

(See Diagram Issue No. 33/42)

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# ADMIRALTY FLEET ORDERS

ADMIRALTY, S.W.1,

13th August, 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,

*H. 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

P 1 *[Handwritten initials]*

P 2 *[Handwritten initials]*

P 3 *[Handwritten initials]*

P 4 *[Handwritten initials]*

## ADMIRALTY FLEET ORDERS

- No. Subject.
3843. Travelling Expenses of Service Personnel and Their Relatives. (*Issued separately on 13th August, 1942.*)

13th August, 1942.

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*(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.

†3844.—Message to H.M. the King of Norway  
(M. 06932/41.—13.8.1942.)

The following message was sent by the First Lord to H.M. King Haakon of Norway on 3rd August :—

"On behalf of the Board of Admiralty and the Royal Navy, I desire to offer to Your Majesty our sincere congratulations on the occasion of your birthday. We think with pride of your long and happy association with the British Navy, and hope that it will be continued long after the war, in the days when Norway will be freed from the tyranny of the invader."

The following reply was received :—

"I wish to convey to the Board of Admiralty and the Royal Navy my most sincere thanks for your kind wishes and congratulations on the occasion of my birthday. . . . Haakon R."

## 3845.—Aircraft Overdue from Operations Over the Sea

(A. 01175/42.—13.8.1942.)

In view of the provisions of C.A.F.O. 876/42, paragraph 29 sub-paragraph 3 of A.F.O. 3042/39 is no longer applicable and is, therefore, cancelled.

(A.F.O. 3042/39 ; C.A.F.O. 876/42.)

## 3846.—Waste—Salvage of Waste Materials

(N.L./W.P.O. 1072/42.—13.8.1942.)

Attention is called to the Salvage of Waste Materials (No. 3) Order 1942 made by the Minister of Supply, which is reproduced below.

2. The existing procedure for ensuring the strictest economy in the use of the materials referred to and the routine of collecting and disposing of waste arisings should be revised as necessary to ensure strict compliance with this Order.

*The Salvage of Waste Materials (No. 3) Order, 1942.*

Whereas it appears to the Minister of Supply to be necessary for maintaining supplies and services essential to the life of the community and expedient that this Order should be made :—

Now therefore the Minister of Supply in exercise of the powers conferred on him by Regulation 55 of the Defence (General) Regulations, 1939, hereby orders as follows :—

1. No person shall except under the authority of and in accordance with a licence granted or a special or general direction issued by the Minister of Supply

- (a) destroy any rag, rope or string,
- (b) throw away or abandon any rag, rope or string,
- (c) put any rag, rope or string in a refuse bin or other receptacle used for domestic or trade refuse, or
- (d) Cause or permit any rag, rope or string awaiting or in the course of collection or sale to be or become mixed with any material or article other than rag, rope or string ;

Provided that nothing in this Order shall prohibit or restrict the destruction of any rag, rope or string if and so far as necessary in the course of any process of manufacture, or for the purpose of saving property from immediate danger of destruction or damage by fire.

2.—(1) The holder of any licence granted under this Order or under the Salvage of Waste Materials (No. 2) Order, 1942 (a), shall comply with any conditions contained or incorporated in the licence.

(2) If any licence so granted is revoked by the Minister of Supply, the holder of the licence shall forthwith deliver up the licence to the Minister of Supply or as directed by him.

3. In this Order—

“rag” means any worn-out, disused, discarded or waste fabric, material or article made wholly or mainly from wool, cotton, silk, rayon, flax, ramie, jute, hemp, manilla or sisal or from any mixture thereof, but does not include any fabric material or article which is injurious to health or otherwise offensive; and

“rope or string” means any rope, string, twine or other similar material made wholly or mainly from hemp, manilla, sisal, flax, ramie, jute, cotton, silk or rayon or from any mixture thereof, or any article made wholly or mainly from such rope, string, twine or other material.

4. This Order shall come into force on the 20th day of July, 1942, and may be cited as the Salvage of Waste Materials (No. 3) Order, 1942.

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

### 3847.—Protected Areas—Scotland—Procedure for Entry

(N.L. 7560/42.—13.8.1942.)

It has come to notice that the provisions of A.F.O. 847/42 are not in all cases being complied with by persons who are exempted from the permit regulations applicable to protected areas. The exempted classes detailed in paragraph 3 of A.F.O. 847/42 include, inter alia, members of H.M. forces and the allied forces (where their official duty requires them to enter or be within the area) and persons certified to be employed by the Admiralty within the area, and it is pointed out that persons claiming to be in an exempted class must be in possession of identity documents and must be prepared to produce satisfactory reasons for entry into the protected areas.

2. All other persons must be in possession of entry permits.

(A.F.O. 847/42.)

### 3848.—Navigating Officers—Training Afloat—REPORTS

(C.W. 27346/42.—13.8.1942.)

At the present time, it is not ordinarily possible to appoint officers newly qualified in (N) to large ships to gain experience under a more senior (N) officer, in accordance with K.R. & A.I., Article 337, clause 5. The reports called for by clause 6 of the same Article are not therefore forthcoming.

2. Early reports on these officers are, however, necessary in order to determine which are proving suitable for more important duties.

3. Pending further experience, no permanent amendment will be made to K.R. & A.I. but, as a temporary measure, clauses 5 and 6 of Article 337 are to be regarded as in abeyance until further notice, and Commanding Officers of ships in which officers newly qualified in (N) are serving, are to forward reports on them to the Secretary of the Admiralty (copy to *The Captain, H.M.S. “Dryad”*) after three, and again after six months' service from the date of their first appointment following qualification. No further reports need be rendered unless specially asked for.

(K.R. & A.I., Art. 337 (5) and (6).)

(A.F.O. 3342/41 is cancelled.)

R.F.O. 15/45

### 3849.—Air Gunnery Officers—Duties, etc.

(C.W. 22139/42.—13.8.1942.)

*General.*—(a) Executive R.N. and R.M. Officers and (A) Branch Officers, R.N. and R.N.V.R., qualified as Pilot or Observer are eligible to specialise as Air Gunnery Officers provided they—

(i) hold a rank equivalent to Lieutenant, R.N., and

(ii) have completed about two years on general flying duties in the Naval Service.

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

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

2. *Courses.*—(a) *Officers qualified.*—Officers who have previously qualified as Armament Officers will, where considered necessary and when opportunity occurs, attend a short refresher course in H.M.S. “Excellent” to cover that part of the syllabus which was not included in their original training.

(b) *Officers selected for specialisation.*—Officers selected for specialisation will undergo a course of about six months in H.M.S. “Excellent.”

3. *Principles for appointment and employment.*—The following are the general principles approved for the appointment and employment of Air Gunnery Officers:—

(a) When appointed to the Air and Ordnance departments of the Admiralty and on staff duties, Air Gunnery Officers are to be fully employed on their specialist duties.

(b) The Air Gunnery Officers will be fully employed on their specialist duties, and the flying duties connected therewith, at large Naval air stations, at aircraft repair yards, in aircraft carriers and repair ships, in Observer, Air Gunner and Fighter schools, in charge of A.G.O. training and at Air Armament Technical Training Schools.

(c) The Air Gunnery Officers will be appointed to auxiliary carriers, catapult squadrons and small air stations for specialist duties and for such general service duties as do not interfere with their specialist duties. They will be employed on full flying duties, in addition to air gunnery duties, when appointed to a squadron.

4. *Duties.*—The duties of the Air Gunnery Officer will be as follows:—

(a) Organisation, in conjunction with unit commanders, of arrangements for the supply of bombs and ammunition for the arming of aircraft and for the serviceability of equipment used therewith.

(b) Technical advice as necessary on the operational use of aircraft armament other than torpedoes.

(c) Direction of the work of all armament maintenance personnel in ships' staffs (air), station armouries, workshops and storage sections. He will be responsible to the Air Engineer Officer for all armament work in connection with aircraft in the charge of the Air Engineer Officer. He will act in an advisory capacity to Squadron Commanders on the efficiency of their armament equipment.

(d) In conjunction with Squadron Commanders he will organise the air armament training practices, be responsible that practices are correctly carried out and recorded; will assist Squadron Commanders with their analysis.

(e) He will be responsible for the organisation of bombing and air firing and ground ranges.

(f) He will organise the ground armament instruction of both flying and armament maintenance personnel and the annual weapon training of all personnel.

(g) He will be responsible for stowage inspection, etc., of explosive stores in accordance with the appropriate instructions.

- (k) He will be responsible that Naval armament stores accounting procedure is carried out, and, in conjunction with the Stores Accounting Officer, that all armament material in store is efficiently stowed, maintained and kept modified.
- (l) At Naval air stations he will be generally responsible to the Commanding Officer of the station for the training of guards, sentries and defence parties made up of Naval personnel, excluding aerodrome defence parties when an Aerodrome Defence Officer is borne. Where no Torpedo Officer is borne, he will also be responsible for aerodrome defence demolition work.
- (m) He will carry out the duties of Bomb Safety Officer in ships and at R.N. air stations where no such specialist officer is borne.
- (n) He will be required to carry out trial inspection and other flights connected with air armament as necessary.
- (o) In ships and at Naval air stations where no Torpedo Officer is borne, the responsibilities of the Torpedo Officer in regard to depth charges and aircraft mines carried by aircraft are to be undertaken by the Air Gunnery Officer.

5. *Recommendations for Air Gunnery Officers.*—(i) Recommendations for officers in squadrons attached to an aircraft carrier or at a Naval air station are to be forwarded by the Commanding Officer of the squadron through the Commanding Officer of the aircraft carrier or station concerned. For officers serving in catapult ships, recommendations are to be forwarded by the Commanding Officer of the ship in which the officer is serving but, whenever practicable, the Officer Commanding his flying unit should be consulted as to the professional ability of the officer concerned.

(ii) The following information is to be included when forwarding recommendations:—

- (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 applicant shows the qualities necessary to direct the armament training of air and maintenance personnel.
- (d) Whether applicant shows the qualities necessary to direct the disciplinary weapon training and defence organisation of a Naval air station.
- (e) Total flying time at date of application and ability as a pilot or observer.
- (f) Form S.206 is to accompany the report.

*Note.*—An officer not selected for training at the time of first volunteering may renew his application for subsequent courses.

(R.A.N.A.S., No. 3809/527/4, 13.6.42.)

(A.F.O. 2595/42 is cancelled.)

### 3850.—Professional Examinations—Spare Sets of Question Papers

(C.W. 16470/42.—13.8.1942.)

Spare sets of question papers for the following examinations will, in future, be sent to Commanders-in-Chief and Administrative Authorities abroad:—

Examinations for the Ranks of:—

- Acting Sub-Lieutenant (E),  
 Paymaster Sub-Lieutenant,  
 Warrant Engineer and Warrant Mechanician,  
 Warrant Writer and Warrant Supply Officer,  
 Warrant Shipwright (Preliminary and Competitive Technical Examinations),  
 Warrant Ordnance Officer (Preliminary Professional Examination),  
 Warrant Electrician,  
 and for  
 C.P.O. Writer and Supply C.P.O.

2. These spare sets are for the use of candidates whose papers, demanded in the usual way, have failed to arrive within a reasonable time before the date fixed for the examination. After the examination is over they may be used for instructional purposes.

### \*3851.—Promotion from Lower Deck to Permanent Commissions in all Branches—Removal of Marriage Bar

(C.W. 18959/42.—13.8.1942.)

With reference to the regulations for promotion from the lower deck to permanent commissioned rank in the Royal Navy detailed below—

A.F.O. 3289/40...	...	...	Executive
A.F.O. 409/40 ...	...	...	Accountant
A.F.O. 848/40 ...	...	...	Air
A.F.O. 2472/42...	...	...	Ordnance ratings (promotion to Acting Sub-Lieutenant (E))
Appendix 12, Part 7, Section 3, K.R. & A.I.			E.R.As. and Stokers (promotion to Acting Sub-Lieutenant (E))

it has been approved to remove the restriction requiring candidates for promotion to permanent commissioned rank to be unmarried.

2. Candidates, still within the age limits, whose White Papers have been destroyed because they have married should, if still recommended, be given further consideration.

(A.F.Os. 409/40, 848/40, 3289/40, 2472/42, and Appendix 12, Part 7, Section 3, K.R. & A.I.)

### \*3852.—Royal Naval Reservists Promoted to Temporary Warrant or Higher Rank During War—Gratuity

(P.M. 1064/42.—13.8.1942.)

Royal Naval Reserve ratings promoted to temporary Warrant or higher rank since the outbreak of war may count their service in these ranks as qualifying time for the purposes of the R.N.R. gratuity. (Article 213, R.N.R. Regulations (Men)).

2. When such officers become qualified for the award of the gratuity, application for payment should be made as laid down in the Royal Naval Reserve Regulations (Men), Article 213, Clause 5.

(R.N.R. Regulations (Men), Article 213.)

### \*3853.—W/T Courses, 1942

(N. 13630/42.—13.8.1942.)

With reference to A.F.O. 5498/41, the duration of courses for W/T 2 and W/T 3 are to be increased to eight weeks and five weeks respectively. No. 8 Course for W/T 2 was completed on 8th August and No. 14 Course for W/T 3 on 25th July.

2. Subsequent commencing dates given in paragraph 6 are to be amended as follows:—

W/T 2 courses No. 9 to 14—20th July, 10th August, 14th September, 5th October, 9th November, 30th November respectively.

W/T 3 courses No. 15 to 24—13th July, 26th July, 17th August, 31st August, 21st September, 5th October, 26th October, 9th November, 30th November, 14th December respectively.

(A.F.O. 5498/41.)

### \*3854.—Junior Communications Ratings on the Staffs of Commodores of Convoys

(N.15945/42.—13.8.1942.)

Junior Communication Branch ratings on the staffs of Commodores of convoys are to be relieved after 12 months' service.

### \*3855.—Radio Mechanic Branch

(N. 12580/42.—13.8.1942.)

With reference to A.F.O. 2214/42, paragraph 1, it is notified that service in the Wireless Mechanic and Air Fitter branches will reckon for all purposes, grade for grade, in the Radio Mechanic Branch to which the ratings will have been transferred.

Thus, for the purpose of advancement to Acting P.O. Radio Mechanic, for which the service qualification is 1 year in Leading Rating, combined service as Leading Wireless Mechanic, Leading Air Fitter or Leading Radio Mechanic, will reckon as qualifying service.

2. A.F.O. 2214/42 is to be amended as follows:—

Paragraph 10. Delete first paragraph and substitute the following:—

"Recruitment.—Men for training as Radio Mechanics will normally be selected from suitable ratings entered from shore either as volunteers or under the N.S. (A.F.) Act, but volunteers from serving ratings will be eligible for training as shown below."

Insert new paragraph 12a as follows:—

"12a. Direct Entry.—In addition to the system of recruitment, training and transfer of ratings outlined in paragraphs 10, 11 and 12 above, the system of direct entry or transfer of men with previous civilian radio experience will be continued. Suitable men who are recommended will be interviewed in H.M. Signal School and if found fit for direct entry or transfer will undergo a course of approximately ten weeks in H.M. Signal School. All such men will be entered as or transferred to the rating of Radio Mechanic from the date of entry or approval of transfer, and advancement to Leading Radio Mechanic the day after successfully completing the course. Ratings of all branches are eligible for such transfer, but even if found suitable, approval will not necessarily be given as it may be in the interests of the Service for a rating to remain in his existing branch.

Recommendations for transfer of men in this manner should be sent to the Director of Personal Services; copies to the Captain, H.M. Signal School, and Commodore, R.N. Barracks, Portsmouth, and Commodore of the depot concerned, if other than Portsmouth.

Commanding Officers of ships and establishments on the home station may make arrangements direct with the Captain, H.M. Signal School, for ratings to be interviewed if they can be spared without awaiting relief. In all other cases, D.P.S. will issue the necessary instructions for ratings to be relieved and sent to H.M. Signal School for interview."

(A.F.O. 2214/42.)

### 3856.—Royal Naval Air Units—Complements—Amendment

(N/C.W. 13088/42.—13.8.1942.)

The following amendment is to be made to A.F.O. 1021/41:—

Table II, page 7:—

Insert "Chief E.A." above "E.A."

Add the following ratings to the columns indicated:—

"Eagle" ... ..	1 Chief E.A.
"Furious" ... ..	1 E.A.
"Illustrious" class ... ..	1 E.A.
"Indomitable" ... ..	1 E.A.; 1 A.M. (L)
"Implacable" class ... ..	1 E.A.

(A.F.O. 1021/41.)

### \*3857.—Ratings Employed on Controlled Mining Duties—Conditions of Service

(N. 16594/42.—13.8.1942.)

The conditions of service of men employed on the special duties of preparation, maintenance and watchkeeping of controlled minefields (L), (O) and (A) will, in future, be as laid down in the following regulations.

#### 2. ENTRY

Ratings entered prior to the outbreak of war will continue to serve under the conditions laid down in A.F.O. 2482/38, except that ratings whose contract has expired are to have their engagements renewed for the period of hostilities and are to be paid an additional 2d. per day retainer.

Certain ratings were entered on the outbreak of war before a unified system of entry for controlled mining duties had been instituted. These were as follows:—

Chief and Petty Officers (pensioner) for duty at controlled mining stations, or, in the case of higher non-substantive rates, for instructional duties.

Pensioner chief and petty officers, so entered, not holding a torpedo rate and who are drafted for employment in charge of controlled mining stations after a special course of instruction in such work and are precluded, owing to the nature of their duties, from receiving pay for a gunnery or other non-substantive rate held during their former active service, may, as from 1st July, 1940, or the date of commencement of their duties, whichever is the later, be granted the paid acting rate of L.T.O. (C.M.) whilst actually employed in charge of the control hut at controlled mining stations. This concession does not extend to men entered under A.F.O. 2482/38 or A.F.O. 1899/40. (A.F.O. 3802/40.)

Leading Seamen, Able Seamen or Ordinary Seamen entered prior to the 30th May, 1940, were either reverted to general service or transferred to their equivalent rate of Wireman (C.M.) or Watchkeeper (C.M.).

All entries subsequent to the 30th May, 1940 (the date of issue of A.F.O. 1899/40) are made as follows:—

Men entered for controlled mining service are entered for service "until the end of the period of the present emergency." They are entered nominally for general service, but their papers will be marked "for employment in controlled mining parties" to ensure that they are employed on such duties for so long as they are required. New entries will be for watchkeeping duties, selection being made at a later date of those required for preparation and laying duties (see Advancement, paragraph 3).

Remaining personnel are entered as ordinary seamen and receive the usual continuous service rate of pay and allowances (not consolidated rates) but are not eligible for non-substantive pay.

Wiremen (C.M.S.) are obtained by transfer from new-entry wiremen as required.

#### 3. ADVANCEMENT

Ordinary Seamen on entry are trained at "Vernon", "Defiance" or Port Edgar and on qualifying are rated Able Seaman Watchkeeper (C.M.) and subsequently drafted to a station.

Suitable Able Seamen Watchkeeper (C.M.) on recommendation from a station after at least six months' service may be given a further course in "Vernon" or other suitable base and transferred to Wireman (C.M.) if found suitable.

Officers-in-Charge of stations should, before forwarding recommendations, satisfy themselves that the rating is up to the following standard:—

- He must be thoroughly proficient in the ordinary duties of the control hut, telephone hut and power hut watchkeeper.
- He must be thoroughly conversant with the use of the 100-volt safety bridge megger and its resistance box and be able to carry out the full daily and weekly tests.
- He must be able to replace a galvanometer with one of the spares, line it up, test it and get it into action.
- He must be able to start up the petrol engine and put the battery on charge, and stop charging at the correct moment.
- He must be able to tell when a battery requires charging and if any individual cell of the battery requires treatment.
- He must be of reasonable physique and fit for sea and foreign service.
- He must have shown an aptitude for seamanship, boat work, etc., and be of a seamanlike bearing.

The names of men so recommended are to be forwarded to the Captain, H.M.S. "Vernon", Hillside House, Purbrook, Hants.

On completion of the course of instruction, and if they pass, ratings will be transferred to Wireman (C.M.), but failure to pass will entail their remaining Able Seaman Watchkeeper (C.M.).

Certain ratings on entry were rated direct to Wiremen (C.M.) to meet urgent commitments. Such ratings are to requalify on return from a station or layer to H.M.S. "Vernon". Any man failing in this course will be transferred to Able

Seaman Watchkeeper (C.M.), but after a recommendation from a station that he is considered suitable, may be re-examined with a view to reinstatement. Ratings for re-examination will not, however, be specially relieved from their station for this purpose.

Time as Able Seaman Watchkeeper (C.M.) and any time which may have been spent as acting Wireman (C.M.) will be allowed to count towards advancement to acting Leading Wireman (C.M.). (The rate of acting Wireman (C.M.) is being discontinued and no transfers to such rate have been made since 31st May, 1942.)

Ratings recommended for Wireman (C.M.) must be physically fit, and they may be required on transfer to serve in base ships or C.M. minelayers at home or abroad. Special care must be taken in selecting men for transfer, as it is from these men that the higher rates will be obtained in the future, and it is important not to detract from the status of leading seaman and petty officer rates in general service.

*Advancement to Leading rate (C.M.) and Petty Officer (C.M.).*—Advancement is by roster maintained by the Captain, H.M.S. "Vernon", Hillside House, Purbrook, Hants. Recommendations are to be forwarded by commanding officers on the first day of each quarter. Each list of recommendations should be rendered separately and names placed in order of merit. Recommendations are to be endorsed by the Naval Officer-in-Charge of the Port. Advancements will be made by the Captain, H.M.S. "Vernon", and only to fill vacancies in the authorised complements of C.M. ratings.

*Able Seamen (pensioner C.M.P.), Able Seamen Watchkeeper (C.M.) or Wiremen (C.M.)* may be recommended to the Captain, H.M.S. "Vernon", for advancement to acting Leading rate after a total period of six months served at a control station, C.M. base (but not whilst under instruction) or in a C.M. base ship. Acting Leading Wiremen (C.M.) and acting Leading Seamen Watchkeeper (C.M.) are eligible for confirmation after six months' satisfactory service in the acting leading rate, and may be confirmed in their rate by the commanding officer.

*Confirmed Leading Seamen (pensioner C.M.P.), Leading Wiremen (C.M.) and Leading Seamen Watchkeeper (C.M.)* are eligible for recommendation for advancement to Petty Officer (C.M.) after not less than 12 months' service in the leading rate (including acting time). Advancements will be to the confirmed rate of Petty Officer (C.M.) and will be effected on successful completion of a course of instruction in training establishments.

Leading Seamen entered under A.F.O. 2482/38 are eligible for advancement in the same way as other C.M. ratings, but they will remain on the consolidated rates of pay laid down in that Order.

*Advancement to Chief Petty Officer (C.M.).*—All controlled mining ratings entered under A.F.Os. 2482/38 and 1899/40, other than Petty Officer Wiremen (C.M.S.) are eligible for advancement to Chief Petty Officer (C.M.). Advancements to the chief petty officer rate will be made from a roster based on seniority as petty officer and maintained by the Captain, H.M.S. "Vernon". Advancements will be made by the Captain, H.M.S. "Vernon", as vacancies occur. At present, the requirements for the chief petty officer rate are limited to one to each base ship and one to each larger shore base. Recommendations for advancement, with names placed in order of merit, are to be forwarded by commanding officers to the Captain, H.M.S. "Vernon", Hillside House, Purbrook, Hants, on the first day of each quarter.

*Wiremen (C.M.S.)* may, if considered suitable, be advanced by the commanding officer, direct to the confirmed rate of Leading Wireman (C.M.S.), after six months' service at a controlled mining station, C.M. base (but not whilst under instruction) or in a C.M. base ship; such advancements are to be endorsed by the Naval Officer-in-Charge of the Port and the names of ratings so advanced are to be reported to the Captain, H.M.S. "Vernon", Hillside House, Purbrook, Hants. No roster is maintained at present for these ratings.

*Leading Wiremen (C.M.S.)* are eligible for advancement by roster (maintained in H.M.S. "Vernon") to Petty Officer Wireman (C.M.S.) after they have completed a qualifying course. Advancements will be direct to the confirmed rating of Petty Officer Wireman (C.M.S.).

The qualifying service for eligibility for advancement to Petty Officer Wiremen (C.M.S.) is six months' service as Leading Wireman (C.M.S.) at a Controlled Mining

Station, Controlled Mining Base or Base Ship. Advancements will be made by the Captain, H.M.S. "Vernon", and only to fill vacancies in the authorised complements of C.M.S. ratings.

#### 4. ACCELERATED ADVANCEMENT

Recommendations may be made for accelerated advancement to Leading Seaman Watchkeeper (C.M.), Leading Wireman (C.M.), Petty Officer (C.M.) and Petty Officer Wireman (C.M.S.). Such recommendations are to be made in red ink in the quarterly return of recommendations for advancement.

For each occasion recommended in present rating in quarterly returns, for accelerated advancement, the date of seniority will be advanced by one month on the roster.

When selecting men for recommendation for accelerated advancement, it should be borne in mind that it is only to be used in the case of a man who stands out unmistakably above his fellows in the respect of the qualities required for the higher rating. A junior rating is thus eligible for this recommendation to exactly the same extent as any other rating.

It is not necessary that a rating should be qualified to be recommended for advancement before he is recommended for accelerated advancement, but Commanding Officers are not to recommend unqualified men for accelerated advancement unless there are strong reasons for so doing.

The number of recommendations for accelerated advancement is not to exceed one per Controlled Mining Station, nor one per twenty Controlled Mining ratings in Controlled Mining Bases or Base Ships, whether qualified for advancement or not. No attempt is to be made to bring the number of recommendations up to the normal maximum authorised if the number of ratings of outstanding merit borne does not warrant it.

5. All advancements of Controlled Mining ratings to Leading, Petty Officer and Chief Petty Officer rates are temporary, and are subject to the V.G. Conduct requirements laid down in A.F.O. 4373/40.

6. The above arrangements for advancement are not applicable to Pensioner Petty Officers entered under other arrangements than those in A.F.Os. 2482/38 and 1899/40. These ratings are eligible for advancement to Chief Petty Officer from the roster maintained by the Commodore of each home port.

