

NAVY ORDERS

1914.

SUB ACCOUNTANT.

A. Purpuscule

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INDEX

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TO

NAVY ORDERS,  
1914.

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COMMONWEALTH FORCES.

NAVY ORDERS,  
1914.

NAVY OFFICE,

Melbourne, 20th February, 1914.

The following Orders are promulgated for the information and guidance of the Commonwealth Naval Forces.

By direction of the Naval Board,

GEO. L. MACANDIE.

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MINUTES OF NAVAL COURTS-MARTIAL.

N.O. 1  
1914.

With reference to the procedure laid down in Statutory Rule No. 207 of 1913 (Navy Order 106/1913), paragraph (i.), relative to the disposal of the Minutes of Courts Martial, in every case of an officer lent from the Royal Navy or Royal Naval Reserve or a petty officer or man lent from the Royal Navy being tried by Court Martial while borne on the books of one of H.M.A. ships, the minutes are to be forwarded to the Naval Secretary in duplicate, so that the original may be filed in Australia, and the duplicate transmitted to the Admiralty. (13/11521.)

STATIONERY ALLOWANCE.

N.O. 2  
1914.

With reference to Navy Order No. 124 of 1913, the word "herein" in third line should read "therein."

GOODS TAKEN ON CHARGE—CERTIFICATES FOR.

N.O. 3  
1914.

A certificate in the following form is, in future, to be furnished in the body of all vouchers (Form A.S. 22A and Form N.A. 4), for supplies taken on charge in H.M.A. ships, establishments, or offices:—

"I certify that the goods referred to in this account have been correctly received and taken on charge in the.....Accounts."

2. This certificate should be signed by the officer responsible for taking the goods on charge, and does not relieve the "Person incurring the expense" from the responsibility of making the certificate already required on the form.

3. This additional certificate need not be given on Form A.S. 22, which already provides for the certificate on the back of the form. (N. 13/11442.)

FUEL AND LIGHT.

N.O. 4  
1914.

When any person in receipt of a consolidated rate of pay is in occupation of Government quarters, fuel and light will not be provided at Government expense, unless it is so stated in the Order-in-Council making the appointment, or unless the Minister so approves.

2. Any person in receipt of sea-going rates of pay who is in occupation of official quarters, is entitled to be provided with fuel and light at Government expense. (13/9131.)

COMMONWEALTH FORCES  
NAVY ORDERS  
1914  
NAVY ORDER  
The following Orders are promulgated for the information and guidance of the Commonwealth Naval Forces  
By direction of the Naval Board  
GEO. L. MACAZDIE  
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**N.O. 5 PAYMENT TO CHAPLAINS, R.A.N.R.**

1914. The attention of Commanding Officers and District Naval Officers concerned is drawn to Navy Order No. 22 of 1913, clause 4, last paragraph. The returns mentioned in the Navy Order have not been forwarded to Navy Office.

2. Returns for the quarter ended 30th June and 30th September should be forwarded forthwith, "nil" returns being furnished where necessary. (13/10947.)

**N.O. 6 DEFECT LISTS.**

1914. With reference to Navy Order No. 83 of 1912, Defect Lists from H.M.A. ships under the orders of the Rear-Admiral Commanding H.M. Australian Fleet are to be sent to him instead of to the Naval Board. The Rear-Admiral Commanding, after having satisfied himself in regard to them, will forward them direct to the Captain in Charge, Naval Establishments, Sydney, in accordance with the procedure laid down in Article 1092, King's Regulations, if the repairs are to be carried out at Sydney; if repairs are to be effected at any other place the Defect Lists will be forwarded by the Rear-Admiral to the Naval Board.

2. The procedure laid down in Article 1102, clause 3, King's Regulations, is to be followed in regard to the docking of H.M.A. ships, the "Naval Board" being substituted for the "Admiralty."

3. When ships are in hand for docking only at the half-yearly periods, it will be necessary to restrict the operations to the dockings, re-coatings, and examination of underwater fittings. The six-monthly dockings are not to be made the opportunity for sending in defects lists for work other than that immediately concerned with the periodical docking and re-coating in question.

4. In the Form of Defect List (S.340) the following alterations are to be made:—

For "Commander-in-Chief" substitute. "Rear-Admiral Commanding H.M. Australian Fleet."

For "Superintendent of Dockyard" substitute "Captain-in-Charge, Naval Establishments, Sydney."

Delete all reference to Mechanical Training Establishment.

5. In the case of ships not under the orders of the Rear-Admiral Commanding, if the repairs are to be effected at Sydney, the Defect Lists are to be sent direct from the ships to the Captain in Charge, if the repairs are to be carried out elsewhere the Defect Lists are to be forwarded to the Naval Board. (13/9930.)

**N.O. 6****1914,***continued.***PAYMENT OF CAPITATION ALLOWANCE TO MILITARY OFFICERS ACTING AS NAVAL RECRUITING OFFICERS. N.O. 7****1914.**

The portion of Navy Order No. 22/1912 relating to the payment of half the capitation allowance of £1 to the Military Area Officer, and half to the Non-commissioned Officer, is cancelled.

2. In future, the full capitation allowance of £1 for each recruit finally entered into the Permanent Naval Forces will be paid to the Military Warrant, or Non-commissioned, Officer of the Instructional Staff obtaining the recruit.

3. District Naval Officers should promulgate this as necessary. (13/11232.)

**HYDROGRAPHIC NOTES.****N.O. 8****1914.**

Commanding Officers of H.M.A. ships are informed that Hydrographic Notes—Form S.378—are to be made out in triplicate, and tracings, plans, &c., in duplicate. Those from ships not under the orders of the Rear-Admiral Commanding are to be forwarded direct to the Captain-in-Charge, H.M.A. Naval Establishments, Sydney, "For Chart Officer." The Chart Officer will in this case circulate a copy of the Hydrographic Note to H.M.A. ships.

2. The forms from ships under the order of the Rear-Admiral Commanding are to be sent to the Rear-Admiral Commanding, who will circulate one copy to H.M.A. ships and forward the remaining two copies to the Captain-in-Charge for Chart Officer.

3. The original will be sent by Captain-in-Charge to the Admiralty, the triplicate retained in Chart Office, and the copy which is circulated in the ships is to be sent finally to Naval Secretary. (14/821).

**FORM A.S. 73—"MESS ACCOUNT."****N.O. 9****1914.**

Officers Commanding H.M.A. ships and establishments are informed that Form A.S.—73, "Mess Account," has been revised.

2. A supply of this revised edition will be made without demand by the Naval Store Officer, Williamstown, (D.S. 14/25.)

**N.O. 10 RATINGS LEFT BEHIND ON SAILING.**

1914. The papers, effects, &c., of all men left at Sydney or Melbourne, on their ship sailing, are to be sent to H.M.A.S. *Penguin* and H.M.A.S. *Cerberus* respectively. (N. 13/10946.)

**N.O. 11 RETURNS IN CONNEXION WITH PENSIONERS AND OTHERS LENT FROM ROYAL NAVY.**

1914. The following returns in connexion with pensioners, Royal Fleet Reserve men, and Active Service Ratings lent from the Royal Navy, are to be rendered direct to the Naval Representative, Commonwealth Offices, 72 Victoria-street, London, S.W., as stated—

Date to be Rendered.	Nature of Return.
1st January, 1914 (in triplicate), and Half-yearly subsequently	Form A.S.184—In 3 sections, viz.:— (1) Pensioners, specifying whether R.F.R., Class A. (2) Royal Fleet Reserve, Class B. (3) Active Service Ratings lent. This Return should include all the above borne on the 31st December, 1913, and should show any alterations in rating since date of first being lent to R.A.N. The R.A.N. engagement should also be noted in the case of Active Service ratings lent.
1st January, 1914, and Half-yearly subsequently	S. 195—Half-yearly Return of Sick Berth ratings belonging to the Division. (Separate Return for each Port Division.)
1st January, 1914, and Half-yearly subsequently	S. 507—Half-yearly Return of all Seaman, Signalman, and Engine-room Artificer ratings belonging to the Division, who, having passed, are qualified, and also recommended for advancement. (Separate Return for each Port Division.)
1st January, 1914, and Half-yearly subsequently	S.507A.—Half-yearly Return of all Writer, Ship's Steward, Ship's Cook, Ship's Police, Telegraphist, and Artizan Ratings belonging to the Division. (Separate Return for each Port Division.)
Monthly from the 15th February, 1914	Return of entry, discharge, alteration in rating, &c., of Pensioner, Royal Fleet Reserve and Active Service Ratings lent (Form A S. 165 may be utilized for this.)

2. These returns do not in any way affect those referred to in Navy Order 115/1912, which should be rendered as heretofore. (N. 13/10534.)

**TRANSFER OF MILITARY SENIOR CADETS TO THE PERMANENT NAVAL FORCES.****N.O. 12  
1914.**

Navy Order No. 119 of 1913 is cancelled, and the following substituted therefor:—

1. In cases where persons liable to training in the Citizen Forces or the Senior Cadets enroll in the Permanent Naval Forces, their duplicate record books are to be kept with their Service Certificates, the originals, if received, being handed to the men themselves for retention (Defence Act, Sec. 146).

2. A man's duplicate record book may be destroyed at any time after 30th June in the year in which he attains the age of twenty-seven, as he will not then be liable to further training.

3. In the event of any rating being discharged to the shore, for any cause, while still liable to training, his duplicate record book is to be sent to the D.N.O. of the State in which he is discharged, and that officer is to be informed of the man's address, and will take the necessary steps to insure that he is duly re-enrolled for further training. (*Vide* Navy Order No. 130 of 1912.)

4. The receipt of Naval and Military Record and duplicate Record Books (A.N.R. 5 and 6 and C.M. 7 and 8) is invariably to be acknowledged to the D.N.O. or Area Officer, from whom they are received, by the Commanding Officer of the ship or establishment in which the trainee is entered. (N. 13/9934.)

**SHIPS' LOGS AND ENGINE ROOM REGISTERS.****N.O. 13  
1914.**

With reference to Navy Orders Nos. 100/1911 and 43/1912, copies of Logs and Engine-Room Registers of H.M.A. ships under the flag of the Rear-Admiral Commanding are to be rendered direct to the Rear-Admiral Commanding. (N. 13/11838.)

**CHANGE OF TITLE OF ELECTRICIANS AND CHIEF ELECTRICIANS.****N.O. 14  
1914.**

The titles of the ratings of Electricians and Chief Electricians are to be changed to Electrical Artificers and Chief Electrical Artificers respectively, the change taking effect forthwith. (N. 13/11408.)



ORDERS TO REGULATE THE USE OF WARLIKE STORES, GUNS, AND MOUNTINGS, ETC. IN THE COMMONWEALTH FORCES.

COMMONWEALTH FORCES.

NAVY ORDERS, 1914.

The following Orders should be read in conjunction with Navy Order No. 113 of 1913...

NAVY OFFICE,

Melbourne, 12th March, 1914.

The following Orders are promulgated for the information and guidance of the Commonwealth Naval Forces.

By direction of the Naval Board,

GEO. L. MACANDIE.

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NAVY ORDER NO. 113 OF 1913

TRANSFER OF MILITARY SENIOR CADETS TO THE PERMANENT NAVAL FORCES.

1. In cases where persons liable to training in the Commonwealth Naval Forces...

2. In the event of any training being dispensed for the sake of any reason...

SHIPS LOGS AND ENGINE ROOM REGISTERS.

With reference to Navy Order No. 100/1911 and the 1912 Regulations...

CHANGE OF TITLE OF ENGINEERS AND CHIEF ENGINEERS.

The titles of the members of the Royal Australian Naval Engineers are to be changed...

**ORDERS TO REGULATE THE CARE OF WARLIKE N.O. 15  
STORES, GUNS, GUN MOUNTINGS, ETC., IN THE 1914.  
ROYAL AUSTRALIAN NAVY.**

The following Orders should be read in conjunction with Navy Order 125 of 1913:—

SECTION I.

*General Duties of Naval Ordnance Officer.*

1. The Naval Ordnance Officer, under the Captain-in-Charge, is in charge of the Naval Ordnance Depôt, Spectacle Island, Sydney. He is generally responsible for the upkeep of guns, ammunition, and other Naval Ordnance stores necessary for the ships and depôts of the Royal Australian Navy.

2. He is responsible to the Captain-in-Charge for the following:—

(a) The general control of the depôt as far as the discipline of the Naval ratings and police is concerned;

(b) that the fire arrangements are efficient, and that fire drill is frequently exercised;

(c) the general supervision of the working staff, and the carrying out of all orders resulting from the test of ammunition and explosives by the Inspector of Warlike Stores.

3. He is to arrange each month that the necessary number of hands are told off for the carrying out of the examinations laid down for that month.

4. In the absence of the Inspector of Warlike Stores for any reason, he is to arrange for and carry out the annual and other examinations, if necessary asking for the assistance of a specialist officer from the Fleet. On no account is the examination of any stores for any year to be omitted unless the omission is authorized by the Naval Board.

5. In the absence of the Inspector of Warlike Stores he will be responsible that the Magazine Regulations are carried out.

SECTION II.

*Instructions Regarding Naval Ordnance Stores.*

1. The Naval Ordnance Officer will furnish quarterly statements of explosives to the Naval Board, and on the 1st April in each year he will submit demands for Naval Ordnance stores and ammunition to cover requirements up to 30th June of the next year but one.

2. In order that the necessary stores for the Naval Reserves may be obtained from England, the Director of Naval Reserves is to forward to the Naval Ordnance Officer, by the 1st February each year, a complete list of those which have to be demanded from England. Small-arm ammunition for the Naval Reserves and for the Naval Depôt, Williams-town (except .22", which is to be demanded from the Naval Ordnance Officer), is to be demanded direct from the Military Department, as at present.

## Navy Orders 15, 16, and 17 of 1914.]

**N.O. 15** 3. In all demands for Naval Ordnance stores allowed by  
 1914, establishment, the columns "Established Proportion" and  
*continued.* "Remaining" are to be filled in. Proper forms, which can  
 be obtained from the Naval Ordnance Officer as required,  
 should be used. Depôts and Naval Reserve Districts are to  
 forward with their annual demands a statement of quantities,  
 condition, and storage of Naval Ordnance stores, together  
 with any remarks thereon.

