

NAVY ORDERS

1917.

HEAD OF "P" BRANCH

HEAD OF "P" BRANCH

Complete

INDEX
TO
NAVY ORDERS,
1917.

C.7027.

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COMMONWEALTH FORCES.

NAVY ORDERS,

1917.

NAVY OFFICE,

Melbourne, 5th March, 1917.

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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RE-ORGANIZATION OF THE COMMONWEALTH FORCES. N.O. 1

It has been decided that the organization of the Commonwealth Naval Forces shall, in future, be as follows:— **1917.**

(1) Permanent Naval Forces—

- (a) The Royal Australian Navy (Sea-going).
- (b) The Royal Australian Naval Brigade Staff.
- (c) The Royal Australian Naval Radio Service.
- (d) Members appointed for special service on shore, *e.g.*, the Naval Instructor Staff at the Naval College.

(2) Citizen Naval Forces—

- (a) The Royal Australian Naval Reserve.
- (b) The Royal Australian Naval Brigade.
- (c) Members appointed for special service, *e.g.*, Examining Officers, Coaling Battalion, &c.

The Royal Australian Naval Brigade Staff will be composed of the present Naval Administrative and Instructional Staff, including District Naval Officers and Sub-District Naval Officers.

The Royal Australian Naval Brigade will be composed of the present Royal Australian Naval Reserve (M) and (O).

The Royal Australian Naval Reserve will be composed of the present Royal Australian Naval Reserve (Sea-going).

2. The Officer appointed for administering the Naval Reserve Forces (formerly known as The Director of Naval Reserves) will, in future, be known as the Director of Naval Auxiliary Services, and will, subject to the control of the Naval Board, be charged with the administration of all matters relating to the Royal Australian Naval Brigade Staff and Royal Australian Naval Reserve.

3. Officers of the Commonwealth Naval Forces will, in future, be shown in the Navy List under the heads:—

- (a) Sea-going.
- (b) Auxiliary Services.

Officers serving in the Sea-going Fleet, and also those serving in Shore Establishments, who are eligible for sea-going appointments (including the Royal Australian Naval Reserve) will be shown under (a).

Officers appointed to the Naval Brigade Staff, to the R.A.N. Radio Service, to the Naval Brigade, and Officers appointed for special duties, *e.g.*, Examining Officers, Officers of the Coaling Battalion, &c., will be shown under (b).

4. Promotions in the Sea-going List of the Royal Australian Navy will only be made of Officers who possess the qualifications for advancement laid down in the King's Regulations and Admiralty Instructions for Officers of the Royal Navy. (*Vide* Regulation 18, Commonwealth Naval Forces Regulations.)

N.O. 1 5. Officers will retire from the Sea-going List at the ages laid down for Sea-going Officers in Financial and Allowance Regulation 42(I). **1917.**

continued. 6. In order to provide an avenue for further continuous employment to Officers due for retirement under paragraph 5 above, and to Officers who may wish voluntarily to retire from active service at sea, these Officers will be eligible for selection to serve in the Auxiliary Services. Officers who may be physically unfit for the Sea-going Services will also be eligible for selection for service in the Auxiliary Services, provided the degree of their unfitness is not incompatible with service on shore.

7. Officers who for any reason may be unfitted or not qualified for service in Sea-going Ships in the rank they hold (unless the unfitness is temporary only) will be retired from the Sea-going List, but may be considered for employment in the Auxiliary Services.

8. Promotion in the Naval Brigade Staff will not be dependent on Officers possessing the qualifications prescribed for Sea-going Officers, but such promotion will be held, so far as relations with the Sea-going Force is concerned, to be an honorary promotion, and Officers of the Naval Brigade Staff will rank with Officers of the Sea-going Force according to the rank they last held on the Sea-going list. This provision to take effect from and after 1st January, 1917.

They will nevertheless have and hold the full authority of their rank in the Auxiliary Service in dealing with Officers and Men of that Service while holding an appointment for duty in connexion therewith.

9. In the presence of Officers of the Royal Navy and Sea-going Officers of the Royal Australian Navy, Officers of the Naval Brigade Staff, while holding such appointment, will be entitled, in matters of ceremony, to the rank they hold in the Auxiliary Service, but in their relations with the Sea-going Force they shall only exercise executive command by virtue of the rank they last held in that Force.

10. The duties and pay of Officers and Men of the Naval Brigade Staff will, unless otherwise specified herein, remain as before.

11. Retirement of Officers of the Naval Brigade Staff will be as prescribed for the Administrative and Instructional Staff in Royal Australian Naval Reserve (O) Regulation 16.

12. Officers of the Sea-going Force may, from time to time, hold appointments on the Naval Brigade Staff, but these appointments will be of a temporary nature, and such Officers will be considered as being always eligible for sea-going appointments as long as they remain on the Sea-going List.

13. Officers and Petty Officers of the Naval Brigade staff transferred from the Sea-going Forces will wear the R.A.N. Uniform.

14. Officers and Men of the Naval Brigade will wear the Uniform as prescribed for the Royal Naval Reserve except

that the letters "R.A.N.B." will be worn instead of "R.N.R." and "Royal Australian Naval Brigade" will be worn instead of "Royal Naval Reserve." **N.O. 1**

15. Officers of the Naval Brigade Staff are only eligible to sit on Courts Martial by virtue of the rank they last held in the Sea-going Force, and their seniority in that rank. They are not eligible to sit unless they and the ship on whose books they are borne are present at the place where the Court Martial is held. **1917,**

continued
(NOTE.—With reference to Section 58(16) of the Naval Discipline Act, by Admiralty Letter of 31st January, 1871, it was laid down that "Officers present at the place" includes only such Officers who are borne on the books of a ship present).

District Naval Officers shall not be summoned to sit on Courts Martial unless specially directed by orders from the Naval Board.

16. Officers belonging to the Sea-going Branch of the Citizen Naval Forces (shown on the list as Officers of the Royal Australian Naval Reserve—Sea-going) will, in future, be known as the Royal Australian Naval Reserve of Officers, or shortly as "R.A.N.R." The control of these Officers has been transferred from the Director of Naval Reserves to the Personnel Branch of the Navy Office.

