

Declassified E.O. 12356 Section 3.3/NND No. 785015

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10000/100/636

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54/90.

Declassified E.O. 12356 Section 3.3/NND No. 785015

10000/100/636

OFFICE STATIONERY & OFFICE EQUIPMENT
MAR. - JULY 1943

54/42.

Declassified E.O. 12356 Section 3.3/NND No. 785015

FILMED AS FOUND
IN COLLECTION

INDENT FOR STATIONERY

ARMY FORM L 1393 (N.A.)

Column for Stationery Office Use Only.

This Section to be completed IN FULL by Indenting Unit.

1. TITLE UNIT
(In Block Letters)

AMGOT. H. Q.

Area o: Railhead
to which Supplies
are to be addressed

PALEKMO

2. If Unit intends to collect,
insert a cross in this box.

3. Received by:

4. Machines on Charge.

No. of Typewriters

No. of Flat Duplicators

No. of Rotary Duplicators

No. of Orwig or Fordigraph
Duplicators

5. N.B.

- Specialized materials and aids required by Technical Units will be demanded on A.F. L1374 (N.A.), obtainable on request from Stationery Depots.
- Indents for Army Forms and Books, arranged in their respective groups and correct numerical sequence, should be compiled on plain paper and attached to this Form.
- The conditions regulating the supply of Stationery Office items and services published in B.Q.L. Annexure No. 22 and First Army R.O. No. 21 of 14 Dec. 42, must be strictly observed. It is emphasized that issues will not be made simultaneously with the placing of demands. Indents should reach the Depot at least ten days before the items are required for use.
- Units will be informed by Advice Note when indents are available for Collection or have been despatched.
- Duplicator accessories, components, etc. and special materials and paper for Fordigraph apparatus will be demanded in the space at the foot of Page 2. FULL particulars of the machine for which required must be furnished

6. CERTIFICATE.

I CERTIFY that this Indent has been examined in detail, that all items demanded are necessary and the quantities, both "in hand" and "required," are as stated. The quantities demanded, together with those on hand, represent my total requirements for a period of _____ months.

Date

Date of Last Indent

Signature

Rank

Commanding

CODE	ITEM	QUANTITY REQUIRED	DESCRIPTION	Quantity in Hand	CODE	ITEM	QUANTITY REQUIRED	DESCRIPTION	Quantity in Hand
1	21	500 Sheets	Paper Blotting	50	9	12	50	No	Millboards 8 1/2" x 13"
2	12		Carbon Type 6 1/2" x 8"		10	12		Sheets	Paper, Sectional, Ruled 1/8"
2	21	100	" " 4 3/8" x 7"	40	10	13			Paper, Sectional, Ruler 1/10"
2	64	100	Hand 8" x 13"	40	10	33			Paper, Sectional, Ruled 1/8"
2	223	200	Type 7" x 8 3/4"	100	10	33			Paper, Sectional, Ruled 1/10"
2	224	300	" " 8" x 13"	200	11				Buff Slips
3			Cards Buff Guide:		12				Stencils for Flat Duplicator
3			Size: " " "		12				Stencils for Rotary
3			Cards Record Plain:		12				Stencils for Brief Duplicator
3			Size: " " "		14	51			Tracing Paper 8" x 13" Thick
4	21		Drawing Cartridge 30" x 12 yds						Paper Type

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Date

Date of Last Indent

Signature

Rank

Commanding

Advice Note Sent

M.F.O.

POST

COLLECTED

No. of PACKAGES

Despatch Clerk

CODE	Item	QUANTITY REQUIRED	DESCRIPTION	Quantity in Hand	LEAVE BLANK	CODE	Item	QUANTITY REQUIRED	DESCRIPTION	Quantity in Hand
1	21	500 Sheets	Paper Blotting	50		9	42	50	Millboards 8 1/2" x 13"	
2	12		Carbons Type 6 1/2" x 8"			10	42		Paper, Sectional, Ruled 1/8.	
2	21	100	" 4 3/8" x 7"	40		10	43		Paper, Sectional, Ruler 1/10.	
2	64	100	" Hand 8" x 13"	40		10	32		Paper, Sectional, Ruled 1/8.	
2	223	200	" Type 7" x 8 3/4"	100		10	33		Paper, Sectional, Ruled 1/10.	
2	224	300	" 8" x 13"	200		11			Buff Slips	
3			Cards Buff Guide:			12			Stencils for Flat Duplicator	
3			Size: " "			12			Stencils for Rotary "	
3			Cards Record Plain:			12			Stencils for Brief Duplicator	
3			Size: " "			14	31		Tracing Paper 8" x 13"	
3			Cards Record Ruled:			15			Paper Type, Thick	
3			Size: " "			15			4 3/4" x 7 1/2"	
4	21	Yds.	Drawing Cartridge 30" x 12yds	500		15			Paper Type, Thick	
5	14	2,000 Sheets	Paper Dup. Blue 8" x 13"			15			6 1/2" x 8"	
5	15	2,000	" Pink 8" x 13"	1,000		15			Paper Type, Thick	
5	32	5,000	Paper Dup. Cream	1,000		15			8" x 13"	
5	33	64,000	Wave 7 1/2" x 9 1/2"	12,000		15			Paper Type, Thin 4 3/4" x 7 1/2"	
5	37		Paper Dup. Cream			15			Paper Type, Thin 6 1/2" x 8"	
6	12	1,000 No.	Wave 8" x 13" <i>similar</i>	50		15			Paper Type, Thin 8" x 13"	
6	22		Wave 10" x 13"			17			Wrapping Paper 22 1/2" x 30 1/2"	5,000
7	21	5,000	File Covers, Manila, Gussetted and Punched 13 1/2" x 9"			17	22	100	" " 20" x 45"	
7	22	500	File Covers, Manila, Plain.	100		18	11		Writing Paper, Light Buff	
7	27	5,000	Labels, Economy 3 1/8" x 7"	NIL		18	12		Writing Paper, Light Buff	
7	42	250	Labels, Economy 1 3/4" x 2 1/4"	NIL		18	16		Writing Paper, Light Buff	
8	11		Labels, Economy 2 3/8" x 4 3/4"	25		18	17		Writing Paper, Light Buff	
			Millboards 12" x 12"			18	17		Writing Paper, Light Buff	

CODE	ITEM	QUANTITY REQUIRED	DESCRIPTION	Quantity in Hand	CODE	ITEM	QUANTITY REQUIRED	DESCRIPTION	Quantity in Hand
18	42	500	Writing Paper, Cream Laid		42	61	1	Ink for Roneo Dup.	
18	44	500	Writing Paper, Cream Laid		42	63	1	" " Ellums Rotary Lp.	
18	91		Writing Paper, Cream Laid		42	68	40	GREY Rotary Dup. <i>Gustafson</i>	
22		No.	Envelopes Gummed 5" x 4"		42		12	Ink for Stamp Pads, Colour: <i>red</i>	3
22			" " 9" x 4"		43	22	12	Ink Powder B. Black	2.4
22		5,000	Envelopes Economy 5" x 4"	1,000	43	25		" " Red	
22		2,000	" " 9" x 4"	2,000	44	13	50	Inkglasses	12
23		250	Envelopes Gummed 10" x 8"	250	46	35		Stamp Pad. Violet	
23		250	" " 14" x 9"	250	46	41		Stamp Pad. Black	
23			" " 15" x 10"		47		50	Paper Fasteners <i>Small</i>	1
23			" " 16" x 12"		47		50	" " Wire <i>"</i>	
25	71	2.4	Strawboard Tubes 24" x 1 1/2"		48	11	25	Pencils, Blue <i>" Wide</i>	25
25	72	12	" " 32" x 1 1/2"		48	13		" " Green	
25	31	50	Books Exercise—Narrow Ruling		48	14	144	" " Red	25
25	33		Books Exercise—Plain		48	26		" " Black	
25	35		Books Exercise—Squared		48	28	72	" " Copying Ink	
25	37	50	Books Exercise—Wide Ruling		48	75	39055	" " Lead, H.B.	293055
25	53		" " Manifold. Quarto Dup		49	14		Penholders	
25	54		" " " Trip		50			Pens F	
25	66	12	Books S.O. 129 (Indexed)	6	50			" M	
25	67	12	" S.O. 124		50			" B	
25	69	25	" S.O. 129	6	53		50	Rulers 12" <i>graduated</i>	6
25	71		" S.O. 130		53		3	" 18"	
25	72	50	" S.O. 135	12	53		3	" 24"	
25	73	50	" S.O. 136	15	55	11		Sealing Wax	
25	74	6	" S.O. 136 (Indexed)		56	13	12	Sponges Small	
25	75	50	" S.O. 136a	1	56	42		Rubber Stamp, «Secrets»	
25	76		" S.O. 136 1/2		56	43		" " «Security»	
25	77	25	" S.O. 137		56	38		" " «Confidential»	
30	52	12	Brushes, Gum, Small	6	56	39		" " «Urgent»	
30	61		" Inking, Dup.		57	23	1 box	Staples	5
30			" Type, cleaning, short		59	15	500	Tags, India	
30	83		" " " long		60	43	12	Tape Ordinary Medium	3
35	35	20	Cord, Sisal. 1 lb. balls	5				Type Ribbons. Make of <i>1/16"</i>	
35	41		" Sealing. 1 1/2 lb. balls				20	Type Ribbons. Make of <i>1/2"</i>	
35	71		Thread 1 oz. balls					Type Ribbons. Make of <i>9/16"</i>	
35	11	50	Erasers Rubber	20	65	31	6	Type, Oil	3

