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# ADMIRALTY FLEET ORDERS

ADMIRALTY, S.W.1,  
12th February, 1942.

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

A list of these Orders is enclosed.

By Command of their Lordships,

*J. V. Markham*

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

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

Head of "P" Branch *al*

*P.I. RH* *HPB*

*P2*

*P3*

Head of "P" Branch

## ADMIRALTY FLEET ORDERS

No. Subject.

12th February, 1942

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## Section 1

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

## 610.—Defence Regulations—Order Issued Under

(N.L. 21581/41.—12.2.1942.)

The following Order under Regulation 43 of the Defence (General) Regulations (Isle of Man), 1939, has been issued :—

*Navigation (Isle of Man) Order No. 1, 1942.*

BY COMMAND OF THE LORDS COMMISSIONERS OF THE ADMIRALTY.

In pursuance of the powers conferred on them by Regulation 43 of the Defence (General) Regulations (Isle of Man), 1939, the Lords Commissioners of the Admiralty hereby make the following Order :—

1. Except as provided in paragraph 4 of this Order no rowing boat shall navigate in the tidal waters of the Isle of Man unless the Owner or person in charge is in possession of a permit issued by the Commander-in-Chief, Western Approaches, or the Naval Officer-in-Charge, Isle of Man (hereinafter called the local naval authority).

2. Every permit granted in accordance with paragraph 1 hereof is to be carried by the person in charge in the boat when under way.

3. The person in charge of the boat shall comply with any directions issued by the local naval authority in regard to the navigation of the boat. Such directions may provide for the limits within which the boat may be navigated, and the places where landing and embarkation may take place.

4. The Commander-in-Chief, Western Approaches, or the Naval Officer-in-Charge, Isle of Man, may exempt boats in any specific area of their jurisdiction from the provisions of this Order, and such exemption may be for a specific period or otherwise.

5. This Order shall come into force 42 days after the date hereof and may be cited as Navigation (Isle of Man) Order No. 1, 1942.

BY COMMAND OF THEIR LORDSHIPS.  
(Signed) H. V. MARKHAM.

Admiralty, S.W.1.  
3 February, 1942.

(A.F.O. 4364/40.)

## 611.—Italian Hospital Ships

(M. 1491/41 ; M. 387/42.—12.2.1942.)

The Italian ships "Virgilio" and "Citta Di Trapani" have been taken up for service as Italian hospital ships and have been accepted as such by His Majesty's Government. The distinguishing characteristics of the vessels are as follows :—

"Virgilio"

Gross tonnage ... ..	11,717.
Maximum length ... ..	153·80 metres.
Masts ... ..	2
Smoke stack ... ..	1
Prow to foremast ... ..	29·40 metres.
Foremast to smoke stack ... ..	45·40 metres.
Smoke stack to mainmast ... ..	45·40 metres.
Mainmast to stern ... ..	33·20 metres.

The vessel will be painted and otherwise marked for identification as prescribed by Article 5 of the Third Hague Convention of 1899 and Tenth Hague Convention of 1907. The smoke stack will be painted white with two red crosses. Red crosses on a white field will also be painted along the green strip and on the deck in a position clearly visible from above. Identifying marks will be properly illuminated at night.

*"Citta Di Trapani"*

Gross tonnage ... ..	2,467
Net tonnage ... ..	1,432
Speed ... ..	9-11 knots.
Length ... ..	92.75 metres.
Breadth ... ..	12.22 metres.
Masts ... ..	2
Funnel ... ..	1
Distance between bow and foremast...	approx. 19 metres.
Distance between stern and mainmast	approx. 24 metres.
Distance from stern to funnel	approx. 47 metres.
Distance between masts ... ..	approx. 48 metres.

The vessel is marked and painted with the identification signs prescribed by the Third Hague Convention of 1899 and the Tenth Hague Convention of 1907. In addition, the vessel will have two red crosses painted on the funnel on a white background; red crosses on a white background will also be painted on the green band and on the deck in a position clearly visible from above. During navigation at night the above mentioned recognition markings will be suitably illuminated. Moreover, the vessel amidships will be lighted by a cross formed by red lamps, and along the ship's side by a series of green lamps along the taffrail and the two sides of the ship up to the height of the captain's bridge.

(A.F.Os. 2452/40 and 2651/40.)

### 612.—Enemy Aircraft Shot Down or Damaged by Ship's Gunfire and Naval Aircraft

(G.D. 0133/42.—12.2.1942.)

Further to the information promulgated in A.F.O. 1023/41, the position regarding casualties to enemy aircraft by ship's gunfire is assessed as follows from the beginning of the war to 1st February, 1942:—

	Confirmed	Probable	Damaged
By H.M. ships, excluding auxiliary warships ...	318	141	189
By auxiliary war vessels (since 12th April, 1940)...	86	30	57
By D.E.M.S. and fishing vessels ... ..	76	40	89
By naval manned A.A. guns ashore in Norway ...	14	0	2
By Dutch naval vessels ... ..	6	2	6
By Norwegian naval vessels ... ..	1	0	0
By Polish naval vessels ... ..	4	0	1
By Free French naval vessels ... ..	1	1	3
	506	214	347
Last reported totals (1.1.1942) ... ..	498	209	338
Increases ... ..	8	5	9

*Enemy aircraft shot down by Naval Aircraft.*—Further to the information in A.F.O. 1250/41, the position regarding casualties caused to enemy aircraft by naval aircraft is assessed as follows from the beginning of the war to 1st February, 1942:—

	Confirmed	Probable	Damaged
From beginning of war to 1st February, 1942 ...	148	25	99
Last reported totals (1.1.1942) ... ..	143	22	95
Increases ... ..	5	3	4

2. Casualties are assessed in the Admiralty in accordance with the rules laid down in C.A.F.O. 1898/40, which are the same as those employed by the Royal Air Force and Army.

#### General Information

3. Attacks in Home waters during the last quarter of 1941 were concentrated mainly on East Coast convoys. Attacks were generally made at dusk, in many cases by several aircraft attacking in succession. A low approach has been usual.

4. During January, there has been a noticeable increase in the number of attacks off the West Coast, made almost exclusively by He. seaplanes at dusk. However, the weight of aircraft attacks on shipping has generally decreased, being replaced by an intensive minelaying campaign off the East Coast.

5. All types of attack continue to be met with in the Mediterranean. The aircraft usually employed are JU.88's for high level and dive bombing, and S.79's for torpedo attacks.

6. No detailed reports from the Far East have yet been received, but the information available shows that the Japanese have not developed any new form of attack.

(C.A.F.O. 1898/40, A.F.Os. 1023/41, 1250/41, 4913/41, 5358/41 and 212/42.)

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

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

613.—Honours and Awards—"London Gazette"  
Supplement of 3rd February, 1942

(H. &amp; A.—12.2.1942.)

## ADMIRALTY

Whitehall,

3rd February, 1942.

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

For bravery and enterprise in the Battle of Cape Matapan:

*Bar to the Distinguished Service Order.*

✕ Captain Hector Macdonald Laws Waller, D.S.O., R.A.N., H.M.A.S. "Stuart".

*To be Companions of the Distinguished Service Order.*

Commander (E) Herbert Cyril Brown, R.N., H.M.S. "Gloucester".

Commander (E) Edward James Parish, R.N., H.M.S. "Barham".

✕ Commander (E) Robert Gray, R.A.N., H.M.A.S. "Perth".

*The Distinguished Service Cross.*

Commander Trethowan Campbell Trevredyn Wynne, R.N., H.M.S. "Orion".

Commander (E) Herbert Farquhar Atkins, R.N., H.M.S. "Orion".

Lieutenant-Commander Roger Anthony Fortrey Heap, R.N., H.M.S. "Gloucester".

Lieutenant-Commander Robert John Robertson, R.N., H.M.S. "Gloucester".

✕ Lieutenant-Commander Rupert Cowper Robison, R.A.N., H.M.A.S. "Stuart".

Lieutenant-Commander (E) David Athorp Williams, R.N., H.M.S. "Hasty".

Lieutenant George Enos Allen, R.N., H.M.S. "Warspite".

Lieutenant John Blackmore Burfield, R.N., H.M.S. "Havock".

Mr. Cecil William Daniels, Gunner (T), R.N., H.M.S. "Havock".

Mr. John William Costelloe, Warrant Engineer, R.N., H.M.S. "Gloucester".

*Bar to the Distinguished Service Medal.*

Petty Officer James John Isden, D.S.M., C/JX.128088, H.M.S. "Havock".

*The Distinguished Service Medal.*

Mr. William Henry Waldron, Temporary Acting Warrant Engineer, R.N. (then Chief Engine Room Artificer), H.M.S. "Gloucester".

Chief Petty Officer James Harold Coward, P/J.109457, H.M.S. "Barham".

Chief Yeoman of Signals Ernest James Freestone, C/J.78278, H.M.S. "Warspite".

Chief Stoker Henry Curtis, P/K.62495, H.M.S. "Barham".

✕ Ordnance Artificer Third Class Marcus Louis Goodwin, 20133, R.A.N., H.M.A.S. "Stuart".

✕ Petty Officer Hammie George Campbell Waites, 17204, R.A.N., H.M.A.S. "Stuart".

Petty Officer Telegraphist Philip Arthur Mackinder Welch, C/JX.135504, H.M.S. "Gloucester".

Stoker Petty Officer Leonard Crossley, D/KX.79073, H.M.S. "Hasty".

Leading Seaman William Frederick Alfred Bowgen, D/J.98717, H.M.S. "Gloucester".

Temporary Acting Leading Seaman Alfred John Surrudge, C/JX.142232, H.M.S. "Havock".

Temporary Acting Leading Seaman Harry George Holmes, P/LD.6/X.4816, H.M.S. "Valiant".

Leading Stoker Thomas Herbert Harradine, C/K.65266, H.M.S. "Ilex".

Able Seaman Eric Leonard Hoskins, C/SSX.15125, H.M.S. "Warspite".

Able Seaman Leslie Keith Jackson, C/JX.151166, H.M.S. "Warspite".

Telegraphist Daniel O'Regan, D/JX.154989, H.M.S. "Orion".

Ordinary Seaman Archibald Barr Craig, P/JX.212188, H.M.S. "Orion".

*Mention in Despatches.*

Captain Geoffrey Robert Bensly Back, R.N., H.M.S. "Orion".

Captain Arthur William La Touche Bisset, R.N., H.M.S. "Formidable".

Captain Sir Philip Weyland Bowyer-Smyth, Bart., R.N., H.M.A.S. "Perth".

Captain Geoffrey Clement Cooke, R.N., H.M.S. "Barham".

Captain Douglas Blake Fisher, C.B.E., R.N., H.M.S. "Warspite".

Captain Philip John Mack, D.S.O., R.N., H.M.S. "Jervis".

Captain Edward Desmond Bewley McCarthy, D.S.O. (Bar), R.N., H.M.S. "Ajax".

Captain Charles Eric Morgan, D.S.O., R.N., H.M.S. "Valiant".

Captain John Peter Lorne Reid, R.N., H.M.S. "Valiant".

Commander Robert Hoyle Craske, D.S.C., R.N., H.M.S. "Orion".

Commander Sir Charles Edward Madden, Bart., R.N., H.M.S. "Warspite".

Lieutenant-Commander Alan Bernard Murray Fairbairn, R.N., H.M.S. "Valiant".

Lieutenant-Commander David Josceline Algernon Heber-Percy, R.N., H.M.S.

"Ilex".

Lieutenant-Commander Lionel Rupert Knyvet Tyrwhitt, D.S.C., R.N., H.M.S.

"Hasty".

Lieutenant-Commander (E) Walter Frederick Boyt Lane, D.S.C., R.N., H.M.S.

"Warspite".

Lieutenant Harry Creasey, R.N., H.M.S. "Barham".

Lieutenant Harold Francis Scrutton, R.N., H.M.S. "Valiant".

Midshipman His Royal Highness Prince Philip of Greece and Denmark, R.N.,

H.M.S. "Valiant".

Midshipman John Edward Lewis, R.N., H.M.S. "Gloucester".

Midshipman Derek William Napper, R.N., H.M.S. "Havock".

✕ Mr. Frank Redvers Ley, Commissioned Gunner (T), R.A.N., H.M.A.S. "Stuart".

Mr. Percival Ernest Wilson, Warrant Ordnance Officer, R.N., H.M.S. "Barham".

Mr. Edwin George Middlecote, Temporary Signal Boatswain, R.N., H.M.S.

"Gloucester".

Mr. Kenneth Cyril Prowse Elliott, Temporary Acting Warrant Engineer (then Chief Engine Room Artificer), R.N., H.M.S. "Valiant".

Chief Petty Officer John William Baskett, D/J.87038, H.M.S. "Valiant".

Chief Petty Officer Arthur Frederick Jones, C/J.101219, H.M.S. "Warspite".

Chief Yeoman of Signals Alfred John Adams, P/J.94496, H.M.S. "Barham".

Chief Yeoman of Signals Frederick Irving Mattinson, D/J.86732, H.M.S. "Valiant".

Chief Petty Officer Telegraphist William Vere Fisher, D/J.105364, H.M.S.

"Warspite".

Chief Petty Officer Telegraphist Cecil John Torode, P/J.45543, H.M.S. "Barham".

Chief Engine Room Artificer Reginald James Barrow, C/M.36095, H.M.S.

"Warspite".

Acting Chief Engine Room Artificer Horace Edward Jee, D/MX.39433, H.M.S.

"Orion".

Chief Stoker Ralph Ernest Collicott, D/K.64058, H.M.S. "Valiant".

✕ Chief Stoker Alexander Robert Baden George, C/K.61365, H.M.S. "Warspite".

Chief Stoker Harry Wynne Thomas, 13283, R.A.N., H.M.A.S. "Stuart".

Chief Electrical Artificer William Hood Wynd, D/MX.45321, H.M.S. "Valiant".

Acting Chief Electrical Artificer George William Charter, C/MX.47589, H.M.S.

"Warspite".

Chief Mechanician Leslie Dogger, D/KX.86921, H.M.S. "Orion".

Engine Room Artificer Second Class Basil George Horwell, D/MX.56653, H.M.S.

"Gloucester".

Engine Room Artificer Third Class William Benjamin Daniel Bird, P/MX.52453,

H.M.S. "Warspite".

Ordnance Artificer First Class Cyril James Harden, C/M.38600, H.M.S. "Warspite".

Colour Sergeant Enoch Riley Wilson, Ch.X.23, Royal Marines, H.M.S. "Warspite".

Petty Officer George Edward Creasey, P/J.102003, H.M.S. "Barham".

Petty Officer Frank Henry Oliver, P/J.112409, H.M.S. "Barham".

✕ Petty Officer Daniel Reardon, C/J.102370, H.M.S. "Warspite".

Petty Officer Arthur Neil Leary, 16259, R.A.N., H.M.A.S. "Stuart".

Temporary Acting Petty Officer Robert Alexander Moore, D/J.111323, H.M.S.

"Valiant".

Stoker Petty Officer Michael Francis Pryall, P/KX.79596, H.M.S. "Barham".

Stoker Petty Officer Albert Sidney Westlake, D/K.57941, H.M.S. "Orion".

Able Seaman Thomas Burn, P/J.78275, H.M.S. "Barham".

Able Seaman Norman Forster Bradley, D/JX.175652, H.M.S. "Gloucester".  
 Able Seaman Lance Horwood Barrett, 21281, R.A.N., H.M.A.S. "Stuart".  
 Able Seaman John Henry Starkey, C/J.102532, H.M.S. "Havock".  
 Signalman Herbert Edwards, D/SSX.31631, H.M.S. "Orion".  
 Stoker First Class Allan Raymond Hurford, D/KX.96010, H.M.S. "Warspite".  
 Stoker First Class William Herbert John Little, C/KX.95774, H.M.S. "Warspite".  
 Stoker William Charles Rand, P/KX.91557, H.M.S. "Barham".  
 Musician Edward Laughton, R.M.B.3012, H.M.S. "Barham".

These appointments and awards are in addition to those already approved by His Majesty for services in this action and published in "London Gazette" Supplement No. 35231 of 29th July, 1941.

Amendments (where underlined) to previous Orders of Honours and Awards under headings:—

*Mention in Despatches.*

A.F.O. 101/42. ✓ Temporary Surgeon Lieutenant Peter Shayle Hawkins, M.R.C.S., L.R.C.P., R.N.V.R.  
 ✓ Mr. Alfred George Reed Lott, Commissioned Engineer, R.N.  
 Sick Berth Attendant Charles John Cowley, P.A.1354, R.A.N.R. ✓  
 ✓ A.F.O. 213/42. Able Seaman Neale Andrew John Watson, S.4175, R.A.N.R.

*The Distinguished Service Cross.*

✓ A.F.O. 101/42. Lieutenant-Commander Frederick George Tidswell, R.N.Z.N.V.R., H.M.T. "Birch".

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

### 614.—Awards to Officers and Men of the Free French Navy

(H. & A. 461/41.—12.2.1942.)

The King has been graciously pleased to approve the following Awards to Officers and Men of the Free French Submarine "Rubis," for good services during a recent mine-laying patrol:—

*Bar to the Distinguished Service Cross—*

Lieutenant de Vaisseau Henri Rousselot, D.S.C., Free French Naval Forces.  
 Lieutenant de Vaisseau Henri Simon Debuissou, D.S.C., Free French Naval Forces.

*Distinguished Service Medal—*

Second Maître Electricien Maurice le Guerec.  
 Q.M. Torpilleur Alain Besq.  
 Second Maître Timonier Roger Geoffray.  
 Q.M. Electricien Guillaume Guiomard.

*Mention in Despatches—*

Premier Maître Mech. Justin Dangel, D.S.M.  
 Premier Maître Torpilleur François le Guen, D.S.M.  
 Enseigne de Vaisseau Jean Pierre Brunet.  
 Second Maître Electricien Georges Avezon.  
 Q.M. Electricien Gabriel Menez.  
 Second Maître Radio Serge Remenant.

2. These awards will not be gazetted.

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

### 615.—R.N.V.R. Officers—Selection to Undergo (N) Course— REPORTS

(C.W. 38776/41.—12.2.1942.)

It has been decided to select a number of R.N.V.R. officers to undergo a short (N) course on the same lines as the present R.N.R. (N) course.

2. Officers must be in possession of the Full Naval Watchkeeping Certificate as described in A.F.O. 3288/40, and be serving at sea at the time of recommendation.

3. Commanding Officers are to report through administrative authorities the names of any R.N.V.R. Officers having the qualifications referred to in paragraph 2 above, who are considered likely to benefit from such a course and to prove suitable in an (N) capacity.

4. Recommendations are to be accompanied by Form S.206 (copy to Captain, H.M. Navigation School).

5. Officers will be eligible for the qualification N\* as laid down in A.F.O. 5364/41.

(A.F.Os. 3288/40 and 5364/41.)

✓ (A.F.O. 426/42 is cancelled.)

### 616.—Duties of Electrical Officers and Ratings

*Royal Naval Air Stations*

(A.M.R. 1259/41.—12.2.1942.)

The Electrical Lieutenant, Commissioned or Warrant Electrician appointed to a Naval air station is to be on the staff of the Aircraft Technical Officer.

2. He will be responsible to the Aircraft Technical Officer for all work carried out by electrical ratings on aircraft electrical fittings and instruments, in the workshops, on aircraft undergoing repair or inspections in the workshops, on aircraft in storage, and in motor boats and motor transport attached to the station.

3. He will also be responsible for radio maintenance and repair work carried out under similar conditions, unless a separate officer is borne for radio maintenance duties. If a qualified station Radio Officer is not borne, he will also be responsible directly to the Commanding Officer for the electrical efficiency of ground W/T and R/T sets.

4. He will be responsible to the Aircraft Technical Officer for the maintenance of all station electrical equipment which is not the responsibility of the dockyard.

(In cases where the Aircraft Technical Officer is not borne for general duties, he will be responsible directly to the Commanding Officer for this work.)

5. The Aircraft Technical Officer should direct him to assist the Commanding Officers of Squadrons in locating and remedying any abnormal electrical defects that occur in squadron aircraft. In the case of armament failures, he should work in conjunction with the Station Armament Officer.

6. The Aircraft Technical Officer should consult him as necessary concerning the advancement of electrical ratings and also of radio mechanics unless a separate Radio Maintenance Officer is borne.

7. The following aircraft equipment should be maintained by electrical ratings :—

- (a) Electrical generating equipment (generators, alternators, batteries, etc.).
- (b) Electrical apparatus and wiring (radio sets will be maintained by radio maintenance ratings).
- (c) Bomb release and fusing circuits, torpedo release circuits, gun fire control circuits, gun and torpedo sight circuits and electrical maintenance of E.M. units.
- (d) *Instruments.*—Torpedo sights and directors. Electrical portions of bomb and gunsights. Attachment and renewal of pipe lines will be carried out by (A) ratings.
- (e) Magnetos, ignition harness and plugs (excluding normal tests in the aircraft, which are done by (E) ratings).
- (f) Cameras.