4. Demands for Naval Ordnance stores not allowed by  
 establishment are to be marked "Special," and submitted to  
 the Senior Naval Officer. The reasons for demanding are  
 to be inserted.

5. Ships leaving Sydney for lengthy or indefinite periods  
 are to demand sufficient practice ammunition to cover the  
 time they will probably be away, as transport for ammunition  
 is difficult to obtain.

## SECTION III.

*Instructions Regarding Guns and Gun Mountings in  
Reserve at Sydney.*

1. Guns and mountings in reserve at Garden Island,  
 Sydney, will be on the accounting charge of the Naval Store  
 Officer. They will be inspected periodically by the Inspector  
 of Warlike Stores, as may be ordered by the Captain-in-  
 Charge.

2. The Naval Engineer Officer, Garden Island, will be  
 responsible for the maintenance, adjustment, repair, modi-  
 fication, &c., of these guns and gun mountings.  
 (N. 13/10046.)

**N.O. 16** AMENDMENT TO N.O. 125/1913.

1914. The following new clause is to be added to paragraph 3  
 of N.O. 125/1913:—

"(c) That Magazine and all other Regulations with  
 regard to the safe-keeping of ammunition and  
 explosives are carried out in the Ordnance  
 Depôt." (N. 13/10046.)

The following amendment is to be made to Section III.,  
 item "Report of Proof of Filled Lyddite Shell from  
 Ships":—

Alter "1 per cent." to " $\frac{1}{2}$  per cent."

**N.O. 17** NAVAL ORDNANCE INVENTORIES.

1914. All Naval Ordnance Inventories of Ships and Depôts,  
 and a similar statement from Naval Reserve Districts, are  
 to be forwarded to the Naval Ordnance Officer, Spectacle  
 Island, Sydney, as early as possible for comparison and  
 checking.

They will be returned when dealt with. (N. 13/10046.)



COMMONWEALTH FORCES.

## NAVY ORDERS,

1914.

NAVY OFFICE,

*Melbourne, 27th March, 1914.*

The following Orders are promulgated for the information  
 and guidance of the Commonwealth Naval Forces.

By direction of the Naval Board,

GEO. L. MACANDIE.

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**H.M.A.S. " CERBERUS " MOORINGS AND BUOY. N.O. 18****1914.**

Any of H.M.A. ships mooring alongside *Cerberus* buoy should cast off the 1-in. picking-up chain from the top of the buoy, and heave in on this chain until the heavy cable shows above the water, when her own cable can be attached thereto.

2. The buoy will at all times keep its position ahead of the vessel, and cannot be shifted. No ship must make fast to it.

3. The mooring is marked by a red buoy, the position of which by transit marks is—1st, the seaward edge of the black painted dolphin at the river entrance on with the Newport chimney; 2nd, the seaward end of the Railway Pier, Williamstown, on with the Time Ball Tower, and situate 2,300 feet in an east  $\frac{3}{4}$  south direction from the red painted dolphin at the entrance of the river. It will be usually occupied by H.M.A.S. *Protector*. (N. 14/642.)

**DESTROYERS TO BE TENDERS TO H.M.A.S. " MELBOURNE." N.O. 19****1914.**

Navy Orders Nos. 94 and 133 of 1912 are hereby cancelled.

2. The destroyers are to be regarded as tenders to H.M.A.S. *Melbourne*, and the Admiralty Instructions relating to tenders are to apply. (N. 13/10801.)

**ADMINISTRATIVE AND INSTRUCTIONAL STAFF, SYDNEY. N.O. 20****1914.**

With reference to Navy Order No. 139 of 1913, Officers, Petty Officers, and men of the A. and I. Staff, Sydney (including Sub-districts in New South Wales) are to be borne on the books of H.M.A.S. *Penguin*. Navy Order No. 139 of 1913 is to be amended accordingly. (N. 13/11608.)

**SECOND NAVAL MEMBER OF THE NAVAL BOARD. N.O. 21****1914.**

Captain A. G. Smith, R.N., has been appointed Second Naval Member, temporarily, as from 28th January, 1914. (N. 14/1081.)

**DISTRICT NAVAL OFFICER, SYDNEY. N.O. 22****1914.**

The District Naval Officer, Sydney, has removed his offices from the Ordnance Buildings, Circular Quay, Sydney, to the Naval Depôt, Beach-road, Edgecliffe, Sydney.

2. His telegraphic address is "Naval Office, Edgecliffe." Navy Order No. 71 of 1911 is to be amended accordingly. (N. 14/647.)



**N.O. 23**

**CARE OF SERVICE RIFLES.**

1914. The Instructions in Chapter IV. of "Rifle and Field Exercises for H.M. Fleet, 1913," are to be carried out in lieu of those given in Navy Order No. 56 of 1912, which is hereby cancelled. (N. 13/9040.)

**N.O. 24**

**ORDINARY SEAMEN, 2nd CLASS.**

1914. In the case of Ordinary Seamen, 2nd Class, entered in such rating, the time for period of engagement is to commence from the date they were first entered.

2. Qualifying service for award of Good Conduct Badges is to count from the date of attaining the age of eighteen years.

3. Attention is called to Navy Order No. 34 of 1913. (N. 13/11674.)

**N.O. 25**

**ENTRY OF RECRUITS.**

1914 1. With reference to the entry of recruits for the Royal Australian Navy, the medical examination conducted by a District Naval Medical Officer will in future be regarded as provisional only, and Form A.R. 6 is to be used in place of Form A.R. 5. The final medical examination will be held on board *Tingira*, for boys, and at the Naval Depot, Williamstown, for all other ratings. Form A.R. 5 is to be filled in and completed by these establishments and disposed of as directed by Navy Order 67 of 1912.

2. Engagement Form A.S. 55 is to be completed by *Tingira* in the case of boys, and *Cerberus* in regard to all other ratings.

3. The Oath or Affirmation is to be taken after final medical examination.

4. Navy Orders Nos. 75 and 100 of 1912 are to be amended accordingly.

5. Before a candidate is forwarded for final medical examination, the District Naval Officer must satisfy himself that the recruit is fully conversant with rates of pay and conditions of service and qualifications necessary for advancement in the particular branch he is entering. (N. 13/8707 and N. 13/11482.)

**N.O. 26 ISSUE OF RAILWAY WARRANTS TO SHIPS' RIFLE TEAMS.**

1914. Members of Ships' Rifle Teams not exceeding ten (10) in number and a Captain may be issued travelling warrants to attend practice at rifle ranges, where such ranges are not more than 30 miles distant from the port where the ship is lying.

Only one fare per month for a team of ten men and a Captain is allowed under this authority. (13/6956.)

**REPORTS ON OFFICERS.**

**N.O. 27**

The following alteration is to be made in Navy Order No. 3 of 1912:—

First words on page 4, for "are to be shown" substitute "may be shown."  
(14/612.)

**FORMS.**

**N.O. 28**

It is notified for the information of all concerned that the following forms have been approved for use in the Royal Australian Navy. Demands for supplies are to be made on the Naval Store Officer, Naval Depot, Williamstown.

A.S. 32 .. Money Envelopes. (D.S. 13/644.)

A.S. 44 .. Mulcts or Deductions from Pay (outside).

Mulcts or Deductions from Pay (inside).  
(D.S. 13/644.)

A.S. 49 .. Certificate authorizing Payment of Allowances credited on the Ledger. (N.13/5647.)

A.S. 61 .. Credits of Allowances for Care of Officers' Mess Traps. (D.S. 13/644.)

A.S. 1246A Stoker History Sheet. (D.S. 14/28.)

**KING'S REGULATIONS AND ADMIRALTY INSTRUCTIONS N.O. 29 1913.**

**1914.**

It is notified for the information of all concerned that a revised edition of the King's Regulations and Admiralty Instructions has now been issued.

A stock of these books is held by the Naval Store Officer, Williamstown, and a demand should be forwarded to that Officer for the quantities required in accordance with Article 38 of the King's Regulations and Admiralty Instructions.

The price of this book (in two volumes) is 5s., and the amounts received for the copies issued on repayment are to be taken on charge in the Cash Account as a credit to Defence Revenue. Receipts should be issued from the official receipt book for amounts received. (D.S. 14/76.)

**ISSUE OF MANILA IN LIEU OF TARRED CORDAGE.**

**N.O. 30**

It is notified for the information of all concerned that when the present stocks of tarred cordage (boltrope, Riga, and stage lashings) have been exhausted, Manila cordage will be issued in lieu thereof. (D.S. 14/99.)

**1914.**

**N.O. 31 TRAVELLING EXPENSES IN CONNEXION WITH RECRUITS.**

1914. The following sub-clause is to be added at end of clause 5, Navy Order No. 22 of 1912:—

“After provisional entry by the District Naval Officer, rail or steamer fares and travelling allowances of recruits, from place of entry to port to which they are forwarded for disposal, should be charged to Vote for Miscellaneous Services, Item 1—‘Rail Fares,’ and Item 2—‘Travelling Expenses.’

Item 8—‘Recruiting Expenses’ should only be charged in respect of recruiting expenses, including rail or steamer fares and travelling allowance, *before* provisional entry by District Naval Officers.”

**N.O. 32 THE NATIONAL HEALTH INSURANCE ACT (MATERNITY BENEFIT).**

1914.

With reference to Admiralty Circular Letter No. 2 of 7th January, 1913, as modified by Admiralty Weekly Orders, No. 321 of 20th June, 1913, and No. 737 of 19th December, 1913, the following instructions are to be observed relative to payment of the maternity benefit under the Imperial National Health Insurance Act to Royal Navy Ratings serving in the Royal Australian Navy:—

1. *Members of Approved Societies.*—Men who are members of approved societies must make their own arrangements with their societies for the payment of the benefit, but it is open to those societies to arrange with the Admiralty for payment of the benefit in cases where the rating is serving in the Royal Australian Navy and desires payment to be made to his wife in the Commonwealth.

2. *Members of the Navy and Army Insurance Fund.*—

(a) Where the wife is resident in the United Kingdom, the Admiralty will pay. The rating must give notice of the expected confinement on Form S.1036 to the *Accountant-General of the Navy*, as required by Admiralty Weekly Order No. 321 of 20th June, 1913, when all necessary steps will be taken by the Admiralty for payment of the benefit, on receipt of evidence of the confinement and of the marriage of the parties.

(b) Where the wife is resident in Australia, payment will be made by the Commonwealth, and the following procedure is to be strictly observed:—

The rating must sign authority for payment (Form S. 1036), give evidence of the confinement on Form A.G. 313, and produce to the Accountant Officer for his inspection the marriage certificate of the parties, or a certified copy thereof, or other satisfactory documentary evidence of the marriage. Each claim (made out on Form A.S. 22A in name

of wife) must be prepared in duplicate, and forwarded to the *Director of Navy Accounts*, with the forms mentioned. A certificate by the Accountant Officer that he has seen the marriage certificate, or was satisfied by other documentary evidence of the marriage of the parties, must also accompany the claim. It is not necessary to forward Form S. 1036 in separate parts to the Director of Navy Accounts, but both parts of the form should be duly signed and completed as required, and attached to the claim. If the claim is in order, payment will be made direct to the wife (whose address should be shown on Form A.S. 22A) by the Director of Navy Accounts.

Form A.G. 313 should be supplied to the rating by the Accountant Officer, and must accompany claim when forwarded to the Director of Navy Accounts.

A statement should also be attached to claim stating whether the Maternity Allowance of £5 payable by the Commonwealth has been paid in respect of the confinement, showing the date of payment and office from which paid.

The procedure laid down in Admiralty Weekly Order No. 321 of 20th June, 1913, should be fully observed in cases where payment is to be made by the Admiralty, but is superseded by this Navy Order in cases where payment will be made by the Commonwealth.

Forms S. 1036 and A.G. 313 may be obtained on demand from the Naval Store Officer, Williamstown. (N.13/7756.)

**CERTIFICATE OF DESTRUCTION OF STORES.**

N.O. 33

1914.

In all cases where approval has been given for obsolete and unserviceable stores to be destroyed, a Certificate is to be given by a responsible Officer when action has been taken, stating that the stores have been so dealt with.

This Certificate is then to be attached and filed with the vouchers writing off the stores. (N.13/7540.)

**AMENDED NAVAL ACCOUNT REGULATIONS.**

N.O. 34

1914.

Naval Account Regulations have been amended by Statutory Rule No. 18 of 1914.

Part II. refers to H.M.A. ships and Part III. to H.M.A. Naval Establishments or offices.

All Officers concerned should make themselves acquainted with the provisions of the Regulations as amended.