17. Officers at present on the Unattached List of the R.A.N.R. will, in future, be shown as Officers of the Naval Brigade (Unattached). (No more appointments to this list will be made.)

18. Officers granted Honorary rank in the R.A.N.R. in connexion with the Coaling Battalion will, in future, be shown as Honorary Officers of the Naval Brigade.

19. Officers of the Military Branch on 1st October, 1916, shown on the Sea-going List, and who are at present permanently employed on duties other than Sea-going, may be permitted to continue to hold their present rank and position on the Sea-going List, notwithstanding the provisions of paragraphs 5 and 7 above. ~~This concession is only to apply to Officers who held Commissioned rank in the State or Royal Naval Forces prior to the institution of the Royal Australian Navy.~~ No Officer as above, however, will be considered for further promotion on the Sea-going List of the Royal Australian Navy.

20. The new nomenclature is to come into force on 1st January 1917. (N. 16/7561.)

LIFE SAVING APPLIANCES.

Stocks of Inflated Swimming Belts and Covers are now available at Royal Edward Victualling Yard, Sydney. **N.O. 2**

2. A first supply will be made, without demand, to H.M.A. Ships which have not already been supplied with Life-saving Appliances by the Admiralty. **1917.**

*See N.O.
16/1917.*

Navy Orders 2, 3, and 4 of 1917.]

N.O. 2 3. Directions for the issue and wearing of the Inflated Belt appeared in Admiralty Monthly Order No. 634 (W.O. 1587) of 1915.

1917,
continued.

4. The articles of life-saving gear (swimming belts, life-saving waistcoats and swimming collars) are supplied to Officers and men as a personal issue, while serving, and they are to be returned on the retirement or discharge of the individuals concerned.

5. Where the swimming belts in the use of Officers or ratings become unserviceable, but the covers to the belts are still fit for service, the latter are to be retained for use with the new belts which are supplied in replacement.

N.O. 3 REAR-ADMIRAL COMMANDING H.M.A. FLEET.

1917. On relinquishing the command of H.M.A. Fleet, Vice-Admiral Sir George Patey, K.C.M.G., K.C.V.O., has addressed the following letter to ranks and ratings of the Royal Australian Navy:—

16th August, 1916.

"On relinquishing the Command of His Majesty's Australian Sea-going Fleet, I wish to express to all Ranks and Ratings who have served under me my thanks and appreciation for their loyal co-operation and assistance, owing to which the Fleet has become a thoroughly efficient unit of the Imperial Navy.

"It has been my peculiar good fortune to have been able to see the results of the training in peace time tested in time of war, and to know that the Fleet has stood this test most worthily.

"The Australian Navy has earned the respect and confidence of the Empire, and has received many official expressions of appreciation of its services.

"In bidding farewell to all my comrades of the Royal Australian Navy, I wish them and the Fleet to which they have the honour to belong, God speed, and continued success in the future

(Sgd.) GEORGE E. PATEY,
Vice-Admiral, Commander-in-Chief."

(N.16/8370.)

N.O. 4 IN FUTURE DIRECTOR OF NAVAL RESERVES TO BE ADDRESSED AS DIRECTOR OF NAVAL AUXILIARY SERVICES.

1917.

It is notified for general information that the designation of the Director of Naval Reserves has been altered to Director of Naval Auxiliary Services, and all communications should be so addressed. (N. 17/404.)

ENGINEER OFFICERS WHO HAVE HAD PREVIOUS MERCANTILE MARINE EXPERIENCE—PROMOTION OF. N.O. 5

1917.

The Naval Board have had under consideration the question of the promotion of those R.A.N. Engineer Officers who have had *previous* service in the Mercantile Marine as Certificated Engineer prior to entry into the R.A.N.

2. It has been decided that all such Officers will be required to serve the regulation period of eight years in the rank of Engineer-Lieutenant before becoming eligible for promotion to rank of Engineer Lieutenant-Commander.

3. They will not however be required to complete the eight years' service as Engineer Lieutenant-Commander before promotion to rank of Engineer-Commander as required by K.R. & A.I., Article 279, but will be eligible for promotion to that rank by selection after having served a minimum of two years in the confirmed rank of Engineer Lieutenant-Commander.

4. In making these selections the Naval Board will take into consideration the time previously served as certificated Engineer in the Merchant Service, the age at which promotions to this rank are attained by Officers of the Royal Navy, and the zeal and ability of the Officers brought forward for special consideration under this regulation.

5. Navy Order No. 49/1916 is hereby cancelled. ✓
(N. 17/436.)



COMMONWEALTH FORCES.

NAVY ORDERS,
1917.

NAVY OFFICE,
Melbourne, 4th May, 1917.

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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TEMPERATURES OF MAGAZINES.**N.O. 6**

The attention of Commanding Officers is called to the necessity for strict compliance with the instructions contained in paragraphs 48-52 of the Naval Cordite Regulations 1916 regarding the cooling arrangements in magazines. **1917:**

In regard to paragraph 52, Form A.S.1147A, showing the temperatures of the magazines and of places selected for *ready* supply, is to be rendered to the Navy Office by H.M.A. ships, on the dates specified, except those ships which are serving in Home waters, &c., returns from which should be forwarded to the Admiralty."—(N.16/9903.)

**AMENDMENT TO NAVY ORDERS 6 AND 29 OF 1916,
LONG SERVICE RATES OF PAY.****N.O. 7****1917.**

The following amendments are to be made to Navy Orders 6 and 29 of 1916:—

With regard to the payment of long-service rates of pay to ratings serving in the Royal Australian Navy, the Naval Board has decided that only time actually served in man's rating should count towards service for payment at long-service rates of pay, including time served in cells or detention. On no account can boy's time be reckoned, nor time absent from the Naval Service in desertion, &c.