8. On stations where a Torpedo Officer is borne for non-electrical duties, the Aircraft Technical Officer should direct the Electrical Officer to consult him as necessary, when abnormal electrical defects occur.

9. For the purpose of this Order, the term "electrical ratings" should be taken to include civilian personnel borne for those duties which are not the responsibility of a dockyard.

### 617.—Schoolmasters, R.N., for Hostilities Only

(C.W. 2382/42.—12.2.1942.)

Further promotions to Schoolmaster Candidate (H.O.) will be made from time to time. Details of volunteers whose names have not already been forwarded and who possess qualifications for teaching Mathematics and Physics (or Engineering) in Secondary Schools are to be forwarded. A pass degree in these subjects or a teacher's certificate including them is essential.

2. A small number of promotions to the same rank will also be made for educational duties with Royal Marine forces serving ashore. Candidates must have a degree and be qualified to teach in Secondary Schools. Preference will be given to those who have experience in Adult Education.

3. All applicants must have attained the age of 21 years and must not have reached the age of 40 years on the date of promotion. Good teaching experience is required in all instances.

4. The details enumerated in A.F.O. 3684/41, paragraph 3, are to be forwarded together with the following information :—

- (a) Remarks on the candidate's personal characteristics and suitability.
- (b) The names of three headmasters or other referees to whom the candidate is well known and to whom reference can be made.

5. Returns are to be forwarded to the Director, Education Department, Admiralty, S.W.1.

(A.F.O. 3684/41.)

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

### 618.—Examination for Warrant Engineer and Warrant Mechanician, February, 1941—Further Results

(C.W. 665/42.—12.2.1942.)

With reference to paragraph 1 of A.F.O. 5233/41, the following candidate was also successful at the examination for Warrant Engineer and Warrant Mechanician held in February, 1941. In accordance with the marks gained, he has been placed at the top of the list of successful candidates :—

Name	Official Number	Where serving	Depôt	Paper I 600	Paper II 600	Total 1,200
✓ Kimmins, W. G. G.	M.37032	" Cockchafer "	D	540	471	1,011

2. The following candidate is now also declared successful at the February, 1941, examination, and his name has been added to the list accordingly :—

Name	Official Number	Where serving	Depôt	Pro- visional date for promotion	Paper I 600	Paper II 600	Total 1,200
✓ Hills, J. E.	M.36112	" Alresford "	P	1st April, 1942	367	468	835

3. Advancement to the rank of Acting Warrant Engineer will be subject to physical fitness and to conduct and ability remaining satisfactory. Attention is drawn to King's Regulations and Admiralty Instructions, Articles 306 and 313 (3) and (4).

(A.F.Os. 5233/41 and 5611/41.)

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

### 619.—Specialization in the Torpedo Branch—Volunteers

(C.W. 4213/42.—12.2.1942.)

Volunteers are required for specialization in the torpedo branch.

2. Twenty-four officers will be required to specialize as Lieutenants (T) for the course due to start in "Vernon" on 20th June, 1942, and at six-monthly intervals thereafter. These officers will be R.N. and R.N.V.R. (Executive) and R.N.V.R. (Electrical). The R.N.V.R. electrical officers will be required to join "Vernon" on 26th April, 1942, for seamanship training and will transfer to the executive branch if they finally qualify as Lieutenants (T).

3. In addition, 12 R.N.V.R. executive officers will be required to specialize as Lieutenants (T) for a course to be held in "Defiance" as soon as possible after the beginning of April, 1942, and at six-monthly intervals thereafter.

4. Officers for these courses will be selected from those who come within the following categories:—

- (i) Lieutenants, R.N., between one and five years' seniority;
- (ii) Lieutenants or sub-lieutenants, R.N.V.R., between the ages of 23 and 35 who:—
  - (a) Have obtained a Naval Watchkeeping Certificate;
  - (b) Have had a minimum of six months' sea experience as officers;
  - (c) Have had adequate experience in electrical engineering to enable them to take the same course as R.N. officers;
  - (d) Are recommended to specialize by their Commanding Officers;
- (iii) Electrical lieutenants or sub-lieutenants, R.N.V.R., between the ages of 23 and 35 who:—
  - (a) Have had six months' or more experience as assistants to a Torpedo Officer;
  - (b) Satisfy the standard of physical fitness required in the Executive Branch;
  - (c) Are recommended to specialize by their Commanding Officers. Preference will be given to those officers who have obtained a Naval Watchkeeping Certificate during their sea service.

5. Recommendations for officers should be forwarded without delay to the Secretary of the Admiralty on Form S.206, a copy of this report being forwarded to the Captain, H.M.S. "Vernon" for electrical officers, R.N.V.R.

6. Further recommendations to cover future courses should be forwarded from time to time in order that selection for future courses may be made periodically.

(C.A.F.O. 490/41 is cancelled.)

### 620.—Marriage Allowance—Exemption from Income Tax of Children's Allowance—Accounting Procedure

(D.N.A. 938/42.—12.2.1942.)

With reference to paragraph 7 of A.F.O. 5607/41 it is notified that, although children's allowance paid to officers will (with certain exceptions) cease to be taxable as from the tax year 1942/43, the "C" figure recorded in accordance with paragraph 20 of A.F.O. 3898/41 may for convenience continue to include children's allowance paid until the 31st March, 1942.

2. The total of taxable emoluments paid during 1941/42 will, where necessary, be corrected and reported to the Chief Inspector of Taxes by the Director of Navy Accounts.

(A.F.Os. 3898/41 and 5607/41.)

### 621.—Income Tax Relief in Respect of Diminution of Earned Income

(D.N.A. 17912/41.—12.2.1942.)

With reference to paragraph 3 of A.F.O. 4852/41, the Inland Revenue Department have now decided that claims for Income Tax relief under Section XI, Finance (No. 2) Act, 1939, in respect of the year 1939-40, will be considered if rendered before the 5th April, 1942, provided that the delay in claiming within the proper time (i.e. before 5th April, 1941) was due to some cause connected with war-time conditions.

(A.F.O. 4852/41.)

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

### 622.—H.M.S. "Repulse"—Reconstruction of Accounts

(D.N.A. 1805/42.—12.2.1942.)

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

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

- (a) Duplicate pay documents for all ratings discharged to "Repulse" on or after 1st October, 1941.
- (b) A copy of pay documents for all ratings entered from "Repulse" on or after 1st October, 1941.

### 623.—R.N. Training Centre, Fulham

(A.08/42.—12.2.1942.)

R.N. Training Centre, Fulham, an establishment for the preliminary training of Air Fitters, has been opened. It is to be administered by R.A.N.A.S., and will be in charge of a Commanding Officer whose address is:—

R.N. Training Centre,  
Imperial House,  
Imperial Road, Fulham, London.

Telephone No.: Renown 1018.

2. The personnel of this establishment will be transferred from the books of "Victory V" to those of "Daedalus" on 1st March, 1942.



### 624.—Contingent Accounts Held by Sub-Accountants

(N.L. 22288/41.—12.2.1942.)

Instances have come to notice in which the instructions in King's Regulations and Admiralty Instructions, Articles 1801 and 1806, regarding the method of keeping a record of contingent account transactions by Sub-Accountants and the periodical verification of balances, have not been followed.

2. Attention is, therefore, drawn to the direction in King's Regulations and Admiralty Instructions, Article 1806, that if the Accountant Officer is unable personally to carry out the duty of verifying the balance he is to represent the matter in order that other arrangements may be made.

3. Where an advance of contingent money is made to a Commanding Officer as Sub-Accountant, and signed for personally by him, the responsibility for its accounting and recording remains with him and the Accountant Officer from whom the contingent advance was obtained will arrange for an inspection of the balance from time to time in accordance with the regulations. Should the Commanding Officer delegate the actual duty to one of the officers serving under him, and should the verification of the balance not be undertaken by the Accountant Officer from whom he received the advance, or his representative, the Commanding Officer should carry out the monthly verification under the procedure laid down in King's Regulations and Admiralty Instructions, Article 1105, should satisfy himself as to the correctness of the accounts, and should certify on the back of Form S.29 that he has done so.

### 625.—Officiating Ministers of Religion

*Hartlepool, South Shields, Grimsby*

(C.E. 50918/42.—12.2.1942.)

The undermentioned appointments of Officiating Ministers to Church of Scotland and Presbyterian personnel of the Royal Navy have been approved :—

Hartlepool	...	...	Rev. Ernest Sitenhof, B.A., B.D., vice Rev. A. E. Dalton, B.A.
South Shields	...	...	Rev. G. E. Barnett, B.A., B.D., 4, Sunderland Road, South Shields, vice Rev. W. Dobson.
Grimsby	...	...	Rev. D. Rhys, B.A., 35, Cumberland Avenue, Grimsby, vice Rev. A. S. Cooper, B.A.

2. The usual facilities are to be afforded.

### 626.—Officiating Minister of Religion

*Immingham*

(C.E. 50564/42.—12.2.1942.)

The Rev. F. O. Le Sueur, B.A., 12, Princes Avenue, Grimsby, has been appointed Officiating Minister to Methodist personnel of the Royal Navy at Immingham Docks. The usual facilities are to be afforded.

### 627.—Gunnery Non-Substantive Ratings

(G.D. 0404/41.—12.2.1942.)

As a result of further consideration of the conditions which must be fulfilled before a man can qualify for a gunnery non-substantive rating, certain modifications are introduced into the existing regulations, and the various Orders that have from time to time been published on the subject are consolidated.

2. This Order is to be considered as authoritative on the subject, and the provisions of King's Regulations and Admiralty Instructions, Appendix XVII, Part 3, as amended by King's Regulations 4/40, are to be considered in abeyance as regards the serial numbers mentioned in the table in paragraph 7.

3. The table in paragraph 7 is based upon the following main principles :—

(a) Normal advancement shall be from any non-substantive rating to the next higher one in the same section.

(b) Exceptional advancement shall be from any non-substantive rating to the next higher in one of the other three sections, or from a 3rd class rating direct to a 1st class rating. This exceptional advancement may be necessitated by drafting requirements or rapid substantive advancement, or may be allowed under exceptional circumstances mentioned hereafter (*see* paragraphs 35–37).

(c) Normally :—

1st class ratings are reserved for C.P.Os., P.Os., and Leading Seamen passed for P.O., and Colour Sergeants, Sergeants and Corporals passed for Sergeant, holding a 2nd class rating.

2nd class ratings are reserved for Leading Seamen and Able Seamen passed for Leading Seamen, Corporals and Marines passed for Corporal (except L.R.2 and C.R.2 for which Able Seamen not passed for Leading Seamen and Marines not passed for Corporal are normally eligible), holding a 3rd class rating.

3rd class ratings are reserved for Able Seamen, Marines and Ordinary Seamen.

*Note.*—In the present circumstances, ratings mentioned below are to be considered normally eligible as follows :—

Leading Seamen (C.R.2) not passed for P.O. and Corporals (C.R.2) not passed for Sergeant may be recommended and qualified for C.R.1.

Leading Seamen (A.A.2) not passed for P.O. may be recommended and qualified for A.A.1.

Able Seamen (A.A.3) not passed for Leading Seamen may be recommended and qualified for A.A.2.

(d) In exceptional circumstances, due mainly to rapid substantive advancement and to drafting requirements, the principle laid down in 3 (c) may be waived as intimated in the table; for instance, a Leading Seaman with no non-substantive rating may be allowed to qualify for a 3rd class rating.

4. The action duties of non-substantive ratings are not included in this order as they are now set out in O.U. 5437/1941—Handbook of Gunnery Organisation.

5. The regulations governing the qualification of Divers as set out in A.F.Os. 4748/40, 115/41, 2120/41 and 3129/41 are not affected and these orders remain in force.

6. A separate order relating to other gunnery non-substantive ratings (e.g. for small vessels and light craft) will be promulgated shortly.

7. The following table sets out the conditions under which men may be recommended, qualified and paid for non-substantive ratings. Certain of the conditions are amplified in subsequent paragraphs.

No.	Non-substantive rating.	Open to.	Special qualifications.	Where course may be carried out.	Authority to give rating.	Examining officers.	Rate per diem.	Remarks.
33	G.M.	<i>Normally</i> — C.P.O., P.O. and L.S. passed for P.O. who hold or have held a gunnery non-substantive rating. <i>Exceptionally</i> — Nil.	Be of V.G. character. Be above average intelligence. Be recommended from sea. Be not more than 34 years of age.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	2s. 0d.	Not payable with any other non-substantive rating except Diver.
34	G.I.	<i>Normally</i> — Sgt. and Cpl. passed for Sgt. <i>Exceptionally</i> — Nil.	Be of V.G. character. Be above average intelligence. Be recommended from sea. Be not more than 34 years of age.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	2s. 0d.	(1) On promotion to Colour Sgt., G.I. will surrender the rating of G.I. and will be transferred without course to the rating of Q.R.1 except that Colour Sgts. on the staff of gun batteries at R.M. headquarters will retain the rating of G.I. whilst so employed. If filling a vacancy afloat, Colour Sgts. may retain the rating of G.I. until relieved of the duty, but arrangements are to be made to adjust complement immediately the promotion occurs. (2) Not payable with any other non-substantive rating except Diver.

35	Q.R.1	<i>Normally</i> — C.P.O., Colour Sgt., Sgt., L.S., passed for P.O., and Cpl. passed for Sgt.—Q.R.2. <i>Exceptionally</i> — Ditto—any 2nd class rating. C.P.O. and P.O.—other. Sgt.—no non-sub. rating.	Be recommended from sea. Be of V.G. character.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	1s. 6d.	Not payable with any other non-substantive rating except Diver.
36	Q.R.2	<i>Normally</i> — L.S. and A.B. passed for L.S.—Q.R.3. Cpl. and Mne. passed for Cpl.—Q.R.3. <i>Exceptionally</i> — P.O. and Sgt. within 3 years of qualifying for a 3rd class rating. L.S. and A.B. passed for L.S.—L.R.3, C.R.3, A.A.3 or T.M. Cpl. and Mne. passed for Cpl.—L.R.3, C.R.3, or T.S.	Be recommended from sea.	(i) At sea if a Q.R.3. (ii) Gunnery schools. (iii) R.M. divisions.	(i) Commanding officer. (ii) Captain of gunnery school. (iii) Commandant of R.M. division.	(i) Qualified gunnery officer. (ii) Officers of gunnery school. (iii) Instructors of gunnery, R.M.	C.P.O., P.O. and N.C.O., R.M., 6d. L.S., A.B. and Mne., 9d.	(1) Marines promoted conditionally to corporal are eligible for Q.R.2. (2) Not payable with any other non-substantive rating except Diver.
37	Q.R.3	<i>Normally</i> — A.B. and L.S., T.M. Ord. Sea. (see paragraphs 8-11). Mne. and Cpl.—T.S.	Be recommended from sea or from a training establishment.	(i) Gunnery schools. (ii) R.M. divisions. (iii) At sea (see paragraphs 13-19).	(i) Captain of gunnery school. (ii) Commandant of R.M. division. (iii) Commanding officer.	(i) Officers of gunnery school. (ii) Instructors of gunnery, R.M. (iii) Qualified gunnery officer.	3d.	Rating of Q.R.3 may be retained on advancement to L.S. but must be relinquished on being rated A.P.O. Mnes. promoted to Cpl. may retain the rating of Q.R.3 without pay, but it must be relinquished on promotion to Sgt.

No.	Non-substantive rating.	Open to.	Special qualifications	Where course may be carried out.	Authority to give rating.	Examining officers.	Rate per diem.	Remarks.
38	L.R.1	<i>Normally</i> — C.P.O., P.O. and L.S., passed for P.O.—L.R.2.  <i>Exceptionally</i> — Nil.	Pass prescribed eyesight test. Be above average intelligence. Be recommended from sea.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	1s. 6d.	Not payable with any other non-substantive rating except diver.
39	L.R.2	<i>Normally</i> — L.S. and A.B.—L.R.3, Cpl. and Mne.—L.R.3.  <i>Exceptionally</i> — P.O. within 3 years of qualifying for a 3rd class rating. L.S. and A.B.—Q.R.3, C.R.3 and A.A.3. Cpl. and Mne.—Q.R.3 and C.R.3. L.S. and A.B. passed for L.S.—T.M. Cpl. and Mne. passed for Cpl.—T.S.	Pass prescribed eyesight test. Be recommended from sea.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	C.P.O., P.O., and N.C.O., R.M., 6d. L.S., A.B. and Mne., 9d.	(1) Not payable with any other non-substantive rating except Diver. (2) Rating cannot be granted until qualifying firings have been carried out (see paragraph 29).

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40	L.R.3	<i>Normally</i> — A.B. and L.S.—T.M. Ord. Sea (see paragraphs 8-11). Mne. and Cpl.—T.S.	Pass prescribed eyesight test. Be recommended from sea or from a training establishment.	(i) Gunnery schools. (ii) R.M. divisions. (iii) At sea (see paragraphs 13-19).	(i) Captain of gunnery school. (ii) Commandant of R.M. division. (iii) Commanding officer.	(i) Officers of gunnery school. (ii) Instructor of gunnery, R.M. (iii) Qualified gunnery officer.	3d.	(1) Rating of L.R.3 may be retained on advancement to L.S. but must be relinquished on being rated A.P.O. Mnes. promoted to Cpl. may retain the rating of L.R.3 without pay but it must be relinquished on promotion to Sgt. (2) Acting rating only may be granted until qualifying firings have been carried out (see paragraph 28).
41	C.R.1	<i>Normally</i> — C.P.O., P.O., Sgt., L.S. and Cpl.—C.R.2.  <i>Exceptionally</i> — Ditto—any 2nd class rating. C.P.O. and P.O.—other. Sgt.—no non-sub. rating.	Pass prescribed eyesight test. Be of V.G. character. Be above average intelligence. Be recommended from sea.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	1s. 6d.	(1) On promotion to Colour Sgt., Sgts. holding the rating of C.R.1 will be transferred without course to Q.R.1. (2) Conditionally promoted Cpls. are not eligible for C.R.1. (3) Not payable with any other non-substantive rating except Diver. (4) A.R. only may be granted to L.S. not passed for P.O. and Cpls. not passed for Sgt. (see paragraph 33).
42	C.R.2	<i>Normally</i> — L.S. and A.B.—C.R.3. Cpl. and Mne.—C.R.3.  <i>Exceptionally</i> — P.O. within 3 years of qualifying for a 3rd class rating. L.S. and A.B.—Q.R.3, L.R.3, A.A.3. Cpl. and Mne.—Q.R.3 and L.R.3. L.S. and A.B. passed for L.S.—T.M. Cpl. and Mne. passed for Cpl.—T.S.	Must have had 1 year's experience as C.R.3 or acting C.R.3. Pass prescribed eyesight test. Be recommended from sea.	(i) At sea if a C.R.3. (ii) Gunnery schools.	(i) Commanding officer. (ii) Captain of gunnery school.	(i) Qualified gunnery officer. (ii) Officers of gunnery school.	C.P.O., P.O., and N.C.O., R.M., 6d. L.S., A.B. and Mne., 9d.	Not payable with any other non-substantive rating except Diver.

No.	Non-substantive rating.	Open to.	Special qualifications.	Where course may be carried out.	Authority to give rating.	Examining officers.	Rate per diem.	Remarks.
43	C.R.3	<i>Normally</i> — A.B. and L.S.—T.M. Ord. Sea. ( <i>see</i> paragraphs 8-11). Mne. and Cpl. T.S.	Pass prescribed eyesight test. Be recommended from sea or from a training establishment.	(i) Gunnery schools. (ii) At sea ( <i>see</i> paragraphs 13-19).	(i) Captain of gunnery school. (ii) Commanding officer.	(i) Officers of gunnery school. (ii) Qualified gunnery officer.	3d.	Rating of C.R.3 may be retained on advancement to L.S. but must be relinquished on being rated A.P.O. Marines promoted to Cpl. may retain the rating of C.R.3 without pay but it must be relinquished on promotion to Sgt.
44	A.A.1	<i>Normally</i> — C.P.O., P.O. and L.S.—A.A.2.  <i>Exceptionally</i> — C.P.O., P.O. and L.S.—Q.R.2, L.R.2, C.R.2. C.P.O. and P.O.—other.	Pass prescribed eyesight test. Be of V.G. character. Be above average intelligence. Be recommended from sea.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	1s. 6d.	(1) Not payable with any other non-substantive rating except Diver. (2) Acting rating only may be granted to L.S. not passed for P.O. ( <i>see</i> paragraph 24).

