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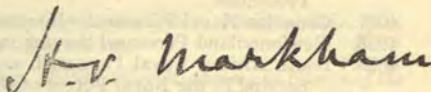
# ADMIRALTY FLEET ORDERS

ADMIRALTY, S.W.1,  
27th 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.

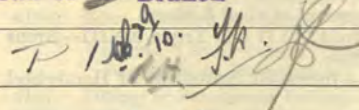
By Command of their Lordships,

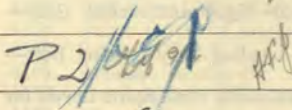


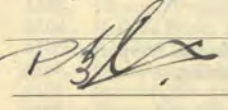
*To all Commanders-in-Chief, Flag Officers, Senior Naval Officers, Captains and Commanding Officers of H.M. Ships and Vessels, Superintendents or Officers in Charge of H.M. Naval Establishments, and Admiralty Overseers concerned.*

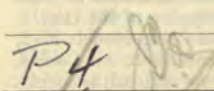
NOTE:—The scale of distribution is shown in the revised Admiralty Fleet Order Volume Instructions—A.F.O. 4544/41, paragraph 10.

Head of "P" Branch

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P2 

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## ADMIRALTY FLEET ORDERS

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27th 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.

## 4080.—Commander-in-Chief, South Atlantic—Transfer to Capetown

(M. 010612/42.—27.8.1942.)

The Staff of the Commander-in-Chief, South Atlantic, and the Staff Officer (I), Capetown, transferred on 3rd August, 1942, to Combined Headquarters, Old University, Capetown.

2. Signals for C.-in-C., South Atlantic, S.O. (I), Capetown, and all authorities at Capetown and Simonstown should be routed to Cypher and Coding Office, Capetown.

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

## 4081.—Appointment of Gunnery Officers—Policy

(C.W. 28596/42.—27.8.1942.)

In order to meet requirements of Gunnery Officers it will be necessary that the bulk of "G" specialists becoming available shall be Reserve Officers, R.N., specialisation being limited to the number necessary to keep pace with promotions. The next R.N. course will start in January, 1943.

2. The syllabus for Reserve Officers courses will be exactly the same as the present one for R.N. Officers and it is intended to start courses as follows:—

24th August, 1942.

16th November, 1942.

March-April, 1943.

3. Reserve Officers now on board should be encouraged to carry out the duties of Assistant to the Gunnery Officer, with a view to being recommended to qualify in "G." Commanding Officers are to forward names of Reserve Officers suitable to specialise, with a report on Form S.206.

(A.F.Os. 850/40 and 5125/41 are cancelled.)

## 4082.—Loss of Officers' Personal Equipment—Authority to Obtain Replacements

(H. 4284/41.—27.8.1942.)

It has been brought to notice that officers are experiencing difficulty in obtaining replacement of articles, e.g., sextants, binoculars, drawing instruments and technical books which have been lost as a result of a service casualty, and although it is probable that the difficulty arises mainly because of the shortage of stocks, it is understood that in some cases suppliers have refused to meet a demand unless the would-be purchaser produces a certificate to the effect that the required article is necessary for his duties.

2. With the exception of binoculars (*see* para. 5) arrangements have accordingly been made with the contractors shown below for supplies of the articles indicated to be made available for purchase on receipt from the officer concerned of an appropriate certificate:—

Article	Contractor
Sextants ... ..	Messrs. Hughes and Son, Ltd., 107, Fenchurch Street, E.C.3.
	Messrs. Heath and Co., New Eltham, S.E.9.

Article	Contractor
Parallel Rulers ... ..	The Universal Woodworking Co., 17, George Street, Balsall Heath, Birmingham.
Dividers ... ..	Messrs. W. H. Harling, Ltd., 117, Moorgate, E.C.2.
"Inman's Tables" ... ..	Messrs. W. J. Harris (Birmingham), Ltd., 111-112, Whitmore Street, Birmingham.
	J. D. Potter, Esq., 145, Minories, E.C.3.

3. As regards sextants, each of the firms mentioned is under contract to the Admiralty for the supply of two models, one, Pattern 491, to full Admiralty specification (except that at present the 10 × "draw" is being omitted to facilitate manufacture) and the other a lower grade (but satisfactory) instrument, Pattern 702 (Hughes) and Pattern 701 (Heath). (Note.—Hughes instruments are fitted with micrometer reading, i.e., 491M or 702M, and Heath's with vernier reading, i.e., 491V or 701V.) Sextants supplied in response to an authorisation will be one of these models (dependent on the amount granted the officer in compensation, or the extent to which he is prepared to supplement it). Instruments may be ordered by post with safety since any instrument will conform to one or other of the Admiralty specifications, but if inspection is desired, this can be done by arrangement and application should be made to the addresses shown above.

4. Commanders-in-Chief, to whom practically all claims for compensation for lost effects are now submitted, are to arrange for a suitable form of authorisation to be given, when individual application is made, in those cases where it is considered that replacement is necessary to enable the applicant to perform his duties. In this connection, and to prevent, as far as it is possible, unnecessary purchase, attention is invited to A.F.O. 3879/40 which governs the award of compensation for the loss of sextants and to the fact that compensation for the loss of binoculars and telescopes is, as a general rule, limited to officers of the Executive Branch.

5. It must be clearly understood that the granting of any such authorisation does not necessarily imply that a claim for compensation in respect of the loss of any particular article will be admitted.

6. The present supply position of binoculars makes it impossible for the time being for any assistance to be given to officers for the provision of a personal instrument, but it is hoped that it may be possible to do so in the not too distant future, when a further order will be promulgated.

(A.F.O. 3879/40.)

#### 4083.—Canadian Officers Serving in the R.N. during Hostilities—Division of Financial Liability for Allowances, etc.

(C.W. 28131/41.—27.8.1942.)

It has been agreed with the Canadian Government that the financial liability for the allowances, etc., of Canadian Officers serving in the Royal Navy during hostilities should be divided as follows, with effect from 1st July, 1942 :—

##### 2. (i) To be borne by Canadian funds :—

- the cost of the travelling and incidental expenses of these officers when first joining the Royal Navy and on returning to the Canadian Naval Services.
- Their living allowances when not travelling.
- Lodging and provision allowances when sent on compulsory leave between appointments.
- Free issue of four leave warrants a year, such warrants being boldly marked at the top in red "Payable by Canada".

##### (ii) To be borne by Imperial funds :—

All travelling and incidental expenses incurred by these officers including subsistence allowance when moving between appointments or on detached duty.

3. Payment of the foregoing allowances, expenses, etc., is to be made at the same rate and generally under the same conditions as apply in the case of R.N. officers. For example, any additional expense over that of the direct journey from one appointment to another which an officer may incur by reason of deviations to leave, etc., except rail fare in cases covered by paragraph 2 (i) (d), is his own liability.

4. Travelling expense claims other than those for expenses incurred under paragraph 2 (i) (a) above, should be rendered in the same way as those of R.N. officers.

5. The above arrangements do not apply to R.C.N. Officers lent for service under the terms of A.F.O. 2998/35.

(A.F.Os. 2998/35, 4657/40 and 1872/42.)

#### 4084.—Modified "Qualified Officer" Status (S.V. and C.F.)

(C.W./N.R. 341/393/42.—27.8.1942.)

This status will not normally be granted to an officer unless he has served in independent command of one of H.M. ships at sea for a period of not less than six months.

2. Many applications for this status are received incorrectly or incompletely worded. Recommendations which do not follow strictly the wording of A.F.O. 4581/41 cannot be considered.

3. Attention is drawn to paragraph 5 of the Order quoted. Applications are to be forwarded, through the usual channels, to the Admiral Commanding Reserves and not to the Secretary of the Admiralty.

(A.F.O. 4581/41.)

#### 4085.—Proceedings Under the Naval Discipline Act—Evidence of Arrest, etc.

(N.L. 7150/42.—27.8.1942.)

By an Order-in-Council (S.R. & O. 1942, No. 1280) the following Regulation has been inserted after Regulation 10 in the Defence (Armed Forces) Regulations, 1939 :—

"10A—(1) For the purpose of any proceedings under the Naval Discipline Act—

- where the person charged has surrendered himself into the custody of a naval, army or air force provost marshal, assistant provost marshal or other officer of His Majesty's forces, or has surrendered himself to any consular officer, or has on surrender been taken into custody at a police station in any place in any part of His Majesty's dominions, a certificate purporting to have been signed by that provost marshal, assistant provost marshal or other officer, or by that consular officer, or by the police officer in charge of that police station, as the case may be, and stating the fact, date and place of his surrender, and whether or not he was wearing the uniform of any of His Majesty's naval or marine forces at the time of his surrender, shall be evidence of the matters so stated ;
- where the person charged has been apprehended and has on arrest been taken into the custody of any such provost marshal, assistant provost marshal or other officer as aforesaid, or to any such police station as aforesaid, a certificate purporting to have been signed by that provost marshal, assistant provost marshal or other officer, or by the police officer in charge of that police station, as the case may be, and stating the fact, date and place of arrest, and whether or not he was wearing the uniform of any of His Majesty's naval or marine forces at the time of arrest, shall be evidence of the matters so stated."

#### \*4086.—Examinations of V/S and W/T Ratings—Date of Passing

(N. 18260/42.—27.8.1942.)

Many instances have come to light of failure to carry out the instructions contained in A.F.O. 2972/42, paragraph 3.

2. Commanding Officers must ensure that the date on which ratings apply to be examined is noted on their signal or wireless history sheet.

When this document is not immediately available, ratings are to be given a signed statement showing the date of such application and this statement is to be handed to the examining officer by the candidate when he presents himself for examination.

3. Ratings should be warned that without this information examining officers are unable to award a passing date other than the actual date of the examination.

4. The "date of application" is only to be used as the "date of examination" in the case of ratings who pass. The date to be shown in the case of failures is the actual date of the examination and in this case ratings are required to make a fresh application for examination.

(A.F.O. 2972/42.)

#### 4087.—R.D.F. Branch—Irregular Transfers—REPORTS

(N. 10761/42.—27.8.1942.)

Attention is drawn to the fact that *acting* R.D.F. operators are *not* members of the R.D.F. branch, but are merely ratings of other branches temporarily employed as R.D.F. watchkeepers. Their conditions of service as regards advancement, etc., remain those of their own branch.

2. With reference to A.F.O. 3368/40, paragraphs 5 and 6, and C.A.F.O. 189/42, paragraph 5, the permanent transfer of ratings to the R.D.F. branch from other branches is to be discontinued as from the 1st June, 1942, with the exception of:—

- (a) Ratings in depots and all training establishments in the U.K. who have not successfully completed full training for their branch.
- (b) Seaman ratings who have been employed for at least three months as Acting R.D.F. operators, but excluding active service ratings.
- (c) Ratings who are definitely unsuitable for their present branch on medical or other grounds and who have been employed for at least three months as acting R.D.F. operators.

Other transfers will only be allowed in special circumstances and with prior Admiralty approval.

3. Since irregular transfers to the R.D.F. branch have recently been reported, Commanding Officers are to examine the service documents of all R.D.F. operators and forward full details by letter to the Captain, H.M. Signal School, of any rating who has not been noted as a qualified R.D.F. operator by H.M. Signal School, Portsmouth, or H.M.S. "Valkyrie," and transferred to the Portsmouth Division. Reports *re* ratings transferred direct by ships under A.F.O. 3368/40 prior to 31st March, 1940, are not required.

(A.F.O. 3368/40 and C.A.F.O. 189/42.)

(A.F.O. 3212/42 is cancelled.)

#### 4088.—National Service (Armed Forces) Acts—Position of Men Discharged from the R.N. and R.M.

(N. 18496/42.—27.8.1942.)

With reference to A.F.O. 1508/42, reports are no longer to be rendered to the Ministry of Labour and National Service in respect of men discharged on medical grounds, whether they are invalided after survey or discharged as medically unfit for service.

2. The notice referred to in paragraph 2 of A.F.O. 1508/42 is, however, still to be handed to men discharged on medical grounds.

(A.F.O. 1508/42.)

#### 4089.—Acting L.T.O. (C.M.)—Conditions of Payment

(N. 17551/42.—27.8.1942.)

Under A.F.O. 3802/40, pensioner Petty Officers employed in charge of control huts at C.M. Stations may be granted the paid acting rate of L.T.O. (C.M.) if, being ineligible for a confirmed torpedo rate, they held a gunnery or other non-substantive rate during their former active service.

2. It has now been decided that, where such Petty Officers have been drafted to C.M. Bases or Base Ships for employment in the preparation and laying of controlled mining loops, they may continue to be paid as Acting L.T.O. (C.M.).

3. With effect from the date of this Order, other pensioner Petty Officers serving in C.M. Bases and Base Ships may also be paid as Acting L.T.O. (C.M.) while employed on controlled mining duties, provided they held a gunnery or other non-substantive rate during their former active service.

4. The provisions of paragraph 3 of A.F.O. 3802/40 remain unaltered.

(A.F.O. 3802/40.)

#### 4090.—Air Artificers (O)—Advancement

(N.7280/42.—27.8.1942.)

Air Artificers (O), particulars of whom were promulgated in A.F.O. 3691/41, will be eligible for advancement in their branch under the conditions laid down in the Appendix to A.F.O. 1597/39, amplified as shown below:—

*Air Artificer (O), 3rd Class as for Air Artificers, 3rd Class—*

*Paragraph (c) and (d) being amplified as follows:—*

*Paragraph (c)*

"Air Artificer (O), 3rd Class, to be well acquainted with, and able to answer practical questions on aircraft armament and its associated equipment. Knowledge of inspection procedure, technical returns, explosives and explosives regulations."

*Paragraph (d)*

"Candidates for Air Artificer (O), 3rd Class, at home by the Senior Armament Officer on the staff of the Rear-Admiral Naval Air Stations, and an officer promoted from the Air Artificers' (O) Branch. Candidates abroad by one Lieutenant-Commander or Lieutenant, qualified in air armament and one officer promoted from Air Artificer (O) branch (or by two Lieutenant-Commanders or Lieutenants qualified in Air Armament) in the presence of a Captain or Commander.

Provisional examination allowed by one officer qualified in Air Armament in the presence of the Captain but final examination by the proper officers must be held at the earliest opportunity."

*Chief Air Artificer (O) as for Chief Air Artificer—*

*Paragraphs (b), (c) and (d) being amplified as follows:—*

*Paragraph (b)*

"Chief Air Artificer (O)—Six years, of which three years must have been as Air Artificer (O), 4th Class or above, including acting time allowed to reckon: of these six years, two years must have been in a Naval Air Squadron. Service in the Ordnance Artificer Branch and other branches, as allowed to reckon for advancement to Chief Ordnance Artificer, is to be counted. Must be in possession of a certificate signed by the Captain and Air Armament Officer of the last ship in which he served, stating that he is fit for advancement to Chief Air Artificer (O). This certificate is to state clearly the candidate's ability to instruct and take charge of ratings."

*Paragraph (c)*

"Chief Air Artificer (O)—(1st) Educational—as for other Air Artificers. (2nd) Professional—Simple mechanical drawing.

Workshop practice—Ability as a practical workman.

A good knowledge of aircraft gunsights, machine guns and their installation, bomb sights, bomb carriers, explosives and explosive regulations, inspection routines, technical returns, repair of all aircraft armament equipment, etc.

*Note.*—as laid down in existing regulations for advancement to Chief Air Artificer."

*Paragraph (d)*

"Chief Air Artificer (O)—Air Armament Officers on the Staff of H.M.S. "Excellent" and a Lieutenant-Commander qualified in Air Armament. May be provisionally examined by two officers qualified in Air Armament, one of whom must not be below the rank of Lieutenant-Commander, in the presence of the Captain, but must present himself for final examination at first opportunity."

2. Air Artificers (O), transferred from Ordnance Artificer (general service) and qualified for advancement in class under the rules of their former branch, may be advanced without additional qualification.

3. Until further notice, a conversion course will not be required for the transfer of Leading Air Fitters (O) to Acting Air Artificer (O), 4th Class.

(A.F.Os. 1597/39, 1200/40 and 3691/41.)

**4091.—Machinery Allowance for Enginemmen Serving in 72-ft. H.D. Motor Launches**  
(N/N.R. 192/56/42.—27.8.1942.)

It is notified that enginemmen serving in 72-ft. H.D. motor launches are eligible for payment of machinery allowance at the lower rate of 6d. a day only in accordance with K.R. & A.I., Appendix XVII, Part 3, No. 28(b).

(K.R. & A.I., Appendix XVII, Part 3, No. 28(b).)

**4092.—Pre-Entry Training in Private Wireless Schools—Refund of Training Fees**  
(N. 13485/42.—27.8.1942.)

Telegraphist (S.O.) and Wren W/T Operators (both general service and S.O.) may be regarded as eligible for a refund or part refund of expenses incurred in the circumstances indicated in A.F.O. 3475/41 provided an appreciable saving in training time can be shown to have resulted after their entry into the Service.

2. Claims under this Order are not to be settled locally, but are to be sent for consideration to the Admiralty with full details to enable a decision to be given in each instance.

(A.F.O. 3475/41.)

**4093.—R.M. Auxiliary Battalion—Change of Title and Prefix to Register Numbers**  
(A.G.R.M./N. 16611/42.—27.8.1942.)

As the R.M. Auxiliary Battalion is now a combatant unit, it has been decided to alter the title of this unit to "19 Royal Marine Battalion"—short title, "19 R.M. Bn."

2. All other ranks of this unit, bearing the prefix "Aux" to the Register Number, will be allocated new Register Numbers with the prefix "Ply." The Commandant, Plymouth Division, will inform Commanding Officers, etc., of the new Register Numbers allocated.

3. This change will come into force as from 1st October, 1942.

4. Service documents, ship's books, etc. are to be amended accordingly.

5. To avoid the recall of Allowance Books in issue and the clerical labour involved, Allowance Books will retain their present Identity Numbers until 31st March, 1943, *i.e.*, the date on which payment will be completed.

(A.F.O. 5240/41 is cancelled.)

**\*4094.—R.N.E. and R.N. (H.O.) Patrol Service Ratings—Qualifications for Examination for Ministry of War Transport Certificate of Competency as Second Hand**  
(N. 18712/42.—27.8.1942.)

As a war-time concession the qualification for examination for certificate of competency as Second Hand set out in A.F.O. 398/41, clause (a) (ii) has been amended to four years at sea, of which at least *one year* must have been on board deep sea fishing boats.

2. Service afloat in foreign going merchant ships or in ships of the general Fleet, as well as in Patrol Service vessels (A.F.O. 1498/40, clause (i) (b)) may be included in the remainder of the four years required.

3. A.F.O. 398/41 is to be amended accordingly.

(A.F.Os. 1498/40, 1499/40 and 398/41.)

**4095.—Training of Flying, Maintenance, Handling and Catapult Personnel**  
*Catapult Ship Aircraft*

(C.W./N.A.D. 1172/42.—27.8.1942.)

Attention is drawn to A.F.O. 3554/42, and B.R. 617 on the subject of the Operation of Catapult Ship aircraft, both of which stress the importance of training and practice to enable aircraft to be launched and recovered in rough weather at sea with the minimum delay. *This can only be achieved providing all personnel concerned are fully trained and exercised in the most rapid execution of slick and swell recoveries with ships under way.*

2. The Fleet Air Arm Manual of Operational Training O.U. 6372(40) gives full details of the organisation available for the operational training of disembarked units. Every opportunity to take advantage of available training and refresher facilities, as summarised in this Order, which will subsequently form the basis of a "Catapult Section" in O.U. 6372(40), must be utilised. Full use must also be made of the information available in the Catapult Section of the Air Materiel Department, Admiralty, and, if required, the attendance requested of experienced officers from that Section at initial embarkation of aircraft as allowed for in C.A.F.O. 3560/39.

*Formation of Flights for Catapult Ships*

3. The air unit in a Catapult ship is provided by either No. 700 Squadron (A.B.R. aircraft), No. 702 or 703 Squadron (Floatplane aircraft) and is known as H.M.S. "....." Flight of the appropriate Squadron. In Home waters units of No. 700 Squadron are normally accommodated when disembarked at the R.N. Air Station, Twatt, or R.N. Air Station, Donibristle. The Commanding Officer, Home Fleet Flight of No. 700 Squadron is appointed additional on the Staff of Commander-in-Chief, Home Fleet, and is responsible to him for the general administration of units disembarked, and to Rear-Admiral, Naval Air Stations, for training matters. He also provides liaison with all authorities concerned. Units of Nos. 702 and 703 Squadrons in Home waters are normally accommodated when disembarked at R.N. Air Station, Lee-on-Solent. No permanent shore based staff is provided for these squadrons.

4. The Admiralty will arrange so far as is possible for new units to be formed at least three months before they are required to embark in any ship and where possible will promulgate the date of formation one month in advance of formation to R.A.N.A.S., C.D.B., the parent ship, H.M.S. "Pegasus" and other authorities concerned.

*Division of Responsibilities for training of "Flights" as between R.A.N.A.S. and Commanding Officers of Catapult Ships.*

5. While forming and working up, catapult flights come under the administration of R.A.N.A.S. who will collaborate with the Commanding Officer of the ship concerned in regard to the training, (*vide* paragraphs 8, 9 and 10 below). Commanding Officers of ships whose flights are subsequently disembarked for training are to inform R.A.N.A.S. of the training that is required in accordance with paragraph 9 of this Order.

*Syllabus of training facilities available.*

6. The arrangements for training are described in O.U. 6372 and programmes of working up training of individual flights are drawn up by R.A.N.A.S. or the authority delegated by him to do so, in accordance with Chapter I, Section III, paragraph 2 (ii) of O.U. 6372.

7. The training in which flights of No. 700, 702, or 703 Squadrons and personnel of parent catapult ships are concerned may be classified as follows and is described in subsequent paragraphs:—

- (a) *Initial training* of the flight, on its formation, at a Naval air station. (Working-up programme.)
- (b) *Refresher training* of the flight during a disembarked period while ship refits, etc.
- (c) *Catapult Ship Course* in H.M.S. "Pegasus" or other ship allocated. (Included in programme for (a) or (b) and to be attended by both ship's and flight personnel.)
- (d) *Catapult training* of the Ship's Catapult Crew, normally carried out in their own ship.

*Note 1.*—Embarked training is most necessary if the standard reached after working up or refresher courses is to be maintained. Commanding Officers of ships carrying aircraft must take advantage of every opportunity for keeping their aircraft, catapult and handling crews in operational practice while embarked. While ships are in harbour and flying from the ship is not possible, local arrangements should be made, whenever possible, to disembark the aircraft to a convenient Naval Air Station for short periods of intensive flying.

*Note 2.*—The syllabus for (c), Catapult Ship Course, is published as Appendix I to this Order, and will be incorporated in the proposed Catapult Section of O.U. 6372 in due course.