In order to determine the date any rating is eligible to receive long-service rates of pay—other than those, of course, who engaged for long service—time prior to desertion or discharge served in man's rating should be added to time served since re-entry to make a total of five years man's service, and from date subsequent to completion of five years service, increased rates may be paid.

In any case, however, where the increased rates have been paid under the above Navy Order, approval is given to continue payment of long-service rates. A list of such cases should be forwarded by H.M.A. ships to the Director of Navy Accounts for information.—(N.16/9582.)

By 56/1918

ALTERATIONS TO CERTAIN SIAMESE FLAGS.**N.O. 8**

The following flags have been authorized by the Siamese Government, on and after 1st January, 1917. **1917.**

Government Flag.—The white elephant on a red ground, *i.e.*, the present merchant flag.

Merchant Flag.—A red flag, length one and a half times the breadth, with two horizontal white bands of a width of one-sixth the breadth of the flag and placed—one-sixth the breadth of the flag below the upper edge, and the other one-sixth the breadth of the flag above the lower edge.

Navy Orders 8 and 9 of 1917.]

N.O. 8 *Pilot Jack*.—A red flag with a white border. The breadth of the white border to be one-sixth the breadth of the flag.

1917,
continued. All other flags remain as at present.—(N.17/1318.)

N.O. 9 DUTIES OF DISTRICT NAVAL MEDICAL OFFICERS.

1917. The duties of the District Naval Medical Officers at the various ports are defined as follows:—

- (a) Provisional medical examination of recruits for H.M.A. ships.
- (b) Medical examination of recruits for Citizen Naval Forces and boys liable for training in the Senior Naval Cadets.
- (c) Medical examination of enlisted members of the R.A.N.R. and the Royal Australian Naval Brigade as required by the District Naval Officer.
- (d) Medical examination of candidates for permanent employment in the Department of the Navy, other than above.
- (e) Medical attendance on enlisted members of the Administrative and Instructional Staff and R.A.N. Radio Service and their wives and families in accordance with Regulations 82 and 83 of the Financial and Allowance Regulations.
- (f) Medical attendance on civilian members of the Permanent Clerical Staff at the Naval Brigade Staff Offices of the respective States, *but not their wives and families.* Attendance at their homes provided they live within 2 miles of the Naval Brigade Staff Office. Such medical attendance not to include operations, except those of a minor character and which do not involve anaesthetics.
- (g) Attendance on Medical Boards and Surveys.
- (h) Examination for rating or advancement of R.A.N. and R.A.N.R. sick berth ratings, other than the examination for chief sick berth steward.
- (i) Medical examination in cases of injury arising out of employment amongst employees of the Department not provided for by the regulations, as may be considered necessary, and subsequent periodical reports as may be required by the Department. This is not to include continuous attendance on these patients.
- (j) To render a return showing the number of patients attended and the duties performed under the various headings during the financial year.

[Navy Orders 9 and 10 of 1917.

2. The duties of the District Naval Medical Officer at Melbourne will also include the following:— **N.O. 9**
1917,
continued.

- (a) Medical attendance on civilian members of the Permanent Administrative Staff (city offices) and the Permanent Clerical Staff of the R.A.N. Radio Service at the head office, Collins House, Collins-street, Melbourne, *but not their wives and families;* also attendance at their homes, provided they reside within a radius of 2 miles from the Navy Office or the head office of the R.A.N. Radio Service, as the case may be.
 - (b) Referring to paragraph (i) this includes medical examination in cases of injury arising out of employment amongst employees at the new pier, Port Melbourne, or docks, &c., provided such employees reside in the District Naval Medical Officer's District.
3. Navy Orders 101/1912, paragraph (1), and 106/1914, paragraph (1) are hereby cancelled.—(N.15/8182.)

SEA-GOING CRAFT ATTACHED TO NAVAL WORKS BRANCH. N.O. 10**1917.**

Some misunderstanding appears to exist with regard to the status of the sea-going craft attached to the Naval Works Branch, particularly the procedure which they should follow at ports where a Naval Officer is stationed.

2. For the purposes of their ordinary departmental duties these vessels are to be regarded as entirely under the control of the Works Branch and the local Officer in charge of Works, receiving their departmental orders from this officer. At ports where a Naval Officer also is stationed it is necessary that the Naval Officer shall be acquainted with the movements of all vessels attached to the Navy Department, and arrangements are accordingly to be made that this information is conveyed to him.

3. The ports at which Naval Officers are stationed, and at which Works craft may possibly call, are as follows:—

Brisbane.—The District Naval Officer.
Newcastle.—The Sub-District Naval Officer.
Sydney.—The Commodore-in-Charge, Garden Island.
Melbourne.—The District Naval Officer.
Port Adelaide.—The District Naval Officer.
Albany.—The Sub-District Naval Officer.
Fremantle.—The District Naval Officer.

4. At any of these ports where naval vessels receive berthings orders, &c., from the Naval Officer, Works craft should report direct to the Senior Naval Officer on arrival, as well

Navy Orders 10, 11, and 12 of 1917.]

N.O. 10 as to the Officer in charge of Works. At other ports where Naval Officers and Officers in charge of Works are stationed, **1917,** Works craft should report to both officers, but it would probably be convenient if the report to the Naval Officer were made by telephone or otherwise from Works Office.
continued.

5. At ports where a Naval Officer is stationed, but no Works Officer, Works craft should report to the Naval Officer, and consider themselves under his orders during the time they remain at the port.—(N.16/6502.)

N.O. 11 AMENDMENT OF TELEGRAPHIC AND POSTAL ADDRESS,
1917. N.O. 15 OF 1916.

The telegraphic address of the officer shown in above Navy Order as "Director of Naval Reserves" and whose designation has been changed by Navy Order No. 4 of 1917, will in future be as follows:—

Officer and Postal Address.	Telegraphic Address.
Director of Naval Auxiliary Services, Normanby Chambers, 430 Little Collins-street, Melbourne	Naval Auxiliary Services, Melbourne.