## APPOINTMENTS.

The following Officers have been appointed to the Royal Australian Navy, as lent from the Royal Navy:—

Name.	Rank in Royal Navy.	Date of Appointment.	Rank in R.A.N.	Seniority in Rank.	Duty.	
					Ship, &c.	Date.
John O. Graham ..	Lieutenant ..	1.7.13	Lieutenant ..	30.10.97	<i>Penguin</i> .. ..	1.7.13
Thomas F. Besant ..	" ..	4.9.13	" ..	31.12.05	<i>Penguin</i> , for command of AE 1 ..	28.2.14
Henry H. D. Stoker ..	" ..	7.11.13	" ..	31.12.06	<i>Penguin</i> , for command of AE 2 ..	28.2.14
Geoffrey A. G. Haggard ..	" ..	1.12.13	" ..	31.12.10	<i>Penguin</i> , for AE 2 ..	28.2.14
Cuthbert J. Pope ..	" ..	— .1.14	" ..	15.2.08	<i>Cerberus</i> , for Naval College ..	23.2.14
Herbert H. J. F. Teale ..	" ..	— .1.14	" ..	1.4.09	<i>Cerberus</i> .. ..	6.4.14
Charles L. Moore ..	" ..	14.10.13	" ..	1.4.11	<i>Penguin</i> , for AE 1 ..	28.2.14
Harold L. Quick ..	Sub-Lieutenant, R.N.R.	5.2.13	Sub-Lieutenant (Acting Lieutenant)	5.2.13	<i>Australia</i> .. ..	21.6.13
James M. C. Johnstone ..	" ..	24.5.13	Sub-Lieutenant ..	24.5.13	<i>Sydney</i> .. ..	26.6.13
George D. Moore ..	Midshipman, R.N.R.	1.7.13	Midshipman ..	1.7.13	<i>Duke of Edinburgh</i> , for training ..	1.7.13
Ernest C. Rhodes ..	" ..	7.7.13	" ..	7.7.13	<i>Duke of Edinburgh</i> , for training ..	7.7.13
George H. Bromwich, D.S.O.	Engineer Commander	1.7.13	Engineer Commander	1.1.08	<i>Penguin</i> , as General Manager, Naval Yard, Garden Island ..	15.7.13
Ernest G. Phillips ..	Sig. Boatswain ..	9.6.13	Sig. Boatswain ..	26.6.02	<i>Cerberus</i> , for duty with Naval Reserves ..	6.9.13

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The following have been appointed Officers in the Royal Australian Navy:—

Name.	Date of Appointment.	Rank.	Seniority in Rank.	Duty.	
				Ship, &c.	Date.
James K. Macleod .. ..	29.12.13	Engineer Sub-Lieutenant ..	29.12.13	<i>Encounter</i> .. ..	29.12.13
Frederick W. Wheatley, D.Sc., B.A.	6.2.14	Senior Naval Instructor ..	6.2.14	<i>Cerberus</i> , for Naval College ..	6.2.14
Frank B. Eldridge, B.A. ..	1.1.14	Naval Instructor .. ..	1.1.14	<i>Cerberus</i> , for Naval College ..	1.1.14
Henry Macdonald .. ..	10.3.13	Warrant Writer .. ..	10.3.13	<i>Cerberus</i> .. ..	10.3.13

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Navy Order 35 of 1914—*continued.*]

The following have been appointed Cadet-Midshipmen to **N.O. 35**  
 H.M.A.S. *Cerberus* for study at the Royal Australian Naval  
 College (dated 31st December, 1913):—

**1914,**  
*continued*

David Dundas Aitken.  
 Peter Corsar Anderson.  
 John Malet Armstrong.  
 Cecil Claude Baldwin.  
 Arthur Kennett Baxendell.  
 Frederick George Harry Bolt.  
 Gilbert Tootal Broadhurst.  
 Robert Cameron Casey.  
 Alan Paterson Cousin.  
 Percy Ferguson Dash.  
 Kelvin Dudley.  
 Gordon Roberts Evans.  
 Gordon Alick Gould.  
 Arthur Rupert Hollingworth.  
 Alfred Kelly.  
 Ian Chesborough Rose Macdonald.  
 Otto Francis McMahon.  
 Harry Gordon Ker Melville.  
 Joseph William Morgan.  
 Henry Horace Palmer.  
 John Francis Rayment.  
 Lindsay Edgar Royston.  
 Norman Hamon Shaw.  
 Robert Cutbush Spencer.  
 Arthur Henry Spurgeon.  
 Arthur John Giffard Tate.  
 William Harold Thurlby.  
 Lovel John Towers.  
 Francis Hoddinett Vail.  
 Hector Macdonald Laws Waller.  
 Ross Valdar Wheatley.

PROMOTIONS.

(1) *Sea-going Forces.*

Name.	Rank.	Promoted to—		Ship.
		Rank.	Date.	
Duncan W. Grant .. ..	Lieutenant .. ..	Commander .. ..	24. 3. 14	Naval College
Frederick L. Cavaye .. ..	Sub-Lieutenant .. ..	Lieutenant .. ..	30. 12. 13	<i>Sydney</i>
Cleon Dennis .. ..	Engineer Sub-Lieutenant .. ..	Engineer Lieutenant .. ..	1. 8. 13	<i>Sydney</i>
John T. Weaving .. ..	Gunner .. ..	Chief Gunner .. ..	1. 11. 13	<i>Tingira</i>
Joseph Dole .. ..	Artificer Engineer .. ..	Chief Artificer Engineer .. ..	1. 12. 13	<i>Gayundah</i>
Carl R. Reid .. ..	E.R.A. .. ..	Acting Artificer Engineer .. ..	1. 10. 13	<i>Australia</i>
Arthur Livingstone .. ..	" .. ..	" .. ..	1. 10. 13	<i>Encounter</i>

(2) *Administrative and Instructional Staff.*

Frederich H. C. Browlow, A.D.C., <i>V.D.</i>	Commander .. ..	Captain .. ..	1. 7. 13	D.N.O., Sydney
Joseph A. H. Beresford .. ..	Lieutenant .. ..	Commander .. ..	1. 1. 14	Staff Officer to D.N.R.
Oliver L. A. Burford .. ..	" .. ..	" .. ..	16. 1. 14	D.N.O., Largs Bay
Edwin Argent .. ..	Chief Gunner .. ..	Lieutenant .. ..	1. 1. 14	A.D.N.O., Port Adelaide
John Rogers .. ..	" .. ..	" .. ..	1. 1. 14	A.D.N.O., Brisbane
John White .. ..	" .. ..	" .. ..	1. 1. 14	S.D.N.O., Thursday Island
John A. Bates .. ..	" .. ..	" .. ..	1. 1. 14	A.D.N.O., Port Melbourne
Francis J. Nugent .. ..	C.P.O. .. ..	Warrant Officer .. ..	1. 8. 13	S.D.N.O., Townsville
Henry C. Harris .. ..	" .. ..	" .. ..	1. 8. 13	S.D.N.O., Geelong
Frank P. Willett .. ..	" .. ..	" .. ..	1. 8. 13	A.D.N.O., Sydney
John A. Newton .. ..	" .. ..	" .. ..	1. 1. 14	A.D.N.O., Port Melbourne
Alfred T. G. Parsons .. ..	" .. ..	" .. ..	1. 1. 14	A.D.N.O., Brisbane
Charles Frolick .. ..	" .. ..	" .. ..	1. 1. 14	A.D.N.O., Sydney
Ernest J. Bates .. ..	" .. ..	" .. ..	1. 1. 14	A.D.N.O., Port Melbourne

The following appointments have been made :—

Name.	Rank.	Appointed—		
		From—	To—	Date.
Arthur Gordon Smith ..	Captain .. ..	<i>Encounter</i> .. ..	Navy Office, as Second Naval Member ..	28.1.14
Charles L. Lewin .. ..	Commander .. ..	<i>Tingira</i> .. ..	<i>Encounter</i> , as Acting Captain .. ..	28.1.14
George L. Browne .. ..	Lieutenant .. ..	<i>Tingira</i> .. ..	<i>Tingira</i> , as Acting Commander in command ..	28.1.14
Charles B. Elwell .. ..	" .. ..	<i>Pioneer</i> .. ..	<i>Cerberus</i> , for Naval College .. ..	1.1.14
Douglas B. Cooper .. ..	" .. ..	<i>Gayundah</i> .. ..	<i>Melbourne</i> .. ..	1.1.14
Rowland G. Bowen .. ..	" .. ..	S.D.N.O., Thursday Island	<i>Penguin</i> , additional as A.D.N.O., Sydney	20.2.14
William E. Roberts .. ..	Surgeon .. ..	<i>Australia</i> .. ..	<i>Encounter</i> .. ..	1.2.14
Eric Kingsford-Smith ..	Assistant Paymaster ..	<i>Gayundah</i> .. ..	<i>Sydney</i> .. ..	1.1.14
John Hehir .. ..	Paymaster's Clerk ..	<i>Australia</i> .. ..	<i>Australia</i> , for Secretary's Office .. ..	9.3.14
Alfred E. Sharp .. ..	" .. ..	<i>Australia</i> , additional ..	<i>Australia</i> .. ..	9.3.14
Cecil H. J. Carling .. ..	" .. ..	Shore .. ..	<i>Australia</i> , additional for training .. ..	9.3.14
John D. Turner .. ..	Chief Gunner .. ..	A.D.N.O., Port Adelaide	A.D.N.O., Sydney .. ..	1.3.14
Francis J. Young .. ..	Gunner .. ..	A.D.N.O., Sydney ..	S.D.N.O., Launceston .. ..	10.3.14

[Navy Order 35 of 1914—*continued.*]*Removals from the Active List.*

N.O. 35

Name.	Rank.	Date.	Remarks.	1914,
				<i>continued.</i>
Walton Drake ..	Captain ..	29. 1. 14	Retired	
Alistair C. Maclachlan ..	Lieutenant ..	17. 2. 14	Resigned	
Donald J. Weeks ..	Eng. Lieutenant	24. 12. 13	Returned to Royal Navy	
John S. Macfarlane, M.B.	Surgeon ..	31. 1. 14	Resigned	
Robert Kearns ..	Chief Gunner ..	30. 1. 14	Retired	
James Gready ..	Chief Boatswain	9. 12. 13	Retired	
James Hoey ..	Carpenter ..	7. 2. 14	Deceased	

## ROYAL AUSTRALIAN NAVAL RESERVES.

*Promotions.*

Name.	Rank.	Promoted to—	
		Rank.	Date.
Joseph Crossley ..	Sub-Lieutenant (Sea-going)	Lieutenant ..	1. 7. 13
Louis C. Rowland ..	" "	" "	11. 8. 13
Alexander J. Loudon- Shand	Sub-Lieutenant (Sea-going) (Prob.)	Confirmed in rank	1. 1. 11
John G. Fearnley ..	Lieutenant ..	Commander ..	1. 7. 13
Edwin A. Blackboro	Lieut. (Prov'l) ..	Confirmed in rank	1. 4. 12
Edmund Allen ..	" "	" "	1. 4. 12
Charles Webber ..	A.B. ..	Sub-Lieutenant (Provisional)	1. 9. 13
Avenal Hext ..	" "	" "	1. 9. 13
Charles W. Hicks ..	" "	Midshipman ..	1. 9. 13
Lionel Ronchetti ..	C.P.O. ..	Warrant Officer (Bandmaster)	1. 7. 13
Thomas Wade ..	" "	" "	1. 7. 13
Thomas G. Law ..	P.O. ..	" "	1. 7. 13

The following Officers have been appointed to the R.A.N.R. :—

Name.	Rank.	Seniority.	Remarks.
Francis Carter ..	Sub-Lieutenant (Prob.)	1. 7. 13	Sea-going
George Kerr ..	Lieutenant ..	1. 7. 13	Unattached List

Navy Order 35 of 1914—*continued.*

N.O. 35 The following Chaplains have been appointed to the R.A.N.R.:—

1914, <i>continued.</i>	Name.	Denomination.	For Port of—	Date.
	Rev. Matthew Williams, B.A.	Church of England	Port Adelaide	1.2.13
	Rev. Joseph Snell ..	Methodist ..	Hobart ..	" "
	Rev. Canon Robert H. Moore, M.A.	Church of England	Fremantle ..	1.7.13
	Rev. George H. Rogers ..	" "	Rockhampton	23.9.13
	Rev. William Dunning ..	Methodist ..	" "	" "
	Rev. Edward J. Nash, M.A.	Church of England	Thursday Island	" "
	Rev. James Kirke ..	Presbyterian ..	Cairns ..	" "
	Rev. Herbert A. Denny ..	Methodist ..	" "	" "
	Rev. John Mackenzie ..	Presbyterian ..	Bundaberg ..	" "
	Rev. William Atkinson ..	Methodist ..	" "	" "
	Rev. Robert M. Legate, B.A.	Presbyterian ..	Brisbane ..	" "
	Rev. Richard Dunstan ..	Methodist ..	" "	" "
	Rev. George K. Kirke ..	Presbyterian ..	Townsville ..	" "
	Rev. Martin Webster ..	Methodist ..	" "	" "
	Rev. Alfred C. Plane ..	" "	Maryborough	" "
	Rev. Riddiford Oakley ..	" "	Newcastle ..	" "
	Rev. Francis L. A. Schloeffel	Presbyterian ..	Sydney ..	" "
	Rev. Patrick J. Stephen ..	Methodist ..	" "	" "
	Rev. Robt. Murray, M.A., B.D.	Presbyterian ..	Williamstown ..	" "
	Rev. John D. Landels ..	" "	Port Melbourne	" "
	Rev. William Tait, M.A. ..	" "	Portland ..	" "
	Rev. Samuel Cuthbert ..	Methodist ..	" "	" "
	Rev. John Barningham ..	" "	Port Fairy ..	" "
	Rev. Thomas Shanks, M.A., B.D.	Presbyterian ..	Port Adelaide	" "
	Rev. Allen H. Melbourne ..	Methodist ..	" "	" "
	Rev. Robert Hanlin ..	Presbyterian ..	Fremantle ..	" "

## NAVAL STAFF CLERKS.

Name.	To date from—
-------	---------------

*Appointments.*

CLASS I.	
Herbert Simpson ..	1st July, 1913
CLASS II.	
William J. McMinn ..	1st July 1913
Henry Brown ..	" "
Joseph W. Barter ..	19th August, 1913
CLASS III.	
Walter Grice ..	1st July, 1913
George K. Pelly ..	" "
Sydney C. Hilder ..	" "
Richard W. Moore ..	" "
Alfred D. Burgoyne ..	30th August, 1913
Fritz H. Dubois ..	1st July, 1913
William T. Richards ..	" "

## [Navy Orders 35, 36, and 37 of 1914.]

NAVAL STAFF CLERKS—*continued.*

N.O. 35

Name.	To date from—	1914, <i>continued.</i>
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*Appointments—continued.*CLASS III.—*continued.*

William R. Cox ..	1st July, 1913
Jack A. R. Irwin ..	" "
Walter J. Vincent ..	" "
Robert H. K. Donaldson ..	" "
Edward E. Boucher ..	" "
Joseph de V. Tyndall ..	" "
Francis J. Nanscawen ..	1st December, 1913
Donald J. Campbell ..	16th December, 1913
Stanley G. Quick ..	1st January, 1914

*Appointed on Probation for a Period of Six Months.*

## CLASS III.

William M. Hine ..	1st December, 1913
John G. Harris ..	" "
George H. Vivian ..	1st July, 1913
Walter H. Brooksbank ..	27th November, 1913
William J. Kenny ..	" "
Sidney F. E. Liebert ..	10th December, 1913
Denis P. Fenressey ..	" "
Stanley W. A. Christensen ..	" "

*Appointments Confirmed.*

## CLASS III.

Alexander B. Nunan ..	1st May, 1913
Thomas F. Lane ..	" "
Patrick E. MacGillicuddy ..	13th May, 1913
Laurence R. Baker ..	" "

*Promotion.*

George Sharp, promoted to Class I. ..	1st July, 1913.
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## COMMISSIONING OF H.M.A. SUBMARINES.