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28	31	50	Books Exercise—Narrow Ruling	—	48	14	144	Red	25
28	33		Books Exercise—Plain		48	26		Black	
28	35		Books Exercise—Squared		48	28	72	Copying Ink	—
28	37	50	Books Exercise—Wide Ruling	—	48	75	39055	Lead, HB	272055
28	33		" Manifold. Quarto Dup		49	14		Penholders	
28	34		" " Trip		50			Pens F	
28	36	12	Books S.O. 129 (Indexed)	6	50			" M	
28	37	12	" S.O. 124	—	50			" B	
28	39	25	" S.O. 129	6	53		50	Rulers 12" graduated	6
28	41		" S.O. 130		53		3	" 18"	—
28	42	50	" S.O. 135	12	53		3	" 24"	—
28	43	50	" S.O. 136	15	53			Sealing Wax	—
28	44	6	" S.O. 136 (Indexed)	—	56	13	12	Sponges Small	—
28	45	50	" S.O. 136a	1	56	42		Rubber Stamp, «Secrets»	
28	46		" S.O. 136 1 2		56	43		" " «Security»	
28	47	25	" S.O. 137	6	56	38		" " «Confidential»	
30	52	12	Brushes, Gum, Small		56	39		" " «Urgent»	
30	51		" Inking, Dup.		57	23	1 box	Staples	3
30	53		" Type, cleaning, short		59	15	500	Tags, India	
30	54		" " long		60	43	12	Tape Ordinary Medium Type Ribbons, Make of Machine, 7/16"	3
30	55	20	" Cord, Sisal. 1 lb. balls	5			20	Type Ribbons, Make of Machine, 1/2"	IMPERIAL
30	56		" Sealing. 1 1/2 lb. balls					Type Ribbons, Make of Machine, 9/16"	
30	57		Thread 1 oz. balls		65	31	6	Type, Oil	3
30	58	50	Erasers Rubber	20	67	32	12	Rubber Bands	—
30	59	25	" Fast Green Ink	—	67			Chalk, White/Colours	
30	60	25	" Type	25	68	17		Daters, India Rubber	
30	61	25	Files, Manilla, faced, F'cap	10	68		24	Drawing Pins	
30	62		Gum Arabic		68			Paste	6
30	63	12	Ink Drawing, Waterproof, Black	—	69	16	12	Pins	6
30	64	6	Ink Drawing, Waterproof, Red	—	69	46	20	Portfolio with tapes	—
30	65		Ink for Flat Dup.		69		12		

ADDITIONAL ITEMS

Description	Quantity	Description	Quantity
Stapling machines	12	Army Book 193	6
Scissors pairs	12	bulletproof clips	50
Office Knives	12	Sketch pads yellow	50
PSS/NA 5/43/10,000—AFHQ/181		Compendium (books)	25

Subject: Censor W.

15AG/7996/CA.

29. Jul. 43.

Base Censor,
D. N. A. F.

1. Will you kindly issue a censor stamp to
this H.Q.

2. One was issued to Angot School of Instruction
and whilst the whole of ANGOT was concentrated at CURSA
this was sufficient. Now, however, the W/E of 603 is
stretched between Sicily and Algiers, and, from the nature
of our work, the personnel will remain widely dispersed
with at least two Headquarters in existence at the same
time.

T.B.
COLONEL,
S. S. O.

H.Q. ANGOT,
15 ARMY GROUP,
FIELD.

5751

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Subject:- Censor Stamp.

28 Jul 43
7996.

AMGOT/208/HQ.

26 July, 43.

Memo to: Chief Staff Officer.
AMGOT FANTOX.

One of these is urgently required here by AMGOT, and C.C.A.O.
requests you will press for provision of one at a very early date.

ADV AMGOT HEADQUARTERS,
FORTBASE.

Lieut-Colonel.
C.S.C.
Chief Staff Officer.

Action
83

TO SKK

21 W. Farley Dunk,
Zyg & get 'ankh' on J. Pl 28/7

0054

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7996

81

Received from Stationery
Dept, Tunis:

40,000 Shts Duplicating Paper,
white, 3 sheets.

20 Tubes, Ink, green.

1000 Stencils, Katany.

Betrag erhalten:

28 Jul 43.

[Signature]
W.C. II

5749

[Signature]

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Av. Garros

Tran track Right

Left fork

Stationer Office

53 Bev Tharechal.

Gallene

huni Yeri

LIST OF OFFICE STATIONERY, MACHINERY AND EQUIPMENT LOANED

ON 3-MON LOAN - 27 JUL 43

TYPEWRITERS

Z 064947
Z 070690
Z 065115
Z 064815
Z 065497
Z 065022
Z 075163
Z 065181
Z 064514
Z 065713 (U.S. Personnel)

Two British Oliver Typewriters (uncrated)

DUPLICATORS

Gestetner Rotary No. P 23864
" " 25805

Fordigaph machine.

WOODEN BOXES

No. 7
No. 23
No. 24
No. 29
No. 19222
Lettered ST (Sgt Thompson's property)
Capt Farrar (personal)

CARDBOARD BOXES

No. 1
No. 2
No. 3
No. 4
No. 8
No. 9
No. 10
No. 11
No. 12
No. 13
No. 14
No. 15
No. 16
No. 18
No. 19

Lettered A 1
D F G H I J N R U G/F
(two boxes)

Declassified E.O. 12356 Section 3.3/NND No.

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Two British Oliver Typewriters (unrated)

DUPLICATIONS

Gestetner Rotary No. P 23864
" " 25805

Fordigaph machine.

WOODEN BOXES

No. 7
No. 23
No. 24
No. 29
No. 19222
Lettered SF (Sgt Thompson's property)
Capt Farrar (personal)

CARDBOARD BOXES

No. 1	Lettered A 1
No. 2	D
No. 3	P
No. 4	G
No. 8	H
No. 9	I
No. 10	J
No. 11	N
No. 12	R
No. 13	U
No. 14	G/F
No. 15	
No. 16	
No. 18	
No. 19	
No. 20	
No. 27	
No. 28	
No. 29 A	
No. 30	

(two boxes)

SAFE

Property Custodian Division
Legal Division
Public Safety Division
Metal box - U.S. personnel
Metal safe - U.S. personnel

DRAUGHTSMAN'S MATERIAL

Drawing board, T-square, tracing linen (Cpl Luizza)

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SUBJECT: - Office Machinery.

HEADQUARTERS

Date 27 Jul 43

N 7996

FORCE 141

15AG/1/CC.

27 Jul 43.

Amgot Liaison.

Reference my letters subject as above dated 5 & 14 June and your AI/127 dated 5 June 43. — 73A

I shall be glad if you can arrange for the immediate return to me of the following typewriting machines as I understand Amgot has now received a supply of typewriting machines from U.K.

Imperial Machine
Oliver Machines

No 070690
Nos. 00987 & 27404.

Field.
IWM/MOC.

P/A m/76

Copy to: - Q (Maint).

W. Marshall.
Lieut. R.A.S.C.,
Supervising Officer.

B. Y. Le Grosse
N/A

129

LIST OF TYPEWRITERS.