2. Navy Order, No. 15 of 1916 should be amended accordingly.—(N.17/789.)

N.O. 12 RESERVES OF NAVAL STORES FOR H.M.A. TORPEDO
1917. BOAT DESTROYERS.

1. The Reserves of Naval Stores for H.M.A. Torpedo Boat Destroyers *Warrego, Yarra, and Parramatta*, maintained at Williamstown, have been transferred to Garden Island, Sydney.

2. In future, Reserves of Naval Stores for all Destroyers will be maintained at Sydney only.—(D.S. 16/816.)

[Navy Orders 13 and 14 of 1917.]

ROYAL AUSTRALIAN NAVAL RADIO SERVICE.

N.O. 13
1917.

1. Each District Naval Officer will, under the Naval Board, be responsible in his district for the following matters connected with the Royal Australian Naval Radio Service:—

- (a) Discipline of *personnel*.
- (b) Care and safe custody of confidential books and documents;
- (c) Financial matters;
- (d) Medical matters.

2. The Director of Radio Service shall be responsible, under the Naval Board, for the administration and organization of the Radio Service, except as regards the matters mentioned in (a), (b), (c), and (d) above.

3. Radio stations in the Northern Territory and Papua shall be part of the Queensland district. (N.16/4691.)

REMISSION OF SENTENCES OF NAVAL PRISONERS.

N.O. 14
1917.

FORM A.S.245.

1. The following clause is to be inserted at the end of first paragraph of Form A.S.245 (Order for Imprisonment or Detention under the Naval Discipline Act, Naval Discipline (Dominion Naval Forces) Act, and the Naval Defence Act):

"And I declare that this sentence shall be subject to the same rules or regulations as to remissions for good conduct as are applicable to sentences of a like nature imposed under the laws of the State of upon persons committing offences against the laws of that State."

2. Form A.S.245 will be amended at the next reprint. (N.16/5741.)

N.O. 15 OFFICERS AND MEN TAKING PASSAGE IN MERCHANT SHIPS, ETC. 1917.

1. It has come to notice that the procedure laid down in Form S.214 has not been followed in cases where officers and men have been discharged for passage in transports and merchant ships, and as a result they have not been borne on ship's books during passage. Attention is therefore directed to Articles 1518, clause 2, 1530, 1594, clause 3, King's Regulations, and the instructions on Form S.214, which are to be strictly observed.

2. Attention is also called to Article 824, clause 4, in regard to granting officers certificates for time on passage. The Naval Representative is to give certificates in regard to officers being entered on books of London Depôt, which depôt is to be known as *Cerberus II*.

3. Cases have come to notice in which the pay account of officers and men discharged for passage has been extended beyond the date on which they are actually discharged from the ship. This irregularity is not to be continued; pay is to be calculated to date of discharge, and any advance made in excess of credit at date of discharge is to be shown on Transfer List as a debt transferred. (N.17/1262.)



COMMONWEALTH FORCES

NAVY ORDERS,

1917.

NAVY OFFICE,

Melbourne, 1st November, 1917

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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RANKS IN R.A.N.B. STAFF.**N.O. 16**

With reference to Navy Order No. 1, of 1917, it has been decided that those officers of the Administrative and Instructional Staff who held the rank of Lieutenant on 1st October, 1916, shall retain their rank in relation to the sea-going Forces.

1917.

2. The following words are, therefore, to be deleted from paragraph 19 of Navy Order No. 1, of 1917:—

“This concession is only to apply to officers who held commissioned rank in the State or Royal Naval Forces prior to the institution of the Royal Australian Navy.”
(N.16/7561.)

CHANGE OF TITLE OF DIRECTOR OF MEDICAL SERVICES.**N.O. 17**

In order to avoid confusion with the Director of Medical Services (Military) at the Defence Department, the title of the Director of Medical Services of the Royal Australian Navy has been changed to the Director of Naval Medical Services.

1917.

Navy Order 37, of 1916, should be amended accordingly.
(N.16/1491.)

FORWARDING OF DEFECT LISTS, ALTERATIONS AND ADDITIONS.**N.O. 18****1917.**

Commanding Officers are instructed to observe, as far as possible, the regulations in regard to forwarding complete and final lists of defects, alterations, and additions before arrival, or, at latest, on arrival at the port of repair.

2. Unless these regulations are strictly adhered to, and the lists of alterations and additions are forwarded to the Naval Board for approval before starting work, the date of completion of the refit will be difficult to assign or to adhere to.

3. Due allowance will, of course, be made for necessary defects discovered after arrival or during refit. A complete list of alterations and additions desired should be prepared before arrival, and, except for alterations and additions ordered by the Admiralty or the Naval Board, no other items of this nature will be dealt with before the next occasion of refit. (N.17/4032.)

DENTAL TREATMENT R.A.N.**N.O. 19**

1. During the period of the war, dental treatment will be carried out at the following Military Dental Establishments:—

1917.

Enoggera Camp, Queensland.
United Dental Hospital, Sydney.
Domain Dental Hospital, Melbourne.
Keswick Dental Hospital, South Australia.
No. 8 Australian General Hospital, Fremantle.
Claremont Camp, Tasmania.

See N.O.
255/1920

Navy Orders 19 and 20 of 1917.]

N.O. 19
1917,
continued.

2. (a) Members of the Permanent Naval Forces are entitled to "full dental treatment" at the above establishments.

(b) Members of the Administrative and Instructional Staff, and Royal Australian Naval Brigade called up by proclamation may receive treatment "so far as is necessary for the relief of pain only."

3. "Full dental treatment" (as for members of the A.I.F.) includes extractions, scaling of teeth, fillings (amalgam or cement), treatment of pyorrhœa, and dentures. The supply of dentures will be limited to one upper and one lower set, except in the case where a new denture is considered necessary by the Medical Officer and the Surgeon Dentist owing to subsequent extractions.

4. In the event of a man wilfully breaking or destroying his denture to avoid service, the Commanding Officer may direct the denture to be repaired or renewed at the man's own expense—the cost to be decided by the Military Authorities to whom the amount is to be paid.