7. *Difference of pay.*—On foreign stations, where vacancies for higher rates exist, men carrying out the duties of the higher rates may be paid difference of pay in accordance with Article 1591, Clause 2, K.R. & A.I., until it becomes possible to draft higher rates to the billets concerned. Advancement to acting higher rate in such vacancies is not permitted.

8. *Rates of pay.*—The following are the basic rates of pay for Controlled Mining rates:—

##### (i) Ratings entered under A.F.O. 2482/38

For C.P.O.	...	...	...	...	10s. 6d. per day
P.O.	...	...	...	...	8s. 7d. per day
L.S.	...	...	...	...	6s. 3d. per day
A.B.	...	...	...	...	5s. 2d. per day
E.A.	...	...	...	...	11s. 3d. per day

For further details of conditions of service, reference should be made to A.F.O. 2482/38.

##### (ii) Ratings entered after 30th May, 1940 (under A.F.O. 1899/40)

Men entered for Controlled Mining Service are entered as Ordinary Seamen and receive the ordinary continuous service rates of pay and allowances (not consolidated rates), but are not eligible for non-substantive pay. Pay as Controlled Mining ratings is as follows:—

Ordinary Seaman	...	...	...	2s. 0d. per day
Able Seaman Watchkeeper (C.M.)	...	...	...	3s. 0d. per day
Wireman (C.M.)	...	...	...	3s. 6d. per day
Leading Seaman Watchkeeper (C.M.)	...	...	...	4s. 4d. per day
Leading Wireman (C.M.)	...	...	...	4s. 10d. per day
Petty Officer (C.M.)	...	...	...	6s. 0d. per day
Chief Petty Officer (C.M.)	...	...	...	7s. 6d. per day

Wiremen (C.M.S.) after transfer from new-entry wiremen are paid on the following scale :—

Wireman (C.M.S.)	... ..	3s. 6d. per day
Leading Wireman (C.M.S.)	... ..	4s. 10d. per day
Petty Officer Wireman (C.M.S.)	... ..	6s. 6d. per day

(Article 1591, Clause 2, K.R. & A.I.)

(A.F.Os. 2482/38, 3802/40, 4373/40 and C.A.F.O. 2446/41.)

(A.F.Os. 1899/40, 4197/40, 4555/40, 718/41, 3123/41, 4130/41, 4481/41, 4727/41, 4732/41, 5499/41, 5500/41 are cancelled.)

### 3858.—Writer's Allowance—Conditions of Payment

(N. 16236/42.—13.8.1942.)

Since the outbreak of war, payment of Writer's Allowance at 6d. a day under K.R. & A.I., Appendix XVII, Part 3, No. 116, has been extended to certain additional classes of vessel, in which no Accountant Officer or Writer rating is borne, provided their authorised complements are not less than 90.

2. For the purpose of determining whether the conditions for payment of the allowance are fulfilled in a particular vessel or class of vessel, the expression "authorised complement" is to be interpreted as including personnel borne under specific Admiralty orders in addition to the numbers allowed by the formal scheme of complement.

3. A typical example affected by this decision is that of minesweepers of the "Algerine" Class (other than Senior Officer's ships) in which the numbers borne have been increased to the required minimum of 90 by the addition of R.D.F. ratings not included in the formal scheme of complement (C.A.F.O. 189/42).

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

(C.A.F.O. 189/42.)

### \*3859.—Reserve Long Service and Good Conduct Medals—Issue of Clasps and Rosettes

(H. & A. 519/42.—13.8.1942.)

Rosettes, similar to those worn on the ribbon of the 1914 Star, are to be issued to members of the R.N.R., R.N.V.R., R.N.V.(W)R., and R.N.A.S.B.R., who qualify under their respective regulations for the award of a clasp to their Long Service and Good Conduct Medals. Clasps are awarded to men who have served, after being awarded the medal, for a further period which would again have qualified them for award of a medal.

2. The rosette, which will be issued at the same time as the clasp, is to be worn on the ribbon of the Long Service and Good Conduct Medal, when the ribbon is worn without the medal.

3. Applications for rosettes on behalf of men who already have the clasp should be forwarded to the Director of Navy Accounts, Branch 3A (Medals), Admiralty, Bath, by the Commanding Officers of H.M. ships and establishments in which they are serving. Men no longer serving should apply direct.

(Article 155, clause 9, R.N.R. Regulations (Men).)

(Article 237, paragraph 1, R.N.V.R. Regulations.)

(Article 116, II, paragraph 1, R.N.V.(W)R. Regulations.)

(Article 186, paragraph 2(g) R.N.A.S.B.R. Regulations.)

(A.F.O. 5636/41.)

### 3860.—Re-kitting of Ratings whose Kit has been Lost or Damaged through Service Casualties

(V. 3437/42.—13.8.1942.)

Paragraph 6 of A.F.O. 4262/41 is to be amended to read as follows :—

"6. Duplicates of the statements giving particulars referred to in paras. 2, 3 and 4 above should be given to the rating concerned and these should be retained by him until his kit has been completed or compensation paid. Particulars of any subsequent issues or payments of compensation should be noted on these duplicates."

(A.F.O. 4262/41.)

### 3861.—Military and Air Forces Embarked as Passengers in H.M. Ships—Discipline

(N.L. 13153/42.—13.8.1942.)

With reference to K.R. & A.I., Chapter XXI and Appendix XXIV, Commanding Officers of the troops or body of the Royal Air Force embarked as passengers in H.M. ships have now been empowered, subject in each case to the approval of the captain of the ship, to award summarily sentences of field punishment (not exceeding 28 days), and forfeiture of all ordinary pay (not exceeding 28 days) in conformity with the Army and Air Force Acts, Section 46 (2) (d), and to convene and confirm field general courts-martial as provided in the Army and Air Force Acts, Sections 49 and 54 (1) (d).

2. Warrants are not required for the two summary punishments.

3. K.R. & A.I. will be amended in due course.

(K.R. & A.I., Chapter XXI. and Appendix XXIV.)

### 3862.—Senior Chaplain for Non-Anglican (Other Than R.C.) Denominations

(C.W. 9399/42.—13.8.1942.)

On a joint nomination made by the following Churches—

Methodist,

Church of Scotland,

Other Presbyterian Churches,

United Board,

the Rev. Irving Davies, R.N. Barracks, Devonport, has been appointed as Senior Chaplain for these denominations.

He will carry out liaison duties between the Churches and the Admiralty, and will be at liberty to consult the Admiralty on matters arising in regard to the provision of ministerial services for the personnel of the Royal Navy and Royal Marines belonging to these denominations. He will have the right to visit H.M. Ships and Naval establishments after due notification so that he may ascertain the facilities available for members of the denominations he represents and be able to advise the Churches and/or the Admiralty on requirements. The usual facilities are to be accorded to him.

2. The normal tenure of the appointment of Senior Chaplain will be three years (if the officer appointed has so long to serve). On the expiration of an appointment the Churches concerned will nominate a successor or propose an extension.

### 3863.—Officiating Ministers of Religion

(C.E. 56107/42.—13.8.1942.)

The following appointments of Officiating Ministers have been approved :—

Church of England.

H.M.S. "Chrysanthemum II" Rev. A. J. M. Macdonald, M.A.,  
St. Dunstan's Vestry,  
Fleet Street, E.C.4.

R.N. Unit, Watford ... .. Rev. Canon A. St. John Thorpe, M.A.,  
The Vicarage, Watford, Herts.

R.N. Auxiliary Hospital, Durd- Rev. Dr. Cratchley,  
ham Down, Bristol. St. John's Vicarage, Apsley Road,  
Bristol, 8.

Baptist and Congregational.

Dartmouth ... .. Rev. D. H. Cottrell,  
The Manse,  
Dartmouth, S. Devon.

2. The usual facilities are to be afforded.



## 3864.—Cleansing of Personnel in Army, R.A.F. or Civilian Cleansing Stations

(M/LD. 03612/42.—13.8.1942.)

With reference to A.F.O. 2676/41, the following instructions are issued for the information of Naval personnel including Royal Marines and W.R.N.S., in the event of their becoming contaminated by gas while away from a Naval establishment, and it becomes necessary for them to be cleansed at either a public or other Service cleansing station.

2. It is not considered possible to supply all such cleansing stations with spare Naval uniforms and consequently personnel will have to be clothed temporarily in the loan clothing applicable to the station concerned.

3. It is the individual's own responsibility to inform the authorities at the cleansing stations at which the Naval uniform has been left, where it should be forwarded after it has been decontaminated. It is also the individual's responsibility to hand in any loan clothing received from these stations to the nearest convenient Naval establishment with a statement showing the address of the cleansing station to which it should be forwarded.

4. Personnel, including officers at their discretion, should if contaminated and deprived of their uniform, report at once to the nearest Naval authority.

5. If the fact of becoming contaminated and the loss of Naval clothing does not interfere with either the uniformed appearance (i.e. they have more clothes handy) or their particular duty etc., personnel should proceed in accordance with their previous instructions.

(A.F.O. 2676/41.)

## 3865.—Ratings Domiciled in Eire—Claims for Compensation for Loss of Plain Clothes

(N.L.9393/42.—13.8.1942.)

Claims in respect of plain clothes, permitted to be carried on board H.M. ships under A.F.O. 4030/39, which are lost as a result of a casualty of the Service are invariably to be forwarded to the Admiralty for consideration.

(A.F.O. 4030/39.)

## \*3866.—Naval Salvage Money—Distribution

(D.N.A.3A/N.L.76/37.—13.8.1942.)

A part only of the total award for the salvage of S.S. "Cabo Sacratif" by H.M.S. "Gallant" on 20th December, 1936, is now ready for distribution by the Director of Navy Accounts.

It is not anticipated that the balance will be available until after the cessation of present hostilities.

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

	£	s.	d.
2nd class (double share) ... ..	21	0	3
5th class ... ..	5	5	0
6th class ... ..	3	18	8
7th class ... ..	3	3	0
8th class ... ..	2	12	8
9th class ... ..	2	2	0
10th class ... ..	1	11	6
11th class ... ..	1	6	2
12th class ... ..	15	9	

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

## 3867.—Customs Privileges

*Beach Protection Craft*

(N.L. 4166/42.—13.8.1942.)

Beach protection vessels cannot be considered for entitlement to duty-free mess and canteen stores at present, as these vessels are not regularly sea-going.

AFO. 2132/43

## 3868.—Lost Property—Disposal by Railway Companies

(V. 8350/40.—13.8.1942.)

All articles of Naval and Royal Marine kit found in railway carriages or on railway premises, will, if bearing a label showing the destination, be sent to the destination station immediately.

2. All other articles of lost kit will be retained by the railway companies in their lost property depots for the period of one calendar month from the date on which the articles are found. If, at the expiry of that period, the articles are still unclaimed, those bearing an indication of the owner's Port division will be sent to that Port division, and those bearing no indication of the owner's Port division will be sent to R.N. barracks, Portsmouth, Chatham or Devonport, whichever is the nearest, except in the case of Naval steel helmets and respirators bearing no indication of owner's Port division, which will be sent to the Deputy Armament Supply Officer, Chatham. Naval respirators will shortly bear a distinguishing mark, e.g., a continuous horizontal black line one inch wide on the front and on the back of the haversack on the upper part of the reinforced canvas which forms the base of the haversack (A.F.O. 2400/42.).

3. The railway companies will send an advice giving particulars of the articles, together with any marking thereon, to the Commanding Officer at the Naval or Royal Marine depot to which any articles are sent (*see* Appendix).

4. The usual lost luggage charges will be preferred by the railway companies for all articles taken over from them, and such charges when included in the railway companies' accounts should be accepted as a charge to Vote 2P, excepting respirators and steel helmets, the charges for which should be debited to Vote 9L. Any lost luggage charges which have been paid should be recovered from the owner of the article if it is restored to him after its return to the depot. Any articles returned, the ownership of which cannot be determined, should be disposed of for the benefit of the Crown.

5. The above arrangements do not apply to articles found in the trains, vehicles or on the premises of the London Passenger Transport Board. All such articles will be sent to the Board's Lost Property Office, 200, Baker Street, London, N.W.1, and the Board will notify the Superintendent, Royal Victoria Yard, Deptford, S.E.8, in respect of any articles of clothing, kit bags, etc., unclaimed, and the Deputy Armament Supply Officer, Chatham, in the case of steel helmets and respirators. On receipt of the advices, the officers concerned will arrange for the articles to be collected from the Board's office at Baker Street.

6. The appendix to this order indicates the arrangements for the disposal by the railway companies of unlabelled articles bearing an indication of the owner's Port Division.

## APPENDIX

Articles marked	To be sent to
*" C ", " Ch " or " Ch.X " ... ..	The Commodore, R.N. Barracks, Chatham.
*" P ", " Po " or " Po.X " ... ..	The Commodore, R.N. Barracks, Portsmouth.
*" D " or " Dev " ... ..	The Commodore, R.N. Barracks, Devonport.
" LT " ... ..	The Commodore, Patrol Service Central Depot, Lowestoft.
" R " ... ..	The Superintendent of Boom Defences, H.M. Boom Depot, Rosyth.

\* To facilitate the disposal of articles by the railway companies, articles of Royal Marine kit marked (1) " Ch " or " Ch.X ", (2) " Po " or " Po.X " and (3) " D ", will be sent to R.N. Barracks, Chatham, Portsmouth and Devonport respectively, and arrangements should be made by the R.N. Barracks for such articles to be forwarded to the appropriate R.M. Barracks, viz., Chatham, Eastney or Deal.

Article marked	To be sent to
"F" or "FX" ...	The Commodore, R.N. Barracks, Lee-on-Solent.
"T124", "T124X" or "T124T" ...	The Commanding Officer, H.M.S. "Mersey", Liverpool, 3.
"R.M.E." ...	The Commandant, Eastney Barracks, Southsea, Hants.
"Ply", "Ply.X", "LC" or "Aux" ...	The Commandant, R.M. Barracks, Plymouth.
"Ex" ...	The Commandant, R.M. Depot, Lymington, Devon.
"R.M.B." or "R.M.B.X" ...	The Commandant, R.N. School of Music, Scarborough, Yorks.
"Depot" ...	The Commandant, R.M. Holding Battalion, R.N. Barracks, Deal.

(A.F.Os. 2400/42 and 3100/42.)

**3869.—W.R.N.S. Quarters**

(N.10747/42.—13.8.1942.)

The following list contains further additions and corrections to the list promulgated in A.F.O. 2615/42.

Address of Quarters	Type of Accommodation	Fleet Establishment to which attached for Accounts	Command
<i>Alverstoke, Hants.</i>			
"Beechcroft" (A) ...	Q.	"Dolphin" ...	Portsmouth.
New Holt School and Condermere, St. Mary's Avenue (A) ...	Q.	"Hornet" ...	Portsmouth.
2, 3, 4a and 28, Anglesea Crescent (C).	Q.	"Collingwood" ...	Portsmouth.
<i>Bournemouth, Hants.</i>			
The Waverley Hotel (A) ...	Q.	"Victory V" ...	Portsmouth.
<i>Cowes, Isle of Wight</i>			
Osborne Court (C) ...	Q.	"Victory III" ...	Portsmouth.
<i>Dartmouth, Devon.</i>			
Kingswear Court (A) ...	Q.*	"Britannia" ...	Plymouth.
Manor House, South Town (A) ...	Q.	"Britannia" ...	Plymouth.
<i>Felixstowe, Suffolk</i>			
Suffolk Convalescent Home, 90, Undercliff Road (A) ...	Q.	"Beehive" ...	Nore.
<i>Folkestone, Kent</i>			
Abbotscliff House (A) ...	Q.	"Wasp" ...	Dover.
<i>Greenock, Renfrewshire</i>			
Mariners' Asylum, Newark Street.	Q.	"Oriando" ...	Western Approaches.
<i>Inverary, Argyll.</i>			
Dalchenna House (A) ...	Q.	"Quebec" ...	Western Approaches.
<i>Invergordon, Ross-shire</i>			
Joss Street (A) ...	Q.*	"Flora" ...	Rosyth.
<i>Kilereggen, Dumbartonshire</i>			
Armadae Clynder (A) ...	Q.	"Louisburg" ...	Western Approaches.

Address of Quarters	Type of Accommodation	Fleet Establishment to which attached for Accounts	Command
<i>Largs, Ayrshire</i>			
"Springfield," 52, Greenock Road (A)	Q.	"Fortitude" ...	Western Approaches.
Queen's Hotel, 9-11, Brisbane Street (C)	Q.	"Monck" ...	Western Approaches
<i>Leamington Spa, Warwickshire</i>			
10, Newbold Terrace (A) ...	Q.	"Victory III" ...	Portsmouth.
<i>Lerwick, Shetland</i>			
W.R.N.S. Quarters, "Mid-garth" (A)	Q.	"Fox" ...	Orkney and Shetlands.
W.R.N.S. Quarters, "Lystina", Charlotte Lane (A)	Q.	"Fox" ...	Orkney and Shetlands.
<i>Lee-on-Solent, Hants.</i>			
"Green Tubs" (A) ...	Q.	"Daedalus" ...	Portsmouth.
<i>Liverpool, Lancashire</i>			
W.R.N.S. Quarters, Old Hall Street (A)	Q.	"Mersey" ...	Western Approaches.
W.R.N.S. Quarters, Caryl Street (A)	Q.	"Wellesley" ...	Western Approaches.
<i>Londonderry, Northern Ireland</i>			
Boom Hall (A) ...	Q.	"Ferret" ...	Western Approaches.
<i>Lowestoft, Suffolk</i>			
W.R.N.S. Quarters, H.M. Naval Base, Kirkley Cliff (A)	Q.	"Minos" ...	Nore.
<i>Maristow, Devon.</i>			
W.R.N.S. Quarters, R.N.A.H. (A)	Q. & S.B.	"Drake" ...	Plymouth.
<i>Pembroke, Pembrokeshire</i>			
9, Main Street (C) ...	Q.	"Skirmisher" ...	Western Approaches.
<i>Portland, Dorset.</i>			
W.R.N.S. Quarters (A) ...	Q.	"Attack" ...	Portsmouth.
<i>Portsmouth, Hants.</i>			
"Gayton" and "Westmead", Brading Avenue, Southsea (A).	Q.	"Excellent" ...	Portsmouth.
Vernon Court, London Road (A)	Q.	"Excellent" ...	Portsmouth.
"Redlands", Southsea (A) ...	Q.	"Excellent" ...	Portsmouth.
W.R.N.S. Quarters, H.M.S. "St. Vincent" (A).	Q.	"St. Vincent" ...	Portsmouth.
<i>Ravenglass, Cumberland</i>			
Holmrook Hall (C) ...	Q.	"Clio" ...	Western Approaches.
<i>Seaford, Sussex</i>			
"Four Tree Close" and "Claremont House" (A).	Q.	"Forward" ...	Portsmouth.
<i>Seaforth, Lancashire</i>			
"Beech Lawn" (A) ...	Q. & S.B.	"Eaglet" ...	Western Approaches.
<i>Sheerness, Kent</i>			
2, Naval Terrace (A) ...	Q.	"Wildfire" ...	Nore.
<i>Stonehouse, Devon.</i>			
R.N.A.H. (A) ...	Q.*	"Drake" ...	Plymouth.
<i>Teignmouth, Devon.</i>			
48, Percy Gardens (A) ...	Q.	"Britannia II" ...	Plymouth.
<i>Thurso, Caithness</i>			
77, Princes Street (A) ...	Q.	"Proserpine" ...	Orkney and Shetlands.

Address of Quarters	Type of Accommodation	Fleet Establishment to which attached for Accounts	Command
<i>Troon, Ayr.</i>			
Crosbie Towers (A) ... ..	Q.	"Dinosaur" ... ..	Western Approaches.
<i>Warrington, Lancashire</i>			
Grappenhall Heyes (A) ... ..	Q. & S.B.	"Blackcap" ... ..	Western Approaches.
<i>Wembury, Devon.</i>			
W.R.N.S. Quarters (A) ... ..	Q.	"Drake" ... ..	Plymouth.
<i>Yeovilton, Somerset</i>			
"Rosebank", Queen Camel (A) ... ..	Q.	"Heron" ... ..	Plymouth.

*Abbreviations*

(A) = Addition. (C) = Correction. Q. = Quarters. S.B. = Sick Bay. \* = Less than 10 Wrens.

(A.F.Os. 1123/42, 1904/42 and 2615/42.)

**3870.—W.R.N.S.—Unpaid Leave**

(N. 15585/42.—13.8.1942.)

With reference to A.F.O. 3502/42, W.R.N.S. officers and ratings on unpaid leave (A.F.O. 349/42) are *not* eligible for medical or hospital treatment at the expense of Naval funds.

(A.F.O. 349/42 and 3502/42.)

**3871.—W.R.N.S.—Medical Certificates on Entry**

(M.D.G. 40276/42.—13.8.1942.)

All certificates of medical examination issued on entry (B.216A or any other form) before the introduction of examination by the Civilian Medical Boards, and in the few exceptions where examinations are not noted on Form B.215A, are to be withdrawn from the present custody and placed with the medical history sheets.

(A.F.O. 1526/42.)

**3872.—W.R.N.S.—Disclosure of Medical Information**

(M.D.G. 10931/42.—13.8.1942.)

Medical information regarding personnel of the W.R.N.S. is only to be communicated to the Flag Officer or Naval Officer-in-Charge of the area in which the officer or rating is serving, or Medical Officer-in-Charge, W.R.N.S., Superintendents of W.R.N.S., Area Chief Officers, W.R.N.S., or Commanding Officers of ships and establishments in which Wrens are serving.

The information so imparted is to be treated as "confidential".

(A.F.O. 1902/42 is cancelled.)

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

**3873.—Gun Mountings—Night Sights for A.A. Armament—Mesothorium Illuminating Fittings for Foresights—Re-sealing Tubes**

*Ships, Overseers, Yards and Establishments concerned.*

(G. 06688/42.—13.8.1942.)

A report has been received that trouble is being experienced with the illuminating fittings supplied in accordance with A.F.Os. 2148/41, 1262/42 and 2884/42, due to the plaster composition holding the mesothorium tubes in place shaking out, thus allowing the tubes to fall out of the holders.

2. An alternative method of securing the tubes is to replace the plaster composition by R.D. composition 1154 and to seal the hole by means of a small piece of adhesive tape.

3. Ships concerned are to examine their stocks of these fittings at the first opportunity, and in cases where the plaster composition shows signs of disintegrating, the procedure outlined in paragraph 2 above is to be adopted.

4. Stocks of the fittings held by Yards and Overseers are to be similarly treated before issue.

5. Stocks of R.D. composition 1154 are carried on board many ships as part of their Naval Armament Stores, but where no stocks are available on board these can be obtained from the nearest Naval Armament Depot.

(A.F.Os. 2148/41, 1262/42 and 2884/42.)

**3874.—Guns, B.L., 14-in., Mark VII—Hand Lever, Valves, Change-over—Introduction of Mark II Bearing Blocks**

(A.S. 10137/42.—13.8.1942.)

The following modification is to be carried out:—

<i>Gun</i> ... ..	B.L., 14-in., Mark VII.
<i>Part affected</i> ... ..	Bearing blocks of change-over valve hand levers.
<i>Nature of modification</i> ... ..	Replace Mark I bearing blocks, by new pattern Mark II.
<i>Purpose</i> ... ..	To obviate risk of wrong assembly.

*By whom to be done* :—

Valves in service—by ships' staffs.

Valves in store—by R.N. armament depots.

The new Mark II bearing blocks required should be demanded by H.M. ships and R.N. armament depots from A.S.O., R.N. Armament Depot, Plymouth. Mark I bearing blocks should be returned to store and brought to produce.

*Degree of urgency* :—

In service—components—on next occasion of overhaul or disassembly of valves: spares—on receipt of Mark II bearing blocks.

In store—before issue.

**3875.—Guns, Machine, Oerlikon, 20 mm.—Grid, Foresight—Allowance**

(A.S. 1393/42.—13.8.1942.)

Several reports have been received of sights for 20 mm. Oerlikon guns having been damaged beyond repair. Attention is drawn in A.F.O. 3242/42 for the need for care to avoid damage to the sights of these guns.

2. Spare grids, foresight, will now be allowed to all ships carrying Oerlikon guns in the proportion of 1 to every 4 or less number of guns mounted on single mountings.

3. Ships should demand spare foresight grids in accordance with this allowance from the nearest R.N. Armament Depot or Officer in Charge of Armament Supply. The latter should demand from Director of Armament Supply (Branch A), Admiralty, Bath, as required.

4. Naval Proportion Book will be amended.

(A.F.O. 3242/42.)

**3876.—Machine Guns and Equipment—Browning, 0.5-in. (Colt)—Filling and Use of Water-cooling System—Instructions**

(G. 3575/42.—13.8.1942.)

*Filling the System.*

Before filling the water system care should be taken to see that the barrel is free from rust and also that the water being used for filling is free from salt.

2. After filling the water system and before screwing on the large filling plug on the tank, potassium chromate soloids, Pattern No. 682, are to be added to the water as follows:—

- |                               |             |
|-------------------------------|-------------|
| (a) For each barrel ... ..    | 6 soloids.  |
| (b) For each pump tank ... .. | 30 soloids. |

3. When the soloids have had time to dissolve the pump is to be worked until the potassium chromate becomes thoroughly distributed throughout the system.

4. The pump must be worked long enough to ensure that the water jackets are completely filled.

5. The screw cover on the top of the pump tank is to be screwed down tightly to prevent the water from leaking and so emptying the water jacket of the gun.

6. The use of potassium chromate soloids is necessary to prevent corrosion and pitting of the exterior of the barrel.

*Use of circulating pump when firing.*

7. As a result of trials it has been established that it is not necessary for the pump to be worked continuously while the gun is firing.

8. After each burst of fire and whenever opportunity offers the pump is to be worked rapidly.

9. The level of water in the tank should be inspected from time to time and the tank topped up when necessary.

*Topping up the water system.*

10. A supply of water should be kept available for topping up.

11. When topping up the tank one soloid of potassium chromate should be added per quart of water used.

12. Particulars of the purchase, supply and distribution of potassium chromate tablets will be issued in a separate Admiralty Fleet Order.

**3877.—Machine Guns and Equipment—Browning, 0.5-in. (American Colt), Models M.2, Water-cooled, with 36 in. and 45 in. Barrels, Models 53-A and 53-2, Air-cooled—Maintenance, Modifications and Adjustments.**

(G. 1685/42.—13.8.1942.)