TYPEWRITER BY TYPE	NUMBER	SIZE OF ROLLER	PROPERTY OF
<u>1. TYPEWRITERS FORWARDED WITH ADVANCE H.Q.</u>			
IMPERIAL	Z065645 ✓	12"	AMGOT
"	Z068370 ✓	18"	AMGOT ADV. H.Q. E.G. Hagen (Cpl.)
"	Z065527 ✓	12"	" S.Q.M.S. Picken's Party.
"	Z065649 ✓	12"	" " " "
"	Z065477 ✓	12"	" " " "
"	Z064144 ✓	12"	" " " "
"	Z064984 ✓	12"	" " " "
"	Z065457 ✓	12"	" S.Q.M.S. Picken's Party
"	Z064560 ✓	12"	" C/L HARRISON TO SICILY
"	Z065278 ✓	12"	" S.Q.M.S. Picken's Party
"	Z065341 ✓	12"	" C/L HARRISON TO SICILY

2. TYPEWRITERS TO BE MOVED FORWARD WITH REAR H.Q.

IMPERIAL	Z065022 ✓	12"	AMGOT
"	Z070690 ✓	12"	"
"	Z064947 ✓	12"	"
"	Z064635 ✓	12"	"
"	Z064815 ✓	12"	"
"	Z075163 ✓	12"	"
"	Z065181 ✓	12"	"
"	Z068300 ✓	15"	"
"	Z062381 ✓	12"	"
"	Z065497 ✓	12"	"
"	Z064939 ✓	12"	"

U.S. Personnel

LIST OF TYPEWRITERS (ctd.)

TYPEWRITER BY TYPE	NUMBER	SIZE OF ROLLER	PROPERTY OF
<u>2. TYPEWRITERS TO BE MOVED FORWARD WITH REAR H.Q. (ctd.)</u>			
IMPERIAL	Z065362 ✓	12"	AMCOT
"	Z065506 ✓	12"	"
"	Z065386 ✓	12"	"
"	Z065244 ✓	12"	"
"	Z064842 ✓	12"	"
"	Z065466 ✓	12"	"
"	Z063996 ✓	12"	"
"	Z065564 ✓	12"	"
"	Z065507 ✓	12"	"
"	Z065665 ✓	12"	"
"	Z065150 ✓	12"	"
"	Z064735 ✓	12"	"
"	Z065454 ✓	12"	"
"	Z064698 ✓	12"	"
"	Z065635 ✓	12"	"
"	Z064534 ✓	12"	"
"	Z064579 ✓	12"	"
"	Z064690 ✓	12"	"
"	Z065272 ✓	12"	"
"	P. 8/12. Portable 9" -----		

3. TYPEWRITERS ISSUED AS UNDER.

OLIVER	EB26638	15"	AMCOT RECCE.
IMPERIAL	Z064817 ✓	12"	Capt. Carter. Tpt. Blida.

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P. 8/12. Portable 9"

3. TYPEWRITERS ISSUED AS UNDER.

OLIVER	EB26636	15"	"	AMCOT RECCE.
IMPERIAL	Z064817 ✓	12"	"	Capt. Carter. Tpt. Blida.
"	Z065436 ✓	12"	"	School Commandant.
"	Z060648 ✓	12"	"	School. Major Rowell.
"	Z065536 ✓	12"	"	Camp Commandant.
"	Z065452 ✓	12"	"	Camp Commandant. ⁶ 13
"	Z065615 ✓	12"	"	Camp Q.M.

LIST OF DUPLICATORS:

DUPLICATOR BY TYPE:	NUMBER:	PROPERTY OF:
1) <u>FORWARD WITH ADVANCE H.Q.</u>		
GESTETNER	25805	AMGOT S.Q.M.S. Picken's Party:
FLAT	.	AMGOT S.Q.M.S. Picken's Party: RETURNED.
2) <u>TO BE MOVED FORWARD WITH REAR H.Q.</u>		
GESTETNER	25904	AMGOT S.S.M. WARREN'S PARTY:
GESTETNER	erated:	AMGOT -
FLAT	-	AMGOT -
FORDIGRAPH	Model No.10., 29974:	AMGOT -

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TELETYPE DI FILE	NUMBER	SIZE	PROPERTY OF	ON LOAN TO
IMPERIAL	2065922	12"	ALICE	Confidential Clerks. Pto. E. Logan.
"	2069370	18"	"	Pto. A. Harper.
"	2070690	12"	"	Confidential Clerks.
"	2064947	12"	"	Office
"	2064635	12"	"	Office
"	2064015	12"	"	Office
"	2073163	12"	"	Office
"	2065101	12"	"	Office
"	2065527	12"	"	Office
"	2068390	18"	"	Capt. Davis Clerk.
"	2062384	12"	"	Capt. Davis Clerk.
"	2065497	12"	"	Office
"	2064939	12"	"	Lt. Krue
"	2064619	12"	"	Lt. Baker
"	2065713	12"	"	U.S. Personnel.
"	2065936	12"	"	Camp Commandant.
OLIVER	2066638	15"	"	Camp Commandant.
IMPERIAL	2065452	12"	"	Camp Commandant.
"	2065615	12"	"	Camp M.
"	2060643	12"	"	Colonel Major Roswell.
"		12"	"	Capt. Carter
"	2065643	12"	"	SGT ALV. H.
OLIVER	00937	15"	"	AGENT HARRIS.
IMPERIAL	2065436	12"	"	Colonel Commandant.
"	2065115	12"	"	Office
"	2064514	12"	"	Office

2142

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[illegible]

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3742

" " " " " " " " " " " " " " " "

12" 12" 12" 12" 12" 12" 12" 12" 12" 12" 12" 12" 12" 12" 12"

" " " " " " " " " " " " " " " "

SUBJECT:- Stationery requirements

141F/7996/C.A. (77)

Arrangements are being made to hold one month stock of Stationery requirements for this HQ.

Estimates of each section requirements for one month should, therefore be submitted to this office by the 19th June 43.

AMGOT
HQ. Office
16 June 43

A. Varra
Captain,
Staff Capt.
Amgot

DISTRIBUTIONS:

C.S.O.
P.A.O.'s
Finance
Legal
Civil Supply
Public Health
Public Safety
Custodian of Enemy Property
School of Instructions
Camp Commandant
Transport Officer

Capt. Daman

You will include A.C. requirements?

P/A.

*Pl
19/6/43
so*

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Subject:- Stationery Requirements.

Ref.No. I/1/43.

Headquarters,
AMCOT 141 Force.

Ref your 141F/7996/C.A. dated 16th June, 1943.
Herewith estimate of each section requirements of stationery for
one month, as requested by you.

In the Field.
19 June 43 .

A. J. Harrison
Captain,
Camp Commandant, ~~School of Instruction~~,
AMCOT 141 Force.

(76)

Duplicate Apr

TUCK IN THIS FLAP.

Army Form L.1393.

LEAVE BLANK.

INDENT FOR STATIONERY, ARMY FORMS AND BOOKS.

TO BE COMPLETED BY INDENTING UNIT

Title of Unit, and
Address to which
Supplies are to be sent.
Civil Affairs Dept. H.Q. 141 Force
H.Q. 141 Force

No. of Typewriters <i>2</i>	No. of Ormig or Fordigraph Dups. <i>—</i>
No. of Flat Duplicators <i>—</i>	No. of Copiers Hectograph <i>—</i>
No. of Rotary Duplicators <i>—</i>	No. of Copiers Press <i>—</i>

CERTIFICATE. I certify that this indent has been examined in detail, that all the items demanded are necessary, and that the quantities, both "in hand" and "required," are as stated.

The quantities demanded, together with those on hand, represent my estimated total requirements for a period of *Two* months.

Date *29/4/1943*
Signature *H. Green Captn R. Sec*
Commanding *Civil Affairs Dept H.Q. 141 Force*
FOLD HERE.

ON HIS MAJESTY'S SERVICE.

Officer Commanding,

No. *13 Adv.* STATIONERY DEPOT,

48 Boulevard Thiers Algiers

FOLD HERE

NOTES AND INSTRUCTIONS.

This form will be completed, and despatched in time to reach the appropriate Stationery Depot at least a week before the items

for a period of Two months.

Date 29/4/ 1943.

Signature

Commanding

FOLD HERE.

ON HIS MAJESTY'S SERVICE.

Officer Commanding,

No. 13 Adv. STATIONERY DEPOT,

48 Boulevard Thiers Algiers

FOLD HERE

NOTES AND INSTRUCTIONS.