N.O. 36

H.M.A. Submarines AE1 and AE2 were commissioned on 28th February, at Portsmouth, as tenders to H.M.A.S. *Penguin*.

1914.

APPOINTMENT AND DUTIES OF THE REAR-ADMIRAL N.O. 37  
COMMANDING AUSTRALIAN FLEET.

1914.

With reference to Navy Order No. 69 of 1913, paragraph 4, the following amendments are to be made:—

After "436" insert "439."

Delete "448."

For "516" read "515."



**N.O. 38 ADVANCES OF PUBLIC MONEYS—H.M.A. SHIPS.**

1914. The attention of Commanding Officers and Accountant Officers is drawn to the fact that Naval Advances may be obtained from the Sub-Treasury Paymaster of the capital city of each State only on the signatures on Form A.S.5 of the Officer Commanding and the Accountant Officer.

The Treasury have issued instructions to the Sub-Treasury in each State that payment of Naval Advances is only to be made to and receipt given by the Accountant Officer, and that any alterations in the names of Commanding Officers or Accountant Officers are to be recognised only when communicated by the Director of Navy Accounts.

On a change in command or on the Accountant Officer being superseded or relieved, the Commanding Officer is to forward to the Director of Navy Accounts six specimen signatures of the Officer or Officers concerned. Sufficient notice should be given to the Director of Navy Accounts in all such cases to enable the necessary arrangements to be made with the Sub-Treasury in each State.

In special urgent cases where it is desired that the signature of another Officer be accepted in lieu, the Director of Navy Accounts should be communicated with by telegraph. In such cases the reason for the alteration must be given. (N. 14/632.)

**N.O. 39 ADMIRALTY ECONOMIC TELEGRAPH CODE.**

1914. With reference to Navy Office Circular, dated 30th May, 1913, No. 13/3685, relative to the supply of a new edition of the *Admiralty Economic Telegraph Code*, the 1905 edition of this book is to be considered as obsolete as from 1st April, 1914, and all copies of the 1905 edition and its Addenda (1910) on charge in H.M.A. Ships, Establishments, and District Naval Offices are to be destroyed, Certificates of their destruction being forwarded to the Naval Secretary, Melbourne, on Form A.S. 1330. (N. 14/1587.)

**N.O. 40 PHYSICAL TRAINING INSTRUCTORS.**

1914. The number of Physical Training Instructors allowed in complements of H.M.A. ships is to be revised in accordance with Admiralty Weekly Order No. 622. (N. 14/655.)

**N.O. 41 QUESTIONS AND ANSWERS IN NAVAL ENGINEERING.**

1914. It is notified for information of all concerned that a copy of *Questions and Answers in Naval Engineering* has been added to list of books in Officers' and Ships' Libraries of H.M.A. ships, and Naval Depôt, Williamstown.

Copies will be furnished, without demand, by Naval Store Officer, Naval Depôt, Williamstown. (14/1091.)

By Authority: ALBERT J. MULLETT, Government Printer, Melbourne.



COMMONWEALTH FORCES.

**NAVY ORDERS,**

1914.

NAVY OFFICE,

*Melbourne, 1st May, 1914.*

The following Orders are promulgated for the information and guidance of the Commonwealth Naval Forces.

By direction of the Naval Board,

GEO. L. MACANDIE.

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## DAILY MAIL NOTICES.

N.O. 42

Officers Commanding H.M.A. Ships are notified that Daily Mail Notices are received at the following Naval Offices, and are available for the Senior Naval Officer of any of H.M.A. Ships in port:—

H.M.A. Naval Establishments, Garden Island, Sydney.

H.M.A. Naval Depôt, Williamstown.

Naval Staff Office, Brisbane.

Naval Staff Office, Port Adelaide.

Naval Staff Office, Fremantle.

Naval Staff Office, Hobart.

(N. 13/11449.)

ROYAL NAVY RANKS AND RATINGS LENT TEMPORARILY  
TO THE ROYAL AUSTRALIAN NAVY AND DISCHARGED  
ON TERMINATION OF ENGAGEMENT.

N.O. 43

1914.

With reference to clause 3 of Navy Order 45/1913, the following directions are to be followed when an Officer or Man, whose period of service in the Royal Australian Navy has terminated, is returning to the Royal Navy or is taking his discharge to the shore:—

(2) A Form, A.S. 1031z, showing full particulars of his pay, deferred pay, &c., accounts on the current quarterly ledger is in every case to be forwarded without delay direct to the Director of Navy Accounts.

he also  
2/6 69  
1914

(3) Additional information as hereunder is to be inserted in column 5 in the case of each rating:—

Whether he is:—

(a) An Active Service Rating and if in his first engagement, completing time for pension, non-continuous service, or has completed any of those engagements:

(b) Royal Fleet Reserve Rating, and to which class he belongs; or

(c) Pensioner or Ex-Royal Navy Rating.

(4) Class A of Royal Fleet Reserve consists of those ratings who have completed time for pension in the Royal Navy and have engaged to serve in the Royal Fleet Reserve.

(5) Class B consists of those ratings who have completed twelve years or more Active Service, but have not completed time for pension, and have engaged to serve in the Royal Fleet Reserve. (N. 14/370.)

**N.O. 44 ORDERS TO REGULATE THE CARE OF WARLIKE STORES, ETC.**

1914.

AMENDMENT TO NAVY ORDER 125/1913.

Section II.—Returns to be rendered by Ships.

*Delete—*

S. 1404, Examination of Guns, Annually. (Cancelled by Gunnery Order No. 179 of 1912.) (N.14/1896.)

**N.O. 45 OIL FOR LUBRICATING GYRO COMPASS BEARINGS.**

1914.

It is notified, for the information of all concerned, that after first supply of Oil for lubricating Gyro Compass Bearings has been made, H.M.A. Ships are to meet requirements from their own resources. (14/257 D.S.)

**N.O. 46 COMPENSATION FOR INJURIES RECEIVED OR DISEASE CONTRACTED ON DUTY.**

1914.

With reference to Financial Regulation 68, which provides for payment of compensation to members of the Permanent Naval Forces discharged on account of wounds or injuries received, or disease contracted on duty, provided the wound, injury, or disease was not due to the member's default, the Board of Survey must in every case in which compensation is recommended to be paid make a definite recommendation:—

(I.) That the member is recommended for discharge—

(a) On account of wounds or injuries received on duty; or

(b) On account of disease contracted on duty.

(II.) That the wound, injury, or disease was not due to the member's default.

(III.) As to the degree of disability of the member in accordance with the scale in Financial Regulation 68.

2. A complete history of the case must also be forwarded, with the report of the Board of Survey, to the Naval Secretary. (N. 14/357.)

**GUNNERY AND TORPEDO, ETC., HISTORY SHEETS—DISPOSAL ON DISCHARGE OF RATINGS.**

N.O. 47

1914.

With reference to Articles 833, 834, 835, 836, and 1310 of King's Regulations and Admiralty Instructions (1913), the History Sheets referred to therein are, on the discharge of ratings to the shore, to be forwarded, together with Form A.S. 1299z where applicable, to the Commanding Officer, H.M.A. Naval Depôt, Williamstown, for retention.

(2) In the event of a rating re-engaging, application is to be made to the Commanding Officer, Naval Depôt, for these documents to be forwarded for attachment to the Service Certificate. (N. 14/2029.)

**ADVANCEMENT OF ORDINARY SEAMEN AND STOKERS, 2nd CLASS.**

N.O. 48

1914.

Navy Order No. 132 of 1912 on the above subject is hereby cancelled.

(2) All men who have been advanced in accordance with above-mentioned Navy Order and at present hold the rating of Acting Able Seaman or Acting Stoker, First Class, are to be at once classed up and instructed with a view to their confirmation in such rating at an early date.

(3) Ordinary Seamen and Stokers, Second Class, will not in future be drafted to H.M.A. T.B. Destroyers or other H.M.A. Ships where facilities for necessary training are not available, except in special cases. (N. 14/1946.)

**CARTRIDGE CASES—ALLOWANCES FOR COLLECTING AND RETURNING.**

N.O. 49

1914.

It is notified, for the information of all concerned, that the following additions and alterations have been made in Navy Order 162, of 1913:—

Insert under "Cartridges" the following:—

"Small Arm Pistol, self-loading, Webley and Scott, .455-inch, 2s. per 1,000 of 14-lb."

(2) The allowance for the return of Cartridges, Pistol, Webley, should be shown as per 1,000 of 10 lbs., instead of as per 1,000 of 11 lbs. (14/94 D.S.)

**N.O. 50 UNIFORM FOR OFFICERS' STEWARDS AND COOKS.**

1914. It is notified, for general information, that Cap Badges do not form part of the Uniform of Officers' Stewards and Cooks, and are not to be worn by these ratings. (N.14/2147.)

**N.O. 51 PHOTOGRAPHING OF H.M.A. SHIPS.**

1914. The following general regulations as to the photographing of H.M.A. Ships and Naval Establishments have been framed for the guidance of Officers who may have to deal with applications for permission to take such photographs:—

- (a) As a rule no objection will be raised to *bonâ fide* photographers, whether amateur or professional, taking photographs of any of His Majesty's Australian Ships afloat, provided the apparatus is kept at a distance away at least equal to the length of the ship and a telephoto lens is not used.
- (b) No photograph may be taken on board His Majesty's Australian Ships without the express permission of the Commanding Officer.
- (c) No photograph is permitted to be taken of any of His Majesty's Australian Ships whilst lying in any dock or alongside any wharf or jetty.
- (d) No photograph may be taken in any of the Commonwealth Dockyards or other Naval Establishments without special permission of the Naval Board.
- (e) Permission to photograph particular ships may be withheld, either absolutely or conditionally, at the discretion of the Naval Board, should the interests of the public safety require it.
- (f) If for any reason relaxation of these conditions should be desired on any particular occasion, application for the requisite special permission should be made to the Senior Naval Officer present, who is responsible that no such relaxation lessens the effects designed by these regulations.
- (g) Photographers not conforming strictly to these conditions incur the risk of being proceeded against under the *Official Secrets Act 1911*.

(2) Copies of this Order will be supplied to H.M.A. Ships and Naval Establishments for issue in reply to applications from photographers. (N. 13/7578.)

**FORMS.****N.O. 52**

1914. It is notified, for the information of all concerned, that the following Forms have been adopted for use in the Royal Australian Navy:—

A.S. 507z.—Submission *re* Ratings recommended for advancement. (D.S. 14/22.)

(For use in H.M.A.S. *Cerberus* only.)

(2) A first supply of the undermentioned Forms will be made by the Naval Store Officer, Williamstown, when available, without demand:—

A.S. 46.—Accounts of Dead and Run Men. (N.13/10735.)

A.S. 222.—Application for Discharge. (D.S. 14/145.)

A.S. 289A.—Form B—Company Return of Rifle Practice. (N.14/359 and N. 14/40.)

(3) A supply of the following Forms may be obtained on demand to the Naval Store Officer, Williamstown:—

A.S. 235.—Report on Mechanician. (D.S. 14/174.)

A.S. 340D.—List of necessary work not shown in Defect List, &c. (D.S. 13/783.)

(4) The following Forms have been revised and a supply will be made, when available, without demand, by the Naval Store Officer, Williamstown. Previous editions are to be treated as obsolete:—

A.S. 290.—Form D—Ship Return of Rifle Practice. (N. 14/552 and N. 14/41.)

A.S. 1330.—Form of Receipt and Supply Note, &c., for Secret and Confidential Books, &c. (D.S. 14/65.)

**CONDUCT OF RELIGIOUS SERVICES ON BOARD H.M.A. SHIPS WHEN NO CHAPLAIN IS BORNE.****N.O. 53****1914.**

With reference to note to paragraph 4 of Navy Order 22 of 1913, when one of H.M.A. Ships, in which no Chaplain is borne, is present at a port where a Naval Reserve Chaplain (Protestant) has been appointed, and no Chaplain, R.A.N., is available, arrangements are, if possible, to be made for the Naval Reserve Chaplain to conduct service on board each Sunday. Failing this, the Commanding Officer is to conduct the service.

(2) In the event of there being more than one Naval Reserve Chaplain present at the port, arrangements should be made for the Chaplains of the different Protestant Denominations to conduct service in turn.

**N.O. 53** (3) As a general rule, Roman Catholics should be landed  
 1914, for service, the Roman Catholic Chaplain, R.A.N.R., if  
 continued. any, being consulted beforehand, unless the ship carrying  
 the Roman Catholic Chaplain, R.A.N., is present, when  
 that officer will make all necessary arrangements.

(4) Arrangements for the spiritual welfare of Officers  
 and Men serving in the Destroyers and Submarines are to  
 be made by their parent ship or the Senior Officer present  
 if away from the parent ship. Instructions will be issued  
 later as to arrangements for services for the above while at  
 Sydney. (N. 13/4012.)

**N.O. 54** GENERAL MANAGER, COMMONWEALTH NAVAL  
 1914. DOCKYARD, COCKATOO ISLAND.

Mr. Julian J. King-Salter has been lent by the Admiralty  
 from the Royal Corps of Naval Constructors to the Com-  
 monwealth Government, and has been appointed General  
 Manager, Commonwealth Naval Dockyard, Cockatoo Island,  
 Sydney, for a period of three years, to date from 30th  
 January, 1914. (N. 14/1426.)

**N.O. 55** RECOMMISSIONING OF H.M.A.S. "PARRAMATTA."

1914. H.M.A.S. *Parramatta* was recommissioned at Mel-  
 bourne on the 16th April, 1914, as tender to H.M.A.S.  
*Melbourne*. (N. 14/2045.)