5. Ordinary repairs will be undertaken.

6. When dental treatment is given, the fact is to be noted on the Medical History Sheet—thus, "Dental treatment at date." When a denture is supplied, a description of the denture is to be noted on the Medical History Sheet, and also in the Nosological Returns and Journal, with the names of the persons supplied.

7. All recruits are to be sent for dental treatment if necessary, as soon as possible after enrolment.

8. Notice should be given to the Military Establishment concerned of the number being sent for treatment, and the Dental Form No. A.M. 201, signed by the Medical Officer, is to accompany each patient. Demands for these forms should be made on the District Naval Medical Officer, H.M.A. Naval Establishments, Garden Island, Sydney.

9. This work will be carried out free of charge by the Defence Department.

10. As regards H.M.A.S. *Tingira*, the existing dental arrangements are not to be disturbed.

(N.16/9931.)

N.O. 20
1917. **ADDITIONAL W/T APPARATUS FOR H.M.A. SHIPS AND WIRELESS SHORE STATIONS.**

The following W/T apparatus has been added to the Torpedo Warrant Officers' Naval Store Establishment of H.M.A. Ships:—

Pattern No.	Description.	Established Allowance.
C.600.	Audion receiver for spark and arc reception	1 No.
C.601.	Spare audion bulbs for pattern No. C.600	12 "

[Navy Orders 20 and 21 of 1917.]

Pattern No.	Description.	Established Allowance.	N.O. 20 1917, continued.
C.602.	6-volt accumulator for audion receiver	1 No.	
C.603.	Dry cells for "B" high-potential battery for audion receivers ..	84 "	
C.604.	Battery box for "B" battery audion receivers ..	1 "	
C.605.	Double pole double throw 5-amp. switch	1 "	
C.606.	Double pole single throw 5-amp. switch for "B" battery	1 "	

The foregoing will also be included in the establishment of Naval Stores for Wireless Shore Stations, when drawn up. A first supply will be made, without demand, from the Wireless Store, Ferrars-street, South Melbourne.

This apparatus will enable H.M.A. Ships and Shore Stations to receive signals and messages from Poulsen Arc or Continuous Wave Stations, and also increase the range of reception from ordinary Spark Stations.

Great care is to be exercised in the use of these receivers, especially with the audion bulbs, which are expensive, and cannot readily be replaced. All defective bulbs are to be handled with the same care as good bulbs, and are to be carefully packed and returned to store before replacements can be made. A certificate, signed by the Wireless Telegraph Officer, showing time in use, behaviour, and cause of defect, or reason for return, is to be forwarded with each defective bulb. (D.S.17/28.)

FORMS.

The under-mentioned Forms have been adopted for use in the Royal Australian Navy.

A first supply of the following will be made by the Naval Store Officer, Williamstown, without demand:—

A.S.83a. "Abstract of Marks of Distinction issued." (D.S.17/350.)

A.S.275. "Master-at-Arms Muster List." (D.S.16/1540.)

For H.M.A.T.B. Destroyers.

A.S.471z. "Watch and Quarter Bill." (D.S.16/2009.)

Supply of the following may be obtained by demand on the Naval Store Officer, Williamstown, in the usual manner:—

A.S.265. "Pass for Private Property landed from H.M.A. Ships and passed out of Dockyards." (D.S.17/818.)

A.S.282. "Application for Examination for higher rank or rating." (D.S.16/1940.)

C.9558.—2

N.O. 21
1917.

Amplified
by net.
17/1918.

N.O. 211917,
continued.

- A.S.310. "Quarterly Return of Defects in Igniters of Heater Torpedoes." (D.S.16/1434.)
 A.S.340. (Pink Form) outside. "List of Defects, Fighting and Sea-going Efficiency." (D.S.17/81.)
 A.S.452a. "Statement of Moneys other than Public Money in charge of Accountant Officer." (D.S.16/1601.)
 A.S.545. "Will Form." (D.S.16/1855.)

The under-mentioned Forms have been revised. Supply may be obtained by demand on the N.S.O., Williamstown, in the usual manner:—

- Deleted vide No. 214/19.*
 A.S.70. "~~Clothing Ledger~~" (D.S.17/350.)
 A.S.81 (sizes 1 and 2). "Mess Book." (D.S.17/307.)
 A.S.83, Part 2. "Clothing Account." (D.S.17/650.)
 A.S.107. "Survey on Remains and Statement of Clothing, &c., Issued." (D.S.16/1601.)
 A.S.575. "Message Book" (Army Book 119a). D.S.16/1598.)
 A.S.1330z (outside). "Account of Receipt and Disposal of Confidential Books, &c." (D.S.16/1598.)
 A.S.1429. "Cordite landed for examination and testing from H.M.A. Ships." (D.S.17/60.) (D.S.17/1205.)

N.O. 22

1917.

See N.O. 75/1920.
THE THOMAS GERALD GRICE SCHOLARSHIP.
 A scholarship known as the Thomas Gerald Grice Scholarship has been founded by Sir John Grice, in memory of his son, Thomas Gerald Grice, who was killed in action in France on 15th June, 1916.

2. The scholarship covers all school fees, both tuition and boarding, together with fixed charges, and is open to the sons (who shall in all respects conform to the school rules) of Commissioned Officers of the British or Australian Army or Navy who have been killed in or died on active service in the present war.

3. The scholarship is tenable at the Geelong Church of England Grammar School, Corio, Victoria, for a period of three years, subject to the satisfactory conduct and progress of the scholar, of which conduct and progress the head master shall be the sole judge.

4. Should the Council of the school, on the head master's report, deem the conduct of, or the progress made by, any scholar unsatisfactory, the Council will immediately terminate the scholarship.

5. The scholarship will be awarded by the Council of the school, after examination, and on the report of the head master, and unless, in his opinion, a candidate has shown himself possessed of sufficient merit, the scholarship for that year will not be awarded.

6. Subject to clause 5, one scholarship will be awarded annually so long as the funds allow.

N.O. 221917,
continued.