Note 3.—Items (a), (c) and (d) apply to ships on first commissioning or re-commissioning entirely. Items (b), (c) and (d) apply to ships refitting or in harbour for any length of time (see paragraph 9 below).

8. *Initial training* programmes are drawn up by R.A.N.A.S., or the authority delegated by him to do so, as soon as a flight is formed.

Copies of such programmes are to be forwarded to the Admiralty, the Commanding Officer, H.M.S. "Pegasus", the Commanding Officer of the parent ship and, when applicable, the Commanding Officer, Home Fleet Flight, 700 Squadron, by R.A.N.A.S. or C.D.B. as applicable.

9. *Refresher training* must be arranged while ships are under refit or repair if the flights are to remain efficient and up to date in new methods and equipment. In this case it is the responsibility of the Commanding Officer of the ship to decide what particular training is required and the probable periods that the flight will be available. This information, and details of leave to be granted to flying and maintenance personnel while disembarked, is to be forwarded, whenever possible in advance by signal, to R.A.N.A.S. with copies to Admiralty; Commanding Officer, H.M.S. "Pegasus"; and C.D.B. in accordance with O.U. 6372, Chapter I, Section III, also indicating convenient alternative dates when the personnel mentioned in Appendix I, paragraph 2, will be available for training in H.M.S. "Pegasus" if this training is required. R.A.N.A.S. or the authority delegated by him will then make arrangements for the necessary programme to be drawn up and copies forwarded as in the case of initial training and in the form laid down in O.U. 6372, Chapter I, Section III.

10. *Catapult Ship Course*.—Since H.M.S. "Pegasus" must also be available for special trials, training of seaplane crews, or operational duties, and since both ship and flight personnel attend this course together, it will be necessary for R.A.N.A.S. or the authority delegated by him to arrange a week suitable to the Commanding Officer, H.M.S. "Pegasus", the Commanding Officer of the parent ship, and any others concerned.

The personnel from the ship and the flight should always attend the same course in order that they may learn to work together as a team. H.M.S. "Pegasus" normally provides the aircraft for this training, and the course lasts five days (commencing on a Monday) as detailed in Appendix I. Personnel from only one ship can be accepted at a time.

It is the responsibility of the Commanding Officer of the ship to arrange for reliefs of key personnel to be drafted to the ship in sufficient time for the reliefs to undergo the necessary training. The Commanding Officer H.M.S. "Pegasus" will render a report on the completion of each course to the Commanding Officer of the parent ship, copies to Admiralty, R.A.N.A.S., C.D.B. and the Squadron Commander concerned.

11. *Catapult training* of the catapult's crew is to be requested by the Commanding Officer of the ship direct to the Engineer-in-Chief's Department, Admiralty, care being taken to select three days when the catapult will be sufficiently completed and which do not clash with the course in H.M.S. "Pegasus", since the latter must also be attended by the Catapult Officer and E.R.A. and breech workers in order that they may learn aircraft handling procedure and drill. When making application to Engineer-in-Chief, as much notice as possible should be given and probable date for training stated. The Catapult Training is carried out in the crew's own ship in order that they may be conversant with the type of catapult they will use. An aircraft will not normally be required during this training.

12. When making arrangements for training programmes the following points must therefore be observed:—

(a) Catapult Ship Courses in H.M.S. "Pegasus" (Appendix I) must take place before the Aircraft Equipment Trial (see A.F.Os. 3560/39 and 921/40), or the re-embarkation of aircraft in the ship.

(b) Catapult Training must not clash with the Catapult Ship Course.

Note.—Arrangements will be made for copies of ship's completion and working up programmes to be forwarded to R.A.N.A.S. and C.D.B. as soon as available.

13. In the event of H.M.S. "Pegasus" not being available, a demonstration of aircraft arrangements should take place in own or any other available ship. R.A.N.A.S. in consultation with Admiralty and the ship concerned will promulgate the date and place of this demonstration.

#### Walrus Maintenance Course.

14. Courses in the maintenance of Walrus aircraft, each lasting six days, take place at the R.N. Air Station, Donibristle, and must be attended by all officers and ratings of a catapult flight as soon after formation as possible. This course is included in the Working-up Programme referred to in paragraph 7, and application for refresher or courses for newly joined personnel should be included in the training requirements forwarded in accordance with O.U. 6372, Chapter I, Section III, paragraph 4, or paragraph 9 of this Order.

#### Duties of Flight Commander.

15. It is essential for the Senior F.A.A. Officer in a flight, or his deputy, to keep in continual touch with both his ship and the Naval Air Station at which the flight is accommodated in connection with administration, stores, ship's equipment, programmes, personnel, etc. His visits to his ship, should, as far as possible, be arranged to give the least interference with the flight's working-up programmes, but Commanding Officers of both ships and Naval Air Stations must give every opportunity and authority for such visits to be made as often as necessary. These visits are particularly necessary when Admiralty Officers from the Air Materiel Department are inspecting the aircraft arrangements in a ship.

16. The Flight Commander is also authorised to visit or communicate with the ship section of the Air Materiel Department, with the permission of the Commanding Officer, of his ship or Naval Air Station, in any case of doubt regarding aircraft arrangements.

#### Instructional Films.

17. The following films are shown during training and are also obtainable by ships in accordance with Fleet Orders if required for local use:—

- (a) Launching and recovery of aircraft in Catapult Ships (shown during Catapult Ship Courses).
- (b) Maintenance of Walrus aircraft (shown during Walrus Maintenance Courses).

#### Guide to Officers of the Fleet Air Arm on the Commissioning and Equipment of Catapult Ships.

18. In the case of new ships under construction, a guide to the responsibilities of the Pilots and Observers and the extent to which they must assist the shipbuilders and ship's officers, is issued by the Air Materiel Department, Admiralty, in the form of a pamphlet (revised in June, 1942) with the above title, for the personal reference of the Senior Officer in the flight.

#### APPENDIX I

##### Catapult Ship Courses. Syllabus of Training in H.M.S. "Pegasus".

Each Catapult Ship Course will include the following training:—

- (a) Pilots of aircraft—Launching (to include night operation whenever conditions permit), slick landing and recoveries.
- (b) Observers and Aircraft Crews—Recovery and communications.
- (c) Directing Officers, Aircraft Personnel and Handling Parties—General direction, launching, recovery and handling of aircraft.
- (d) Torpedo Officer, Electrical Artificer and Crane Operators—Operation and maintenance of cranes.
- (e) Catapult Officer and Catapult E.R.A.—Loading and off-loading aircraft, catapult drill and misfires. General handling procedure.
- (f) Breech Workers—Launching and misfire drills.

Note.—The Catapult Officer, Catapult E.R.A. and Breech Workers also receive training with the remainder of the catapult's crew on the catapult in their own ship, arranged in accordance with paragraph 11 of this Order.

2. The course is to be attended by the following officers and ratings even if they have had previous experience:—

- (a) From ship:—
  - Directing Officer and standby Directing Officer.
  - Torpedo Officer.
  - Catapult Officer.

- (b) From ship, or R.N. Air Station at which unit is formed:—
  - All Pilots and Observers.
  - All aircraft personnel of ship.

(c) From ship or depot, as part of their preparation for drafting:—

Catapult E.R.A.  
Breech Workers.  
P.Os. of handling parties.  
Leading Hands of bogies' crews (where applicable).  
Crane Operators (at least two per ship).  
Electrical Artificer (detailed for maintenance of cranes).

Notes.—(i) If any of the ratings shown at 2 (c) are required to be selected from men who have not yet joined the ship, the Commanding Officer of the ship is responsible for arranging with the depot accordingly.

(ii) If the Torpedo Officer is not detailed as Directing Officer, he should, if possible, attend the course in order to gain up-to-date experience of recovery gear.

3. The following is a brief synopsis of the course, which is modified to apply to the type of catapult and crane in the ship concerned.

Day.	Personnel.	Subject.
1st day	All Officers and Ratings ...  Naval Aircraft Personnel ...	Lectures on cranes and recovery gear; demonstration with working model of crane, and practically on crane itself. Brief description of catapults, trolley superstructure and amphibian loading gear. Lecture on securing gear and administration.
2nd day	Directing Officers, Torpedo Officers, Pilots, Observers, Crane Operators, P.Os. of handling party, Naval Aircraft Personnel, Electrical Artificer.  Catapult Officer, E.R.A. and Breechworkers.	Lectures on recovery of aircraft under all conditions, loading and off-loading, slipping from crane and night operation. Landing and recovery signals. Practical instruction for crane operators, breechworker and crane E.A. Instruction as applicable.
3rd day	All Officers and Ratings ...	Lecture on catapult launching drill and communications. Instructional film. Towed recoveries and practice loadings of Walrus to, and off-loading from, catapult and amphibian loading gear. Use of tackles for off-loading.
4th and 5th days	All Officers and Ratings ...	Catapult launches. Slick landings. Rough weather handling gear. Demonstration of securing gear in all positions. Bogie operations (where applicable). Recoveries by towed and direct methods with ship under-way and at anchor. Slipping Walrus from a crane. Night launching and recovery if conditions permit.

(C.A.F.Os. 3560/39, 3562/39, 921/40, 1270/41; A.F.O. 3554/42.)

(C.A.F.O. 2155/41 is cancelled.)

#### 4096.—Naval Ratings Reported "Missing" and "Missing Presumed Killed"—Accountant Procedure

(D.N.A. 13418/42.—27.8.1942.)

It has been brought to notice that the accounts of men who have been first reported to their next-of-kin as "missing presumed killed" are in some cases being transferred to the books of their respective Port Divisions for extension in accordance with A.F.O. 3360/41. Such extension of pay is, however, applicable only when a man is first reported to his next-of-kin as "missing".

2. The notification "missing presumed killed" is tantamount to presumption of death and the accounts of such ratings should be finally closed at the date of casualty on the ledger where then borne for pay.

3. In order to obviate erroneous transfer of accounts it is necessary for the Accountant Officer responsible for the accounts of the men concerned to receive early information as to the precise form of notification sent to the next-of-kin.

4. The following procedure should therefore be adopted:—

(i) On receipt of the telegraphic notification of the names of those ratings missing as a result of enemy action, and after informing the next-of-kin, the Commodore of the ratings' respective Port Divisions should inform the Naval authority concerned by signal of the form of notification sent in one of the following terms:—

(a) Your.....N.O.K. informed "missing". Transfer accounts for extension. A.F.O. 3360/41.

or (b) Your.....N.O.K. informed "missing presumed killed". Accounts ineligible for extension.

(ii) This information should be passed to the Accountant Officer bearing the pay accounts of the man; no action to transfer the accounts should be taken until this information is received.

(iii) On receipt of message (a) the accounts of the men concerned should be closed to the date of casualty, K.U.A., G.M. and P.I.D., etc., being adjusted to that date and transferred to their respective Port Divisions. A reference should be made on the pay documents to A.F.O. 3360/41. Forms S.46 should be rendered by the Accountant Officer of the Port Division, if and when death is presumed; the name of the ship in which the casualty occurred and of the accounting base should be noted thereon.

(iv) On receipt of message (b) the accounts should not be transferred but should be finally closed to the date of casualty with adjustment of K.U.A., etc., to that date and Forms S.46 should be rendered in the normal manner.

(A.F.O. 3360/41.)

#### 4097.—Canadian Naval Personnel—Increase in Pay and Marriage Allowance

(C.W. 21056/42.—27.8.1942.)

##### Pay.

Rates of basic pay of Canadian Naval personnel have been increased as follows for officers of all branches *except* Medical Officers, Chaplains, Commissioned Officers from Warrant Rank, and Lieutenants R.C.N.R. and Lieutenant (E) R.C.N.R.

Probationary Sub-Lieutenant ... .. Increased by 25 cents per day.

Acting and Confirmed Sub-Lieutenant ... .. Increased by 1 dollar per day.

Lieutenants ... .. Increased by 1 dollar per day.

Increase is to take effect from 1st April, 1942.

##### 2. Marriage Allowance.

Increases in rates of marriage allowance have been approved for all Canadian Naval personnel to take effect from 1st April, 1942. It should be noted that there is no increase in rates of dependants' allowance. The old rates of marriage allowance and corresponding new rates are as follows:—



		Wife only	Wife and 1 child	Wife and 2 children	Wife and 3 children	Wife and 4 children or more
		\$	\$	\$	\$	\$
Commanders and above...	Old rate ...	1.00	1.25	1.50	1.75	2.00
	New rate...	2.00	2.40	2.80	2.80	2.80
Lieut. Commanders ...	Old rate ...	1.00	1.25	1.50	1.75	2.00
	New rate...	1.80	2.20	2.60	2.60	2.60
Lieutenants ...	Old rate...	1.00	1.25	1.50	1.75	2.00
	New rate...	1.60	2.00	2.40	2.40	2.40
S/Lieutenants, Midship- men, Mates and Cd. Officers from Warrant Rank.	Old rate...	1.00	1.25	1.50	1.75	2.00
	New rate...	1.45	1.85	2.25	2.25	2.25
Warrant Officers ...	Old rate...	1.00	1.25	1.50	1.75	2.00
	New rate...	1.30	1.70	2.10	2.10	2.10
All ratings ...	Old rate...	.75	1.00	1.25	1.50	1.75
	New rate...	1.15	1.55	1.95	2.25	2.45
<i>Children only</i>						
All officers ...	Old rate...	—	1.00	1.25	1.50	1.75
	New rate...	—	1.00	1.30	1.65	1.95
All ratings ...	Old rate...	—	.75	1.00	1.25	1.50
	New rate...	—	.75	1.30	1.65	1.95

3. Under Canadian Naval Regulations, marriage allowance is credited to the Officer or Rating in the ledger, and the full amount received (i.e. 31 times the daily rate) must be allotted by him to his wife or guardian of his children. In the case of an officer no additional allotment of pay is obligatory, but a rating must allot in addition to the marriage allowance the following number of days' pay of his rating exclusive of allowances:—

	Days' Pay
For wife ...	15
For 1 motherless child ...	5
For 2 motherless children ...	10
For 3 motherless children ...	15

4. Accountant Officers are to review the rates of marriage allowance now being credited to all Canadian personnel borne on their ledgers, and forms in accordance with the specimen at the end of this order are to be prepared and completed in triplicate for each such person. Allotments to wives must be increased where necessary to at least the minimum amount called for by paragraph 2, but increases above the minimum may be made by officers and ratings if so desired. Any increases of allotments shown on forms are to be effective from the allotment payment at end of April, 1942. Naval Service Headquarters, Ottawa, will increase allotments from the next payment following receipt of the forms, and will also pay to wives the arrears of allotment increase from April to that date. Ordinary Allotment Declarations covering increases shown on these forms will *not* be required.

On completion of forms the difference in marriage allowance is to be credited as from 1st April, 1942, allotment is to be charged at increased rate from next monthly payment, and arrears of allotment increase from April are also to be debited in "allotment" column. Forms are to be distributed as follows:—

Original to Naval Service Headquarters, Ottawa. (By air mail where possible.)

Duplicate to Accountant Officer, H.M.C.S. "Niobe", c/o Canadian Fleet Mail Office, 10, Haymarket, London.

Triplicate for enclosure to ledger.

5. In the case of personnel recently drafted from Canadian ships or establishments the increase may have already been adjusted. This should be apparent on comparison of rate shown on transfer list with those tabulated in paragraph 1, but if any cases of doubt arise they should be submitted direct to Naval Service Headquarters, Ottawa.

6. In the case of officers, increase in marriage allowance is accompanied by a decrease in consolidated lodging and provision allowance if and when the latter allowance is payable. Officers who would suffer loss by accepting the two new rates may remain on both old rates until such time as it is to their advantage to change. No Canadian officer on loan to the Royal Navy should be in receipt of Canadian rates of lodging and provision allowance, and this paragraph is included merely for information of officers.

*Specimen form to be prepared in triplicate*

(1) Surname.....Christian Name.....  
 Rank or rating.....Official No.....  
 Daily rate of pay \$.....Present M.A.....New M.A.....  
 Ship.....List and No.....  
 Allottee—Whether wife or guardian.....  
 Full name.....  
 Full address.....  
 Children Full names. Age last birthday.  
 .....  
 .....  
 .....  
 Rate per month of present allotment \$.....  
 Rate per month of new allotment \$.....  
 (State if "no increase")  
 Date to be increased by N.S.H.Q. 30th April, 1942.

Signature of Allotter.

(2) *For use in Accounting Establishment.*

M.A. has been increased from \$..... to \$..... from 1st April, 1942.

Allotment has been increased from \$..... to \$..... from April, 1942, and arrears have been debited in ledger.

Accountant Officer.

(3) *For use in N.S.H.Q. Allotment Section. (To be left blank.)*

*(Admiralty Messages 847A, 896A and 925A are cancelled.)*

**\*†4098.—Newfoundland Personnel Serving in Royal Navy—Welfare of Sick and Wounded**

(N/D.P.S. 591/42/P.—27.8.1942.)

The following is promulgated for the information of Newfoundland personnel serving in the Royal Navy:—

The Officer-in-Charge, Combined Services Liaison Staff, Newfoundland, 58, Victoria Street, London, S.W.1, is anxious to hear from any Newfoundlander serving in the Royal Navy who may be sick or wounded and in need of invalid comforts or other assistance; all applications should be made to the above address.

**4099.—South African Naval Personnel, and Naval Personnel Resident in South Africa Serving in the Naval Forces of the Crown During the War—Income Tax**

(C.W. 11386/42.—27.8.1942.)

As indicated in paragraph 1 of Appendix IV of A.F.O. 3898/41, South African residents who join the Naval Forces of the Crown for service during the war will continue to be exempt from liability to United Kingdom Income Tax on income from sources outside the United Kingdom, and from British Government Securities, the interest on which is exempt in the hands of a person not ordinarily resident in the United Kingdom.

2. With reference to A.F.O. 3979/42, United Kingdom Income Tax remains chargeable on service pay from British funds, but for South African Naval personnel taken into Royal Navy payment under wartime arrangements the United Kingdom

tax on pay shall be limited to the amount of South African Tax which would have been payable in respect of the pay had it continued to be borne on South African funds. The personnel to whom this decision applies are:—

- South African Naval Officers and ratings serving in H.M. Establishments in South Africa, i.e. Afrikander I, III and IV.
- R.N.V.R. (S.A.) Officers and ratings serving in R.N. ships and establishments either on R.N. or South African rates of pay.
- R.N.V.R. (S.A.) Engineer Officers given temporary commissions in the R.N.
- R.N.V.R. (S.A.) ratings given commissions in the Imperial R.N.V.R.
- South African residents commissioned into the War Reserve Section of the R.N.V.R. (S.A.) and transferred into R.N.V.R. payment.

In computing the tax chargeable, service pay will be regarded as the only source of income and the full personal, etc., allowances that can be obtained under the South African regulations will be given. For the purpose of computing provisional tax charges for the year 1942/43, the extract from the South African Income Tax Law for the year ended 30th June, 1941 (*see* appendix to this Order) should, for the time being, be taken as a guide. Any tax payable for the period ended 31st March, 1942, will be communicated by the Director of Navy Accounts in due course.

3. Normally the service pay of individuals who are ordinarily resident in South Africa would be chargeable to South African Income Tax notwithstanding that the pay might be a charge on British funds. It is understood however, that for South African residents whose service pay is borne by British funds, and therefore chargeable to United Kingdom Tax the South African Government is prepared to waive its claim to tax on pay as from the year of assessment ended 30th June, 1941. There will thus be no double taxation of pay after 1st July, 1940, and application for repayment of any South African tax paid in respect of periods subsequent to that date should be made by the taxpayer to the South African authorities. Where it is established that double taxation has already occurred in respect of some period prior to 1st July, 1940, the appropriate relief has been given, or will be given, by abatement from *United Kingdom* income tax. Relief from double taxation will apply to individuals in any of the categories detailed in paragraph (2) who have paid South African tax for the period up to 30th June, 1940, on their naval pay from British funds, and also to British residents in South Africa called up or serving in South Africa and paid from British funds.

The amount of British Income Tax payable by individuals in the latter category for the period 1st July, 1940—31st March, 1942, will be communicated by the Director of Navy Accounts in due course. Provisional Tax charges for the year 1942-43 should be calculated in accordance with the general rules laid down in A.F.O. 3898/41.

4. Any individual who considers that he is entitled to the benefit of the treatment outlined above should make a specific claim when completing the income tax return form for the assessment year 1942-43. He should state the name of the local force joined on enlistment, the date of enlistment and the address at which he was normally resident prior to joining.

#### APPENDIX

*Extract from South African Income Tax Law for the year ended 30th June, 1941*

##### PERSONAL ALLOWANCES

£400 to each individual and £100 for each child, reduced in the case of a married person by £1 for every £10 by which the chargeable income (i.e. the income before deducting the allowances) exceeds £600, and in the case of a single person by £1 for every £1 by which the taxable income exceeds £400.

##### RATES OF TAX

Married persons 1s. 3d. in the £ plus one-thousandth of a 1d. in the £ for each £1 of taxable income in excess of £1 (maximum rate 3s. in the £). Unmarried persons 1s. 6d. in the £ plus one-thousandth of a 1d. in the £ for every £1 of taxable income in excess of £1 (maximum rate 3s. 3d. in the £).

“Taxable” income is the amount of income before deducting abatements.

Abatements—Married persons ... .. £22 tax.  
Unmarried persons ... .. £20 tax.

Allowance for unmarried children not over 18 years of age on the last day of the year of assessment, £5 tax.

Allowance for Life Assurance premiums in respect of policies on the life of taxpayer, wife or children for whom allowance is due, 1s. in the £ on the premiums.

Allowance for dependent relatives, £1 10s. tax for each.

If the assessment is for less than 12 months, all the allowances are reduced proportionately.

##### PROVINCIAL TAXES

At the Cape of Good Hope.

##### Personal Tax—

- (a) Married persons : 10s. plus 2s. 6d. for every completed £10 by which the income exceeds £250, subject to a maximum of £3.
- (b) Single persons : £1 plus 2s. 6d. for every completed £10 by which the income exceeds £150, subject to a maximum of £5.

##### Income Tax—

- (a) Married persons : 15 per cent. of the Union Income Tax.
- (b) Single persons : 22½ per cent. of the Union Income Tax.

(A.F.Os. 3898/41, 4910/41 and 3979/42.)

#### \*4100.—Naval Salvage Money—Distribution

(D.N.A.3A/T.D. 1802/40.—27.8.1942.)

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

Award for Salvage of S.S. “City of Roubaix” by H.M.R.T. “Salvonja” during the period 2nd to 7th February, 1940.