**N.O. 56** ARREST OF CORROSION OF STEEL WORK.

1914. In all cases where structural work shows signs of undue  
 rusting, pitting, or corrosion, two coats of Wailes, Dove's  
 Bitumastic Solution are to be applied. The following in-  
 structions are to be observed in the application of the solu-  
 tion, viz. :—

1. The solution is of a brilliant black colour, and is to  
 substitute all ordinary oil paint which would  
 otherwise be applied directly on the steel.
2. The surfaces of the steel are to be thoroughly sealed,  
 cleaned, and dried before the solution is applied.
3. When the surfaces are quite dry, one coat of the  
 solution is to be applied cold by brush in a similar  
 manner to ordinary paint.
4. As soon as the first coat has set, a second coating is  
 to be applied in the same manner as the first.

5. Ventilation should be arranged for when the solution **N.O. 56**  
 is being applied in very confined spaces, and care **1914,**  
 must be taken not to bring it in contact with *continued.*  
 lamps or lights.

6. It is very important that the solution be well stirred  
 through the bung hole of the cask while being  
 used, and the bung or cork must not be left out.  
 The following are the allowances by Establish-  
 ments for the ships mentioned :—

H.M.A.S. *Australia*—2 cwt.

Light Cruiser Class—1 cwt. each.

H.M.A.S. *Protector*— $\frac{1}{2}$  cwt.

H.M.A.S. *Gayundah*— $\frac{1}{2}$  cwt.

In the case of Torpedo Boat Destroyers, a stock of 1 cwt.  
 will be kept at each of the Shore Establishments for these  
 vessels. (D.N.S. 14/241.)

**NATIONAL HEALTH INSURANCE ACT.**

**N.O. 57**

The following returns are required to be rendered under  
 the provisions of the Imperial National Health Insurance  
 Act :— **1914.**

(a) Quarterly Return on Form R. 136 (referred to in  
 paragraph 13, Admiralty Circular Letter, No. 19  
 of 25/6/12), of all Active Service Ratings in  
 first Royal Navy Engagement serving in the  
 Royal Australian Navy.

(b) Quarterly Return on Form R. 136 of all Ratings  
 in second period of Royal Navy Engagement who  
 have elected to insure.

As no copies of Form R. 136 have yet been received from  
 the Admiralty, returns should, until further notice, be  
 rendered in the following form :—

Name.	Rating.	Official No. (R.N.)	Inclusive dates borne for pay.	No. of Contribu- tions charged.	No. of Contribu- tions in arrear.	Remarks (Cause of arrears, Ship to which discharged, date, &c.)

## Navy Orders 57 and 58 of 1914.]

**N.O. 57** All returns should be furnished to the Director of Navy Accounts—in duplicate—within twenty-one days of the close of each quarter.

1914.

continued.

Where, as a result of charging contributions on a fortnightly basis—as laid down in Navy Order No. 87 of 1913—each rating is one contribution in arrear at the end of the quarter, the arrears should be shown on returns and a notation made in "Remarks" column.

(c) Form S. 1031—Return showing variations in insurance—should be completed quarterly and rendered in duplicate with Return in Form R. 136. First supply of S. 1031 will be issued to all ships by the Naval Store Officer, Naval Depôt, Williamstown, without demand. Further supplies are to be demanded in the usual way. (N. 13/4514.)

**N.O. 58**

## DISCHARGE "TIME EXPIRED."

1914.

The discharge "time expired" of Royal Australian Naval Ratings in H.M.A. Ships under the flag of the Rear-Admiral Commanding may, in future, be authorized by the Rear-Admiral Commanding without reference to the Naval Board. Navy Order 1 of 1913, section X, is amended accordingly. (N.14/1961.)



COMMONWEALTH FORCES.

NAVY ORDERS,  
1914.

NAVY OFFICE,

Melbourne, 9th June, 1914.

The following Orders are promulgated for the information and guidance of the Commonwealth Naval Forces.

By direction of the Naval Board,

GEO. L. MACANDIE.

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## NAVAL SECRETARY TO THE NAVAL BOARD.

N.O. 59

Honorary Paymaster George L. Macandie has been appointed Naval Secretary to the Naval Board, to date 10th May, 1914. 1914.

(2) Paymaster William R. Scotland is authorized to sign orders on behalf of the Naval Board "for Naval Secretary." Section I, of Navy Order 1/1913 is to be amended accordingly.

**ERRATA TO ROYAL AUSTRALIAN NAVY PRICE LIST OF N.O. 60 SEAMEN'S CLOTHING FOR PETTY OFFICERS, MEN, AND BOYS. 1914.**

Prices should be amended forthwith to read as follows:—

	£	s.	d.	
Cases, Hat, Calico .. ..	0	1	0	each.
Bags, Duck, Small .. ..	0	1	7	"
Housewives, filled .. ..	0	1	4	"
Insert—Housewives, unfilled ..	0	0	9	"
Long Jackets, Diagonal Serge, Double Breasted—				
Gilt Buttons, C.E.R.A.'s. .. ..	1	15	8	"
Gilt Buttons .. ..	1	15	0	"
Black Horn Buttons .. ..	1	12	11	"
Black Ivory Buttons .. ..	1	13	0	"
Long Jackets, Diagonal Serge, Single Breasted—				
Gilt Buttons .. ..	1	9	4	"
Black Horn Buttons .. ..	1	8	1	"
Black Ivory Buttons .. ..	1	8	1	"
Waistcoats, Diagonal Serge—				
Gilt Buttons .. ..	0	9	3	"
Black Horn Buttons .. ..	0	8	6	"
Black Ivory Buttons .. ..	0	8	6	"
Trousers, Diagonal Serge, with Fly				
Fronts .. ..	0	15	5	"

(D.V. 14/382 and 14/508.)

*Cancelled  
w/o 109  
1914*

**CABLEGRAMS FOR UNITED KINGDOM AND EUROPE. N.O. 61**

Service Cablegrams for the United Kingdom and Europe are to be indorsed "via Pacific" route, wherever practicable. 1914.  
(N. 14/2543.)

**N.O. 62 OFFICERS' LEAVE OF ABSENCE.**

1914. Paragraph 3 of Navy Order 140/1913 is to be cancelled, and the following substituted:—

“(3) (a) All applications for leave of absence exceeding four days from Officers not serving in ships under the orders of the Rear-Admiral Commanding are to be submitted to the Naval Secretary on Form A.S. 539, for consideration of the Naval Board, and should reach the Navy Office at least four days prior to the date on which the leave is to commence.

(b) Should no acknowledgment be received before the date of commencement of leave it is to be assumed that the leave has been approved. This does not apply in regard to applications for leave from Commanding Officers.

(c) In cases of ships away from Melbourne, the request may, when circumstances warrant, be submitted by telegraph.” (N. 14/3226.)

**MEDICAL FORMS.**

**N.O. 63** The following Medical Forms, &c., have been adopted in the  
1914. Royal Australian Navy, and will be supplied on demand from the District Naval Medical Officer, H.M.A. Medical Depot, Garden Island, Sydney:—

No. of Form.	Description.
—	Scale of Medicines, Instruments, &c.
A.M. 198 ..	Demand for Surgical Instruments.
A.M. 174z ..	Demand for Medicines. Similar to Admiralty Form M. 174.
A.M. 177 ..	Annual Account.
A.M. 183 ..	Hurt Certificates.
A.M. 184 ..	List of Trusses issued.
A.M. 41 ..	Clinical Sheets.
A.M. 189 ..	Medicines and Medical Stores claimed as lost or broken.
A.M. 176 ..	Survey of Stores.
A.M. 179 ..	Medical Officer's Journal.
A.M. 196 ..	Prescription Book.
A.M. 197 ..	Sick Mess Account Book.
A.M. 209 ..	Rough Diary.
A.M. 208 ..	Alphabetical Sick-list.
—	Sheets for Sight-testing.

The undermentioned Medical Forms which have already been adopted in the Royal Australian Navy are to be renumbered as follows:—

A.M. 190 ..	Medical History Sheet (formerly A.S. 1236).
A.M. 186 ..	Weekly Report of Sick (formerly A.S. 1504).
A.M. 195 ..	Daily Report of Sick (formerly A.S. 1505).

(N. 13/11549.)

**SERVICES FOR PROTESTANTS AT GARDEN ISLAND. N.O. 64**

(1) When a ship carrying a Chaplain is alongside Garden Island, the Chaplain of that ship is to perform the above-mentioned services and attend on the sick and on the men in detention barracks.

(2) When there is no ship alongside carrying a Chaplain, the Captain-in-Charge should arrange that the services are taken by a Chaplain, R.A.N.R., of one of the Protestant denominations.

(3) The Senior Officer present should arrange that ships present in the port not carrying Chaplains send their men to attend service at Garden Island, unless it is more convenient for them to attend service on board a ship carrying a Chaplain.

(4) R.A.N.R. Chaplains should also attend on the sick, &c., of their own denomination present in the port on board ships not carrying Chaplains and at Garden Island.

(5) The services mentioned in paragraph (3) should be arranged by the Captain-in-Charge to be taken by the Ministers of the various denominations roughly in the proportion to the number of men coming under their charge. (See para. 4.)

(6) Payment is to be made according to the scale laid down in Navy Order No. 22 of 1913, para. 3 (b) *et seq.* (N. 14/2221.)

**BLANKETS.**

All blankets weighing less than 5 lbs. in use by ratings in H.M.A. ships and Naval Establishments are to be returned to Royal Edward Victualling Yard.

(2) Demands for blankets to replace those to be returned to store should be forwarded to the Victualling Store Officer, Royal Edward Victualling Yard, Sydney. (D.V. 14/278.)

**ARREST OF ABSENTEES AND DESERTERS BY NAVAL OFFICERS OR MEN. N.O. 66**

The attention of Officers, Petty Officers, and Men is to be called to the provisions of Section 114 of the *Defence Act* 1903-12, under which they are authorized to arrest any person they recognise as being an absentee or deserter from his ship, and it is to be impressed upon them that it is their duty to give into the custody of the police any person they may so recognise at any time, whether they themselves are on duty or on leave.

(2) They should be warned that, in any case where they do not take steps for the arrest of any such absentee or deserter, they render themselves liable to the penalty provided in section 77 (c) of the *Defence Act*.



**N.O. 67 TREATMENT OF RATINGS IN HOSPITAL.**

1914. To enable hospital claims to be checked, a return is to be forwarded direct to the Director of Navy Accounts at the end of each month in the following form, showing ratings discharged to public hospitals for treatment.

Name, Rating, and Official No.	Date discharged to Hospital.	Date discharged from Hospital.	No. of Days in Hospital.	If discharged from the Royal Australian Navy, Date of Discharge.

(2) In cases where a rating has not returned to his ship by the end of the month in which the return is rendered, a note to that effect should be made on the return and his name repeated in the returns for following months until he has returned to his ship.

(3) Should a rating return to a different ship from that from which he was discharged to hospital, his name should be included in the statement for the month of the ship to which he returns. In such cases a reference should be given to the ship from which the rating was discharged to hospital. (N. 13/8594.)

**N.O. 68 CASUAL PAYMENTS, AND PAYMENTS ON DISCHARGE TO SHORE.**

1914. A separate page of the Casual Payments Book is to be opened for each period of the quarter, viz., 1-15th, 16th-31st, &c., and any payments not made at General or Miss-Musters, whether casual or on discharge to shore, are to be entered in the ledger in the column for the corresponding period, e.g., payments made between 1st and 15th January are to be entered in column 28, and payments between 16th and 31st January in column 29. The total of such payments would then be shown as the total of casual payments, in the certificate for mid-month and end-month muster payments respectively.

(2) In cases of men discharged to shore, the amount paid on discharge will not in future be entered in column 34, but a red ink line is to be drawn across this column to indicate that the account has been closed.

(3) In every case, the total shown in the pay column of the ledger must correspond with the total of Muster and Casual Payment Certificates for the corresponding period.

(4) In future, in all certificates of casual payments, the date on which such certificate is signed by the Captain and by the Accountant Officer is to be shown.

(5) It is intended to amend the form on next reprint to provide space for a separate date, but pending such alteration the necessary additions are to be made in manuscript. (F. 95/1/18.)

**FORM A.S. 1031z—STATEMENT OF ACCOUNT ON FINAL N.O. 69 DISCHARGE.**

1914.

With reference to Navy Orders 71 of 1913 and 43 of 1914, each Form A.S. 1031z is, in future, to contain particulars relative to one account only instead of several entries being made on the one form as heretofore. A separate Form A.S. 1031z is also to be rendered in respect of each deserter.

(2) The rendering of Form A.S. 1031z in the case of persons discharged "dead" or "run" does not dispense with Form A.S. 46, which is also to be forwarded in each case.

**PROCEDURE IN REGARD TO DEFECT LISTS OF H.M.A. SHIPS WHERE REPAIRS, ETC., ARE TO BE CARRIED OUT AT WILLIAMSTOWN.**

1914.

(1) With reference to Navy Order No. 6 of 1914, in the case of ships requiring repairs, &c., at Williamstown, defect lists are to be rendered to the Commanding Officer, H.M.A.S. *Cerberus*, instead of to the Naval Board.

(2) The Commanding Officer, *Cerberus*, will then report to the Naval Board what work can be undertaken at the Naval Depôt and what at the State Dockyard, giving estimated cost.

(3) The Commanding Officer, *Cerberus*, is authorized to approve provisionally of making good defects which are incidental to docking, such as renewal of valves, valve spindles, zincs, gratings, studs, &c., examination of propeller nuts, taking wear down of shafts, friction tests, &c., the covering approval of the Naval Board being obtained by signal.

(4) In addition to provisions of paragraph (3), the Commanding Officer, *Cerberus*, is authorized to approve of minor repairs not exceeding a cost of £20, in anticipation of approval of the Naval Board. (N. 14/1441.)

**EXAMINATION FOR COOK'S MATE AND LEADING COOK'S MATE.**

N.O. 71

1914.

Until a School of Cookery is established at Westernport, the following procedure should be carried out as far as possible:—

Second Cook's Mate on entry to have three months' course at Depôt, including one month for kitting up and drill (in the case of seamen ratings transferring the one month for kitting up and drill will not be required).

## Navy Orders 71 and 72 of 1914.]

**N.O. 71** (2) After this course they should be discharged to one of the sea-going cruisers for further training.

**1914,**  
*continued.* (3) Examination for Leading Cook's Mate or Cook's Mate is to be conducted by an Accountant Officer of a ship other than that in which the candidate is serving.