1. This form will be completed, and despatched in time to reach the appropriate Stationery Depot at least a week before the items demanded are required for use.
2. Army Forms and Books will be listed in numerical (not alphabetical) order. One line is enough for each item.
3. Commanding Officers are required to keep quantities as low as is compatible with efficiency, and to check any excessive consumption.
4. Supplementary indents will, if possible, be avoided. Commanding Officers are expected to ensure that all the items required are included in their regular periodical indents. If a supplementary indent is unavoidable, it will, if small, be submitted as a letter; if many items are required, this form will be used.
5. Indents will be met so far as Stationery Depot stocks permit. Items of which no issue can be made forthwith will be demanded on the next indent if still required.
6. Army Forms and Books and stationery are costly, and supplies may be small and irregular. The need for the greatest economy in their use must, therefore, be brought home to all ranks. No attempt must be made to hold a large stock.
7. Attention is drawn to King's Regulations, 1935, para. 1633, under which all "Nil" returns will be made on plain paper and NOT on printed forms.
8. Where several copies of an Army Form have to be made out, it is often possible to make some of them on plain paper. Where the number of copies to be made on a large and expensive Army Form is small, a saving can sometimes be effected by using plain paper even for the original, and putting "In lieu of A.F. so-and-so" in the top right hand corner.
9. Wooden packing cases sent by Stationery Depots to units must be returned, with their lids, through Salvage.

80734 W.L. 28893-175-50X 1042 H.A.S. Ltd. Gp. 393 Form L. 13917

Declassified E.O. 12356 Section 3.3/NND No.

785015

STATIONERY

CODE		Quantity Required.	Leave Blank.	DESCRIPTION.	Quantity in Hand.	CODE		Quantity Required.	Leave Blank.	DESCRIPTION.	Quantity in Hand.	CODE		Quantity Required.	Leave Blank.
Op.	Item.					Op.	Item.					Op.	Item.		
1	21	500	Sheets	Paper, Blotting, Pink, 17 1/2 x 22 1/2	/	17	21	Sheets		Paper Wrapping Cap, Imperial, Kraft		131	31	No.	Colour
2	12	500	"	Carbons, Type, 6 1/2 x 8	/					Paper Wrapping Cap, Imperial, Double Kraft		131	34	"	"
2	21	500	"	" " 5 x 8	/	17	22	"				131	37	"	"
2	64	600	"	" Hand, 8 x 13	/	18	11	200	200	Paper, Writing, 1/2 Sheets Buff	-	131	39	"	"
2	223	500	"	Carbons, Type, 7 1/2 x 9 1/2	/	18	13	250	250	Paper, Writing, Foolscap, 1/2 Sheets Buff Ruled	-	131	42	"	"
2	224	500	"	" " 8 x 13	/	18	32	"		Paper, Writing, Fcap, R.A.		131	45	"	"
3		1000	No.	Cards, Record Ruled 8 1/2 x 6 1/2	/	18	34	"		" " " Ruled, R.A.		131	49	"	"
4	11		Sheets	Drawing, Cartridge, Imperial, 30 x 22, 117 g.s.m. (110 lbs./1000)	/	18	42	"		" " 1/2 Sheets, R.A.		131	51	"	"
4	12		"	Drawing, Cartridge, 26 1/2 x 21 1/2, 117 g.s.m. (95 lbs./1000)	/	18	44	"		" " " Ruled, R.A.		131	53	"	"
4	13*		"	Drawing, Cartridge, Imperial, Loft Dried, 30 x 22, 157 g.s.m.	/	18	72	"		" " Octavo, Demy		131	54	"	"
4	21		Yds.	Drawing, Cartridge, 30 ins. x 12 yds.	/	22	27	1000	No.	Envelopes, 5 x 4, P. & Gd.	-	35	41	"	"
4	22*		"	" " 54 ins. x 12 yds.	/	22	39	1000	"	" 8 1/2 x 3 1/2, "	-	38	41	No.	Duplic
4	31		Sheets	Drawing, Cream Wave, Elephant, Double M.M. 40 x 26 1/2, 157 g.s.m.	/	22	44	1000	"	" 9 1/2 x 4 1/2, "	-	38	41	"	"
4	34*		"	Drawing, Cream Wave, Elephant, Double, Loft Dried, 40 x 26 1/2, 192 g.s.m.	/	22	66	2500	"	" 5 x 4, Economy	-	38	41	10	Bottles
4	35*		"	Drawing, Cream Wave, Antiquarian M.M. 53 x 31, 202 g.s.m.	/	22	78	1000	"	" 8 1/2 x 3 1/2, "	-	39	11	100	No.
5	14	200	"	Paper, Duplicating, Blue 8 x 13	/	22	83	1000	"	" 9 1/2 x 4 1/2, "	-	39	12	50	"
5	15	200	"	" " Pink 8 x 13	/	22	83	1000	"	" G. Brown, 10 x 8	-	39	13	50	"
5	32	200	"	" " Cream Wave, 7 1/2 x 9 1/2	/	23	74	500	"	" " 14 x 9	-	39	17	100	"
5	33	200	"	" " " 8 x 13	/	23	81	500	"	" " 15 x 10	-	41	11	4	Oz.
7	42		"	File Covers, Manila, Gussotted and Punched, 15 1/2 x 9 1/2	/	23	84	500	"	" " 16 x 12	-	42	21	6	Bottles
9	11	25	"	Labels, Economy, 2 1/2 x 4 1/2	/	25	16			Bristol Boards, 12 x 12	-	42	22	2	"
9	12	25	"	" " 1 1/2 x 3	/	25	22		Yds.	Calico, Glazed 36	-	42	24		"
9	14	25	"	Manila, 2 1/2 x 4 1/2	/	25	23			" Unbleached 36	-	42	24		"
10	11	250	Sheets	Paper, Sectional, Foolscap, Ruled, 1/2 = 16 1/2 x 13 1/2	/	25	71		No.	Strawboard Tubes, 24 x 1 1/2	-	42	25	5	"
				Paper, Sectional, Foolscap, Ruled, 1/2 = 16 1/2 x 13 1/2	/	25	72			" " 32 x 1 1/2	-	42	27		"
					/	28	33	500	"	Books, Exercise, Plain	-	42	33		"
					/	28	35			" " Squared	-	42	37		"
					/	28	37	100	"	" " Wide Ruled	-	42	39		"
					/	28	66	10	"	" S.O. 129, Indexed	-	42	41		"
					/	28	67	10	"	" " 124	-	42	41		"
					/	28	68	10	"	" " 127, Indexed	-	42	71	6	Stks.
					/	28	69	10	"	" " 129	-	42	85	6	Bottles

STATIONERY

DESCRIPTION.	Quantity in Hand.	CODE		Quantity Required.	Leave Blank.	DESCRIPTION.	Quantity in Hand.	CODE		Quantity Required.	Leave Blank.	DESCRIPTION.	Quantity in Hand.
		Gr	Item					Gr	Item				
Wrapping Cap, Imperial.		†33	33	No.		Colour Cakes, Medium Chrome Yellow		49	14	100	No.	Penholders, Universal	
Wrapping Cap, Imperial, Kraft		†33	34	"		" " Neutral Tint		50	12	300	"	Pens, S.O., No. 1, M.	
Writing, 1/2 Sheets Buff	✓	†33	37	"		" " Prussian Blue		50	17	300	"	" " 2, M.	
Writing, Foolscap, 1/2 Sheets	✓	†33	39	"		" " Purple		†50	71	300	"	" Steel, Gillott's, No. 170	
Writing, Foolscap, 1/2 Sheets	✓	†33	42	"		" " Raw Sienna		55	11	36	Stks.	Ladies' (in cards of 10, with holder)	
Writing, Fcap, R.A.		†33	45	"		" " Sepia		56	13	2	No.	Sealing Wax, B.	
" " Ruled, R.A.		†33	49	"		" " Vandyke Brown		59	15	1000	"	Sponges, No. 3	
" 1/2 Sheets, R.A.		†33	51	"		" " Venetian Red		†60	22	50	Pieces	Tags, India, 4"	
" " Ruled, R.A.		†33	53	"		" " Vermilion		60	43	25	"	Tape, Blue, Standard, 3/8 (in pieces of 9 yards)	
" Octavo, Demy		†33	54	"		" " Veronese Green		60	44	25	"	Tape, Ordinary, Medium	
" Oct. Dy. Rd. R.A.		35	33	Balls		Cord, Sisal		63			No.	" " Narrow	
5 x 4, P. & Gd.	✓	35	41	"		" Sealing		63			"	Type, Ribbons, Oliver, 3/8 in.	
8 1/2 x 3 1/2	✓	38	31	No.		Duplicator Diaphragms		63			"	" " 3/8 in.	
9 1/2 x 4 1/2	✓	38	41	"		" Rollers					"	" " "	m\$
5 x 4, Economy	✓	38		10 Bolls		" Fluid	\$				"	" " "	\$
8 1/2 x 3 1/2	✓	39	11	100	No.	Erasers, Rubber, No. 1		†67	32	5	Bxs.	Bands, Elastic, Grey, Assorted	
9 1/2 x 4 1/2	✓	†30	12	50	"	" " Draughtsman's		68	33	50	"	Drawing Pins, Steel	
G. Brown, 10 x 8	✓	†30	13	50	"	" " Fast Green		†69	16	12	Botl	Paste	
" 14 x 9	✓					" " (Green Tracing)		69	46	16	Ozs.	Pins	
" 15 x 10	✓	39	17	100	"	" Type, Small		69	62	10	No.	Portfolios with Tapes	
" 16 x 12	✓	41	11	4 Ozs.		Gum Arabic							
Cards, 12 x 12	✓	†42	21	6 Bolls		Ink, Drawing, Waterproof, Black							
Size 36	For Mounting Plans	†42	22	2	"	" " " " Black							
						" " " " Red							
Bleached 36						" " " " Burnt							
Tubes, 24 x 1 1/2		†42	24		"	" " " " Sienna							
" 32 x 1 1/2		†42	25	5	"	" " " " Cobalt							
Exercise, Plain	✓	†42	27		"	" " " " Blue							
" Squared	✓					" " " " Green							
" Wide Ruled	✓	†42	33		"	" " " " Dark							
129, Indexed	✓	†42	37		"	" " " " Scarlet							
124	✓	†42	39		"	" " " " Violet							
127, Indexed	✓	42			"	" " " " Yellow							
129	✓	†42	71	Stks		" Duplicating	\$						
	✓	42	85	6 Bolls		" Indian							
	✓			6		Stamp, I.R. Violet							