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45	A.A.2	<i>Normally</i> — L.S. and A.B.—A.A.3.  <i>Exceptionally</i> — P.O. within 3 years of qualifying for a 3rd class rating. L.S. and A.B.—Q.R.3, L.R.3, C.R.3. L.S. and A.B. passed for L.S.—T.M.	Pass prescribed eyesight test. Be recommended from sea.	Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	C.P.O. and P.O., 6d. L.S. and A.B., 9d.	(1) Not payable with any other non-substantive rating except Diver. (2) Acting rating only may be granted to A.S. not passed for L.S. ( <i>see</i> paragraph 24).
46	A.A.3	<i>Normally</i> — A.B. and L.S.—T.M. Ord. Sea ( <i>see</i> paragraphs 8-11).	Pass prescribed eyesight test. Be recommended from sea or from a training establishment.	(i) Gunnery schools. (ii) At sea ( <i>see</i> paragraphs 13-19).	(i) Captain of gunnery school. (ii) Commanding officer.	(i) Officers of gunnery school. (ii) Qualified gunnery officer.	3d.	Rating of A.A.3 may be retained on advancement to L.S., but must be relinquished on being rated A.P.O.
48	Q.O.	<i>Normally</i> — A.B. and Mne.—Q.R.3. Ord. Sea.—Acting Q.R.3.  <i>Exceptionally</i> — Nil.	—	(i) Gunnery schools.	Captain of gunnery school.	Officers of gunnery school.	3d.	(1) Rating of Q.O. must be relinquished on advancement to L.S. or promotion to Cpl. (2) Not payable with any other non-substantive rating except Diver and Q.R.3.

### Eligibility of Ordinary Seamen to Qualify for 3rd Class Ratings and Q.O.

8. When available, suitable Able Seamen should normally be selected for training to fill vacancies for 3rd class ratings. Increased war requirements and the comparative dearth of available Able Seamen, however, have rendered it imperative to authorise the training of numbers of Ordinary Seamen of all categories to fill vacancies for such non-substantive ratings.

9. Ordinary Seamen who, in these circumstances, have qualified in an approved course of instruction at a gunnery school, or who have been trained afloat may be granted the appropriate paid acting non-substantive rating as from the date on which they commence the duties in a vacancy in complement, continuance of payment being subject to fulfilment of the conditions laid down in King's Regulations and Admiralty Instructions, Article 430, clause 1, as amended by King's Regulations 4/40.

10. Confirmation in the acting rating may be granted upon advancement to Able Seaman when the man has qualified in the approved course of instruction, at a gunnery school or at sea.

11. The foregoing rules may be applied with retrospective effect to cover any instances in which Ordinary Seamen have been necessarily employed in vacancies in complement.

12. Ordinary Seamen who have successfully completed a qualifying course for Q.R.3, may undergo the course for Q.O. under the same conditions set out for 3rd class ratings above.

### Training of 3rd Class Ratings and Q.Os. at Sea

13. 3rd Class Gunnery Ratings of all sections may be trained and confirmed at sea. Men holding acting 3rd class gunnery ratings may also be confirmed after three months in the acting rating provided they carry out their duties satisfactorily; that they are substantively qualified (*see* paragraph 10 above), and are recommended after examination by a qualified Gunnery Officer. Instructions should follow the lines of the Shortened Courses set out in Appendix I to A.F.O. 2438/39.

14. Commanding Officers will appreciate that, in order to maintain a satisfactory standard of efficiency in 3rd class ratings, it is essential that men receive systematic instruction in all subjects, which the resources of the ship and base permit, before they are confirmed. The following conditions should also be fulfilled:—

- (a) Candidates for A.A.3 to have formed part of a close range gun's crew which has carried out firings.
- (b) Candidates for Q.R.3 and L.R.3, to have formed part of a gun's crew which has carried out firings.
- (c) Candidates for C.R.3 to have attained a satisfactory standard in practical range-taking.

15. As a general principle a man who has held a 3rd class gunnery rating in an acting capacity for three months and has performed his duties satisfactorily should be confirmed in the rating (subject to paragraph 10). The Commanding Officer should arrange additional instruction in order to bring him as near the gunnery school standard as circumstances permit. Men who are considered unfit for confirmation after three months' acting time or three months after they have become substantively qualified for the confirmed rating should be required to relinquish the acting rating.

16. When a ship is engaged on service which does not allow of the examination of 3rd class gunnery ratings by a qualified gunnery officer, the Commanding Officer is authorised to arrange for their examination by officers of another ship and subsequent confirmation on passing. The conditions of paragraph 14 above must be fulfilled and at least one of the examining officers must be a commissioned gunner or gunner.

17. The shortage of Q.Os. is still serious and any rating, including H.O., with a mechanical bent should be encouraged to volunteer for this non-substantive rating.

18. Q.Os. may be trained and confirmed at sea under conditions similar to those for 3rd class gunnery ratings. The rating is open to A.B., Q.R.3, to Ordinary Seamen who have successfully completed a qualifying course for Q.R.3, and to Marines who hold the rating of Q.R.3 irrespective of sea experience. Men not holding the rating of Q.R.3 who have been trained as Q.O. under previous regulations should be qualified Q.R.3 at the earliest opportunity; until then, they may be employed and paid only in an acting capacity in accordance with King's Regulations and Admiralty Instructions, Article 428, the complement of Q.Os. in the ships concerned being regarded as temporarily expanded as necessary to cover this.

19. *Authority to grant confirmed rating.*—The grant of confirmed Q.R.2, C.R.2, 3rd Class, and Q.O. ratings may be authorised by the Commanding Officer to men recommended after examination by a qualified gunnery officer (or by other officers—*see* paragraph 16). The result of the examination is to be entered by the examining officer on Form S.1245, Gunnery History Sheet. *The grant of the confirmed rating is to be reported on Form S.161.* (N.B.—A.F.O. 2879/38, as amended by A.F.O. 1994/39, is in abeyance.)

### Paid Acting Non-Substantive Ratings—Definition of Vacancy in Complement

20. With reference to King's Regulations and Admiralty Instructions, Articles 428 and 430, as amended by King's Regulations 4/40 and 3/41, governing the grant of and payment for acting non-substantive ratings, it is notified for general information and guidance that a vacancy in the non-substantive complement does not normally arise until the absent person has been discharged from the ship's books.

21. In this connection, attention is drawn to King's Regulations and Admiralty Instructions, Article 986, clause 2, as amended by King's Regulations 5/39, which defines the circumstances in which the absence of a man on account of sickness may be considered to create a vacancy in complement.

### Qualification of Men nearly Time-expired

22. Men within two years of completing first period and three years of pension may be qualified if suitable and the restrictions contained in B.R. 14/1938—Drafting Regulations, Article 111, paragraphs 14 and 15, are accordingly to be waived during the period of hostilities.

### A.A. Section

23. The A.A. Section is no longer a "closed" section in that transfers to and from this section are now permitted in exceptional circumstances as follows:—

- (a) Owing to the present shortage of A.A. ratings, transfers from this section to another section are permitted only under very exceptional circumstances such as failure of eyesight.
- (b) For the same reason, transfer to this section is desirable but recommendations must be based on proved aptitude, generally necessitating the rating having carried out duties in this section in an acting capacity.

24. Where Leading Seamen not passed for Petty Officer and Able Seamen not passed for Leading Seamen qualify for A.A.1 and A.A.2 respectively (*see* paragraph 2 (c)), men may only be granted the acting rating and paid in accordance with King's Regulations and Admiralty Instructions, Article 430, a notation being made on S.1245, Gunnery History Sheet, page 4, Special Qualification (*see also* paragraphs 20 and 21).

25. When a man who holds the acting rating under the provision of the preceding paragraph, qualifies substantively so as to become eligible for the confirmed rating, he is to be confirmed in the non-substantive rating from the date of becoming eligible substantively. His non-substantive confirmation is to be reported to depôt by reference sheet and noted on Form S.1245, pages 1 and 4.

### Layer Section

26. Where a man fails to pass the qualifying or re-qualifying eyesight test, he may be recommended for transfer to another section.

27. Transfers to L.R.2 will only be permitted where a man has had previous experience in an acting capacity as a layer rating.

28. When the course for L.R.3 has been satisfactorily completed but it is necessary to draft the man to sea or utilise him in the ship to fill a vacancy in complement before firings have been carried out, the acting rating is to be granted and the qualifying firing carried out from the ship to which the rating is drafted or in which he is filling a vacancy. The appropriate notation is to be made on Form S.1245, Gunnery History Sheet. The confirmed rating is to be granted by the Commanding Officer if the result of the qualifying firing is satisfactory; if not satisfactory, the man is to be deprived of the acting rating.

29. L.R.2 classes may not be drafted before completing their qualifying rings, but these may be shortened at the discretion of the Commander-in-Chief.

#### Control Section

30. Where a man fails to pass the qualifying or re-qualifying eyesight test, he may be recommended for transfer to another section.

31. Transfers to C.R.2 will only be permitted where a man has had previous experience in the acting capacity as a C.R.2 or C.R.3.

32. When the course for C.R.1 has been satisfactorily completed but it is necessary to draft the man to sea before firings have been carried out, the acting rating is to be granted and the qualifying firing carried out from the ship to which the rating is drafted. The appropriate notation is to be made on Form S.1245, Gunnery History Sheet. The confirmed rating is to be granted by the Commanding Officer if the result of the qualifying firing is satisfactory; if not satisfactory, the man is to be deprived of the acting rating.

33. Where Leading Seamen not passed for P.O. and Corporals not passed for Sergeant qualify for C.R.1 (see paragraph 2 (c)), men may only be granted the acting rating and paid in accordance with King's Regulations and Admiralty Instructions, Article 430, a notation being made on S.1245, Gunnery History Sheet, page 4, Special Qualification. Conditionally promoted corporals are not eligible to qualify for C.R.1.

34. When a man who holds the acting rating, under the provision of the preceding paragraph, qualifies substantively so as to become eligible for the confirmed rating, he is to be confirmed in the non-substantive rating from the date of becoming eligible substantively. His non-substantive confirmation is to be reported to Depot or R.M. Division by reference sheet and noted on Form S.1245, pages 1 and 4.

#### Recommendations for Transfer from One Section to Another

35. The exceptional circumstances which justify recommending a man for transfer from one section to another (other than failure of eyesight) are, in general, to be considered as meaning that the rating must have some special aptitude for the section for which he is recommended and should if possible have had previous experience in an acting capacity in that section.

36. Where a man is recommended for transfer, the reason for this recommendation *must* be stated on Form S.1303 as the acceptance of the man to qualify for another section rests entirely with the Captain of the Gunnery School or Commandant, R.M. Division, and unless full reasons are stated, it may mitigate against the man being accepted. Where possible, in the case of men recommended for transfer, an alternative recommendation should be given (for instance, an A.B., Q.R.3 passed for Leading Seaman and recommended for L.R.2 because he has been employed as an acting L.R.3 should also contain a recommendation for Q.R.2 (if he is suitable) so that in the event of there being no vacancies for L.R.2 he may be put on course for Q.R.2).

#### Rapid Substantive Advancement or Promotion

37. Men who through rapid substantive advancement or promotion have been unable to qualify for the non-substantive rating normally appropriate to their substantive rating or rank, may be recommended to qualify for it direct

from their present non-substantive rating as shown "exceptionally" in the table in paragraph 7, and under the same general conditions given in paragraphs 35 and 36. Marines promoted to Corporal before they have been able to qualify for a 3rd class rating should do so at the first opportunity.

#### Seagoing Recommendations

38. When there are insufficient recommended candidates, selected men without seagoing recommendations may be detailed for courses in the gunnery schools to make up classes to the required numbers.

(K.R. & A.I., Appendix XVII.)

(A.F.Os. 2879/38, 1994/39, 2438/39, 4748/40, 115/41, 2120/41, 3129/41 and C.A.F.O. 2251/41.)

(A.F.Os. 1678/38, Appendix I, Tables A (i) and A (ii) only, 1679/38, 1680/38, 148/39, 495/40, 3186/40, 2473/41 and 4029/41 are cancelled.)

AFO  
4443/43

#### ✓ 628.—Diving Non-Substantive Ratings

(N. 29023/41.—12.2.1942.)

As a temporary measure, the qualification of Divers, 2nd Class, is approved in certain ships abroad, so long as expert instructional personnel are borne. The ships concerned are:—

H.M.S. "Medway"  
H.M.S. "Caradoc"  
H.M.S. "Maidstone"  
H.M.S. "Sultan"

2. Men so qualified will be rated Acting Diver, 2nd class, on completing the course. Six months after qualification they may be confirmed in the rating by the Commander-in-Chief, if abroad, or by the Captain of the appropriate Gunnery School, if at home. Their seniority is to count from the date of qualifying as Acting Diver, 2nd Class.

3. With reference to paragraph 14 of A.F.O. 4748/40 authority is extended to the Commanders-in-Chief, Eastern Fleet and East Indies, to assemble examination boards for Divers, 1st Class (old system), qualifying in the new system.

(A.F.O. 4748/40.)

(A.F.Os. 2120/41 and 3129/41 are cancelled.)

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

#### 629.—T.124 Personnel—Mulcts of Pay (Punishment No. 14A)

(N.L. 694/42.—12.2.1942.)

Instances have come to notice where Mulcts of Pay (Punishment No. 14A) have been imposed for offences of improper absence and drunkenness, in addition to, or instead of the scale authorised by King's Regulations and Admiralty Instructions, Articles 578 and 580.

2. Attention is drawn to the fact that this punishment was authorised by A.F.O. 4210/40 for offences *other than* improper absence and drunkenness and that mulcts of pay in respect of offences of improper absence and drunkenness are not to exceed the scales authorised in King's Regulations and Admiralty Instructions, Articles 578 and 580.

(A.F.O. 4210/40.)

### 630.—Inventions and Suggestions from Naval Personnel

(M./S.R.E. 7370/41.—12.2.1942.)

All serving officers and men and civilians in Fleet establishments are at liberty and should be encouraged to put forward ideas, suggestions or inventions for the prosecution of the war or for the development or improvement of war material.

2. Such proposals must be forwarded, not direct by the individual to the Admiralty or other Government departments, but through service channels to the Secretary of the Admiralty. If preferred, they may be forwarded in original and in manuscript. To avoid unnecessary postal delay and clerical work they may be submitted to the Admiralty by the originator's immediate and administrative authority at his discretion.

3. Attention is also drawn to Article 16, King's Regulations and Admiralty Instructions, under which claims for award may be submitted in respect of inventions which have been adopted and used in the Government service. Naval personnel who contribute improvements to the fighting appliances of H.M. ships are also eligible to receive awards from the Naval Trust Efficiency Fund. The procedure for dealing with such claims is set out in A.F.O. 1277/30.

4. Inventions, ideas and suggestions relating to service material are sometimes received by naval authorities from inventors outside the Service. All such proposals should be sent to the Director of Scientific Research, Admiralty.

5. Attention is called to the warning in C.A.F.O. 2403/41.

6. Service personnel should not discuss with persons outside H.M. service proposals which they have submitted, nor may they communicate to persons outside H.M. service details of any specific invention without the approval of the Admiralty.

(A.F.O. 1277/30 and C.A.F.O. 2403/41.)

(C.A.F.O. 3669/39 and A.F.O. 1697/40 are cancelled.)

### 631.—Naval Detention Quarters—Use of H.M. Prisons, Canterbury and Preston

(N.L. 830/42.—12.2.1942.)

Arrangements have been made for H.M. Prisons, Canterbury and Preston, to be taken over as naval detention quarters. Canterbury will be available to accept offenders as from 20th February, 1942, and will eventually accommodate about 200. Preston will ultimately accommodate about 240 offenders but is not yet available, and the date from which prisoners can be accepted for detention will be announced in due course.

2. The Royal Naval Detention Quarters, Canterbury, will be administered by the Commodore, R.N. Barracks, Chatham, and the Royal Naval Detention Quarters, Preston, by the Flag Officer-in-Charge, Liverpool.

3. Offenders sent to these establishments are to be transferred to the books of H.M.S. "Pembroke" and H.M.S. "Eaglet" respectively.

4. As soon as the Royal Naval Detention Quarters, Preston, is available, H.M. ships and establishments in Northern Ireland, in Scotland and in England in the area north of a line joining Liverpool and Newcastle (and including these towns) are normally to send offenders to Preston. Other ships and establishments are to send offenders to Canterbury or Fort Darland, the naval wing of which will continue for the present to be available for naval offenders.

5. Offenders are to be accompanied by:—

(a) Committal warrant and medical history sheet addressed to the Officer-in-Charge of the detention quarters to which they are sent.

(b) Bag and hammock (King's Regulations and Admiralty Instructions—Article 553 (5)).

(c) Anti-gas respirator.

6. Clothing list, transfer list, service certificate and conduct sheet, together with the particulars called for in A.F.O. 3920/41, paragraph 1, are to be forwarded to the Commodore, Royal Naval Barracks, Chatham, or the Commanding Officer, H.M.S. "Eaglet".

(A.F.O. 3920/41.)

### 632.—Aero Engine Degreasing Plants Using Trichlorethylene—Precautions

*Cancelled by*  
AFO 13/47

(M.D.G. 56081/41.—12.2.1942.)

Precautions against toxic effects from the above chemical are necessary.

2. Arrangements are being made to ensure good ventilation of compartments where trichlorethylene de-greasing plants are being used.

3. Although the liquid form is non-inflammable, no open flame must be allowed in the vicinity since there is danger of formation of phosgene gas by thermal decomposition of the vapour. For this reason no smoking is to be permitted and appropriate notices are to be displayed.

4. Personnel employed in cleaning out de-greasing plants must be equipped with a Salvus apparatus and the tank is to be well ventilated by removal of the covers and mud doors for at least 12 hours before being entered.

5. Constant handling may set up a dermatitis. This may be avoided by smearing the hands with grease or a mixture of 1 part lanoline to 3 parts vaseline.

(A.F.O. 4996/41.)

### 633.—Purchase Tax on Sales of Stores—Accounting for

(W.G.F./E. 429/40.—12.2.1942.)

Purchase Tax, when added to the price of stores of all descriptions sold to private individuals, officers, etc., need not be brought separately to account. It should be credited to the pertinent receipt Subhead of the Navy Account as part of the cost of the article.

### 634.—Stores Duties

"Bangor" Class Minesweepers and Corvettes

(N. 216/42.—12.2.1942.)

In "Bangor" class minesweepers and in corvettes in which full naval store accounts are kept, the Leading Supply Assistant is to carry out the central store-keeping duties. The following arrangements are to be adopted for the victualling duties:—

(a) "Bangor" Class Minesweepers.—The duties will be carried out by a Seaman Petty Officer detailed to act as Coxswain. Arrangements are to be made, if possible, for petty officers who will be called upon to act as coxswains to undergo a few days' preliminary training in victualling duties before being drafted.

(b) Corvettes.—The duties will be carried out by the Torpedo Coxswain allowed by complement.

2. Subject to a certificate by the Base Accountant Officer to the effect that the victualling accounts are being efficiently maintained, victualling store allowance of 6d. a day will be payable to the petty officer detailed to act as coxswain in a "Bangor" class minesweeper and to the torpedo coxswain in a corvette.

3. In corvettes in which full naval store accounts are not kept, the Leading Supply Assistant is to carry out both central store and victualling duties and these duties are to take precedence over others which may be allocated to the rating, i.e. clerical and coding work.

(A.F.Os. 4498/41 and 5251/41 are cancelled.)

### 635.—Forms S.537—Rendering of

(N. 29035/41.—12.2.1942.)

In view of the number of cases in which casualty communications have been forwarded to the wrong persons it is obvious that ratings do not always report to depôts changes in next-of-kin. Frequently considerable delay occurs before the right person is officially notified which would be avoided if the depôt records were up-to-date. The following instructions are accordingly issued.

2. In addition to the periodical rendering of Forms S.537, as required by King's Regulations and Admiralty Instructions, Article 867, it is the responsibility of Accountant Officers of Ships and Establishments to ensure that on each declaration of an allotment in favour of wife a Form S.537 is completed by the rating in accordance with King's Regulations and Admiralty Instructions, Article 867, clause 1 (iv), and immediately forwarded to the appropriate depôt. Where a ship does not carry its own accounts the Form S.537 (or a chit if no Form S.537 is available) should accompany the Form S.634, and if this is not done the Base Accountant Officer is to arrange for the form to be completed by the man at the earliest opportunity.

3. It is also essential that the form be dated, otherwise depôts are unable to ascertain which is the latest information.

### 636.—Royal Marine Motor Transport Drivers— Form S.165

(N./R.M. 4732/40.A.2.—12.2.1942.)

Difficulty is being experienced in recording the whereabouts of Royal Marine motor transport drivers drafted for service to Fleet Air Arm and other Naval establishments, due to the non-rendering of Form S.165.

2. All Officers Commanding such establishments are therefore to forward nominal lists of Royal Marine M.T. drivers borne direct to the Officer Commanding, Royal Marine Technical Training Depôt, Fort Cumberland, Southsea, Hants, and their attention is drawn to the necessity for compliance with A.F.O. 252/39.

(A.F.O. 252/39.)

### 637.—Official Rates of Exchange

(D.N.A. 21902/41.—12.2.1942.)

The following official rates of exchange for February, 1942, are notified :—

		£	s.	d.	
Canada—for conversion of dollar credits and debits of R.C.N. and R.C.N.V.R. personnel serving in the Royal Navy (see A.F.O. 4036/41).	4.47 dollars	=	1	0	0
Canada—for other transactions	4.43 dollars	=	1	0	0
Iceland (c)...	5 kronur	=	0	3	10
Newfoundland	4.43 dollars	=	1	0	0
Persia (Iran)	140 rials	=	1	0	0
Russia	48.25 roubles	=	1	0	0
Sweden*	5 kronor	=	0	5	11
Switzerland*	5 francs	=	0	5	9
Syria	8.83½ Syrian pounds	=	1	0	0
	20 French francs	=	1	0	0 (Syrian)
U.S.A.	4.025 dollars	=	1	0	0

\* For conversion of accounts in respect of British internees.