(4) A candidate for Cook's Mate must have the qualifications laid down in Appendix XV., Part I., No. 95, King's Regulations and Admiralty Instructions (1913). He should, if possessing insufficient knowledge of baking, be transferred to a ship possessing a bakery for three months prior to this examination. A candidate for Leading Cook's Mate must have the qualifications laid down in Appendix XV., Part I., No. 63.

(5) A specimen examination syllabus is given for guidance in examination for Cook's Mate and Leading Cook's Mate—

	Marks.
1. Julienne Soup .. .. .	18
2. Fried Cod Steak .. .. .	18
3. Beef Steak Pie .. .. .	18
4. Potatoes, Marrow-fat Peas, Mashed Turnips, Arrowroot Cup .. .. .	18
5. Roly Poly Pudding, Tapioca Pudding.. .. .	18
6. General appearance, neatness .. .. .	10

100

The candidate should also be required to make a batch of bread.

(6) For a *Cook's Mate* the candidate should show *good* ability in the above and for *Leading Cook's Mate* a *very good* ability. (N. 14/2287.)

**N.O. 72 TRAINING OF R.N.R. OFFICERS (IMPERIAL) ON BOARD  
1914. H.M.A. SHIPS (NAVY ORDER No. 126/1913—ERRATA).**

The following amendments are to be made in Navy Order No. 126/1913:—

Paragraph 1, line 1.—*After* the word "Officers" *add* the words "of the Military Branch."

Paragraph 1, clause (b).—*Delete* the words "Articles 40 and 73" and *substitute* the words "Article 40".

Paragraph 3.—*Delete* the words "for Officers of the Military Branch, and Article 75, as regards Warrant Engineers,".

(14/2846.)

## [Navy Order 73, 74, and 75 of 1914.]

**" MEASURED DISTANCES " ON THE AUSTRALIAN COAST, N.O. 73**

**1914.**

A measured mile has been established on the eastern shore of Port Phillip. Two beacons, each consisting of three piles, have been erected in 20 feet of water. The beacons lie a mile apart south-east and north-west, the south-eastern being S. 38 deg. W. 400 yards from Ricket's Point and the north-western being S. 55 deg. W. 500 yards from Quiet Corner. The front and rear (shore) beacons which come into line on a bearing from seaward of N. 48 deg. E. mag., and mark the extremities of the mile, are each surmounted by a triangle painted white, those on shore being inverted and so arranged that their vertices appear to make contact with those in front when running the course which bears S. 42 deg. E. mag., about 1½ miles from the shore in 9 fathoms of water.

(*Note.*—The N.W. beacon serves the purpose of the red buoy (now removed) which formerly marked the L.W. rock off Quiet Corner.)

(2) A measured mile has also been established on the coast of New South Wales. Beacons have been erected on points on either side of Maroubra Bay. The front beacons are white with triangular top marks; the rear beacons being white posts with rectangular bottom marks painted red with white stripes.

A 5-mile measured distance has been established between the northernmost of these beacons and two beacons of a similar construction and colour erected on Cape Baily.

(3) When running trials on "measured distances," H.M.A. ships are to fly the special flag A of the International Code at the masthead, *vide* page XIV. of the *International Code of Signals*, 1899. (N. 14/2455.)

**DIRECT COMMUNICATION BETWEEN C.O.'S OF H.M.A. SHIPS AND GENERAL MANAGER, GARDEN ISLAND. N.O. 74**

**1914.**

With reference to Navy Order No. 6 of 1914, Commanding Officers are notified that they should communicate direct with the General Manager, Garden Island, on minor questions relating to defects which are not of sufficient importance to be referred to the Captain-in-Charge, and also on questions regarding lighters and yard services generally. (N. 14/2780.)

**LUBRICATING OILS.**

**N.O. 75**

Vacuum Oil, No. 2, will in future be issued for the lubrication of turbine engines in lieu of valvoline oil as laid down in Navy Order No. 134 of 1913. (D.S. 14/269.)

**1914.**

## N.O. 76 APPOINTMENTS.

1914. The following appointments, &c., have been made since publication of Commonwealth Navy List, 1st April, 1914 :—

Name.	Rank.	Appointed.		
		From—	To—	Date.
Duncan W. Grant ..	Lieutenant ..	Naval College	Promoted to rank of Commander and in command of Naval College (temp.) ..	24.3.14
Samuel C. L. Hodgkinson ..	" ..	Yarra ..	Australia ..	1.4.14
Gerald A. Hill ..	" ..	Australia ..	Melbourne, for Yarra ..	1.4.14
George M. Paterson ..	Midshipman, R.N.R. ..	R.N.R. ..	R.A.N. (prob.) Defence, for training ..	31.3.14
W. Crump Johnson ..	Eng. Com. ..	Australia ..	Australia, and for service on Staff of Rear-Admiral Commanding ..	20.4.14
Alexander R. Caw ..	St. Surgeon ..	" ..	" ..	" ..
James C. Brand ..	Eng.-Lieut. ..	Parramatta ..	Encounter ..	21.4.14
Oscar A. Ireland ..	" ..	Australia ..	Encounter ..	14.4.14
Alec. B. Doyle ..	" ..	Australia ..	Melbourne, for Parramatta ..	16.4.14
V. Ramsay-Smith ..	Surgeon ..	Shore ..	Australia ..	21.5.14
G. A. Melville-Anderson ..	" ..	Shore ..	Pioneer ..	30.5.14
Percy J. Hazel ..	Paymaster ..	Encounter ..	Cerberus ..	1.6.14
John Crow ..	" ..	Cerberus ..	Encounter ..	1.6.14
Hugh M. Ramsay ..	" ..	Penguin (lent Sydney) ..	Pioneer ..	21.6.14
Robert Negus ..	Asst. Paymr. ..	Pioneer ..	Penguin, for Gayundah ..	on relief
Eric Kingsford-Smith ..	" ..	Encounter ..	Sydney ..	23.5.14
Douglas Munro ..	Paymr's Clerk ..	Sydney ..	Australia, as Clerk to Secretary ..	23.5.14
Alfred H. Martin ..	Carpenter ..	Australia ..	Promoted to Chief Carpenter ..	4.4.14
Thomas W. Thorn ..	Ch. Art. Eng. (acting) ..	Encounter ..	Cerberus, for Protector ..	21.4.14
Samuel Adams ..	Gunner ..	Pioneer ..	Dismissed ship by sentence of Court-martial ..	13.5.14
Albert Pickett ..	" ..	Cerberus ..	Pioneer ..	14.5.14
Albert E. Shute ..	" ..	Australia ..	Cerberus ..	19.5.14
Alfred H. Vary ..	Art. Eng. ..	Protector ..	Australia ..	21.4.14
John E. R. Normann ..	Sub-Lieut., R.A.N.R. ..	Shore ..	Pioneer for training ..	15.5.14



COMMONWEALTH FORCES.

## NAVY ORDERS,

1914.

NAVY OFFICE,

Melbourne, 20th July, 1914.

The following Orders are promulgated for the information and guidance of the Commonwealth Naval Forces.

By direction of the Naval Board,

GEO. L. MACANDIE.

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**SCHEME OF TRAINING OF BOYS AND ORDINARY SEAMEN, N.O. 77  
2ND CLASS, DRAFTED TO H.M.A. SHIPS FROM H.M.A.S.  
"TINGIRA." 1914.**

The following scheme of training of Boys and Ordinary Seamen, 2nd class (*ex* H.M.A.S. *Tingira*), while serving in H.M.A. ships of the Sea-going Fleet is to be adhered to as far as possible:—

2. Ordinary Seamen 2nd class, Ordinary Signalmen 2nd class, and Ordinary Telegraphists 2nd class, are, so far as class for conduct, leave, and instructions are concerned, to be considered as Boys.

3. Boys and Ordinary Seamen 2nd class are to be divided into classes in which they will go through four periods of instruction; each of these periods, or courses, is to last one month.

The courses are to be as follow:—

- I. Seamanship.
- II. School and Gunnery.
- III. Gunnery.
- IV. Special duties, side boys, messengers, call boys, &c., also duty skiffs' and whaler's crews.

The regulations in Appendix XV., Part I., No. 81, King's Regulations, are to be adhered to.

4. It has been found impossible to condense the gunnery course into one month, as, owing to the lack of gunnery appliances in the *Tingira*, the instruction given there has to be supplemented by extra instruction at sea. For this reason the scheme is made out for two classes to be under gunnery instruction, which, continued with school, will give each class six weeks' gunnery.

The details of the Gunnery Course are as follow:—

*Field Training Course.*

*Field Exercises and Pistol* } 8 days.  
*Maxim Gun and Firing*

To perform Rifle and Pistol Exercises and Squad Drill.  
To perform the duties of any number at a Maxim Gun.  
To know the names of the parts of a rifle and pistol.  
To know how to assemble rifle and pistol accoutrements.

*Drill Course.*

*Gun Drill, 4½ days.*  
*Stripping, 4½ days.*  
*Ammunition, 4½ days.*

To perform the duties of any number at a 4-in. or 6-in. gun, and to answer questions on the notes.

To have a knowledge of the method of Night Control.

## Navy Order 77 of 1914.]

## N.O. 77

*Stripping.*1914,  
continued.

- To know the names and uses of all parts of a 4-in. or 6-in. gun and mounting, and to understand recoil and run-out arrangements.
- To be able to strip and assemble Elevating and Training Gear.
- To be able to strip and assemble a 4-in. or 6-in. breech mechanism.
- Knowledge of where spare parts are stowed, and how to ship them.
- To ship and unship 4-in. or 6-in. locks and circuits, and to know their action and safety arrangements.
- To understand the action of a Maxim, and to be able to prepare it for firing. Shift lock.
- To know how to place and remove .303-in. and 1-in. aiming Rifles to 4-in. or 6-in. guns, and to understand safety arrangements.

*Ammunition.*

- General knowledge of Chapter on Ammunition in Gunnery Drill Book—part concerning ship in which serving.
- General knowledge of action and markings of all Projectiles, Cartridges, Tubes, and Fuses in use in ship.
- Care, handling, opening, &c., of all ammunition cases in ship.
- General knowledge of Magazine Flooding and Ventilating arrangements in ship.

*Shooting and Instructional Appliances, 4½ days.*

- 4-in. or 6-in. Dotter and Laying Teacher.
- Sighting, Sight Setting, Use of Telescope.
- Articulation and Hearing.
- .303 Aiming for 4-in. or 6-in. Gun—10 rounds per Boy or Ordinary Seaman 2nd class.
- 1-in. Aiming for 4-in. or 6-in. Gun—10 rounds per Boy or Ordinary Seaman 2nd class.

In addition all classes under instruction to attend at Miniature Rifle Range for twenty minutes daily when range is available.

*Examination—1 day.*

5. Each Ordinary Seaman 2nd class, after being rated N.O. 77 such, and before attaining age of eighteen, is to undergo a fortnight's course of stokehold training, consisting of—

1914,  
continued.*First Week.*

- Use of all tools, fireirons, &c.
- Use and position of boiler mountings, and method of testing accuracy of gauge glasses.
- Prime and top a boiler.
- Method of keeping fires in good condition when steaming, and necessity for regular firing.
- Testing boiler water for salt and alkalinity.
- Rough idea of lead of steam and feed pipes.
- Use of all auxiliary machinery, and precautions in starting them.
- Rough idea of how oil fuel is burnt in a boiler.
- Passage of water from boiler as steam back to boiler as feed water.
- Safety lamp and all precautions on entering bunkers, oil fuel, and double-bottom compartments or any confined spaces.
- Rough idea of bilges, suction box, &c.
- Method of preservation of steel and iron surfaces.
- Watertight doors—how placed and opened; necessity for keeping indiarubber free from paint and grease.

*Second Week.**Auxiliary Watch-keeping in Stokehold.*

6. In regard to school instruction, arrangements are, if possible, to be made with ships of the Fleet bearing a Schoolmaster to carry it out.

7. On attaining the age of eighteen ratings under training are to be called upon to state definitely whether they prefer to become seamen or stokers, and are to be rated accordingly, subject to the requirements of the service.

Change of rating after this is to be made by request, and submitted for approval of the Naval Board in the usual manner.

8. Advanced class boys are to be drafted to H.M.A.S. *Australia*, or to some other sea-going ship bearing a Schoolmaster, where they are to be given one hour's school instruction per diem.

9. The instruction of Signal Boys and Boy Telegraphists is to continue on the usual service lines as at present.

10. Navy Order No. 80/1913 is cancelled. (N. 14/3950.)

**N.O. 78 SENIOR OFFICER OF IMPERIAL SHIPS—NEW ZEALAND DIVISION.**

1914. With reference to Navy Order No. 150 of 1913, it is notified, for general information, that Captain Herbert J. T. Marshall, R.N., assumed command of the New Zealand Division, on 22nd April, 1914, in succession to Commander H. C. Carr, R.N. (N. 14/3330.)

**N.O. 79 MEDICAL FORM A.M. 121Z.**

1914. A new Medical Form—A.M. 121Z—has been adopted in the Royal Australian Navy, and will be supplied, on demand, by the District Naval Medical Officer, Garden Island, Sydney, in accordance with the following establishment:—

*For Twelve Months.*

Shore Establishments .. .. .	As required.
Ships with complements of 600 and above ..	90
Ships with complements of 300 to 600 ..	60
Ships with complements under 300 ..	30

(14/1165.)

**N.O. 80 A.S. FORMS.**

1914. The following forms have been adopted for use in the Royal Australian Navy, and a first supply of same will be made by the Naval Store Officer, Williamstown, when available, without demand.

A.S. 258—"Statement of Effects of Naval Prisoner." (D.S. 14/346.)

A.S. 332A—"Report of Survey on Men." (14/2293.)

A.S. 333—"List of Men for Survey." (14/2293.)

2. The following forms have been revised, and a first supply will be made when available, without demand, by the Naval Store Officer, Williamstown. Previous editions are to be treated as obsolete:—

A.S. 53—"Return of numbers borne—Monthly." (D.S. 14/345.)

A.S. 239A. "Conduct Sheet" (D.S. 14/274.)