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

	£	s.	d.
3rd Class ... ..	216	0	0
6th Class ... ..	108	0	0
7th Class ... ..	86	9	0
8th Class ... ..	72	0	0
9th Class ... ..	57	12	0
11th Class ... ..	36	1	0
12th Class ... ..	21	12	0

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.

#### \*4101.—National Health Insurance—Maternity Benefit

(P.M./N. 12860/42.—27.8.1942.)

As some doubt appears to exist as to the method of obtaining maternity benefit the following is promulgated for information:—

2. Maternity benefit (usually a sum of £2 payable subject to the completion of 42 weeks of insurance and payment of 42 contributions) is the only Health Insurance benefit available during service. If the man's wife is also insured, she may, however, be entitled to a further £2 from her own insurance.

3. *Members of Approved Societies* should apply for the benefit direct to their Approved Societies. Ratings are advised to give the name and address of their Approved Societies and their membership numbers to their wives in order that they may make application for payment should their husbands be absent on service abroad. In the event of a man being on service abroad and his wife not knowing the name of her husband's Approved Society, she should apply to the Controller, Ministry of Health, Insurance Department, Blackpool, Lancs., giving her husband's full name, rating and official number.

4. *Men who are not members of an Approved Society* should apply for maternity benefit on Form S.1036 which is obtainable from their Accountant Officers. The form should be forwarded to the Controller, Ministry of Health, Insurance Department,

Blackpool, Lancs. Ratings are advised to give this address to their wives in order that they may make application direct should their husbands be absent on service abroad.

5. Claims for maternity benefit must normally be made within six months after the confinement, or twelve months where the confinement takes place outside the United Kingdom. If the claim is delayed beyond these periods the reason for the delay should be stated.

#### 4102.—Naval Canteen Service—Entry of Male Staff in the Royal Navy

(N. 15968/42.—27.8.1942.)

A.F.O. 2238/42 is to be amended as follows :—

Paragraph 5. *Cancel* the first five lines and *substitute* :—

“Canteen staff will receive a rate of Naval pay as shown below, which will be made up to their present rates by a civil addition from N.A.A.F.I. Naval part of pay and civilian balance will both be paid by the Canteen Manager as a matter of convenience, and will not appear in the ledger. Allotments and deductions will be arranged by the Canteen Manager.”

Paragraph 10. *Cancel* and *substitute* :—

“Canteen staff will continue to be borne on a separate section of List 20 of the ledger.”

Paragraph 11. *Cancel* the last five lines and *substitute* :—

“To cover this variation from normal Naval conditions a slip should be appended to the engagement, and signed by the man, in the following terms :—

“I understand that compensation for the death or disablement of members of the Canteen Branch arising out of their service is payable not under Naval War Pensions Regulations, but in accordance with the provisions of Schemes of Compensation made either under the Pensions (Navy, Army, Air Force and Mercantile Marine) Act, 1939, or under the Injuries in War Compensation Act, 1914, or the Injuries in War Compensation Act, 1914 (Session 2)”.

(A.F.O. 2238/42.)

#### 4103.—R.N. Detention Quarters, Preston—Opening of

(N.L. 13717/42.—27.8.1942.)

H.M. Naval Detention Quarters, Preston, will be open for the reception of offenders on 8th September, 1942.

2. Offenders are normally to be sent from H.M. ships and establishments in Northern Ireland, Scotland, and in England north of a line joining Liverpool and Newcastle (and including these towns).

3. The following establishments should also send their offenders to Preston Naval Detention Quarters :—

(a) H.M.S. “Glendower”.

(b) H.M.S. “Daedalus II,” R.N. Air Training Establishment, Newcastle-under-Lyme.

4. Owing to the lack of detention accommodation in the South-West of England, arrangements are to be made by the Commodore, R.N. Barracks, Devonport, with the Commanding Officer, Naval Detention Quarters, Preston, for a limited amount of accommodation to be made available for ratings from Royal Naval Barracks, Devonport.

5. The R.N. Detention Quarters, Preston, will be administered by the Flag Officer-in-Charge, Liverpool.

6. Offenders are to be transferred to the books of H.M.S. “Eaglet.”

7. The Senior Officer approving the punishment or, in cases of sentence by Court Martial, the Committing Authority is to ascertain from the Flag Officer-in-Charge, Liverpool, whether there is a vacancy so that the committal warrant can be completed accordingly.

8. Committal warrants are to be made out to the Royal Naval Detention Quarters, Preston.

9. Offenders and escorts should be sent direct to Preston (and not to Liverpool or H.M.S. “Eaglet”) so as to arrive before 1330, if possible, and in any case not later than 1600; the Officer-in-Charge of the Naval Detention Quarters being notified accordingly by signal. Offenders cannot be received on Sundays and are discharged on Saturday if the release date is a Sunday.

10. Offenders are to be accompanied by :—

- (a) Committal Warrant and Medical History Sheet.
- (b) Bag and hammock (K.R. & A.I., Article 553 (5)).
- (c) Anti-gas respirator.
- (d) Clothing list.

11. Transfer List, Service Certificate and Conduct Sheet, together with particulars called for in A.F.O. 3920/41, paragraph 1, are to be forwarded to the Commanding Officer, H.M.S. “Eaglet.”

12. References in A.F.O. 1897/42 to the Royal Naval Detention Quarters Preston, are cancelled.

(A.F.Os. 3920/41 and 1897/42.)

#### \*4104.—Importation Without Licence of Small Quantities of Foodstuffs by R.N. Personnel Returning to the United Kingdom from Abroad

(N.L. 6606/42.—27.8.1942.)

Under paragraph 7 of Importers' Notice 106 import licences are not required for the importation, *inter alia*, of :—

Foodstuffs, the property of British (including Empire) seamen wherever domiciled, other seamen domiciled in the United Kingdom, R.N. personnel or passengers with the following limitations as to quantity :—

- (a) persons arriving from Eire ... .. 7 lb. in all, of which no one rationed foodstuff is to exceed 2 lb.
- (b) persons arriving from other countries ... 25 lb. in all, of which no one rationed foodstuff is to exceed 5 lb.

2. Under this concession Royal Naval personnel returning to the United Kingdom from ports abroad other than in Eire will be entitled to import without licence for their own use quantities of foodstuffs up to, but not exceeding, 25 lb., of which no one rationed foodstuff is to exceed 5 lb. An example of the amounts which may be imported under this concession from countries other than Eire is as follows :—

“A parcel of 5 lb. of tea, 5 lb. butter, and 15 lb. of other unrationed foodstuffs may be imported without licence.”

In the case of ships arriving from Eire the lower limit of 7 lb. total weight in which no one rationed foodstuff is to exceed 2 lb. will apply.

3. In cases in which H.M. ships coming from ports abroad call at Eire en route to the United Kingdom the permitted quantities allowed to be landed without licence will be at the higher rate shown in paragraph 1 (b) above.

4. It should be noted that goods imported under this concession must be duly declared and produced to the Customs Officer at the time of landing and that any quantities of foodstuffs in excess of the 25 lb. limit will not be allowed to be imported by naval personnel and may be subject to seizure by Customs. Any Customs duty which is chargeable on goods imported under this concession must be paid if the quantity imported exceeds the amount ordinarily allowed free of duty.

5. The quantities of perishable and other foodstuffs which may be imported under this order are subject to the maximum limits mentioned above and are to be carried at the discretion of the Commanding Officer, who will be guided by the stowage facilities available.

6. This revised concession will be effective as from the 1st September, 1942.

(A.F.O. 2821/41 is cancelled.)

**4105.—W.R.N.S. Cadets—Attendance at Officers' Training Course at R.N.C., Greenwich—Pay, Victualling and Accommodation**

(C.W. 30463/42.—27.8.1942.)

W.R.N.S. ratings, when attending the Officers' Training Course at R.N. College, Greenwich, are to receive their normal rate of pay. In addition they will receive accommodation and victualling in the College without charge.

2. Nominal Transfer Lists for victualling purposes are to be forwarded to H.M.S. "Pembroke III" but no payment will be made to ratings by that establishment. They are therefore to be advanced three weeks' pay by the establishment from which they are lent.

3. At the conclusion of the Course, W.R.N.S. cadets frequently undergo a further short period of probation either at Greenwich or elsewhere, during which they are to be victualled and accommodated as Officers in W.R.N.S. quarters, or alternatively given Officers' compensatory allowances.

4. In order that the establishments in which such W.R.N.S. cadets remain borne for pay may be in a position to make the appropriate advances of pay and allowances, the Director, W.R.N.S., will ascertain, in advance, whether accommodation will be available in W.R.N.S. quarters, and will notify the appropriate Accountant Officer accordingly:—

- The probable duration of the further probationary period;
- Where it is being carried out; and
- Whether Officers' lodging and provision (or subsistence) allowances are payable.

5. On receipt of this information, Accountant Officers are to take immediate steps to forward the appropriate advance of pay and allowances in order that the W.R.N.S. cadet shall not be without means during the period.

(Paragraphs 11-14 of A.F.O. 2678/40 and A.F.Os. 3145/41, 884/42 and 1121/42 are cancelled.)

**†4106.—W.R.N.S.—Uniform—Tropical Sun Helmet for Officers**

(N.L. 12843/42.—27.8.1942.)

A sun helmet has been approved for wear by W.R.N.S. officers in the tropics. The helmet is to be of the same pattern as that approved for W.R.N.S. ratings, but with the addition of a white cotton puggaree with one row of dark blue silk about ¼-in. showing at top edge as for Naval officers.

**4107.—Naval War Charities—Correction of A.F.O. 3374/42**

(Included in Notice Boards Issue only.)

**4108.—R.N. & R.M. Sports Control Board—Donation**

(Included in Notice Boards Issue only.)

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

**4109.—Director Firing Gear—Fitting of P.I.L. Conversion Gear to D.C.Ts.**

"D"—"I", Tribal, "J", "K", "N" and "Q" and "R" Class Destroyers inclusive, Depot Ships and Dockyards

(G. 09525/42.—27.8.1942.)

In destroyers of the above classes the dial sights No. 7, Mark II\*, now fitted on the D.C.T., are to be replaced by P.I.L. conversion gear. This gear consists essentially of an attachable bracket, carrying an aldis tube, Pattern G.344\*, fitted to the P.I.L. R/F Mounting. The bracket is capable of adjustment for elevation, and to give accurate readings of bearing a vernier scale is provided. Illumination arrangements for the aldis tube and the vernier scale are fitted.

2. Sets of the above gear, including assembly drawings, but not aldis telescopes, will be supplied, without demand, by the Admiral Superintendent, Chatham. One of the aldis tubes now fitted to the gyro sights should be transferred to the P.I.L. conversion gear when required, except in the case of "L" and "M" Class destroyers fitted with Type P sights. The Commanding Officers of these ships should demand one in No. aldis tube Pattern G.344\* or G.344\*\* from the Admiral Superintendent, Portsmouth, for this service.

3. The work of fitting is to be carried out by ships' staffs, assisted where necessary by depot ships and dockyards.

4. On completion of the work, the dial sight No. 7 Mark II\* should be returned to Admiral Superintendent, Portsmouth.

5. Reports of completion, stating whether the dial sight has been returned, should be forwarded through the Administrative Authority.

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

**4110.—Gun Mountings, 8-in., Marks I and I\*—Removal of Shell Kickers**

*Ships concerned and Dockyards*

(G. 5580/42.—27.8.1942.)

Approval has already been given to remove the shell kickers and brackets in the shell handing rooms of 8-in., Marks I and I\* gun mountings.

2. These kickers and brackets are now to be landed at first convenient opportunity at a home dockyard.

3. *Dockyards only.*—All shell kickers and brackets at present in store or that will be returned from ships are to be brought to produce.

(This Order to be retained until complied with.)

**4111.—Gun Mountings—6-in. Marks, Twin XXI, Triple XXII and Triple XXIII—Arens Control for Drenching Valve in the Gunhouse**

*Ships concerned*

(G. 09426/42.—27.8.1942.)

It has been ascertained that improvement in the closing and seating of the drenching valve for the cordite hoists and hand ups in the gunhouse can be obtained by slightly elongating the hole in the fork of the Arens control to the quick-closing sluice valve, at the drenching valve end of the wire.

2. This allows a little freedom to the valve, permitting it to snap back on its seating, no interference being given to the closing of the quick-closing sluice valve.

3. In ships which have experienced leaking from the drenching valve this modification is to be carried out as opportunity offers, the work being done by ship's staff.

(This Order to be retained until complied with.)

**4112.—Gun Mountings—5.25-in., Marks I and II—Increased Movement of Hand-wheel for Power Control—Training**

*"King George V" Class Battleships and "Dido" Class Cruisers*

(G. 0462/42.—27.8.1942.)

In order to improve the control of training in power of 5.25-in., Marks I and II mountings, a modification to the ratio of handwheel movement to control valve has been found to be effective.

2. The gear consists mainly of a new valve operating spindle and bevel wheel with decreased pitch of screw to allow 1½ turns of handwheel for full opening of valve for each direction of training.

3. The arrangement of the gear, indicating the new parts, is shown on A.F.O. Diagram No. 214/42.

The new parts should be demanded from the Gun Mounting Store, Parkhead, and the work of fitting carried out by ship's staff.

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

**4113.—Gun Mountings—4·7-in. C.P. Twin, Mark XIX—Sight Differential Gear—Modifications**

*Ships concerned and Dockyards*

(G. 993/42.—27.8.1942.)

Reports have been received which indicate that the sight differential bevels have seized to the axis pins.

2. A.F.O. Diagram 217/42 shows the bevel wheels bored out to take a bush-oil grooves cut in the axis pins and the split pins replaced by split taper pins.

3. The work is to be carried out by ship's or depot ship's staff at the first available opportunity.

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

5. Dockyards holding sets of drawings of this mounting should modify the appropriate drawings.

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

**4114.—Gun Mountings—4·7-in. C.P. Twin, Mark XIX—Loading Tray Locking Bolt—Modification**

*Ships concerned, Dockyards and Repair Establishments*

(G. 08718/42.—27.8.1942.)

Reports have been received that excessive wear of the loading tray locking bolt has been experienced in the above mountings.

2. A.F.O. Diagram 218/42 shows a square end to the locking bolt, new bush, hardened stop pieces, to be fitted to the loading tray tube, and modifications to the loading tray tube itself.

3. This work is to be treated as a defect and is to be carried out as opportunity offers when existing locking bolts become defective, the work being carried out by Dockyards, Depot Ships or Repair Establishment.

4. The Reg. Nos. of the mountings modified should be reported to the Admiralty when completed.

Mountings, Reg. Nos. 142 and onwards, have been modified before delivery.

5. Dockyards holding sets of drawings of this mounting should modify the appropriate drawings.

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

**4115.—Gun Mountings—4-in., H.A. III, III\*\* and IV—Star Shell Spirit Levels for Use with Barrage Sights**

*Ships, Overseers, and Dockyards concerned*

(G. 2205/42.—27.8.1942.)

*Mountings fitted with telescopic and barrage sights.*—(a) Star shell spirit levels, on the above mountings, were originally attached to the open sight bar. These open sights have now been removed and replaced by barrage sights. Fitting the spirit level to the barrage sight bar, interferes with the field of vision required for efficient use of the barrage sight.

(b) A more suitable position for the star shell spirit level is shown on A.F.O. Diagram 216/42 (1) (G.R. 5950/1).

2. *Mountings fitted with barrage sights only (4-in., H.A., III\*\*, Reg. Nos. 151-196).*—(a) A suitable star shell spirit level attachment for these mountings is shown on A.F.O. Diagram 216/42(2) (G.R. 5950/2). It is impracticable to fit the spirit level to the sight bar of these mountings and the spirit level attachment should be secured to the L.H. trunnion. Care should be taken to ensure that the pointer indicates zero with the gun at 0° elevation.

3. Brackets, plates and holders, etc., should be made and fitted by ship's staff or depot ship, the spirit level and lamp fitting, Pattern No. 5779, being demanded from Portsmouth Yard. All future 4-in., H.A., III\*\*, mountings, will be supplied complete with a star shell spirit level bracket.

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

**4116.—Gun Mountings, 4-in. Twin Mark XIX—Short Recoils**

*Ships concerned*

(G. 08244/42.—27.8.1942.)

The majority of the above mountings have a considerably shorter recoil than that for which they were designed, and the consequent larger forces due to firing have had an aggravating effect on the flexibility of the Z-shaped structure of the carriage sides, stiffening for which was arranged in A.F.O. 2882/42.

2. To ensure the full length of recoil being obtained the throat diameter of the recoil bush should be increased to  $2\cdot27 \begin{matrix} +\cdot000 \text{ in.} \\ -\cdot001 \text{ in.} \end{matrix}$

3. On the first occasion of opening up of the recoil system the recoil bush should be gauged and opened out to  $2\cdot27 \begin{matrix} +\cdot000 \text{ diam.} \\ -\cdot001 \text{ diam.} \end{matrix}$

If the work is undertaken during a refit period, the item should be treated as a defect; on other occasions the work should be done by ship's staff in the case of cruisers and above, and depot ship's staff for destroyers, etc.

4. At the first opportunity afterwards the length of recoil should be measured, and cases of recoil in excess of 15·5 in. at maximum elevation should be reported to the Admiralty.

5. The Reg. Nos. of mountings modified are to be reported to the Admiralty, and a record kept in the ship that the work has been done.

6. Authorities holding sets of drawings for this mounting are requested to add a suitable note to the drawing—3/N.5173.

*(A.F.O. 2882/42.)*

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

**4117.—Gun Mountings—2-pdr., Mark II\*C and Mark VIII\*—Pads and Supports**

*Dockyards and Repair Establishments*

(G. 03148/42.—27.8.1942.)

Reports have been continually received of unsatisfactory performance of 2-pdr., Mark II\*C and Mark VIII\* mountings due to high elevating and training efforts under firing conditions. In almost every case this has been traced to uneven teak pads where fitted, or to inadequate deck stiffening under the mountings.

2. For all future mountings steel deck rings with adequate stiffening are to be fitted, and in ships where excessive efforts are reported, the supports are to be critically examined for strength and teak pads replaced by steel rings where necessary.

3. A.F.O. Diagram 219/42 shows an arrangement of gun platform which has proved satisfactory for raised mountings in corvettes, and should be worked to as closely as practicable for the fitting and improvement of sided or raised gun platforms generally. Where mountings are fitted on light deck or superstructure plating adequate between-deck supports are to be fitted wherever practicable. In all cases a doubling plate of at least 15 lb. M.S. is to be fitted where the existing deck plating is less than 15 lb.

**4118.—Guns, Q.F., 2-pdr., Mark XIV—Appurtenances—Rods, Cleaning**

(A.S. 6282/42.—27.8.1942.)

When "Rods, cleaning, Q.F., 2-pdr., Mark XIV guns, Mark I" are not available for supply to ships, *vide* A.F.O. 3561/41, the following are to be issued in lieu:—

Rod, brush, cleaning, Q.F., sub-calibre, and Marks VIII and XIV	} one per gun.
2-pdr. Guns, Mark I	
Tube extension, cleaning, brush, rod, Q.F., 2-pdr., Mark XIV gun, Mark I	

2. The use of the former item is being extended to include Q.F., 2-pdr., Mark XIV guns.

3. R.N. Armament Depots should demand tubes, extension, as required from Director of Armament Supply (Branch A), Admiralty, Bath.

4. Naval Proportion Book will be amended.

*(A.F.O. 3561/41.)*

**4119.—Q.F., 2-pdr., Mark VIII, Flame Guards**

(A.S. 7833/42.—27.8.1942.)

After modification in accordance with A.F.O. 2245/42, Q.F., 2-pdr., Mark VIII, Flame Guards, of H.O. Strong Manufacture (marked "H.O.S. and year") are to be stamped "M" after the letters "H.O.S."

(A.F.O. 2245/42.)

**4120.—Guns, Machine, Oerlikon, 20 mm., Marks I, II and IV—Modification to Pins Securing Handle Locking Barrel and Trigger to Assist Stripping of the Gun**

(A.S./G. 07536/42.—27.8.1942.)

Difficulty has been experienced in the removal of the pins securing the handle locking barrel, and pins securing trigger, on Oerlikon M.G.s., Marks I, II and IV.

2. All guns should be modified by Ships' Staffs, Base Staffs and Armament Depots at the first opportunity by removing these pins and replacing them with a  $\frac{1}{8}$ -in. diameter steel split pin, after drilling out the holes to  $\frac{1}{8}$ -in. diameter.

3. Split pins will be allowed spare in the proportion of 10 per gun, and should be demanded by ships from the nearest R.N. Armament Depot or Officer-in-Charge of Armament Supply.

4. The Naval Proportion Book will be amplified accordingly.

**4121.—Machine Gun and Equipment—Browning, 0.5-in. (American Colt), Models M.2, Water-cooled, with 36- and 45-in. Barrels, Models 53-A and 53-2, Air-cooled, Mounted in Ships and Aircraft—Maintenance, Modifications and Adjustments.**

(G. 1685/42.—27.8.1942.)

In addition to the stoppage dealt with on page 8 of B.R. 286/42, the following stoppages may occur:—

(a) In guns which are approaching the end of their barrel life, reduced chamber pressure may cause short recoils. This can be remedied by moving the oil buffer adjustment towards the fully open position (*vide* A.F.O. 1537/42, paragraph (ii)).

(b) The underside of the bullet may catch on the edge of the lead in, scoring the bullet and folding the mouth of the cartridge case and so preventing the round being fed into the chamber. This is caused by the cartridge not being properly supported by the ejector due to a weak ejector spring. When this happens a new transporter arm complete with ejector should be shipped.

2. Recent trials indicate that with the exception of the fluting of the striker and striker extension, which is of paramount importance, the modification of the above guns in accordance with N.O.D. 3131/1B is not always essential for deck guns. Although highly desirable for aircraft guns it may not always be possible to ensure that these modifications are carried out before issue. All ship and aircraft guns are, therefore, to be examined and if it is found that the striker and striker extension have not been modified the modification is to be carried out by ship's or base staff in accordance with A.F.O. Diagram 211/42. All spare strikers and striker extensions are to be similarly modified.

(B.R. 286/42.)

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

**4122.—Carbine, Self-loading, Smith and Wesson 9 mm.—Broken Butts**

(A.S. 10386/42.—27.8.1942.)

Attention is drawn to the liability to fracture of the plastic butts of Smith and Wesson 9 mm., self-loading carbines. Careless handling should be avoided, and particular care should be taken not to drop the gun on to its butt.

**4123.—Breech Mechanisms—Q.F., 4-in., Marks V-V\*\*\*, 'A' V-V\* and VC Blocks Breech—Replacement**

(A.S./G. 2855/42.—27.8.1942.)