The following amendments are to be made to A.F.O. 1537/42:—  
Paragraph (v).

Line 12. Amend "D.T.D. 44C" to "D.T.D. 44C or D".

Line 13. Delete and substitute:—"guns and a 50/50 mixture of mineral oil non-freezing and paraffin for deck or ground guns."  
Paragraph (vii).

Cancel last sub-paragraph and substitute "A new Mark II design of link has been introduced which has a black anti-rust finish".

Paragraph (viii).

Line 1. Delete the words "It is important that".

Line 3. Delete "does" and substitute "should".

Lines 4 and 5. Delete and substitute "right out, i.e. fully run out, which should be checked by means of the gauge provided".

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

**3878.—Primers, Electric, No. 17, Mark II, Lot 19, V.A.D. 1939—Filed V.A.D. 3/40—Withdrawal**

(A.S./CINO/5883/2/B89.—13.8.1942.)

A blow-back has occurred with a primer, electric, No. 17, Mark II of V.A.D., Lot 19, filed V.A.D. 3/40, due to a fault in the material. All cartridges fitted with primers of this description and lot number on board H.M. ships are to be landed at the first opportunity at the nearest R.N. Armament Depot. These primers may be found in Q.F., 5.25-in., Q.F., 4.7-in., Mark XI gun, or Q.F., 4.5-in. cartridges.

2. With reference to C.A.F.O. 991/42 these stores are to be regarded as coming under category (a).

3. At R.N. Depots all primers of this description and lot number, either in cartridges or loose in store and any landed by H.M. ships in accordance with this Order, are to be brought to produce.

(C.A.F.O. 991/42.)

**3879.—Ordnance—Adjustment of Clinometer Planes**

(C.I.N.O.—13.8.1942.)

In future, clinometer planes of ordnance will not be adjusted accurately parallel to the bore.

2. The "Index Error" of the clinometer plane in minutes of angle will be stamped on the piece in rear of the clinometer plane, and also entered in the Memorandum of Inspection.

3. A + "Index Error" will indicate that, with the axis of the bore horizontal, the forward end of the clinometer plane is elevated the number of minutes shown, a minus error indicating that it is depressed.

4. Where no index error is shown it should be taken that the clinometer plane has been accurately adjusted.

**3880.—A.W. Torpedo Tubes—Limit Stop for Tripper, Mark I—A. and A.***"Town" Class Destroyers*

(T. 1156/42.—13.8.1942.)

A stop to limit the stand-down of the Mark I tripper on "Town" Class torpedo tubes is to be fitted as indicated in A.F.O. Diagram 201/42.

2. The work should be carried out by Depot Ship's staff, an item, Classification "A," being included in the next lists of As. and As.

**3881.—Tubes, V.S., 0.4-in., Percussion, Mark IX, or Later With Adapter to Suit Impulse Cartridge Case No. 3, Mark I, When Testing Firing Gear in M.T.Bs.—Supply.***M.T.B. Bases*

(T. 01491/42.—13.8.1942.)

M.T.B. bases are to be supplied with 200 tubes, V.S., 0.4-in., percussion, Mark IX, or later together with an adapter to suit impulse cartridge case, No. 3, Mark I, for use when carrying out the weekly test of firing gear in M.T.Bs. as laid down in O.U. 6341(2), paragraph 5.

2. With the No. 9 or 19 primer at present fitted to the standard impulse charge case, the firing gear cannot be tested using a 0.4-in. percussion tube in a fired cylinder as the base of the cylinder will not accommodate the 0.4-in. percussion tube.

3. When carrying out this test therefore, the testing charge case, No. 3, Mark I, supplied for use when testing the strength of striker blow and eccentricity test should be used, the existing adapter (which takes a 0.5-in. tube) being unscrewed from the base of the testing cylinder and the 0.4-in. adapter inserted in lieu.

4. M.T.B. bases concerned should demand the necessary V.S., 0.4-in. percussion tubes, Mark IX, or later and adapters for use with these tubes from the nearest Naval Armament Depot in accordance with paragraph 1 above quoting this A.F.O. as authority.

**3882.—Fitting of Depth Charge Chutes in 35-ft. Fast Motor Boats***Depot and Repair Ships*

(T. 01636/42.—13.8.1942.)

C.Os. of depot and repair ships and P.S.Os. of vessels of these classes, building or converting, are informed that two depth-charge chutes are to be fitted in 35-ft. fast motor boats. Deck pads and stiffening should be fitted if not already provided.

2. For existing ships provided with 35-ft. fast motor boats, an item, Classified "A", should be added to the ship's list of As. and As. to cover the work involved.

**3883.—Paravane Towing Gear***Ships fitted with Special Shoe and Enclosed Downhaul ("Illustrious" System)*

(T. 2002/42.—13.8.1942.)

The approved position of the shoe, *vide* A.F.O. 1145/42, should be amended to read:—

"Arrange the length of the uphaul chain so that, when taut from the ship, the shoe is in contact with the stem at a point 12 inches, with tolerances of plus 4 inches and minus 0, above the lower edge of the hole in the forefoot casting."

(A.F.O. 1145/42.)

**3884.—Paravanes—Bow Protector—Indicating Plate***Ships fitted with "Illustrious" or "Fiji" systems*

(T. 1717/42.—13.8.1942.)

In some of the ships fitted to date with the downhaul shoe types of paravane towing gear, the indicating plate which marks the position of the three-eyed plate of the downhaul when the shoe is "down" has been so sited that if the three-eyed plate is hove in to this mark no slack exists in the system. This siting is erroneous.

2. In order to ensure that eighteen inches of slack is always present, ships concerned are to move the indicating plate referred to in paragraph 1, eighteen inches forward and mark it "Running Position of centre of 3-eyed plate with bar shoe in down position and 18 inches of slack in the downhaul". The marked link and indicating plate will then function simultaneously providing no stretch of the downhaul has taken place.

(C.O. "Sirius" T. 010/576, 9.6.42.)

(A.F.O. 1145/42.)

**3885.—Seaplane and Deck Crane Equipments—Modifications to Hoist Contactor Gear**

"King George V" and Class; "Queen Elizabeth," "Renown," "Rodney," "Valiant," "Illustrious" and Class; "Eagle," "Pegasus," "Belfast," "Hobart," "Kent" and Class; "London," "Southampton" Class; 1937 "Fiji" Class; 1938 "Fiji" Class; 1939 "Fiji" Class; "Adamant," "Forth," "Maidstone," "Tyme" and "Hecla".

(D. 012611/42.—13.8.1942.)

Reports have been received of "welding-on" of certain contactors in the hoist motion control gear of Messrs. Allen West's manufacture, fitted to seaplane and deck cranes. This matter has been investigated and contributory causes have been found to be:—

(a) The poor quality of the contact compression springs fitted, which arises from war conditions.

(b) Over-maintenance leading to excessive filing of contacts.

2. It has therefore been arranged for Messrs. Allen West to forward a complete renewal of springs and spares direct to the Commanding Officers of each of the vessels referred to above, where not already supplied, for fitting by ships' staffs. For identification purposes these springs have been enamelled green. After fitting the contact pressure is to be checked. This should not be appreciably less than 3 lb. for the small contactor and 5 lb. for the larger size, the pull being measured from the contact fixing screw with the contactor closed.

3. The contacts should not normally require attention unless heavy arcing causes burning or the formation of nodules on the contact faces, but when cleaning up is necessary, the curvature of the faces should be maintained. When the filing depth exceeds  $\frac{3}{16}$ -in. the contacts are to be scrapped as unfit for further service.

**3886.—Seaplane, Aircraft, Boat and Deck Cranes—Modification to Covers of Electrical Control Gear of Messrs. Allen West's Manufacture—A. and A.**

(T. 2056/42.—13.8.1942.)

Recent reports have shown that the covers of certain items of control gear for the above services, including the crane protective panel, contactor panel, controllers, resistances and emergency pushes and control panels, are not capable of withstanding the effects of heavy seas and gunblast, and difficulty is being experienced in maintaining a watertight joint.

2. Drawing, A.F.O. Diagram No. 170/41, promulgated with A.F.O. 1808/41, for boat and paravane winch controllers indicates the lines on which these covers should be stiffened so as to make the enclosures watertight.

3. Commanding officers of ships, where this trouble has been experienced, are to include an item in their next list of As. and As. (Classification "B") to cover the work involved.

(A.F.O. 1808/41.)

**3887.—Naval Smoke Floats—Defects in Buoyancy Chamber***Ships and Dockyards*

(T. 06526/41.—13.8.1942.)

Leakage in the buoyancy chamber of smoke floats which are functioned over-board may result in the float sinking before smoke emission is completed. It is important, therefore, to examine smoke floats for buoyancy chamber defects at regular intervals and when igniters are being shipped. The most likely cause of leakage is defective or damaged soldering of the two 3-in. patches situated in the side of the chamber due to rough treatment in transit or on board.

2. Where defective soldering is found, resoldering should be undertaken by ship's staff in H.M. ships and by base staff in small craft. In D.E.M.S. the defective floats are to be returned and replaced.

3. Igniters should be unshipped and transit plugs shipped whilst resoldering, and damaged paint subsequently made good. No ignition danger will arise with filled floats, provided that care is taken that heat is applied only at the vicinity of the patch.

4. In future manufacture these 3-in. patches will be welded on; in new design they will be omitted.

5. Care should be taken to ensure that smoke floats in stock at the Dockyards, Store Depots and Bases, with defective or damaged soldering, are not issued to ships before the defects have been made good.

(A.F.O. 1079/41.)

**3888.—Valve Amplifier (Pattern 13256) Fitting of Resilient Mountings, Pattern W.3115**

(T. 3987/41.—13.8.1942.)

The "Valve" amplifier, Pattern 13256 (referred to in A.F.O. 2300/41) should now be fitted on resilient mountings, Pattern W.3115.

2. Four resilient mountings, Pattern W.3115, are required for each amplifier, and in the case of ships already fitted, they are to be demanded and fitted by ships' staffs. Arrangements have been made for the supply of 200 to Colombo, 100 to Alexandria and 1,000 to Devonport Yard.

3. When existing amplifiers are being fitted with resilient mountings, modifications to the wiring in accordance with A.F.O. Diagram 204/42 (D.E.E. 7834/R1) are to be carried out. At the same time the necessary cable changing junction boxes, Pattern 3730, if required, are to be demanded by ships' staffs concurrently with the resilient mountings.

4. Ships in commission are to demand the necessary number of resilient mountings and junction boxes for the equipment required. New construction will be supplied without demand, and fitted by shipbuilder.

(A.F.O. 2300/41.)

**3889.—Modification to Apparatus Testing Adjuster, Marks XIII and XIII A Depth Charge Pistols**

*Ships Carrying Aircraft*

(A.S. 4333/42.—13.8.1942.)

The following modifications are necessary to ensure that Depth Charge Pistols, Marks X\*\*, XIII and XIII A, will clear the inside of the body of the Apparatus Testing Adjuster, St. No. 6223.

2. The length of the shoulder between the inside of the body and the gland nut end is to be reduced from 0.3 in. to 0.1 in. The 0.2 in. must be removed from the inside of the body and not from the gland nut end. The inside is to be counter-bored  $\frac{1}{8}$  in. diameter. A.F.O. Diagram 205/42 shows how this modification should be carried out.

3. The limits of the larger internal diameter (L. 3.49 + .005 in.) of the body should apply after timing. Bodies of new manufacture will be produced to these dimensions. If the bodies of apparatus testing adjusters on board ships carrying aircraft are undersize, they are to be machined and retinned as and when required. When machining care must be taken that the screw threads are not damaged.

4. Ships unable to carry out machining and retinning on board are to land the apparatus testing at the nearest Naval Armament Depot for necessary modification.

**3890.—Torpedo Stores—Replacement of Washers, St. No. 10713 by Washers, St. No. 679 in 21-in. VIII 3A or 3B U.S.A. Torpedoes**

(A.S. 9542/42.—13.8.1942.)

Washers, fibre, St. No. 679, are more suitable for keeping the charging valve cap of 21-in. U.S.A. torpedoes tight than Washers, leather, St. No. 10713, at present supplied for this purpose. Washers, leather, St. No. 10713, frequently need renewal whereas Washers, fibre St. No. 679, assume the shape of the cap and last indefinitely.

2. It has, therefore, been decided to replace Washers, St. No. 10713, carried in "Boxes, joint rings, washers, etc., complete, 21-in. VIII 3A or 3B U.S.A." by Washers St. No. 679.

3. Coastal Force Bases concerned are to demand the quantity of Washers St. No. 679 required to complete "Boxes, joint rings, washers, etc., 21-in., VIII 3A or 3B U.S.A." carried, from the nearest Torpedo Depot and on receipt to return replaced Washers St. No. 10713.

4. Labels of boxes and torpedo store accounts are to be amended as necessary.

**3891.—Torpedo Stores—Withdrawal of Heads, Blowing, 21-in., II-V Types**

*M.T.Bs. and Coastal Force Bases*

(A.S. 6537/42.—13.8.1942.)

Motor torpedo boats armed with 21-in. IV and V type torpedoes will no longer be supplied with blowing heads.

2. It has been approved, however, for 4 No. 21-in. II-V type blowing heads to be allowed to each of H.M. Ships "Hornet" and "Attack" for use during the "working up" salvos of newly commissioned M.T.Bs.

3. All demands for 21-in. IV-V practice heads for Coastal Craft will be met, in future, by the supply of collision heads except as in paragraph 2 above.

4. All 21-in. II-V type blowing heads at coastal force bases, except as in paragraph 2 above, are to be returned to the nearest Torpedo Depot as soon as collision heads, in replacement, have been obtained.

**3892.—Torpedo Stores—Boxes Gear Testing Blow of Ignition Hammers 18-in. Mark XI-XII\*\*\* and Jigs Rectifying Pellets, St. No. T.317**

(A.S. 9626/42.—13.8.1942.)

In view of the abolition of the compression test for strengthened ignition gears of 18-in. Mark XI and XII types of torpedoes it has been approved to withdraw the following items, viz:—

Boxes gear testing blow of ignition hammers 18-in., Mark XI-XII\*\*\*.

Jigs rectifying pellets, St. No. T.317.

from all services outfitted with 18-in., Mark XI and XII type torpedoes.

2. Aircraft Carriers and Naval Air Stations, etc. concerned are to return all boxes and jigs carried to the nearest Torpedo Depot.

**3893.—Gyro-Compass Repeaters—Improved Gimbaling**

(C.D. 457/42.—13.8.1942.)

In order to reduce the risk of fracture under shock, gimbaling of strengthened form is being introduced for gyro-compass repeaters, Pattern 1900, for use both in Pelorus stands and in gimbal brackets.

Existing Pelorus stands, Pattern 4782, can be modified to accept the new gimbaling, but a new support bracket is required in the case of gimbal brackets.

2. The following parts are required in carrying out the conversion in each instance:—

*Pelorus Stand*

1—Pattern 4785 gimbal ring complete with inner pivot bushes.

1—Pattern 4786 inner pivot ring.

2—Pattern 4787 clamp plate for repeater.

2—Pattern 4791 outer pivot bush.

*Gimbal Bracket*

Pattern 4783 bracket, gimbal, complete, comprising support bracket, gimbal ring, inner pivot ring, pivot bushes and repeater clamp plates.

3. It is necessary to modify existing repeaters to accommodate the inner pivot ring which is deeper than the existing knife edge ring. This modification is shown in A.F.O. Diagram 207/42 and consists in the removal of the lip of the repeater bowl.

To fit the inner pivot ring in place of the knife edge ring, the screws on the underside of the rim of the bowl should be removed, thus allowing the bezel to be taken off and the rings exchanged. The bezel should be replaced and secured before tightening the clamp plates of the inner pivot ring.

The vee blocks in the Pelorus stand must be replaced by the outer pivot bushes, Pattern 4791, when fitting the gimbal ring, Pattern 4785.

The repeater, with the inner pivot ring, can be slipped into the gimbal ring by first removing the inner pivot bushes of the gimbal ring.

4. The work of conversion, including the machining of the repeater bowl, can be carried out by ship's staff with assistance where necessary from Depot Ship or Dockyard.

5. Ships concerned are to demand the necessary parts from the Deputy Naval Store Officer i/c, Slough, and are to return to that department existing parts rendered redundant on conversion.

6. The strengthened gimbaling cannot at present be fitted to E.B.I. and T.B.I. sights where these are fitted in lieu of Pelorus stand in destroyers, and details of modifications necessary for these instruments will be promulgated at a later date.

7. The strengthened form of gimbaling and modifications to repeaters, Pattern 1900, are being introduced in current manufacture. Where a repeater, Pattern 1900, supplied in replacement of one defective, is found to be already fitted with inner pivot ring, Pattern 4786, in lieu of knife edge ring, Pattern 1798, the knife edge ring and clamp plates from the existing repeater should be fitted in lieu or alternatively parts to complete the fitting of strengthened gimbaling should be demanded.

### 3894.—Magnetic Compass Establishment

*Motor Fishing Vessels*

(N.S. 24794/42.—13.8.1942.)

The magnetic compass establishment of motor fishing vessels (M.F.Vs.) is to be as follows:—

		Compass Pattern	Binnacle Pattern
Steering	...	921	922Z
Magnets	...	...	...
	...	Pattern 64	2
	...	Pattern 65	6
	...	Pattern 66	6

### 3895.—Boilers—Modification to Brickwork

*"Bangor" Class Minesweepers*

(D. 4819/42.—13.8.1942.)

It has been reported that ships of the "Bangor" class have been experiencing trouble with the top row of furnace brickwork adjacent to the water drums.

2. The top row bricks are 16 in. × 9 in., secured by one bolt only and frequent repairs have been found necessary in certain ships. It has therefore been decided to replace the present single row of bricks by two rows of Pattern 24 bricks arranged and fitted as shown in A.F.O. Diagram No. 206/42.

3. Commanding Officers of any ships of the class which experience this defect should carry out this modification at the earliest opportunity, the work being treated as a defect.

(A.S. Portsmouth, Y.L. dated 8.4.42, No. 3481.)

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

### 3896.—Mountings for W/T Transmitting and Rectifying Valves—Replacement of Defective Tubular Flexible Connections

(S.D. 743/42.—13.8.1942.)

It has been found that the tubular phosphor bronze braiding which is used for the flexible connections between the fixed and sprung parts of valve mountings, Patterns 1613, 1614, 1616, 1617, 1618 and 1620, is liable to be broken by violent shocks due to explosions. There are two types of tubular flexible connections in

use, which differ in the method of fastening the tubular braid to the terminal shanks. These are shown by the upper views of A.F.O. Diagram No. 202/42 (Admiralty Signal Establishment drawing No. 32947) as types A and B.

2. When a tubular connection is broken it may be repaired by substituting a short helical connection made of "Pattern 8628 cord, copper, braided 65/30 S.W.G. for repair of H.C.D. searchlight lamps" for the tubular braid, in the manner drawn by the lower views of the A.F.O. Diagram No. 202/42 (Admiralty Signal Establishment drawing No. 32947). Proceed as follows:—

- Remove nuts and washer from terminal end of connector, and take the mycalex board carrying connector and switch contact off the mounting.
- Remove pin locking connector shank to block in switch contact, taking care not to apply any shock to board. Then screw connector out of block, take it apart, and discard tubular braid (X) and clamping rings (Y) or binding wires (Z).
- Drill holes in centres of heads of shanks as shown by sketch.
- Cut a piece of Pattern 8628 copper cord to length and sweat ends into holes in shank heads, using as little flux and solder as practicable, in order to keep the solder from spreading along the cord outside holes.
- Form cord into a helix, having approximately  $1\frac{1}{2}$  turns of  $\frac{3}{8}$ -in. external diameter with ends turned in to centre as shown by the sketch.
- Re-assemble connector, switch contact, etc. on mycalex board, repinning block to connector shank.
- Re-assemble board carrying connector and contact in mounting, taking care that helix is not unwound, or wound up further, and that it is neatly arranged.

3. If Pattern 8628 cord is not obtainable, a piece of the core of a flexible cable of section such as 65/0·012, 140/0·0076, 110/0·0076 may be used instead; Patterns Nos. 5670A, 4520, 1389A and others have such cores. The insulation must be carefully stripped. Failing these, Pattern 1910 cord, copper, 392/43 S.W.G. may be used.

### 3897.—Type 286 P.U. and Type 291 U.—Aerial Outfit A.T.S.

(S.D. 01600/42.—13.8.1942.)

Attention is drawn to the necessity for the thorough greasing of the training wires used in aerial outfit A.T.S.

2. This should be done at least every three months.

### 3898.—R.D.F. Types 282/4/5—Arrangement of Offices—Panels 3AH in Lieu of Panels 3AD

(S.D. 01277/42.—13.8.1942.)

All future arrangements of offices for R.D.F. Types 282/4/5, and arrangements now being drawn, should embody panels 3AH in lieu of panels 3AD.

2. The office arrangements should provide for the fitting of all apparatus applicable to Types 284M (4) and 285M (4) and are to be in accordance with the provisions of specification B.143/42.

3. Specification B.143/42 is also to be referred to for arrangements of Type 282M (4) with panels L12. These arrangements should not include either Pattern W.3654 boards, power supply and distributing, Pattern W.3930, oscillator G41, or the racks and brackets required for their support.

### 3899.—Type 281 Flexible Feeders

(S.D. 767/42.—13.8.1942.)

Spacers attached to Pattern 567 support arms were designed to turn on the arms, but some early deliveries did not conform.

2. Ships fitted with Type 281 are to ascertain whether the spacers are clamped to the support arms, and, if so, the nuts are to be loosened and pins are to be fitted to hold the nuts in position.

3. Movements of the spacers increases the life of flexible feeders considerably.

**3900.—Harvey Shade, Mark I**

(S.D. 717/42.—13.8.1942.)

Reports have been received from small craft that when the Harvey shade is fitted on to the Aldis lantern, the metal screen covering the outer portion of the bulb makes contact with the metal securing cap of the bulb, which in turn puts the body of the lamp to earth. This defect can be overcome by the cutting down of the metal screen sufficiently to avoid touching the metal cap of the bulb.

2. This will not affect the dispersion of the light.
3. The work is to be carried out by ship's staff and bases.

**3901.—Roc and Skua Rear Tanks—Local Modification to Sump and Drain**

(A.M.R. 2332/42.—13.8.1942.)

A local modification as shown in A.F.O. Diagram No. 208/42 is to be incorporated in Roc and Skua aircraft, to ensure that when fuel is drained from the rear tanks any sediment or water that may have collected will pass out through the drain valve.

2. The following is the sequence of operations :—
  - (i) Remove rear tank from aircraft.
  - (ii) Remove sump complete with drain cock from bottom of fuel tank.
  - (iii) Remove and retain drain valve.
  - (iv) Remove and discard drain valve body from sump, taking care not to damage rivet holes in base of sump.
  - (v) Clean and tin top and bottom sides of base of sump.
  - (vi) Sweat strengthening plate of 18-gauge tinned steel, cut to fit top side of base of sump.
  - (vii) Cut valve hole and drill rivet holes in strengthening plate using sump base as template.
  - (viii) Sweat new valve body to bottom side of sump base, so that the spigot on the flange of the valve body is central in the hole in the sump base.
  - (ix) Drill rivet holes in flange of valve body using holes in strengthening plate as template.
  - (x) Rivet valve body to sump plate using  $\frac{1}{8}$ -in. mild steel round head rivets. (Ref. No. 28B/1970.)
  - (xi) Solder rivet heads, joint between strengthening plate and spigot on top of valve body, and joint between base of sump and flange of valve body.
  - (xii) Screw drain valve into new valve body.
  - (xiii) Replace modified sump on tank with new Langite jointing and test for leaks in accordance with current procedure.
  - (xiv) Lock drain valve in closed position to lug sweated on outside of valve body. Use 18-gauge soft iron wire.
  - (xv) Replace tank in aircraft.

3. The new valve body should be made from local resources, and incorporation of this modification should be noted in airframe log book, quoting this Order as authority.

**3902.—Air Speed—Definition of Terms**

(N.A.D. 1069/42.—13.8.1942.)

The following A.M.O. A.631, dated 25th June, 1942, is promulgated for necessary action :—

1. To avoid confusion, the terms relating to air speed laid down in A.M.O. A.642/40 have been revised and the following are to be adopted as the recognised definitions :—

Term	Abbreviation	Definition
Indicated air speed ...	... (I.A.S.) =	Air speed indicator reading.
Rectified air speed ...	... (R.A.S.) =	Indicated air speed corrected for instrument and position errors.
True air speed ...	... (T.A.S.) =	The R.A.S. corrected for height, i.e. for temperature and pressure.

2. This order is to be brought to the notice of all personnel concerned with these terms and their use. It should be noted that the following terms, used on various forms and in instruments, will be amended as the opportunity arises to conform to the above definitions :—

- (i) *On Form 3073.*—“Computed air speed” means “true air speed.”
- (ii) *On the navigational computer, Mark III.*—“Indicated air speed” means “rectified air speed.”
- (iii) *On the height and air speed computer.*—“Indicated air speed” means “rectified air speed.”

3. Pilots' notes will continue to refer to the handling characteristics of particular aircraft as at certain “Indicated air speeds,” it being understood that instrument errors are small and may be ignored for normal flying purposes.

**3903.—Stability of Corvettes**

“Guillemot”, “Shearwater”, “Widgeon”, “Sheldrake”, “Kittiwake”, “Puffin”, “Mallard”, “Kingfisher”

(D. 9719/42.—13.8.1942.)

The result of an inclining experiment carried out recently indicates that it is undesirable to add any further topweight in the above-mentioned vessels without the surrender of equivalent weights.

2. In these circumstances, when submitting future alterations and additions involving extra topweight in the above-mentioned vessels, the Commanding Officers are also to submit proposals for the surrender of equivalent weights.

3. It is important that attention should be paid by Base and Dockyard officers to the possibility of landing, where practicable, any unnecessary items of weight now on board. Such items landed should be reported.

4. A copy of this order is to be placed in the stability folio of the ships' books of the vessels concerned.

**3904.—Defect Lists and Lists of Alterations and Additions***H.M. Ships and Fleet Auxiliaries*

(D. 7541/42.—13.8.1942.)