(A.F.Os. 4036/41 and 5145/41.)

### 638.—Rationing of Soaps, Soap Flakes and Soap Powders.

(V. 20109/42.—12.2.1942.)

A national scheme of rationing of soaps, soap flakes and soap powders came into operation on 9th February, 1942. Naval personnel (including the Q.A.R.N.N.S., W.R.N.S. and V.A.Ds.) victualled in shore establishments or non-seagoing ships at home and all naval personnel who are not victualled from service sources are now restricted as regards the quantity of soap, etc., which they may purchase for their personal or domestic use on the same basis as civilians.

2. The basic weekly ration per head consists of 4 ounces of hard soap or 3 ounces of toilet soap or 3 ounces of soap flakes or 6 ounces of soap powder (1st quality) or 12 ounces soap powder (2nd quality) or 6 ounces soft soap. Shaving soaps and scouring powders are not included in the rationing scheme.

#### Shore Establishments and Non-Seagoing Ships at Home

3. Special weekly soap coupons will be provided for issue to personnel victualled in shore establishments and non-seagoing ships at home. These coupons will bear the words "SOAP/NAA" and will be printed in perforated sheets of 200, the sheets bearing the designation "S.S.C.1" soap.

4. Demands for the sheets of coupons S.S.C.1 should be forwarded by the Accountant Officer to the Naval Store Officer, Elveden Road, Park Royal, London, N.W.10.

5. The coupons so obtained are to be taken on charge by the Accountant Officer in his cash clothing account and are to be removed from charge by certificate when issued, vide paragraph 6 below. The coupons are to be kept under lock and key until required for issue and when supplied to tenders, etc., for detailed issue are to be transferred to the personal custody of the Commanding Officer of the tender or other responsible officer detailed by him.

6. The coupons may be issued to officers under local arrangements on the basis of one coupon per head for each rationing week. Issue of the coupons to other personnel is to be made on the same basis at the fortnightly payment, two weeks' coupons being issued together. No writing or stamping on the coupons will be necessary. A similar arrangement is to be made in respect of N.A.A.F.I. staff victualled in Naval Establishments, etc., and not in possession of ration books.



7. The coupons are valid indefinitely and need not be used within any specified period.

8. Coupons must be surrendered whenever soap, soap flakes, or soap powders (other than shaving soap or scouring powders) are purchased, either from service stocks, from the canteen or from ordinary shopkeepers, and supplies may not be obtained in future except against surrender of coupons.

9. Coupons surrendered to the Accountant Officer or other officer in respect of soap taken up on repayment from service stocks are to be defaced at the time of the transaction, and the cancelled coupons are to be retained and forwarded with the quarterly clothing account. Coupons surrendered to the canteen in respect of purchases are similarly to be defaced at the time of the transaction. The Canteen Manager is to retain these coupons and will account for them as directed by N.A.A.F.I. Headquarters.

10. The soap rationing arrangements *do not* apply to seagoing ships or to naval shore establishments abroad, and supplies of soap, etc. required for structural and general cleaning purposes in naval shore establishments and non-seagoing ships at home are not rationed. The need for the exercise of the strictest economy in the use of soap, soap flakes and soap powders in all H.M. ships and Naval shore establishments consistent with the maintenance of a proper state of cleanliness is however emphasized. The prohibition on the landing of soap laid down in A.F.O. 419/41 is extended to include soap flakes, soap powder and soft soap.

*Holders of Leave or Duty Ration Cards R.B.8.*

11. Personnel proceeding on leave or duty from seagoing ships or other personnel provided with ration card R.B. 8 will, except as stated in paragraph 12, use the coupons marked "Y". These coupons will be valid only for the period of validity of the card.

12. For personnel proceeding on leave or duty from shore establishments or non-seagoing ships at home who have been supplied with special soap coupons for the whole or part of period in question under the arrangements in paragraph 6, the appropriate coupon or coupons marked "Y" on R.B. 8 are to be cancelled before the cards are issued.

13. Ration cards R.B. 8A (72 hours) have no coupon valid for soap.

*Holders of Ration Books R.B. 1/R.N. and R.B. 9/R.N.*

14. Personnel employed on shore who are provided with civilian ration books R.B. 1/R.N. and R.B. 9/R.N. will conform to the rationing arrangements for civilians as publicly announced.

*Holders of Ration Cards R.B. 8.X. and R.B. 8.R.*

15. Personnel billeted under Naval billeting arrangements who are provided with R.B. 8.X. and R.B. 8.R. will use the numbered frame of coupons on page 4 of R.B. 8.X. for soap. The first coupon to be used will be that numbered 29 (for week ending 15th February, 1942). These coupons will each be valid for three weeks after the week to which they relate, e.g. the coupon numbered 29 may be used to effect purchases at any time from 9th February, 1942 to 8th March, 1942.

(A.F.Os. 419/41 and 1211/41.)

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

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

**639.—Guns, Q.F., 2-pdr., Marks II\*C and VIII—Loosening of  
Shell in Cartridges Loaded on Rails**

(G. 7429/41.—12.2.1942.)

Attention is drawn to A.F.O. 4633/41 and C.A.F.O. 1199/41.

2. One of the reasons for testing by firing therein laid down is to determine that no round separates its shell from the cartridge case in the feed box when the gun recoils on firing.

3. Commanding Officers who have experienced such a failure with the ammunition now at the guns should exchange it for new.

4. From reports which have been received at the Admiralty it appears that no trouble with loose ammunition has occurred in ships which have complied with the various Fleet Orders and have fired a few rounds regularly from every pom-pom which has ammunition at the guns. It is pointed out that five rounds should be fired from such guns *at least* every four weeks (*vide* paragraphs 7 and 11 of A.F.O. 4633/41).

(C.A.F.O. 1199/41 and A.F.O. 4633/41.)

**640.—Guns, Q.F., 2-pdr., Mark XIV, Recoil System—Method of  
Filling and Adjusting**

(G. 015832/40.—12.2.1942.)

The following amendments are to be made to A.F.O. 1700/41 :—

Paragraph 1 (b) and (d). For " 370 " read " 400 ".

Paragraph 1 (b). Add " , when fired at horizontal ".

Paragraph 2 (n). Add :—

" when re-assembling the recoil and recuperator system following filling or topping up with buffer fluid, the recuperator should be immediately charged with about 50 lb./sq. in. air pressure.

This ensures that when replacing the recoil unit in the cradle the position of the floating piston is not altered."

Paragraph 2 (g). For 370 read 400.

*Add Note.*—When charging or checking the air pressure in the recuperator the breech block should be in the firing position and locked.

(A.F.O. 1700/41.)

**641.—Guns, Q.F., 2-pdr., Mark XIV**

(C.I.N.O. 9138/41.—12.2.1942.)

Recent issues of the above guns differ from early equipments in that they are fitted with self-cocking breech mechanism and embody several modifications for the improvement of its performance.

2. It has been found that the recuperator charged at 400 lb./sq. in. instead of 370 lb./sq. in. as directed in A.F.O. 1700/41 is preferable and all Q.F., 2-pdr., Mark XIV, guns should be charged accordingly and the recuperator is to be marked by stencil " CHARGE TO 400 LB. PER SQ. IN." This will entail a greater opening to achieve the required length of recoil for semi-automatic functioning.

3. (a) Without a high standard of maintenance this equipment will not give efficient functioning owing to the light construction necessary to reduce deck stresses to a minimum.

(b) It is of primary importance to maintain the recoil and recuperator gear in a thoroughly efficient state as indicated in A.F.O. 1700/41 owing to the fact that short recoils give rise to failures in extraction of cartridge cases and excessive recoils will cause damage to the weapon and render it unserviceable.

(c) The utmost care should be taken to see to the correct positioning of the recuperator piston and ensure that 400 lb./sq. in. of air is present in the recuperator.

4. Great care is required in assembly and removal of the compressed air bottle hose to ensure that the non-return air charging valve is undamaged so avoiding any loss of air pressure. The union nut threads of the air bottle hose pipe are not common to both the non-return air charging valve and the male connection of the air bottle.

5. A comprehensive handbook will be issued shortly.

(A.F.O. 1700/41.)

### 642.—Guns, Machine, Hotchkiss, 0·303-in.

(G. 2618/41.—12.2.1942.)

The following amendments are to be made to A.F.O. 126/41 :—

(a) Heading. Last line. *Delete* "and Butts".

(b) Paragraph 1, sub-paragraph 2. *Delete*.

(c) Paragraph 3. *Delete*.

(d) Paragraph 4 *renumbered* paragraph 3.

(A.F.O. 126/41.)

### 643.—Guns, Machine, Marlin, 0·30-in.—Liability to Prematures and Precautions to be taken

(C.I.N.O./T.D./D.E.M.S. 1212/41.—12.2.1942.)

The following amendments are to be made to A.F.O. 36/42 :—

Paragraph 4. Line 3 (b) distorted rounds . . . *add* "and/or loose bullets".

*Add* new paragraph 14 :—

Whenever circumstances permit, the ammunition is to be examined for cleanliness, loose bullets and distortion, all defective rounds being replaced.

(A.F.O. 36/42.)

### 644.—Guns, Machine, Browning, 0·50-in. (American Colt)

(G. 010428/40.—12.2.1942.)

The following amendments are to be made to A.F.O. 2039/41, as amended by A.F.O. 4279/41 :—

Paragraph (IV) (b). Line 3. *Delete* "breech block" and *substitute* "locking piece".

*Add* at end of paragraph (IV). "Attention is drawn to A.P. 1641C, Vol. 11, Part 3, Section 1, Chapter I, paragraphs 70–78."

(A.F.Os. 2039/41 and 4279/41.)

### 645.—Guns, Machine, Oerlikon, 20 mm., Marks I and II— Damage to 60-round Magazine, Marks I and II

(G. 016943/41.—12.2.1942.)

Failures of 20 mm. Oerlikon machine guns have been reported which on investigation have been found to be due to magazines having been damaged by rough handling.

2. Every possible care should be taken to avoid rough handling these magazines, which are, of necessity, made light to assist loading.

3. Before loading a magazine, it should be tested for freedom of its moving parts by first ensuring that the tension indicator is showing zero after which the clutch should be lifted and the axis shaft rotated through its full travel by means of the boss on the side of the loading lever handle. Should there be any stiffness, the magazine should be carefully examined. The outside of the magazine should be examined for damage. Dents in the outer casing or end plates may foul the rounds, cause mal-alignment of the moving parts and result in failures.

4. It should be borne in mind that even with a fully serviceable magazine there is very little spare power available to ensure that the rounds are correctly presented to the gun.

5. Magazines found to be defective are to be landed at the first opportunity for examination and, if necessary, exchanged.

6. Attention is drawn to A.F.O. 557/41.

(A.F.O. 557/41.)

### 646.—Holman Projectors, Mark IIS—"Spirax" Steam Traps

(A.S. 7100/41.—12.2.1942.)

All Mark IIS Holman Projectors in service, except those mounted in "Hunt" class destroyers, are to be fitted as opportunity offers, with "Spirax" steam traps for draining receivers. The drain cocks with permanent weep hicherto provided are removed. A rubber return hose, which is clipped to the flexible steam supply hose, carries any water drained from the receiver back to the deck connection.

2. The drainage arrangements for Mark IIS projectors in "Hunt" class destroyers are dealt with in C.A.F.O. 499/41.

3. The new fittings will be dealt with as follows :—

Vote 8—rubber return hose which clips to supply hose; Spirax strainer, connections, etc.

Vote 9—items which secure to the projector, i.e. steam trap, cock and metal piping up to connection for rubber return hose.

4. Sets of "Spirax" steam traps and drainage fittings (Vote 8 and Vote 9 portions complete) are to be demanded by R.N. armament depôts and Officers-in-Charge of Armament Supply as required from Armament Supply Officer, Plymouth, quoting this order. Fitting of the steam traps to receivers will be carried out by ships' and base staffs as far as possible, and also by R.N. armament depôts and officers-in-charge of armament supply. The rubber return hoses and other Vote 8 parts should be handed over to the appropriate local authority for fitting to steam supply and drainage system at the same time by ship or base staffs, etc.

5. A copy of a print to guide fitting is to be supplied from Plymouth with each set of fittings. The print should be handed over to the ships' officers for their information after the equipments have been fitted.

6. The Spirax trap is adjusted at the factory but may require adjustment when fitted on board as follows:—

- (a) Loosen large lock nut one-twelfth turn.
- (b) Turn adjusting nut as indicated by arrow to open until trap is just NOT blowing steam (taking care not to move nut more than one-twelfth turn at a time, and to wait for the effect of each adjustment before making the next one).
- (c) Hold small adjusting nut with one spanner and tighten lock nut with another. Do not tighten lock nut excessively.

(C.A.F.O. 499/41.)

#### 647.—Fuzes—Prematures—Necessity for Report

(G. 01678/42.—12.2.1942.)

During an investigation into an accident in one of H.M. Destroyers caused by a shell detonating prematurely, it was stated that prematures had previously occurred in the same class of ship. Reports of such prematures have not been received in the Admiralty and attention is drawn to the necessity of reporting such failures on Form S.1148 in accordance with C.B. 3063, Article 310, in order that the causes may be investigated.

2. In the event of such failures particular attention is called to the necessity for very early notification to the Assistant Inspector of Naval Ordnance stationed at the nearest convenient port. A list of such Officers is given in C.A.F.O. 691/41, and to these must be added A.I.N.O., Grimsby, c/o Officer-in-Charge, R.N. Base, Grimsby.

(C.B. 3063.)

(C.A.F.O. 691/41.)

#### 648.—Grenades No. 36M in Canisters, Mark II for Holman Projectors—Failure to separate

(G. 0340/42.—12.2.1942.)

Instances have been reported from the Fleet of failures of the grenade No. 36 to separate from the canister when fired from Holman projectors.

2. The failures are due to a fault in the design of the early supplies of canister and must be expected to occur occasionally.

3. Steps have been taken to remedy the defect and issues of an amended design will be made in the near future.

#### 649.—Gun History Sheets (R.A.F. Forms 352)—Abolition for Certain Machine Guns

(G. 8334/41.—12.2.1942.)

A.F.O. 4161/41 is to be amended as follows:—

Add paragraph 2 (a): "At armament training stations and observers schools free guns used for instructional firings are to be inspected in accordance with the number of rounds fired as given in paragraph 2. For this purpose a log book is to be kept showing the number of rounds fired by each gun."

(A.F.O. 4161/41.)

#### 650.—Torpedoes, 21-in. Mark VIII\*\*—Failure of A.B., Mark I-I\* Gyroscopes to Uncock

(T. 3848/41.—12.2.1942.)

Instances have occurred in certain 21-in. Mark VIII\*\* torpedoes of the Oldham's coupling on the lower end of the angling spindle restricting the upward movement of the angling clutch plate of the gyro when the gyro uncocks. In consequence, the gyro frame is distorted during the operation of uncocking, and the withdrawal of the centering pin may be prevented.

2. All 21-in. Mark VIII\*\* torpedoes are to be examined at the earliest opportunity to see if this fault exists, by carrying out the following procedure:—

- (a) Insert the cocked gyro in the torpedo and secure it on its seat using a new dermatine joint washer.
- (b) Pull the firing lever of the gyro gently towards its "Fired" position with Hook, St. No. 5699, supplied in tool chest.
- (c) Note that the centering pin withdraws correctly and completely, and that the firing lever engages behind its spring catch, i.e., that the gyro is in the fully uncocked or "fired" condition.

3. If the gyro does not uncock correctly without the use of undue force it must be removed and the following work carried out on the torpedo:—

- (a) Unship the Oldham's coupling from the torpedo angling spindle.
- (b) Remove metal from the under side of the plate of the coupling until the thickness of flange is 0.25 in., as shown in A.F.O. Diagram 32/42.
- (c) Replace the modified coupling in the torpedo.

4. The procedure in paragraph 2 is to be repeated to ensure that the centering pin now withdraws and that the gyro uncocks correctly.

5. If the gyro still fails to uncock, examination must be made to ensure that the lower ends of the prongs on the Oldham's coupling are not restricting the upward movement of the steel bracket carrying the angling clutch plate on the gyro.

6. This can be checked by means of a piece of putty or plasticine placed on the top of the steel bracket. With the gyro in the "fired" condition the distance between the bracket and the prongs must not be less than 0.05 in. and the prongs are to be shortened by filing, if necessary, in order to obtain this minimum clearance.

7. On every occasion of fitting a different gyro to a torpedo the procedure outlined in paragraph 2 must be carried out to ensure that the gyro uncocks correctly. If it does not, the modifications described in paragraph 3 must be carried out and, in addition, the fork clearance described in paragraph 6 must be checked to ensure that it is not less than 0.05 in. nor greater than 0.10 in.

#### 651.—Torpedoes, 18-in.—Alternative Design of Horizontal Rudder and Tail

(A.S. 963/42.—12.2.1942.)

To facilitate production an alternative type of tail cone for torpedoes, 18-in., Marks XII\*B, XII\*\*B and XII\*\*\* is to be introduced. The new design has a solid forward tail cone in lieu of the tail cone with screwed bush. A special pipe from the nipple on the small end of afterbody to the tail aft bearing will be fitted in this tail, the pipe being sweated directly into the tail aft bearing, dispensing with the nipple at present used.

2. A new design horizontal rudder is also being introduced. This rudder which differs only slightly in detail from Rudders St. No. 5543 will be accounted for as:—

Section V.

Rudders, horizontal ... .. St. No. 5543A

and will be fully interchangeable as a complete unit with Rudders St. No. 5543.

3. Torpedo Store Accounts are to be amended as necessary.

**652.—Dan Buoys—Arrangements for Recovery***"Bangor" and "Algerine" Class Minesweepers*

(T. 3870/41.—12.2.1942.)

With reference to A.F.O. 3954/41 which stated that improved arrangements for the recovery of Dan buoys are to be fitted in ships of "Bangor" Class, and the decision to fit this method of recovery in "Algerine" Class, the following arrangement adopted by H.M.S. "Romney" is promulgated for information to ships concerned.

2. The gear is rigged as shown in A.F.O. Diagram No. 29/42, the port side being similar and the hinged arms and fairleads being fitted according to drawing Ports M.C.D.018668.

3. *Method of Recovery.*—The Dan buoy is grappled and brought alongside the bridge. By means of a long stave, the recovery hook is hooked on to the Dan buoy handle, the stave is removed and Dan buoy hoisted by means of the pendant and hinged arm. The moorings are hung by a chain stopper. The wire messenger from the bow fairlead is shackled to the mooring rope and the elliptical floats unshackled from the Dan buoy. The chain stopper is cast off and the messenger and moorings hove in by windlass. Elliptical floats are taken off under the foremost fairlead.

4. The advantages of this method are considered to be :—

- (a) The Dan can be seen from the bridge during the whole operation.
- (b) The Dan buoy moorings are not liable to get foul of propellers.
- (c) The ship can go ahead as soon as the moorings are "broken out".

5. It is probable that this method is slower than the original method of weighing Dan buoys.

(A.F.O. 3954/41.)

**653.—Navyphones—Replacement by Sound-Powered Telephones**

(T. 3747/41.—12.2.1942.)

With reference to A.F.O. 467/40 navyphones of the Pattern 3330 series are to be replaced by sound-powered telephones, Mark XV, Pattern 13231, for use in instances of direct working on the following important services :—

- (a) Fire, Torpedo and Searchlight Control Communications.
- (b) Navigational Communications.
- (c) Engine Room Communications.
- (d) Damage Control Communications.

2. Ships fitted with these navyphones, for the specified services, are to demand from their storing yards the requisite number of telephones, Mark XV, Pattern 13231, and extra receivers, Pattern 13249, where necessary, to replace them. The work of installation is to be carried out by ships' staffs, but dockyard assistance may be sought if necessary. Existing wiring is to be used. The method of connecting up is shown in A.F.O. Diagram 30/42.

3. Telephones, Mark XV, Pattern 13231, work on three lines. Great care must be taken to ensure that they are not connected to any external source of electrical power and leads not required for operation of these new telephones, particularly those to the associated line coil box, are to be disconnected at both ends.

(A.F.O. 467/40.)

**654.—Torpedo Stores—Fitment of Modified By-pass Valve in 21-in. Torpedoes**

(A.S. 10762/41.—12.2.1942.)

To ensure watertightness under external pressure the by-pass valve fitted in new manufacture 21-in., Mark VIII\*\* and IX\*\* torpedoes will be of modified design.

2. This design embodies a new safety cap making a face to face joint at the bottom of the threaded bore in the body and a cover which screws into and makes a joint with the safety cap. It will be necessary to remove the cover to operate the by-pass valve or to part the torpedo.