Blocks, breech, Q.F., 4-in., Marks V-V\*\*\*, 'A' V-V\* and VC guns, with primary extraction slopes repaired to N.O.D. 2146/61 (patch piece held by one screwed rivet) have given trouble due to the patch pieces working loose, and are to be replaced by blocks, breech with primary extraction slopes repaired to N.O.D. 2146/52 (larger patch piece held by two screwed rivets).

2. Component breech blocks in service are to be replaced at first opportunity by blocks repaired to N.O.D. 2146/52 and spares breech blocks similarly replaced as soon as possible.

3. All breech blocks in store repaired to N.O.D. 2146/61 are to be repaired to N.O.D. 2146/52 before issue wherever possible.

**4124.—Ammunition, S.A. Vickers 0.5-in. "F" Mark IZ, RL—Precautions—Withdrawal Instructions**

(G. 013693/40.—27.8.1942.)

The further trials with S.A. 0.5-in. Vickers "F" Mark IZ ammunition of R.L. manufacture of 6th September, 1941, and later dates referred to in paragraph 6 of A.F.O. 1767/42, have now been completed and confirm the serviceability of this ammunition as regards resistance to burst cases after exposure in ready-use positions.

2. A.F.O. 1767/42 is to be amended as follows:—

Delete paragraph 6.

(A.F.O. 1767/42.)

**4125.—Ammunition Hoists and Hand-ups—Dispensing with Rubber Fittings***Authorities concerned*

(G. 4824/42.—27.8.1942.)

In view of the urgent necessity for restricting the use of rubber, the arrangements below are to be made in future.

2. (a) Rubber pads are not to be fitted to stools provided as rests for carriers, ammunition. The hoist whip is to be marked, or limited in its travel by other means, to prevent the carrier dropping heavily on the stool.

(b) Rope or canvas pads are to be fitted on hand-up pedestals and rope mats fitted on the dumping chocks at the delivery scuttles of hand-ups, in lieu of rubber pads.

3. When rubber pads, already fitted to stools, pedestals or dumping chocks require replacement, they are not to be renewed, but action should be taken as in paragraph 2.

4. All copies of the standard drawing of the Q.F. 4-in. hand-up—Po. M.C.D. 018525A are to be amended accordingly.

**4126.—Danger Area on Upper Deck near Turrets—Precaution against Accidents**

(G.D./N.L. 12591/42.—27.8.1942.)

Two fatal accidents have recently occurred owing to ratings putting themselves in a position which was not clear of the sweep of the turret during training. The turret in each case was closed up at Action or Defence stations and it was not therefore possible to post a sentry on top of the turret.

2. To reduce the possibility of similar accidents occurring a broad red circular line should be painted on the deck enclosing the area over which the rear of the turret will train, and notices should be posted stating "DANGER. TURRET MAY BE TRAINED WITHOUT WARNING".

**4127.—Evershed Target Indicator System—Captains' Sights,  
Types T. 169 and T. 164**

(G. 09570/42.—27.8.1942.)

Earlier models of the type T.169 captain's sight (as fitted on cruisers and above) and the type T.164 sight (as fitted on destroyer leaders) have a lattice height adjustment which is subject to vibration.

2. This can be cured, at the cost of losing this adjustment, by permanently locking the lattice in its lowest position, and driving a hard-wood wedge between the lattice and the top of the lattice box.

**4128.—Hand Grenade Lockers—Supply**

*Coastal Force Craft*

(G. 3127/42.—27.8.1942.)

The hand grenades allowed for Coastal Force Craft in accordance with A.F.O. 3644/42 are to be carried in ready-use lockers each holding 6 in number grenades.

2. A demand for 6 in number lockers for each M.T.B. (non-Fairmile), and for 4 in number lockers for each 72-ft. H.D.M.L. now building should be made by Warship Production Superintendents concerned.

3. Supply of these lockers to Fairmile M.T.Bs. and M.G.Bs., "B" type M.Ls., and "R" M.Ls., and to 71-ft. 6-in. M.G.Bs., now building, will be arranged by the Admiralty without demand.

4. Supply of these lockers to "C" Type M.G.Bs., M.G.Bs. 601, 602, 609, to 63-ft., 70-ft., 81-ft. M.G.Bs., M.G.Bs. 502-509, and S.G.Bs. has been arranged.

5. Lockers for 70-ft. M.T.Bs., "B" and "A" Type M.Ls., "R" M.Ls. and M.G.B. 501, now in service, should be demanded by Administrative authorities concerned in accordance with the schedule contained in A.F.O. 3644/42.

6. Demands referred to in paragraph 5 above are to be made to the Director of Naval Construction, Bath, giving detailed delivery instructions.

(A.F.O. 3644/42.)

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

**4129.—Magazines—Portable Stowage Battens—REPORTS**

*Ships concerned.*

(G. 4946/42.—27.8.1942.)

It is desired to obtain information from sea as to the efficiency of umbrella springs fitted to portable battens in magazines in accordance with A.F.O. 4584/40. Reports should be forwarded through the Administrative Authorities.

2. In cases where these fittings are found to be inefficient, pending further instructions, defective springs should be replaced by keep-pins, fitted by ship's staff, the work being dealt with as a defect.

(A.F.O. 4584/40.)

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

**4130.—Parachute Targets—Method of Firing from Holman Projector**

(T.D./D.E.M.S./N.S. 014636/42.—27.8.1942.)

The following method of firing parachute targets from Holman Projectors has been carried out with successful results.

2. A small charge is inserted under the cup of the parachute, which ejects the parachute out of the dummy grenade at a satisfactory target height.

3. The charge can be made up locally and the following materials are required :

- (a) One spent 12-bore cartridge.
- (b) No. 9 safety fuse.
- (c) A wad from spent 12-bore cartridge.
- (d) Gunpowder.
- (e) Some fluted cardboard.

4. *To make up the charge.*—Cut down a spent 12-bore cartridge to a length of 2 inches and fill it to a depth of 1 inch with gunpowder.

Cut off a piece of safety fuse 3 inches long and pass it through the wad so that a length of 2 inches projects from the wad.

Insert the wad into the cartridge with the shorter length of fuse embedded in the gunpowder, and bend over the top edge of the cartridge case.

Rime the small hole in the parachute cup sufficient for the fuse to pass through from the concave side.

5. *To load the dummy grenade.*—Fold the parachute neatly into the bottom of the dummy grenade, coil down the parachute strings on top of the parachute and finally place in the cup with the charge complete.

The cup should be pressed firmly into the grenade and held in place by pieces of fluted cardboard inserted between the cup and side of grenade.

6. *To Fire.*—After igniting the fuze, place the grenade into the Mark I or Mark II projector and fire 3 seconds later.

With a Mark III projector fire as quickly as possible but without undue haste, after loading the grenade with fuse ignited.

(C.A.F.O. 1824/41.)

**4131.—Potassium Chromate Soloids—Basis of first supply for Guns, Machine,  
0.5-in., Browning (Colt), and Vickers, Mark III**

*Ships and vessels of new construction and in commission*

(N.S. 25286/42.—27.8.1942.)

The basis of first supply of Potassium Chromate Soloids, Pattern 682, to ships of new construction carrying the above-mentioned types of machine guns is indicated in Appendix I to this Order. H.M. ships concerned, in commission, should forward demands to their storing yards on the same basis, where the quantities shown are not already on board. For H.M. ships of new construction the appropriate quantity will be included in the first outfit of consumable stores.

2. The Sea Store Establishments and Lists of Particulars concerned will be amended.

3. Initial issues for D.E.M.S. should be made to D.E.M.S. Staff Officers as shown in Appendix II.

4. D.E.M.S. Staff Officers should notify the appropriate Naval Store Officer of subsequent requirements for merchant vessels.

5. The following quantities have been provided as additional stocks to meet these requirements :—

Rosyth ... ..	500 bottles	Devonport ... ..	500 bottles.
Chatham ... ..	500 bottles	Mersey ... ..	2,000 bottles.
Portsmouth ... ..	500 bottles	Severn ... ..	2,000 bottles.

6. Instructions for the use of Potassium Chromate Soloids will be issued separately.

APPENDIX I

*Potassium Chromate Soloids, Pattern 682*

*Basis of First Supply to Ships and Vessels of new Construction and in Commission*

Type of Ship.	Basis of First Supply.	Remarks.
Capital ships, cruisers, aircraft carriers, repair and depot ships.	Bottles of 72 Soloids 2A	A—To ships carrying Vickers' machine guns, Mark III, 0.5-in.
Netlayers ... ..	1A	B—For Vickers' machine guns, Mark III, 0.5-in.
A.M.Cs. ... ..	4C	
Flotilla leaders and destroyers	2AC	C—For ships carrying 0.5-in. Browning (Colt).
Minelayers ... ..	2A	
Sloops, corvettes, mine-sweepers, surveying vessels, trawlers.	1A	
Aux. A/A ships ... ..	2A	
Ocean going D.E.M.S. ... ..	1C	
105-ft. M.M.S. ... ..	1B	
Y cutters ... ..	4C	
Coastal force craft ... ..	1AC	
Landing craft support ... ..	1B	

## APPENDIX II

Initial Requirements of Potassium Chromate Soloids, Pattern 682, at D.E.M.S. Arming Ports

## UNITED KINGDOM

(f) Cardiff ... .. 50 bottles.	(e) Hull ... .. 35 bottles.
(e) Liverpool ... .. 50 bottles.	(d) Belfast ... .. 35 bottles.
(d) Clyde ... .. 50 bottles.	(d) Aberdeen ... .. 15 bottles.
(a) London ... .. 50 bottles.	(d) Dundee ... .. 15 bottles.
(d) Leith ... .. 35 bottles.	(b) Southampton ... .. 15 bottles.
(e) Newcastle ... .. 35 bottles.	(c) Falmouth ... .. 15 bottles.
(e) Sunderland ... .. 35 bottles.	(e) Devonport ... .. 15 bottles.
(e) Middlesbrough ... .. 35 bottles.	(f) Avonmouth ... .. 15 bottles.

## ABROAD

(f) New York (for U.S.A. 300 bottles. ports).	(f) Sydney ... .. 200 bottles.
(f) Halifax (for Canadian 300 bottles. ports).	(f) Trinidad ... .. 100 bottles.
(f) Colombo ... .. 150 bottles.	(f) Durban ... .. 50 bottles.
(f) Simonstown ... .. 150 bottles.	(f) Freetown ... .. 50 bottles.
(f) Bombay ... .. 100 bottles.	(f) Bermuda ... .. 50 bottles.
(e) Alexandria (for East-Mediterranean)	(f) Wellington ... .. 100 bottles.
(f) Melbourne ... .. 100 bottles.	(f) Kingston (Jamaica) ... .. 50 bottles.
	(f) Curacao ... .. 50 bottles.
	(e) Gibraltar ... .. 50 bottles.
	(f) Auckland ... .. 50 bottles.

To be supplied from:—

(a) Chatham.	(d) Rosyth.
(b) Portsmouth.	(e) Mersey Area.
(c) Devonport.	(f) Severn Area.

## 4132.—Erection of Bow Cap Operating Gear and Bow Cap Clearances

## Submarines

(T. 1886/42.—27.8.1942.)

In all new construction submarines and in "Ursula," "Sunfish" and early "T" Class vessels, when the new type interlocking gear is fitted, the closing lengths of the bow cap operating shafts are to be arranged so that the piston is at the end of the cylinder when the bow cap is full open and just in contact with the rubber stop.

2. This will provide for the interlock link to be operated during the last  $\frac{3}{16}$  in. travel of the ram.

3. Where three stops are fitted to the bow caps care should be taken to ensure that these function simultaneously, the cap tip being held towards the centre line of the tube when checking this condition.

4. The bow cap clearances for the vessels enumerated in paragraph 1 are to be not less than 3 in. fully open and  $2\frac{1}{2}$  in. just fire, but the difference between fully open and just fire is to be not less than  $\frac{1}{2}$  in. and not more than  $\frac{3}{4}$  in.

5. The clearance between the interlocking cam on the Arens Control and the toe of the hand firing lever should lie between the limits 0.2 in. minimum and 0.31 in. maximum when the bow cap is fully open.

(A.F.O. 147/42 is cancelled.)

## 4133.—Paravanes—Periodical Exchanges

(A.S.—27.8.1942.)

The following revised procedure for exchange of paravanes carried by H.M. ships has been approved:—

Protector Paravanes	... Biennial exchange to be abolished.
T.S.D.S. Paravanes	... To be exchanged annually in future instead of biennially.

2. Paravanes carried by Royal Fleet Auxiliaries will continue to be exchanged annually in accordance with A.F.O. 2503/41.

(A.F.O. 2503/41.)

(A.F.O. 1772/42 is cancelled.)

## 4134.—Davits for Stowage Racks of Mark IV Depth Charge Throwers

(T. 2216/42.—27.8.1942.)

With reference to A.F.O. 1500/41, the test loads for davits for stowage racks of Mark IV depth charge throwers are the same as for davits at rails or chutes, viz: 10 cwt. static and  $7\frac{1}{2}$  cwt. running load.

(A.F.O. 1500/41.)

## 4135.—Minelaying Equipment—Mine-Hauling Bogies, Type "B"

(N.S. 07098/41.—27.8.1942.)

Mine-Hauling bogies, type "B," are being standardised under Vote 8/11, Subhead B.S.1, and a minimum reserve of 10 should be maintained by the Superintending Naval Store Officer, Portsmouth.

2. Twelve were purchased from Messrs. John Brown & Co., Ltd., under contract dated 18th April, 1942, C.P.7b/37441/42, for delivery to Portsmouth.

3. The overload trip gear used on the standing parts of hauling-aft wires will continue to be dealt with under Vote 8/III as a machinery item.

4. Portsmouth only.—Proposals should be forwarded for the addition of these bogies to the Authorised List of Naval Stores and Contract Schedule if considered applicable.

(Portsmouth Yard Letter No. 9759, 10.11.1941.)

## 4136.—Cartridges, Impulse, Torpedo—Types and Services for which Required

(T. 06411/42.—27.8.1942.)

A.F.O. 3404/42 is to be amended as follows:—

Table D Destroyers "Town" Class with U.S.A. Sided Tubes.

Column 3.—Amend charge to read "17½ oz. U.S.A. (a)".

At foot of same table add Note

"(a) 15 oz. U.S.A. charges will continue to be issued until present stocks are exhausted."

(A.F.O. 3404/42.)

## 4137.—44-in. S/L Lamps, Marks VII and VII\* (Patterns 193 and 214)—Modifications to Solenoid Plunger and Obscure Bracket

(T. 1918/42.—27.8.1942.)

## Solenoid Plunger

Cases have occurred in 44-in. Lamps, Patterns 193 and 214, where the solenoid plunger has become unscrewed, thus restricting the travel of the striker mechanism.

2. To prevent this trouble, the plunger should be pinned, if this is not already done, as shown in A.F.O. Diagram 213/42 (1). The work is to be carried out by ships' staffs when lamps are next overhauled.

## Obscure Bracket

3. As now fitted, the leaves of the obscurer in lamps, Pattern 193, do not go back flush against the facing disc. This leads to overheating and distortion when the lamp is burning.

4. The stop bracket should be bent as shown in A.F.O. Diagram 213/42 (2) to allow the additional travel necessary.

## 4138.—Signalling Projectors—Baffle for Drain Hole

(D. 9792/42.—27.8.1942.)

The front drain hole in the bottom of the front glass ring in all 20-in. signalling projectors, Patterns 170 and 170A, is to be fitted with a baffle to prevent the entry of spray.

2. The baffle is to be similar to the one already fitted over the drain hole behind the signalling shutter.

3. The modification is to be carried out by the Ships' staffs, with depot ships' staffs' assistance.

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



## 4139.—Telephone Exchanges—Alternative Supplies

(T. 2222/42.—27.8.1942.)

In modern ships, telephone exchanges are sited close to their low-power supplies or are fitted with duplicate low-power supplies.

2. To improve the reliability of main exchanges, engine-room exchanges and action repair party telephone switch boxes (*vide* C.A.F.O. 2385/37) under conditions of action damage, it has been found advantageous in certain older ships to fit an alternative battery supply.

3. These alternative arrangements may be fitted, if desired, by inserting close to the exchange a suitable changeover switch in the supply leads, with one incoming feed to the normal low-power supply and the other to a suitable battery mounted close to the changeover switch.

(C.A.F.O. 2385/37—not in Annual Volume.)

## 4140.—Electric Cables—Modifications to Admiralty Standard Specifications

(D. 2495/42.—27.8.1942.)

Consequent upon the necessity to exercise the most rigid economies in the consumption of rubber and other raw materials, the following modifications to the Admiralty Standard Specification for Rubber Insulated Cables have been adopted:—

1. *Insulant*.—With certain exceptions, the clauses in Government Department Electrical Specification No. 16 and Admiralty Standard Specification regarding the composition of the insulant are waived, but the insulant will comply with the following tests:—

Initial tensile strength	...	...	1,000 lbs./sq. in. (minimum)
Elongation at break	...	...	250 per cent. (minimum)
Permanent set	...	...	30 per cent.
Elongation test	...	...	Twice (100 per cent.)
Ageing	...	...	As in G.D.E.S. No. 16.

*Exceptions:—*

S.E.S. No. 14	...	...	Pattern 611A, Pattern 1127, Pattern 13099, Pattern A675, Pattern 5429A, Pattern 13100, Pattern 828A, Pattern 13098, Pattern 13101.
Schedule 720 (Section IV)	...	...	Pattern 660, Pattern 2865, Pattern 13142, Pattern 841B, Pattern 9610, Pattern 13149, Pattern 1207A, Pattern 13135, Pattern 13150, Pattern 1989, to Pattern 13390. Pattern 2864, Pattern 13140,
Schedule 720 (W/T Supplement)	...	...	Pattern 1158A, Pattern 8203, Pattern 13155, Pattern 2018, Pattern 8205, Pattern 13199, Pattern 4987, Pattern 9583, Miscellaneous.
Miscellaneous specifications for	...	...	Pattern 2060, Pattern 6434, Pattern 7153, Pattern 2272, Pattern 6895, Pattern 13729.

2. *Fillings of Multicore Cables*.—With the following exceptions, fillers will be omitted from multicore cables, but in a few cables the inclusion of filling may be necessary for manufacturing reasons, in which case it will be an approved textile material.

*Exceptions:—*

S.E.S. No. 14	...	...	All cables shown in Tables 11 and 16 and Pattern 9817A in Table 13.
Schedule 720 (Section IV)	...	...	All cables.
Schedule 720 (W/T Supplement)	...	...	All cables.

3. *Tough Rubber Sheathing*.—Clause 23 (except last paragraph) and Clause 1, Appendix "C" (of Admiralty Standard Specification for Rubber Insulated Cables) are now waived for all cables with the exception of the following:—

*Exceptions:—*

S.E.S. No. 14	...	...	Pattern 9817A and all cables shown in Table 16.
Schedule 720 (Section IV)	...	...	Pattern 9610.
Schedule 720 (W/T Supplement)	...	...	Pattern 1158A, Pattern 8205, Pattern 13148, Pattern 2018, Pattern 9313, Pattern 13155, Pattern 7698, Pattern 9314, Pattern 13199, Pattern 7699, Pattern 9583, Pattern 13576, Pattern 7700.

Miscellaneous specifications for Patterns 2060, 2504 and 6434.

4. *Identification*.—The identification of all cables may be effected by means of cotton threads of the colours agreed for individual manufacturers, instead of by the normal identification tapes. Further, any cables manufactured with insulant conforming to the above-mentioned modified standards will be distinguished by the inclusion of a red thread in addition to the normal identification thread.

To conserve further the supplies of rubber, etc., the Standard Electrical Specification No. 14 has been revised to comply with the following standards:—

- Insulant—thickness of*.—With certain exceptions the thickness of insulant has been reduced to the 250 volt standards of B.S.S. No. 7, 1939.
- Insulant—colour*.—The two layers of insulant may be of black/black colouring except where identification of cores is achieved by means of coloured insulant.
- Tin foil or cotton covering over conductor*.—The tin foil or cotton covering over conductors or the extra thickness of rubber applied in lieu has been omitted.
- Canvas re-inforcement*.—Except where specified in the Table, canvas reinforcement of T.R.S. cables has been omitted.
- Tough rubber sheathing and lead alloy sheathing—thickness of*.—The reduced dimensions resulting from the application of (a), (c) and (d) and the omission of filling, referred to in paragraph 2, has enabled the thickness of the protective sheathing, either lead or tough rubber, to be cut by amounts up to 20 per cent.
- Pattern numbers*.—The application of the foregoing modifications has resulted in a number of cases, in an alteration to overall diameter. Where this has occurred, a suffix letter "D" has been added to the pattern number and any previous suffix such as "A", "B" or "S" has been deleted.

The following cables have been omitted from the revised Standard Electrical Specification No. 14—designated "War Emergency Issue":—

Pattern 6196A	Pattern 13393
Pattern 13161	Pattern 13396
Pattern 13391	Pattern 13397
Pattern 13392	Pattern 13398.

Demands for these pattern cables should therefore be met as follows:—

For Pattern 6196A	...	supply Pattern 6178D
For Pattern 13161	...	supply Pattern 13162D
For Pattern 13391	...	supply Pattern 13534D
For Pattern 13392	...	supply Pattern 13529D
For Pattern 13393	...	supply Pattern 13544D
For Pattern 13396	...	supply Pattern 13536D
For Pattern 13397	...	supply Pattern 13542D
For Pattern 13398	...	supply Pattern 13555D.

The following pattern cables for the wiring of submarines H.P. switchboards have recently been introduced and are included in Table 14B of the "War Emergency Issue":—

Pattern numbers.	No. and dia. (in.) of wires in conductor.	Dia. over conductor.	Nominal sectional area.	Current carrying capacity.	Dia. over insulant.	Dia. over oil-proof tape.	Dia. over asbestos roving.	Dia. over asbestos braiding.	Min. insulation resistance for 1,000 yds. at 60° F. at 500 volts.	Max. conductor resistance for 1,000 yds. at 60° F.	Dielectric strength test pressure.
13340	3/·036	0·078	0·003	10	0·150	0·166	0·236	0·286	1,100	8·26	1,500
13341	7/·036	0·108	0·007	24	0·190	0·206	0·286	0·336	900	3·53	1,500

5. Every endeavour must be made to economise in the consumption of rubber, and in this connection it is essential that the use of tough rubber sheathed cables be limited to those services for which no alternative type of cable is suitable and available.

**4141.—Re-mooring of Mines which have been Dragged in the Sweeps—REPORT**

(M/S/M. 07944/42.—27.8.1942.)

Whenever a mine is suspected to have been encountered in a sweep, and subsequently to have got free and become re-moored, this fact is to be reported immediately to the Senior Officer of minesweepers present, together with the position in which the mine is thought to be re-moored.

**4142.—Gauges, Steam Pressure—Allowance***M.T.B. Bases*

(N.S. 26441/42.—27.8.1942.)