The attention of the Commanding Officers of H.M. ships and Fleet Auxiliaries is invited to the fact that defect lists and lists of alterations and additions, when sent to the dockyards and repair ports, should be written in hektograph ink or type-written with hektograph ribbon.

2. Non-compliance with the instructions on this subject causes delays and inconvenience at the dockyards and repair ports owing to the necessity for re-typing lists for circulation to the various departments concerned.

(A.S. Rosyth message 8.6.42 timed 1232.)

**3905.—Watertight Door Clips—Strengthening***H.M. Ships*

(D. 9012/42.—13.8.1942.)

As a result of experience on service it has been found necessary to strengthen the handles of clips to watertight doors in order to guard against the jaws of the clips opening up when the clips are forced home.

2. Arrangements are accordingly to be made for strengthening pieces to be welded to existing clips as shown on A.F.O. Diagram No. 203/42.

3. Principal Ship Overseers are to arrange accordingly for ships under construction subject to no delay in completion of the ship or undue interference with completed work.

4. Commanding Officers of ships in service are to include an item, Classification “A”, in their next lists of As. and As. covering this work; or alternatively, the work should be undertaken by Ships' or Depot Ships' Staffs.

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



### 3906.—Firefighting in H.M. Ships—Breathing Apparatus—Increased Allowances

(N.S. 15969/42.—13.8.1942.)

The number of sets of breathing apparatus allowed to H.M. ships is to be increased.

2. Experience has shown that at least three men are required to handle a long water-filled hose when fighting a fire in a congested compartment, and that these men will in all probability have to wear breathing apparatus. Two men may suffice for this work in small compartments.

3. The full allowances are based on providing a sufficient number of sets of breathing apparatus to each fire party to man up two hoses simultaneously.

4. Owing to supply difficulties an immediate increase to the full allowance is not possible; as an interim measure, breathing apparatus, Pattern 230, will be supplied to the classes of ships covered by A.F.O. 64/40 as shown below in column (4).

Class of ship (1)	Present Allowance (2)		Full Allowance (3)		Interim Allowance (4)	
	Salvus	Pattern 230	Salvus	Pattern 230	Salvus	Pattern 230
Capital ships and aircraft carriers.	13	10	13	23	13	17
Cruisers and seagoing depot and repair ships.	10	6	10	14	10	10
Flotilla leaders, destroyers, sloops, corvettes, mine-sweepers except T.S.M.S. and M/S trawlers.	1	4	2	10	1	7

5. The interim additional allowance to cruisers and above will consist of breathing apparatus, Pattern 230, with one hose, Pattern 2313; two hoses, Pattern 2314; and one strainer, Pattern 2305, per set. For destroyers and smaller vessels in commission, the interim additional allowance will consist of breathing apparatus, Pattern 230, with strainer, Pattern 2305, the hose already supplied being divided so as to provide 60 ft. of hose per breathing apparatus instead of 120 ft.

6. For destroyers and smaller vessels completing the breathing apparatus, Pattern 230 will in future be supplied with strainer, Pattern 2305, and either one length of hose, Pattern 2313, or two lengths of hose, Pattern 2314.

7. Ships should forward demands for these additional quantities to their storing yards.

8. Shipment of the following quantities should be arranged as early as possible:—

Pattern	Description	Denom.	Alex-andria (a)	Gib-raltar (a)	Simons-town (b)	Durban (b)
230	Breathing apparatus	Sets	450	200	300	675
2313	Hoses, I.R., asbestos covered, 60 ft. lengths.	No.	200	75	100	300
2314	Hoses, I.R., asbestos covered, 30 ft. lengths.	No.	375	150	150	750
2305	Strainers, metal	No.	450	200	300	675
3485	Salvus breathing apparatus	Sets	30	25	30	70
—	Spares for Salvus breathing apparatus (Patterns 3489 to 3497, including 3741 and 3742).	Sets	30	25	30	70

(a) To be supplied from Preston.

(b) To be supplied from Rosyth.

9. Any Ceylon requirements which cannot be met from stocks and dues should be obtained from Durban.

10. The Sea Store Establishments concerned will be amended.

(A.F.O. 64/40.)

### 3907.—Fitting of Intermediate Frames Aft

“O” and “P” Class Destroyers

(D. 9641/42.—13.8.1942.)

As a result of sea experience it has been found necessary to fit additional intermediate transverse frames in the above-mentioned ships from bulkhead 71 to bulkhead 85, extending down from the lower deck to the 9th longitudinal. These intermediate frames are to be 4-in. × 2-in. × 2-in. × 6-lbs. Z bars connected to the lower deck by 7-lbs. × 10-in. × 10-in. flanged brackets and to the longitudinal by 7-lbs. diamond plates.

2. Commanding Officers are to insert an item, Classification “A”, in their lists of As. and As. for this work to be carried out at the first opportunity.

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

### 3908.—Boom Defence Moorings—Connections to Concrete Clumps

(B.D. 01117/42.—13.8.1942.)

Failures are liable to occur in concrete clumps fitted with a side and top staple when used in series if the two chains are connected to the separate staples.

2. Experience has shown that chain cable should be connected.

(a) To the top or vertical staple in all intermediate concrete clumps.

(b) To the side staple only when the concrete clump is the end of a series, or when one clump is used.

3. When it is necessary to add backing clumps after the initial lay, the chain connected to the side staple of the end clump of the initial lay should be shifted to the top staple before connecting the additional backing chain.

4. A new type of clump is now in course of production in which the staples are on opposite sides of the clump and a lifting eye is fitted on top.

5. When this type of clump is supplied, the chains should be connected to the side staples in all cases.

### 3909.—Bed Berths, Pattern 3000

New Construction Ships

(N.S. 19960/42.—13.8.1942.)

To reduce cost and economise in labour and material, the fitting of bed-berths Pattern 3000, is to be discontinued.

2. Arrangements are to be made where bed-berths, Pattern 3000, are specified but have not already been fitted or arranged for, to fit the spring interior mattress direct on to the plywood or sheet steel top of the bedplace which is to be suitably reinforced where necessary.

3. As there is no standard Admiralty specification for spring interior mattresses, Overseers should inform the shipbuilders that it is essential that the mattresses should be of best quality purchased from reputable firms. The mattresses should not be less than 6 in. deep.

4. Shipbuilders are also to arrange for the supply, fitting and stowage of wood leeboards. Leerails, Pattern 3009, will not be required for vessels in which the above arrangements are made.

5. Where rebates will be involved consequent on the above, Overseers should render reports in the usual manner.

6. The Sea Store Establishments concerned will be amended.

(A.S.C.B.S. Letter, 9.5.42, No. 455/5.)

### 3910.—Punkah Louvres—Introduction of New Types

(N.S. 25378/42.—13.8.1942.)

In order to restrict the use of certain metals it has been decided as a war-time measure to manufacture Punkah Louvres in 14 G to 24 G sheet steel which will be sprayed with cellulose enamel, white (or any other suitable colour).

2. The standing contract for Punkah Louvres in white metal, brass and brass nickel, has been suspended and a new standing contract was placed with Messrs. Thermotank Ltd. on 10th July, 1942, C.P. 7B/35965/42, for firm's B type Punkah Louvres, Nos. 3, 4, 5 and 6 sizes.

3. Existing stocks of non-ferrous Louvres, Patterns 5060-5075, should be issued until exhausted.

4. Great care is to be exercised in the maintenance of the working of the new Punkah Louvres, particularly as regards the painting. It should be rarely necessary to paint working parts of the Louvre, but if necessary only the minimum amount of paint should be applied and after paint is dry it should be ensured that it is possible to work the Louvre easily in all directions.

(W.P.S. Scottish Area's GHC/ECC/1961, 18.3.42.)

(A.F.O. 43/37—Not in Annual Volume.)

### 3911.—Vibrator, "Wearite", No. 25/24A, Pattern 13345—Introduction of

*Submarines, Dockyards and Bases concerned*

(N.S. 19717/42.—13.8.1942.)

To meet requirements for replacement in the Submarine Broadcasting Alarm System, a vibrator "Wearite" No. 25/24A, Pattern 13345, has been added to the Rate Book of Naval Stores under subhead F, item 1C, Part V.

2. Fifty of these vibrators are being purchased for delivery as follows:—

Stroud—15 No.	Portsmouth—5 No.
Preston—15 No.	Devonport—5 No.
Rosyth—10 No.	

3. B.R. 363—Establishment of Naval Stores for submarines of "Oberon" and later classes—will be amended by a further order concerning general allowances of telephone spares.

### 3912.—Naval Aircraft—Treatment of Defective Instruments

(N.S. Air 1420/1942.—13.8.1942.)

The procedure laid down in paragraphs 2 and 3 of A.F.O. 2065/42 is not to apply to watches issued by the Hydrographic Department, through H.M. Chronometer Depot.

2. Home Stations are to return all such watches requiring repair or overhaul to H.M. Chronometer Depot, Bradford-on-Avon, Wiltshire.

3. Stations abroad are to return such watches to the nearest Chronometer Depot.

(A.F.O. 2065/42.)

### 3913.—Sea Otter Aircraft—Mock-up Spares

(N.S. Air 1406/42.—13.8.1942.)

The following is to be added to paragraph 1 of A.F.O. 3183/41:—

Sea Otter ... .. Spares held at Perth.

(A.F.Os. 3183/41 and 2173/42.)

### 3914.—Aero Engine Parts—"Westropol" for Cleaning

(N.S./AMR 297/42.—13.8.1942.)

The pattern number assigned to "Westropol", introduced by A.F.O. 3555/42 under Subhead E.6, is Pattern 949.

(A.F.O. 3555/42.)

### 3915.—Airframe Spares for Aircraft Common to the R.N. and R.A.F.—Responsibility for Stock Holding and Stock Provision

(N.S. Air 12149/42.—13.8.1942.)

Spares under Sections 24 and 26 of A.P. 1086 for Anson and Defiant aircraft will be provided by the R.A.F. and stocks held at R.A.F. Maintenance Units. These types are to be added to the list given in paragraph 2 (i) of A.F.O. 3072/41. Demands on Forms 600 should be forwarded to the appropriate maintenance unit direct for maintenance requirements, but initial issues to services will be arranged by the Admiralty without demand.

(A.F.O. 3072/41.)

### 3916.—Steam and Diesel Driven Generator Sets supplied by the Admiralty to Merchant Ships for Degaussing Purposes—Liability and Procedure for repair of

(S.D.G. 65/42.—13.8.1942.)

*Liability for Repair.*—The care and maintenance of generator sets supplied by the Admiralty on loan to merchant ships for degaussing purposes is the responsibility of shipowners; the same applies to generators supplied by owners, but paid for by Admiralty, and therefore now Admiralty property.

2. This responsibility applies particularly in the case of generator sets which were new and unused when fitted in the first instance.

3. In the case of shipowners who are supplied with Admiralty generator sets which are not new, the liability for repair (other than maintenance) of such generators is to be considered individually on their merits by local D.G. Authorities with the assistance of the Area Maintenance Engineer Officer and the District Admiralty Electrical Engineer, who will advise accordingly as indicated in paragraphs 4 and 5 below.

4. An extensive overhaul of an Admiralty dynamo or of one of the ship's dynamos may, on occasion, be found necessary on a ship's return to port; in order not to delay her departure, it may be desired to fit a replace Admiralty generator while the defective set is removed for overhaul.

In such cases D.G. Authorities should obtain the advice of A.M.E.O. and D.A.E.E. as to:—

- The probable extent of the overhaul, in order to decide whether removal from the ship is justified;
- whether the work required is due to lack of care and maintenance on the part of the ship's staff; or
- whether the defects are due to causes outside the control of ship's staff, including overload due to D.G. (unless this is due to negligence on the part of ship's staff).

In the case of (b) the cost of the overhaul would be the shipowner's liability, who should have the necessary repairs to the Admiralty dynamo carried out to the satisfaction of the local overseers, *i.e.*, the D.A.E.E. and/or A.M.E.O.

In the case of (c) the cost would be an Admiralty liability.

5. *Procedure for carrying out repairs when Admiralty liability is indicated.*—When a defective generator is removed from a ship for repair the local D.G. Authority should request the D.A.E.E. and/or the A.M.E.O. to carry out an inspection of the machine. If in the opinion of these Officers repairs can be carried out efficiently and economically local arrangements by the Overseer concerned should be made forthwith for the execution of the contract by a suitable contractor.

6. The work involved should be progressed under the supervision of the respective Overseers who will carry out the necessary tests on completion.

7. The contract for the work should be placed in accordance with A.F.Os. 4232/40, 5437/41 and 2680/42. A report giving details of the work to be carried out on the generator, etc., should be made to the Admiralty, Director of Navy Contracts, Bath, accompanied by the tender or tenders received, and a copy of the acceptance letter.

8. After the work has been completed, the local D.G. Authority should forward a report to the Admiralty, S.D.G. Bath, stating that the generator set is ready for service and available for re-allocation, or for replacement in the case of a ship's dynamo. The report should also indicate the name of the ship from which the set was removed in the first instance, and the engine and generator manufacturers' names.

9. Claim for payment should be forwarded by the Contractor to D.N.A. Bath, through the D.A.E.E. and/or A.M.E.O. and S.I.D.G., certified as necessary as to the work done and with an expression of opinion as to whether or not it was an Admiralty liability (*see* paragraph 4 above).

(A.F.Os. 4232/40, 5437/41 and 2680/42.)

3917.—Electric Cable, Patterns 13783 and 13784—Introduction of  
(N.S. 23893/42.—13.8.1942.)

The electric cables detailed below have been added to the Rate Book of Naval Stores under subhead F, item 1C, schedule C.720, to meet requirements for services in director towers.

Pattern No.	No. of cores	No. and diameter (in.) of wires in conductor	Diameter over conductor	Nominal sectional area	Current carrying capacity	Radial thickness of insulant	Diameter over insulant	Diameter over taped core	Diameter over laid up cores	Radial thickness of T.R.S.	Diameter over T.R.S.	Diameter over oil-proof tape	Details of flame-proof braid	Diameter over flame-proof braid	Minimum insulation resistance for 1,000 yards at 60° F. at 500 volts	Maximum conductor resistance per 1,000 yards at 16° F.	Dielectric strength test pressure	Length on drum
13783	28	70/.0076 ... 12/.0124 ... tinned ph. bronze.	0.092	0.003	10	0.032	0.156	0.168	1.067	0.07	1.207	1.239	3/15* 24 x 5 ends	1.319	1,000	7.60	1,000	500
13784	36	70/.0076 ... 12/.0124 ... tinned ph. bronze.	0.092	0.003	10	0.032	0.156	0.168	1.236	0.07	1.376	1.408	24 x 6 ends	1.488	1,000	7.60	1,000	500

3918.—Electric Cable—Shipbuilders' Orders to be in Basic Lengths  
(N.S./C.P. 52946/42.—13.8.1942.)

Complaints have been received from manufacturers of electric cable that orders frequently include short lengths which are uneconomical to manufacture. Shipbuilders have therefore been informed that future orders for cables should be in "basic" lengths as shown in the following schedule:—

SCHEDULE OF "BASIC" LENGTHS OF ADMIRALTY PATTERN CABLES

Table No.	Type of Cable	Pattern	Basic Length
2	Multicore flexible cord ... ..	2285D ... ..	Yards 500
3	Single core L.A.S. ... ..	6178D ... ..	500
		6180D to 6184D ... ..	100
		6184D to 6187D ... ..	200
5	Multicore L.A.S. ... ..	6188D to 6195D ... ..	500
		2520D to 2525D ... ..	500
		2527D, 2530D ... ..	500
		2500D, 2501D ... ..	500
		2533D to 2538D ... ..	500
		2540D, 2543D ... ..	500
6	Multicore L.A.S. S.W.A. ... ..	2507D, 6109D ... ..	500
		7010D, to 7015D, 7017D	500
		7020D, 7059D, 7025D ... ..	500
		7028D, 7033D, 7060D ... ..	500
9	Multicore flexible T.R.S. ... ..	9621D to 9626D ... ..	500
		9628D, 9631D ... ..	500
10	Single core flexible T.R.S. O.P.T. and F.P.B.	4520D ... ..	500
11	Multicore flexible T.R.S. O.P.T. and F.P.B.	4499D, 4500 to 4508 ... ..	500
12	Multicore flexible T.R.S. ... ..	6050D to 6063D, 6065D ... ..	500
14	Single core F.P.B.... ..	5777A ... ..	500
15A	Single and multicore T.R.S. ... ..	5680A to 5687A ... ..	500
		5688D, 5689D ... ..	500
		13050D to 13065D ... ..	500
15B	Single and multicore T.R.S. P.B.B.	13066D to 13081D ... ..	500
15C	Single and multicore R.I., braided and cellulose varnished.	13082D to 13097D ... ..	500
15E	Single and multicore T.R.S. O.P.T. and F.P.B.	13035D to 13043D ... ..	500
		13047D to 13049D ... ..	500
		13157D to 13160D ... ..	500
17	Multicore, twisted pair L.A.S. ... ..	6180D, 9742D to 9748D ... ..	500
18	Multicore, T.R.S. ... ..	7045A, 13799 ... ..	500
		7988D, 7989D ... ..	500

Admiralty pattern types not included in the above:—

Solid and stranded conductors up to 0.1 sq. in. ... ..	500
Solid and stranded conductors up to 0.1 sq. in. to 0.3 sq. in. ... ..	200
Solid and stranded conductors above 0.3 sq. in. ... ..	100
Flexible conductors up to 0.1 sq. in. ... ..	500
Flexible conductors up to 0.1 sq. in. to 0.3 sq. in. ... ..	250
Flexible conductors above 0.3 sq. in. ... ..	150

2. In cases where basic lengths cannot be utilised, requirements for shorter lengths should be demanded from the nearest Admiralty Store Depot.

3. "Main run" cables, and other special cases requiring installation of lengths without joints which may exceed basic lengths, and which must be specially made, should be ordered, as heretofore, from the cable makers.

(A.F.Os. 1855/40 and 3245/40.)

**3919.—Lamps, Electric Filament, for Naval Aircraft**

(N.S. Air 1118/42.—13.8.1942.)

Ships and Services holding Naval aircraft should, in future, only demand lamps, electric filament, of types detailed in Section 5.L. of the R.A.F. Vocabulary when the lamps are required for use in aircraft or for use with special Air Ministry fittings.

2. For all other purposes, demands should be forwarded to the appropriate Storing Yard for lamps of standard Naval patterns.

**3920.—Transport Boxes—Return of***Submarines*

(N.S. 20844/42.—13.8.1942.)

Transport boxes and crates in which oscillators and W/T and A/S valves have been supplied to submarines may be returned as soon as their contents have been unpacked.

2. Transport boxes Pattern 2837 for oscillators should be returned to the Naval Store Officer, R.N. Store Depot, Bath, and boxes for valves sent to R.N. Store Depot, Glossop.

3. A reserve of two boxes Pattern 2837 and a small number of boxes and crates for valves are to be maintained in submarine depot ships for the return of defective items.

(Captain(S) (3), No. T.S.F. 40/230.—18.5.42.)

**Section 4****OTHER STORES—NAVAL STORES, VICTUALLING STORES, MEDICAL STORES, CONTRACTS****3921.—Degaussing of Neutral Vessels—Procedure for Recovery of Cost of Admiralty Materials**

(D.A. 697/42.—13.8.1942.)

A.F.O. 2806/42 is to be amplified by insertion of the following paragraph :—

3a. The D.G. authority should compile in triplicate a detailed valued list of the stores supplied, one copy of which should be presented to the D.G. contractor as an account, payment for which should be made at the time of supply of the stores. For supplies at home the cheque should be made payable to the Director of Navy Accounts, crossed "Bank of England" and transmitted by the D.G. authority to D.N.A. with a copy of the list of stores for which it represents payment. For supplies abroad the amounts received should be transmitted to the nearest Admiralty representative holding a cash account together with the list of stores supplied.

The receipts issued to the D.G. authority by D.N.A. or his local cash representative should be attached to the Degaussing Certificate transmitted to S.D.G.

(A.F.O. 2806/42.)

**\*3922.—Uniform and Kit Upkeep Allowance—Artificers and Shipwrights**

(V/N. 4819/42.—13.8.1942.)

The following summary of the position in regard to the uniform and kit upkeep allowances of engine room artificers, electrical artificers, ordnance artificers, air artificers and shipwrights, 4th and 5th classes is promulgated for information :—

*Artificers and Shipwrights, 4th Class*, who entered the service prior to 5th October, 1925 (either as apprentices or direct entry artificers, etc., 4th or 5th class) hold the rating of Chief Petty Officer.

*Artificers and Shipwrights, 4th Class*, who entered the service on or after 5th October, 1925 (either as apprentices or by direct entry), hold the rating of Petty Officer, and are to wear Class III uniform (with arm badges), black horn buttons and red cap badge, until they have served one year as Petty Officer, and have been confirmed in the rating, when they are to wear gilt buttons and the Petty Officers' gold cap badge.

*Artificers and Shipwrights, 5th Class*, who entered the service or passed out of the training establishments after 20th November, 1925, are to wear Class III uniform (with arm badges), black horn buttons and red cap badge.

2. In crediting kit upkeep allowance to these ratings, care is to be taken to ensure that the amounts credited correspond with the uniform which they are entitled to wear in accordance with the foregoing paragraph.

**3923.—W.R.N.S.—Issuing Prices of Clothing and Rate of Kit Upkeep Allowance**

(V. 2496/42.—13.8.1942.)

The following amendment is to be made to A.F.O. 3811/42 :—

Delete the words "Proposed new issuing price 1.7.1942" at the head of the prices columns in Section 1.

(A.F.O. 3811/42.)

**3924.—W.R.N.S. Badges**

(V. 3341/42.—13.8.1942.)

W.R.N.S. R.D.F. operators and C.H./L. operators, other than Chief Wren, are to wear the same badges as W.R.N.S. W/T operators, viz. Pattern Nos. 621A and X.64B.

(A.F.O. 2938/42.)

**3925.—Flying Clothing—Goggles**

(V. 2623/42.—13.8.1942.)

The special lightweight goggles, Ref. 22C/44, provided for issue on temporary loan to naval flying personnel (A.F.O. 1798/42) have become redundant through the introduction of goggles, Mark IVB, Ref. 22C/167, which are included in the full flying kit shown in paragraph 2 of A.F.O. 1798/42, and no further supplies of the lightweight type are being obtained.

2. Lightweight goggles should continue to be used until they become un-serviceable. Small stocks of these goggles are available for issue at victualling yards and depôts abroad, but no further supplies are available at home. The lightweight goggles will continue to be issued in H.M.S. "Goshawk" in accordance with A.F.O. 1798/42, paragraph 3, until the stocks set aside for this purpose are exhausted.

3. Goggles, lightweight, should be deleted from Appendices I and II to A.F.O. 1798/42.

(A.F.O. 1798/42.)

(A.F.O. 5316/41 is cancelled.)

**\*3926.—Articles of Cash Clothing Carried in H.M. Ships—Reductions**

(V. 2004/42.—13.8.1942.)

Supply of the following articles from the Victualling Yards and Depôts will be discontinued as soon as present stocks are exhausted :—

Cases, suit, small.  
Gaiters, black, leather.  
Gloves, white, woollen.  
"Sets" of materials for suits.  
Thimbles.

2. The following articles are to be deleted from the list of Fleet issuing prices of clothing :—

Fearnought.  
Haversacks.  
Jackets, canvas.  
Pins, safety.

3. Attention is drawn to A.F.O. 3975/41 regarding the careful review of all quantities of cash clothing on board H.M. ships and the return to a victualling yard of surplus stocks.

(C.in-C., H.F., No. 502/H.F., 844/105, 15.4.42.)

(A.F.O. 2227/41, 3975/41 and 3037/42.)

### 3927.—Rates of Customs Duty

(V.2271/42.—13.8.1942.)

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

Gross Quantities.		Small Quantities	
£	s. d.	£	s. d.
Chocolate ... ..	0 13 3 per cwt.	0 0 1½	per lb.
Coffee... ..	0 0 2 per lb.	0 0 2	per lb.
Golden syrup ... ..	0 15 9 per cwt.	0 0 1¾	per lb.
Jams and marmalade	0 0 1¾ per lb.	0 0 1¾	per lb.
Lime juice ... ..	1 0 11 per gallon.	1 0 11	per gallon
Pickles, sweetened ...	0 4 0 per cwt.	0 0 0½	per nom. 1 lb. bottle
Rum ... ..	6 19 4 per proof gallon	6 19 4	per proof gallon
Sugar ... ..	0 15 4½ per cwt.	0 0 1¾	per lb.
Tea ... ..	0 0 6 per lb.	0 0 6	per lb.
Tobacco, leaf or strip	1 9 6½ per lb.	1 9 6½	per lb.
Tobacco, manufactured	1 12 0 per lb.	1 12 0	per lb.

(A.F.Os. 3517/40 and 3439/42 are cancelled.)

### 3928.—Meat—List of Contracts for 1942-43, Schedule 1001

(C.P. 5/16282/42.—13.8.1942.)

The following addition should be made to the List of Meat Contracts for 1942-43 which was recently circulated:—

**BRIXHAM** Messrs. J. H. Dewhurst Ltd., City 1212  
14, West Smithfield, Therewith London.  
London, E.C. 1.

Agent—

Messrs. Eastmans Ltd.,  
41, Fore Street,  
Brixham.

Brixham 134.

### 3929.—Contractors' Vegetable Bags—Shortage of

(V. 3172/42.—13.8.1942.)

Further to A.F.O. 2567/42, paragraph 3, in order that continuity of supplies of vegetables may not be endangered, contractors must receive replacements for all bags supplied by them.

2. H.M. ships and establishments are in future to return an equivalent number of empty potato or vegetable bags on each occasion that supplies of such vegetables in bags are drawn.

3. Sufficient empty bags should normally be on hand from the previous drawing. When necessary, however, as in the case of vessels newly commissioned, an initial small supply may be demanded from the nearest victualling yard or depot.

4. To ensure that, when the conditions of contract allow a credit for returned bags, such credit is correctly given to the Director of Navy Accounts by contractors, all Forms S.92 for vegetable supplies (A.F.O. 2303/42, paragraph 3) should bear a notation in red showing the number of empty bags returned during the period covered. Bags returned to contractors by victualling yards and depots should be placed on account of issue.