7. If in any year there should be no successful candidate, two scholarships may, at the discretion of the Council, and on the recommendation of the head master, be awarded the following year.

8. Candidates for the scholarship must be under fourteen years of age on the first day of July of the year in which they compete. Allowance will be made for age. Successful candidates will be required to furnish a certificate of birth before entering the school.

9. The examination will be held in November of each year. The scholarship will become tenable at the beginning of the following year, i.e., in February. The dates of the examination in 1917 are Tuesday, 13th November, and Wednesday, 14th November.

TREATMENT OF PATIENTS SUFFERING FROM PULMONARY TUBERCULOSIS. N.O. 23 1917.

With regard to the treatment of patients suffering from pulmonary tuberculosis, the following is the procedure to be adopted in future:—

- (a) Officers, and men suffering from tuberculosis are to be invalidated ~~if they are fit to travel.~~
 (b) Cases considered to be in such a state of health that they are unfit to travel, and that it would be unwise to discharge them at once, are to be dealt with as hospital cases, and sent to a sanatorium or hospital for treatment. So soon as medical reports show that they are recovered sufficiently to be fit for discharge, they are to be brought forward for survey and invalidated.
 (c) The treatment in a sanatorium is not to be continued beyond 90 days except in cases of officers and men who are obviously unfit to be discharged invalidated. No case is to remain in a sanatorium for longer than 90 days without reference to the Naval Board, when a full report of the case, stating progress or otherwise, is to be made, and the probable duration of the further period of treatment stated.
 (d) Before a case is sent to a sanatorium, the diagnosis should be confirmed. Information is to be given to the Naval Board, the reasons for adopting the procedure being stated by the Medical Officer.
 (e) The diagnosis of pulmonary tuberculosis is to be confirmed by finding of bacillus.

Cases are not to be described as definite tuberculosis until the diagnosis is certain.

The term "tuberculosis" is to be used in connexion with these cases. (N.16/6347.)

See N.O. 50/1918.

N.O. 24 REGULATIONS FOR THE MEDICAL EXAMINATION OF RECRUITS FOR THE ROYAL AUSTRALIAN NAVY.
1917.

With regard to the entry of recruits in the R.A.N., the standards of height and mean chest measurements shown on page 13 of the above regulations are amended as follows:—

Boys.		
Age.	Height.	Chest.
14½ years	4 ft. 10 in.	29 inches.
15 years	5 ft. 0 in.	30 inches.
15½ years	5 ft. 1 in.	31 inches.

Boys approaching 15 years should approximate the height of 5 feet and 30 inches in chest measurement.

Boys approaching 16 years should approximate the height of 5 ft. 2 in. and 32 inches in chest measurement.

(NOTE.—Article II., paragraph 4, is to be observed in all cases.) (N.17/4578.)

N.O. 25 INDORSEMENT OF BILLS OF LADING AS TO RECEIPT OF STORES FROM H.M.A. NAVAL ESTABLISHMENTS.
1917.

With reference to Navy Order No. 12, 1915, when stores are received by freight from H.M.A. Naval Establishments, a copy of the bill of lading is to be indorsed by the consignee as follows:—

“Received the within packages and/or loose articles in good order and condition, except—(here should follow a list of packages not delivered, shortages, or breakages, in damaged packages, or in packages which show signs of having been opened in transit.)”

(Signed)

The counter-signature of the local agents of the shipping company should then be obtained on the copy of the bill of lading, with a certificate that the claim has not been paid at port of destination, and the completed document forwarded to the consignor.

This procedure will enable claims for losses to be settled promptly at the port of shipment without further reference to the port of destination, which is now frequently necessary.

When shortages or breakages are found, which could not be detected in the handling or by external examination of the packages, they should not be included in the indorsement of the bill of lading, but reported separately by letter.

(N.17/2585.)

OFFICERS OF THE ROYAL AUSTRALIAN NAVAL RESERVE.

N.O. 26
1917.

It has come to the notice of the Naval Board that some officers of the R.A.N.R. have not been supplied with their Training Book (in which is recorded their training and service in the Fleet), and others who have been appointed to H.M.A. Ships have not been supplied with the necessary Forms for recording their service qualifying for training fees and promotion. An application should be sent to Navy Office from each officer who has not been supplied with these documents.

2. Attention is directed to the footnote on page 12 of the Regulations for Royal Australian Naval Reserve Officers in regard to promotion. As soon as an officer considers he is qualified for promotion under the Regulations quoted, he should report the fact through his Commanding Officer, otherwise his promotion is liable to be delayed and his seniority affected. It should be clearly understood that an officer holding an acting appointment in a higher rank under Regulation 39 retains his permanent grade in the Reserve, the acting rank being only temporary during the time he holds the particular appointment, and he reverts to his permanent rank as soon as that appointment expires. It is, therefore, necessary, for example, for a Sub-Lieutenant who is serving as Acting Lieutenant to notify the fact that he has become qualified for promotion to the rank of Lieutenant, in order that his promotion to that rank may be granted to him.

3. With reference to Regulation 34, the completed Training Certificate should be forwarded to Navy Office as soon as an officer has completed twelve months' actual service, notwithstanding that the officer may continue to serve beyond that date during the war.

4. The above refers only to officers appointed permanently to the Royal Australian Naval Reserve, not to those officers who are appointed for temporary war service under Regulation 14. (N.17/3742.)

CAPTAIN-IN-CHARGE, H.M.A. NAVAL ESTABLISHMENTS, N.O. 27
SYDNEY.

1917.

Captain John C. T. Glossop, C.B., R.N., has assumed command of H.M.A.S. *Penguin*, and the duties of Captain-in-Charge, Naval Establishments, Sydney, as from 15th May, 1917, in succession to Commodore Charles F. Henderson, R.N. (N.17/2027.)

See N.O.
64/1919.

In the event of settlement not being effected by the Consignee

Amended by N.O. 41/1920.

N.O. 28 ACCOUNTING FOR STORES ON H.M.A. SHIPS.

1917. It has come under notice that stock-taking of stores has not been carried out by certain officers, as provided for in the Regulations.