The undermentioned item is to be allowed to all M.T.B. Bases for testing cordite impulse gear of attached M.T.Bs. :—

*Pattern*

2004 H. Gauge, steam pressure, 5-in. face, graduated  
to 650 lb. sq. in. ... .. 1

2. M.T.B. bases not already supplied should forward demands to storing yards.

**4143.—Rivets for Securing Brake Linings**

(D. 10509/42.—27.8.1942.)

Reports have been received that the electrically operated brakes on certain winches in H.M. ships have become inoperative due to failure of the rivets fixing the brake linings in position.

2. In all such cases it has been found that the rivets are of aluminium, and that failure has been due to corrosion of this material.

3. Whenever a winch or other equipment incorporating a brake is dismantled for inspection or repair, rivets securing brake linings are to be examined and replaced where necessary, copper rivets being employed for this purpose.

**4144.—Magnetic Compasses—Electro-Magnetic—Correction***Ships Fitted with Permanent or Temporary D.G. Installation*

(C.D. 492/42.—27.8.1942.)

The following amendment is to be made to A.F.O. 1874/41 :—

Cancel paragraph 8 and substitute :—

*“ C ” Corrector Coils*

8. These are designed to compensate for the change in coefficient “ C ” produced by the following :—

- (i) The “ A ” D.G. coil.
- (ii) The “ M ” and possibly the “ F ” or “ Q ” D.G. coils in ships with compasses off the centreline.
- (iii) The “ M ” and possibly the “ F ” or “ Q ” D.G. coils in certain ships where, although the compass is on the centreline, a change in coefficient “ C ” is produced owing to the unsymmetrical arrangement of magnetic material (e.g., helmsman’s shelter) in the neighbourhood of the compass position.

The “ C ” coils are mounted in brass containers, each carrying one winding, and will be fitted on the binnacle between the spheres and the compass with the plane of the coils vertical and fore-and-aft. “ C ” coils are normally fitted to the binnacle in pairs, but aircraft carriers with island bridges may require three (A.F.O. Diagram 173/41, Figs. I and II).

Each pair of “ C ” coils will be connected in series or parallel, according to the voltage. A variable resistance is used in the circuit for adjusting the strength of the field of the coil to the required value.

“ C ” coils may be regarded, for purposes of compass correction, as athwartship magnets of variable strength.

“ C ” coils will be fitted to standard compasses, steering compasses in wheelhouses above the level of the upper deck, and asdic compasses in the following circumstances :—

- (a) When an “ A ” D.G. coil is fitted.
- (b) When the compass is set off the centreline.
- (c) When magnetic material is arranged unsymmetrically near the compass (e.g., centreline steering compasses in certain trawlers and drifters wherein a magnetic helmsman’s shelter is fitted on one side of the wheelhouse.)
- (d) When, for any other reason, a coefficient “ C ” is introduced by the D.G. coils.

“ A ” D.G. coils and consequently “ C ” coils, will be fitted in the following types of ship :—

Battleships	Seaplane carriers
Aircraft carriers	Cruisers of 7,000 tons and over
Depot ships	Battlecruisers
Magnetic minesweepers, except trawlers and drifters	Monitors

(A.F.O. 1874/41.)

(A.F.O. 1939/41 is cancelled.)

**4145.—Boiler Tubes, etc.***H.M. Ships “ Scylla ”, “ Sir Agravaire ” and “ Zetland ”*

(N.S./P.12419/42.—27.8.1942.)

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

“ A ”	“ B ”	
“ Scylla ”	“ Euryalus ”	A.F.O. 153/42
“ Sir Agravaire ”	“ Sir Tristram ”	A.F.O. 3785/42
“ Zetland ”	“ Brocklesby ”	A.F.O. 2387/41

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

(A.F.Os. 2387/41, 153/42 and 3785/42.)

(This Order will not be reprinted.)

**4146.—Water Level in Boilers—Effect of Heel or Trim**

(D. 10324/42.—27.8.1942.)

The possibility of part of the heating surface of boilers being uncovered under heel and trim conditions in damaged ships is a factor to be allowed for, and the necessary steps are to be taken to prevent damage to the boilers.

2. In particular under trim conditions some boilers are more adversely affected than others, and this should be borne in mind if a decision be necessary as to which boilers are to continue steaming and which are to be shut down.

**4147.—Wa/T Type 405—Resilient Mounts for Motor Alternator Starter**

(S.D. 825/42.—27.8.1942.)

As a result of experience it has been found desirable to fit the starters for Type 405 warning telephone motor alternators on resilient mounts.

2. Ships’ staffs are, therefore, to mount the motor alternator starters on resilient mounts. Four Pattern W.3115 mounts, resilient and one Pattern W.3415 earth bonding strip, should be demanded from S.N.S.O., Haslemere, for each starter, quoting this order as authority.

3. Establishment List No. W.6 will be amended.

**4148.—Wa/T Types 405 and 406—Emergency Power Supply—A. and A.**

(S.D. 01299/42.—27.8.1942.)

To avoid failure of Wa/T owing to a breakdown of ships mains, or the mains A.C. supply to the Wa/T panels, a battery operated A.C. supply outfit, capable of driving the Wa/T installation for approximately three quarters of an hour before exhaustion of the battery has been introduced.

2. The emergency supply outfit, which will be known as "A.C. Supply Outfit DWA" comprises three main units as follows:—

Pattern	Description	No.
W5097	Alternator motor, 1.5 kW., 230 volts 50 cycles, 48 volts, D.C. supply ... ..	1
W5094	Board 2AH controlling, 1.5 kW., 50 cycles ... ..	1
1352	Battery, 12 volt, 110-120 amp hours ... ..	4

Establishment list No. E527 dated 27.5.1942 contains a complete list of the stores required for the outfit.

3. Ships fitted with Wa/T types 405 or 406 are to insert an A. and A. item "To fit Emergency Power Supply (A.C. Supply Outfit DWA) for Wa/T". Work to be carried out by ships' staffs with yard assistance where necessary. In new construction the work is to be undertaken by the shipbuilders where time permits. Stores are now becoming available, and ships are to demand stores from S.N.S.O., Haslemere quoting this Order as authority. A.F.O. Diagrams 215/42(1-2) (A.S.E. drawings 30598/A) show the circuit arrangements. Specifications will be issued in due course.

4. The equipment is to be installed as close as possible to the Wa/T panels, but it is most undesirable to have it in the CCO/CRR if this can be avoided, owing to the interference which may be caused to W/T reception by the introduction of D.C. charging leads into the office. It is essential that the motor alternator, board controlling and battery be close together as the operating current is approximately 30 amperes. A suitable battery cupboard is to be provided by the dockyard or contractor.

5. The following are notes on the operation of the automatic control gear:—

- (i) The 48-volt battery should be continuously trickle-charged from the D.C. supply. Pattern W5098 resistance provides a charging rate of approximately 2.0 amps. The charging circuit is controlled by means of a switch on Pattern W5094 board.
- (ii) For the emergency set to operate when the supply from the A.C. outfit or other source fails, both the master switch and the alarm switch must be "on". When both these switches are on, the indicator lamp glows and the supply from the A.C. outfit is then fed to the Wa/T set through No. 2 contactor. If, for any reason, it is desired that the emergency equipment should not operate, the master switch should be set to "off"; the supply from the A.C. outfit is then connected directly to the Wa/T set.
- (iii) With master switch and alarm switch at "on", a supply failure causes No. 2 contactor to drop out. The emergency set will then start up and is connected to the Wa/T set when contactor No. 4 closes.
- (iv) When the emergency set starts up, the alarm bell which is mounted on top of the control panel rings. It can be switched off by means of the alarm switch without stopping the emergency alternator; if, however, the emergency set is subsequently stopped it will not re-start unless the alarm is at "on".
- (v) If the emergency set is in operation due to a supply failure and the supply is restored, the Wa/T set will be automatically reconnected to the A.C. outfit, and the emergency machine will be stopped; the alarm bell will again ring until the alarm switch is moved to the "on" position. This arrangement is to ensure that the alarm switch cannot readily be left in the "off" position. The alarm will also ring continuously if No. 4 contactor in Pattern W5094 board is not closed.
- (vi) If the emergency gear has operated, and it is desired to stop the machine, the master switch must be moved to "off".

- (vii) A "test" switch is fitted below the cover over the fuses. Operation of this causes the emergency set to start up and to be connected to the Wa/T set. Operation of the gear should be checked at regular intervals, say weekly.
- (viii) The field regulator should be pre-set to give 230 volts when supplying the normal Wa/T set load with a battery voltage of approximately 48 volts. A locking screw is provided to secure the regulator slider in its position.
- (ix) The alarm bell which is mounted on top of the control panel may be readily removed if it is desired to fit this elsewhere.
- (x) Two pairs of fuses are provided in the output circuit of Pattern W5094 (these were not fitted in Pattern X5094) in order that two Wa/T channels may be supplied.
- (xi) The fuses in the normal A.C. supply to the Wa/T panels are to be strengthened to carry 20 amps so that they will not blow if the contactor of the emergency control equipment are thrown in by shock.

**4149.—W/T Insulators, Pattern W1476—Replacement**

(N.S. 25754/42.—27.8.1942.)

It has been reported that W/T insulators, Pattern W1476, have been burnt out by heat from funnels when ships steam at high speed.

2. Ships with insulators, Pattern W1476, fitted above funnels where they are likely to suffer from excessive heat, are to fix pyrex insulators, Pattern 3658, in lieu, should it not be possible to remove permali insulators away from funnels.

3. Insulators, Pattern 3658, required for fitting and as spare are to be demanded as necessary from S.N.S.O., Haslemere.

4. Establishment List for W/T Aerial Outfits will be amended.

(A.F.O. 3512/41.)

**4150.—R.D.F. Types 286M/P/MU/PU/W—Greasing of Motor Alternators**

(S.D. 01735/42.—27.8.1942.)

Motor alternators, Patterns W.2516, W.2517 and W.2518 are fitted with Tecalemit grease nipples which are suitable for use with Pattern 4719 grease guns.

2. These machines should be greased once per month using Pattern 553 grease.

3. The grease guns referred to in A.F.O. 1282/42 are not suitable for greasing motor alternators Patterns W.2516, W.2517 and W.2518, and should not, therefore, be demanded by ships having alternators of these patterns.

(A.F.O. 1282/42.)

**4151.—R.D.F. Types 286P/PQ/W**

(S.D. 636/42.—27.8.1942.)

The title of A.F.O. 3662/42 is to be amended to read as above.

(A.F.O. 3662/42.)

**4152.—Intermediate Signalling Lantern—Additional Allowances of Stowage Boxes to Flagships***Capital Ships, Cruisers, Aircraft Carriers, Dockyards, Principal Ship Overseers and District Admiralty Electrical Engineers*

(S.D. 739/42.—27.8.1942.)

With reference to paragraphs 5 and 7 of A.F.O. 1791/42, two additional stowage boxes, Pattern W2174P, in lieu of one additional stowage box will be allowed in future to each flagship for use with an intermediate signalling lantern, Pattern W2174, on the Admiral's bridge (port and starboard).

2. Ships concerned in commission should forward demands to their storing yards. Supply to ships of new construction should be arranged by their storing yards.

3. B.R. 359—Establishment of Naval Stores for Electrical and Torpedo Purposes—will be amended.

4. Paragraph 5 of A.F.O. 1791/42, column 1, for Pattern 6037 read Pattern 16037.

(A.F.O. 1791/42.)

#### 4153.—Circulators and Hoses for—Distribution

(N.S. 20296/42.—27.8.1942.)

The following distribution of circulators, Patterns 2780A and 2781A, and hoses, Pattern 2346, has been arranged for Superintending Naval Store Officer, Haslemere, and Superintending Naval Store Officer, Portsmouth, respectively, and these quantities should be maintained to meet local requirements for fitting in R.D.F. Offices of Types 271 and 290 and for ventilation of boilers in destroyers.

2. Purchase of the hoses for early delivery to Portsmouth has been arranged for Messrs. Reddaway & Co., Ltd., under Contract dated 5th August, 1942, C.P. 60394/42 (Subhead B, Item 8E).

Home :—

6 No. of each circulator	Superintending Naval Store Officer, Clyde. Naval Store Officers, Cardiff, Londonderry, Lyness.
and	
12 No. hoses	Area Naval Store Officers, Hull, Belfast, Newcastle.
6 No. of each circulator	Naval Officer-in-Charge, Milford Haven.
	Superintending Naval Store Officers, Chatham, Devonport, Portsmouth, Rosyth.

Abroad :—

8 No. of each circulator	Superintending Naval Store Officers, Alexandria, Ceylon, Durban.
and	
16 No. hoses	Naval Store Officers, Bermuda, Bombay, Gibraltar, Halifax (Nova Scotia), Hobart, Malta, Port Darwin, St. John's (Newfoundland), Simonstown. Naval Officers-in-Charge, Kilindini, Mauritius. B.A.M.R., c/o Commandant, U.S. Navy Yard, Brooklyn, New York.

(A.L. 28.7.42, N.S. 20296/42 to S.N.S.O., Portsmouth.)

#### 4154.—Echo Sounding Installations for Small Craft—Introduction, Spares, etc.

(N.S. 015084/42.—27.8.1942.)

The following echo sounding sets have been introduced as a further development of Type 762, viz. :—

Type 763 for 220-volt steel hulled craft.  
Type 763A for 220-volt wooden hulled craft.

2. An Establishment List No. A/S 82 of Naval Stores comprised in these sets is in course of preparation and will be distributed to the services concerned shortly.

3. Establishment List No. A/S 67 dated 17th November, 1941, showing the spares to be held at operational bases for vessels attached fitted with Echo Sounding Sets, Type 762, is being revised and will, on re-issue, include the allowances of base spares for vessels attached fitted with Types 762, 763 and 763A.

4. An adequate supply of spares is now becoming available and an initial issue will be made without demand from R.N. Store Depot, Bath, to the following bases. viz. :—

Type 762—

Immingham ("Beaver II")	...	...	...	...	1 set
Lowestoft ("Mantis")	...	...	...	...	3 sets
Yarmouth ("Midge")	...	...	...	...	3 sets
Felixstowe ("Beehive")	...	...	...	...	3 sets
Dover ("Wasp")	...	...	...	...	3 sets
Newhaven ("Forward II")	...	...	...	...	1 set
Portsmouth ("Hornet")	...	...	...	...	3 sets
Dartmouth ("Britannia III")	...	...	...	...	1 set
Fort William ("St. Christopher")	...	...	...	...	1 set

Types 762, 763 and 763A—

Portland ("Attack") ... .. 2 sets

5. General issue of spares peculiar to Types 763 and 763A will not be made until these sets are in wider use, and bases are to demand additional stores as authorised, only when necessary to meet local requirements.

(A.F.O. 5665/41.)

#### 4155.—Echo Sounding Equipment—Periodical Material Reports

(A./S.W. 7082/42.—27.8.1942.)

##### OBJECT OF REPORTS

Periodical reports on Echo Sounding equipment are required for the following reasons :—

- To enable records at the Admiralty (based on reports received in accordance with C.A.F.O. 428/42) of sets fitted and modifications carried out to be checked.
- To enable appropriate action to be taken when performance is seriously below standard. In this connection there are many factors which influence performance and identical sets will rarely give the same results even when fitted in ships of the same class.
- In the case of commercial sets only, to confirm that the quarterly rental normally paid to the manufacturers for maintenance has been earned, or alternatively (where a local agent has failed to remedy defects as promptly as could reasonably have been expected) to furnish particulars which will enable the matter to be taken up with the firm concerned.

##### REPORTS FROM INDIVIDUAL SHIPS

2. Annual reports on 30th September are required from all vessels fitted with service sets, i.e. Types 752 to 763 and later type numbers in this series.

3. Quarterly reports on 31st March, 30th June, 30th September and 31st December are required from all vessels fitted with commercial sets, e.g. Hughes "M.S." series, Marconi "Echometer" series, Submarine Signal Company "Fathometer" series, etc.

4. Surveying vessels are to forward their reports direct to the Hydrographer (copy to the Director of A/S Warfare, Bath). Other vessels are to forward their reports to the Senior Officers of their Squadrons, Flotillas or Bases, as appropriate.

5. Reports should be divided into sections as follows :—

- Vessel.
- Set(s) fitted.
- Serial number of recorder and/or indicator.
- Performance (whether satisfactory or unsatisfactory).
- Authorised modifications, etc., not completed. Authority to be quoted in each instance.
- Remarks on performance (if unsatisfactory), and on action taken to remedy.

Applicable to service sets only.

(g) Suggestions for improvement. Items classifiable as "alterations and additions" are not to be included but are to be submitted separately through the usual channels.

##### REPORTS FROM SQUADRONS, FLOTILLAS AND BASES

6. Reports from individual vessels are not to be forwarded. Senior officers concerned are instead to forward summarised reports on the following lines.

- Table, showing details as in paragraph 5 (a), (b), (c) and (d) for all vessels.
- Table, showing details as in paragraph 5 (e) for all vessels.

Applicable to service sets only.

(c) Troubles experienced and suggestions for improvement. Only troubles which are common ones (i.e. those indicating a fault in design or method of fitting) should be included. In particular those likely to be overcome when an authorised modification is completed, and those which are due

to lack of proper maintenance, mis-handling, or mal-adjustment should be omitted. Also, since even minor modifications involve a vast amount of work in amending drawings, specifications, handbooks, etc., only those which are considered essential, as opposed to desirable, are to be included under this heading.

Each item should be numbered and given a self-descriptive sub-heading to facilitate comment.

*Applicable to commercial sets only.*

(d) Troubles experienced and action taken to remedy. With reference to paragraph 1 (c) full details, quoting all relevant dates, should be given when reporting unsatisfactory work by local agents. In this connection it must be realised that the provision of world-wide servicing organisations by the firms concerned is impracticable.

7. Separate summarised reports for service and commercial sets are required. The former are to be forwarded through the usual channels to the Admiralty and the latter direct to the Director of A/S Warfare, Admiralty, Bath (copy to the Administrative authority).

8. Summarised reports are to be titled to indicate the unit concerned and the period covered, e.g. :—

- (i) Service Echo Sounding Equipment in 6th Destroyer Flotilla—Annual Report (1942).
- (ii) Commercial Echo Sounding Equipment in 4th M.T.B. Flotilla—Quarterly Report (3rd Quarter, 1942).

(C.A.F.O. 428/42.)

(A.F.Os. 228/40 and 3753/40 are cancelled.)

#### 4156.—Echo Sounding Recorders—Transport Boxes—Condition of Return

(N.S. 27163/42.—27.8.1942.)

Many empty transport boxes, A.1924, returned in accordance with A.F.O. 2776/42, have to be forwarded to the makers for reconditioning because items such as the top lid bolts, and the platform to which the recorder is secured, have not been returned with the boxes.

2. In view of the unnecessary expense incurred by replacement of the missing parts, and the delay before boxes are again fit to use, authorities concerned are to take steps to ensure that in future these boxes are returned complete and in good condition.

(A.F.O. 2776/42.)

#### 4157.—Fitting of Permanent Ballast—A. and A.—REPORTS

“Bangor” Class Minesweepers (Turbine Driven)—“Polruan,” “Rye,” “Rothsay,” “Tenby,” “Beaumaris,” “Boston,” “Ilfracombe,” “Llandudno,” “Cromarty,” “Dunbar,” “Ardrossan,” “Brixham,” “Whitehaven,” “Worthing,” “Hythe,” “Bootle,” “Clacton,” “Dornoch,” “Poole,” “Lyme Regis,” “Khyber,” “Kumaon,” “Carnatic,” “Rohilkhand,” “Baluchistan,” “Kathiawar.”

(D. 10516/42.—27.8.1942.)

The above-mentioned vessels are to be fitted with 15 tons of permanent ballast at the first available opportunity. Ten tons of ballast is to be fitted under the provision room, stations 59–65, and five tons between stations 65–73. The ballast is to be fitted as low down as possible and properly secured.

2. An item Classification “A\*”, to cover this work, is to be included in the next list of As. and As.

3. Refitting authorities are to forward a report when this ballast has been fitted.

4. Similar arrangements are to be carried out in vessels still under construction.

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

#### 4158.—Omission of Mizzen Mast—A. and A.

Admiralty Design A/S—M/S Trawlers of “Tree,” “Dance,” “Shakespearean” and “Isles” Classes

(D/P. 4548/42.—27.8.1942.)

In vessels of the above-mentioned classes, where the mizzen mast has not already been removed, opportunity is to be taken during normal refitting periods (a) to remove the mizzen mast, (b) to fit a 4-in. tubular steel mast approximately 20 feet long to the fore side of the funnel for carrying the W/T aerials. The tube is to be suitably stayed and an ensign staff is to be fitted on the after side of the funnel and arranged so that the ensign flies clear of stays, etc.

2. Commanding Officers of ships concerned are to insert an item, Classification “A”, in their lists of As. and As. to cover the work involved.

(C.in-C., H.F., 10.3.42, No. 711/M.264.)

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

#### 4159.—Relief Valves of Auxiliary Machinery—Risk of Injury to Personnel by Scalding

(D./N.L. 9878/42.—27.8.1942.)

Owing to stripping of the thread on the spindle of the valve controlling the supply of superheated steam to an evaporator in one of H.M. ships, the relief valve on the coils lifted and the heat resulting from the escape of steam into the compartment was such as to necessitate evacuation of the compartment.

2. In order to minimise the risk of injury to personnel through accidents of this nature, the relief valves fitted to auxiliary machinery, particularly those supplied with superheated steam, are to be examined in all ships to ensure that the escape pipes are led to positions well down in the bilge and pointing towards the exhaust end of the compartment.

3. In all cases the escape pipes should terminate well clear of the operating position of the master valve to the machinery in question and in positions where injury to personnel is not likely to result from the operation of the relief valve. Wherever necessary, the lead of the escape pipe is to be modified by ship's staff with materials supplied by dockyard, the work being treated as a defect.

(C.in-C., H.F., 19.5.42, No. 691/H.F. 130/192.)

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

#### 4160.—Safety of L.C.T.

(M./D.N.E. (CO) 3510/42.—27.8.1942.)

Cases have occurred where the holds of L.C.T.'s have been flooded, and doubts have arisen concerning the safety of these vessels under such conditions.

2. The design of these craft admits of the hold being flooded without serious danger so long as :—

- (a) there has been no considerable damage or leakage into either the water-tight compartments or the engine room.
- (b) the craft has not been considerably overloaded in the first instance.

3. The flooding of the hold alone is not dangerous with the maximum tank or vehicular load of any type. Nor would it be dangerous with loads of homogeneous cargo, provided that these loads do not exceed about 200 tons in L.C.T. (1), 250 tons in L.C.T. (2), 300 tons in L.C.T. (3), or 350 tons in L.C.T. (4). The loads quoted above are higher than the maximum probable loads of homogeneous cargo.