5. Administrative authorities concerned should issue the necessary local instructions to ensure that this order is fully complied with.

(A.F.Os. 2303/42 and 2567/42.)

### 3930.—Milk Churns—Care and Return

(V./C.P. 63862/42.—13.8.1942.)

Milk churns should not be retained for any unreasonable period, and while they are in the possession of ships or shore establishments care is to be taken to see that they are not damaged or defaced. Wilful damage or defacement and unreasonably long detention of churns is an offence under the Defence Regulations (Statutory Rules and Orders, 1941, No. 381).

2. In order to reduce wastage of liquid milk through souring, ships and establishments obtaining supplies under the terms of A.F.O. 3506/42, Section Q, are to ensure that all milk churns are washed out immediately they are emptied and are returned to the suppliers in a thoroughly clean condition.

(A.F.O. 3506/42.)

(A.F.O. 1543/41 is cancelled.)

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

### 3931.—Amendments to Books

(E.F.O.—13.8.1942.)

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 are, however, to be demanded by the establishments concerned direct from the R.N. Store Depot, Elveden Road, Park Royal, N.W.10.

Distributing Authorities abroad have already been advised and requested to report such requirements by telegram. Amendments required for personal copies of the main books should be demanded from Park Royal when the officer is serving at home, or from the Distributing Authority if abroad.

A.F.O. P.349/42.—Form A.P. (N). 1—Amendment No. 1.

P.350/42.—B.R. 14 (1938)—Drafting Regulations—Amendment No. 9.

P.351/42.—B.R. 242 (41)—Notes on the Hotchkiss Machine Gun .303 in., Marks I and I\*—Amendment No. 3.

P.352/42.—B.R. 623—Paravane Protection against Moored Mines—Amendment No. 1.

P.353/42.—O.U. 5485—Handbook of Depth Charges and Equipment—Amendment No. 19.

P.354/42.—O.U. 5504—Regulations for Maintenance of 21-in., Marks IX, IX\*\* and IX\*\* N.A.B. Torpedoes—Amendment No. 41.

P.355/42.—O.U. 6118 (1)—War Vessels Silhouette Identification Book—British Empire—Amendment No. 7.

P.356/42.—O.U. 6259—Regulations for Maintenance of 18-in., Mark VIII\* F.A.A., M.T.B.T. and M.T.B. and VIII\* S Torpedoes—Amendment No. 37.

P.357/42.—O.U. 6299 (38)—Protection of Merchant Ships against Moored Mines—Amendment No. 7.

P.358/42.—O.U. 6377—Description, Adjustment and Maintenance of 21-in. U.S.A. Torpedoes—Amendment No. 23.

(A.F.O. 3819/42.)

**3932.—A.M.S.Is.**

(E.F.O.—13.8.1942.)

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

(A.F.O. 3820/42.)

**3933.—Eastern Examination Service, Isle of Wight—Change of Address**

(M/E.F.O. 2111/42.—13.8.1942.)

In order to avoid confusion through the similarity between the addresses of the Extended Defence Officer (W), Pier Hotel, Yarmouth, Isle of Wight, and the Eastern Examination Service, Pier Hotel, Seaview, Isle of Wight, the following address will be used for the latter in future :—

Eastern Examination Service, R.N. Establishment, Seaview, I.O.W.

**3934.—R.N. Auxiliary Hospital, Durdham Down, Bristol—Address for Correspondence, etc.**

(M.D.G. 33714/42.—13.8.1942.)

A new R.N. Auxiliary Hospital for Officers will be opened on 1st September at Bristol. All correspondence should be addressed as follows :—

The Medical Officer-in-Charge,  
R.N. Auxiliary Hospital,  
Durdham Down,  
Bristol, 6.

Telegraphic Address :—Offnavos, Bristol.

Telephone No. :—Bristol 35957.

**3935.—Mails Lost Through Enemy Action**

(M. 09270/42.—13.8.1942.)

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

*Letter Mail posted in the United Kingdom between 18th and 27th June, 1942.*

Addressed to : Flag Officer Commanding, Australian Squadron.

Rear-Admiral, Australian Cruisers.

Navy House, Melbourne.

Naval Establishment, Sydney.

Naval Officers-in-Charge, Fremantle, Brisbane, Hobart,  
Newcastle, Port Darwin, Port Adelaide, Auckland,  
Wellington.

H.M. ships serving in Australian and New Zealand waters.

*Parcel Mail posted between 16th and 27th June, 1942*

Addressed to : Naval Officer-in-Charge, Wellington.

H.M. ships serving in New Zealand waters.

**3936.—Libraries, Officers' Reference—Annual Publications**

(V. 3309/42.—13.8.1942.)

Copies of the undermentioned annual publications are being supplied from H.M. Naval Victualling Depot, Leicester, to ships entitled to an Officers' Reference Library, 1st, 2nd, or 3rd class :—

"Jane's Fighting Ships" ... ..	1941 edition.
"Jane's All the World's Aircraft" ... ..	1941 edition.
"Whitaker's Almanack" ... ..	1942 edition.
"Brassey's Naval Annual" ... ..	1942 edition.

2. Ships with a reduced reference library (4th class) will also be supplied with the first three mentioned publications, but not with the current edition of "Brassey's Naval Annual" (*vide* paragraph 6 below).

3. On receipt of the new editions, ships concerned should return to the nearest victualling yard or depot, and superseded editions on board, viz.,

"Jane's Fighting Ships" ... ..	1940 edition.
"Jane's All the World's Aircraft" ... ..	1940 edition.
"Whitaker's Almanack" ... ..	1941 edition.
"Brassey's Naval Annual" ... ..	1941 edition.

4. Destroyers and other vessels allowed a small officers' reference library, which does not include current editions of annual publications, should demand from the Local Victualling Store Officer, the editions mentioned in paragraph 3 and, on receipt of these books, should return to the nearest victualling yard or depot any earlier editions on board.

5. Ships with 4th class officers' libraries should similarly demand from the local Victualling Store Officer, a 1941 edition of "Brassey's Naval Annual" and on receipt should return to the nearest victualling yard any earlier edition on board.

6. *Victualling Yards and Depots*—Superseded editions of annual publications received from H.M. ships under paragraph 3 of this order should be re-issued, so far as copies are available, to destroyers and other vessels with a small or reduced officers' reference library in compliance with demands received under paragraphs 4 and 5. Any surplus copies of the books should be returned to the Victualling Store Officer, H.M. Naval Victualling Depot, Leicester and any demands which cannot be complied with should be forwarded to the Admiralty, (Director of Victualling) for supply from another source if available. Before forwarding any such demands, the Victualling Store Officers at Yards abroad should ensure that superseded editions have been received from all ships on the stations entitled to new editions or that an explanation has been furnished for the non-return of the books.

**3937.—Air Publications—Distribution During June, 1942**

(N.S. Air 18/42.—13.8.1942.)

The undermentioned Air Publications, Leaflets, etc., were distributed during June, 1942.

2. Any Service receiving more copies of any amendment list or leaflets than it needs should return such surplus copies to the Superintending Naval Store Officer, 191A, Askew Road, Shepherds Bush, W.12, with a statement of the actual number of copies required.

3. Services which have not received copies of amendment lists or leaflets referred to in this Order, and which hold copies of the parent publication, should demand the appropriate number of copies from the Superintending Naval Store Officer, Shepherds Bush.

*Air Publications.**Description*

1404A.—Vol. II, Part 1—Hart with an Appendix on Hart Special—Index 1941.  
1404C.—Vol. II, Part 1—Hart (T) Aircraft—Index 1941.  
1416F.—Vol. II, Part 1—Kestrel X Engine—Index 1941.  
1416G.—Vol. II, Part 1—Kestrel XXX Engine—Index 1941.  
1429.—Vol. II, Part 1—Audax Aircraft—Index 1941.  
1439A.—Vol. II, Part 1—Vildebeest II Aircraft—Index 1941.  
1449B.—Vol. II, Part 1—Tiger Moth II Aircraft—Leaflets Nos. B.3, J.8A/L.1, K.5, Index 1941.  
1451B.—Vol. II, Part 1—Pegasus II Engine—Leaflet No. L.3.  
1451C.—Vol. II, Part 1—Pegasus II M.2 and II M.3 Engines—Leaflet No. Z.45, Index 1941.  
1451D.—Vol. II, Part 1—Pegasus III and VI and XXX Engines—Leaflets Nos. E.6, Z.35, Index 1941.  
1451E.—Vol. II, Part 1—Pegasus X Engine—Leaflets Nos. C.17, Z.34, Z.35.  
1451F.—Vol. II, Part 1—Pegasus XX Engine—Leaflets Nos. D.14, Z.29, Index 1941.  
1451G.—Vol. II, Part 1—Pegasus XXII Engine—Leaflets Nos. Z.27, Z.28.  
1451H.—Vol. II, Part 1—Pegasus XXVIII Engine—Leaflet No. Z.20.  
1451H.—Vol. II, Part 2—Pegasus XXVIII Engine—Amendment List No. 3.  
1491A.—Vol. II, Part 1—Mercury VI Engine—Leaflets Nos. B.7, Z.46, Index 1941.  
1491B.—Vol. II, Part 2—Mercury VIII and IX Engine—Amendment List No. 4.

## Air Publication No.

## Description

- 1491C.—Vol. II, Part 1, Mercury XII Engine—Leaflets Nos. B.5, Z.22.  
 1491D.—Vol. II, Part 1—Mercury XV and XX Engines—Leaflet No. C.10.  
 1491D.—Vol. II, Part 2—Mercury XV and XX Engines—Amendment List No. 2.  
 1500.—Vol. II, Part 1—Gipsy Major—Leaflets Nos. C.4A/L1, D.4A/L2, Z.22.  
 1501B.—Vol. II, Part 1—Shark II Aircraft—Leaflet No. Q.4.  
 1511D.—Vol. II, Part 1—Tiger VIII—Leaflet No. Z.13.  
 1515A.—Vol. II, Part 1—Walrus Aircraft—Leaflets Nos. P.9, Z.34, A/L3.  
 1515A.—Vol. II, Part 2—Walrus I Aircraft—Amendment List No. 1.  
 1515B.—Vol. II, Part 1—Walrus II Aircraft—Leaflet No. Z.3.  
 1517.—Vol. II, Part 1—Swordfish Aircraft—Leaflets Nos. C.33, C.34.  
 1523A.—Vol. II, Part 1—Gladiator I Aircraft—Leaflets Nos. H.5, K.7, P.7, Q.6.  
 1523B.—Vol. II, Part 1—Gladiator II Aircraft—Leaflets Nos. H.2, K.2, P.3.  
 1525.—Vol. III, Part 1—Anson Aircraft—Amendment List No. 7.  
 1526A.—Vol. II, Part 1—Cheetah IX—Leaflet No. D.15.  
 1526B.—Vol. II, Part 1—Cheetah X—Leaflets Nos. D.19, G.4, L.5.  
 1526B.—Vol. II, Part 3—Cheetah X—Amendment List No. 4.  
 1530A.—Vol. II, Part 1—Blenheim I Aircraft—Leaflets Nos. N.5, A/L2, Q.21.  
 1530A.—Vol. II, Part 3—Blenheim I Aircraft—Amendment List No. 1.  
 1564A.—Pilots' Notes 2095/6—Pilots' Notes, General—Page 1, Revised 1942.  
 1564A.—Vol. II, Part 1—Hurricane I Aircraft—Leaflets Nos. J.22, A/L2, P.6, A/L1, P.24, Z.51.  
 1565E.—Vol. I—Spitfire V Aircraft—Amendment List No. 14 and slips for A/L.11, 12 and 13.  
 1565E.—Vol. II, Part 1—Spitfire V A.B.C. Aircraft—Leaflet No. Z.19.  
 1565E.—Vol. II, Part 2—Spitfire V, A.B.C. Aircraft—Special Dist. 15.  
 1570A.—Vol. II, Part 1—Skua I Aircraft—Leaflets Nos. M.14, M.14 A/L1, Q.3.  
 1571A.—Vol. I—Roc Aircraft—Amendment List No. 18.  
 1571A.—Vol. II, Part 1—Roc Aircraft—Leaflet No. Q.3.  
 1577A.—Vol. II, Part 1—Henley I Aircraft—Leaflet No. B.3, A/L1.  
 1582C.—Vol. II, Part 1—Lysander III, IIIA, IIIT, IIIA (TT)—Leaflets Nos. A2A/L.1, P.3.  
 1585A.—Vol. II, Part 1—Magister I Aircraft—Leaflet No. M.7.  
 1585A.—Vol. II, Part 3—Magister Aircraft—Amendment List No. 7.  
 1589B.—Vol. II, Part 1—Perseus X and XA Aircraft—Leaflets Nos. Z.17, Z.18.  
 1589C.—Vol. II, Part 1—Perseus XII Engine—Leaflets Nos. C.6, D.13, D.17, Z.8, Z.17, Z.22, Z.23.  
 1590A.—Vol. II, Part 1—Merlin I Engine—Index 1941.  
 1590B.—Vol. II, Part 1—Merlin II, III, V, Engines—Leaflets Nos. A.3, I.3, M.1A/L.4, M2A/L.2, M4A/L1.  
 1590B.—Vol. II, Part 3—Merlin II, III, V, Engines—Amendment List No. 6.  
 1590B.—Vol. III, Part 1—Merlin II, III, V Engines—Amendment List No. 6.  
 1590C.—Vol. II, Part 1—Merlin IV Engine—Leaflets Nos. D.5, G.3.  
 1590D.—Vol. I—Merlin VIII and XXX Engines—Amendment List No. 3.  
 1590D.—Vol. II, Part 1—Merlin VIII and XXX Engines—Leaflets Nos. A.3, C.4, C.5, D.3, J.1, M1A/L.2, M4A/L.3, Index 1941.  
 1590E.—Vol. I—Merlin X Engine—Amendment List No. 4.  
 1590E.—Vol. II, Part 1—Merlin X Engine—Leaflets Nos. C.5, C.6, D.6, M1A/L.4 Z.4, Index 1941.  
 1590G.—Vol. II, Part 1—Merlin XX Engine—Leaflets Nos. A.2, G.3, M1A/L.4, Index 1941.  
 1590J.—Vol. II, Part 1—Merlin 45 Engine—Leaflet No. A.2, Index 1941.  
 1593A.—Vol. III, Part 1—Gipsy Queen I Engine—Amendment List No. 9.  
 1593C.—Vol. II, Part 1—Gipsy Queen III Engine—Leaflets Nos. B.1, Z.5.  
 1593C.—Vol. III, Part 1—Gipsy Queen III Engine—Amendment List No. 2.  
 1596A.—Vol. I—Oxford I and II Aircraft—Amendment List No. 5.  
 1596A.—Vol. II, Part 1—Oxford I and II Aircraft—Leaflets Nos. D.6, Q.4, Q.6, Q.6A/L.1, Q.6A/L.2, Q.7, Q.7A.L.1, Q.8, Z.27A/L.1, Z.28.  
 1665A.—Vol. II, Part 1—Albacore I Aircraft—Leaflets Nos. C.16, M.11, Z.26.  
 1669A.—Vol. II, Part 1—Master I Aircraft—Leaflets Nos. B.12 A/L1, C.4, D.8, H.9, M.14, N.1, P.7, Z.25 A/L1, Z.33, Z.34—Index 1941.  
 1669A.—Vol. I—Master I Aircraft—Amendment List No. 34.  
 1669A.—Vol. III, Part 1—Master I Aircraft—Amendment List No. 6.

## Air Publication No.

## Description

- 1707A.—Vol. II—Part 1—Taurus II Engine—Leaflets Nos. C.3, Z.17—Index 1941.  
 1707A.—Vol. II, Part 2—Taurus II Engine—Initial Distribution.  
 1707A.—Vol. III, Part 1—Taurus II Engine—Amendment List No. 5.  
 1708A.—Vol. II, Part 1—Proctor I and II Aircraft—Leaflets Nos. M.4, Z4A/L.1, Z8A/L.1—Index 1941.  
 1708A.—Vol. II, Part 3—Proctor I and II Aircraft—Amendment List No. 1.  
 1717A.—Vol. III, Part 1—Cyclone Engine—Amendment List No. 6.  
 1760A.—Vol. I—Fulmar I and II Aircraft—Amendment Lists Nos. 22, 23 and slips for marker cards.  
 1763A.—Vol. II, Part 1—Dominie Aircraft—Leaflet No. M.4—Index 1941.  
 1763A.—Vol. III, Part 1—Dominie I Aircraft—Amendment List No. 3.  
 1847B.—Vol. III, Part 1—Twin Wasp C.4—Amendment List No. 1—Special Distribution.  
 2018A.—Vol. II, Part 2—Barracuda Aircraft—Initial Distribution, Naval, Jan. 1942.  
 2031A.—Vol. I—Martlet I Aircraft—Amendment List No. 1.  
 2031B.—Pilots Notes—Martlet II Aircraft—Initial Distribution.  
 2031B.—Vol. II, Part 1—Martlet II Aircraft—Leaflets Nos. B.5, J.3, P1A/L.1, P.2, Z.9, Z.13.  
 2031B.—Vol. III, Part 1—Martlet II Aircraft—Initial Distribution.  
 2035A.—Vol. II, Part 1—Chesapeake I Aircraft—Leaflet No. Z.5.  

*General Publications*

 113.—Vol. I—List of Forms, Publications, and Diagrams, together with instructions regarding the supply of Printed Matter and Stationery—Amendment List, No. 2.  
 958.—Vol. I—King's Regulations and Air Council Instructions for R.A.F.—Amendment Lists Nos. 110, 111.  
 1086.—Vol. I, Part 3A—Wireless, Telephone and Telegraph Stores—Amendment Lists Nos. 5, 6, 7.  
 1086.—Vol. I, Part 4—Instruments, Cameras, Parachutes, Gaseous Apparatus, etc.—Amendment List No. 2.  
 1086.—Vol. I, Part 12—A.G.S. and General Hardware—Amendment List No. 2.  
 1086C.—Vol. I, Part 3—Electrical Stores—Special Initial Distribution.  
 1095.—Vol. I—Electrical Equipment Manual—Amendment Lists Nos. 61, 62, 63, 65, 66, 67.  
 1095.—Vol. II, Part 1—Electrical Equipment Manual—Leaflets Nos. A.26, D.7, E.9, E.10, F.15, G.43 A/L.1, G.50, J.27, L.34, L.35, M.24, P.1.  
 1095.—Vol. II, Part 3—Electrical Equipment Manual—Amendment Lists Nos. 11, 12.  
 1176.—Vol. I—R.A.F. Manual of Army Co-operation—Amendment List No. 6.  
 1181.—Vol. II, Part 1—Starting Systems for Aero-Engines—Leaflets Nos. C.4—Index 1941.  
 1181.—Vol. II, Part 3—Starting Systems for Aero-Engines—Amendment Lists 10, 11.  
 1182.—Vol. II, Part 1—Safety Equipment Manual—Index 1941.  
 1186.—Vol. I—R.A.F. Signal Manual, Part IV, Instruments—Amendment Lists Nos. 42, 43, 44.  
 1186.—Vol. I, Section 1 (Chapter 5)—R.A.F. Signal Manual, Part IV, Instruments—Special Initial Distribution.  
 1186.—Vol. I, Section 3, Chapter 2—R.A.F. Signal Manual, Part IV, Instruments—Special Initial Distribution.  
 1186.—Vol. II, Part 1—R.A.F. Signal Manual, Part IV, Instruments—Leaflets Nos. A.162, E.65A/L.1, A.162, E.81—Index 1941.  
 1186A.—Vol. II, Part 1—R.A.F. Signal Manual, Part IV (V.H.F. Instruments) Special Distribution—Index 1941.  
 1234.—Vol. I—Bomb, H.E. Aircraft, 250 or 500 lb., G.P.Mark IV.—Amendment List No. 1, 1941 Edition.  
 1242.—Vol. II, Part 1—R.A.F. Armament Training Manual, Part 1 (Machine Guns, Small Arms, etc.)—Index 1941.  
 1275.—Vol. I—Instrument Manual—Amendment Lists Nos. 53, 54, 55.  
 1275.—Vol. II, Part 1—Instrument Manual—A/List 53, 54, 55.  
 1275.—Vol. II, Part 1—Instrument Manual—Leaflets Nos. A.4A/L.2, C.21, O.4A/L.1, Index 1941.  
 1275.—Vol. II, Part 3—Instrument Manual—Amendment List No. 2.

- | <i>Air Publication No.</i>  | <i>Description</i> |
|---|--------------------|
| 1275.—Vol. III, Part 1—Instrument Manual—Amendment List No. 3.  |                    |
| 1275A.—Vol. II, Part 3—Test Requirements for American Instruments After Repair—A/List No. 4, which amends A.P.1275A to read A.P.2312.                     |                    |
| 1355.—Vol. II, Part 1—Photographic Equipment Manual—Leaflets Nos. A.58 A/L.1, A.59 A/L.1.   |                    |
| 1355.—Vol. III, Part 1—Photographic Equipment Manual—Amendment Lists Nos. 5, 6, Special Distribution.   |                    |
| 1355.—Vol. III, Part 1—Photographic Equipment Manual—Amendment Lists Nos. 5, 6, Special Distribution.   |                    |
| 1374.—Vol. I—Aero Engine Magnetos—Amendment List No. 31.  |                    |
| 1464.—Vol. II, Part 1—Engineering Manual for the R.A.F.—Leaflets Nos. C.44, D.184, G.122.   |                    |
| 1464A.—Vol. I—Engineering Manual for R.A.F. General Principles, Workshop Layout, and Practices—Amendment List No. 7.                                      |                    |
| 1464B.—Vol. I—Engineering Manual for the R.A.F. General Aerodrome, Aircraft, and Workshop Equipment—Amendment List No. 36.                                |                    |
| 1464B.—Vol. III, Part 8—Engineering Manual for the R.A.F. General Aerodrome, Aircraft, and Workshop Equipment—Amendment List No. 3, Special Distribution. |                    |
| 1469A.—Vol. II, Part 1—Aeroplane Automatic Controls, Mark IV—Index 1941.  |                    |
| 1480B.—Vol. I—Silhouettes of German Aircraft—Amendment Lists Nos. 1-24, 25.   |                    |
| 1480C.—Vol. I—Silhouettes of Italian Aircraft—Amendment Lists Nos. 1-19, 20.  |                    |
| 1480D.—Vol. I—Silhouettes of French Aircraft—Amendment Lists Nos. 1-5.  |                    |
| 1480E.—Vol. I—Silhouettes of Russian Aircraft—Amendment Lists Nos. 1-5.   |                    |
| 1480F.—Vol. I—Silhouettes of Japanese Aircraft—Amendment Lists Nos. 1-10, 11.   |                    |
| 1507A.—Vol. II, Part 1—A.B.C. Auxiliary Power Unit, Type II (Air Cooled)—Index 1941.  |                    |
| 1512.—Vol. II, Part 1—"Queen Bee" Rigging and Maintenance Notes—Amendment List No. B.1.   |                    |
| 1519.—Vol. II, Part 1—Air Pump Units—Leaflets Nos. G.1, H.1, Index 1941.  |                    |
| 1538.—Vol. I—Adjustable and Variable Pitch Airscrews—A/List No. 26.   |                    |
| 1538.—Vol. II, Part 1—Adjustable and Variable Pitch Airscrews—Leaflets Nos. B.65, B.67, B.68, B.74.   |                    |
| 1538.—Vol. III, Part 1A—Adjustable and Variable Pitch Airscrews—A/Lists Nos. 21, 22.  |                    |
| 1538A.—Vol. II, Part 1—American Airscrews—Index 1941.   |                    |
| 1538D.—Vol. I—De Havilland Hydromatic Variable Pitch Airscrews—Amendment List No. 3 and slips for A/L.2.  |                    |
| 1641B.—Vol. II, Part 3—Vickers, 0.305-mm., G.O., Mark I, Guns—Amendment List Nos. 8-9.  |                    |
| 1641C.—Vol. II, Part 1—Browning Guns, Mark II—A/List No. M.3.   |                    |
| 1641C.—Vol. II, Part 3—Browning 0.303-m. Aircraft Mark II Guns—A/List No. 9.  |                    |
| 1641C.—Vol. II, Part 3—Browning Guns, Mark II—Amendment List No. 8.   |                    |
| 1641E.—Vol. I—Firing and Control Mechanisms—A/List No. 12.  |                    |
| 1641E.—Vol. I—Aircraft Machine Guns, Firing Control Mechanisms—Amendment List No. 13.   |                    |
| 1641E.—Vol. II, Part 1—Firing Control Mechanisms—Index 1940.  |                    |
| 1641F.—Vol. II, Part 1—Hispano 20 mm. Guns, Marks I and II—Leaflet No. G1.  |                    |
| 1641F.—Vol. II, Part 3—Hispano 20 mm. Guns, Marks I and II—A/List No. 22.   |                    |
| 1641H.—Vol. II, Part 1—Signalling Dischargers and Signal Pistols—Initial Distribution with B.2, B.3, B.3A/L1, Index 1940.                                 |                    |
| 1655.—Vol. II, Part 2—Fordson Industrial Tractor—Special Distribution A/L4.   |                    |
| 1657.—Vol. II, Part 1—B.S.A. 500 c.c. Motor Cycle—Leaflet No. L1.   |                    |
| 1657.—Vol. II, Part 2—B.S.A. Motor Cycle—Special Distribution A/L1.   |                    |
| 1658.—Vol. III, Part 1—Karrier Bantam Chassis—A/List, Special Distribution 10.  |                    |
| 1659A.—Vol. I—Fraser Nash Gun Turrets—A/Lists Nos. 17, 18, 19, 20.  |                    |
| 1659C.—Vol. II, Part 3—Boulton and Paul Gun Turrets—A/List No. 9.   |                    |
| 1659F.—Vol. II, Part 3—Gun Mountings—Amendment List No. 2.  |                    |