3. The new cap and cover will be accounted for as follows :—

*Section V.*

Caps, safety, by-pass valve ... St. No. 8853

*Section IV.*

Covers, by-pass valve ... St. No. 8854

and covers, St. No. 8854, will be added to the contents of chests, complete, spare gear, 21-in., VIII-VIII\*\* and 21-in., IX-IX\*\* in the proportion of 6 per chest.

4. Covers required to complete chests on board should be demanded from the nearest torpedo depôt and supply will be made on receipt from manufacture.

5. 21-in., Mark VIII\*\* torpedoes with the modified by-pass valve need not be fitted, in accordance with A.F.O. 4957/41, with washer, St. No. 8680. Torpedoes so fitted can be readily distinguished by inspection.

6. Labels of chests and torpedo store accounts are to be amended as necessary.

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

(A.F.O. 4957/41.)

**655.—Torpedo Stores—Fitment of Spring Loaded Gland in Small End Afterbody of 18-in. Torpedoes**

(A.S. 736/42.—12.2.1942.)

The fitment of a spring loaded gland for the steering rod in the small end of afterbody of 18-in. Marks XII\*B, XII\*\* and XII\*\*B torpedoes, referred to in C.A.F.O. 1866/41, is to be an essential fitment of all torpedoes of these types.

2. Arrangements have accordingly been made for this item to be incorporated into new manufacture. Torpedoes not so fitted will be modified in torpedo depôts as they pass through depôt workshops.

(C.A.F.O. 1866/41.)

**656.—Plugs for Automatic Emergency Lanterns**

(T. 88/42.—12.2.1942.)

Reports have been received from sea of failure of plugs, Pattern 17908, due to tracking along the bakelite threads between the terminal grub screws in instances where lanterns, Pattern 16012 and 16012A, are situated in damp atmospheres.

2. The question of re-design of the plug to overcome this defect is under consideration.

3. As an immediate measure to reduce the liability of tracking, ships' officers are to arrange for the cavities above the grub screws of plugs, Pattern 17908, to be filled in with Ellison's compound, Pattern 6925, in instances where these plugs are situated in damp atmospheres.

4. Dockyard officers and Admiralty district electrical engineers are to arrange for similar action in new construction.

### 657.—Boxes for Relays—Felt Linings—Modification

(A.S.—12.2.1942.)

Boxes, St. No. T.339, are fitted with felt linings on the bottom and on the lid which have been proofed with "dinitro-alpha-naphthol" solution (D.A.N.).

2. It has been found that if this proofed felt becomes damp, corrosive action is set up where the relays are in contact with the felt. It is necessary, therefore, to prevent contact between the proofed lining and the relays.

3. Boxes, St. No. T.339 on board are to be modified as follows :—After drying out boxes the inner tray is to be removed to allow of access to bottom lining, which is to be covered with a sheet of insulating cloth, Pattern No. 1980 or 1981, approximately 15-in. by 8½-in., placed on top of the proofed felt and the edges tucked under the sorbo rubber packing on the sides of the boxes. The proofed felt lining which is glued to the sorbo rubber packing on the lid of boxes is to be completely detached and removed.

4. Boxes, St. No. T.339, issued in future by torpedo depôts, will be modified as detailed in paragraph 3.

### 658.—Pitometer Logs—Provision of Additional Spares

(N.S. 11540/42.—12.2.1942.)

A.F.O. 2700/40 authorised certain ships to demand one Follow-up Motor F.O. 7, Pattern 2288.

2. This should have read "Follow-up Motor 1/40 H.P. D.C. F.O.13 for Speed Transmitter, Pattern 2255" and A.F.O. 2700/40 is to be amended accordingly.

3. Ships which have drawn a motor, Pattern 2288, are to return it to their storing yard and demand a motor, F.O.13, Pattern 2255, in lieu.

4. The Authorised List and B.R. 358—Establishment of Naval Stores for Executive Purposes—will be amended.

(A.F.O. 2700/40.)

### 659.—Boiler Tubes, etc.

"Duke of York"

(N.S./P.1606/42.—12.2.1942.)

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

Type and No. of boilers	...	Admiralty 3 drum water tube type with Superheaters	...	No. 8
Total No. of tubes fitted	...	Generator ...	...	23,120
	...	Superheater ...	...	1,664

Row.	Ext. Dia.	Thickness.	Fitted Length.	Total No. of Tubes fitted.	Remarks.
	in.		ft. in.		
A1-3	1 3/4	128	11 5 7/8	112	All tubes are bent.
A47-50					
A4-46					
B	1 3/4	128	11 2	768	
C	1 1/8	116	10 11 1/2	1,232	
D	1 1/8	116	10 9 7/8	1,232	
E	1	104	10 6 3/8	1,392	
F	1	104	10 5 1/2	1,360	
G	1	104	10 5	1,360	
H	1	104	10 4 3/4	1,328	
J	1	104	10 4 7/8	1,328	
K	1	104	10 5 1/8	1,296	
L	1	104	10 5 3/8	1,296	
M	1	104	10 5 1/4	1,264	
N	1	104	10 6 3/8	1,264	
O	1	104	10 7 1/2	1,232	
P	1	104	10 8 1/4	1,232	
Q	1	104	10 9 1/4	1,200	
R	1	104	10 11 1/4	1,200	
S	1	104	11 1 1/4	1,168	
T	1	104	11 3 1/8	1,168	
<i>Superheaters.</i>					
Outer	1 1/2	116	23 9 3/8	408	All tubes are bent.
				Mild Steel 408	
				Molybdenum Steel 424	
				Mild Steel 424	
Inner	1 1/2	116	23 3 1/8	424	All tubes are bent.
				Molybdenum Steel	

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

(This Order will not be reprinted.)

660.—Boiler Tubes, etc.

"Kenya"

(N.S./P. 5/42.—12.2.1942.)

Particulars of the boilers and tubes fitted are as follows :

Type and No. of boilers ... {  
*Main—*  
 Admiralty 3 drum water tube type, with superheaters ... 4 No.  
*Auxiliary—*  
 Admiralty 3 drum water tube type, with superheaters ... 1 No.

Total No. of tubes fitted ... {  
*Main—*  
 Generator ... 12536 No.  
 Superheaters ... 1152 No.  
*Auxiliary—*  
 Generator ... 1622 No.  
 Superheaters ... 84 No.

Row.	Ext. Dia.	Thickness.	Fitted Length.	Total No. of tubes fitted.	Remarks.
	in.	W.D.G.	ft. in.		
A	1 1/2	128	11 4 9/16	408	
B	1 1/2	128	11 1 3/8	400	
C	1 1/2	116	10 10 11/16	632	
D	1 1/2	116	10 9	624	
E	1 1/2	116	10 7 5/8	632	
F	1	104	10 4 9/16	712	
G	1	104	10 4 9/16	704	
H	1	104	10 4 11/16	696	
J	1	104	10 4 3/4	688	
K	1	104	10 5 1/8	680	
L	1	104	10 5 1/8	672	
M	1	104	10 6 7/16	664	
N	1	104	10 7 1/8	656	
O	1	104	10 8 3/8	648	
P	1	104	10 9 5/8	640	
Q	1	104	10 11 1/4	632	
R	1	104	11 0 3/4	624	
S	1	104	11 2 5/8	616	
T	1	104	11 5	608	
U	1	104	11 7 9/16	600	

Superheaters

Outer ...	1 1/2	116	24 9 1/8	258	} A1
Middle ...	1 1/2	116	24 2 13/16	288	
Inner ...	1 1/2	116	23 8 3/4	318	} B2
Outer ...	1 1/2	116	24 9 5/8	86	
Middle ...	1 1/2	116	24 2 7/8	96	} B1
Inner ...	1 1/2	116	23 8 13/16	106	

Auxiliary

Row.	Ext. Dia.	Thickness.	Fitted Length.	Total No. of tubes fitted.	Remarks.
	in.	W.D.G.	ft. in.		
A	1 1/2	128	5 7 1/8	82	
B	1 1/2	128	5 4 5/8	80	
C	1	104	5 2 1/4	126	
D	1	104	5 0 3/4	124	
E	1	104	4 9 3/4	126	
F	1	104	4 9 1/2	124	
G	1	104	4 9 5/8	124	
H	1	104	4 9 3/8	122	
J	1	104	4 10	122	
K	1	104	4 10 13/16	120	
L	1	104	4 11 13/16	120	
M	1	104	5 0 13/16	118	
N	1	104	5 2	118	
O	1	104	5 3 1/4	116	

Superheaters

Outer ...	1	104	17 7 7/16	40
Inner ...	1	104	17 1 1/4	44

All tubes in main and auxiliary boilers are bent.

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

(This Order will not be reprinted.)

## 661.—Boiler Tubes, etc.

"Tynedale"

(N.S./P. 473/42.—12.2.1942.)

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

Type and No. of boilers ...	Admiralty 3 drum with superheaters ...	2 No.
Total No. of tubes fitted ...	Generator ...	4312 No.
	Superheaters ...	336 No.

Row.	Ext. Dia.	Thickness.	Fitted Length.	Total No. of tubes fitted.	Remarks.
	in.	W.D.G.	ft. in.		
A	1 $\frac{3}{8}$	128	9 4 $\frac{1}{2}$	144	} All tubes are bent.
B	1 $\frac{3}{8}$	128	9 0 $\frac{3}{8}$	140	
C	1 $\frac{1}{8}$	116	8 9 $\frac{1}{2}$	224	
D	1 $\frac{1}{8}$	116	8 8	220	
E	1 $\frac{1}{8}$	116	8 6 $\frac{1}{2}$	224	
F	1	104	8 3 $\frac{5}{16}$	252	
G	1	104	8 2 $\frac{7}{8}$	248	
H	1	104	8 2 $\frac{7}{16}$	244	
J	1	104	8 2 $\frac{3}{8}$	240	
K	1	104	8 2 $\frac{9}{16}$	236	
L	1	104	8 2 $\frac{7}{8}$	232	
M	1	104	8 3 $\frac{1}{2}$	228	
N	1	104	8 4 $\frac{5}{16}$	224	
O	1	104	8 5 $\frac{5}{16}$	220	
P	1	104	8 6 $\frac{9}{16}$	216	
Q	1	104	8 8	212	
R	1	104	8 9 $\frac{5}{8}$	208	
S	1	104	8 11 $\frac{5}{8}$	204	
T	1	104	9 1 $\frac{3}{8}$	200	
U	1	104	9 3 $\frac{13}{16}$	196	
<i>Superheaters</i>					
Inner ...	1 $\frac{1}{8}$	116	17 2 $\frac{5}{8}$	172	} Bent "U" shaped.
Outer ...	1 $\frac{1}{8}$	116	17 8	164	

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

(This Order will not be reprinted.)

## 662.—Boiler Tubes

"Whaddon"

(N.S./P. 472/42.—12.2.1942.)

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

Type and No. of boilers ...	Admiralty 3 drum with superheaters ...	No. 2
Total No. of tubes fitted ...	Generator ...	4,312
	Superheaters ...	336

Row.	Ext. Dia.	Thickness.	Fitted Length.	Total No. of Tubes fitted.	Remarks.
	in.	W.D.G.	ft. in.		
A	1 $\frac{3}{8}$	128	9 4 $\frac{1}{2}$	144	} All tubes are bent.
B	1 $\frac{3}{8}$	128	9 0 $\frac{3}{8}$	140	
C	1 $\frac{1}{8}$	116	8 9 $\frac{1}{2}$	224	
D	1 $\frac{1}{8}$	116	8 8	220	
E	1 $\frac{1}{8}$	116	8 6 $\frac{1}{2}$	224	
F	1	104	8 3 $\frac{5}{16}$	252	
G	1	104	8 2 $\frac{7}{8}$	248	
H	1	104	8 2 $\frac{7}{16}$	244	
J	1	104	8 2 $\frac{3}{8}$	240	
K	1	104	8 2 $\frac{9}{16}$	236	
L	1	104	8 2 $\frac{7}{8}$	232	
M	1	104	8 3 $\frac{1}{2}$	228	
N	1	104	8 4 $\frac{5}{16}$	224	
O	1	104	8 5 $\frac{5}{16}$	220	
P	1	104	8 6 $\frac{9}{16}$	216	
Q	1	104	8 8	212	
R	1	104	8 9 $\frac{5}{8}$	208	
S	1	104	8 11 $\frac{5}{8}$	204	
T	1	104	9 1 $\frac{3}{8}$	200	
U	1	104	9 4 $\frac{13}{16}$	196	
<i>Superheaters</i>					
Inner ...	1 $\frac{1}{8}$	116	17 2 $\frac{5}{8}$	172	} Bent "U" shaped.
Outer ...	1 $\frac{1}{8}$	116	17 8	164	

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

(This Order will not be reprinted.)

663.—Drysdale Salt Water Pumps for Machinery—  
Material of Impellers

(D. 708/42.—12.2.1942.)

Owing to reports of erosion of phosphor bronze and gunmetal impellers in Messrs. Drysdale's salt water pumps for machinery, these pumps will be fitted with monel impellers in all future new construction.

2. Renewals for pumps in service are to be in monel as existing spares of other materials are used up.

### 664.—Kohler's Electric Generating Plants— Spare Parts

"Town" Class Destroyers, Fleet and Repair Authorities

(D. 33/42.—12.2.1942.)

With reference to A.F.O. 5177/41, spare parts for Kohler's electric generating plants can be obtained through Messrs. Kohler's London Offices, 216, Great Portland Street, London, W.1.

(A.F.O. 5177/41.)

### 665.—Aldis Signalling Lanterns—Additional Positions

H.M. Ships "King George V" and Class, etc.

(S.D. 1212/42.—12.2.1942.)

H.M.S. "King George V" and class and also New Construction Capital Ships, with a similar superstructure layout, are to be fitted with two additional Pattern 5506 combined stowage and resistance boxes for Pattern 5110D Aldis signalling lanterns per ship, viz., one on each side (port and starboard) of the signal deck forward.

2. *Ships in Commission.*—The work of fitting and wiring is to be undertaken by ships' staffs with ships' materials, except that the necessary Pattern 5506 combined stowage and resistance boxes, also deck tubes (if the latter are required) for the 20-volt supply cables should be demanded from storing yards.

3. *New Construction Ships.*—The work involved is to be carried out by the shipbuilders concerned. The necessary Pattern 5506 combined stowage and resistance boxes should be demanded by overseers from Northern depôts (A.F.O. 1018/41) on Forms D.501 in the usual manner.

(A.F.O. 1018/41.)

### 666.—R.D.F. Sets—Provision of Testing Sets

(S.D. 01921/41.—12.2.1942.)

The following alternative testing sets may be used for testing R.D.F. sets 271X(1), 271X(2), 271X(3), 272, 273 :—

- (a) Avominor A.C./D.C. testing set, pattern 13301, or A.M. Ref. 10S/10610.
- (b) Triplett testing set.
- (c) Measuring-unit pattern W3417.  
Pattern SS97. Card of instructions for measuring-unit, pattern W3417.

2. Ships fitted with one of the above R.D.F. sets which have not been supplied already with a testing set, are to demand one of the testing sets mentioned from N.S.O., Aldworth House, Haslemere, quoting this order as authority.

3. The data shown on the card of instructions, pattern SS97, is based on the use of an ammeter, plug-in, pattern 4033, which is supplied as a component of the R.D.F. sets referred to in paragraph 1 above. This ammeter should be removed from its normal position in the set for use in the measuring-unit when necessary.

4. These sets will be included in the pertinent Establishment Lists.

5. N.S.O., Haslemere. Supplies of card of instructions, pattern SS97, are obtainable from the Admiralty Signal Establishment, c/o G.P.O. London.

### 667.—Cathode Ray Tubes—Return of Tube Parts

(S.D. 72/42.—12.2.1942.)

The following instructions apply to home ports and stations only, and in no case to foreign services or stations.

2. All cathode ray tubes of the following types, which have completed their "lives", are to be returned to Officer-in-Charge, A.S.E. Extension, Glossop, for collection by Messrs. A. C. Cossor & Co., Ltd., who will use them in the production of fresh supplies.

Pattern No.	Type
W.307	N.C.2
W.1070	N.C.4
W.1071	N.C.5
W.1920	N.C.8
W.1921	N.C.9
W.1851	N.C.10

(A.F.O. 1197/41 is cancelled.)

### 668.—Naval Aircraft—Dinghy Stowages

(A.M.R. 1115/42.—12.2.1942.)

A.F.O. 482/42 is cancelled. Revised instructions will be issued.

(A.F.O. 482/42 is cancelled.)

### 669.—Walrus Aircraft—Fixing of Dual Control

(N.L. 21953/41.—12.2.1942.)

A recent accident to a Walrus aircraft caused the death of the pilot and crew of two. It is considered that this accident resulted from an attempt to fix the dual control column and rudder pedals whilst the aircraft was in flight.

2. The second pilot's control column and rudder pedals are forthwith to be removed from all Walrus aircraft except those used for authorised dual instruction of pilots or other flights in which it is intended to carry a second pilot. In such cases the dual control column and rudder pedals must be fixed before taking off and not whilst in flight.

### 670.—Cathode Ray Tubes—Precautions in Use

(A.M.R. 19/42.—12.2.1942.)

In order to minimise the danger of explosion of cathode ray tubes it is important that the glass should not become scratched or scored.

2. Such scoring is most likely to occur when tubes are being changed or fitted or when an operation necessitates the touching of the front face.

3. The following precautions are therefore to be taken :—

- (i) Tubes should be laid down only on cloth or other soft surface free from grit.
- (ii) The glass should not be touched by any hard substance capable of scratching the surface.
- (iii) All tubes should be examined periodically.



**671.—Emergency Towing Arrangements***Flower Class Corvettes*

(D. 8625/41.—12.2.1942.)

To meet any special requirement for emergency towing, a detailed design has been prepared, the outlined arrangement being as shown on A.F.O. Diagram 31/42. Selected corvettes may be fitted with towing arrangements on these lines to enable them to fulfil the function of rescue tugs in an emergency.

2. The towing fitting, including slip shackle and clench, is, if possible, to be manufactured locally, but to meet conditions where supply cannot be arranged, a few complete fittings are being manufactured at home and stored at certain yards at home and abroad. Demands for complete fittings where required are to be forwarded to the Admiralty.

3. Detailed drawings of the towing arrangement (Drawing D.N.C.30B/243) are being forwarded to the following authorities:—

Admirals Superintendent	...	Chatham, Devonport, Malta.
Commodores Superintendent	...	Gibraltar, Singapore.
Captains Superintendent	...	Alexandria, Simonstown.
Flag Officers-in-Charge	...	Glasgow, Liverpool.
Naval Officer-in-Charge	...	Freetown.

*(C.-in-C., Mediterranean, 29.5.41, No. Med. 598/821/24A.)***672.—Calibration of Ships Fitted with D.G. Equipment**

(S.D.G. 16/42.—12.2.1942.)

Deperming may be considered as reasonably permanent but there is a possibility of the effects of wiping and deperming being affected after a ship has sustained shock by a direct hit or near miss from bombing or gunfire or suffered collision. Any such ship should pass over a D.G. range at the earliest opportunity to ascertain whether further wiping or deperming is necessary.

2. Also, coiled vessels which have recently changed their latitude considerably should be ranged as frequently as possible, until the range result shows that the M coil setting has settled down.

3. These are in addition to the rangings laid down in O.U 6384, Section VI, or C.A.F.O. 2250/40, and with them, will ensure that any cases of decay of deperming will be discovered and allowed for by alteration of values of FP and QP coils.

*(C.A.F.O. 2250/40.)***673.—Outer Bottom Compositions***H.M.S. "Primrose"*

(D. 126/42.—12.2.1942.)

H.M.S. "Primrose" is to be coated with Peacock and Buchan's bottom and boot-topping compositions on the next occasion of docking, this being the approved make for the ship.

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

*(This Order is to be retained until complied with.)***674.—Confined Spaces—Investigation as to the Nature of Gases in**

(D. 14735/41.—12.2.1942.)

A.F.O. 164/42 is to be amended as follows:—

Paragraph (3) (iii), last line. *After "carbon" insert "monoxide".*

2. The Articles of the Engineering Manual quoted in paragraph (4) from A.F.O. 2399/32 were those appropriate at that time. The relevant Articles of the current issue of the Engineering Manual are 470, 471 and 472, which should be substituted.

*(A.F.O. 164/42.)***675.—Torpedo Deflection Sights, Mark III\*, Pattern 4609—  
Illumination**

(G. 848/42.—12.2.1942.)

These instruments are at present illuminated by two Pattern 629.M white lamps behind the deflection scales and two more similar lamps in the binocular scale attachment. The illumination thus provided is too strong, and is likely to impair night vision.

2. Trial has shown that a good shade of dim red illumination can be obtained by dipping the lamps in red shaydolite, allowing half an hour to dry, and then dipping in blue shaydolite. Lamps dipped in red shaydolite only are still unduly bright. When the instrument is fitted with dipped lamps the green (right) figures appear dark and prominent and the red (left) dim. The sense of colouring is lost but the distinction is very marked.

3. Arrangements (which will take some time to become effective) are being made in new instruments for coloured scale plates to be abolished in favour of scales with black marking with R.s or L.s to indicate right and left.