#### 4161.—Acoustic Booths—A. and A.

Battleships, Aircraft Carriers, Cruisers, Destroyers and Dockyards concerned

*Cancelled by* (D. 9100/42.—27.8.1942.)  
RFO 6266/46.

Further to A.F.O. 2177/42, the fitting of acoustic booths where required is to be extended to the above classes of ships in commission in which difficulties in communications have been experienced.

2. An item, classified A, to cover the work involved, is to be inserted in the lists of As. and As. for the ships concerned.

3. This order is applicable to the positions enumerated in A.F.O. 2177/42 only.

4. The attention of Dockyard Officers is drawn to the procedure for ordering and fitting booths as detailed in A.F.Os. 2177/42 and 3017/42.

(A.F.Os. 2177/42 and 3017/42.)

#### 4162.—Sea Anchors—Withdrawal of Allowances

Coastal Force Craft except S.G.Bs.

(N.S. 18282/41.—27.8.1942.)

Sea anchors are not necessary in the above-named craft, and the allowance is hereby withdrawn.

2. Coastal force bases should arrange for all sea anchors at present held, or on board all types of coastal force craft attached, to be returned to the nearest dockyard. Cordage held on board for use with the sea anchor should be retained for general purposes by craft from which sea anchors are returned.

3. Builders of C.F. craft, other than Fairmile types, should be informed by the Overseers concerned that supply of a sea anchor is no longer required, but that any cordage hitherto supplied for use with the sea anchor should continue to be supplied for general purposes.

Arrangements to this effect have already been made with the Fairmile Co., for Fairmile type craft.

4. The establishments of stores concerned will be amended.

(A.F.O. 3146/42 is cancelled.)

#### 4163.—16 mm. Projectors for Gunnery, R.D.F., and A/S Instructional Films

(S.D. 05453/42.—27.8.1942.)

The heading of A.F.O. 3426/42 is to be amended to include R.D.F. as in the heading of this Order.

2. The following amendments are to be made to the text:—

Paragraph 2. Add to list of films:—

R.D.F. (Naval). Parts 1 to 4, ASV and LRASV (*vide* C.A.F.O. 1430a/42).

Paragraph 3. Add to list of films:—

R.D.F. (Naval). Parts 1, 2 and 4.

(C.A.F.O. 1430a/42 and A.F.O. 3426/42.)

#### 4164.—R.D.F. Huts, Types 271 and 273—A. and A.

(S.D. 01572/42.—27.8.1942.)

In all future huts, in order to give more room to the operator the present arrangement of ladder for access from office to aerial enclosure is to be replaced by footholds welded to the bulkhead.

2. Ships at present fitted with either of these sets, and where the ladder interferes with the free movement of the operator's chair, should put forward an A. and A. item, Classification "B," for this work to be carried out.

#### 4165.—"L.L." and "S.A." Minesweeping Maintenance Stores—Voltmeter

(N.S. 013091/42.—27.8.1942.)

The portable voltmeter, Pattern 5526, included in the list of maintenance stores for "L.L." and "S.A." minesweeps is not required in ships and at bases already provided with or having loan of a portable voltmeter of suitable ranges for W/T purposes, and the necessary notation should be made on the list. All voltmeters, Pattern 5526, carried in excess of allowances on this basis are to be returned to the nearest storing yard or depot.

2. The sea store establishments concerned will be amended.

(C.A.F.O. 1180/42.)

#### 4166.—Operating Tables, Pattern 1294—Fitting of Adjustable Legs

*Ships and Shore Establishments concerned*

(D. 8434/42.—27.8.1942.)

In order to permit of the height of operating tables, Pattern 1294, being adjusted, tables purchased in future will be fitted with adjustable legs.

2. In the case of operating tables in service, extension pieces as shown in A.F.O. Diagram No. 212/42 are to be fitted, where required, by the ships' staffs.

(C. in C., H.F. 8.4.42, No. 453/H.F. 832/7.)

(Portsmouth Y.L. 25.6.42, No. 6156.)

(F.M.O., H.F., 31.10.41, No. 76/41.)

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

#### 4167.—Searchlight Control

*Ships Fitted with Power Evershed System Mark III\*\**

(G. 012198/41.—27.8.1942.)

Reports from ships indicate that "sluggish" following by the searchlight is inclined to develop as this system ages, and most of the sets at sea are old now.

2. A good deal can be done to correct this by skilful adjustment of the relays and doser. In this connection attention is drawn to a new book—B.R. 268 (18) Care and Maintenance of Evershed System.

3. Ships refitting in the United Kingdom who require it should insert an item in their defect list calling for examination and adjustment by Evershed and Vignoles' representative and quoting this Order. In such instances Yard Officers or Emergency Repair Overseers should refer the item to the Director of Naval Ordnance, Bath, who will arrange with the firm.

4. In specially bad instances, where the ship is undergoing large repairs or reconstruction, it may be decided to replace the system by Mark V Searchlight Control. Any such proposal should be treated as a proposed Alteration and Addition.

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

#### 4168.—Binoculars—Revised Allowances

*Corvettes concerned ("River" and "Flower" Classes)*

(N.S. 19055/42.—27.8.1942.)

The allowances of binoculars, Patterns 343 and 1900A, to Corvettes ("River" and "Flower" Classes) have been revised as follows:—

Pattern No.	"Flower" Class Allowance		"River" Class Allowance.		
	Present.	Revised.		Present	Revised (Temporarily) All Stations.
		Mediterranean Station.	Other Stations.		
343 ... ..	2	4	2	2	2
1900A ... ..	2	3	2	10	7

*Note.*—When binoculars, Pattern 343 are not available Pattern 1900A or "like 1900A" may be issued in lieu.

2. "Flower" Class Corvettes concerned, in commission, should forward demands to their storing yards for the additional binoculars. "River" Class Corvettes in commission should return binoculars in excess of the temporary allowance to the nearest dockyard or base. Supply to "River" Class at present under construction should be arranged by storing yards in accordance with the temporary allowance.

3. The Sea Store Establishments concerned will be amended.

(C.-in-C., Mediterranean, 15.4.1942, No. 1475/652/14/4.)

**4169.—Mercurial Artificial Horizons—Allowances**

*Capital Ships, Cruisers, Aircraft Carriers, Repair and Depot Ships, Netlayers, Sloops, Minesweepers ("Halcyon", "Algerine", "Bangor" and Twin Screw Classes), Corvettes (except "Flower" Class), Surveying Vessels H.M. Ships "Adventure" and "Plover"*

(N.S. 014690/42.—27.8.1942.)

The allowances of mercurial artificial horizons, Pattern 68, to ships of the above-named classes have been abolished. Where the instruments are already on board, they may be retained until defective.

2. The Sea Store Establishments concerned will be amended.

(A.F.O. 469/42.)

**4170.—Retention of Derrick**

*105-ft. Motor Minesweepers*

(D. 017019/42.—27.8.1942.)

The instruction in A.F.O. 1040/42 to land the derrick when fitting boat's davits in 105-ft. M.M./Ss. is cancelled.

2. Pending further instructions, the derrick is to be retained.

(A.F.O. 1040/42.)

**4171.—Main Inlets—Erosion**

*"Hunt" Class Destroyers.*

(D. 9932/42.—27.8.1942.)

With reference to A.F.O. 1566/42, zinc protectors are to be fitted at the upper end of the main inlet tubes in "Hunt" class destroyers where abnormal erosion is discovered and the reports forwarded to Admiralty are to state what remedial action has been taken.

(A.S. Devonport, 27.7.42, No. 4910.)

(A.F.O. 1566/42.)

**4172.—Aircraft Cranes—Jamming of the Spring Loaded Plunger on Final Hoisting Steps of Tricing Winch Controller**

*H.M. Ships*

(T. 2121/42.—27.8.1942.)

Reports have been received from ships fitted with tricing winches on aircraft cranes of occasions when difficulty has been experienced in mating the Thomas grab, due to inadequate pulls being exerted by the tricing winch inhaul wires. The source of the trouble was traced to the spring loaded plunger which acts as a buffer for the controller handle. This plunger had a tendency to jam when pressed up by the handle, thus preventing the final hoisting speed steps being reached and the top speeds obtained.

2. Commanding Officers of ships concerned should ensure that the above item is kept well packed with grease to obviate the possibility of this occurrence.

**4173.—Decking for Fairmile Boats—Top and Bottom Skins**

(C.P. 62187/42.—27.8.1942.)

It is to be noted that skin decking for Fairmile boats is not intended to come within the arrangements provided by A.F.O. 2079/42—Timber for Decking.

2. To conserve existing stocks of teak more suitable for conversion into decking for cruisers and larger ships, the skin decking for Fairmile boats should be manufactured from planks, boards, fitches or small logs. Certificates to purchase will be issued by Messrs Denny Mott and Dickson and *not* Messrs. Ashton.

3. Teak is preferred for skin decking but suitable African mahogany will be accepted as a substitute should teak become in short supply.

(A.F.O. 2079/42.)

**4174.—Accumulators for Martlet Aircraft**

(N.S. Air 1580/42.—27.8.1942.)

Owing to the shortage of supplies of accumulators, Ref. 105 J/4, 12 volt 34 amp. hours, it has been decided to utilise accumulators, Ref. 5J/2284, 12 volt 40 amp. hours, in lieu.

2. Any slight alterations to the stowage, etc., should be done by the workshops of the ships and stations to which the Martlet squadrons are attached.

(R.A.N.A.S. 627/60—10.8.42.)

**4175.—Cancelled.**

**4176.—Piston Rings for Bristol Engines**

(N.S. Air. 898/41.—27.8.1942.)

Piston Rings for Bristol Engines will not, in future, be issued to ships and services without demand.

2. Ships and services should render demands for replenishment as necessary to the appropriate R.N. Store Depot at Home or Storing Yard abroad. The latest available types will be supplied.

3. Paragraph 2 of A.F.O. 3283/41 is cancelled.

(A.F.O. 3283/41.)

**4177.—Barracuda Aircraft—Schedule of Spare Parts**

(A.M. 5838/42.—27.8.1942.)

It has been decided that Barracuda aeroplanes fitted with Merlin 32 engines shall be designated Barracuda, Mark II. The schedule of spare parts now being prepared refers to Barracuda, Mark II, only, and it is to be noted that no schedule of spare parts will be issued for Barracuda, Mark I.

**4178.—Parachute Bombs—Attachments No. 7 and Extension Links—Allowances**

(N.S. Air 782/42.—27.8.1942.)

As the use of parachute bombs is being discontinued, all squadrons holding Attachments, No. 7, Ref. 11A/962, and Links, Extension, Ref. 11A/1012, should return them to the main stocks held by H.M. Ships and R.N. Air Stations.

2. H.M. Ships and R.N. Air Stations may retain sufficient for use with any parachute bombs still held, and return to their respective storing depots quantities surplus to requirements.

3. The items will be deleted from the A.S.E.'s in due course.

**4179.—Electric Cable for Wiring D/F Sets**

(N.S. 24334/42.—27.8.1942.)

The aerial cables for D/F outfits are particularly subject to damage in use. To meet urgent demands and replacements sufficient cable is being purchased to enable minimum stocks to be maintained in Bases, Class "A", "B" and "C", as shown below.

2. Shipment of the cable for yards abroad will be arranged by the Superintending Naval Store Officer, Haslemere.

3. Amendments to Establishment Lists concerned showing the following quantities of cable to be held at Bases, Class "A", "B" and "C" will be promulgated.

Pattern No.	Description	Quantity to be held at each Base. Class—		
		"A"	"B"	"C"
13199	Cable, electric, 2 core, 7/018 solid filled, rubber insulated, cotton braided and compounded.	yards 200	yards 200	yards 400
13199C	Cable, electric, 2 core, 7/018 solid filled, rubber insulated, cotton braided and compounded.	300	300	600
13800	Cable, electric, BA4ERB ... ..	100	100	200
13813	Cable, electric, Duradio No. 13 ... ..	100	100	200
13819	Cable, electric, Uniradio No. 19 ... ..	50	50	100

#### 4180.—Rubber Envelopes of Submarine Main Battery Cells

(D. 013836/42.—27.8.1942.)

To prevent tearing of the rubber envelopes fitted to submarine main battery cells all edges on the plywood should be well rounded and smoothed off before installation and any roughness on the surface removed.

2. It should be checked that all plywood panels in wedging spaces definitely rest on the gratings before wedging up is commenced.

3. When removing cells the wedges should be completely withdrawn before the plywood is withdrawn.

The plywood should then be loosened from contact with the rubber envelopes before an effort is made for its withdrawal.

#### 4181.—Naval Stores—Reductions in Establishment Allowances

(N.S. 26295/42.—27.8.1942.)

Attention is drawn to Article 1929, clause 4, K.R. & A.I., which authorises the Commander-in-Chief or Senior Officer of the Squadron to sanction the issue of less quantities of permanent stores than those allowed, if special circumstances so require.

2. Owing to short supply of many articles of naval stores, and of the raw materials from which they are manufactured, it is essential that, consistent with the maintenance of war efficiency, not only should the strictest economy be exercised in their use, but also that the standard of equipment should be restricted to bare essentials.

3. Commanders-in-Chief and Senior Officers of Squadrons are therefore requested to call for proposals from ships under their command for drastic reductions in the authorised allowances of stores, and, provided they are satisfied that no impairment of the war efficiency would result, to authorise such reductions in equipment, and in due course to report the action taken.

Practical suggestions will also be welcomed which may tend towards simplification of design or a lower standard of manufacturing finish which could be accepted without impairing war efficiency, more particularly where substitutes might be employed for imported raw materials whose sources of supply are now restricted (e.g., rubber, textile fibres, kapok, non-ferrous metals, timber, bristles, etc., etc.).

#### 4182.—List of Naval Stores for Controlled Minelayers and Controlled Mining Bases—Amendment

(N.S. 23245/42.—27.8.1942.)

The list of laying stores for Controlled Minelayers (including Miners) is amended as follows:—

Insert new item.

*Permanent Stores. Subhead F.2C (I)*

Pattern 16893—Rope 3 × 3, 50 fathom lengths fitted with heart thimble and 1-in. egg link at one end and heart thimble, 1-in. egg link and swivel piece at other end ... .. 2 No.

2. The list of stores for Controlled Mining Bases is amended as follows:—

Page 21—Insert new item after Pattern 18651 sockets:—

Pattern 16893—Rope 3 × 3, 50 fathom lengths, fitted with heart thimble and 1-in. egg link at one end and heart thimble, 1-in. egg link and swivel piece at other end ... .. } 1 bases  
} 1 base ships

3. Supply to services concerned will be made from Portsmouth without demand. Demands for new construction should be sent by the Warrant Yard to Portsmouth for compliance.

4. B.R. 372.—Establishment of Naval Stores for Minelaying Lighters, and B.R. 369—Establishment of Naval Stores for Controlled Mining Bases, will be amended.

(Ref. Admiralty Letter N.S. 010771/41/32813—18.12.41.)

#### 4183.—Suction Pipes for Salvage Purposes—Fitting

*A/S and M/S Trawlers*

(D. 08326/42.—27.8.1942.)

With reference to A.F.O. 1578/42, in view of the difficulties which arise in connecting the various sizes and types of hose connections on salvage vessels to the adaptor pieces on the trawler, a larger pipe should be fitted in lieu of the 6-in. pipe. This pipe is *not* to be fitted with foot valve, strainer or adaptor piece. The bottom of the pipe should be about 2-ft. 0-in. above the engine floors and the top should be carried about a foot above the engine casing and should be provided with a simple hinged cover and butterfly nut. The salvage hose (with rose removed) can then be passed down the open pipe which will act as a trunk giving access to the bottom of the engine room.

2. In ships already fitted with a 6-in. pipe adaptor piece, no change should be made, but if it is found impracticable to connect with the salvage vessel, the hose is to be passed down the engine skylight or other convenient opening. In this case the rose need not be removed.

3. Administrative authorities of ports concerned should ascertain the size of the largest hose carried by salvage vessels in their area and state the diameter of pipe required when submitting the A. and A. for fitting of the suction pipe in Trawlers.

(A.F.O. 1578/42.)

#### 4184.—Henley's Yellow Compound, A.P. 9231A—Defective Material

(D. 10082/42.—27.8.1942.)

Instances have been reported where Henley's Yellow Plastic Compound, A.P. 9231A, has been found to exude from multiple bulkhead glands, etc., at normal temperatures.

2. Investigation has shown that the exudation was caused by the firm having supplied compound which differed from the formula originally approved.



3. In cases where compound has been found to exude from bulkhead glands deck tubes, etc., such glands, etc., are to be repacked at the earliest opportunity with compound, samples of which are found to be satisfactory after being tested in the following manner :—

“ A number of cones of the compound, 1-in. in height and  $\frac{3}{8}$ -in. diameter base, are to be placed in a receptacle the outer surface of which is to remain in contact with boiling water (212° F.) for a period of 30 minutes. At the conclusion of this period, the height of the cones shall not be less than  $\frac{3}{8}$ -in.”

4. Any compound which, as a result of this test, is considered to be defective is to be returned to store and replaced by compound which has already been tested in accordance with the above. Henley's compound which is now being supplied is subjected to this test at the makers' works.

5. In the event of the work being beyond the capacity of ship's staff, an item should be included in the next defect list to cover the work involved.

6. In the case of ships building at dockyards, any charges involved in respect to replacing defective compound are to be referred to the Admiralty for recovery from Messrs. Henley.

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

#### 4185.—Overcases—Supply of—New Construction Ships

(N.S. 26597/42.—27.8.1942.)

With reference to A.F.O. 2931/42, paragraph 2, it is to be noted that overcases are to be supplied for all cushions and upholstered furniture in officers' accommodation, sick bay and enclosed messes in ships under construction as at present approved. The material for the overcases, however, is to be in brown cotton holland, repp or plain coloured material within the limits of the contract price for cotton repp, where supply has not already been arranged in other material.

2. Where rebates are involved consequent on the above, Overseers should render reports in the usual manner.

*(A.F.O. 2931/42.)*

#### 4186.—Lubricating Oil—Economy in Use

(D. 7377/42.—27.8.1942.)

The two lines concluding paragraph 2, Section IV of A.F.O. 3690/42, are amended to read :—

“ Used oils other than Aero Engine Lubricating Oils (regarding which separate instructions have been issued), S.M.L.O. and I.C.E. Oil are to be bulked and returned as dirty oil, mixed ”.

*(A.F.O. 3690/42.)*

#### 4187.—Economy in Use of Rubber

*Coastal Force Craft*

(D. 8893/42.—27.8.1942.)

A.F.O. 2682/42 is to be amended as follows :—  
Paragraph 2 (a). *Delete and substitute :—*

“ All Sorbo mats should be relinquished except on the bridges and in the engine rooms of M.T.Bs. and M.G.Bs. of the 70-ft. type.”

*(R.A.C.F. No. 1156M/643, 5.7.42.)*

*(A.F.O. 2682/42.)*

### Section 4

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

#### 4188.—Hulk “Vernon III”—Change of Designation

(N.S./T. 1849/42.—27.8.1942.)

The hulk “Vernon III” (ex “Warrior”) has been redesignated Oil Fuel Hulk C.77.

*(Captain H.M.S. “Vernon”, 20.6.42, No. W.3974/1402A/42.)*

#### 4189.—Medical Store Depot, Bournemouth

(M.D.G. 43368/42.—27.8.1942.)

A new sub-depot of the Service Afloat Medical Depot, R.N. Hospital, Haslar, has been opened at 23/25, Commercial Road, Bournemouth, and is now functioning. Telephone No. Bournemouth 4803.

2. Replenishment demands can be received from all H.M. Ships and establishments situated between Portland and Southampton. Medical stores can also be returned to this sub-depot for survey.

3. No transport facilities are available and ships and establishments should therefore arrange their own transport. Where possible, stores can be sent by passenger train.

#### 4190.—Loan Clothing

*Fast Minelayers (“Abdiel” Class) in Home and Northern Waters*

(V. 1354/42.—27.8.1942.)

The following increased allowances of duffel coats and fleece-lined gloves have been approved for fast minelayers when employed in Home and Northern Waters :—

Duffel coats	...	...	...	75
Fleece lined gloves	...	...	...	125 pairs

2. In addition to the duffel coats, 50 weatherproof suits (destroyer type—A.F.O. 4538/41) are allowed to each vessel.

*(R.A.(M) No. 421/M.L. 6620, 17.7.42.)*

*(A.F.Os. 1534/41 and 4538/41.)*

#### \*4191.—W.R.N.S.—Issuing Prices of Clothing and Rate of Kit Upkeep Allowance

(V. 2496/42.—27.8.1942.)

The revised issuing prices of W.R.N.S. clothing and the revised rate of kit upkeep allowance promulgated in A.F.O. 3811/42 are to be brought into force on the 1st September, 1942, or as from the date of receipt of the A.F.O. whichever is the later.

2. The standard quarterly credits for Michaelmas and Christmas quarters will be 35s. *1d.*

3. A.F.O. 3811/42, paragraphs 1, 2 and 4, is to be amended accordingly.

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

**4192.—W.R.N.S.—Purchase of Articles from Service Sources by Officers and Ratings**

(V. 1115/42.—27.8.1942.)

The following alterations and additions are to be made to the lists of articles shown in the Appendix to A.F.O. 1484/42 :—

*For Ratings :—**Seamen's clothing—*

*Add :—* Belts, waist, white.  
Pullover.

*Delete :—* Boots, sea, rubber.

*For Officers :—**Naval Officers' clothing—*

*Add :—* \*Gloves, brown cape.

*Seamen's clothing—*

*Add :—* Belts, waist, white.  
Pullover.

(A.F.Os. 2227/41, 514/42, 1484/42, 3292/42.)

**4193.—W.R.N.S.—Uniform Hats for Ratings Below Petty Officer**

(V. 5357/41.—27.8.1942.)

A new type of hat which will be known as "cap, blue" has been adopted for wear by W.R.N.S. ratings below Petty Officer. These caps are to be worn fairly well forward and are not to be tilted at an angle of more than 15° either to the left or right. On occasions of ceremony the tilt of the cap should invariably be to the right.

2. Priority of issue will be given to new entries but other ratings will be permitted to take up the new pattern blue caps on repayment in replacement of existing hats as the latter become worn out.

3. The caps will be stocked in sizes 6½, 6¾, 6¾, 6¾, 7, 7½, 7½, 7½ and 7½ and demands for the quantities required for issue to new entries and on repayment are to be sent by Accountant Officers to the D.W.R.N.S. following the procedure indicated in A.F.O. 1831/42.

4. The issuing price of the caps is 3s. 3d. each.

5. Ratings in possession of hats of the type hitherto supplied may continue to use them until they are worn out.

(A.F.Os. 1302/42 and 1831/42.)