**CONTRACT FOR CONDENSED MILK.****N.O. 81**

The contract for Condensed Milk of Bacchus Marsh Concentrated Milk Company Ltd. brand, provides for the replacement by contractors of all quantities that may be condemned on board H.M.A. ships within a period of two years from date of delivery at Royal Edward Victualling Yard.

1914.

2. The first delivery under the contract was made in January of present year.

3. In the event of it being necessary to condemn any of the milk, quarterly certificates covering quantities condemned—approved by Commanding Officer—should be forwarded to the Victualling Store Officer in order that necessary steps may be taken to raise a claim against contractor. (N.S. 14/438.)

**PRESERVED MEAT.**

It has been decided that Preserved Meat shall be issued for dinner in H.M.A. ships once a week, and also once a week for supper, in one form or another.

**N.O. 82**

1914.

2. The value of the Meat so issued is to be charged against the ration allowance. (D.V. 14/43.)

**GYMNASIUM SHOES.**

On board H.M.A. ships, Gymnasium Shoes are to be issued on repayment to ratings qualifying for Instructors in Physical Training, and twenty-four pairs should be rendered available for loan to classes undergoing special courses of Physical Training.

**N.O. 83**

1914.

2. At Naval Depôts, sixty pairs are to be rendered available for loan to classes carrying out physical drill.

3. The second paragraph of Navy Order No. 60/1913 is hereby cancelled. (14/2311.)

**REPORTS ON OFFICERS—FORM A.S. 206.**

With reference to Admiralty Weekly Orders Nos. 900 and 957 of 1914, Form A.S. 206 is being revised to provide for the new instructions for rendering this form, and the instructions printed on the revised form are to be complied with.

**N.O. 84**

1914.

2. The instructions contained in Navy Order No. 14/1913 have been included in the instructions printed on the form. Navy Orders No. 3/1912 and No. 14/1913 are to be considered cancelled and superseded by the instructions contained in the revised Form A.S. 206. (D.S. 14/379.)

**N.O. 84** 3. With reference to Admiralty Weekly Order No. 1023 of 17th April, 1914, similar terms are to be used in regard to all reports on Officers of the Royal Australian Naval Reserve (Sea-going) as are ordered for use in regard to reports on Officers of the Royal Naval Reserve, and the special report is to be forwarded to the Director of Naval Reserves in the case of any such Officer's conduct being assessed as "Unsatisfactory," of his ability as "Below the average." (14/4224.)

**N.O. 85** **PAY OF RECRUITS FINALLY ENTERED.**

**1914.** Recruits *finally* entered, other than boys entered for *Tingira*, are to be borne on the ledger for pay from the date of departure by train or steamer from port of entry, and this date is to be inserted on Form A.S. 55 as the commencing date of engagement.

2. Recruits rejected are not to be borne on Ledger for pay, but are to be victualled while undergoing *final* medical examination. They are to be provided with rail or steamer warrants back to port of entry, and paid travelling allowance before departure from Naval Depôt, Williamstown, or H.M.A.S. *Tingira*, up to the hour they are due to arrive at port of entry. (N. 14/3145.)

**N.O. 86** **TORPEDO BOAT DESTROYERS TO BECOME TENDERS TO "AUSTRALIA."**

**1914.** H.M.A. ships *Warrego*, *Yarra*, and *Parramatta*, are to become tenders to H.M.A.S. *Australia*, as from 1st July, 1914.

2. With reference to Navy Order 15/1913, these vessels will continue to be attached to Melbourne as their "Home Port." (14/0204.)

**N.O. 87** **RELATIONS WITH CIVIL POWER.**

**1914.** 1. In regard to the apprehension of, or service of writs upon, persons serving on board H.M.A. ships, the Governments of the various States, except South Australia, have agreed to follow the procedure laid down in Article 811, King's Regulations, and in Admiralty Weekly Order No. 248 of 11th August, 1911. Service of writs will be effected personally on the offender notwithstanding any law which may provide that service on the Commanding Officer may be deemed sufficient.

2. In the case of South Australia, His Excellency the Governor has been pleased to appoint a Commission of three special Magistrates to frame rules under the Local Courts Act dealing with the subject. **N.O. 87**  
**1914,**  
*continued.*

3. In all dealings with the Civil Authorities, Commanding Officers are to be guided by the instructions contained in Articles 811, 812, and 813 King's Regulations, and in case of doubt or of any dispute with the Civil Authorities they are to take immediate steps to communicate the facts direct to the Naval Board by telegraph.

4. The Governments of all States have further agreed to the necessary steps being taken by the Police Authorities of the larger seaports to at once acquaint the Commanding Officer of any of H.M.A. ships in port of the arrest of any member of his ship's company for a civil offence. (N. 14/4431.)

**WEARING OF PLAIN CLOTHES ON SHORE BY PETTY OFFICERS AND MEN IN POSSESSION OF GOOD CONDUCT BADGES.** **N.O. 88**  
**1914.**

It has been decided to grant to Petty Officers and Leading Ratings, and men in possession of Good Conduct Badges, the privilege of wearing plain clothes on shore when on leave in their Home Ports, and in the Capitals of the various States.

This privilege will also be extended to all men on long leave.

All ratings must, however, be in uniform on quitting their ships to proceed on leave, and must also return in uniform from leave. (N. 14/3350.)

**FORMS—NAVAL ACCOUNT REGULATIONS.** **N.O. 89**

**1914.** In connexion with the preparation of accounts and vouchers to the Monthly Cash Account, the only forms which will be accepted by the Auditor-General of the Commonwealth are those prescribed in the Appendix to the Naval Account Regulations.

2. In all cases where any other form not shown in the Appendix to Naval Account Regulations is used in the preparation of accounts, such form must be treated as a sub-voucher only, and be covered by the correct form prescribed by Naval Account Regulations, all the certificates on such form being duly completed before being sent into office.

3. Any amendment of existing Naval Account forms will be duly notified, and such amended forms will continue to bear the same A.S. number as shown in Naval Account Regulations.

## Navy Orders 89, 90, and 91 of 1914.]

**N.O. 89**  
1914,  
continued.

4. In notifying the adoption of A. S. Forms in future it will be stated in Navy Orders whether such forms are to be included in the Appendix to Naval Account Regulations.

5. A.S. Forms not notified as being included in the Appendix to the Naval Account Regulations should only be used as sub-vouchers.

6. Forms shown in the Appendix to Naval Account Regulations as "Ships Forms" should not be used in connexion with the transactions of a Naval Establishment where a banking account is kept. Similarly, forms shown under the heading "Naval Establishments and Offices," should not be used in connexion with the accounts of ships.

7. The issue of a Finance Authority from the Navy Office does not do away with the necessity for the certificate on any Account Form being completed before such is finally forwarded in to office, or with the necessity for the production of supporting vouchers. (N. 14/4302.)

**N.O. 90** ERRATA TO R.A.N. PRICE LIST OF SEAMEN'S CLOTHING  
FOR PETTY OFFICERS, MEN, AND BOYS.

1914.

From 1st July, 1914, the price of Black Silk Handkerchiefs should read 3s. each.

**N.O. 91****MEDICAL STORES.**

1914. The following items of Medical Stores are to be added to "Scale of Medicines, &c., for Service Afloat," viz.:-

Article.	No. 1 Chest.	No. 2 Chest.	No. 3 Chest.
Aspirin ... ..	1½ oz.	¾ oz.	½ oz.
Hydrogen peroxide ... ..	1 lb.	½ lb.	4 oz.
Eucalypti ... ..	8 oz.	6 oz.	3 oz.
Potass citras ... ..	1 lb.	½ oz.	4 oz.
Adrenalin solution (P.D. 2Co. 1 in 10,000 ampoules containing 1 c.c.) (1 c.c. to be trebled in war time) ... ..	6 amps.	4 amps.	2 amps.
Menthol .. ..	2 oz.	1 oz.	½ oz.
Pituitrin. (P.D. 2Co. in ampoules containing 1 c.c.) (1 c.c. to be quadrupled in war time) ... ..	6 amps.	4 amps.	2 amps.
Methylene Blue ... ..	1 oz.	½ oz.	¼ oz.
Anti-diphtheritic serum (in phials containing 2,000 units) ... ..	6 phials	3 phials	1 phial
Anti-tetanic serum ... ..	3 phials	2 phials	1 phial

## [Navy Orders 91 and 92 of 1914.

The present quantities of the following articles are to be doubled:—

Hexamethylene Tetramine.  
Potassii Nitras.  
Sodium Chloride eo Pellets.  
Sodii Salicylas,

and the following increased by half:—

Spiritus ammon. Aromaticus.  
Unguentum Gallae c. Opio.

The following drugs are to be omitted from Chests:—

Ammonium Chloride.  
Antivenin.  
Cod Liver Oil.

The same quantity of Cod Liver Oil and Malt is to be substituted for the latter article. (D.V. 14/233.)

**CONCESSION RATES TO OFFICERS AND MEN OF THE PERMANENT NAVAL FORCES—WHEN TRAVELLING BY STEAMER ON LONG LEAVE.**

**N.O. 92**  
1914.

The undermentioned Steam-ship Companies have agreed to grant concessions on the ordinary passenger rates to members of the Permanent Naval Forces when travelling on leave of seven days or over, on production—

- (a) by an Officer—of a certificate of identification signed by the Commanding Officer;  
(b) by a man—of his leave ticket:—

Company.	Concession Allowed.
Adelaide Steam-ship Co. Ltd. ... ..	} 15 per cent. reduction on Inter-State, Commonwealth, and New Zealand saloon and steerage fares with exceptions as hereunder
Australasian United Steam Navigation Co. Ltd. ... ..	
Australian Steam-ships Ltd. ... ..	
Huddart Parker Ltd. ... ..	
McIlwraith, McEacharn, and Co. Pty. Ltd. ... ..	
Melbourne Steam-ship Co. Ltd. ... ..	} 5 per cent. off fares between Australian ports
Union Steam-ship Co. of New Zealand Ltd. ... ..	
Orient Line of Royal Mail Steamers ... ..	
Peninsular and Oriental Steam Navigation Co. ... ..	

**Exceptions—**

- Steerage fare between Sydney and Melbourne and *vice versa*.  
Steerage fare between Melbourne and Adelaide, and *vice versa*.  
Steerage fare between Sydney and Brisbane and *vice versa*.



## Navy Orders 92, 93, and 94 of 1914.]

**N.O. 92** Steerage fare between Melbourne and Launceston and  
1914, *vice versa*.  
*continued.* Steerage fare between Melbourne and N.W. coast of  
Tasmania and *vice versa*.

2. The certificate in the case of Officers is to be made out in the following form:—

I certify that the bearer (*insert name and rank*) is an Officer of the Royal Australian Navy.

.....  
Commanding Officer,

H.M.A.S.....

Date..../..../..... at.....  
(N. 14/1139.)

**N.O. 93** REWARDS FOR ARREST OF DESERTERS.

1914. With reference to Article 49A of Financial and Allowance Regulations, rewards for arrest of deserters from the Royal Australian Navy may be paid at the following rates from 1st July, 1914:—

Up to a limit of £2 for a straggler;

Up to a limit of £6 for a deserter or presumed deserter.

Financial and Allowance Regulations will be amended accordingly. (N. 14/835.)

**N.O. 94** COURSES OF INSTRUCTION FOR ARMOURER RATINGS QUALIFYING FOR HIGHER RATINGS.

1914.

Length of Course.	Men Qualifying or—		
	Armourer's Mates.	Armourers.	Chief Armourers
Royal Australian Naval Ordnance Depot, Spectacle Island, Sydney	Days. 20	Days. 30	Day 10*
Small Arms Factory, Lithgow ...	5	5	5

\* Only in cases where men have been over three (3) years away from Gunnery School.

## [Navy Order 94 of 1914.]

*Syllabus of Instruction, Spectacle Island.*

**N.O. 94**

As much instruction as the resources of Spectacle Island will admit is to be given in the following subjects:— *continued.*

- (1) Dismounting Breech Mechanism of 13.5-in., 12-in., 9.2-in., 6-in., 4.7-in., Q.F. 4-in., 12-pounder Q.F., 6 and 3 pr., Hotchkiss 3-pr. Semi-auto., and mounting same, and explanation of working parts.
- (2) To adapt power-worked mechanism for working by hand and hydraulic.
- (3) Stripping and assembling of all locks, E. and P. and Box Slides.
- (4) Description of all aiming rifles and sub-calibres, and points to be observed in fitting same.
- (5) What to do in the case of an "R." Gun being turned over and used as an "L." Gun.
- (6) Description of implements for taking impressions, taking impressions, and instruction on impressions of past defects in bores and causes of same.
- (7) Measuring bores of guns and reading micrometer.
- (8) Decoppering bores of guns by the different processes, first lapping, electric and chemical.
- (9) Instructions in gauging protrusion gun locks, firing pins, strikers, firing hole brush, obturator, testing blow of striker, eccentricity of striker, vent chamber, and crusher gauges.
- (10) Instructions in preservation and repair of ordnance and defects that would cause provisional condemnation.
- (11) Testing of clynometer planes and clynometers.
- (12) Testing of obturator seating.
- (13) Practical instructions in lapping out bores of guns and visits of inspection to gun-mounting shop, sight erecting and testing shop, telescope adjustment shop and general visitation to any part of the Depot containing anything of interest to armourers.
- (14) Inspection of any interesting operations in factory.

*General.*—Not more than four (4) ratings are to be sent at any one time.

The Chief Armourer at the Naval Ordnance Depot will assist when his Depot duties will admit.

## Navy Order 94 of 1914.]

**N.O. 94** *Courses of Instruction at Lithgow Small Arms Factory.*

**1914,** The course of instruction at the Small Arms Factory, Lithgow, will be such as to give the ratings a thorough knowledge of the rifle to enable them to deal with any repairs, and to know all details and methods of manufacture, sighting, testing, &c.

*General.*—Not more than ten (10) ratings are to be sent at any one time.

2. While undergoing courses of instruction the Warrant Officer, Chief or Petty Officer from *Cerberus* in charge of the class, and the ratings forming the class, are to be placed on Lodging and Victualling Allowances. (N. 14/3742.)



COMMONWEALTH FORCES.