**676.—Holman Projectors—Illuminating Projectiles. No. 1, Mark I,  
No. 2, Mark I**

(G. 010093/41.—12.2.1942.)

The above projectiles are in production and will shortly be issued to the Fleet.

2. The No. 1, Mark I, is designed for firing from the Mark II steam or air operated projectors only, while the No. 2, Mark I, is fitted with a gas check tail and is designed for firing from the Mark III cordite operated projector only.

3. Neither projectile is suitable for firing in a projector for which it was not designed, and to prevent errors the words "STEAM or AIR" will be stencilled in RED on the No. 1, and the word "CORDITE" on the No. 2, and also on the packages containing them, and the labels on the packages.

4. The expected performance of these projectiles is as follows:—

No. 1, Mark I, from Mark II projector 330/380 yards at a height of 325/420 ft. at elevation 45 degrees with a minimum time of burning of 30 seconds.

No. 2, Mark I, from Mark III, projector 770/1,030 yards at a height of 400/525 ft. at elevation 35 degrees with a minimum time of burning of 30 seconds.

5. Occasional blinds may be experienced in earlier supplies of the No. 1, Mark I especially if the projectile is allowed to drop heavily on its base. Care should therefore be taken in loading.

6. Modifications to obviate this defect will be included in the No. 2, Mark I, and in later supplies of the No. 1, Mark I.

### 677.—Studs, Clamping, for F.24 Camera Mountings

(N.S. Air 125/42.—12.2.1942.)

Instances have occurred of the securing studs in the ring, which holds the F.24 camera on its mounting, working loose and being lost.

2. When replacements are required, demands for Studs, clamping, Stores Reference 14A/2527, are to be rendered to the appropriate R.N. Store Depôt at home or Storing Yard abroad, quoting this order as authority for supply.

3. Arrangements have been made for the following quantities to be held at Yards abroad to meet such demands.

Alexandria	Bermuda	Gibraltar	Simonstown	Trincomalee
16	4	4	20	16

### 678.—Binoculars, Patterns 343 and 1900A—Allowances

*M.Ls. (Fairmile and 72 ft.), M.T.Bs., M.G.Bs., M.A./S.Bs. and bases concerned*

(N.S. 13578/41.—12.2.1942.)

The allowances to all M.Ls. (Fairmile and 72 ft.), M.T.Bs., M.G.Bs., and M.A./S.Bs., of binoculars, Patterns 343 and 1900A, are to be one pair of each Pattern per boat. One pair of each Pattern will be allowed as spare for each flotilla of eight craft.

2. Arrangements should be made by each Coastal Force base concerned for all binoculars of the Patterns quoted or their equivalents (e.g. American glasses) held in excess of the above allowances by individual boats or as base spares, to be returned to the nearest dockyard or Area Naval Store.

3. The Sea Store Establishments concerned will be amended.

(R.A.C.F., 6.11.41, No. M/48.)

### 679.—Geared Blocks—Commercial Type

(N.S. 20367/41.—12.2.1942.)

When geared blocks are purchased for Admiralty service, the hand and load chains should normally be in accordance with Admiralty pattern and specification; the maximum working load of the load chain is not to exceed that shown in the Admiralty Book of Geared Blocks.

2. If for any reason (e.g. urgency, limited headroom, etc.) the purchase of blocks fitted with commercial type chains is necessary the safe working loads of the blocks are to be rated down to give a factor of safety of at least 5 for the chains, the label plates on the blocks being amended accordingly.

3. Future contracts for blocks fitted with commercial chains should stipulate that a factor of safety of at least 5 is to be obtained with the chains when lifting the maximum working load.

### 680.—Metric Tools for Submarine Depôt Ships

"Adamant," "Cyclops," "Forth," "Lucia," "Medway," "Maidstone,"  
"Titania" and "Talbot".

(N.S. 12350/41.—12.2.1942.)

As the depôt ships named above are called upon at various times to service allied submarines in which machinery, etc., to metric standards is fitted, the following metric tools will be supplied to each ship:—

Stocks, taps and dies, to screw 6, 8, 10, 12, 14, 16, 18, 20, 22,  
24, 27, 30, 33, 36, 39, 42, 45, 48 and 50 mms. ... 1 set.  
Single ended spanners, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26,  
28, 30, 32, 35, 38, 40, 42, 45, 46 and 50 mms. ... 1 set.

2. To improve facilities for dealing with "T" class submarines, "Medway," "Maidstone," "Forth" and "Adamant" will be supplied with a set of No. 5.5 mm. module gear cutters for use with the Parkinson gear planing machine. In addition, "Adamant" will be supplied with a set of No. 6 mm. module gear cutters (as already carried by "Medway," "Maidstone" and "Forth") for cutting module gears on the camshaft drives in "T" class submarine engines.

3. *S.N.S.O. Mersey Area.*—Supply under Subhead B, Item 11, for delivery to R.N. Store Depôt, Leigh, has been arranged as follows:—

Gear cutters ... Ordered under C.P. 93230/41, dated 24th December, 1941, Messrs. Parkinson & Son.  
Screwing tackle ... 10 sets ordered from J. Robson & Sons, C.P. 93068/41, dated 15th December, 1941.  
Spanners ... 10 sets have been requisitioned for purchase.

4. Supplies are to be made by the Superintending Naval Store Officer, Mersey Area, on receipt *without demand*. Stocks are not expected to be available for some time and no immediate hastening action should be taken by ships.

5. The gear cutters should be dealt with as special stores, and proposals on Forms D.122 for their inclusion in the list of special stores for workshop equipment should be forwarded by Commanding Officers of ships concerned. The screwing tackle and spanners should be added to the list of workshop equipment (naval stores) in the respective depôt ships.

(Admiral Submarines, 1081/S.M.821, 25.6.1941.)

### 681.—Telemotor Replenishing Tanks

*Submarines*

(P. 57750/41.—12.2.1942.)

Instances of inadequate capacity being provided in the telemotor replenishing tanks of submarines have been reported. The size of telemotor tanks in all classes of submarines has been under review, and investigation has shown that the capacity provided is adequate if the tanks are topped up to the correct level, which in the normal condition of the system should be two-thirds full. A mark is to be painted on the tank at this level.

2. For the purpose of obtaining the proper level, the normal condition of the system is defined as:—

Air-loaded accumulators charged.  
All hoists and presses lowered.  
Hydroplanes housed.  
Bow caps closed.  
Kingstons, vents, closed.  
Mine compensating stop valves and rear doors in minelaying submarines to be closed.

### 682.—Steel Chests for Secret Books and Documents, Money Chests and Fittings—Improved Designs

(N.S. 9238/41.—12.2.1942.)

Improved designs of steel chests for secret books and documents, money chests and internal fittings (Subhead B.8.I.), to take the place of existing patterns, have been standardised under the following pattern numbers :—

Existing pattern		New pattern	
1464A	Money chest	...	1465
2525	Fittings for	...	2526
1471	Money chest	...	1473
1480	Money chest	...	1481
1480A	Fittings for	...	1481A
1476	Steel chest for secret books and documents	...	1478

2. The chests will be added to the authorised list of Naval Stores as follows :—

Page	Line	Pattern	Description						
322	13A	1465	Chest, money, with handle to throw bolts and without internal fittings, improved design, Pattern 1464A.						
<i>Internal dimensions</i>									
<table border="1"> <thead> <tr> <th>Height</th> <th>Width</th> <th>Depth</th> </tr> </thead> <tbody> <tr> <td>23½ in.</td> <td>16½ in.</td> <td>13½ in.</td> </tr> </tbody> </table>				Height	Width	Depth	23½ in.	16½ in.	13½ in.
Height	Width	Depth							
23½ in.	16½ in.	13½ in.							
<i>Description</i>									
322	17A	2526	Fittings for Pattern 1465, Borneo whitewood.						
322	14A	1473	Chest, money, with combination lock and fittings complete, improved design, Pattern 1471.						
<i>Internal dimensions</i>									
<table border="1"> <thead> <tr> <th>Height</th> <th>Width</th> <th>Depth</th> </tr> </thead> <tbody> <tr> <td>56 in.</td> <td>30½ in.</td> <td>25½ in.</td> </tr> </tbody> </table>				Height	Width	Depth	56 in.	30½ in.	25½ in.
Height	Width	Depth							
56 in.	30½ in.	25½ in.							
322	18A	1481	Chest, money, with combination lock and without internal fittings, improved design, Pattern 1480.						
<i>Internal dimensions</i>									
<table border="1"> <thead> <tr> <th>Height</th> <th>Width</th> <th>Depth</th> </tr> </thead> <tbody> <tr> <td>27½ in.</td> <td>20½ in.</td> <td>16½ in.</td> </tr> </tbody> </table>				Height	Width	Depth	27½ in.	20½ in.	16½ in.
Height	Width	Depth							
27½ in.	20½ in.	16½ in.							
322	19A	1481A	Fittings for Pattern 1481, Borneo Redwood.						
323	1A	1478	Chest, light steel, improved design, Pattern 1476.						
<i>Internal dimensions</i>									
<table border="1"> <thead> <tr> <th>Height</th> <th>Width</th> <th>Depth</th> </tr> </thead> <tbody> <tr> <td>33½ in.</td> <td>26½ in.</td> <td>24 in.</td> </tr> </tbody> </table>				Height	Width	Depth	33½ in.	26½ in.	24 in.
Height	Width	Depth							
33½ in.	26½ in.	24 in.							

3. Patterns replaced will be marked "O," but stocks should continue to be issued until exhausted. Supplies of all the new patterns are not expected to become available for some time.

4. The Sea Store Establishments will be amended.

(A.F.Os. 3293/41 and 5090/41 are cancelled.)

### 683.—Tool Boxes for Electrical Repair Parties in Action

(N.S. 10853/42.—12.2.1942.)

Tool boxes, Pattern 116, for action repair parties are to be completed with the contents as detailed in Appendix B to A.F.O. 1157/40 before issue to ships of new construction.

2. Where definite quantities or descriptions, etc., are not shown in Appendix B to A.F.O. 1157/40, storing yards are to obtain the necessary information from ships' officers or overseers.

3. The relevant Lists of Particulars will be amended.

(A.F.Os. 1157/40 and 4531/41.)

### 684.—Naval Stores—Accounting Instructions for Naval Control Service Officers and D.E.M.S. Staff Officers

(N.S. 22749/41.—12.2.1942.)

It should not normally be necessary for Naval Control Service Officers or D.E.M.S. Staff Officers to maintain stocks of naval stores for issue. They should, so far as possible, arrange for these issues to be made from the nearest store depôt or base, as required, direct to the ships or services requiring them.

2. Where special circumstances necessitate the maintenance of small stocks of naval stores by Naval Control Service Officers or D.E.M.S. Staff Officers, arrangements should be made, where possible, for the accounting for such stores to be carried out by the Naval Store Officer or Base Accountant Officer from whom they were obtained. The stores being held in custody on behalf of that officer.

3. If, however, this is not convenient or practicable, the Naval Control Service Officer or D.E.M.S. Staff Officer is to open suitable accounts, in which issues and returns of permanent items, and issues of consumable items are to be recorded, e.g., Form S.145 could be adapted for the purpose.

4. Forms S.134d are to be used when issues are made, and Forms S.331 for returns, the instructions on the covers of the books of forms being followed so far as they are applicable. Copies of the receipted issue and return vouchers are to be retained to support the entries in the accounts.

5. It is important that, when articles classified as "valuable", e.g. binoculars, telescopes and signalling lanterns, and other permanent stores are issued for temporary use to commodores of convoys, their return or disposal is properly accounted for. If the stores are not returned within a reasonable time, enquiries should be instituted, the matter being referred to the Admiralty (D.T.D.) if found necessary. Losses of such stores, whether by accident, enemy action, theft, etc., are to be reported to the administrative authority (see Articles 1130, 1936 and 1938 of King's Regulations and Admiralty Instructions).

6. The registered numbers of binoculars and other valuable articles which may bear registered numbers are to be quoted on all relevant vouchers and correspondence.

### 685.—Aero-Engine Failures—Form A.21—Defect Reports

(A.M.R. 104/42.—12.2.1942.)

It is most important that all failures in aero-engines and their associated equipment be investigated and reported upon as early as possible, in order that remedial action may be taken with the minimum of delay.

2. In all cases, Form A.21 is to be rendered as soon as possible and all relevant facts reported. This applies even when the cause of the failure has not been established, or if the fact that an engine failure has occurred is also reported on another form.

3. Defective parts, suitably labelled with R.A.F. Form 1758, should be forwarded with Form A.21 where practicable and at the discretion of the Commanding Officer. The part should not be forwarded if it is known that action has already been taken in cases of similar defects.

4. Broken parts and foreign substances, if found in defective aero-engines or their accessories, are to be placed promptly in a linen envelope, securely sealed, clearly labelled and firmly attached in a prominent place to the defective engine or part and held pending receipt of disposal instructions. On receipt of such instructions the engine or item of associated equipment, with the envelope attached, is to be forwarded in order that investigation of the defect may proceed with the assistance of all possible relevant data.

5. When it is necessary to transfer the defective engine to a Contractor or Repair Yard, the engine is to be labelled with R.A.F. Form 1758, endorsed with the unit's reference number and the date of the Form A.21. When the cause of the failure has been ascertained a report is to be forwarded by the repairing unit through the Administrative Authority.

### 686.—Naval Aircraft—Defects in Armament Material

(G./A.M.R. 816/41.—12.2.1942.)

The following procedure for reporting defects in armament equipment carried in Naval aircraft is to be observed:—

- (a) Naval Stores Items (Vote 8/II). Reports are to be forwarded on Form A.21. Items included are fire control gear, fire and safe units, rear sear units, gun mountings, gun reloading gear (except the portion secured to the gun), bomb sights, bomb carriers, bomb release gear and gun sight bulbs.
- (b) Naval Armament Items (Vote 9). Reports are to be forwarded on Form S.1148 (h) in respect of guns, signal pistols and gun sights and in accordance with N.M.E.R., Chapter XVI, in respect of ammunition, pyrotechnics, bombs and their fuzing components on Form S.1148 (i) or in manuscript as laid down.

2. Reference should be made to A.P. 1086, Part 5, and A.F.O. 4314/41, in cases of doubt.

3. A.F.O. 4628/40 will be amended.

(A.F.Os. 4628/40 and 4314/41.)

### 687.—Naval Aircraft—Amendments to A.S.Es.

*Albacore and Fulmar*

(N.S. Air 163/42.—12.2.1942.)

The following amendments are to be made to A.S.Es.—O.U. 6328 (E) and (F). The new items will be allowed to ships and services in accordance with the scales indicated below:—

1	2	3	4	5	6	7	8	9	10	11	12	13	14	20	21	X
<i>O.U. 6328 (E)—Albacore A.S.E.</i>																
Delete Refs. 5C/793 and 5L/1699 with all allowances.																
<i>Add—</i>																
6F/188	Bush, side tone...	No.								2	2	3	3		A	2
<i>O.U. 6328 (F)—Fulmar A.S.E.</i>																
<i>Add—</i>																
5C/591	Socket, type C...	No.							2	2	3	3			B	2
599	Socket, type G...	No.							2	2	3	3			B	2

*Shore establishments (see C.A.F.O. 1599a/41):—*

R.N. air stations, class "A"—to the scale detailed in column X.

2. Delivery of the following quantities of the newly introduced items has been arranged to yards abroad to meet initial requirements and stock:—

	<i>O.U. 6328 (E)</i>	<i>(O.U. 6328 (F))</i>	
	<i>6F/188</i>	<i>5C/591</i>	<i>5C/599</i>
Alexandria ... ..	6	4	4
Bermuda ... ..	12	4	4
Gibraltar ... ..	—	4	4
Malta ... ..	6	—	—

3. Supply will be made by R.N. Store Depot, Stafford, without demand, to R.N. Air Station, Piaseo.

4. Ships and other services concerned are to forward demands to their respective storing yards abroad or R.N. store depôts at home, to complete to the above allowances, quoting this Order as the authority for supply.

5. Aircraft Stores Establishments—O.U. 6328 (E) and O.U. 6328 (F), will be amended in due course; meanwhile, all existing establishments held by H.M. ships, stations, R.N. store depôts, H.M. dockyards, etc., are to be amended in manuscript:

(C.A.F.O. 1599a/41.)

### 688.—Cox Submerged Bolt Driving and Punching Unit

(N.S. 19247/41.—12.2.1942.)

The Temple Cox submerged bolt driving and punching unit, No. 2 size, has been introduced for general salvage purposes in the Fleet and for H.M. Gunnery Schools.

The set comprises the following items:—

- No. 2 size Temple Cox submerged bolt driving and punching gun, complete with all tools, one punch barrel and one bolt barrel.
- 5 extra bolt barrels.
- 5 extra punch barrels.
- Cofferdam extension bolts, 12-in. long, complete with washer plates and wing nuts.
- Cofferdam extension bolts, 18-in. long, complete with washer plates and wing nuts.
- Cofferdam extension bolts, 24-in. long, complete with washer plates and wing nuts.
- 50 rounds bolt ammunition for  $\frac{1}{2}$ -in. plate.
- 50 rounds bolt ammunition for  $\frac{3}{8}$ -in. plate.
- 50 rounds bolt ammunition for  $\frac{3}{4}$ -in. plate.
- 25 rounds punch ammunition for  $\frac{1}{2}$ -in. plate.
- 25 rounds punch ammunition for  $\frac{3}{8}$ -in. plate.
- 25 rounds punch ammunition for  $\frac{3}{4}$ -in. plate.

2. One set will be allowed to each of the following:—

- |   |                              |
|---|------------------------------|
| Capital ships ... ..                                  | } When serving as flagships. |
| Cruisers ... ..                                       |                              |
| Aircraft carriers ... ..                              |                              |
| Depôt and repair ships (including auxiliary vessels). |                              |
- H.M.S. "Tedworth".  
H.M. Gunnery Schools, Chatham, Portsmouth and Devonport.

Ships and establishments concerned are to demand from their storing yards, but as deliveries are not expected for several months, supply should not be hastened. First supply should be made to gunnery schools.

3. The ammunition for this punching gun has not been manufactured under naval inspection and is therefore to be stowed in accordance with Article 258, paragraph 3 (ii) C.B. 3063 (1941) R. (superseding O.U. 5408/1935 in which the Article quoted is No. 250).

4. Purchase has been arranged under Subhead B, item 11 (Contract C.P. 89350/41, dated 27th November, 1941) from Temple Cox Development Co., Ltd., of 40 sets for delivery as follows:—

Chatham.	Portsmouth.	Devonport.	Rosyth.	Mersey Area.
5	5	5	10	15

Shipment of the following quantities is to be arranged by the Superintending Naval Store Officer, Mersey Area:—

Gibraltar	...	...	...	...	2 sets
Alexandria	...	...	...	...	6 "
Durban	...	...	...	...	3 "
Colombo	...	...	...	...	1 set
Simonstown	...	...	...	...	1 "
Freetown	...	...	...	...	1 "
Bermuda	...	...	...	...	1 "

Any further requirements for yards abroad are to be demanded through the Admiralty.

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

(H.M.S. "Excellent," No. 557/3, 11.9.1941.)

### 689.—R.1116 Receiver—Range of Spares

(N.S.Air. 4385/41.—12.2.1942.)