**4194.—Gymnasium Shoes**

(V. 1071/42.—27.8.1942.)

The supply position has made it necessary to accept a quantity of gymnasium shoes with brown instead of white canvas uppers. The gymnasium shoes supplied from the Victualling Yards in satisfaction of demands for gymnasium shoes for loan issue will be either white or brown as stocks permit. White gymnasium shoes will continue to be supplied for repayment issue if available, and demands from H.M. Ships and Establishments should therefore indicate whether the shoes are required for issue on loan or on repayment.

2. In view of the rubber position the utmost economy in the use of these shoes is essential.

**4195.—Scale of Medicines, etc., for the Service Afloat—Addition**

(M.D.G. 31115/42.—27.8.1942.)

Sulphaguanidine tablets, 0.5 grm., have been added to the scale of medicines for the Service afloat in the following proportions :—

Double No. 1 Unit.	Double No. 2 Unit.	Single No. 1 Unit.	Single No. 2 Unit.	No. 3 Unit.
1,000	500	500	300	300

2. Medical Officers of H.M. ships are to demand requirements from the nearest Service Afloat Medical Depot.

**4196.—White Lead Oil Paste—Modification to Specification**

(C.P. 4592/42.—27.8.1942.)

As a wartime measure, the specifications for white lead oil paste in Schedule 580 are to be modified in order to economise the use of white lead and linseed oil.

2. The specification to govern the supply of white lead paste shall be British Standard Specification No. 241/1935 except that :—

(a) Barytes, to British Standard Specification 260/38 may be substituted for white lead powder, up to a maximum 25 per cent. of the pigment content of the paste.

(b) The oil used in the paste is to be "Oil for Paints (Linseed Oil base) to British Standard (War Emergency) Specification No. 925/40—Section 2".

3. As this reduction of quality is an emergency measure no amendment to schedules or rate book will be made in respect to it. As stocks of genuine white lead oil paste become exhausted the modified quality will be issued.

4. For all new construction and repair work in private shipyards, shipbuilders should be informed of the revised specification, which should be worked to for future requirements.

**Section 5.—BOOKS, FORMS, RETURNS, CORRESPONDENCE****4197.—Amendments to Books**

(E.F.O.—27.8.1942.)

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.366/42.**—B.R. 7 (41)—Censorship and Treatment of Naval Mails and Telegrams in Time of War—Amendment No. 3.

**P.367/42.**—B.R. 120 (6)—War Vessels Silhouette Identification Book—Home Waters and Baltic—Amendment No. 9.

**P.368/42.**—B.R. 296—Handbook for the 4-in. B.L. Smoke Mortar, Mark I (N)1942—Amendment No. 1.

**P.369/42.**—B.R. 669—Instructions for the Conduct of Cash Duties, 1932—Amendment.

**P.370/42.**—O.U. 5458—Regulations for Maintenance of 21-in. Submerged and Fixed Above Water Torpedo Tubes—Amendment No. 6.

**P.371/42.**—O.U. 5511 (39)—Paravane Drill Book—Amendment No. 10.

**P.372/42.**—O.U. 6066—The Sight Manual, Vol. I, 1940—Amendment No. 2.

**P.373/42.**—O.U. 6328—Aircraft Stores Establishment for Aircraft Embarked in H.M. Aircraft Carriers—Amendment No. 8.

**P.374/42.**—O.U. 6350—Manual of Minesweeping—Amendment No. 7.

**P.375/42.**—O.U. 6378—Description of Torpedo Tube. T.C. Arrangements and Tube Drill and Maintenance in Town Class Destroyers—Amendment No. 8.

**P.376/42.**—O.U. 6385—Drill Book for Mines "A", Marks I-IV—Amendment No. 14.

(A.F.O. 4059/42.)

**4198.—Amendments to Books (O.U. and B.R.)—Distribution to Shore Establishments**

(N.S. 353/42.—27.8.1942.)

A.F.Os. "P" series and "S.C." series—Amendments to O.U. and B.R. publications—required by Shore Establishments at home and abroad are at present demanded by each establishment concerned direct from the R.N. Store Depot, Elveden Road, Park Royal, London, N.W.10.

2. To reduce the delays in delivery caused by this arrangement bulk supplies will in future be made to Distributing Authorities Abroad for issue to holders of the parent books at Shore Establishments including Dockyards within their areas.

3. These Authorities have already been requested by signal to report the total number of each O.U. and B.R. publication held.

4. The bulk supplies plus an allowance of 10 per cent. or not less than 6 copies will then be despatched from Park Royal to Distributing Authorities for local issue. Additional quantities will be sent on demand.

5. Meanwhile amendments ready for distribution will be advised by weekly signal to Distributing Authorities Abroad to enable requirements to be signalled in reply.

6. The method to be adopted for keeping up to date the information furnished in accordance with paragraph 3 is under consideration but immediate effect will be given to any alterations in requirements notified in the meantime.

7. When distribution is likely to be delayed for any reason, advance copies of each amendment will be sent to every Distributing Authority at Home and Abroad for reference purposes. Two will be provided except in the case of publications of which comparatively small numbers have been issued. As the issue of "P" series and "S.C." series A.F.Os. is always notified in the general series of A.F.Os. e.g. A.F.O. 947/42 and S.179/42 it will thus be possible for the holders of any publication to consult or obtain manuscript copies of the latest amendments before delivery of their own issue.

8. Except for the advance copies the scheme is not being extended to Shore Establishments at Home for the present.

**4199.—Admiralty Fleet Order Volumes, 1941 (B.R. 121)—Distribution**

(E.F.O. 93/41.—27.8.1942.)

Admiralty Fleet Order Volumes, 1941, comprising only such A.F.Os. and C.A.F.Os. in the 1938 edition and Orders promulgated in 1939, 1940 and 1941, as are essentially retained for reference, is now with the Press.

2. It is expected to be available for distribution without demand—A.F.O. Volume the middle of October, 1942, the C.A.F.O. Volume a month later.

3. To obviate any further renewal of stocks of A.F.Os. held in Fleet Order Branch to satisfy demands arising before the new Volume is available, Distributing Authorities at Home should now review their stocks of A.F.Os. and variants dated 1939, 1940 and 1941 in relation to these dates of distribution, and return any estimated surplus as soon as possible to the Editor of Fleet Orders.

**4200.—A.M.S.Is.**

(E.F.O.—27.8.1942.)

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

(A.F.O. 4060/42.)

**4201.—Coastal Force Base, Milford Haven—Address for Correspondence and Stores**

(M. 3104/42.—27.8.1942.)

In future, correspondence for the Coastal Force Base, Milford Haven, should be addressed to:—

H.M.S. "Skirmisher II,"  
Pembroke Dock,  
Pembrokeshire.

2. Stores should be consigned to Pembroke Dock Station.

**4202.—R.N. Air Section, R.C.A.F. Station, Dartmouth, Halifax—Address**

(A. 01202/42.—27.8.1942.)

With reference to A.F.O. 3727/42, correspondence for the R.N. Air Section at R.C.A.F. Station, Dartmouth, Halifax, should now be sent under cover to the Commanding Officer, H.M.S. "Canada", c/o G.P.O.

2. Paragraph 3 of C.A.F.O. 444/42 should be amended accordingly.

(C.A.F.O. 444/42 and A.F.O. 3727/42.)

**4203.—W.R.N.S.—London Area Pay Division—New Address**

(N. 17139/42.—27.8.1942.)

The Office of the Accountant Officer, H.M.S. "Pembroke III", who is responsible for the pay and victualling accounts of W.R.N.S. officers and ratings in the London area and certain outlying stations (A.F.O. 444/42) has been moved to 8, Platt's Lane, Hampstead, London, N.W.3. Telephone No.: Hampstead 7601.

2. All correspondence for the Accountant Officer, H.M.S. "Pembroke III" should be sent to that address. It should *not* be sent *via* Westfield College.

(A.F.O. 444/42.)

**4204.—Mails Lost through Enemy Action**

(M. 010124/42.—27.8.1942.)

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 between 24th and 27th June, 1942:—*

Addressed to:—H.B.M. Consul, Buenos Aires,  
Naval Officer-in-Charge, Falkland Islands,  
H.M. Ships "Pursuivant" and "William Scoresby."

*Parcel Mail posted between 19th and 20th June, 1942:—*

Addressed to:—H.M.S. "Pursuivant."

**4205.—Range Tables—Revised Pages—Issue**

(G. 2995/42, G. 2998/42.—27.8.1942.)

Range Table No.	Page Nos.	Date of Existing Pages	Date of Super-seding Revised Pages
O.U. 6090(G) { 409 } (Q.F., 5·25-in. guns, Mark I	12	August, 1940 ...	} April, 1942
418	22	August, 1940 ...	
418A	22	September, 1941	
O.U. 6090(K) { 369 } (Q.F., 4-in. guns, Mark I	10	July, 1940 ...	} April, 1942
373A	24	July, 1940 ...	
373B	19	March, 1941 ...	

2. Revised pages, as detailed in column 2 above, of the Range Tables enumerated in column 1, are now in the press and copies will be issued to all concerned, without demand, by the Superintending Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10, when supplies become available.

3. When copies of the revised pages dated April, 1942, are received, copies of the pages dated as in column 3 should be disposed of in accordance with the instructions in O.U. 2A—O.U. Catalogue.

(A.F.O. 3716/42 is cancelled.)

## 4206.—Income Tax—Annual Returns (12D) for Year 1943-44

(D.N.A. 13830/42.—27.8.1942.)

All Accountant Officers and Paying Officers of H.M. Ships and Establishments are to report to the Director of Navy Accounts, Branch 4A (Tax), Bath, their estimated requirements of Forms 12D for the year 1943-44. The reports should be made in time to arrive not later than 1st February, 1943.

2. Owing to the need for economy in the use of paper, it is important that requirements should be kept to a minimum, and no provision should be made for duplicate forms for retention by the taxpayer.

## 4207.—Rate Book for Naval Stores (O.U. 5409/41)—Issues to Repayment Services

(D.A. 719/42.—27.8.1942.)

The following revision of Article 47 of the appendix to the memorandum to the Rate Book for Naval Stores has been approved.

The revised rates should be applied as from the date of receipt of this Order, except when specifically otherwise directed:—

## Article 47, pages XX and XXI

In the tables headed "On Material", cancel the printed percentage rates against the headings given hereunder and substitute as follows:—

	A.	A.	B and C.
Articles under Vote 8 except oil fuel, coal, coke, and those on charge under Section III.	For supplies.	For work done.	
Table (1). Page XX.			
Other stores:			
Home Yards except Slough ... ..	5	13	13 (b) (c)
Slough ... ..	5	8	8 (b) (c)
Table (ii). Page XXI.			
At home ... ..	5	13	15 Col. B. 21 Col. C.

## 4208.—B.R. 7/41—Censorship and Treatment of Naval Mails and Telegrams in War Time

(M. 08435/42.—27.8.1942.)

The instructions contained in B.R. 7/41, Part 1, paragraph 12, appear to leave Commanding Officers in some doubt as to whether disciplinary action may be taken when censorship discloses that an offence has been committed against the ordinary law of the land, such as smuggling of dutiable articles.

2. It is not intended that in such cases an offender should escape punishment because his offence has been detected in this way.

3. The instructions in B.R. 7/41, Part 1, paragraph 12, are being amended to make this clear.

## 4209.—B.R. 77—Machinery Handbook—Issue on Repayment

(E.-in-C./Sta. 16140/42.—27.8.1942.)

The stock of B.R. 77 allows of a limited number being issued on repayment.

The price to be charged is 1s. 3d. per copy, and proceeds of sales are to be brought to account as credits to the vote of H.M. Stationery Office.

2. Separate demands for copies required for issue on repayment should be made on the Superintending Naval Store Officer, R.N. Store Depot, Elveden Road, London, N.W.10.

3. The Accountant Officer is to be informed of the name and official number of those to whom copies are issued under this Order.

4. Issues on repayment should not be noted on the history sheet of the ratings concerned.

## 4210.—Books—B.R. 611—Handbook for the 4-in. U.S. 50-Calibre, Mark IX Gun on the 4-in. U.S., Mark XII, XII\* and XII\*\* Mountings, 1942

(G. 1450/42.—27.8.1942.)

The above-mentioned book is now in the press and copies will be issued, without demand, by the Superintending Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10, when supplies become available in accordance with the following establishment, viz.:—

	Copies.
Flag Officers at Home ... ..	1 each
Captain (D) Newfoundland ... ..	8
Captain (D) Halifax ... ..	8
"Town" Class Destroyers... ..	1
H.M.S. "Excellent" ... ..	15
Captain (G), H.M. Gunnery School, Chatham ... ..	5
Captain (G), H.M. Gunnery School, Devonport... ..	6
<i>Dockyards—</i>	
Portsmouth ... ..	8
Devonport ... ..	7
Chatham ... ..	7
Sheerness ... ..	7
Rosyth ... ..	6
<i>Fitting Out Gunnery Officers—</i>	
Cardiff, Liverpool (2), Barrow, Belfast, Clyde, Greenock, Ardrossan, Aberdeen, Dundee-Leith, Great Yarmouth, Tyne, Sunderland, Middlesbrough, Hull, London, Southampton, Falmouth, Lowestoft, Hartlepool ... ..	2 each
<i>Fitting Out Gun Mounting Overseers—</i>	
Liverpool, Clyde, Belfast, Hartlepool—Middlesbrough—Sunderland, Newcastle, Hull, Cardiff, Avonmouth, Barrow, Leith, Aberdeen, Southampton, Falmouth, London, Lowestoft ... ..	2 each
<i>D.E.M.S. Staff Officers at Home—</i>	
London ... ..	15
Southampton ... ..	3
Devonport ... ..	2
Falmouth ... ..	3
Cardiff ... ..	20
Liverpool ... ..	20
Belfast ... ..	10
Glasgow... ..	20
Lyness ... ..	2
Aberdeen ... ..	2
Dundee ... ..	2
Leith ... ..	10
Newcastle ... ..	15
Sunderland ... ..	2
Middlesbrough ... ..	4
Hull ... ..	10
<i>D.E.M.S. Staff Officers Abroad—</i>	
Ottawa (R.C.N.S. H.Q.) ... ..	10
Melbourne (Sec. N.B.) ... ..	3
Wellington (Sec. N.B.) ... ..	3
Gibraltar ... ..	4
Malta ... ..	2
Freetown ... ..	4
Simonstown (1 for F.O.G.O.)... ..	11
Port Said ... ..	10
Aden ... ..	2
Abadan ... ..	2
Bombay (1 for F.O.G.O.) ... ..	11
Colombo ... ..	10
Bermuda ... ..	1
Kingston (Ja.) ... ..	2
Trinidad ... ..	1
New York ... ..	2
Buenos Aires ... ..	1

	<i>Copies.</i>
<i>D.E.M.S. Training Centres—</i>	
H.M.S. "Glendower" ... ..	4
H.M.S. "Wellesley" ... ..	4
H.M.S. "Safeguard" ... ..	4
H.M.S. "Chrysanthemum" ... ..	4
H.M.S. "Flying Fox" ... ..	4
Cardiff ... ..	4
Liverpool ... ..	2
Manchester ... ..	3
Belfast ... ..	4
Glasgow ... ..	2
Greenock ... ..	4
Leith ... ..	4
Newcastle ... ..	2
Middlesbrough ... ..	2
Sunderland ... ..	4
Hull ... ..	2
Grimsby ... ..	2
Ministry of Supply S.S.2.B. (for C.I.A., C.S.R.D., C.S.A.D., A.I., C.S.O.F., S.O.B., S. of Experiments; Shoeburyness) ...	7
Gun Mounting Engineer Officer, H.M.S. "Dunluce Castle" ...	1
E.O. for Gun Mountings, Alexandria ... ..	1
Armament Supply Depots ... ..	} As necessary
Inspectors of Naval Ordnance ... ..	
Adjutant General, R.M. ... ..	7

2. The copies issued to D.E.M.S. Staff Officers are intended for issue to D.E.M.S. fitted with the gun and mounting.

**4211.—B.R. 323—Establishment of Naval Stores for Gunnery Purposes and Form D.128I—List of Particulars—Lists of Errata No. 8**

(N.S. 23827/41.—27.8.1942.)

Lists of Errata No. 8 to the Establishment of Naval Stores for Gunnery Purposes (B.R.323) and to the List of Particulars (Form D.128I) have been prepared and copies will be distributed from the R.N. Store Depot, Park Royal on the usual basis.

2. Three copies of the list of errata to Form D.128I will be required to complete each copy of the "List of Particulars" already supplied to ships under construction and these should be supplied without demand, by the appropriate Warrant Yard. Ship's Officers, etc., concerned with preparing the lists should *not* demand the lists of errata from the R.N. Store Depot, Park Royal.

3. One copy each of the Lists of Errata Nos. 6, 7 and 8 will be supplied with each copy of the establishment issued from Park Royal. (The amendments promulgated by earlier lists of errata have been incorporated in reprinted establishment pages.)

4. Similarly each copy of Form D.128I List of Particulars (1941 Reprint) when supplied from Park Royal (normally to warrant yards only) will be accompanied by three copies of Lists of Errata Nos. 7 and 8 to that form. (Earlier amendments are incorporated in the 1941 Reprint of this form.)

**4212.—Form S.73—Voucher for Payment of Messing Allowances, etc.**

(V. 1751/42.—27.8.1942.)

Form S.73A has been introduced for use in place of Form S.73 as a voucher to the Cash Account except as indicated in paragraph 2 below. This new form provides a summary of particulars on S.73 and is intended to economise in paper.

2. Form S.73 will continue to be used as follows:—

- (i) for calculating accounts of individual messes, posting on notice boards (K.R. and A.I., Article 1833, Clause 5) and for mess caterers' receipts;
- (ii) as a voucher to the Cash Account of Bases and Parent Ships when a schedule of particulars for each "Tender" is required (see A.F.O. 2179/42, paragraph 3c).

(A.F.O. 2179/42.)

**4213.—Form S.160 (Revised)**

(N. 18330/42.—27.8.1942.)

Instances have recently occurred of the rendering of obsolete Forms S.160 which do not include certain information necessary for war-time requirements. This applies particularly to forms now being received in respect of N.A.A.F.I. canteen staff entered under the terms of A.F.O. 2238/42.

2. Ships and establishments are therefore required to comply with instructions issued in paragraph 4 of A.F.O. 2782/41 and return all obsolete Forms S.160 as early as practicable.

3. Reports of ratings called up from the Reserve under paragraph 31 of A.F.O. 2238/42 should be made on Form S.161.

(A.F.Os. 2782/41 and 2238/42.)

**4214.—Forms S.588 and 588A—Applications for Grant to Sailors' Homes**

(P.M. 2241/42.—27.8.1942.)

With reference to Article 1001, King's Regulations and Admiralty Instructions, in the interests of general economy the use of Form S.588A (Balance Sheet) is to be discontinued when existing stocks are exhausted. Applications should then continue to be made on Form S.588 and a copy of the Home's balance sheet attached. If this is not readily available, section 4 of Form S.588 should be completed in detail.

(K.R. & A.I., Article 1001 (2).)

**4215.—Form S.1515—Amendment to**

(G.D. 0968/42.—27.8.1942.)

Two copies of each report on Form S.1515 should reach the Admiralty, one copy being forwarded to the Secretary of the Admiralty through the Administrative Authority, the other being sent, by the ship attacked, in an envelope addressed "Director of Gunnery and Anti-Aircraft Warfare, Admiralty, London, S.W. 1."

2. An amendment in the above sense will be made in the future printings of Forms S.1515 under "Disposal of Reports."

**4216.—O.U. 6090 (J)—Range Table No. 546 for B.L., 6-in. Guns, Marks XXII and XXIII, dated June, 1942—Issue**

(G. 4193/42.—27.8.1942.)

The above-mentioned range table is now in the press, and copies will be issued to all concerned, without demand, by the Superintending Naval Store Officer, Royal Naval Store Depot, 307, Elveden Road, Park Royal, N.W. 10, when supplies become available.

**Section 6.—SHORE ESTABLISHMENTS**

**4217.—The Essential Work (General Provisions) Orders, 1942—Scheduling of Admiralty Establishments**

(L. 9186/42.—27.8.1942.)

The following amendment is made to A.F.O. 3947/42:—In Appendix III delete "R.N.A.D. Crombie" from the list of Admiralty Establishments scheduled under the Essential Works Orders.

(A.F.O. 3947/42.)

**4218.—Factories (Canteens) Order, 1940—Organisation and Management of Canteens for Industrial Workpeople**

*Admiralty Establishments at Home*

(L. 10838/42.—27.8.1942.)

In continuation of A.F.Os. 833/42 and 2831/42, it has been decided that in future the following expenditure in connection with the provision and maintenance of restaurant facilities for Admiralty industrial workpeople, in canteens opened before or since September, 1939, as long as they cater for 250 or more industrial workpeople, shall be a charge to the Crown and shall be passed through the ordinary accounting system of the establishment:—

- (i) The cost of all building work and all initial supplies of equipment.
- (ii) The cost of maintenance of all buildings, and maintenance and renewal of fixed plant and canteen furniture (tables, black-out, floor covering, etc.).
- (iii) The cost of all rates and taxes levied on the canteen premises.
- (iv) The cost of electricity, steam, gas, water and other services used in running the canteen. The accounts for these supplies are to be referred quarterly (or at such other periods as may be requisite in connection with supplies from outside sources) to the Superintending Civil Engineer, the Superintending Electrical Engineer or other appropriate officer before payment. If charges arising in connection with these services or the consumption of any of the items mentioned be considered unreasonable, the account as preferred should be paid, but the matter reported with comments to the Head of the Establishment for transmission to the Secretary of the Admiralty (Labour Branch).

2. Canteens for Admiralty employees may be classified as "industrial" if not more than 15 per cent. to 20 per cent. of the users are non-industrials, or service personnel, the remainder being male or female workpeople employed on an industrial basis. If, in exceptional cases, it is proposed that the 20 per cent. limit should be exceeded, a full report of the circumstances should be made to the Admiralty (Labour Branch).

3. Industrial canteens are now being operated (i) by an outside catering firm or contractor, or by an association or society of workpeople, *on a profit-making basis*; (ii) *by the Admiralty*, through a Canteen Committee (a voluntary committee of workpeople and management staff), or directly through the agency or with the advice of the Ministry of Supply.