- | <i>Air Publication No.</i>  | <i>Description</i> |
|---|--------------------|
| 1661.—Vol. II, Part 1—Explosives, Bombs, Bomb Components, Ammunition for Guns, Machine Guns, and Small Arms, Pyrotechnics, Miscellaneous Cartridges and Demolition Explosives and associated Stores—Leaflets Nos. C.5, C.6. |                    |
| 1661B.—Vol. I—Bombs—Amendment Lists Nos. 2, 3, 4, 5.  |                    |
| 1661G.—Vol. I—Demolition Explosives and Associated Stores—Amendment Lists Nos. 2, 3, 4.   |                    |
| 1664.—Vol. I—Bomb Carriers—Amendment Lists Nos. 20, 21, 22.   |                    |
| 1664C.—Vol. I—Bomb Winches—Amendment List No. 3.  |                    |
| 1668B.—Vol. I—Instructional Equipment for Armament Turretry—Amendment List No. 7.   |                    |
| 1670.—Vol. II, Part 1—Technical Vehicles—Leaflets Nos. L.3, M.1.  |                    |
| 1730A.—Vol. I—Bomb Sights—Amendment List No. 12.  |                    |
| 1738.—Vol. II, Part 1—Napier Sea Lion—Overhaul Manual—Leaflets Nos. D1, J2.   |                    |
| 1766M.—Vol. I—Airborne Radio Installation, Type 5036—Initial Distribution.  |                    |
| 1766R.—Vol. I—Airborne Radio Installation, Types 5002 and 5008—Initial Distribution.  |                    |
| 1787.—Vol. I—Scales of Equipment for Schools of Technical Training and Ground Armament Schools—A/List No. 3, Special Distribution.  |                    |
| 1803.—Vol. I—Aeroplane Hydraulic Equipment—A/List No. 3.  |                    |
| 1897.—Vol. 1, 2nd Edition—War Equipment Schedule for a Spitfire V (Fighter Squadron)—A/List No. 1, Special Distribution.  |                    |
| 2034C.—Vol. II, Part 3—Maintenance Equipment for Armament Turretry—A/List No. 7.  |                    |
| 2058A.—Vol. I—Provisional Ammunition Memoranda—Amendment List No. 4, which is revised leaflet to A.3, pages N1/2, 2/3, 3/4, 5/6, 7.   |                    |
| 2059.—Vol. II, Part 1—Aircraft Communication Receiver—Leaflet No. 1, Initial Distribution, Model A.V.R. 20.   |                    |
| 2111A.—Vol. I—Aircraft Depth Charges and Equipment—A/Lists Nos.13-14.   |                    |
| 2111A.—Vol. II, Part 1—Aircraft Depth Charges and Equipment, Special Initial Distribution, comprised of Leaflets 1 and 2.   |                    |
| 2152A.—Vol I—Stromberg Carburettors and Mixture Controls. Initial Distribution.   |                    |
| 2267A.—Vol. I—Fairchild Accessories, Overhaul and Parts Manual, Special Distribution with Gummed Labels and Caution Slips.  |                    |
| 2283A.—Vol. I—Radio Compasses U.S. Air Corps, Technical Orders—Initial Distribution.  |                    |
| 2310A.—Vol. I—Photographic Printers—Special Initial Distribution.   |                    |
| 2321A.—Vol. I—Photographic Developing, Washing, and Drying Equipment—Initial Distribution.  |                    |
| <i>Appendices "A"</i>   |                    |
| 853.—Seafox Aircraft—Amendment List No. 18.   |                    |
| 931.—Skua Aircraft—Amendment List No. 50.   |                    |
| 933.—Oxford II Aircraft—Amendment Lists, Nos. 59-63, Special Distribution.  |                    |
| 971.—Proctor Aircraft—Amendment Lists Nos. 24, 25, 26.  |                    |
| 1044.—Walrus Aircraft—Amendment List No. 62.  |                    |
| 1111.—Albacore Aircraft—Amendment List No. 66.  |                    |
| 1143.—Blackburn N/41 Aircraft—Amendment Lists Nos. 14, 15, 16, 17, Special Distribution.  |                    |
| 1144.—Proctor II Aircraft—Amendment Lists Nos. 17, 18, 19, 20, 21, 22, 23, Special Distribution.  |                    |
| 1189.—Spitfire, Mark V.B.—Amendment Lists Nos. 48, 49, 50, 51, 52, 53, 54, 55, Special Distribution.  |                    |
| 1191.—Barracuda Aircraft—Amendment Lists Nos. 30, 31, 32, 33, 34 A.M. Services Only, Special Distribution.  |                    |
| 1209.—Sea Hurricane Aircraft—A/Lists Nos. 34, 35, 36, 37.   |                    |
| 1234.—Lysander (Target Tower)—A/List No. 5, Special Distribution.   |                    |
| 1253.—Martlet I Aircraft—A/Lists Nos. 6, 7.   |                    |
| 1258.—Chesapeake Aircraft—A/List No. 1.   |                    |
| 1292.—Albacore I Aircraft—Initial Distribution.   |                    |



*Air Diagrams*

- 2144.—Issue 1—Flash, Photographic Aircraft 4.5-in., M.1 and 2—Special Initial Distribution.
- 2147.—Sheet 1, Issue 1—Merlin 45 Aero Engine—Engine Installations, Special Initial Distribution.
- 2168.—Range Estimation—Special Initial Distribution.
- 2170.—Gravity Drop—Special Initial.
- 2176.—Use of G. Mark IV Tracer Ammunition—Special Initial List.
- 2182.—Sheet 1, Issue 1—Depth Charge, Aircraft, 250-lb., Mark VIII—Special Initial Distribution.
- 2183.—Sheet 1, Issue 1—Pistol and Depth Adjustor, Depth Charge, Mark X—Special Initial Distribution.
- W.S.S.849.—W.S.S. for Swordfish Ship-plane—Initial Distribution.

*Miscellaneous*

- Provisional Armament Publication No. 19—A/List 1.
- Tee Emm.—Vol. II, No. 3, June, 1942—Initial Distribution.
- U.S. Navy Standard, Alphabetical Index 1942.
- Revision Sheets and Memoranda—Special Distribution.
- U.S. Navy Standard, March, 1942 (which cancels Nov., 1941)—Special Initial Distribution.
- Air Force List, May, 1942.
- B.R.378E.—Establishment of Aircraft Stores for Use with Albacore Aircraft—Special Initial Distribution.

**3938.—Geographical Handbooks—Issue of**

(N.I.D. 2314/41.—13.8.1942.)

A series of handbooks, containing geographical and other information, is being produced, and will be issued on the following basis as and when available :—

Flag Officers	...	...	...	...	...	} One copy each.
Battleships	...	...	...	...	...	
Battlecruisers	...	...	...	...	...	
Cruisers	...	...	...	...	...	
Aircraft carriers (including auxiliaries)	...	...	...	...	...	
Destroyer and Submarine Depot Ships	...	...	...	...	...	
Flotilla Leaders	...	...	...	...	...	
Repair Ships	...	...	...	...	...	
Destroyers...	...	...	...	...	...	
Sloops	...	...	...	...	...	
Corvettes	...	...	...	...	...	
Patrol Boats	...	...	...	...	...	
River Gunboats	...	...	...	...	...	
Monitors	...	...	...	...	...	
Minelayers	...	...	...	...	...	
Submarines	...	...	...	...	...	
Armed Merchant Cruisers	...	...	...	...	...	
Surveying Vessels	...	...	...	...	...	
Minesweepers	...	...	...	...	...	
Naval Officers in Charge	...	...	...	...	...	
Staff Officers (Intelligence)	...	...	...	...	...	
Naval Attachés	...	...	...	...	...	
Port Libraries	...	...	...	...	...	
Training Ships	...	...	...	...	...	

2. Handbooks so far in production are as follows :—

B.R. Number	Area dealt with by Handbook	Stations on which allowed
B.R. 500	*Dodecanese	Mediterranean.
B.R. 501	*Norway (Vol. I)	Home.
B.R. 501A	Norway (Vol. II)	Home.
B.R. 502	*Spain and Portugal (Vol. I)...	Home, Mediterranean and North Atlantic.
B.R. 502A	Spain and Portugal (Vol. II)	
B.R. 502B	Spain and Portugal (Vol. III)	

B.R. Number	Area dealt with by Handbook	Stations on which allowed
B.R. 503	France (Vol. I)	Home, Mediterranean and North Atlantic.
B.R. 503A	France (Vol. II)	
B.R. 503B	France (Vol. III)	
B.R. 503C	France (Vol. IV)	
B.R. 504	Iceland	Home and Canadian Section of A. & W.I.
B.R. 505	Algeria (Vol. I)	Mediterranean and North Atlantic.
B.R. 505A	Algeria (Vol. II)	
B.R. 506	*Morocco (Vol. I)	
B.R. 506A	Morocco (Vol. II)	Mediterranean.
B.R. 507	*Turkey (Vol. I)	
B.R. 507A	Turkey (Vol. II)	
B.R. 508	Corsica	Mediterranean and North Atlantic.
B.R. 509	Denmark	Home.
B.R. 510	Indo-China	East Indies, China and Australian.
B.R. 511	Siam	East Indies, China and Australian.
B.R. 512	French West Africa	North and South Atlantic.
B.R. 513	Syria	Mediterranean.
B.R. 514	Palestine and Transjordan	Mediterranean.

\* Already issued.

**3939.—Victualling Columns of Ships' Ledgers**

(V. 1616/42.—13.8.1942.)

With a view to simplifying the work of completing the victualling columns of the ledger, it has been decided that the columns for "Number of days checked" shall be reduced to two, namely :—

- (i) Number of days for which provision allowance, leave allowance or victualling allowance (in red) is credited on ledger.
- (ii) Number of days lent or checked for other reasons and not entitled to allowances as at (i).

2. The ledger form will be amended on reprint. While existing forms are being used, the following columns only should be used for number of days checked :—

- (a) Column headed { " PA " / " VA " (in red) } —as at (i) above. " LA " should be added in manuscript to the heading.
- (b) Column headed " Lent " —as at (ii) above. Heading should be amended in manuscript to read " Lent, etc."

3. The arrangement under which periods checked to R.A.F. or to sick mess are distinguished by notation in red will be discontinued.

4. The total amounts of provision and leave allowance credited on each page of the ledger should be verified by comparison with the total number of days checked victualling.

(C.-in-C., Plymouth, No. 762/M. 324.—14.3.42.)

**3940.—Scales of Medicines, etc. for Service Afloat, 1942**

(M.D.G. 3227/42.—13.8.1942.)

The following amendments are to be made to copies of the first print :—  
Page 9.

Insert between "Creta Praep. and Ext. Cascara" "Euflavine 0.875 gr. ċ Sod. Chlor. Sol. Pell. 300 ... 200 ... 100 ... 500 ... 300".

Page 11.  
Insert after "Oleum Olivae" "or Oleum Arachis".

Page 12.  
After "Sodii Chlor" delete "gr. 30" and substitute "gr. 40".  
Insert between "Spirit Methylatus" and "Sulphanilamide Powder" "Sulpha-guanidine 0.5 gm. Tab. No. 500 ... 300 ... 300 ... 1000 ... 500".

Page 18.

After "Diagnostic Set, electric" add "with 2 batteries".

After "Splints Orde's" add "with 2 I.R. pads".

Page 21.

Insert between "Forceps Straight and Jars Glass" "Haemacytometer, Thoma ..... No. 1".

Page 25.

Delete "Forceps Dressing" and substitute "Forceps Dissecting, 5-in.".

Insert between "Eye Spud and Forceps Dissecting" "Finger Knife and Scalpel combined ..... No. 1".

After "Forceps Spencer Wells" add "5-in.".

Delete "Lancet" and substitute "Knives Syme's and Paget's combined".

After "Scissors 5-in." add "Vigo Pattern".

Delete "Threaded Needles, 1 set" and substitute "Minor Sutures ..... 1 carton".

Page 26.

After "Scissors 5-in." add "Vigo Pattern".

Delete "Forceps Dressing" and substitute "Forceps Dissecting, 5-in.".

Insert between "Forceps Dissecting and Forceps Splinter" "Forceps Sinus, 5-in. .... No. 1".

After "Forceps Spencer Wells" add "5-in.".

Delete "Threaded Needles, 1 set" and substitute "Minor Sutures ..... 1 carton".

For "Lancets" substitute "Knives".

Insert between "Eye Spud and Thermometers Clinical" "Finger Knife and Scalpel combined ..... No. 1".

Page 31.

After "Mirror" add "Handle, C.S., with Mag. 6 Top".

After "Probe, Dental" add "D/E".

Page 32.

After "Diagnostic Set electric" add "with 2 batteries".

Delete "Forceps Peritoneum ..... Prs. 1".

After "Forceps Mayo-Oschner" add "Artery".

After "Splints Orde's adjustable" add "with 2 I.R. pads".

Delete "Sterilizer Box ..... No. 1".

Page 33.

"Syringe Dental, needles for". Delete "6" and substitute "12".

"Syringe all glass, serum, needles for". Delete ".035-in. × 1½-in.".

Page 34.

After "Scissors Straight Aseptic" add "B.P. 5-in.".

Page 36.

After "Diagnostic Set, electric" add "with 2 batteries".

After "Splints Orde's adjustable" add "with 2 I.R. pads".

Delete "Sterilizer Box ..... No. 1".

"Syringe all glass, serum, needles for". Delete ".035-in. × 1½-in.".

Page 38.

"Intensifying Screen, 10 × 8". Delete "1 No." and substitute "2 No.".

Delete "Syphilis & Venereal Disease ... Marshall & French".

Add "Venereal Disease ... Burke".

Add "Anaesthetics Afloat ... Woolmer".

Page 41.

After "Eye Douche 2 pint E.I." add "complete".

Page 42.

After "Perimeter, Hand Recording" delete "in special wooden chest with lock and key".

After "Maddox Scale" add "Tangent with 2 lamps".

After "Bishop Harman's Diaphragm Test" add "with ivory chart".

After "Mercury Manometer" add "with I.R. tubing and ½-lb. Mercury".

Under "Special Stores for Aircraft Carriers" add—

"Stop Watch ... .. No. 1"

"Ishihara Book ... .. No. 1"

"Binocular Gauge ... .. No. 1"

"Medical Examination for Fitness for Flying,

A.P. 130. ... .. No. 1"

Page 43.

After "Electric Diagnostic Set" add "with 2 batteries".

### 3941.—Books—O.U. 6066A—Sight Manual, Volume II, 1940—Withdrawal of copies from certain ships

Battleships "King George V" and later—Aircraft Carriers except "Eagle"—Cruisers "Enterprise" and later—Destroyers "A" Class and later classes, and Naval Store Officers.

(G. 664/42.—13.8.1942.)

Stocks of O.U. 6066A are exhausted and copies are urgently required to meet other requirements.

2. All copies of this book held on board the above-mentioned ships are therefore to be returned immediately, in accordance with A.F.O. 710/42, to the nearest Naval Store Officer, for final return to the Superintending Naval Store Officer, R.N. Store Depot, Edgware Road, Cricklewood, N.W.2.

(A.F.O. 710/42.)

### 3942.—B.R. 4, Part II—Naval Storekeeping Manual—Naval Aircraft Instructions—Introduction

(N.S. Air 913/42.—13.8.1942.)

Arrangements have been made for the publication of Naval Aircraft Instructions as Part II of B.R. 4—Naval Storekeeping Manual.

2. The instructions will consolidate the many Orders which have been promulgated from time to time concerning storekeeping, accounting, etc., of naval aircraft and naval aircraft equipment, and, in order that the information shall be available to all concerned at the earliest date possible, will be issued in chapters as completed.

3. The undermentioned chapters have been printed, and will be distributed by the Superintending Naval Store Officer, Park Royal, to ships and services in accordance with the scale shown in the Appendix hereto (without demand).

Chapter 1. Airframes.

3. Instructional Airframes and instructional aero engines.

4. Allowances of stores and equipment.

5. Initial equipment—supply.

6. Demands—periodical.

7. Accounting.

4. Owing to shortage of paper, copies of Part II will not be supplied to officers of the Accountant Branch or to Supply ratings personally, as was done with B.R.4.

5. The new Part II pages, which have been produced to the same size as the pages of B.R.4, and are similarly punched, should be incorporated into existing copies of B.R.4 where held. Where copies of B.R. 4 are not already held, demands are to be rendered to the Superintending Naval Store Officer, Park Royal, for covers for Part II. Only a limited number of these covers has been provided; it is essential, therefore, that demands shall be lodged in those instances only where B.R.4 covers are not already available.

## APPENDIX

All Flag Officers (except R.A.N.A.S.)	...	...	...	1
R.A.N.A.S.	...	...	...	3
All Catapult Ships	...	...	...	2
Catapult Ship Aircraft	...	...	...	1
Aircraft Carriers	...	...	...	6
Squadrons	...	...	...	1
"President V"	...	...	...	3
All R.N. Barracks (except Lee-on-Solent)	...	...	...	3
R.N. Barracks (Lee-on-Solent)	...	...	...	30
All Naval Aircraft Training Establishments	...	...	...	4
R.N. Air Stations, Class A...	...	...	...	6
B...	...	...	...	2
C...	...	...	...	2
H.M. Dockyards, Chatham, Portsmouth, Devonport	...	...	...	4
Other Yards...	...	...	...	3
Captain-in-Charge, Ceylon	...	...	...	2
D.N.S.O., Slough	...	...	...	2
S.N.S.O., Egypt	...	...	...	6
D.N.S.O., Fleetlands	...	...	...	2
R.N.A.R. Yards	...	...	...	2
R.N. Store Depots	...	...	...	6

## 3943.—Form O 6—Ammunition Labels—Addition

(A.S./Sta. 16064/42.—13.8.1942)

Serial No.	Description	Where used	Page in Form O.6 October, 1941, revision)	Sta. No.
N.316	... Ctgs. Impulse, for Holman Projector Mark III	Lid of box T.P. No. 377	3	16064/42

2. Demands should be made as necessary as in A.F.O. 708/42 (paragraph 3).

(A.F.O. 708/42.)

## 3944.—O.U. and B.R. Publications—Distribution during July, 1942

(N.S. 36/42.—13.8.1942.)

- B.R. 7A—Amendment Slip Security of Shipping—Censorship of Telegrams, Correspondence and Documents.
- B.R. 119 (6)—[Late O.U. 6329(6)]. Revised Page 6 and new page 6A, Silhouettes of Merchant Vessels (France, Portugal and Spain).
- B.R. 125—Supplement No. 17, Lloyd's Register of Shipping.
- B.R. 130—Railway Guide—Bradshaw—July issue.
- B.R. 233—Drill and Maintenance for 12-pdr., 12 cwt. gun on HA/LA Mark VIII\* and IX Mountings.
- B.R. 280—Handbook and Drill Book for 75 m.m. gun 1897 model on the 1916 Mountings.
- B.R. 296—Handbook for the 4-in. BL. Smoke Mortar Mark I (N), 1942.
- B.R. 362—Establishment of Naval Stores for Tugs attached to H.M. Dockyards.
- B.R. 369—Errata No. 2 Establishment of Naval Stores for Controlled Mining Base.
- B.R. 507—Handbook on Turkey.
- B.R. 616—Drill for the 5-in. U.S. 51 calibre Mark VIII guns on 5-in. U.S. Mark XV Mountings.
- B.R. 620—British Standard Photographic Exposure Tables.
- B.R. 753—Foreign Office List.
- B.R. 764—All the World's Aircraft.
- O.U. 5409—Errata No. 1 Rate Book for Naval Stores.
- O.U. 5420—Rate Book, Victualling and Royal Marine Stores.
- O.U. 5513 (6) 42—Navy List and Appendix.

O.U. 5513 (A) 42—List of Retired Officers.

O.U. 5542 (1)—Addendum No. 1, P.A.C. Pamphlet.

Revised Page 8 to R.T. 232, 4·7-in. Q.F. Mark VIII gun.  
Revised Page 9 to R.T. 254, 4·7-in. Q.F. Mark IX, IX\* and XII gun.

Revised Page 20 to R.T. 351A, 4·7-in. Q.F. Mark VIII gun.  
Revised Page 21 to R.T. 351B, 4·7-in. Q.F. Mark VIII gun.

O.U. 6090 (B) { Revised Page 9 to R.T. 392, 4·7-in. Q.F. Mark IX, IX\* IX\*\* and XII gun.

Revised Page 13 to R.T. 405, 4·7-in. Q.F. Mark IX, IX\*, IX\*\* and XII gun.

Revised Page 13 to R.T. 405A, 4·7-in. Q.F. Mark IX, IX\*, IX\*\* and XII gun.

O.U. 6090 (J)—R.Ts. 537, 538 and 539, 6-in. B.L. Mark XII and XII B. gun.

O.U. 6090 (K) { R.T. 240, 4-in. Q.F. Mark XIX gun.

R.T. 540, 4-in. Q.F. Mark XIX gun.

R.T. 543, 4-in. B.L. Mark VII Field gun.

O.U. 6090 (Q) (1)—Pages 24 and 25, Ordnance Pamphlet No. 551.

O.U. 6090 (T)—R.Ts. 541 and 542, 0·5-in. Browning Machine Gun.

O.U. 6090 (Y) { Revised Page 17 to R.T. 415, 14-in. B.L. Mark VII gun.

Revised Page 12 to R.T. 419, 14-in. B.L. Mark VII gun.

O.U. 6353 { Feb./April Supplement and Amendment 1-6, British and Foreign  
O.U. 6353A { Merchant Ships lost and damaged by enemy action (Special Distribution).

O.U. 6379—Handbook for W/T Set Type 75D.

## Corrections to O.U. and B.R. Publications.

A.F.O. "P" 279 to "P" 283 inclusive—see A.F.O. 3041.

A.F.O. "P" 284 to "P" 286 and "P" 288 inclusive—see A.F.O. 3167.

A.F.O. "P" 289 to "P" 296 inclusive—see A.F.O. 3299.

A.F.O. "P" 297 to "P" 305 inclusive—see A.F.O. 3443.

A.F.O. "P" 306 to "P" 309 inclusive—see A.F.O. 3566.

## Corrections to Signal Publications O.U. and B.R. Series.

C.A.F.O. "S.C." 28—Correction No. 18 to O.U. 5516/41.

C.A.F.O. "S.C." 29—Correction No. 19 to O.U. 5366/35.

C.A.F.O. "S.C." 30—Correction No. 16 to O.U. 5339/41.

C.A.F.O. "S.C." 31—Correction No. 7 to O.U. 5339A (3).

C.A.F.O. "S.C." 32—Correction No. 19 to O.U. 5516/41.

## Miscellaneous.

A.P. 1480B—Amendment No. 25, Silhouettes of Aircraft—German.

A.P. 1480F—Amendment No. 11, Silhouettes of Aircraft—Japanese.

Leaflet No. 4 and 5, Railway Instructions.

Army Orders No. 65-85.

Special Army Orders No. 86-89 and 91.

Aircraft Recognition Photographs.

British Survey Vol. III No. 24.

(A.F.O. 3309/42.)

## Section 6.—SHORE ESTABLISHMENTS

## \*3945.—Awards for Gallantry in Civil Defence—Extract from the "London Gazette" Supplement of 31st July, 1942

(H. &amp; A. 298/42.—13.8.1942.)

The King has been graciously pleased to give orders for the following awards of the British Empire Medal:—

Camil John Louis de Maria, Wireless Operator, Civil Shore Wireless Service, Malta.  
Arthur Pennock, Chargehand, Civil Shore Wireless Service, Malta.

Joseph Panzavecchia, Special Coast Watcher, Malta.

For untiring devotion to duty in conditions of exceptional danger.

## 3946.—Honours and Awards for Gallantry

(H. &amp; A.—13.8.1942.)

A.F.O. 1077/42 is to be amended as follows:—

-Paragraph 4. *Cancel and substitute—*

“4. The above instructions apply to all recommendations for the recognition of Civilians whether for Services in Civil Defence or for any other *acts of gallantry.*”

2. The above-mentioned Order applies to recommendations for the recognition of civilians for gallantry only. Recommendations for the recognition of civilians for meritorious service should not be submitted to the Secretary of the Admiralty (H. & A.) for immediate Award; nor should they be included in the lists submitted by Commander-in-Chiefs, etc., for Naval Awards in the New Year and King's Birthday Honours Lists.

3. The Honours and Awards which may be given to Civilians for gallantry are the George Cross, Albert Medal, George Medal, appointment to the appropriate class of the Order of the British Empire and the British Empire Medal.

4. These Rewards carry with them the right to use their initials after the surname.

5. It is customary in time of war for the ribbons of Orders and Medals to be worn immediately on the publication of the Appointment or Award in the “London Gazette”.

6. In A.F.O. 3340/42, the section under the heading “Civilians” is hereby cancelled.

(A.F.Os. 1077/42 and 3340/42.)

## 3947.—The Essential Work (General Provisions) Orders 1942—Scheduling of Admiralty Establishments

(L. 9186/42.—13.8.1942.)

It has been decided not to make *general* application to the Ministry of Labour and National Service at present for the inclusion in the Schedule of Undertakings mentioned in Article 2 (1) of the Statutory Rule and Order No. 371 of 1942 (see Appendix I) of Admiralty industrial establishments other than those already scheduled as listed in Appendix III.

2. This decision does not, however, preclude the scheduling of particular establishments where it may be decided that special advantages would be gained from scheduling. In such cases, application should be made in the first instance to the Secretary of the Admiralty (Labour Branch), through the appropriate Department, with a statement of the circumstances which are considered to render scheduling desirable.

3. When any particular establishment is scheduled, the Officer-in-Charge will receive from the Ministry of Labour and National Service a form of certificate, and should immediately forward a copy thereof to the Secretary of the Admiralty (Labour Branch). Officers-in-Charge of establishments who may have received such certificates before the issue of this Order should forward copies of these at once, if they have not already done so in response to Admiralty letter L. 6529/42 dated 27.5.42.

4. With reference to Article 8 of Statutory Rule and Order No. 371 (1942), where a Government Establishment is scheduled under the Essential Work Orders, the position is, briefly, that,

- (i) Except for discharge on grounds of serious misconduct, a worker can only be dismissed or transferred to another establishment (except for transfers lasting not more than 14 days in an emergency), or leave his employment, with the permission of the National Service Officer, and, in cases of discharge or leaving, with at least 7 days' notice;
- (ii) Workers discharged for serious misconduct may appeal to a Local Appeal Board (either the normal Board or a Special Board constituted and recognised in accordance with the terms of the Orders);
- (iii) A guaranteed minimum wage will be payable in accordance with the provisions of Article 4 (1) (d);
- (iv) Workers may not be suspended for longer than 3 days without pay for any one offence, and may appeal to a Local Appeal Board against such suspension.