The attention of all concerned is drawn to the fact that accounts must be kept and rendered, and also stock taken, as directed.

Accounting officers of all H.M.A. Ships, excepting *Australia*, *Melbourne*, *Sydney*, *Brisbane*, and *Encounter*, should avail themselves of first opportunity to verify "List of Fixtures and Spare Gear" with the dockyard officers at Sydney, in order that same may be corrected and brought up to date. (D.S.17/592.)

N.O. 29 PAYMENT OF SPECIAL ALLOWANCES AND EXTRA PAY UNDER F. AND A. REGULATIONS 42 (iii), 42 (vi), AND 43 (v).

Approval is given to the payment to officers and men of *extra* pay and allowances provided for under the above-mentioned Regulations, provided such officers and men are eligible for same under the conditions attaching to their payment.

2. Where any doubt exists as to whether an allowance is payable in the circumstances operating at the time, reference is to be made to the Navy Office.

3. All allowances payable under this authority to officers are to be included on Form A.S. 49, and authority quoted. This form is to be prepared, in future, in triplicate—the original and duplicate being forwarded to Navy Office as soon after the completion of each quarter as is possible, or on an H.M.A. Ship paying off; the triplicate is to be attached to Ledger Enclosures and forwarded to the Director of Navy Accounts, Navy Office, Melbourne, in the usual way.

4. In the case of the following special allowances provided in F. and A. Regulation 42, approval should be obtained from the Naval Board before payment is made in any instance:—

- 42 (iii) (c) Allowances in lieu of servants.
 (k) do.
 (p) do.
 (l) Allowance to Accountant Officers acting as secretaries.
 (m) Allowance to Assistant Paymaster acting as Senior Clerk.

5. Regarding the following allowances payable under F. and A. Regulation 42, it will be necessary to refer each case to the Naval Board, in order that the rate may be fixed in accordance with the duties performed:—

- 42 (iii) (e) Gunnery or Torpedo Allowance.
 (h) Charge of Machinery Allowance.
 (i) Senior Allowance to Engineer Officer.
 (j) Flag Allowance to Engineer Officer.
 (o) Flag Allowance to Accountant Officer.
 (w) Allowance to Interpreters.

42 (vi) (k) (iv) Store Allowance in Harbor Ships and Establishments.

6. So far as lodging allowance is concerned, the instructions contained in Navy Order 97 of 1912 are to be observed.

7. As regards married allowance and special allowance on account of a dependent mother, the instructions contained in Navy Orders are to be observed and usual practice of obtaining approval from Naval Board followed.

8. It should be particularly noted that allowances which are not provided in Financial and Allowance Regulations are not to be paid without first obtaining the approval of the Naval Board. Allowances provided in King's Regulations and Admiralty Instructions are not payable in the Royal Australian Navy, unless provided in Financial and Allowance Regulations or specially approved by the Naval Board.

ISSUE OF SILVER WAR BADGES FOR SERVICES RENDERED IN H.M. FORCES SINCE THE OUTBREAK OF WAR.**N.O. 30
1917.**

With regard to the Silver War Badge approved to be issued by the Imperial Authorities to Officers and men who have served in His Majesty's Naval or Military Forces at Home or abroad since the outbreak of war, badges are now available for issue to those persons eligible on account of service in any of H.M. Australian Naval Forces since 4th August, 1914.

2. The badge will be granted to those who have served in His Majesty's Australian Naval Forces since 4th August, 1914, whose service has been terminated on account of wounds or physical infirmity for which they were not themselves directly responsible, or who have been otherwise retired or discharged for causes beyond their own control, provided that they are not fit for Military Service by reason of medical unfitness, or being over age, and that their claims are approved.

3. The award will include the following:—

Officers and men of the Royal Australian Navy, Permanent and Citizen Naval Forces, Officers and men of the Mercantile Marine serving under special Naval engagements in His

Navy Orders 30 and 31 of 1917.]

Majesty's ships and auxiliaries, and officiating ministers, civilian medical practitioners, and dental surgeons, who have given whole-time service.

4. Badges will not, however, be issued to persons, otherwise eligible, who have subsequently been enrolled or enlisted in any of His Majesty's Forces.

Forms of application for the badge may be had from the—

District Naval Officer, Port Melbourne, Victoria.
 District Naval Officer, Edgecliff, Sydney, N.S.W.
 District Naval Officer, Hobart, Tasmania.
 District Naval Officer, Brisbane, Queensland.
 District Naval Officer, Fremantle, W.A.
 District Naval Officer, Birkenhead, S.A.

as the case may be, and, when completed, application forms should be forwarded direct to

THE NAVAL SECRETARY,
 Navy Office, Melbourne.

(N.16/7428.)

N.O. 31 LOSS OF WARRANT ENGINEER'S TRAINING AND RECEIPT BOOK.

1917.

Information has been received that the Training and Receipt Book issued to Mr. Benjamin Graham-Measor, late Warrant Engineer, R.A.N.R., has been lost (probably stolen). Care is to be taken to prevent the improper use of this Book. Should it be presented by any person in an attempt to obtain any payment or other consideration the book should be forwarded to Navy Office with a report of the circumstances, and if necessary the person so presenting it should be dealt with under the War Precautions Regulations or Sections 73, 79 or 80 of the Defence Act.—(N.17/7181.)



COMMONWEALTH FORCES.

NAVY ORDERS,

1917.

NAVY OFFICE,

Melbourne, 1st December, 1917.

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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TORPEDO CONTROL ALLOWANCE.**N.O. 32**

It is notified for general information that the provisions of Admiralty Weekly Order 838 of 1917 have been made applicable to the Royal Australian Navy as from 5th April, 1917.

2. Payments of this allowance should be strictly in accordance with Admiralty Weekly Order abovementioned and particulars of payment shown on Form A.S.49.