Additional and Special Items:
 ** (Including India Rubber Stamps)

2 1/2 1/2

785015

* Items marked † are FOR DRAWING OFFICE USE ONLY of which the items marked * are expensive. † be used very sparingly, and the
§ Unit to complete description of the particular item required. ** Specimen impressions (IN DUPLICATE) must be attached.

•• Specimen imprints (IN DUPLICATE) must be submitted

007-21

Declassified E.O. 12356 Section 3.3/NND No.

785015

Quantity	Unit	Description	Price	Total	Remarks	Drawing Pins, Steel	Paste	Pins	Portfolios with Tapes
100	No.	Eraser, Rubber, No. 1	100	100					
50	"	" " Draughtsman's	50	50					
50	"	" " Fast Green (Green Tracing)	50	50					
100	"	" " Type, Small	100	100					
4	Oz.	Gum Arabic	4	4					
2	Bott.	Ink, Drawing, Waterproof, Black	2	2					
2	"	" " " " Black	2	2					
2	"	" " " " Red	2	2					
5	"	" " " " Burnt Sienna	5	5					
1	"	" " " " Cobalt Blue	1	1					
1	"	" " " " Green, Dark	1	1					
1	"	" " " " Scarlet	1	1					
1	"	" " " " Violet	1	1					
1	"	" " " " Yellow	1	1					
1	"	" " Duplicating	1	1					
1	"	" " Indian	1	1					
6	Bott.	" " Stamp, I.R. Violet	6	6					
50	Tins	" " Powders, B. Black	50	50					
50	"	" " " " Red	50	50					
100	No.	Inkblotter, Screw Top	100	100					
12	"	Pads, I.R., Small Violet	12	12					
50	Bxs.	Paper Fasteners, Wire	50	50					
100	No.	Pencils, Coloured, Blue	100	100					
25	"	" " " " Burnt Sienna	25	25					
25	"	" " " " Green	25	25					
100	"	" " " " Red	100	100					
10	"	" " " " Yellow	10	10					
10	"	" " " " Black	10	10					
100	"	" " Copying Ink	100	100					
10	"	" " Drawing, 2nd Quality, B.	10	10					
10	"	" " " " " " 2B	10	10					
5	"	" " " " " " H	5	5					
5	"	" " " " " " H.B.	5	5					
5	"	" " " " " " 3H	5	5					
5	"	" " " " " " 4H	5	5					
10	"	" " (In lieu of 2 H.)	10	10					
10	"	" " Drawing, 2nd Qty. F.	10	10					
250	"	" " Lead, H.B.	250	250					

Additional and Special Items.
** (Including India Rubber Stamps)

3741

Items marked * are expensive, all be used very sparingly, and the specific purpose for which such items are required will be stated.

** Specimen impressions (IN DUPLICATE) must be attached.

0073

Declassified E.O. 12356 Section 3.3/NND No. 785015

ARMY FORMS

ARMY FORM		Quantity Required	Leave Blank	SHORT TITLE OF FORM	Quantity in Hand
Letter	No.				
L	1393	2		Indent for Stationery, Army Forms and Books.	

ARMY BOOKS

Army Book No.	SHORT TITLE OF BOOK.

0074

Declassified E.O. 12356 Section 3.3/NND No. 785015

6 16 9 1 11

Indent for Stationery, Army Forms and Books

ARMY BOOKS

L 1393 2

SHORT TITLE OF BOOK

Army Book No.

FOR STATIONERY DEPOT USE ONLY

	Initials	Date	Initials	Date
Passed by				
Issued by				
Checked by				
Packed by				
Despatched by				
Entered in Despatch Ledger by				
Method of Despatch: —				
Issues Noted by				
Noted in Indents Register				

Declassified E.O. 12356 Section 3.3/NND No.

785015

ISSUE AND RECEIPT VOUCHER.

Army Form G. 1033
(in blocks of 100.)

To be completed
by Consignor

Issue
Voucher No. }
Account.....
Date account
commences.....

For Office Stamp.

2896

To be completed
by Consignee

of sheets in voucher..... Sheet No.....
Receipt Voucher No.....
Account.....
Date account commences.....

Issued by.....
To.....
Authority.....
Date and mode of conveyance.....

At.....
At.....

Carrier's or Convey Note No. and Date.....

Ledger Page (1)	Cat. or Part No. (2)	DESIGNATION (3) Section or Sub-Section	Total number or quantity (4)	Description and marks on packages (5)	For Store Depot use only						Value (11)		
					S. (6)	R. (7)	D. (8)	U. (9)	Rate (10)		l.	s.	d.
		Section 25864 in exchange for Section 35196	1								374		
			1										

* Of Consignor on original and triplicate and of Consignee on duplicate.
† Part No. to be completed in the case of S. T. and similar stores.

(Signature of Consignor or Consignee.)

IF USED BY ORDNANCE OFFICERS AS AN ISSUE VOUCHER, TONNAGE TO BE ENTERED ON REVERSE

Declassified E.O. 12356 Section 3.3/NND No.

785015

Subject :- Office Machinery.

URGENT

141F/1/CC

14 June 43.

73

Amgot Liaison.

Reference my letter, number and subject as above, dated 5 June 43 and your reply thereto dated 5 June.

I shall be very grateful if my 4 Typewriting machines could be returned as quickly as possible - they are very urgently required and the portable has to be returned to the firm from which it is hired.

Capt- James. AM1607
Please act in it

H. Marshall
Lt. R.A.S.C.
Supervising Officer.

PA
NA
19/6

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJ: Re: HQ Force 141 Office Machinery.

AL/127

5 June 43.

Supervising Officer,
HQ 141 Force.

126A

Reference your L41F/1/OC of 5 June.

AMGOT office machinery has arrived from the U.K. but has not been unloaded, on receipt of same the typewriters loaned from you will be returned.

AMGOT,
141 Force,
FIELD.
ST.

Wheeler
Lieut. Colonel,
G.S.O.I.
AMGOT.

W.H.

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT:- Office machinery. 1 EX/1/CC.

AMGOT for return 5 Jun 43.
Amgot Liaison.

On receipt your office machinery
from U.K. will you please arrange for the
early return to me of the undermentioned
typewriting machines:-

Imperial 12"
Oliver 15"
" "
Hired Portable

No. Z/070690
No. 00987
No. 27404
No. P 60835

H.Q., Force 141.
HWM/RMS.

W. Marshall
Lt. RASC.
Supervising Officer.

785015

HEADQUARTERS	
Date	19 June 43
AMCOT N	7996
FORCE 141 18 June 1943	

72

Subject: Stationery Requirements
 Reference your 141F/7996/C.A. dated 16 June 1943

Estimated requirements of stationery supplies for
 one month for this office.