## NAVY ORDERS, 1914.

NAVY OFFICE,

Melbourne, 23rd November, 1914.

The following Orders are promulgated for the information and guidance of the Commonwealth Naval Forces.

By direction of the Naval Board,

GEO. L. MACANDIE.

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**GUNNERY DRILL BOOK.****N.O. 95**

It is notified for the information of all concerned, that a revised edition of the *Gunnery Drill Book*, Volumes I. and II., has been issued.

2. Commanding Officers of H.M.A. Ships and Establishments are to report forthwith to the Naval Secretary the number of copies required in accordance with Established Allowances of Books of Reference. (D.S. 14/631.)

**TEST FOR FIREDAMP, ETC.—ENCLOSURE No. 60 TO GUARD BOOK.****N.O. 96****1914.**

It is notified for the information of all concerned that an Enclosure, No. 60, "How to Test for the Presence of Fire-damp and other Combustible Gases and Vapours," has been added to the "Guard Book containing Special Memoranda." Advance copies of this Enclosure will be supplied by the Naval Store Officer, Williamstown, to all H.M.A. Ships and Establishments.

2. One copy of these instructions is to be inserted in each Steam Manual and each Stoker's Manual, and Commanding Officers of all H.M.A. Ships and Establishments are to report to the Naval Secretary the number of copies required for this purpose. (D.S. 14/621.)

**FORMS.****N.O. 97****1914.**

It is notified for the information of all concerned that the following forms have been adopted for use in the Royal Australian Navy:—

1. A first supply of the undermentioned forms will be made, when available, by the Naval Store Officer, Williamstown, without demand:—

A.S. 219.—"Return of all Ratings absent on sailing." (D.S. 14/612.)

A.S. 248.—"Leave Ticket." (D.S. 14/539.)

2. A supply of the following forms may be obtained on demand from the Naval Store Officer, Williamstown:—

A.S. 180.—"Quarterly Return of Examination of Accessible Compartments." (D.S. 14/517.)

A.S. 262.—"Master-at-Arms' Mess Book." (D.S. 14/590.)

**N.O. 97** 3. The following Forms have been revised. Previous editions are to be treated as obsolete:—

**1914,**  
*continued.* (a) A first supply of the undermentioned forms will be made by the Naval Store Officer, Williamstown, when available, without demand:—

A.S. 1145.—“Report of Proof of Filled Lyddite Shell.” (D.S. 14/542.)

A.S. 1146.—“Report of Inspection of Filled Lyddite Shell.” (D.S. 14/542.)

(b) A supply of the following forms may be obtained, on demand, from the Naval Store Officer, Williamstown:—

A.S. 1031z.—“Statement of a/c on Final Discharge from R.A.N.” (D.S. 14/452.)

A.S. 1246A.—“Stoker History Sheet.” (D.S. 14/517.)

**N.O. 98** **PASSAGES OF OFFICERS AND MEN (SEA-GOING).**

**1914.** Passages for Officers and Men (sea-going) proceeding to England, approved by the Naval Board, are to be arranged as follows:—

(1) Passages from Sydney—By the Captain in Charge, H.M.A. Naval Establishments, Sydney.

(2) Passages from Melbourne—By the Commanding Officer, H.M.A.S. *Cerberus*.

2. Passages will also be arranged by the Director of Navy Accounts when other arrangements cannot conveniently be made.

3. Passages should be booked by the Orient Line of Royal Mail Steamers, except when otherwise approved by the Naval Board.

4. In future, all sea-going ratings should travel by sea when proceeding from one State to another, except in cases of emergency, in which case the Commanding Officer may approve of travelling by rail.

5. Subject to Naval transport not being available, steamer passages between Australian ports for parties of men (ten or more in number) should be arranged through one of the above Officers, but individual passages, or passages for parties of less than ten may be arranged by the Commanding Officer of Ships concerned.

6. All Officers shall travel by rail if Naval transport is not available, unless otherwise approved by the Naval Board. (N. 14/3069.)

**ADVANCES OF PAY TO PETTY OFFICERS, SEAMEN, AND BOYS PROCEEDING ON LONG LEAVE.** **N.O. 99**  
**1914.**

Petty Officers, Seamen, and Boys of the Royal Australian Navy, who are granted not less than seven days' leave, may, on the approval of the Commanding Officer, be advanced, before going on leave, a sum not exceeding four-sevenths of the pay and allowances chargeable to pay which would accrue to them during the period of leave granted, but no payment on this account is to be made to men in debt. (See Appendix III., Part III., King's Regulations.)

2. This privilege should only be granted in special cases at the request of individuals. It is not desired that a general payment be made to a watch before proceeding on leave. (N. 14/4178.)

**CONDITIONS GOVERNING PAYMENT OF SUBMARINE PAY.** **N.O. 100**  
**1914.**

The following are the conditions governing payment of Submarine Pay to Officers and Men serving in Submarine vessels:—

1. Submarine Pay shall be paid to Officers and Men doing duty in Submarine Vessels, and may be paid during Annual Leave or detailed Special Duty.

2. Submarine Pay may be paid to Officers and Men during sickness, subject to the following conditions—

(a) If an Officer's or Man's sickness is directly attributable to the arduous service in Submarines, Submarine Pay is to be continued to him so long as he remains on full pay to a maximum of ninety-one days.

(b) In cases of ordinary illness, Submarine Pay is to be continued for a period of thirty days irrespective of return to duty.

(c) Whenever doubt exists as to the nature and cause of an illness, or as to the extent to which it is attributable to the Service, the case is to be referred to the Naval Board for decision.

(d) In cases dealt with under paragraph (b) the certificate of the Medical Officer to the effect that the sickness is directly attributable to Service in Submarines must be attached to the ledger on which the Officer or Man is borne for pay, but in those cases in which pay documents are sent into the Office for settlement, the certificate should accompany them. (N. 14/4291.)

## Navy Orders 101, 102, and 103 of 1914.]

## N.O. 101

## DISCIPLINE.

1914. In Port Phillip, when the Vice Admiral Commanding is not present, the Naval Board is to be considered the Senior Officer present for disciplinary purposes; warrants requiring the approval of the Senior Officer, applications for Courts-Martial, or reports on subjects likely to involve disciplinary action, are to be forwarded direct to the Naval Secretary, by any of H.M.A. Ships present, including those under the orders of the Vice Admiral Commanding. (14/5259.)

## N.O. 102

## LEAVE YEAR.

1914. With reference to Navy Order No. 140 of 1913, the Leave Year is to be considered as from 1st January to 31st December.

2. For men who join the Royal Australian Navy on any date during the year, leave may be granted for that period *pro rata*. (14/4412.)

## N.O. 103 PAYMENT OF DEFERRED PAY AND DEDUCTIONS

## THEREFROM IN RESPECT OF PENSION LIABILITY TO ADMIRALTY OF OFFICERS AND MEN LENT FROM THE ROYAL NAVY.

The following annual rates of contribution have been fixed by the Admiralty as the amounts to be charged in respect of retired pay and pension liability of Officers and Men of the Royal Navy lent for service under Dominion Governments:—

Officers.	Per annum.		
	£	s.	d.
Commissioned Officers of the Executive and			
Engineer Lists ... ..	100	0	0
Medical Officers ... ..	120	0	0
Accountant Officers ... ..	80	0	0
Chaplains and Naval Instructors ... ..	115	0	0
Chaplains ... ..	85	0	0
Naval Instructors ... ..	85	0	0
Royal Marine Commissioned Officers ... ..	70	0	0
Executive Warrant Officers and Carpenters and Lieutenants from those ranks ... ..	35	0	0
Engineer Warrant Officers and Lieutenants from those ranks ... ..	40	0	0

## [Navy Orders 103, 104, and 105 of 1914.]

## Petty Officers and Men.

## N.O. 103

	£	s.	d.	1914,
Men in first period of continuous service ...	12	0	0	continued.
Men in second period of continuous service	18	0	0	
Royal Fleet Reserve Men—				

- (a) Class A, *i.e.*, Naval Pensioners whose membership of the Reserve qualifies them for an additional pension of 5d. per day at the age of 50 ... .. 7 6 8
- (b) Class B, *i.e.*, Ex-Naval Men who become eligible under the prescribed conditions for a gratuity of £50 on discharge ... .. 2 0 0

2. These rates are retrospective in regard to all Royal Navy Officers and Men lent for service in the Royal Australian Navy.

3. Charges at the above rates will accordingly be made in the Navy Office against the deferred pay of every Officer and Man.

4. On completion of his service in the Royal Australian Navy, each Officer and Man will be entitled to be paid the balance of deferred pay standing to his credit after such charges have been made.

5. At the expiration of an Officer or Man's service in the Royal Australian Navy, payment in respect of deferred pay will be arranged by the Director of Navy Accounts.

6. In no circumstances are any payments in respect of deferred pay to be authorized by Commanding Officers of H.M.A. Ships. (N. 14/3276.)

## ISSUE OF RAILWAY WARRANTS.

## N.O. 104

With reference to Navy Order No. 109 of 1913, railway warrants required by Officers and Men travelling on duty, for journeys *commencing* in South Australia, are only to be issued by the District Naval Officer, Largs Bay, to whom application should be made whenever such warrants are required.

2. This instruction is necessary owing to the Railway Department of South Australia requiring a special form of warrant for journeys in that State. (N. 14/4835.)

## H.M.A.S. "GAYUNDAH."

## N.O. 105

H.M.A.S. *Gayundah* was re-commissioned at Sydney on 3rd August, 1914, as Training Ship for the Royal Australian Naval Reserves, under the orders of the Director of Naval Reserves.

1914.

Navy Orders 106, 107, and 108 of 1914.]

**N.O. 106** DUTIES OF DISTRICT AND SUB-DISTRICT NAVAL  
MEDICAL OFFICERS. **1914.**

With reference to Navy Order No. 101 of 1912, relative to the duties of District and Sub-District Naval Medical Officers, it is laid down for the information of all concerned that, as from 1st January, 1915, such duties will also include medical examination of boys liable for training in Senior Naval Cadets.

2. At Sydney, Melbourne, Brisbane, and Adelaide the District Naval Medical Officer may, on the approval of the District Naval Officer, be assisted in this duty, as necessary, by Medical Officers of the Naval Reserve, who shall be paid therefor in accordance with Article 129 of the Regulations for the Royal Australian Naval Reserve (O).

3. At out ports where the total number of Naval trainees does not exceed 100, the Sub-District Naval Medical Officer is expected to perform any other duties that may be necessary in connexion with Naval Reserves, in addition to those prescribed herein and in Navy Order 101 of 1912, and also attend medically any members of the Permanent Naval Forces left behind at his Port, the allowance paid to the Sub-District Naval Medical Officer to include all such duties.

4. District Naval Officers should inform District and Sub-District Naval Medical Officers accordingly. (N. 14/4146.)

**N.O. 107** FORMS—NAVAL ACCOUNT REGULATIONS. **1914.**

With reference to Navy Order No. 89/1914, it is notified that Form No. A.S. 73, Mess Account, has been adopted as a Naval Account form for inclusion in the Appendix to the Naval Account Regulations.

2. This form may now be treated as an original voucher and need not be covered by Form A.S. 22a or Form N.A. 4. (N. 14/4352.)

**N.O. 108** TREATMENT OF RATINGS IN HOSPITAL. **1914.**

With reference to Navy Order No. 67 of 1914, the name of the hospital to which a rating is discharged for treatment is to be included in the monthly return which is forwarded to the Director of Navy Accounts, a column being added to the Return for the purpose, headed—"Name of hospital to which discharged."

2. In cases where no ratings have been discharged to hospital during the month, a "Nil" return is to be furnished. (N. 13/8594.)

[Navy Orders 109, 110, 111, and 112 of 1914.

PRICE LIST OF SEAMEN'S CLOTHING FOR PETTY OFFICERS, MEN AND BOYS. **N.O. 109**  
**1914.**

The prices for Non-Seamen Ratings' Clothing shown in Navy Order No. 60/1914 are hereby cancelled. (D.S. 14/508.)

GILT BUTTONS FOR UNIFORMS OF OFFICERS OF ROYAL AUSTRALIAN NAVY. **N.O. 110**  
**1914.**

Supplies of Gilt Buttons, sizes 8/10ths inch, 13/20ths inch, and 15/20ths inch, for Uniforms of Officers of Royal Australian Navy may be obtained from Royal Edward Victualling Yard on repayment. (D.S. 14/688.)

CARTRIDGE CASES—ALLOWANCES FOR COLLECTING AND RETURNING. **N.O. 111**  
**1914.**

With reference to allowances for collecting and returning fired cartridge cases, Navy Order No. 162 of 1913 is to be amended as follows:—

Paragraph 3—

Insert under "For Cartridges" the following:—

Aiming tube rim fire .22 inch, 3d. per 1,000 of 1 $\frac{3}{4}$  lbs.

Insert under "For fired vent sealing tubes" the following:—

Percussion, large, 5s. per 1,000 of 69 lbs.

Electric wireless, large, 5s. per 1,000 of 67 $\frac{3}{4}$  lbs.

—(N. 14/5207.)

RAILWAY WARRANTS ISSUED TO MEMBERS OF THE NAVAL FORCES. **N.O. 112**  
**1914.**

The Regulations of the Railway Departments of the various States provide concession rates as under to members of the Commonwealth Naval forces travelling on duty:—

Up to 14 years of age—One-fourth of ordinary fares.  
Over 14 and under 19 years—One-third of ordinary fares.

19 years and over—One-half of ordinary fares.

2. To enable the claims of the Railway Departments to be satisfactorily checked, warrants issued to members of the Naval Forces under 19 years of age, travelling on duty,

## Navy Orders 112 and 113 of 1914.]

**N.O. 112** should bear an indorsement clearly written on the face of the warrant, *e.g.*, "Under 14 years" or "Under 19 years," as the case may be.

1914.

*continued.*

3. No indorsement need be made in respect of members over 19 years of age.

**N.O. 113**

**WIRELESS TELEGRAPHY DEFECT LISTS.**

1914.

Defect Lists for Wireless Telegraphy gear and apparatus are to be made out on separate forms in duplicate and forwarded to the Navy Office, Melbourne. (N. 14/5454.)