3. Financial and Allowance Regulations are being amended to include the above allowance. (N.17/4155)

By 56/1918

WATCHKEEPING ALLOWANCE.**N.O. 33**

It is notified for general information that approval is given to the payment in the Royal Australian Navy, *during hostilities*, as from 1/7/17, of Watchkeeping Allowance to Ordinary Telegraphists of 6d. per diem, and Boy Telegraphists of 3d. per diem, under the conditions attaching to payment of this allowance as contained in Admiralty Weekly Order 1154 of 1917.

2. Payments made under this approval should be shown on Form A.S.49.

3. Financial and Allowance Regulations are being amended to include the above allowance. (N.17/4138)

By 56/1918

AWARD OF GOOD CONDUCT BADGES—TIME ALLOWED TO COUNT.**N.O. 34****1917.**

It is notified for general information that time served in the Citizen Naval or Citizen Military Forces is not to count towards the award of Good Conduct Badges in the Permanent Naval Forces.

2. Men who have served at sea in the Merchant Service, or continuously in the Permanent Naval or Military Forces, the Australian Imperial Expeditionary Force, Royal Australian Naval Bridging Train, or New Guinea Expeditionary Force, will, provided their conduct during such service has been in accordance with the Regulations, be permitted to count time actually served in such service or force up to a maximum of two years. (N.16/9325)

By 56/1918

N.O. 35 BOYS—ADVANCEMENT TO MAN'S RATING (A.M.O. 1344/17).

1917. With regard to the advancement of boys to man's rating, it should be noted that the provisions of Admiralty Monthly Order No. 1344 of 1917 are to apply to the Royal Australian Navy.

2. Consolidated Navy Orders 1911-1913, page 20 (10 of 1912 and 63 of 1913, para. 2), should be amended accordingly. (N.17/4099)

N.O. 36 ALLOWANCE TO SEAMAN TORPEDOMAN EMPLOYED ON CLERICAL DUTIES WITH THE TORPEDO LIEUTENANT.

1917. It is notified for general information that the provisions of Admiralty Weekly Order 2016 of 1st June, 1917, have been made applicable to the Royal Australian Navy with effect from 1st July, 1917, and that the allowance provided therein, viz., 3d. per diem to a selected Torpedo rating (not holding a rate higher than that of Seaman Telegraphist) is payable in all ships in the Royal Australian Navy in which Lieutenant (T) is borne.

2. Particulars of payment of this allowance are to be shewn on Form A.S.49.

3. Financial and Allowance Regulations are being amended to include the above allowance. (N.17/5403)

N.O. 37 LEGAL ADVICE FOR OFFICERS AND MEN OF THE ROYAL AUSTRALIAN NAVY.

1917.

Officers and men are to be informed that the "Soldiers' Advice Bureaus" have notified that they are willing to render similar legal assistance to Officers and men of the Royal Australian Navy who are about to leave Australia as to members of the Australian Expeditionary Forces.

2. Applications should be made to the Offices of the Bureau, Collins House, 360 Collins Street, Melbourne, during ordinary office hours, or the Basement, Town Hall, Melbourne, any evening (except Sunday) between 8 and 10 p.m. Letters sent to the above addresses from those unable to attend personally will receive attention.

3. If fees out of pocket have to be paid, as for instance on the registration of a document, such fees must be paid by the applicant; but apart from such out-of-pocket fees, no charge whatever is accepted. (N.17/6132)

MATES (S) AND (W/T).

N.O. 38

It has been decided to extend to Signal Boatswains and Warrant Telegraphists the opportunity of promotion to the rank of Mate under the same conditions as laid down for other Warrant Officers of the Military Branch in Navy Order No. 30 of 1915.

2. The number to be advanced will not exceed one Mate (S) and one Mate (W/T) in each alternate year.

3. The conditions in regard to qualification, promotion and employment will be as laid down in Admiralty Weekly Order No. 1332 of 1917, except that no acceleration in promotion will be allowed on account of service as Warrant Officer.

4. Rates of pay will be as for Mate and Mate (E).

(N.17/3873)

FOREIGN SERVICE LEAVE—ACCUMULATION OF.

N.O. 39

The attention of Commanding Officers and all concerned is drawn to Navy Order No. 55/1916, the instructions contained in which are to be strictly adhered to. (N.17/5916)

1917. ✓

MARRIED ALLOWANCE—PAYMENT TO WIFE OR MOTHER CONTINUED WHILST RATING IN DETENTION, ETC.

N.O. 40

1917. It is notified for general information that, as from 1st October, 1917, during such time as married ratings are undergoing imprisonment, detention, cells, &c., notwithstanding that the whole of the daily pay is forfeited for this period, an allotment will be continued to be paid to their wives of an amount equivalent to the amount of Married Allowance payable to the rating concerned.

2. Payment of allotment to Dependent Mother will similarly be continued at the rate of allowance in force to the rating.

3. Any sums paid in accordance with the above should be recovered from any amount standing to the credit of a rating or from moneys subsequently earned or from deferred pay accruing to the rating on the expiration of his service. Statement of account on final discharge (Form 1031Z) should show any recovery required to be made from deferred pay.

4. In any case in which a sentence includes dismissal or discharge from the Naval Forces, where no pay would be due to the rating on completion of his punishment, all payments on account of the rating, whether to the wife or otherwise, will cease from date of award of punishment.

(N.17/8331)

Navy Orders 41 and 42 of 1917.]

N.O. 41 KALGOORLIE-PORT AUGUSTA RAILWAY—USE OF.

1917. It should be noted that officers and men required to travel on duty between the Eastern States and Western Australia should utilize the Kalgoorlie-Port Augusta Railway, which is now open for traffic. (N.17/5577)

N.O. 42 NOTIFICATION OF ARRIVAL OF MEN-OF-WAR TO HEALTH AUTHORITIES.

1917. Whenever possible District and Sub-District Naval Officers are to give short notice of the arrival of any of H.M.A. Ships or other Men-of-War to the Health Authorities at their respective ports, with a view to enabling these Officers to carry out the duties of the Quarantine Service.

2. No interruption or delay to Naval work or duty should be occasioned by this service and instructions to this effect have been issued to Health Officers. (N.17/7129)

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