QUANTITY	ITEM	CODE
1000 (10 boxes)	Paper Fasteners, Large	47-11
1000 (10 boxes)	Paper Fasteners, Small	
20,000 (20 pkgs)	Sheets Duplicating Paper,	
	Semi Absorbent, Size 8 x 13	5-33
100 (1 box)	Pencil Erasers	39-11
3000 (3 boxes)	Staples	57-23
2	Typewriter Ribbons for	
	Imperial Standard	
100	Envelopes, size 3-3/4 x 8-3/4 inches	
100	Envelopes, size 3-1/4 x 5-1/4 inches	
250	Small Economy Labels	
25	Ruled Scratch Pads	
1	Bottle Stencil Correction Fluid	38-13
2 Pkgs.	Carbon Paper, size 7 x 8-3/4 inches	

Henry T. Rowell
 HENRY T. ROWELL
 Major, CMP
 Chief Instructor.

AMCOT
 Office of Chief Instructor.
 19 June 1943

TO SEE
 CAPT FARRAR 5739

V
 5/6

785015

Army Form G, 1033
(in books of 100)

*To be completed
by Contractor*

No. of sheets in voucher..... Sheet No.....
 Receipt Voucher No.....
 Account.....
 Date account commences.....

Issued by..... B. A. S. D.
To..... H. S. S. S.
Authority..... 10507/1685
Date and mode of conveyance..... 10/10/16

At

At

Carrier's or Convey Note No. and Date.....

Ledge Folio (1)	Cat. or Part No. (2)	DESIGNATION (3) Section or Sub-Section	Total number or quantity (4)	Description and marks on packages (5)	For Store Depot use only								
					S. (6)	R. (7)	D. (8)	U. (9)	Rate (10)	Value (11)			
	1	Guilten 25904	1								£	s.	d.
		Elbows 2 lats 980 990	2								3738		
											P/P	17/6	2

* Of Consignor (in original and triplicate and of Consignee on duplicate).
† Part No. to be completed in the case of M.T. and similar stores.

(Signature of Consignor or Consignee.)

IF USED BY ORDNANCE OFFICERS AS AN ISSUE VOUCHER, TONNAGE TO BE ENTERED ON REVERSE

785015

Subject:- Office Equipment.NO/7996/ORTO: Camp Commandant.

The following have today been sent to you:

Imperial Typewriter, Serial No. 0-75163		1
Gestetner Duplicator, Serial No. 25805		1
Stencils, Waxless, (Rotary)	Code 12-64	300
" Diaphragma Dup.	" 12-25	1000
Stencil, Ink		10 tubes
Thick, Typewriting 8 x 13	Code 15-25	5000 sheets
Thin, Typewriting 8 x 13	" 15-45	10000 "
Semi-absorbent 8 x 13	" 5-33	5000 "
" " 7 x 8 1/2	" 5-32	5000 "
Staples		5000 "
Pins		20 oz.
Perforator		1

Please ack by signing and returning the duplicate copy hercof.

M O Office
6 June 43
ARP/

AS Yarral
CAPTAIN
AMCOT

- B -

Received.

In the Field.
9 June 43.

[Signature]
Captain,
Camp Commandant, School of Instruction,
AMUOT 141 Force.

3736

0082

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT:- Stationery requirements

141F/7996/C.A.

Arrangements are being made to hold one month stock of Stationery requirements for this HQ.

Estimates of each section requirements for one month should, therefore be submitted to this office by the 19th June 43.

AMGOT
HQ. Office
16 June 43

A. Varrat
Captain,
Staff Capt.
Amgot

DISTRIBUTIONS:

C.S.O.
P.A.O.'s
Finance
Legal
Civil Supply
Public Health
Public Safety
Custodian of Enemy Property
School of Instructions
Camp Commandant
Transport Officer

File

3737

785015

Subject:- Stationery.

NO/1994/CR

School Commandant.

The following have today been sent to you:

Stencils, Various (Rotary)	Code 12-61	300
Stencils, Ink		10 tubes
Thick, Typewriting,	8 x 13 Code 15-25	2500 sheets
Thin, Typewriting,	8 x 13 " 25-45	2500 "
Best absorbent,	8 x 13 " 5-33	10000 "
" "	7 x 8 " 5-32	5000 "
Staples		5000
Stapler		1
Perforator		1
Pins		20 oz.

Please act by signing and returning ~~the~~ duplicate copy hereof.

H Q Office
6 June 43
AE/

AE
CAPTAIN
AMOT

5735

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT:- Hq. Force 141 Off' Machinery.

Supervising Officer,
Hq 141 Force.

Reference your LALF/1/CC of 5 June.

ANGOT office machinery has arrived from the U.K. but has not been unloaded, on receipt of some the typewriters loaned from you will be returned.

ANGOT,
141 Force,
FIELD.
ST.

Lt. Col. M.
Lieut. Colonel,
G.S.O.I.

ANGOT.5731

Chen

785015

AMGOT

MEMORANDUM TO: School Commandant.

SUBJECT: Supplies.

Request the following stationery supplies for this office.

✓ 5000 1000 sheets 708 $\frac{1}{2}$ Duplicator Paper (Semi absorbant C. Wave Machine direction Code 5-32) (ATTACHMENT NO. 1)

✓ 1 2 hole Paper Punch.

✓ 1 Stapler with 5000 staples (for assembling nec-styled work)

✓ 10000 10,000 or 15,000 sheets 8X15 Duplicator Paper (confirming verbal request of 2 June 1943) (Duplicating Semi-absorbent Cream Wave 8 X15" Not Watermarked Code No. 5-33) (ATTACHMENT NO. 2)

ACTION TAKEN

Henry T. Rowell

HENRY T. ROWELL
Major, CIP
Chief Instructor.

CHINA TRAINING CENTER

4 June 1943

5732

Declassified E.O. 12356 Section 3.3/NND No.

785015

1417 / 7996 / CA. 64
5 June 43

Subject: Office Requirements

To : Camp.

May a supply of candles be obtained please.

Our ~~immediate~~ requirements are three dozens.

Q.B.

Major,
H.Q. Office

File

3731

Declassified E.O. 12356 Section 3.3/NND No.

785015

ISSUE AND RECEIPT VOUCHER.

05 Army Form G. 1033
(in books of 100)

Issue Voucher No. 69. To be completed by Consignor
Account On Temp Loan
Date account commences AFHQ
Issued by Supervising Office AFHQ
To Capt. A. S. Farrier
Authority AFHQ
Date and mode of conveyance 5/6/43 Carrier's or Convey Note No. and Date

Ledger Folio (1)	Cat. or Part No. (2)	DESIGNATION (3) Section or Sub-Section	Total number or quantity (4)	Description and marks on packages (5)	For Store Depot use only					Value (11)		
					S. (6)	R. (7)	D. (8)	U. (9)	Rate (10)	L. (11)	S. (12)	d. (13)
	35805	Geotitau Duplicator	1									
	35805	Imperial Typewriter	2									
	0 75163											
	20 68370											

[Signature]
3732

* If Consignor on original and duplicate and of Consignee on duplicate.
† Part No. to be completed in the case of M.T. and similar stores.
IF USED BY ORDNANCE OFFICERS AS AN ISSUE VOUCHER, TONNAGE TO BE ENTERED ON REVERSE

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: - Telephone Directory.

1026
2 June 45.

H.Q. Algiers Area.

May AMGOT 141 Force please be provided with
four copies of your telephone directory.

HQ. 141 Force,
B.N.A.F.
ME/ST.

W X
Major,
AMGOT Liaison.

3730 *Spencer*

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT:- Telephone Directories.

2 June 43.

To:- 'A' Branch,
HQ 141 Force.

with:- May AMGOT School of Instruction please be provided

- (a) Two copies H.Q. Force 141 Telephone Directories.
- (b) Two copies A.F.H.Q. "Freedom" Telephone Directories.

HQ 141 Force,
R.N.A.F.
MF/ST.

h x
Major,
AMGOT Liaison.

5729

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment

DLF/7996/DA

TO

"CAMP"

May arrangements be made to supply to this office a notice board, size approximately 2' x 4', please.

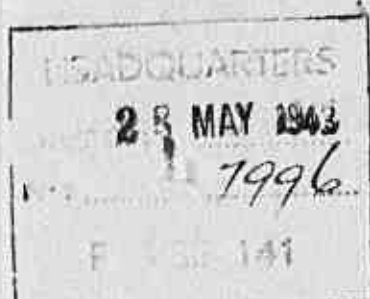
Hq Office
1 June 1943
ARP/mh

TR
Lieut. Colonel,
ANGOT

3728

Declassified E.O. 12356 Section 3.3/NND No.

