.O. 4004/41 in regard to transfers of vote 8/11 stock between Home Dockyards, Areas and Depôts, is to be extended to include the Naval Store Depôt at Pembroke Dock.

(A.F.O. 4004/41.)

3187.—Area Cash Offices, etc.—Addresses

(D.N.A. 1367/42.—2.7.1942.)

With reference to A.F.O. 603/42 the address of the Naval Cashier, Bridgend, is to be amended to Admiralty Offices, Waterton Lane, Bridgend, Glamorganshire.

(A.F.O. 663/42.)

3188.—Guns, Q.F., 4-in., Mark V, Loose Liner Type—Exchange of Loose Liners—Modification of 4-in., Mark V** Guns and Loose Liners—REPORT

(A.S/C.I.N.O.4485/40.—2.7.1942.)

No reports, as required by paragraph 5 of A.F.O. 1298/41, have been received of the modification of Q.F., 4-in., Mark V** guns to use Mark V*** loose liners. R.N. Armament Depôts are to report the registered numbers of any guns modified to date to the Admiralty (Director of Armament Supply) and, in future as guns are completed.

(A.F.O. 1298/41.)

3189.—Naval Armament Stores—Receipts from Contractors

(A.S. 7976/42.—2.7.1942.)

A combined Advice and Inspection Note, Form O.150, has been introduced to replace both Form O.158 (Advice Note) and Form O.157 (Inspection Note).

2. The new form is being brought into use by Contractors as from 1.7.42.

3. Instructions regarding Form O.150 are contained in:—

Form O.151—Instructions to Contractors.

Form O.155—Instructions to Naval Armament, etc., Depôts.

Form O.156—Inspection Routine.

4. Specimens of the above forms are obtainable from the Naval Armament Supply Officer, Royal Arsenal, Woolwich, London, S.E.18.

5. In cases in which Naval armament stores are delivered direct from contractors to services other than Naval Armament, etc., depôts the procedure is as follows:—

Copy C of Form O.150 is forwarded to consignee by contractor at the same time as the stores are despatched.

Copies A and B, which contain the Inspector's sentence and certificate are due to reach consignee from contractor (in some cases *via* Inspector) with, or shortly after, copy C.

6. Consignee should check the stores and packages received, complete the *upper* certificate on Forms O.150, return receipted copy A to contractor, and forward receipted copies B and C to the appropriate depôt indicated below:—

<i>Type of Stores</i>	<i>Depôt to which receipted copies B & C are to be forwarded</i>
Gunwharf stores	R.N. Armament Depôt, "Greenfield," Stream Road, Kingswinford, Dudley, Worcs.
Magazine stores	Central Armament Supply Depôts, Finchfield House, Compton, Wolverhampton, Staffs.
Mining stores	R.N. Armament Depôt, Priddy's Hard, Gosport, Hants. (For Frater.)
Torpedo explosives	R.N. Armament Depôt, Priddy's Hard, Gosport, Hants.
Demolition stores	
Depth charges, etc.	
Torpedo depôt stores:—	
Where R.N.T.F. only is affected	R.N. Torpedo Factory, Greenock, Renfrewshire.
In all other cases	R.N. Armament Depôt, Thatcham, Near Newbury, Berks.

7. The depôt indicated in paragraph 6 will bring the stores on charge and voucher to consignee.

3190.—Motor Transport Vehicles—Central Repair Organisation

(N.S.M.T. 1260/42.—2.7.1942.)

In order to achieve economy and greater efficiency in vehicle maintenance, a central organisation for the repair by contract of Admiralty vehicles in Scotland has been instituted in the Glasgow area and will be administered by the Superintending Naval Store Officer, Clyde Area.

2. Where local repair facilities are inadequate for dealing with major overhauls or damage repairs of vehicles, application from Naval Establishments should be made to the Superintending Naval Store Officer, Clyde, for the work to be undertaken by the central organisation.

3. Full details in the form shown below should be furnished, but vehicles should not be despatched pending instructions from the Superintending Naval Store Officer. The degree of urgency attending the repair or overhaul should also be stated, when consideration will be given to the supply, if required and if practicable, of a replacement vehicle during the time the vehicle is under repair.

R.N. Number.

Make, H.P. and Type of vehicle.

Year of Manufacture.

Total mileage run.

Brief description of repairs necessary.

4. The Technical Officer (M.T.) visiting R.N. Establishments in accordance with A.F.O. 3782/41 will give advice concerning the overhaul and repair of vehicles under the new organisation.

(A.F.O. 3782/41.)

Cancelled by **3191.—Garage Accommodation**

(C.E.-in-C. 77519/42.—2.7.1942.)

AFO 5243/46.

In view of the urgent necessity for restriction of use of constructional labour and materials to works of an offensive character, erection of garage accommodation for service motor vehicles generally is no longer allowable. The provision of M.T. workshops will, however, continue to be considered.

2. Where it is considered that shelter from the weather is essential in order that special vehicles, such as ambulances, crash tenders, fire engines, etc., may be ready for immediate service, proposals are to be submitted to the Admiralty for decision.

3. In such cases the possibility of requisitioning or using existing buildings must be first explored, and the result reported with the proposals.

†3192.—Records of War Activities of Temporary Bases—Compilation, Preservation and Disposal

(M./T.S.D. 635/42.—2.7.1942.)

It was found after the late war that many historically important records of temporary Naval bases had been destroyed without reference to the Admiralty.

2. It is desired to ensure that similarly valuable records of the present war are preserved, and naval authorities concerned are to arrange accordingly. The Admiralty should be consulted before records which may be of value to historians are destroyed. Where storage space is limited and it is desired to dispose of records, a report is to be made to the Admiralty, indicating their bulk, so that an officer may be sent if necessary to inspect them and instructions given as to their disposal. Similar action is to be taken when records are no longer required or when a base closes down.

3. It would materially assist the recording and historical sections of the Admiralty if, as opportunity offers, base authorities were to compile brief accounts of the work of their bases. These accounts should comprise the opening and development of bases, their organisation, staffs, local defence including defence against air attack, liaison with other services and general activities and work. Convoy activities at sea need not be included.