By agreement with the Ministry of Supply, the Admiralty has obtained the services of their Canteens Department as expert adviser in all matters relating to the setting up and organisation of industrial canteens, and can if necessary request the Canteens Department to act as their agent in running such canteens, either departmentally or by employing a contractor. If the Ministry of Supply employs a contractor, the canteen would be operated as those described at 3 (i) of this Order, i.e., under the conditions set out in paragraph 4 below. If a canteen is run departmentally by the Ministry of Supply, capital expenditure and running costs will be borne by the Admiralty in the same way as in a canteen run entirely by a Canteen Committee. A canteen manager will be appointed, and there will normally be an *ad hoc* Canteen Committee, representing workers and management, to make recommendations and to supervise certain financial arrangements, e.g., the passing of bills, etc. (see paragraph 7 (d) and (c) below).

4. In Establishments where a canteen is operated by an outside catering contractor, etc., as under 3 (i) above, the form of agreement to be entered into should provide:—

- (A) For the *Admiralty* to accept the obligations set out under paragraph 1.
- (B) For the *contractors* to accept the following obligations:—
  - (i) to provide in a clean, appetising and wholesome manner hot cooked meals, light refreshments, tea and other beverages during such hours as are required in the establishment to which the contract refers at such prices as shall be agreed with the Admiralty or with the Ministry of Supply acting as their agent. No alteration in prices shall be made without the prior written consent of the Admiralty, or of the Ministry of Supply acting as their agent.
  - (ii) the size of the portions provided must be subject to the reasonable approval of the Department or Ministry at any time.
  - (iii) to provide such staff as is necessary to ensure quick and efficient service of all meals. The adequacy of the service provided must be subject to the approval of the Department or Ministry at any time.
  - (iv) to pay fair and reasonable wages to their employees, and submit a list of such wages for the approval of the Department or Ministry.

- (v) to maintain all loose equipment (crockery, cutlery, kitchen utensils, etc.) in a thoroughly satisfactory condition and to the numbers of such items originally supplied by the Department or Ministry.
- (vi) to keep in a thoroughly clean condition the canteens, kitchens and all equipment therein, including tables and chairs.
- (vii) to effect insurances for:—
  - (a) workmen's compensation.
  - (b) all third-party risks including food poisoning or damage to the employees or property of the Department or Ministry.
- (viii) where a contractor is managing on behalf of the Ministry of Supply, to provide a weekly or monthly statement of the sales made in the canteens to the Controller of Canteens, Ministry of Supply, Shell Mex House, Strand, London, W.C.1.

5. (i) In all establishments where canteens are at present operating under the type of management described at 3 (i) the Head of the establishment should report to the Secretary of the Admiralty (Labour Branch) as soon as possible any important differences between the form of agreement authorised above and the contract or agreement effective within the establishment, stating when the contract or agreement is due to expire, and commenting generally on the standard of service provided in the canteen(s). If the terms on which a canteen is operated are less formal, but the Head of the establishment is satisfied that by comparison with the standard of service indicated at 4 (B), the canteen is being well run, a statement to this effect should be made.

(ii) In establishments where it is desired that an industrial canteen should be run by catering contractors, a provisional three-months' contract may be entered into by the Head of the Establishment on the terms set out at 4 (A) and (B) above. Covering Admiralty approval must subsequently be obtained, in any case before the contract is renewed.

6. In establishments where industrial canteens are operated by the Admiralty, as under 3 (ii) above, either (i) through a voluntary committee, or (ii) directly, through the agency of the Ministry of Supply, the principle upon which they must be run is that they should neither make profit nor incur loss after meeting the cost of—

- (a) goods used;
- (b) wages of all canteen operatives;
- (c) food supplied to the canteen operatives;
- (d) maintenance and replacement of loose equipment.
- (e) laundry.
- (f) salaries of canteen managers and all other staff;
- (g) overhead charges, e.g., Health and Unemployment Insurance for canteen employees, tickets used in the canteen.

7. In practice such canteens are in future to be run as follows:—

- (a) All the running costs set out at 6 (a) to (g) above are to be paid by the Admiralty, and all canteen receipts are to be the property of the Admiralty.
- (b) A canteen account is to be opened and maintained by the cashier of the establishment. This account will be a statement of receipts and payments, and should be balanced and forwarded quarterly, supported by vouchers to the Director of Navy Accounts. Expenditure under this account will not be chargeable in detail under Navy Votes, and the question of dealing with any surplus or deficit will be considered as occasion arises. The account is, however, intended to be a self-balancing one, and, except in special circumstances, a surplus or deficit will be adjusted by raising or lowering prices in the canteen.
- (c) In any case, prices charged for all items sold in the canteens must be reported to the Admiralty for covering approval (if this had not already been done under A.F.O. 2831/42, or unless the prices have been fixed by the Ministry of Supply), and no alterations in these prices are in future to be made without prior Admiralty or Ministry of Supply approval, except for items sold at a controlled price, e.g., chocolate, cigarettes, etc.

- (d) All bills passed to the cashier for payment must be duly certified as correct by the manager or person in charge of the canteen, and countersigned by the chairman of the Canteen Committee, or some person appointed by the Head of the Establishment.
- (e) The responsibility of the cashier will be limited to actual cash transactions including the calculation and payment of salaries and wages of the canteen staff. Time sheets duly certified by the manager or person responsible for time-keeping of the staff must be furnished to the cashier weekly. The cashier will not be responsible for the maintenance of stock accounts and the compilation of balance sheets or such other statements as may be required. These, together with arrangements for audit, will be the responsibility of the Canteen Committee or some person appointed by the Head of the Establishment.
- (f) All staff employed in these canteens will in future be Admiralty employees with either non-industrial or industrial status, and their services should be recorded in the Service Registers. Admiralty covering approval is necessary for all rates of wages and salaries at present being paid (except where these have been fixed by the Ministry of Supply acting as agent for the Admiralty) and a statement should be made as soon as possible by the Head of the Establishment, or the Canteen Committee, as to the conditions of service of all canteen operatives employed in canteens of this type not under Ministry of Supply control, including the manager or manageress and any part-time labour.
- (g) No insurance of stocks of food, etc., nor against Workmen's Compensation or Employers' Liability risks need be effected. Plant and equipment is the property of the Admiralty and the Canteen Committee is not responsible for its insurance.

If the canteen is being run through the agency of the Ministry of Supply departmentally, the cashier should forward a copy of the quarterly account, as rendered to Director of Navy Accounts, to the Controller of Canteens, Ministry of Supply, Shell Mex House, Strand, London, W.C.1. It will also be necessary to render to the Controller of Canteens—

- (a) a weekly statement of the takings and total wages paid.  
 (b) a 4-weekly trading account and profit and loss account.

The cashier is not to be responsible for making these statements which should be the responsibility of the Canteen Committee or some person appointed by the Head of the Establishment.

8. *Canteen Buildings and Equipment.*—(A) With reference to paragraph 2 (a) and (b) of A.F.O. 833/42, in cases where it is considered essential to provide seating accommodation for more than 25 per cent. of an establishment at one sitting, in addition to reporting the circumstances to the Admiralty, the Head of the Establishment should consult the Inspector of Factories for the district and report his comments on the proposal.

(B) When a new canteen is to be provided or an extension to an existing canteen made, or additional equipment for an existing canteen is required, the procedure set out in A.F.O. 833/42 for reporting separately the requisite items will continue to apply. The Admiralty, by agreement with the Ministry of Supply, may in future obtain items of fixed and loose equipment (machinery, mess traps, kitchen utensils, etc.) for industrial canteens through the agency of the Canteens Department. Supplies will be arranged at Headquarters, on receipt of the usual reports (each in duplicate) of Vote 10, Vote 8 and Vote 2 requirements by the Secretary of the Admiralty (Labour Branch). These reports should in future be accompanied by a statement giving the following information (or reference to a recent previous report in which it is contained):—

- (1) Total number of employees in the establishment, industrial and non-industrial shown separately.
- (2) Number of shifts and total number of employees on largest shift.
- (3) Percentage of employees it is desired to supply.
- (4) Percentage of employees it is desired to seat at one time, if more than 25 per cent.

In addition, even when new building work is not necessary, details of existing buildings and plant (including fuel and sizes) should be given when a request for new equipment is submitted.

(C) When replacements and renewals of canteen equipment, or alterations or additions to canteen buildings are necessary, the procedure as regards items normally chargeable to Vote 10 and Vote 8 will be the same as for obtaining new or additional equipment. Reasonable maintenance of the buildings and fixed plant may be undertaken on local approval; redecoration should be limited to that essential for hygienic reasons.

Vote 2 equipment (mess traps and kitchen utensils) may in future be ordered direct from the Assistant Controller of Canteens (Plant), Ministry of Supply, Shell Mex House, Strand, London, W.C.1. Orders should be accompanied by the particulars specified above as to the numbers of employees, size of shifts and existing buildings and plant. Equipment ordered thus for any canteens managed by contractors or some profit-making concern must be paid for at the prices stated by the Ministry of Supply.

10. The attention of Heads of Establishments where canteen facilities have been provided for civilian industrial workpeople, is called to A.F.O. 2831/42. Reports received to date are being examined by the Admiralty in consultation with the Canteens Department of the Ministry of Supply, and, where necessary, a representative of the Canteens Department will visit an establishment to advise as to how existing facilities might be improved.

(A.F.Os. 833/42 and 2831/42.)

#### 4219.—Storage and Disposal of Owners' Fittings Removed from Requisitioned Vessels Converted for Auxiliary Naval Services

(N.S. 6398/41.—27.8.1942.)

The Director of Sea Transport is responsible for suitable storage and preservation of owners' fittings.

2. Stored fittings are liable to damage by enemy action and deterioration, and the mass storing of general items prejudices the suitable storing of items which it would be difficult and costly to replace when the ship is returned to the owners.

3. Disposal instructions are given direct to the Director of Sea Transport in respect of those fittings which have been handed over to the custody of the Divisional Sea Transport Officers, but except in the case of items landed from fishing vessels (see paragraph 7), it is desirable to adopt the general policy that before the fittings generally are handed over to the Divisional Sea Transport Officer for storage, suitable material, including scrap and fittings, should be made available for any immediate services which require them.

4. Lists of material and fittings except those landed from fishing vessels (see paragraph 7), should be made available to owners and fitting-out yards as soon as practicable after their removal, the owners being given the opportunity of taking items back into their own custody.

5. Surplus items, except those which it would be difficult and costly to replace and except those landed from fishing vessels (see paragraph 7), should be disposed of locally where practicable, by agreement between the Warship Production Superintendent and the Divisional Sea Transport Officer.

6. The above procedure has advantages in saving material and labour at a time when these are in such great demand.

7. In the case of fishing vessels, agreement should be arrived at with the Divisional Sea Transport Officer as to which items can be disposed of forthwith as scrap. All other fittings, equipment and fishing gear, in a serviceable condition, should be handed over to the Divisional Sea Transport Officer for storage or ultimate disposal.

In all cases, winches landed from trawlers and drifters are to be retained, unless special instructions are issued by Admiralty or Director of Sea Transport for their disposal.

8. Lists of material and fittings removed from all requisitioned vessels should be included in such a manner as to show clearly:—

- (a) items disposed of at the time of removal.
- (b) items returned to owners.
- (c) items handed over to the custody of the Divisional Sea Transport Officer (including those which it may be convenient to leave, for the time being, in storage arranged commercially, by owners or in Contractors yards.)

In regard to (a), care is to be taken to record the essential particulars of disposal, including description of article, condition and method of disposal, including in the case of sales, price and name of buyer.

In respect of (b), a receipt, signed by or on behalf of the owners should be obtained.

Signed copies of the completed lists, which should show the disposal or whereabouts of all fittings landed, are to be handed to the local representative of Director of Stores, and in duplicate to the Divisional Sea Transport Officer concerned.

9. Close co-operation should be maintained between the W.P.S. and N.S.O. on the one hand and the D.S.T.O. on the other, from the time each vessel is taken in hand for conversion, in order to ensure that the foregoing instructions are efficiently carried out.

(A.F.O. 204/42 is cancelled.)

#### 4220.—Removal of Furniture on Transfer of Industrial and Non-Industrial Civilian Staff

(C.E. 9502/42.—27.8.1942.)

In view of the need for securing further economies in the use of motor fuel it has been decided that where the regulations provide for the refund of removal expenses, transferees must have the removal undertaken by rail if the distance involved exceeds 45 miles, unless the railway company is unable to accept the order or can deliver only after undue delay.

2. Where the removal can be undertaken by a railway company, competitive tenders are not required, but a tender from a private contractor, on a competitive basis, may be accepted by a transferee provided that the furniture will be transported by rail and that the transferee himself will bear the additional expense where the private contractor's quotation is higher than that of the railway company. Where the furniture is actually conveyed by rail, the railway companies allow the transferee and members of his family to travel at two-thirds of the ordinary fare upon production of a certificate from the railway company's goods department. Care is to be taken that such a certificate is obtained and produced to the booking clerk together with the Travelling Warrant (Form D.N.A. 833) suitably endorsed that the furniture is being conveyed by rail. This fare concession applies equally to removals undertaken by private contractors, where the furniture is consigned by rail.

3. Where a tender for removal by rail cannot be obtained or the use of rail transport would involve undue delay in delivery, application should be made to the Regional Transport Commissioner, in whose region the journey commences, for approval to use road transport.

4. Such applications should be carefully considered by heads of departments and establishments and referred to the Regional Transport Commissioner only if they are satisfied that there are exceptional difficulties in the way of effecting the removal by rail or that the delay in delivery by rail cannot be accepted. Unless there are exceptional circumstances a delay of from two to three weeks should not be regarded as unacceptable under present conditions. In any case where an application for removal by road has been approved by the Regional Transport Commissioner, a copy of the relevant correspondence should be forwarded with the claim for removal expenses.

5. For journeys shorter than 45 miles, railway transport should be used whenever suitable. Where this is not the case, two or three competitive tenders should, if possible, continue to be obtained.

(Home Dockyard Regulations Addendum No. 3, Art. 442.)

(A.F.Os. 820/41, 821/41, 2200/42, 2580/42 and 2712/42.)

#### 4221.—Civilians on Fleet Services (Vote 4, Subheads A and B)—REPORTS

(N. 7830/42.—27.8.1942.)

The number of civilians employed at Fleet Establishments, etc., on Votes 4A and B must be restricted to the minimum compatible with efficiency, in the interests of economy in manpower and expenditure. Where definite complements have been laid down, the number of authorised billets for these civilians must not be exceeded without Admiralty authority and less than the authorised number

should be employed where possible. If a service for which provision has been made is materially diminished in scope or ceases to exist the personnel thus released should normally be discharged unless they can be absorbed in other authorised billets. Attention is drawn in this connection to the terms of C.A.F.O. 2487/41.

2. A careful review is to be made periodically of civilians borne on Votes 4A and B to ensure that all are employed under proper authority and that their posts are still necessary. Establishments, Bases, etc., at home, are to make such a review on receipt of this Order and report not later than 1st October next what economies have been found possible.

3. This Order relates solely to the reduction of civilian billets and must not be interpreted as authority to replace civilians by W.R.N.S. personnel.

(C.A.F.O. 2487/41.)

#### 4222.—Rubber Sea Boots—Restricted Wearing by Civilian Personnel

(P./D. 9129/42.—27.8.1942.)

The present shortage of rubber makes necessary certain restrictions in the use of rubber sea boots. All those on loan to civilian personnel in Admiralty Establishments (including boots issued for Civil Defence duties) are only to be used for the purpose for which they are supplied. Instructions should be given that all sea boots on loan are to be clearly marked with a coloured band (varying with the duty) round the ankle of the boots so that sea boots which are not personal property can be easily identified.

(A.F.O. 3291/42.)

#### 4223.—Timber—Economy

(P.P.O. 257/42.—27.8.1942.)

With the extension of the war to the East the timber supply position, always very difficult, has become acute, and it is therefore more than ever imperative that all efforts possible should be made to reduce demands for new timber by the reconditioning and adaptation of used timber. The Ministry of Supply have drawn particular attention to the quantity of timber used for boxes and other classes of wooden containers, which absorbs one quarter of the country's timber supplies.

2. All empty casks, cases, cable drums, etc., whether accountable or not, are to be preserved and returned to the nearest dockyard, victualling yard, etc., as soon as possible; they should be "shaken" only if this is necessary for transport or to enable sound wood to be extracted: they should continue to be used until their useful life is completely expended; all damaged containers should be carefully inspected, and if possible, repaired for further use; containers which are no longer serviceable for their original purpose should be altered and strengthened for some other service.

3. The present procedure whereby accumulations of offal wood and surplus timber, whether arisings from containers, demolition or building work, refitting work, or other activities, are disposed of to Ministry of Supply approved contractors, has been modified in that, in future, the Timber Control Area Officers, whose addresses and areas are given below, will arrange disposal. If any delay or difficulty arises, a signal should be sent to:—

The Salvage Officer,  
Timber Control,  
Clifton Down Hotel,  
Bristol, 8.

Telephone: Bristol 36861  
37041

Telegrams: Timberhead, Bristol.

If any doubt exists whether material could be used, the Timber Control Area Officer's advice should be sought. In no case should salvaged timber be disposed of otherwise than to the Timber Control, and any local arrangements previously made for supply to other Government Departments should be cancelled accordingly.

4. Where there are local contracts for the sale of firewood which may contain pieces of usable wood ranging in size upwards of 2 ft. × 3 in. × 1 in., these pieces should cease to be classified as firewood. If it is not possible, on account of a shortage of labour for instance, for the smaller pieces to be extracted as firewood, or contractors object to their being given only the pieces below these dimensions, the fact should be reported to the nearest Timber Control Area Officer with a view



to all the wood being taken over by the Ministry of Supply and the firewood contract cancelled. In negotiations with the Timber Control Area Officer the need for prompt clearance should be emphasised.

5. All transfers of timber to either the Timber Control Area Officers, or to private firms acting on their behalf, should be by weight and treated as supplies to the Ministry of Supply, without financial charge, the transactions being passed through store ledgers ("for quantity only"). Where the timber is handed over to private firms in accordance with a request from a Timber Control Area Officer, that Officer should be informed independently of the quantities transferred.

*Timber Control Area Officers*

No.	Area Officer.	Address : Telephone No.	Covering.
1	Col. N. I. Wright	31 Osborne Road, Jesmond, Newcastle-on-Tyne, 2. Newcastle 25031.	Northumberland, Durham, North Riding of York- shire, Cumberland, Westmorland.
2	A. Alec Smith ...	Commerce House, Paragon Street, Hull. Hull 15161.	Yorkshire (West Riding and East Riding).
3	W. O. Woodward	Vernon House, 24 Friar Lane, Nottingham. Nottingham 45988. (Sub Area Office for home-grown timber matters :— New Court, Trinity College, Cambridge. Cambridge 4231).	Lincolnshire, Nottingham- shire, Derbyshire (less portion in No. 9 Area), Leicestershire, Rutland, Northamptonshire, Nor- folk, Suffolk, Cam- bridgeshire, Hunting- donshire.
5	Stanley Hine ...	1-6 Tavistock Square, W.C.1. Euston 4411.	London, Essex, Hertford- shire, Bedfordshire, Kent, Surrey, Middle- sex., Buckinghamshire, Oxfordshire, Berkshire, Hampshire (except the County Borough of Bournemouth), Isle of Wight, Sussex.
7	W. H. Cocks ...	"Inceworth", Tavistock Road, Hartley, Plymouth. Plymouth 61144-46.	Devon, Cornwall.
8	A. C. Priddle ...	9-11 Downfield Road, Clifton, Bristol, 8. Bristol 36871.	Dorsetshire, Somerset- shire, Wiltshire, Gloucestershire, and in Hampshire the County Borough of Bourne- mouth.
9	M. Ross Telfer ...	Exchange Bldgs., Exchange Flags, Liverpool, 2. Advance 3241/6.	Cheshire, Lancashire, Montgomeryshire, Merionethshire, Caer- narvonshire, Denbigh- shire, Flintshire, Anglesey, and in Derbyshire — Buxton Borough, Glossop Borough, New Mills Urban District, Chapel- en-le Frith Rural District.

No.	Area Officer.	Address : Telephone No.	Covering.
10	E. George Payne	24 St. James' Road, Edgbaston, Birmingham, 15. Calthorpe 1585-9.	Warwickshire, Worcester- shire, Staffordshire, Shropshire, Hereford- shire.
11	R. P. C. Gotto } C. R. A. Potter }	19 Chlorine Gdns., Malone Road, Belfast. Belfast 65049, 65178, 66722, 67365.	Northern Ireland.
12	Alex. McCrae ...	29 Park Circus, Glasgow, C.3.	Lanarkshire, Ayrshire, Renfrewshire, Wigton- shire, Dumbartonshire, Argyllshire, Clack- mannan, Kirkcudbright- shire, Dumfriesshire, Stirlingshire.
13	E. Connolly ...	York Building, Queen Street, Edinburgh, 2. Edinburgh 21146.	West Lothian, East Lothian, Midlothian, Berwickshire, Peebles- shire, Selkirkshire, Roxburghshire, Angus, Fifeshire, Perthshire, Kinrosshire, Aberdeen- shire, Morayshire, Banffshire, Kincardine- shire, Orkney and Shetland.
17	J. S. Meggitt ...	195 Newport Road, Cardiff.	Monmouthshire, Glamorganshire, Car- marthenshire, Pem- brokehire, Cardigan- shire, Breconshire, Radnorshire.

4224.—Cancelled.

4225.—Cranes—Testing of

(D. 2688/42.—27.8.1942.)

With reference to A.F.O. 3871/40 when the five year period has elapsed, the testing of cranes and lifting appliances in accordance with clause 7 of Home Dock-  
yard Regulations, Article 892, is to be resumed.

(H.D.R., Article 892, Clause 7.)

(A.F.O. 3871/40.)

No.	Area Office	Telephone No.
10	21 St. James Road Birmingham 15	02722 87200
11	18 Colinton Road Edinburgh 10	02722 87200
12	20 Park Crescent Glasgow, G.A.	02722 87200
13	York Buildings Edinburgh 11	02722 87200
14	100 Newport Road Glasgow	02722 87200
15	100 Newport Road Glasgow	02722 87200
16	100 Newport Road Glasgow	02722 87200
17	100 Newport Road Glasgow	02722 87200
18	100 Newport Road Glasgow	02722 87200
19	100 Newport Road Glasgow	02722 87200
20	100 Newport Road Glasgow	02722 87200
21	100 Newport Road Glasgow	02722 87200
22	100 Newport Road Glasgow	02722 87200
23	100 Newport Road Glasgow	02722 87200

With reference to A.L.O. 3871, which the five year period has elapsed, the testing of cranes and lifting appliances in accordance with clause 7 of Heavy Duty Yard Regulations, Article 802, is to be continued.

(H.D.R. 5-1937, 522, 523, 524, 525)

(A.L.O. 37110)

100 Newport Road, Glasgow

100 Newport Road, Glasgow

100 Newport Road, Glasgow

100 Newport Road, Glasgow

100 Newport Road, Glasgow

100 Newport Road, Glasgow