785015



No. 11733/11/CA. (65)

Civil Affairs Branch,
G.H.Q., M.E.F.
Ext. M.E. 709.

24th May, 1943.

H.Q., 141 FORCE.

I am directed to refer to an extract of a letter from Lt.Col. Lloyd-Carson to Lt.Col. Parker dated 15/5/43 requesting the supply of:-

300 Copies O.E.T.A. Personal History Sheets,
1000 File Covers and Clips

and to say that 100 copies of O.E.T.A. Personal History Sheets and 20 boxes of clips will be despatched by the first available means and the remaining 200 O.E.T.A. P.H.S. when received from the Press.

As regards the "Political" file covers, I am to say that, owing to shortage of material, it is regretted that these cannot be printed, but an indent for 1000 plain file covers has been submitted to Stationery and these will be sent on later.

This should go
to Chren.
ADB/SA JH. 24/5

Burgess
(A.D. Burgess)
Lieut.
for Chief Secretary,
Civil Affairs Branch.

B/U 12/6 3727

59
Subject:- Outgoing Message Pads.

13/ASD/17 (c).

A M G O T
H.Q. 141 Force.

55H
Reference your 141F/7996/CA
dated 23.5.43 addressed to Station-
ery Store A.F.H.Q.

This Depot has no stock
of the A.F.H.Q. Outgoing Message
Pads which we believe are locally
printed especially for A.F.H.Q.

We have contacted the
Supervising Officer A.F.H.Q. but
he regrets he cannot supply these
to you.

S. D. Fleeson
Lieut. R.A.S.C.
Officer i/c 13 Advanced Stationery
Depot.

In the field
26.5.43.
SWH/AN

*Don't remember ever
asked for them.
I have obtained
31/5 3721*

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment

141F/1296/CA

27 May 42.

TO:

'Camp'

1. Thirty letter trays and 20 receptacles for waste paper are required at this office. May arrangements be made to supply these.

2. There is also a small steel box, the property of Colonel Maxwell, on which the latter would like his name painted. May this be arranged please at your earliest convenience.

Exempted 28 MAY 1942

P.B.

for Lt. Col.

5725

AMCOT HQ Office,
HQ 141 Force.

Declassified E.O. 12356 Section 3.3/NND No.

785015

Major Farley Smith

57A

Smith 1 copy of H.M. 2 ransend-
ments and 1 copy of K.R. as
requested

HQ 141 Force

1414 hrs

26/5/43

H. Danner
Capt

Hand to Maj. Rowe - King
will have to be made with eye stamp
when we get it
5/2/5
JB 26/5

SUBJECT: Stationery Requirements.

144F/7096/CA

25 May 43.

TO:

'Camp'

Reference telephone conversation today, (clerks speaking.)

Attached hereto, as arranged, are statements of this office's requirements in respect of:

- (1) Stationary and office equipment
- (2) Rubber stamps.

It will be appreciated if arrangements can be made please to obtain these requirements, as soon as possible.

H.Q. Office

SR
Lt. Col.
AMOT.

AUP/ogh

3722

In lieu of Army Form L. 1393.

STATIONERY AND OFFICE EQUIPMENT REQUIRED BY AGOIT
A.Q. OFFICE.

Duplicator

Gestetner, Rotary.

1.

Note: Most of the typewritten material emanating from this office, has a considerable distribution and consists of several sheets. The only way in which this demand can be met efficiently is by the use of a Rotary Duplicator.

STATIONERY etc.

+ Note: Stencils and other items of stationery applicable to a Duplicator are only required if the above request for a Rotary Duplicator can be met

Code	Quantity required	Description
+5-14	3,000	Paper duplicating, blue 8x13
+5-15	3,000	" " " pink "
+5-32	5,000	" " " cream wove 7x13
+5-33	5,000	" " " " 8x13
7-21	2,000	Labels economy, 2 1/2x4
9-12	50	Mill Boards 6x13
9-14	25	" " 27x21
+12-	100	Stencils for Gestetner Rotary
15-35	5,000	Paper thin typewriting 'O' 8x13
15-41	4,000	" " " 'P' 4x7
15-43	1,000	" " " 'P' 7x8
17-22	100	" wrapping Cap, Imperial double Kraft
18-34	500	" writing foolscap ruled R.A.
18-31	10,000	" cream laid 8x13
28-36	10	Books R.O. 129 Indexed
28-69	10	" " " 135
28-72	10	" " " 136
28-75	50	" " " 136e
28-75	50	" " " 136f
28-76	25	Foridigraph Fluid, Tins
36-22	50	Markers, Type, small
38-17	50	Ink Duplicating in tubes, for Gestetner Rotary, black
+42-	12	" " " " " grey
43-22	12	" " " " " "
47-41	20	" " " " " "
47-41	10	Paper fasteners, large, boxes
47-41	10	" " " small "
47-46	20	" " " wire
56-13	12	Sponges No. 3
64-31	50	Type ribbons, black record, 1/2"
68-46	6	Paste, bottles, with brushes

785015

* Note: Stencils and other items of stationery applicable to a DUPLICATOR are only required if the above request for a Rotary Duplicator can be met

Code	Quantity required	Description
+5-14	5,000	Paper duplicating, blue 8x13
+5-15	5,000	" " pink "
+5-32	5,000	" " cream wove 7x8 1/2
+5-33	5,000	" " " 8x13
7-21	2,000	Labels economy, 2x4 1/2
9-12	50	Mill boards 6x13
9-14	25	" 27x21
+12-	100	Stencils for Gestetner Rotary
15-35	5,000	Paper thin type-writing 10' 8x13
15-44	4,000	" " " 10' 4 1/2 x 7
15-45	1,000	" " " 10' 7 x 8
17-22	100	" wrapping cap, Imperial double knit
18-34	500	" writing foolscap ruled R.A.
18-91	10,000	Books S.O. 129 Indexed
28-55	10	" " "
28-59	10	" " "
28-72	10	" " "
28-73	50	" " "
28-75	50	" " "
28-76	25	" " "
38-22	50	Podigraph fluid, tins
39-17	50	Markers, type, small
+42-	12	Ink duplicating in tubes, for Gestetner Rotary, black
43-22	12	" " " " " "
47-11	20	" Powders B. black, tins
47-15	10	Paper fasteners, large, boxes
47-16	10	" " small "
55-13	20	" " " wire
64-61	12	Sponges No. 3
69-16	50	Type ribbons, black record, 1/2
	6	Paste, bottle, with brushes
	200	Carbons, Podigraph, Green, 8x13
	40	Army books 155
	20	" " " waterproof covers for
	6	Date stamps
	6	Stamps (sealing wax)
	12	Desk knives
	3	Box-files, foolscap size
	25	Rulers, 12", graduated
	6	Staplers
	30	Staples, boxes
	6	Scissors, pairs
	6	String, balls
	6	Punch, paper, single hole
	2	" " double "
	1	Panel sharpener
	25	Clips, bulldog
	25	Candles
	20	Dusters, desk
	12	Connecting fluid, bottles, for Gestetner Rotary
	20	

RUBBER STAMPS REQUIRED BY AMGOT
H.Q. OFFICE
TWO OF EACH.

1.

THIS BOOK IS
THE PROPERTY
OF
AMGOT

RECEIVED 31 MAY 43.
ONE OF NO.1 HELD
BY "CAMP"

2

ACTION TAKEN

5/5/43
51211/4/43

785015

144F/ 7996/CA
23 May 15

May the following be forwarded to AMCOT 141 Force:

AFHQ	Outgoing Message Forms	Principal	200
"	"	"	Pink
"	"	"	Thin

HQ 141 Force
BNAF

Lt. Colonel
A M G O T

File

3720

Declassified E.O. 12356 Section 3.3/NND No.

785015

ARMY FORM 2100 (Rev. 1-60)

7968

MESSAGE FORM

CALL
AND
INSTRUC-
TIONS

IN

OUT

HEADQUARTERS

Date 23 MAY 92

7996

(ABOVE THIS LINE IS FOR SIGNALS USE ONLY.)

FORCE 141

No. of Groups

GR.

Serial No.

OFFICE DATE STAMP

TO

HQ 141 Force

FROM

Algeria Area

Originator's Number

212A

Date

21

In Reply to Number

141F/7996/CA

dated
as

17 May
requested

Herewith

additional

publications

THIS MESSAGE MUST BE SENT AS WRITTEN BY
ADVISEE'S OFFICE

THIS MESSAGE MUST BE SENT IN CIPHER
IF LIABLE TO INTERCEPTION OR TO FALL
INTO ENEMY HANDS.