The following range of spares for use with R.1116 Receiver will be allowed to ships and services in accordance with the scales indicated:—

1	2	3	4	10	11	12	13	14	20	21	X	Y	Z
	<i>O.U. 6328—General A.S.E.</i>												
10C/9178 ...	Condenser, Type 279 ...	No.	1	2	3	3	3	C			3	1	3
10C/9179 ...	Condenser, Type 280 ...	"	1	2	3	3	3	C			3	1	3
10C/10317 ...	Condenser, Type 391 ...	"	1	2	3	3	3	A			3	1	3
10C/9185 ...	Condenser, Type 286 ...	"	1	2	3	3	3	C			3	1	3
10C/10342 ...	Condenser, Type 392 ...	"	1	2	3	3	3	C			3	1	3
10C/10343 ...	Condenser, Type 393 ...	"	1	2	3	3	3	C			3	1	3
10C/10615 ...	Condenser, Type 386 ...	"	3	6	9	9	9	C			9	3	9
10C/11484 ...	Condenser, Type 535 ...	"	1	2	3	3	3	A			3	1	3
10C/11485 ...	Condenser, Type 536 ...	"	1	2	3	3	3	A			3	1	3
10C/3081 ...	Condenser, Type 1487 ...	"	1	2	3	3	3	A			3	1	3
10C/11486 ...	Condenser, Type 537 ...	"	1	2	3	3	3	A			3	1	3
10C/10570 ...	Condenser, Type 426 ...	"	1	2	3	3	3	A			3	1	3
10C/3080 ...	Condenser, Type 1486 ...	"	1	2	3	3	3	A			3	1	3
10C/11490 ...	Condenser, Type 541 ...	"	1	2	3	3	3	A			3	1	3
10C/10311 ...	Chokes, H.F., Type 38	"	1	2	3	3	3	A			3	1	3
10C/10312 ...	Chokes, H.F., Type 39	"	1	2	3	3	3	A			3	1	3
10C/10313 ...	Chokes, H.F., Type 40	"	1	2	3	3	3	A			3	1	3
10C/7954 ...	Resistance, Type 101 ...	"	1	2	3	3	3	C			3	1	3
10C/7956 ...	Resistance, Type 103 ...	"	1	2	3	3	3	C			3	1	3
10C/8018 ...	Resistance, Type 110 ...	"	1	2	3	3	3	C			3	1	3
10C/8019 ...	Resistance, Type 111 ...	"	2	4	6	6	6	C			6	2	6
10C/8020 ...	Resistance, Type 112 ...	"	1	2	3	3	3	C			3	1	3

1	2	3	4	10	11	12	13	14	20	21	X	Y	Z
10C/8117 ...	Resistance, Type 123 ...	No.	1	2	3	3	3	C			3	1	3
10C/8396 ...	Resistance, Type 144 ...	"	1	2	3	3	3	C			3	1	3
10C/8519 ...	Resistance, Type 145 ...	"	1	2	3	3	3	C			3	1	3
10C/8521 ...	Resistance, Type 147 ...	"	1	2	3	3	3	B			3	1	3
10C/9134 ...	Resistance, Type 231 ...	"	1	2	3	3	3	A			3	1	3
10C/10326 ...	Resistance, Type 373 ...	"	3	6	9	9	9	A			9	3	9
10C/10327 ...	Resistance, Type 374 ...	"	3	6	9	9	9	A			9	3	9
10C/10328 ...	Resistance, Type 375 ...	"	3	6	9	9	9	A			9	3	9
10C/10329 ...	Resistance, Type 376 ...	"	1	2	3	3	3	A			3	1	3
10H/330 ...	Socket, Type 56 ...	"	2	2	4	4	4	B			4	2	4
10H/10331 ...	Socket, Type 57 ...	"	1	1	2	2	2	A			2	1	2
10H/10379 ...	Socket, Type 58 ...	"	1	1	2	2	2	A			2	1	2
10H/1026 ...	Socket, Type 46 ...	"	1	1	2	2	2	B			2	1	2
10H/11804 ...	Connector, Type 34 ...	"	1	1	2	2	2	B			2	1	2
10H/11372 ...	Connector, Type 40 ...	"	1	1	2	2	2	B			2	1	2
10H/9615 ...	Holders, valve, Type S	"	1	1	2	2	2	C			2	1	2
10H/9756 ...	Holders, valve, type U	"	1	1	2	2	2	C			2	1	2
10H/8515 ...	Plugs, Type 67 ...	"	1	1	2	2	2	C			2	1	2
10D/10318 ...	Covers, bottom ...	"	1	1	2	2	2	A			2	1	2
10D/10319 ...	Covers, top ...	"	1	1	2	2	2	A			2	1	2
10D/10322 ...	Oscillators, heterodyne	"	1	1	2	2	2	A			2	1	2
10D/10323 ...	Oscillators, 2nd frequency changer.	"	1	1	2	2	2	A			2	1	2
10D/10560 ...	Pedestal, coupling tuning	"	1	1	2	2	2	A			2	1	2
10D/11715 ...	Attachment, fine tuning	"	1	1	2	2	2	A			2	1	2
10D/11768 ...	Attachment, fine tuning	"	1	1	2	2	2	A			2	1	2
10F/10332 ...	Switches, Type 146 ...	"	1	1	2	2	2	A			2	1	2
10F/10333 ...	Switches, Type 147 ...	"	1	1	2	2	2	A			2	1	2
10F/10334 ...	Switches, Type 148 ...	"	1	1	2	2	2	A			2	1	2
10F/426 ...	Switches, Type 396 ...	"	1	1	2	2	2	A			2	1	2
10F/10336 ...	Switches, Type 150 ...	"	1	1	2	2	2	A			2	1	2
10F/10337 ...	Switches, Type 151 ...	"	1	1	2	2	2	A			2	1	2
10F/11213 ...	Switches, Type 169 ...	"	1	1	2	2	2	A			2	1	2
10K/10280 ...	Transformers, Type 16	"	1	1	2	2	2	A			2	1	2
10K/11494 ...	Transformers, Type 25	"	1	1	2	2	2	A			2	1	2
10K/10340 ...	Transformer Units, Type 1	"	1	1	2	2	2	A			2	1	2
10K/10341 ...	Transformer Units, Type 2	"	1	1	2	2	2	A			2	1	2
10D/10315 ...	Coils, aerial, Type A	Sets	1	2	2	3	3	A			2	1	3
	(Range 1, 2 and 3).												
10D/10314 ...	Coils, aerial, Type B	"	1	2	2	3	3	A			2	1	3
	(Range 4, 5, 6, 7).												
10D/10324 ...	Coils, oscillator, variable, assy. "A"	No.	1	2	2	3	3	A			2	1	3
10D/10325 ...	Coils, oscillator, variable, assy. "B"	"	1	2	2	3	3	A			2	1	3
10D/10316 ...	Coils, Units D.F. ...	"	1	2	2	3	3	A			2	1	3

Shore Establishments (see C.A.F.O. 1599a/41).

Class "A" Stations ... To the scale detailed in Col. X.  
 Class "B" and Class "C" Stations ... To the scale detailed in Col. Y.  
 R.N. Aircraft Repair Yards ... } To the scale detailed in Col. Z.  
 H.M.S. "Unicorn" ... }

2. The following services will be supplied without demand from R.N. Store Depôt, Stafford:—

- R.N. Air Station, Piaseo, Trinidad.
- R.N. Air Section, Hastings, Freetown.
- R.N. Air Section, Dartmouth, Halifax, N.S.

Arrangements have also been made to supply H.M. Ships, "Eagle," "Formidable" and "Illustrious" without demand.

3. Supply will be made to ships and other services concerned, on demand, by their respective R.N. store depôts or storing yards. Demands should quote this Order as the authority for supply.

4. Yards abroad have been notified separately regarding quantities of the items being supplied to meet initial requirements, stocks and reserves.

5. Aircraft Stores Establishments—O.U. 6328—will be amended in due course. Meanwhile all establishments held by H.M. ships, stations, R.N. store depôts, H.M. dockyards, etc., should be amended in manuscript.

(C.A.F.O. 1599a/41.)

### 690.—Bed Settees—Use of Moquette

(N.S.Dd. 2002/42.—12.2.1942.)

With reference to A.F.O. 4233/40, regarding the use of native hide for upholstered furniture, it is the intention that for bed settees and fixed settees where the latter are used for sleeping berths, the upholstering should continue to be in moquette of Admiralty approved quality and design as originally specified.

(A.F.O. 4233/40.)

## Section 4

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

#### 691.—Naval Store and Fuelling Work at Pembroke Dock— Supervision

(N.S. 10642/42.—12.2.1942.)

The responsibility for the supervision of the Naval store and fuelling work at Pembroke dock, hitherto devolving upon the Superintending Naval Store Officer, H.M. Dockyard, Devonport, has been transferred to the Superintending Naval Store Officer, Severn Area, as from 1st February, 1942.

### 692.—Oxygen and Nitrous Oxide Gas Cylinders for Medical and Dental Use—REPORT

(M.D.G. 4884/42.—12.2.1942.)

In view of the serious shortage of oxygen and nitrous oxide gas cylinders, stocks of these held in shore establishments and in H.M. ships and hospital ships are to be reviewed and any Admiralty-owned cylinders not essential for the work of the establishment or ship are to be returned as soon as possible to the R.N. Medical Depôt, Huthwaite, Mansfield, Notts., and the relevant History Sheets forwarded to the Medical Depôt by post.

2. A report is to be made to the Medical Director-General, Admiralty, of cylinders so returned.

3. Cylinders on hire from contractors (i.e., those which are not Admiralty property) are not to be returned to Huthwaite, but if no longer required, they should be returned to the contractor.

4. When demanding nitrous oxide gas special care is to be taken to specify the type of cylinder (viz., ordinary or angle) required for the particular apparatus in use.

### 693.—Address for Naval Aircraft Stores Shipped to Egypt

(N.S. 0268/42.—12.2.1942.)

The address for all naval aircraft stores and equipment for destinations in Egypt, other than the R.N. Aircraft Repair Yard, Fayid, is:—

Superintending Naval Store Officer,  
R.N. Store Depôt,  
Massara,  
Egypt.

2. Material for Fayid should be consigned direct to the Repair Yard.

### 694.—Standing Contract for Ball and Roller Bearings, Steel Balls and Steel Rollers—Fresh Contract

(C.P. 95902/41/K.4697.—12.2.1942.)

A new standing contract, to commence from the 1st February, 1942, has been arranged with the Hoffmann Manufacturing Co., Ltd., of Chelmsford (C.P. 9b/95902/41/K.4697 dated 26th January, 1942), for standard ball and roller bearings, steel balls and steel rollers. (This supersedes contract C.P. 9/21222/40/K.2158 dated 11th April, 1940, with the same firm, which has been terminated.)

2. Copies of the new contract, with schedules showing discounts from list prices, have been circulated.

3. The list prices of the bearings are shown in firm's catalogue L.C.10, copies of which were provided in connection with the previous standing contract. Application for any further copies of the catalogue required should be made to the firm direct.

4. All requirements for bearings of special types or sizes not listed, or bearings which are required to undergo special tests, are to be obtained by local purchase as heretofore, in accordance with standing instructions.

(A.F.O. 1576/40 is cancelled.)

**695.—Women's Royal Naval Service—Hats, Cotton Drill**

(V. 20603/41.—12.2.1942.)

Any cotton drill hats of the type first purchased for W.R.N.S. ratings, that are still in stock in naval establishments are to be returned for disposal either to H.M. Naval Victualling Depot, Russell's Warehouse, Ullswater Street, Leicester, or H.M. Naval Victualling Sub-Depôt, Woodbridge Isolation Hospital, Guildford, Surrey, whichever is the nearer.

2. No further issues of these hats are to be made.

**696.—W.R.N.S.—Badges for Ratings in Communications Branch**

(V. 5364/40.—12.2.1942.)

With reference to A.F.O. 5258/41, the following pattern numbers have been allotted to the "crossed flags" badges now to be worn by all W.R.N.S. ratings in the Communications Branch (except W/T):—

- Pattern No. 618—Chief Wrens (on blue ground).
- Pattern No. 619—Other ratings (on blue ground).
- Pattern No. 634—Chief Wrens (on white ground).
- Pattern No. 635—Other ratings (on white ground).

Issuing price of Patterns 619 and 635 is 7d. each.

Issuing prices of Patterns 618 and 634 will be promulgated later.

Badges, Pattern Nos. 615 and 629 (letter T), are now obsolete.

(A.F.Os. 2200/41 and 5258/41.)

**697.—Vegetables—Additions to List of Contracts for 1941/42**

(C.P. 5/82207/41.—12.2.1942.)

The following addition should be made to the list of vegetable contracts for 1941-42 which was recently circulated:—

Port	Description	Contractor's Name and Address	Telephone No. and Telegrams
Thurso ...	Potatoes, turnips and carrots.	Mr. Donald Shearer, Sir John's Square, Thurso, Caithness.	Thurso 66. "Shearer, Grocer, Thurso".

(A.F.Os. 5576/41, 73/42, 291/42 and 579/42.)

**698.—Fresh Milk—Precautions to be Observed**

(M.D.G./C.P. 91038/41.—12.2.1942.)

Attention is drawn to the risks of intestinal and other infections which may arise through the use of raw milk from unreliable sources.

2. Wherever possible, Admiralty contracts are for Pasteurised Milk, treated by statutory process; for "Accredited" milk (formerly known as Grade A); or for "Tuberculin Tested" milk.

3. At some places, however, it has been necessary to contract for milk which does not conform to any of the above designations and there are probably instances in which supplies are being purchased locally without reference to the Admiralty. Commanding Officers of H.M. ships and establishments are therefore to take steps to ensure that such milk is scalded before issue. King's Regulations and Admiralty Instructions, Articles 1383 (5) and 1393 (6).

**Section 5.—BOOKS, FORMS, RETURNS, CORRESPONDENCE****699.—Amendments to Books**

(E.F.O.—12.2.1942.)

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

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

**A.F.O. P.87/42**—O.U. 5378/40—Instructions for the Inspection of Naval Armament Stores—Amendment No. 6.

**P.88/42**—O.U. 6320 (1) (40)—Instructions for Preparing "L", Mark II, Mine Unit in Controlled Mining Base and Minelayer—Amendment No. 2.

**P.89/42**—O.U. 6328 (A)—Swordfish A.S.E.—Amendment No. 2.

**P.90/42**—O.U. 6331/39—Damage Control Handbook—Amendment No. 10.

(A.F.Os. 1268/38, 4622/40 and 583/42.)

**700.—O.U. and B.R. Publications—Distribution During January, 1942**

(N.S. 36/42.—12.2.1942.)

- B.R. 50—War Regulations for V.A.Ds. in Naval Hospitals, etc.
- B.R. 119 (9)—Silhouettes of British Merchant Vessels.
- B.R. 125—Supplements Nos. 1, 2, 3 and 4—Lloyds Register of Shipping.
- B.R. 269—Notes on the 12-pdr., 12-cwt. Gun on the HA/LA Mounting, Mark IX.
- B.R. 275—Care and Maintenance of Above-Water Tubes, Cordite, D.R., VI (A to E), VII (A to E), Q.R.I, II, II\*, III, III\*, IV, VI, T.R. II and III.
- B.R. 276—Instructions for Flying Admiralty Kites and Balloons.
- B.R. 323 } Erratum No. 6—Establishment of Naval Stores for Gunnery Purposes.
- D. 128I }
- B.R. 363—Erratum No. 3—Establishment of Naval Stores for H.M. Submarines of "Oberon" and later classes.
- B.R. 369—Erratum No. 1—Establishment of Naval Stores for Controlled Mining Base.
- B.R. 374—Erratum No. 1—Establishment of Naval Stores for M.T.Bs., 70-ft.
- B.R. 375—Erratum No. 2—Establishment of Naval Stores for Fast Minelayers.
- B.R. 500—Handbook on the Dodecanese.
- B.R. 664—Amendment No. 15—King's Regulations and Orders for the Army.
- O.U. 5292—7C, 10, 18C, 34D and 34E—(Set 5 cards) Block Sketch Cards of British War Vessels.
- O.U. 5365B—Erratum No. 21—Priced Vocabulary of Naval Armament Stores—Part II.
- O.U. 5365D—Erratum No. 35—Priced Vocabulary of Naval Armament Stores—Part IV.
- O.U. 5491 (1)—Cards 8B and 23—Block Sketch Cards of Foreign War Vessels (Germany).
- O.U. 5494A } Amendment List No. 72—Silhouettes of Aircraft (Royal Air Force).
- A.P. 1480A }
- O.U. 5494E } Amendment List No. 4—Silhouettes of Aircraft (Russian).
- A.P. 1480E }
- O.U. 5513 (12)—Navy List.
- O.U. 5513A—Navy List—Annual List of Retired Officers.
- O.U. 6090 (B) { R.T. 351B—for Q.F., 4.7-in. gun, Mark VIII.
- { R.T. 405A—for Q.F., 4.7-in. Gun—Marks IX, IX\*, IX\*\*, XII.
- { R.T. 424A—for Q.F., 4.7-in. Gun, Mark XI.

- O.U. 6090 (G)—R.T. 418A—for Q.F., 5·25-in. Gun, Mark I.  
 O.U. 6090 (K)—R.T. 369—Revised Page 1—4-in. Gun.  
 O.U. 6092A—Erratum No. 7—Proportion Book of Naval Armament Stores—Part I.  
 O.U. 6353 } November Supplement—British and Foreign Merchant Ships Lost and  
 O.U. 6353A } Damaged.  
 O.U. 6384—D.G. Manual.  
 O.U. 6395—Handbook of Marks XIV, XV and XVII Mines, and Marks XV, XVII  
 and XVII\* Sinkers.

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

- A.F.O. "P" 1047 to "P" 1094 inclusive—see A.F.O. 5321/41.  
 A.F.O. "P" 1101 to "P" 1108 inclusive—see A.F.O. 5446/41.  
 A.F.O. "P" 1115 to "P" 1129 inclusive—see A.F.O. 5578/41.  
 A.F.O. "P" 1148 to "P" 1153 inclusive—see A.F.O. 5678/41.  
 A.F.O. "P" 1 to "P" 9 inclusive—see A.F.O. 75/42.  
 A.F.O. "P" 10 to "P" 15 and "P" 18—see A.F.O. 178/42.  
 A.F.O. "P" 19 to "P" 47 inclusive—see A.F.O. 293/42.

*Corrections to Signal Publications—O.U. Series.*

- C.A.F.O. "S.C." 1—Correction No. 4 to O.U. 5339A (3).  
 C.A.F.O. "S.C." 2—Correction No. 9 to O.U. 5516.  
 C.A.F.O. "S.C." 3—Correction No. 10 to O.U. 5339/41.

*Miscellaneous.*

- Army List—October.  
 Army Orders—192 to 214 inclusive.  
 Special Army Orders—194/41, 195/41.  
 Recognition Sheets }  
 British Aeroplanes } A 1 and 2, B 1 and 2 and D 1.  
 Electrical Testing Routine—Part II.  
 British Survey, Vol. 3—Supplement No. 12.  
 Silhouettes—Curtis Wright—C.N. 20.

(A.F.O. 299/42.)

**701.—Office Machinery—Official Repair Agents**

(Sta. 17993/41—12.2.1942.)

The following amendments are to be made to the list of agents for the repair of office machinery promulgated in A.F.O. 5205/41:—

*Barlock Typewriter Co.*

Maidstone ... .. Add "Kent Typewriter Services, 33, Earl Street".

*Block & Anderson, Ltd. (Ormig duplicators)*

London Service Depôt ... Amend Telephone No. to read "CHAnery 6288".

*British Typewriters, Ltd. (Empire and British Empire typewriters)*

Head Office ... .. Substitute "150, Southampton Row, W.C.1".

*Burroughs Adding Machine, Ltd.*

Liverpool ... .. Substitute "Park Road, Eastham, Wirral,  
 Cheshire".

*Ellams Duplicators Co., Ltd.*

Add "Salisbury—Market House Chambers, Castle Street".  
 Delete "Southampton".

*Frank R. Ford, Ltd. (Fordigraph duplicators)*

Add "London Service Depôt—14, New Bridge Street, E.C.4. CENTRAL 2937".

*D. Gestetner, Ltd.*

Bristol ... .. Substitute "72, High Street, Staple Hill".  
 Plymouth ... .. Substitute "72, Nutley Plain".

*Imperial Typewriter Co., Ltd.*

Delete "Brighton". All correspondence to Southampton.

*Oliver Typewriter Machine Co., Ltd.*

Hull ... .. Delete "Typewriter Service Co."  
 Add "Pearce & Taylor, 3, Story Street".  
 Swansea ... .. Substitute "Mr. R. Kerr, 137, Wilton Road".

*Remington Typewriter Co., Ltd.*

Glasgow ... .. Substitute "36, West George Street".  
 Liverpool ... .. Substitute "The Temple, Dale Street".

*Roneo, Ltd.*

Southampton ... .. Substitute "9, College Place".

*Visible Writing Machine Co., Ltd. (Royal typewriters)*

Oxford ... .. Add "The City Typewriter Co.". (A.F.O. 5205/41.)

**702.—B.R. 58/1941—International W/T Call Signs of United States Warships, Auxiliary Vessels, etc.—Issue**

(S.D.—12.2.1942.)

B.R.58/1941—International W/T Call Signs of United States Warships, Auxiliary Vessels, etc., will be issued shortly.

2. Distribution will be made as follows:—

All Cs.-in-C., Flag Officers and Commodores afloat ... 1 copy.  
 All vessels down to and including Corvettes ... 1 copy.

3. A first issue to all concerned will be made from R.N. Store Depôt, Park Royal, without demand.

(Also issued as A.F.O. S.49/42.)

**703.—B.R.149.—Methods of Artificial Respiration to be Used in War-Time according to the Cause of Asphyxia—Physiological Basis of their Choice.**

(M.D.G. 11485/41.—12.2.1942.)

A pamphlet as above is available for information of all Medical Officers. Demands should be made on the Naval Store Depôt, 307, Elveden Road, Park Royal, N.W.10.

**704.—B.R. 160—Removal from B.R. 1**

(Sta. 10298/41.—12.2.1942.)

The following book is obsolete and has been removed from Form B.R.1—Catalogue of Books of Reference:—

B.R.160—Vickers Gun in Fleet Air Arm—Schedule of Inspection for maintenance.



**705.—B.R. 279/41—Drill for 4.7-in., Q.F., Mark IX\*\* Gun, on C.P. XVIII Mounting—Issue**

(G. 7254/41.—12.2.1942.)