It will, therefore, be necessary for Officers-in-Charge to make and maintain the closest liaison with the appropriate National Service Officer (normally the Manager of the Local Employment Exchange, who will in any case be able to advise Officers-in-Charge on this and other questions arising out of the Orders). Any difficulty experienced in dispensing with the services of undesirable and inefficient employees or in effecting immediate transfer of workpeople to other establishments, as necessary, should be reported to the Admiralty immediately.

5. In establishments where Yard, etc., Committees of the Admiralty Industrial Council are already in existence, it may be preferable for a Sub-Committee of the Yard Committee—as indicated in Article 8 of the Order—to be set up in place of the Local Appeal Boards described in Article 5. Provisional proposals for this purpose may be made locally in consultation with the National Service Officer and in agreement with the Trade Union Side of the Yard Committee, as soon as the certificate of scheduling has been received. Such proposals should be reported to the Admiralty (Labour Branch) for consideration.

6. Certain questions arising out of the provisions of the Orders are still under discussion with the Ministry of Labour and National Service, and further instructions will be issued regarding the procedure for effecting transfers of established and hired employees to establishments at home and abroad, and with regard to the application of the Orders to salaried staff. Pending further instructions the penal and disciplinary provisions of the Orders should not be invoked in the case of non-industrial staff.

7. Attention is drawn to—

APPENDIX I

## STATUTORY RULES AND ORDERS

1942 No. 371

## EMERGENCY POWERS (DEFENCE)

## Essential Work (General Provisions)

THE ESSENTIAL WORK (GENERAL PROVISIONS) ORDER, 1942, DATED MARCH 2, 1942, MADE BY THE MINISTER OF LABOUR AND NATIONAL SERVICE UNDER REGULATION 58A OF THE DEFENCE (GENERAL) REGULATIONS, 1939

The Minister of Labour and National Service (hereinafter referred to as “the Minister”) by virtue of the powers conferred on him by Regulations 58a and 98 of the Defence (General) Regulations, 1939, hereby makes the following Order.

1. *Short title, commencement, interpretation and repeal.*—(1) This Order may be cited as the Essential Work (General Provisions) Order, 1942, and shall come into force on the 9th day of March, 1942.

(2) In this Order the following expressions have the meanings hereby assigned to them:—

“essential work” means work appearing to the Minister to be essential for the defence of the realm or the efficient prosecution of the war or to be essential to the life of the community;

“holiday” means a day recognised as such in a particular scheduled undertaking either generally or as regards any persons or class or description of persons, and in that case the day shall only be treated as a holiday for those persons or class or description of persons;

“scheduled undertaking” means an undertaking that has been entered in the Schedule of Undertakings under this Order.

52 and 53 *Vict. c. 63.*—(3) The Essential Work (General Provisions) Orders, 1941 (a), are hereby revoked:

Provided that, without prejudice to the provisions of section 38 of the Interpretation Act, 1889—

(a) nothing in this revocation shall affect any entry or report made, notice, permission, refusal or directions given, certificate given or served, schedule kept or thing done under those Orders and every such entry, report, notice, permission, refusal, directions, certificate or schedule shall, if in force at the coming into operation of this Order, continue in force and have effect as if made, given, served or kept under this Order; and

(a) S.R. &amp; O., 1941, Nos. 302 and 1051.

(b) any document referring to those Orders or to either of them or to any provision therein shall be construed as referring to this Order and to the corresponding provision of this Order.

2. *Scheduled undertakings and certificates.*—(1) Subject to the provisions of this Order, if the Minister is satisfied that:—

- (a) an undertaking is engaged in essential work; and
- (b) it is expedient for securing the defence of the realm or the efficient prosecution of the war or for maintaining supplies or services essential to the life of the community so to do;

he may enter the name of the undertaking in a Schedule of Undertakings to be kept by him as respects any persons employed in the undertaking or any class or description of such persons (hereinafter in this Order referred to as "specified persons"), and shall serve upon the person carrying on the undertaking a certificate that the undertaking is a scheduled undertaking in respect of the specified persons.

(2) It shall be the duty of any person upon whom such a certificate is served to post up and keep posted up copies of the said certificate in a conspicuous place in any premises in which specified persons are employed which are used for or in connection with the undertaking.

(3) For the purpose of the prosecution of any person for an offence against Regulation 58a of the Defence (General) Regulations, 1939, for a contravention of or failure to comply with any of the provisions of this Order, a certificate by the Minister that an undertaking was on any particular date or during any particular period a scheduled undertaking in respect of the specified persons shall be sufficient evidence of that fact unless the contrary is proved.

3. *Provisions as to entering undertakings in Schedule of Undertakings.*—(1) Before entering the name of an undertaking in the Schedule of Undertakings the Minister shall, after consultation with such Government Departments as appear to him to be concerned, take such steps as are reasonably practicable to satisfy himself:—

- (a) that the terms and conditions of employment of persons employed in the undertaking are not less favourable than the recognised terms and conditions as provided for by the Conditions of Employment and National Arbitration Order, 1940(a), or by that Order as amended by any subsequent Order;
- (b) that satisfactory provision for the welfare of persons employed in the undertaking exists or is being made; and
- (c) that where in his opinion provision should be made in the undertaking for the training of workers, adequate provision exists or is being made for such training.

(2) Notwithstanding the foregoing provisions of this Article, the Minister may in any case make a provisional entry of the name of an undertaking in the Schedule of Undertakings, and in that case he shall serve upon the person carrying on the undertaking a provisional certificate and such a certificate shall have effect as a certificate for all the purposes of this Order.

(3) A provisional certificate shall not remain in force for a longer period than six months from the date thereof, or for such further periods not exceeding six months at any one time as the Minister may, on consideration of the circumstances of the case, direct.

(4) Any certificate or provisional certificate may be cancelled by the Minister at any time.

4. *Provisions as to employment in scheduled undertakings.*—(1) Subject as hereafter in this Order provided, where a person carries on a scheduled undertaking the following provisions shall apply:—

- (a) the person carrying on the undertaking shall not terminate (except for serious misconduct) the employment in the undertaking of any specified person or without terminating such employment cause him to give his services in some other undertaking (except in case of emergency for a period not exceeding fourteen days), except with the permission in writing of a national service officer;

(a) S.R. & O., 1940, No. 1305, II, 391.

(b) a specified person shall not leave his employment except with such permission as aforesaid;

(c) not less than one week's notice of the termination of the employment of a specified person shall be given by that person or by the person carrying on the undertaking as the case may be, so, however, that this provision shall not apply where the specified person is dismissed for serious misconduct;

(d) without prejudice to any terms and conditions of employment more favourable to persons employed in the undertaking that may be provided for by the Conditions of Employment and National Arbitration Order, 1940, or by that Order as amended by any subsequent Order, the person carrying on the undertaking shall in respect of every prescribed period pay to every specified person (except as otherwise provided in this Order) a sum which is not less than the normal wage for the prescribed period if that person is during the normal working hours—

- (i) capable of and available for work; and
- (ii) willing to perform any services outside his usual occupation which in the circumstances he can reasonably be asked to perform during any period when work is not available for him in his usual occupation in the undertaking.

For the purpose of this sub-paragraph—

"prescribed period" means, in relation to a person paid on a time rate basis, a week, and in relation to a person paid otherwise than on a time rate basis, a day, and "week" means the pay week of the undertaking;

"normal working hours" means, in relation to a day or a week, the number of hours exclusive of overtime ordinarily worked in the undertaking on that day or in that week by the grade or class of persons to which the person concerned belongs;

"normal wage" means a wage calculated as follows, that is to say, either—

- (i) by reference to the time rate applicable to the person concerned and to the normal working hours on or during the prescribed period as the case may be; or
- (ii) where for any reason the wage cannot be calculated in the manner provided for by sub-paragraph (i) hereof, by reference to the time rate applicable to the members of the same grade or class as the person concerned who are employed in the same undertaking and in the same district as that person and to the normal working hours on or during the prescribed period of such persons, or, if there is no person so employed, to members of the same grade or class in the same class of employment in the same district;

(e) where during any prescribed period a specified person is absent from work owing to sickness and, if required, submits satisfactory evidence thereof, the prescribed period and the normal working hours in relation thereto shall, as regards that person, be treated for the purposes of sub-paragraph (d) of this paragraph as reduced by the extent of such absence and the normal working hours attributable thereto;

(f) if a specified person is in accordance with the conditions of his service suspended without pay from his work for a period not exceeding three consecutive days for reasons of a disciplinary character, then if he is paid otherwise than on a time rate basis the provisions of sub-paragraph (d) of this paragraph shall not apply to him during the period of suspension, and if he is paid on a time rate basis those provisions shall apply as though the prescribed period as regards that person and the normal working hours were reduced by the days in the course of which he was so suspended and the normal working hours attributable to those days;

Provided that if—

- (i) within three days of the beginning of the period of suspension the specified person requests in writing a national service officer to submit the question of the suspension to a Local Appeal Board; and
  - (ii) (a) the Board, after considering any representations that may be made by or on behalf of that person or the person carrying on the undertaking, is unanimously of the opinion that the suspension was not justified or was justified as to a part only of the period thereof; or
    - (b) where the Board is not unanimous, the national service officer is of opinion that the suspension was not justified or was justified as to a part only of the period thereof;
- the specified person shall not by reason only of the suspension be disentitled to the payment of the sum set out in the said sub-paragraph (d) and where part only of the period of suspension was so justified as aforesaid, that part shall be treated as the period of suspension;
- (g) where any holiday occurs on any day or during any week, the normal working hours of that day or that week shall be treated as reduced by the extent of the holiday and the normal working hours attributable to that holiday;
  - (h) (i) where a person carrying on a scheduled undertaking is unable to provide work for a specified person by reason of the fact that other persons employed in the undertaking are taking part in an illegal strike, he may give to the specified person not less than four days' notice, exclusive of a Sunday, of his intention to discontinue payment of the sum provided for by sub-paragraph (d) of this paragraph (hereinafter referred to as "a notice suspending the guaranteed wage"), and where such a notice has been given the person carrying on the undertaking shall, as soon as he is in a position to provide work for the specified person, give to that person a further notice specifying the day on which such work will be available (hereinafter referred to as "a notice that work is available");
  - (ii) where a notice suspending the guaranteed wage has been given in accordance with the foregoing provisions of this sub-paragraph the following provisions shall have effect, that is to say—
    - (a) the person carrying on the undertaking shall not be liable to make any payment to the specified person under the said sub-paragraph (d) in respect of any day which occurs during the period beginning with the day after the expiration of the notice suspending the guaranteed wage and ending with the day immediately preceding the day specified in the notice that work is available (which period is hereinafter referred to as "the authorised suspense period");
    - (b) the expression "prescribed period" which occurs in the said sub-paragraph (d) shall be construed as not including any day which occurs during the authorised suspense period;
    - (c) on giving such notice as may be provided for in the contract with his employer the specified person may, on the expiration of that notice, leave his employment at any time during the authorised suspense period without obtaining the permission or giving the notice required by sub-paragraphs (b) and (c) of this paragraph; and
    - (d) if a specified person who does not leave his employment during the authorised suspense period fails without reasonable excuse to present himself for work on the day specified in the notice that work is available, his employment shall be deemed to have terminated on the day immediately preceding that day;
  - (iii) in this sub-paragraph the expression "illegal strike" means a strike in connection with a trade dispute which is unlawful by reason of the provisions of Article 4 of the Conditions of Employment and National Arbitration Order, 1940.

(2) An application to a national service officer for the permission under sub-paragraphs (a) and (b) of paragraph (1) of this Article shall be in writing and shall state the grounds upon which the application is based.

(3) A national service officer shall, so far as is practicable, either grant or refuse his permission within seven days of the receipt of the application by him, and where he grants any permission he shall communicate the permission in writing to the person carrying on the undertaking and to the person by or in respect of whom the application was made.

(4) Notwithstanding any permission of a national service officer given under the provisions of this Order, the terms of any contract in so far as they relate to the giving by either party of notice to terminate the contract or the length of such notice shall remain in force, so, however, that where any such contract provides for the giving of less than one week's notice to terminate the employment, not less than one week's notice shall be given as provided for by sub-paragraph (c) of paragraph (1) of this Article.

(5) The dismissal of a specified person for serious misconduct shall, in the first instance, be provisional only and if—

(a) within the period allowed by paragraph (1) of the next succeeding Article he requires the national service officer to submit the matter to a Local Appeal Board; and

(b) the national service officer directs the reinstatement of the specified person under paragraph (3) of that Article,

the dismissal shall be treated as having been ineffective and sub-paragraph (d) of paragraph (1) of this Article shall have effect accordingly in respect of any period elapsing after the dismissal until the reinstatement takes place; but if the specified person fails to require the matter to be submitted as aforesaid within the time so limited or the national service officer notifies him and the person carrying on the undertaking that he does not intend to direct his reinstatement, the dismissal shall be treated as having been always operative.

5.—Local Appeal Boards.—(1) If—

(a) the person carrying on an undertaking or any specified person by or in respect of whom an application to a national service officer has been made, is aggrieved by reason of the fact that the national service officer has given or refused the permission asked for; or

(b) a specified person has been dismissed from his employment on the ground that he has been guilty of serious misconduct;

he may within seven days of the giving or refusal of such permission, or of such dismissal (as the case may be) or within such further period as a national service officer may for good cause in any particular case allow, request in writing the national service officer to submit the matter to a Local Appeal Board to be constituted by the Minister.

(2) The national service officer shall, on being so requested, forthwith submit the matter to the Board and the Board shall make such recommendation to the national service officer as it thinks fit, so far as is practicable within seven days of the matter being submitted to it.

(3) The national service officer, after considering any such recommendation as aforesaid, may cancel any permission already given, or grant or refuse to grant any permission, or direct any specified person who has left his employment to return to it, or direct the reinstatement of any specified person who has been dismissed—

(a) under any permission so cancelled as aforesaid; or

(b) on the ground of serious misconduct if the Board is of opinion that the dismissal was not justified on that ground.

(4) Local Appeal Boards shall sit for such districts as the Minister may determine and shall consist of one member chosen to represent employers, one member chosen to represent workers and a chairman appointed by the Minister. Panels of persons chosen to represent employers and workers respectively shall be constituted by the Minister for the purposes of this Order for such districts as the Minister thinks fit and the members of a Local Appeal Board chosen to represent employers and workers shall be selected from the panels in such manner as the Minister may determine.

(5) Notwithstanding the provisions of paragraph (4) of this Article, a Local Appeal Board consisting of the chairman and one other member shall be deemed to be properly constituted for all the purposes of this Order if—

- (a) the chairman so thinks fit; and
- (b) the person who has requested the national service officer to submit the matter to a Local Appeal Board consents or has consented; and
- (c) the other person concerned in the submission, if he is present, also consents.

**6. Absenteeism.**—(1) If any specified person—

- (a) absents himself from work without reasonable excuse; or
- (b) is persistently late in presenting himself for work; or
- (c) fails to comply with any lawful and reasonable orders given to him (including any orders as to the working of day or night work and of a reasonable amount of overtime);

the person carrying on the undertaking may report in writing such matters to a national service officer giving such particulars as the officer may require.

(2) The national service officer shall communicate the particulars to the person who is the subject of such report and if, after such further investigation as he may think necessary, he is satisfied of the truth of the matters so reported and that that person is capable of performing his work, he may give directions under Regulation 58A of the Defence (General) Regulations, 1939, to that person to perform his work. Any such directions may contain provisions as to the method or manner of work and the times at which and during which that person shall present himself for and remain at work as the national service officer thinks fit.

(3) If any person to whom the national service officer has given such directions so requests in writing within seven days of the date of the giving of the directions or within such further period as the national service officer may for good cause in any particular case allow, the national service officer shall submit the matter to a Local Appeal Board for its report and recommendation. The Board shall make such recommendation to the national service officer as it thinks fit so far as is practicable within seven days of the matter being submitted to it and shall also send a copy thereof to the person who is the subject of the report and to the person carrying on the undertaking.

(4) The national service officer shall take into consideration any recommendation made by the Board and may give such directions to the person concerned with regard to the matters aforesaid as he thinks fit or may withdraw any directions given.

**7. Duties of employers as to information, records and inspection.**—Any person carrying on a scheduled undertaking shall—

- (a) keep such records relating to the undertaking as the Minister may from time to time by notice direct;
- (b) produce to such person as may be designated by or on behalf of the Minister such records relating to the undertaking and furnish such information relating thereto as may be set out in any notice or direction; and
- (c) permit any person so designated as aforesaid to enter and inspect with a view to securing compliance with this Order any premises used for or in connection with the undertaking.

**8. Application to persons employed by the Crown.**—(1) The provisions of this order shall apply in respect of an undertaking which is carried on by the Crown subject as follows:—

Article 2 (2) and Article 7 shall not apply;

Article 3 shall apply as though for sub-paragraph (a) of paragraph (1) of that Article there were substituted the following paragraph:—

“(a) that arrangements as regards the terms and conditions of employment, the termination of employment and appeals in the case of dismissal or suspension of specified persons have been made which are substantially equivalent to the provisions of this Order so far as they relate to persons carrying on scheduled undertakings.”

The following Articles shall apply to specified persons, namely:—

Article 4 (in so far as it prohibits such persons from leaving their employment without the permission of a national service officer and in so far as it

requires not less than one week's notice of the termination of the employment to be given by such persons), Article 5 (in so far as it relates to such permission), and Article 6; provided that for the purposes of the said Articles 5 and 6 the Local Appeal Board shall, if the Minister and the Government Department concerned so agree, be a Committee of a Joint Industrial Council or similar body having functions in respect of that Department, and consisting of an equal number of members of the Council or other body representing the Department and the persons employed in the undertaking respectively, together with an independent chairman.

*5 & 6 Geo. 6. c. 4.*—(2) Nothing in this Order shall apply to a person who is a member of the armed forces of the Crown other than the Home Guard or to a woman of any of the classes specified in the Schedule to the National Service (No. 2) Act, 1941, not being a woman whose enrolment or other undertaking to serve was for part time service only or for service without remuneration.

**9. Adaptation of Order to particular classes of undertakings.**—If the Minister by order so directs, this Order shall apply to any particular class of undertaking and to the persons employed therein, subject to any adaptations or modifications that may be specified in the Order.

**10. Saving of powers of Minister and national service officers.**—Nothing in this Order shall affect the power conferred upon the Minister or a national service officer under paragraphs (1), (1A) and (2) of Regulation 58A of the Defence (General) Regulations, 1939, to give directions to persons to perform such services as they may be directed to perform.

Signed by order of the Minister of Labour and National Service this second day of March, 1942.

*T. W. Phillips,*

Secretary of the Ministry of Labour  
and National Service.

APPENDIX II  
STATUTORY RULES AND ORDERS  
1942 No. 583  
**EMERGENCY POWERS (DEFENCE)**  
**Essential Work (General Provisions)**

THE ESSENTIAL WORK (GENERAL PROVISIONS) (AMENDMENT) ORDER, 1942, DATED MARCH 25, 1942, MADE BY THE MINISTER OF LABOUR AND NATIONAL SERVICE UNDER REGULATION 58A OF THE DEFENCE (GENERAL) REGULATIONS, 1939.

The Minister of Labour and National Service by virtue of the powers conferred on him by Regulations 58A and 98 of the Defence (General) Regulations, 1939, hereby makes the following Order.

**1. Short title, commencement and citation.**—This Order may be cited as the Essential Work (General Provisions) (Amendment) Order, 1942, and shall come into force on April 2, 1942, and this Order and the Essential Work (General Provisions) Order, 1942(a) (hereinafter referred to as “the principal Order”) may be cited together as the Essential Work (General Provisions) Orders, 1942.

**2. Amendment of Article 6 of principal Order.**—Article 6 of the principal Order (which deals with absenteeism) shall have effect as though sub-paragraphs (a) and (b) of paragraph (1) were omitted.

**3. After the said Article 6 there shall be inserted the following new Article:—**  
*Absenteeism and persistent lateness.*—6A. (1) A specified person shall not—

- (a) absent himself from work; or
- (b) be persistently late in presenting himself for work;

unless in either case he has reasonable excuse.

(2) Where a specified person has absented himself from work or has been persistently late in presenting himself for work, the person carrying on the undertaking may report the matter to a national service officer, and that officer shall, if there exists in the undertaking a works committee or

other joint council which in his opinion can appropriately deal with the matter (hereinafter in this Article referred to as an "appropriate committee"), require the person carrying on the undertaking to refer the matter to that committee unless the matter has already been referred to it.

(3) Where at the date of any such report as aforesaid an appropriate committee exists in the undertaking in which the specified person is employed, proceedings shall not be instituted against that person for an offence against Regulation 58A of the Defence (General) Regulations, 1939, for a contravention of or failure to comply with any of the provisions of paragraph (1) of this Article unless—

- (a) the matter has been referred to the committee; and  
 (b) the committee before considering the matter has notified the person who is the subject of the reference so as to give him an opportunity of making within four days of the sending or giving of the notification to him such representations to the committee, either orally or in writing, as he may desire; and  
 (c) the committee has made a report to the national service officer.

(4) On the prosecution of any person for an offence against Regulation 58A of the Defence (General) Regulations, 1939, for a contravention of or failure to comply with any of the provisions of paragraph (1) of this Article—

(a) a certificate purporting to be signed by a national service officer that at the date of any such report to him as aforesaid an appropriate committee did not exist in the undertaking;

(b) a certificate purporting to be signed by or on behalf of the chairman of the appropriate committee that the reference, notification and report referred to in paragraph (3) of this Article have been made; shall be sufficient evidence of the facts stated therein unless the contrary is proved."

4. *Amendment of Article 7 of principal Order.*—Article 7 of the principal Order (which deals with the duties of employers as to information, records and inspection) shall have effect as if—

- (a) in paragraph (b) thereof after the word "person" there were inserted the words "or to a person of such class or description"; and  
 (b) in paragraph (c) thereof instead of the words "so designated as aforesaid" there were substituted the words "designated by or on behalf of the Minister".

5. *Amendment of Article 8 of principal Order.*—Article 8 of the principal Order (which deals with persons employed by the Crown) shall have effect as if in paragraph (1) thereof for the words "and Article 6" there were substituted the words "and Articles 6 and 6A".

Signed by order of the Minister of Labour and National Service  
 this twenty-fifth day of March, 1942.

*T. W. Phillips,*  
 Secretary of the Ministry of  
 Labour and National Service.

#### APPENDIX III

#### LIST OF ADMIRALTY ESTABLISHMENTS SCHEDULED UNDER THE ESSENTIAL WORK ORDERS

Admiralty Gun Mounting Store, Coventry.  
 R.N. Armament Depot, Trecwn.  
 R.N. Mine Depots—  
   Milford Haven.  
   Wrabness.  
 R.N. Propellant Factory, Caerwent.  
 Central Armament Supply Depot, Wolverhampton.  
 R.N. Armament Depots—  
   Stroud.  
   Gloucester.  
   Triplex Foundry Works, Tipton.  
   Lloyds Proving House, Tipton.

R.N. Armament Depots—*contd.*  
 Molineaux Grounds, Wolverhampton.  
 Chepstow.  
 Hawthornes Tunnel.  
 Pickwick.  
 Ditton Priors.  
 Cleobury Mortimer.  
 Colwall Tunnel, Malvern.  
 Immingham.  
 Broughton Moor.  
 Longtown.  
 Liverpool.  
 Palatine Works, Warrington.  
 Hull.  
 Greenock.  
 Newcastle-on-Tyne.  
 South Shields.  
 North Shields.  
 Sunderland.  
 Cramlington.  
 Leadburn, Midlothian.  
 Crombie.  
 Grange Dock, Grangemouth.  
 Royal Naval Base, Dundee.  
 Admiralty Office, Muirtown Basin, Inverness.  
 Aberdeen.  
 Glascoed.

#### 3948.—Civil Defence—List of Abbreviations

(M.09926/42.—13.8.1942.)

The Ministry of Home Security has issued the following revised list of abbreviations for use in connection with civil defence:—

A.A.	...	...	Anti-Aircraft.
A.B.	...	...	Assistance Board.
A.B.H.	...	...	Advanced Base Hospital.
A.C.E.	...	...	Assistant Chief Engineer.
Admty.	...	...	Admiralty.
A.M.	...	...	Air Ministry.
A.M.W.R.	...	...	Air Ministry War Room.
A.P.	...	...	Armour Piercing (except when used in small U.X.A.P.B.).
A.R.C.O.	...	...	Assistant Railway Control Officer.
A.R.H.O.	...	...	Assistant Road Haulage Officer.
A.R.P. Control	...	...	Air Raid Precautions Control or Controller.
A.R.P. Grp. Control	...	...	Air Raid Precautions Group Control or Controller.
A.R.P.O.	...	...	Air Raid Precautions Officer (Local Authority).
A.R.P. Sub-Control	...	...	Air Raid Precautions Sub-Control or Controller.
A.R.T.A.	...	...	Assistant Regional Technical Adviser.
A.10	...	...	Class I Road No. 10 (M. of W.T.).
B.C.	...	...	Borough Council.
B.C.E.	...	...	Board of Customs and Excise.
B. of E.	...	...	Board of Education.
B. Hosp.	...	...	Base Hospital.
B.R.C.S.	...	...	British Red Cross Society.
B.50	...	...	Class II Road No. 50.
B. of T.	...	...	Board of Trade.
C.A.	...	...	Consultant Adviser (M. of H.).
Cas.	...	...	Casualty or Casualties when word is used alone.
C.B.C.	...	...	County Borough Council.
C. Clk.	...	...	County Clerk.
C.C.	...	...	County Council.
C. Control	...	...	County Control or Controller.
C.C. Stn.	...	...	Casualty Clearing Station.
C.D.	...	...	Civil Defence.