The above-mentioned drill is now in the press and copies will be issued, without demand, to all concerned by the N.S.O., Royal Naval Store Depôt, Elveden Road, Park Royal, N.W.10, in accordance with the following establishment, viz. :—

	Copies.
Flag Officers ... ..	1
Flotilla Leaders ... ..	6*
Destroyers ... ..	4*
H.M.S. "Excellent" ... ..	50
G.S., Devonport ... ..	12
G.S., Chatham ... ..	50
I.N.O., Woolwich ... ..	1
Chief Superintendent, Armament Design ... ..	1
Secretary, Ordnance Board ... ..	1
R.N. College, Greenwich ... ..	1
Loan Libraries ... ..	2
A.G.R.M. ... ..	21
D.G.D., London ... ..	2
C.I.N.O., Bath ... ..	1
D.N.O., Bath ... ..	2

\* Ships fitted or to be fitted with the gun and mounting only.

2. B.R. 279/41 supersedes O.U. 5489/36 of similar title, copies of which should be disposed of in accordance with the instructions in Form O.U.2.A—O.U. Catalogue, when copies of B.R. 279/41 are received.

**706.—B.R. 281/41—Regulations for Maintenance of D.R., Mark VI (F. and G.) ; D.R., Mark VII (F. and I.), etc., Torpedo Tubes—Issue.**

(T. 2748/41.—12.2.1942.)

Copies of the above book will shortly be issued, without demand, to all concerned by the Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10.

2. O.U. 5462 will be superseded in the issue of B.R. 281/41.

**707.—Book G.74—Abolition**

(Sta./G. 34/42.—12.2.1942.)

The following has been abolished:—

G.74. Order Book.

**708.—Form O.6—Ammunition Labels—Amendment**

(A.S./Sta. 11781/41.—12.2.1942.)

Serial No.	Description	Where used	Page in Form O.6	Sta. No.
N.813	..... Flares, Cresset, Mark I.	Front of Box M.140	20	Sta. 11781/42

2. The above ammunition label has been introduced and is to be added to Form O.6.

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

**709.—O.U. 5292—Block Sketch Cards of British Warships**

(P. 03162/41.—12.2.1942.)

New Cards pages numbers 23, 26, 27, 28 and 36A have been added to O.U.5292 and will be issued without demand by the Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10, to all holders of the book.

**710.—O.U. 6066A—Sight Manual, Vol. II, 1940—Withdrawal of Copies from Certain Ships**

*Ships concerned and Naval Store Officers*

(G. 664/42.—12.2.1942.)

O.U. 6066A, Vol. II, 1940, Sight Manual, is not required in the following ships :—

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

2. All copies of this book held on board the above-mentioned ships are to be returned to the nearest Naval Store Officer for final return to the Naval Store Officer, R.N. Store Depot, Edgware Road, Cricklewood, N.W.2.

**711.—O.U. 6090 (J)—Range Table No. 520—Range and Elevation Scales Table No. 521.—Range and Time Scales, Table No. 522 for B.L., 6-in. Guns, Marks XII and XIIB—Issue.**

(G. 018523/41.—12.2.1942.)

The above-mentioned tables are now in the press. Copies will be issued to all concerned, without demand, by the Naval Store Officer, R.N. Store Depot, Elveden Road, Park Royal, N.W.10, when supplies become available.

## 712.—“ S ” Forms—Establishment for Corvettes

(Sta. 11963/42.—12.2.1942.)

The following establishment of “ S ” forms for Corvettes has been approved, and any of these ships holding supplies of forms not shown therein, or quantities in excess of those laid down, are to return them to the Accountant Officer of the nearest Base at the first opportunity.

S.1	...	2	S.247	...	1
S.1a	...	1	S.248	...	2
S.1 (supplement)	...	1	S.249	...	2
S.6	...	2	S.250 (size II)	...	3
S.9 (ins)	...	2	S.251	...	1
S.10	...	50	S.252	...	1
S.10a	...	2	S.253	...	1
S.21	...	10	S.254	...	50
S.22	...	20	S.256	...	20
S.33	...	100	S.257a	...	2
S.1001	...	1	S.257c	...	2
S.1039	...	100	S.258	...	10
S.1040	...	50	S.259	...	1
S.63d	...	50	S.264	...	100
S.67	...	2	S.264b	...	4
S.77	...	50	S.270	...	10
S.78	...	(pad)	S.271	...	20
S.80	...	200	S.272	...	2
S.84	...	(pads)	S.273	...	10
S.87	...	25	S.275 (size II)	...	2
S.87a	...	10	S.278	...	2
S.92	...	25	S.279	...	2
S.98	...	75	S.280	...	90
S.98a	...	20	S.281	...	20
S.104 (size II)	...	1	S.283	...	2
S.105	...	(pad)	S.285f	...	2
S.106	...	25	S.295	...	2
S.1047	...	100	S.1149	...	3
S.123a	...	100	S.318 (title sheet)	...	3
S.126	...	2	S.318 (loose sheet)	...	150
S.128	...	4	S.320	...	1
S.129	...	4	S.1161	...	10
S.134d	...	10	S.1168	...	50
S.147	...	1	S.1169	...	50
S.149	...	4	S.1170	...	50
S.150	...	12	S.1171	...	50
S.150a	...	6	S.322	...	2
S.156	...	4	S.325a	...	20
S.1091	...	4	S.329	...	7
S.1092	...	1	S.329a	...	6
S.1096	...	50	S.1179	...	100
S.1098	...	1	S.1180	...	1
S.1099 (ins)	...	(pads)	S.330	...	2
S.1102	...	50	S.331 (½ size)	...	3
S.162	...	50	S.340 (outs)	...	50
S.181	...	10	S.340 (ins)	...	200
S.194	...	5	S.340b (outs)	...	50
S.206	...	2	S.340b (ins)	...	200
S.215	...	10	S.342	...	2
S.219	...	10	S.345	...	1
S.225	...	50	S.346	...	6
S.229	...	5	S.353	...	6
S.239a	...	100	S.374a	...	6
S.241	...	100	S.383	...	6
S.242	...	6	S.441	...	50
S.245	...	10	S.442	...	20

S.450	...	1	S.564	...	6
S.453	...	1	S.566	...	1
S.454	...	1	S.567b	...	10
S.459a	...	100	S.568 (size II)	...	1
S.1243	...	100	S.569b	...	3
S.461 (size II)	...	10	S.569d	...	3
S.462 (part I)	...	10	S.575f	...	6
S.462 (part II)	...	4	S.579a	...	1
S.462 (part III)	...	4	S.579b	...	1
S.467	...	4	S.582	...	1
S.467b	...	6	S.1291	...	2
S.467c	...	3	S.1295	...	2
S.472a	...	10	S.1303	...	50
S.1248	...	2	S.1303b	...	50
S.1250	...	1	S.1310	...	3
S.1251	...	10	S.1318	...	50
S.507	...	50	S.1320b	...	100
S.509	...	10	S.1320c	...	65
S.537	...	200	S.1320f	...	20
S.537a	...	12	S.1320g	...	20
S.539	...	6	S.1323	...	1
S.542	...	20	S.1324	...	200
S.543 (size II)	...	2	S.1327	...	1
S.546	...	100	S.1330b	...	20
S.548a	...	3	S.1330x	...	100
S.549 (small)	...	3	S.1423	...	1
S.553	...	3	S.1423a	...	1
S.554	...	1	S.1423f	...	1
S.554a	...	1	S.1424	...	(pad) 1
S.560	...	1			

## Section 6.—SHORE ESTABLISHMENTS

## 713.—Armed Forces Section (C.E. Branch I)—Organisation on Transfer to London

(C.E. 50433/42.—12.2.1942.)

In connection with the recent transfer to London of the Armed Forces Section of Civil Establishments Branch, the following extension numbers on the main Admiralty Exchange (Whitehall 9000) are notified so that Establishments may make telephonic contact with that section on urgent matters.

Head of Section (Mr. C. N. J. Leigh)	...	Ext. 1072
Urgent cases	...	Ext. 1074
Deferments and routine enquiries	...	Ext. 1071

2. The section is responsible for collecting necessary data and examining the liability under the National Service Acts of all non-industrial employees (men and women) in Admiralty service, for ensuring their correct classification in Ministry of Labour records and for taking deferment action in all appropriate cases. The receipt by any non-industrial employee of an enlistment notice should be notified immediately to the Armed Forces Section with a report stating whether the employee's release is agreed to.

3. It is important that all correspondence with the Ministry of Labour or with the headquarters of any of the fighting services on the subjects mentioned above should be conducted by way of the Armed Forces Section and except where instructions to the contrary have been issued, Establishments should forward immediately for the attention of that section any letter or form which they receive on official matters arising out of the National Service Acts.

(A.F.O. 405/42).

**714.—Home Guard**

(C.E. 51037/42.—12.2.1942.)

The following arrangements concerning the relation between the military duty and civil occupations of the Home Guard are promulgated for information and necessary action, which should be taken by Establishments without delay. It is the intention to maintain the present elastic organisation of the Home Guard, making due allowance for other calls on the time of that Force, whether arising from their civil employment or otherwise, and Establishments should continue to refer to A.F.O. 1455/41 for guidance as to the broad relation between the Departmental duties and the Home Guard activities of their staff. The new arrangements, however, embody certain changes concerning in particular:—

- A.—Training and duty.
- B.—Mustering.
- C.—Compulsory enrolment.

*Training and Duty*

2. All members of the Home Guard may be ordered to perform training and operational duty for periods not exceeding a total of 48 hours in each period of 4 weeks. (This will not prevent additional training or operational duties being undertaken *voluntarily* if authorised by the military Commander). The 48 hours *maximum requirement* will not be applied in practice to every member of the Home Guard, and instructions are being issued to Commanders to give full weight to the nature and extent of the members' civil duties in determining the actual amount of training and operational duties to be performed. In the case of units of the Home Guard formed on a Departmental basis it should normally be possible to reconcile the revised training and operational duties with Departmental requirements; in the exceptional cases where this is not found to be so, members should consult with their Unit Commander before applying for a discharge. Civil Servants attached to local Home Guard units, particularly those living at a distance from their work, should likewise be encouraged to explain any difficulties to their local Platoon Commanders as a first step; in certain cases it might be advantageous for them to apply for a transfer to their Departmental unit.

*Mustering*

3. During a period in which the platoon or other part of the Home Guard to which he belongs is "mustered" for the purpose of resisting an actual or apprehended invasion a member of the Home Guard may be required to serve continuously and to live away from home. Members will be divided into categories (A) and (B) according to whether they will be, in the circumstances then prevailing:—

- (A) available immediately for full time military service, or
- (B) available only at a later stage because of indispensable pre-occupation with essential civil duties, but having to report within 48 hours, when they will be told, according to the operational situation at the time whether to parade for military duty, or to continue their civil duties for a further period.

The decision as to whether Admiralty employees should be included in list (B) instead of list (A) will rest with Heads of Establishments. Since the order to muster is only to be given when invasion is expected in the affected area within a matter of hours, it will be appreciated that the most effective contribution of trained members of the Home Guard, including the generality of Civil Servants in that Force, will normally take the form of full time military service under category (A). Establishments should therefore make assignments to category (B) only where trained members' civil duties remain of paramount importance and cannot be combined with military duties. For the convenience of the military authorities Heads of Establishments may delegate authority to Officers-in-charge of separate or outlying depôts or offices to determine on the spot those employees who must be classified in category (B) instead of category (A). Classification of existing members should be undertaken on these lines without delay and lists returned to the appropriate Home Guard Commanding Officers.

*Compulsory Enrolment*

4. This will be applied only in such areas as the Army Council and the Ministry of Labour and National Service may decide on the recommendation of the Commander-in-Chief, Home Forces. The Ministry of Labour and National Service will be responsible for the selection of men (British subjects between the ages of 18 and 51) to be enrolled, and for directing them to join the units where they are required. The Ministry will not, however, exercise this power of direction in the case of Civil Servants without the concurrence of the employing Departments. Such concurrence should, however, only be withheld in cases where the continuance of employees' civil duties is essential, even in conditions of emergency.

5. The new arrangements will apply to all members of the Home Guard who have not by 16th February, 1942, handed in a written notice to terminate their engagements without cause assigned. Even after that, however, it will be possible for members of the Home Guard to apply for discharge for specific reasons. It is hoped that Heads of Establishments will do all that is in their power to enable and encourage Admiralty employees to shoulder the additional Home Guard responsibilities described.

(A.F.O. 1455/41.)

**715.—Manpower—Release of Women Non-industrial Staffs**

(C.E. 57032/41.—12.2.1942.)

It is the intention of the Government to transfer a certain portion of the female staff of Government Departments to the women's uniformed forces and to munition factories.

2. In due course a certain number of "mobile" women between the ages of 20 and 30 will be transferred in this way from the Admiralty service. Until specific orders are issued, however, no releases of female staff are to be allowed except in special cases.

3. Members of the female staff of Admiralty Establishments will realise that they are at present doing work of great national importance, and that if particular applications to transfer to other employment are refused, it will be for that reason.

**716.—Assisted Travel Scheme and Daily Travelling Expenses—Civilian Non-Industrial Staff**

(C.E. 17481/41.—12.2.1942.)

The salary limit of £420 per annum stated in A.F.O. 4811/41, paragraph 2 (a), for civilian non-industrial staff eligible to participate in the "Assisted Travel Scheme", and in A.F.O. 4812/41, paragraph 6, for civilian non-industrial staff in the London area eligible for excess daily travelling expenses when dispersed to temporary headquarters within that area, is inclusive of Civil Service War Bonus.

(A.F.Os. 4811/41 and 4812/41.)

**717.—Income Tax Relief in Respect of Diminution of Earned Income**

(D.N.A. 17912/41.—12.2.1942.)

See A.F.O. 621/42, in Section 2 of this issue.

(A.F.O. 621/42.)

### 718.—Income Tax—Crews of Requisitioned Small Craft Serving under Eng. 6 Agreements

(D.N.A. 1804/42.—12.2.1942.)

The attention of Base Accountant Officers is drawn to paragraph 12 of A.F.O. 4642/40.

2. Under these arrangements the men should not be required to render Income Tax Returns No. 12D, as all necessary particulars will be obtained by the local Inspectors of Taxes, who are responsible for raising the necessary assessments.

(A.F.O. 4642/40.)

### 719.—Admiralty Civil Police—Increase in Pay

(USB. 34/42.—12.2.1942.)

Warders of Admiralty civil police who are in receipt of the flat basic rate of pay of 60s. a week and who complete six months' satisfactory service in that rank may be granted at the end of that period an increase in pay of 5s. a week, i.e. a revised basic rate of 65s. a week. The grant of this increase, which will take effect from the 1st December, 1941, will be subject to a certificate of satisfactory service during the period of six months from the date of entry as warder. Warders who on the 1st December, 1941, had already completed six months' satisfactory service may receive the higher rate from that date.

2. Chief and senior warders in receipt of the flat basic rate of pay of 66s. a week will receive an increase of 2s. 6d. a week from the 1st December, 1941, i.e. their revised basic rate of pay will, from that date, be 68s. 6d. a week.

3. Admiralty civil police on permanent scales of pay, i.e. those who exercised the options at (1) and (2) of paragraph 2 of A.F.O. 3896/41, are now to be given the option of proceeding, as from the 1st December, 1941, to the war entrant flat rates (on condition that they cease to be entitled to further increments), or of remaining on their existing scales.

(A.F.Os. 1661/41 and 3896/41.)

### 720.—Admiralty Civil Police—Head of Charge for Pay, etc.

(W.G.F. 12.2.1942.)

The pay and allowances of Admiralty Civil Police granted non-industrial status under A.F.O. 2675/41 are to be charged to the "Police" Subheads (Votes 2.D., 3.C, 8.I.C., 9.D., 11.Q., etc.) instead of to the "wages" Subhead of the Establishment Vote.

2. The totals of payments, however, are to be clearly distinguished on the pertinent vouchers and are not to be merged in those for the Royal Marine Police.

(A.F.O. 2675/41.)

### 721.—Workmen Giving Notice to Leave Admiralty Establishments—Representation at Appeals

(L. 15808/41.—12.2.1942.)

Where the retention of the services of workpeople in Admiralty establishments is sought under the procedure described in A.F.O. 1130/41 (and previous Orders quoted therein), it is normally desirable that the Officer-in-Charge should, if possible, be represented at the hearing of any appeal that may result therefrom.

2. It has therefore been agreed with the Ministry of Labour and National Service that the following words should be added to the third paragraph of the form prescribed in C.A.F.O. 525/41: "In the event of an appeal against a direction of the National Service Officer, it is desired that an invitation to attend the hearing of the appeal be sent to ..... " (name and address of Admiralty representative to be inserted).

3. C.A.F.O. 525/41 is to be amended accordingly.

(A.F.Os. 4736/40, 1130/41, 409/42 and C.A.F.O. 525/41.)

### 722.—Fitters—Classified Rates of Pay

(L. 14822/41.—12.2.1942.)

The instructions in A.F.O. 1660/41 impose no alteration to the method in use prior to the date of that Order for awarding the higher classified rates of pay. The instructions issued in A.F.O. 1736/39 remain in force for fitters employed in tool rooms on high grade work who have not yet been awarded a classified rate of 58s. or more.

2. When under paragraph 2 of A.F.O. 1660/41 the rates of 60s. and 62s. are awarded to individual fitters, consequential increases in the rates 48s. to 58s. may also be awarded from the same date.

(A.F.Os. 1736/39 and 1660/41.)

### 723.—Trunk Telephones—Wastage of Time

(M. 015697/41.—12.2.1942.)

The withdrawal of telephone circuits from the public system for the use of the three Services has resulted in a general shortage of lines, and all possible steps must be taken to eliminate waste time, which is causing serious delay on most of the important routes.

2. A frequent cause of waste time is the absence of the called subscriber from his telephone, frequently leading to the trunk line being held by the P.B.X. operator while she makes prolonged and abortive attempts to discover his whereabouts.

3. Officers who conduct business by trunk calls, and whose telephone extension is at times left unattended, are to nominate to their telephone exchange another extension to which, in their absence, callers can be referred, for

- (a) the business in hand to be dealt with, or
- (b) contact to be established with the called officer, when personal attention is essential, or
- (c) information regarding the whereabouts of the wanted party or the probable time of his return.

4. Special attention is drawn to the advantages of the teleprinter and telegraph services, which should always be used in preference to the trunk telephone system when demanding information that can be given without discussion. All members of the staff should be made aware of these advantages, particularly those of the teleprinter system, and how they may be used. Trunk telephone calls should be limited to messages where discussion is essential and urgent messages where it is improbable that settlement can be reached quickly by other means.

5. Experience shows that the majority of trunk calls are made during a comparatively short period of the day; efforts should be made to spread them more evenly.

6. When trunk calls are made to an establishment having a private branch exchange, the extension number, if known, should always be quoted.

7. The duration of calls should be reduced as far as possible.

## 724.—Economy in the Use of Motor Transport

(N.S.M.T. 162/42.—12.2.1942.)

The increasing difficulty in the provision of motor vehicles owing to the diversion of production for other work, the urgent necessity for a reduction in tyre expenditure due to the shortage of rubber, and the continued need for economy in petrol, make it essential for the most rigid economy to be exercised in the use of motor transport.

2. The instructions in A.F.O. 1842/41 relative to the use of Service motor vehicles being restricted to occasions when public transport facilities are either not available, or are so uneconomical as regards time as to justify the employment of a Service car or lorry, are again emphasised.

3. The system of pooling motor transport referred to in that Order is to be generally adopted, one officer being responsible for the allocation as and when required of all the vehicles attached to a particular base, etc. In the event of it being found impracticable to introduce the pool system at any base or depôt, the reasons are to be reported. Vehicles allocated for detached duty either by reason of distance from a base, or from the nature of the service on which they are employed, are to be regarded for administrative and maintenance purposes as part of the M/T pool to which they previously belonged.

4. Particular attention is to be paid to vehicle maintenance and advantage is to be taken of the visits paid by the Technical Officer (M/T) for the area (*see* A.F.O. 3782/41), to obtain advice on the general procedure to be followed in regard to the upkeep of motor vehicles. Care is to be taken that the routine servicing and periodical overhaul are carried out to schedule. Adherence to this time-table will materially reduce the expenditure of M/T spares and petrol, and prolong the life of vehicles.

5. The complements of motor vehicles are intended to meet normal needs only and exceptional and peak requirements should be met by hire from local sources. Vehicles should also be hired as necessary to allow minor defects to Service vehicles to be promptly remedied.

6. In order to extend the life of tyres the maximum pressures, appropriate to the various sizes, are to be increased by 5 per cent. Tyres are to be examined and pressures checked regularly. A pressure gauge should, if not already available, be demanded from the storing yard.

7. The fullest possible use is to be made of the contract with Messrs. Tyresoles, Ltd., for resoling Admiralty tyres. Details of the contract are given in A.F.O. 5438/41.

8. Drivers of all Service vehicles are to record their journeys on work sheets (Form D.394), and these sheets are to be inspected regularly with a view to ensuring that vehicles are being used economically and that no unnecessary journeys are undertaken.

(A.F.Os. 1842/41, 3782/41 and 5438/41.)

## 725.—Inventions and Suggestions from Naval Personnel

(M./S.R.E. 7370/41.—12.2.1942.)

*See* A.F.O. 630/42, in Section 2 of this issue.

(A.F.O. 630/42.)