C.D.R.D.	...	...	Chemical Defence Research Department (Min. of Supply).
C.E.	...	...	Chief Engineer.
C.E.T.	...	...	Casualty Evacuation Train.
Ch. Const.	...	...	Chief Constable.
C.M.O.	...	...	Chief Medical Officer.
Cs.M.S.	...	...	Commissioners of Medical Services (M. of P.).
C.N.R.	...	...	Civil Nursing Reserve.
C.R.F.O.	...	...	Chief Regional Fire Officer.
C.R.H.	...	...	Casualty Receiving Hospital.
C.R.H.O.	...	...	Chief Road Haulage Officer.
C.R.O.*	...	...	Chief Regional Officer.
C.S.O.	...	...	Coal Supplies Officer.
C.W.R.	...	...	Cabinet War Room.
D.A.B.	...	...	Delayed Action Bomb.
D.A.C.	...	...	District Advisory Committee (M. of W.T.).
D.A.S.	...	...	Department of Agriculture for Scotland.
D.B.D.	...	...	Director of Bomb Disposal (Home Forces).
D. of C.	...	...	Director of Camouflage.
D.C.	...	...	District Commissioner.
D.C.E.	...	...	Deputy Chief Engineer.
D.C.O.	...	...	Divisional Coal Officer.
D.C.R.H.O.	...	...	Deputy Chief Road Haulage Officer.
D.F.O.	...	...	Divisional Food Office or Officer.
D.G.E.M.S.	...	...	Director General Emergency Medical Service.
D.H.S.	...	...	Department of Health for Scotland.
D.O.O.	...	...	Duty Operations Officer (M.H.S.).
D.P.O.	...	...	Divisional Petroleum Officer.
D.R.E.	...	...	Divisional Road Engineer.
D.R.H.O.	...	...	Divisional Road Haulage Officer.
D.R.I.O.	...	...	Deputy Regional Information Officer.
D.R.O.	...	...	Deputy Regional Officer.
D.R.T.C.	...	...	Deputy Regional Transport Commissioner.
D.T.M.	...	...	Director of Torpedoes and Mining, Admiralty.
D.T.O.	...	...	District Transport Officer.
E.C.	...	...	Electricity Commission.
E. Cttee.	...	...	Emergency Committee.
E.H.S.	...	...	Emergency Hospital Scheme.
E.I.O.	...	...	Emergency Information Officer.
E.M.S.	...	...	Emergency Medical Service.
E.R. Cttee.	...	...	Emergency Repairs Committee.
F.	...	...	Fragmentation (as applied to type of Bomb).
F.C.R.	...	...	Fire Control Room (M.H.S.).
F.F.	...	...	Fire Force.
F.F.C.	...	...	Fire Force Commander.
F.O.I.C.	...	...	Flag Officer-in-Charge.
F.S.C.	...	...	Fire Service Council.
F.S.D.	...	...	Fire Services Department.
F.S.O.	...	...	Fire Staff Officer.
G.A.	...	...	Group Adviser (M. of H.).
Gaselec.	...	...	Gas and Electricity Department (B. of T.).
G.H.Q.	...	...	General Headquarters.
G.I.O.	...	...	Gas Identification Officer.
G.P.	...	...	General Purpose (Bomb).
G.P.O.	...	...	General Post Office.
G.V.	...	...	Goods Vehicle.
H.C.O.	...	...	House Coal Officer.
H.D.E.	...	...	Home Defence Executive (Home Forces).
H.E.	...	...	High Explosive.
H.G.V.	...	...	Heavy Goods Vehicles.

\* To be followed by abbreviation of the Department.

H.O.	...	...	Home Office.
HOFOR.	...	...	Home Forces.
H.S.W.R.	...	...	Home Security War Room.
Hosp. T.O.	...	...	Hospital Train Officer.
H.P.O.	...	...	Head Post Office.
H.Q.	...	...	Headquarters.
I.B.	...	...	Incendiary Bomb.
I.G.	...	...	Inspector General (M.H.S.).
I.F. & D.B.D.	...	...	Inspector of Fortifications and Director of Bomb Disposal (Home Forces).
J.M.O.	...	...	Junior Medical Officer.
K.P.C.R.	...	...	Key Points Control Room (M.H.S.).
K.P. (D.A.)	...	...	Key Points (Damage Assessment) (M.H.S.).
K.P.I.B.	...	...	Key Points Intelligence Branch (M.H.S.).
K.P.I.O.	...	...	Key Points Intelligence Officer (M.H.S.).
L.A.	...	...	Local Authority.
L.I.S.	...	...	Land Incidents Section (D.T.M. Admiralty).
L.O.*	...	...	Liaison Officer.
L.R. Panel.	...	...	Local Reconstruction Panel.
L.T.O.	...	...	Local Taxation Officer (M. of W.T.).
M. of A. & F.	...	...	Ministry of Agriculture and Fisheries.
M.A.P.	...	...	Ministry of Aircraft Production.
M.B.C.	...	...	Metropolitan Borough Council.
M. of F.	...	...	Ministry of Food.
M.G.	...	...	Machine Gun.
M. of H.	...	...	Ministry of Health.
M.H.S.	...	...	Ministry of Home Security.
M. of L.	...	...	Ministry of Labour.
M.L.O.	...	...	Military Liaison Officer.
M.O.	...	...	Medical Officer.
M.O.H.	...	...	Medical Officer of Health.
M. of I.	...	...	Ministry of Information.
Mines	...	...	Mines Department.
M. of P.	...	...	Ministry of Pensions.
M.R.H.	...	...	Military Registrar Hospital (M. of H.).
M.R.S.	...	...	Map Room Superintendent (M.H.S.).
M. of Supply	...	...	Ministry of Supply.
M.S.	...	...	Military Secretary.
M.T.C.	...	...	Mechanised Transport Corps.
M. of W.T. (I.T.).	...	...	Ministry of War Transport—Inland Transport.
M. of W.T. (Sh.).	...	...	Ministry of War Transport—Shipping.
M.U.	...	...	Mobile Unit (M. of H.).
M.O.W.B.	...	...	Ministry of Works and Buildings.
N.D.	...	...	No damage.
N.F.S.	...	...	National Fire Service.
O.B.	...	...	Oil Bomb (Incendiary).
O.O.W.	...	...	Operations Officer of the Watch (M.H.S.).
P.D.R.	...	...	Police Duty Room (M.B.S.).
Pet.	...	...	Petroleum Department.
P.E.C.	...	...	Port Emergency Committee (M. of W.T.).
P.G.O.	...	...	Provincial Group Officer (M. of H.).
P.L.O.	...	...	Pension Liaison Officer.
P.M.	...	...	Parachute Mine.
P.O.	...	...	Principal Officer.
P.O.L.O.	...	...	Post Office Liaison Officer.
P.R.D.	...	...	Prevention and Relief of Distress Scheme.
P.S.V.	...	...	Public Service Vehicle.
R.A.F.L.O.	...	...	Royal Air Force Liaison Office.
R.C.	...	...	Regional Commissioner.
R.C.A.	...	...	Regional Communications Adviser.

\* To be followed by abbreviation of the Department.

R.C.O. ...	Railway Control Officer (M. of W.T.).
R. & E. ...	Research and Experiments Department (M.H.S.).
R.D. ...	Rural District (Council).
R.E.C. ...	Railway Executive Committee.
R.E.S. ...	Refugee Emergency Services.
Reg. Bd. ...	Regional Board (Production Executive).
R.F.S.O. ...	Regional Fire Staff Officer.
R.H.O. ...	Road Haulage Officer.
R. Hosp. O. ...	Regional Hospital Officer.
R.I.O. ...	Regional Information Officer.
R.L.O. ...	Railway Liaison Officer.
R.M.O. ...	Resident Medical Officer.
R.N.O. ...	Regional Nursing Officer.
R.O. ...	Regional Officer (M.H.S.).
R.P.D. ...	Regional Port Director (M. of W.T.).
R.P.S.O. ...	Regional Police Staff Officer.
R.S.L.O. ...	Regional Security Liaison Officer.
R.S.O. ...	Resident Surgical Officer.
R.T.A. ...	Regional Technical Adviser.
R.T.C. ...	Regional Transport Commissioner.
R.T.I.O. ...	Regional Technical Intelligence Officer.
R.T.O. ...	Railway Transport Officer.
R.W.A. ...	Regional Works Adviser.
R.X. ...	Red Cross.
R.X.A.H. ...	Red Cross Auxiliary Hospital.
S.A.P. ...	Semi-armour Piercing (bomb).
Scot. Office ...	Scottish Office.
S.D.M. ...	Sub-District Manager (M. of W.T.).
S.E. ...	Security Executive.
S.E.D. ...	Scottish Education Department.
S.G.A. ...	Senior Gas Adviser.
S.H.D. ...	Scottish Home Department.
S.M. ...	Sector Matron.
S.N.O. ...	Senior Naval Officer.
S.R.O. ...	Senior Regional Officer.
S.R.T.A. ...	Senior Regional Technical Adviser.
S. of S. ...	Secretary of State.
S.S.O. ...	Senior Staff Officer.
Small U.X.A.P.B. ...	Unexploded Small Anti-Personnel Bomb.
S.Y.U.X.B. ...	Small Yellow Unexploded Bomb.
T. Clk. ...	Town Clerk.
T.C. ...	Town Council.
T.E. ...	Telephone Exchange.
T.M.O. ...	Traffic Movement Officer (M. of W.T.).
T.O. ...	Traffic Officer (M. of W.T.).
T.R. ...	Trunk Road.
Ty. ...	Treasury.
U.D. ...	Urban District (Council).
Unclass. ...	Road not subject to Ministry of Transport Classification.
U.X.A.A. Shell ...	Unexploded Anti-Aircraft Shell.
U.X.B. ...	Unexploded H.E. Bomb.
U.X.G.B. ...	Unexploded Gas Bomb.
U.X.I.B. ...	Unignited Incendiary Bomb.
U.X.P.M. ...	Unexploded Parachute Mine.
U.X.T.G.M. ...	Unexploded Type G. Mine.
V.F.O. ...	Voluntary Food Organiser.
W.A.E.C. ...	War Agricultural Executive Committee.
W.D.V. ...	War Department Vehicle.
W.O. ...	War Office.
W.V.S. ...	Women's Voluntary Service.

(A.F.O. 5109/41 is cancelled.)

### 3949.—Assistant Officers in Supply and Accounting Departments, Higher Clerical Officers, etc.—Overtime Arrangements and Credits for Absences

(C.E. 55252/42.—13.8.1942.)

It has been decided as a special war-time measure to waive the condition which provides that Assistant Officers in Supply and Accounting Departments, Higher Clerical Officers and other officers receiving payment for overtime on a similar basis should not be paid overtime unless 200 hours or more are worked in consecutive periods of four weeks. Commencing with the first four-weekly period ending on or after the 1st June, 1942, overtime payment should be made to such staff for any hours worked in excess of 184 or 192 hours during the appropriate four-weekly periods, according to whether they are conditioned to a 42 or 44-hour week.

2. It has also been decided that from the 1st June, 1942, and for the duration of the war, complete weeks (Monday to Saturday) of sick leave up to a maximum of two weeks within each four-weekly period may be ignored in reckoning the four-weekly overtime period.

3. Any complete week or weeks (Monday to Saturday) of annual leave may continue to be ignored in reckoning the four-weekly overtime period for the duration of the war.

4. The credit to be given for overtime purposes for odd days' absence, sick or on approved leave, is:—

	Standard Attendance	Credit Due
42 hours a week (see A.F.O. 2575/42)	Any day Monday to Friday	7½ hours
	Saturday	4½ hours
44 hours a week	Any day Monday to Friday	8 hours
	Saturday	4 hours

(B.R. 669.—Cash Duties Instructions. Article 54 (1).)

(A.F.O. 2575/42.)

(A.F.O. 3788/40 is cancelled.)

### 3950.—Double-Acting Appointments—Starting Pay on Promotion

(C.E. 53868/42.—13.8.1942.)

When an individual who has held an acting appointment in a non-industrial capacity for more than twelve months is promoted to a higher class or post on an acting basis on the full scale of the higher class or post, the starting pay in respect of the later acting promotion may be assessed as though the earlier acting rank were substantive. This starting pay should include accrued increment and, where appropriate, the approved class-to-class increase.

2. Where the earlier acting appointment has not been held for twelve months, starting pay (including class-to-class increase if applicable) will continue to be assessed by reference to substantive salary, but existing salary (without addition of accrued increment or class-to-class increase) may be retained on a mark-time basis if more favourable.

3. The conditions under which a class-to-class increase may be given are as follows:—

- (a) That the promotion is within the recognised category of class-to-class promotions, i.e.,
  - (i) those coming within the provisions of Article 41A, Instructions for the Conduct of Cash Duties.
  - (ii) other promotions as listed at the end of this Order.
- (b) That in no case shall an officer promoted to a basic recruiting class receive a higher salary than would have been attained had entry into the class been by the normal channel.
- (c) That where an officer is eligible under existing rules for an immediate increment of pay on promotion the special increase shall not be given in addition, and where he is eligible for increment deemed to have accrued beyond the maximum of the old scale, the special increase shall be given in lieu of, and not in addition to, such deemed accrued increment (A.F.O. 968/37).
- (d) That the maximum of the scale shall not be exceeded.

4. The special class-to-class increases are as follows:—

(a) For promotions covered by Article 41A—Instructions for the Conduct of Cash Duties—as shown in the Article:—

The basic increases of £10 and £15 are now consolidated at £12 and £18, respectively.

(b) For other class-to-class promotions:—

When the promotion is to a London male scale, the increase shall be an amount equal to one increment on that scale appropriate to the salary plus accrued increment reached at the date of promotion. When the promotion is to any other scale (male or female) the increase shall be the amount which would be appropriate at the corresponding point on the London male scale if any. Where there is no corresponding London scale and/or no corresponding male scale, the increment will be on the actual scale of the post to which the officer is promoted. The date of promotion will in all cases become the new incremental date.

5. The concessions dealt with in paragraphs 1 and 2 will have general effect from the 1st March, 1942. An officer whose double-acting promotion took place before that date may, if to his advantage, have his salary re-assessed with effect from 1st March, 1942, at the point which it would have reached had the present conditions been in force at the date of promotion.

6. Lists of the persons immediately affected by this Order should be forwarded to the Admiralty with reports of the adjustments made.

Action will be taken by the Admiralty as regards entitled officers lent to the Admiralty and promoted from acting ranks not covered by Article 41A, Cash Duties Instructions or the following list of class-to-class promotions:—

*Class-to-Class Promotions:—*

Clerical Assistant, Grade I	... ..	to Junior Assistant (Lower Grade), Nautical Almanac Office.
Senior Pensioner Clerk	... ..	} to Assistant Cashier or Assistant Secretary.
Pensioner Clerk	... ..	
Draughtsman, Class I (Hydrographic Department)	... ..	} to Cartographer.
Examiner of Constructive Work	... ..	
Senior Draughtsman	... ..	} to Assistant Constructor.
Examiner or Assistant Examiner of Technical Accounts.	... ..	
Foreman of Electrical Branch	... ..	} to Assistant Electrical Engineer.
Foreman of Yard...	... ..	
Foreman of Engineer Branch	... ..	} to Surveyor of Stores.
Foreman of Boilermakers	... ..	
Foreman of Shipfitters	... ..	
Foreman of Electrical Branch	... ..	
Foreman of Electrical Supply	... ..	
Foreman of Fitters	... ..	} R.N. cordite factories } to Assistant Chief Mechanical Engineer.
Foreman of Electricians	... ..	
Inspecting Officer or Assistant Inspect- ing Officer (Naval Storekeeping)	... ..	to Assistant Naval Store Officer.
Draughtsman, 2nd Class...	... ..	to Inspector of Trades.
Draughtsman, 2nd Class...	... ..	to Torpedo Assistant Foreman.
Assistant I (Scientific and Technical and Chemical Pools) including Assistant I on higher ranges of scale.	... ..	to Scientific Officer, Technical Officer or Chemist (Chemical Pool).
Assistant II (Scientific and Technical Pools) or previous equivalent grade.	... ..	to Technical Officer.
Assistant III (Scientific and Technical Pools) (£130-£310) or previous equivalent grade.	... ..	to Junior Scientific Officer (£275- £347).
Laboratory Assistant (Scientific and Technical and Chemical Pools, and R.N. Cordite Factories).	... ..	to Assistant III.
Junior Assistant (Higher Grade)	... ..	to Assistant (Observatories).

**3951.—Dilution of Skilled Labour—Agreement between the Admiralty and Boilermakers' and Iron and Steel Shipbuilders' Society**  
(L. 782/41.—13.8.1942.)

The following correction is to be made to A.F.O. 508/41:—

In the memorandum of agreement, paragraph 4 (a), delete the word "Boilerworkers" and substitute the word "Boilermakers."

(A.F.O. 508/41.)

**3952.—Station Sergeants, Admiralty Civil Police—Scale of Annual Leave**  
(U.S.B. 783/42.—13.8.1942.)

With reference to A.F.O. 3463/42, the scale of annual leave applicable to Station Sergeants of the Admiralty Civil Police is 17 days per annum, subject to the conditions set out in paragraphs 2, 3 and 4 of A.F.O. 3056/42.

(A.F.Os. 3056/42 and 3463/42.)

*See AFO 5174/44.* **\*3953.—Admiralty Shore Establishments Cinema Fund**  
*Cancelled by N. 15294/42.—13.8.1942.*

GENERAL AFO. 67/47

The A.S.E.C.F. is the organisation through which is arranged the supply of cinema projectors (other than those provided for instructional use) and recreational films to Admiralty Shore Establishments.

2. Attendance at A.S.E.C.F. cinemas is restricted to:—

(a) Naval, Military and Royal Air Force personnel in uniform;

(b) their wives and families;

(c) one female friend of Naval personnel;

(d) civilians permanently employed by the Admiralty, their wives and families, when holding passes signed by the Commanding Officer of the Establishment.

3. Correspondence of a general nature should be addressed to the Secretary, A.S.E.C.F., c/o R.N. Film Corporation, Royal Victoria Yard, Deptford, S.E.8. (Tel.: TIDeway 1504.)

4. The Film Booking Department is at present at 123, Regent Street, London, W.1 (tel.: REGent 8080), and letters concerning the supply of films should be sent direct to this address.

**CINEMA EQUIPMENT**

5. Where Instructional Film Projectors are supplied by the Admiralty, these may be used, when not required for Service purposes, for the showing of recreational films, subject to the payment of a part maintenance charge as laid down in A.F.Os. dealing with instructional films.

6. Applications for instructional projectors should be addressed to D.T.S.D., Admiralty.

7. If no instructional projector be allowed, cinema equipment may, if desired, be purchased privately on application to the Secretary, A.S.E.C.F., stating size of hall, electric supply available (whether A.C. or D.C.) and whether single or dual equipment is required. Arrangements will then be made for a survey of the site and a quotation will subsequently be forwarded to the Establishment concerned.

8. If, on receipt of the quotation, the Establishment is unable to make a cash payment for the machine, the A.S.E.C.F. will consider making a loan; the amount required and the weekly instalment that can be repaid to the A.S.E.C.F. should be stated.

**RECREATIONAL FILMS**

9. The following arrangements have been made in co-operation with the film industry:—

(a) Establishments within two miles of a commercial cinema may, if desired, show films 14 days after the last playing day at that commercial cinema.

- (b) For Establishments *not* within two miles of any commercial cinema, bookings of films can be arranged as soon as the Renters concerned have copies available.

10. Professional reports of films, trade shown, will be sent regularly to each Establishment; cinema officers should forward their selections from these reports to the A.S.E.C.F. for booking in due course (*see* paragraph 8 above). (The trade reports are confidential and should not be quoted outside the Establishment.)

#### FIRST APPLICATION FOR FILM SUPPLY

11. The following information should be forwarded on an Establishment making its first application to the A.S.E.C.F. for film supplies—

- (i) Seating capacity of hall.
- (ii) Approximately weekly audience total expected.
- (iii) Number of programmes required per week and number of playing days for each programme. (The usual playing periods are—  
Sunday only,  
Monday, Tuesday and Wednesday  
Thursday, Friday and Saturday).
- (iv) Length of programme required, *e.g.*, feature only, or feature and short and/or cartoon. Alternatively, the approximate showing time that is desired may be stated and programmes will be adjusted as far as possible to comply.
- (v) Whether a news reel is required with each programme.
- (vi) Distance from nearest commercial cinema.
- (vii) Whether any particular type of film is preferred.
- (viii) Particulars of the training and experience of the operators (*see* paragraph 15).

#### CHARGES

12. On receipt of the application referred to in paragraph 10 above, the Establishment will be informed of the weekly charge which will cover film programmes, news reels (if any) and carriage delivery. The Establishment will, in addition, be required to pay the return carriage on the films.

13. The method of payment is monthly by cheque made out to the Admiralty Shore Establishments Cinema Fund, and an account will be rendered at the beginning of each month.

#### RETURN OF FILMS

14. In each canister of films will be found a card giving the film renter's directions as to the disposal of the films after use. It is emphasised that these instructions should be carried out immediately after the last showing as the films may be urgently required for showing elsewhere.

#### OPERATING

15. It is probable that films supplied to Shore Establishments will subsequently be required for showing in commercial cinemas. Any scratching or damaging of the films must form a liability of the Establishment concerned. As this may involve considerable sums for film replacement, it is most important that the operators should be careful and competent. If an operator is found to be inefficient, application should at once be made to the Admiralty, so that a special course of instruction may be arranged. Such applications should be addressed to the Secretary of the Admiralty (N); it should be stated whether the operator is engaged directly by the A.S.E.C.F. or is a Service operator, employed as a volunteer for recreational cinema work.

### 3954.—Canadian Military Parties—Visits to Naval Establishments and Contractors' Works

(M. 08505/42.—13.8.1942.)

At the request of the Canadian military authorities, arrangements are being made by the Ministry of Information for parties of Canadian soldiers to see something of the British war effort. The Admiralty has agreed to co-operate in these arrangements.

2. The intention is to form small parties each consisting of about twelve men. A party would be allotted to a particular district, *e.g.* North-east, North-west, Midland, Scotland, etc., and would visit suitable industrial and other establishments over a period of about four days, the visits on any one day being limited in duration to about six hours, spent in one or more establishments according to their size.

3. It is realised that these visits may cause some slight interference in the work of establishments, but this disadvantage is thought to be acceptable. In order that the minimum interference may be caused in any one establishment, the Ministry of Information will limit the number of parties to one per district per week. It is hoped that any particular small establishment will not be visited more frequently than once in three months, whilst visits to, *e.g.* Naval establishments in one of the home ports will be limited to one a week, distribution of the parties to particular sub-establishments in the area being made locally.

4. It is intended that the visits should be entirely informal. The Admiralty will not generally be required to provide meals or accommodation at night for the parties, though when convenient the desirability of providing a mid-day meal or tea at a works canteen or in a barracks, or of entertainment by Naval personnel in the evening, should not be overlooked. The Ministry of Information hope to interest local bodies in the visits with a view to private hospitality being provided for the parties.

5. The bona-fides of the soldiers composing each party will be guaranteed by the Canadian military authorities. Each party will be led by a responsible person whose name will be notified beforehand, together with the itinerary of the party, to the local Naval authorities and the regional representative in the district to be visited. The works, etc., to be visited will then be left to local arrangement.

6. It will be appreciated that, while the nature of the scheme—to show the British war effort—is essentially propagandist, its success depends on making the parties of soldiers feel welcome and showing them, in an interesting fashion, the military and industrial machinery of the country at work. In general, it is to be expected that the soldiers on leave will display most interest in factories, particularly those engaged in large-scale operations; but personnel and training establishments, aerodromes, etc., should prove of considerable interest as well.

### 3955.—Guns, Q.F., 2-pdr., Mark VIII—Modification to Boxes, Belting Machine

(A.S. 10959/42.—13.8.1942.)

The following modification is to be effected as shown:—

*Gun* : Q.F., 2-pdr., VIII.

*Item affected* : Box, belting machine.

*Purpose* : To accommodate the Mark II handle of the belting machine.

*Nature of modification* : Lid fitting to be modified in accordance with A.S. Sketch No. 51.

*By whom to be done* : Armament Supply Department.

*Degree of urgency* : As necessary, to boxes for machines with Mark II handles.

The intention is to form small parties each consisting of about twelve men. A party would be allotted to a particular district, e.g. North-east, North-west, Midland, Scotland, etc. and would visit suitable industrial and other establishments over a period of about four days, the visits on any one day being limited in duration to about six hours spent in one or two establishments according to their size.

All parties will be required to make visits that cover some slight interference in the work of establishments, but the disadvantage is thought to be negligible. In order that the minimum interference may be caused in any one establishment, the Ministry of Information will limit the number of parties to one per district per week. It is hoped that any particular small establishment will not be visited more frequently than once in three months, whilst larger, e.g. Naval establishments in one of the home ports will be limited to one a week, distribution of the parties to particular sub-establishments in the same being geographically irregular.

It is intended that the visits should be entirely informal. The Admiralty will not generally guarantee the private meals or accommodation for night for the parties, though when convenient the desirability of providing a half-day meal or tea at a works canteen or in a restaurant or other establishment by Naval personnel in the evening should not be overlooked. The Ministry of Information hope to provide local police in the visits with a view to private hospitality being provided for the parties.

The Director of the visitors' campaign each party will be guaranteed by the Canadian military authorities. Each party will be led by a responsible person whose name will be notified beforehand together with the itinerary of the party to the local Naval authorities and the regional representatives in the district to be visited. The works, etc. to be visited will then be left to local arrangements.

It will be appreciated that, while the nature of the scheme is so broad the effort is essentially concentrated, its success depends on making the parties of soldiers feel welcome and showing them in an interesting fashion the industry and industrial machinery of the country at work. In general it is to be expected that the soldier on leave will display most interest in factories particularly those engaged in munitions production; but personal and family relationships, and other points of considerable interest as well.

3888—Order O.C. 2-Sub. Rank VII—Modification to Boxes, Being Machines (A.S. 1095942—13.8.1942.)

The following modification is to be effected as shown:—

Order O.C. 2-Sub. VIII  
Box, being machine, as shown in the accompanying drawing.

The accompanying drawing shows the modification to the box, being machine, as shown in the accompanying drawing.

Notes of modification: The modification to the box, being machine, as shown in the accompanying drawing.

Sketch No. 51.

By whom to be done: Arrangement Party Department.  
Date of issue: As necessary to issue for machines with Mark II handles.

3888—Canadian Forces—Order O.C. 2-Sub. Rank VII—Modification to Boxes, Being Machines

(A.S. 1095942—13.8.1942.)

The following modification is to be effected as shown:—