ORIGINATOR'S OFFICE MUST
DECODE OR TRANSMIT

Sender

(BELOW THIS LINE IS FOR SIGNALS USE ONLY.)

Sender

Time

Placed

Sender

System

Out

Time

Out

Reader

Sender

System

Out

Time

Out

Reader

Sender

T.O.R.

* Do not use any other "except" and "not" including.

534

Lieut. Colonel H. Lloyd Jarson
Liaison Section

I have just been confronted with a colossal demand for Fordigraph stationery. We do not have anything near the amount required, and as the job is urgent, could you possibly assist please by obtaining our immediate requirements from H. . 141 Force.

Perhaps Cpl. Thompson could do the necessary .

Our immediate requirements are:

Fordigraph running-off paper	2000 shts.
" Carbons (green)	50
" duplicating fluid	6 tins

I shall be most grateful if you can help me. It is practically imperative that we get the above today and it is very likely that the Advance Stationery Depot will be closed or I would have submitted an immediate indent there.



Major.

23 May 43

3718

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Stationery

14.F37996/CA

22 May 43.

Cpl. Thompson
AMGOT Liaison Section
HQ 141 Force.

I should be much obliged if you
would order and send to us here the following
items of stationery which are urgently
required:-

- 2 date stamps
- 3 bottles of Fordigraph fluid
- 3 Typewriter Ribbons Imperial
- 3 Rulers 12" graduated
- 1 box of staples
- 2 sponges No.3.
- 1 pair scissors
- 1 bal of string


S/Sgt.

AMGOT
U.N.A.F.

3717

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Stationery.

Sta F. E. T.
7726
51A
141F/7996/CA.

20 May 43.

Supervising Officer.

May the following be supplied
for AMGOT Liaison Section please:-

3 - Soft Rubbers,
25 - 10" x 8" Envelopes,
25 - Tags India.

HQ. 141 Force,
B.N.A.F.

J. Thompson
Cpl.,

3716

0104

Declassified E.O. 12356 Section 3.3/NND No.

785015

To: SECRET.

(504)

Reference your 1417/7896/3A, dated 16th May.,
the following items of stationery are not available.

- 1 Airtel stamp.
- 2 Post Secret stamps.
- 2 Confidential stamps.
- 1 Shipping envelope.

These items are temporarily out of stock. Please reindent in 10 days time.

- 1 Post Secret equals American Secret Stamp.
- 1 H.Q. 124 Force Stamp.

These items are not standard, and will have to be indented for in triplicate, showing size and lettering of stamp.

3715

Declassified E.O. 12356 Section 3.3/NND No.

785015

Subject:- Telephone Directories.

H.Q. 141 Force.
(Civil Affairs Section).

HEADQUARTERS

Date 18 MAY 43

Sigs/54/5/8.

49A

Herewith 8 copies of Algiers Area Telephone Directory and amendments thereto.

FORCE 141

"Freedom" Telephone Directory should be obtained direct from A.P.H.Q.

In the Field.
17 May 43.
WQ/EDN.

Encls. 24.

for *Stonbax*
Major, R. Signals.
O.C. Signals, Algiers Area.

3711

785015

SUBJECT:- Routine orders etc.

144P/296/CA

17 May 43

A.A. Q.M.G.
ALGIERS AREA.

1. Ref. your 212 A dated 15 May 43 forwarding one set of C.R.Os., A.C.Is and Algiers Area Routine orders.
2. It is noted that Algiers Area Routine Orders to 1 Feb. 43 are being republished and that a set will be received in due course.
3. It is requested that a further set of all orders referred to in paragraph one above be forwarded please and that when ready the orders referred to in paragraph two above be forwarded in duplicate.
4. It will be appreciated if two copies of future issues of all orders referred to in paragraph one can be forwarded, as there are two separate of fices now functioning requiring one copy each of these orders.

JHC:

H. Lloyd Carson
Lieut. Colonel,
A.M.C.O.T.

Hq 144 Force
B.N.A.F.

17 May 43

ARP/DC.

Copy to: A Branch AFHQ. (Who are requested to consider our 144P/296/CA dated 16 May 43 as cancelled)

5/19/43

P.A.
17/5/43

File

91031

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Stationery

141F/7996/CA

473

16 May 42

Supervising Officer

May the following please be supplied
for AMGOT:-

2 BIGOT
Stamps: 2 MOST SECRET, *most Secret Equals Secret*
1 SECRET
2 SECURITY
1 HQ 141 FORCE
1 Date
2 CONFIDENTIAL
6 pkts Pins
6 sticks Sealing Wax
1 Sealing Wax stamp
3 pkts Clips (Push through paper fasteners)
6 Erasers, Typewriter
12 Penholders
1 Ink powder
1 *Stapler*
50 *Cable Forms*

HQ 141 Force,
H.M.A.F.

OK
S/Sjt,
Chief Clerk,
AMGOT.

3712

SUBJECT: Routine Orders etc.

46A

DATE: 16 Mar 43

NO: 7996

212A.

FDSE 141

May 43.

To: H.Q., 141 Force,
(Civil Affairs Section)

1. Herewith as requested, one set of G.R.O.s, A.C.I.s, and Algiers Area Routine Orders.
2. Algiers Area Routine Orders up to 1 Feb 43 are being republished, and a set will be forwarded in due course.
3. Your future requirements have been noted.

SEE 43A

Khurberne
Capt.
Lt-Col.,
A.A. & Q.M.G.,
ALGERS AREA.

EV.

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: 1 1000000

144F/7296/CA

16 May 45.

Supervising Officer

May the following please be supplied
for A/COT:-

Stamps: 2 BIGOT
2 MOST SECRET
1 MOST SECRET EQUALS AMERICAN
SECRET
1 SECRET
2 SECURITY
1 HQ 144 FORCE
1 Date
2 CONFIDENTIAL

6 Pkts Pina
6 Sticks sealing wax
1 Sealing wax Stamp
5 plain Clips (Push through paper fasteners)
6 Erasers, typewriter
12 Penholders
1 Pkt Ink Pudding
1 Stapler

HQ 144 Force,
B.N.A.F.

3711

Declassified E.O. 12356 Section 3.3/NND No.

785015

Ann CHERKS

Please see 44A

and sign renewal
thereof.



Sgt. THORP.

Pfc LOGAN

✓ HARPER

6/16/5
6/16/5
6/16/5

As above please.



in strength of AMGOT
141 Force.

to R.A.S.C.

links are at present held
of AMGOT. 141. Force.

Date taken on strength.

Date taken on strength.

A.R.M., R.A.S.C.
S.

ENFORCE:- Economy in the use of stationery.

143E/4/31.

15 May 43.

Chief Clerks:-

C(P)	Q(Hov & Tr)	Clerk to S.A.O.
C(Int)	S.T.	Clerks R.A.G.
C(SD)	R.E.M.E.	Clerks R.A.
C(Trg)	Angot	Clerk Survey
R.S.	Hist. Centre	Clerk A.P.I.S.
C.S.O.	Camp	Clerks Medical
*	Clerk to C.C.S.	Clerk Ord.
Q(Mint)	Clerk to D.C.S.S.	Clerk to Reg 545 Force

HEADQUARTERS

DATE: 15 May 43.

N: 4996

FORCE 141

Reference my letter 143E/4/CC dated 30 Apr 43.

Once more I draw your attention to the need for the utmost economy to be practised in the use of stationery in this HQ.

Duplicating paper, foolscap size, will never be used when quarto size will suffice. Unused portions of sheets of paper should be cut or stripped off before issue - these portions will be used as scribbling paper. All available space on paper and stencils will be utilized. Drafts only will be double spaced and then only when ordered to double space by originating officer.

Material for use with Spirit Duplicators is in short supply and will be most sparingly and economically used.

Blotting paper is extremely scarce - it will be used as long as possible before being thrown away.

The whole width of ribbons for Typewriting machines will be used. No ribbon will be exchanged without my being satisfied that the ribbon is of no further use.

Pencils of all varieties and colours of 1/2 and 3/4 inch used to the stump. Pins, paper clips, etc are very difficult to obtain - files will be searched periodically and all pins and paper clips removed and brought into use again.

The contents of this letter will be brought to the notice of all clerks and orderlies in your Branch and they will be warned that the unconscionable use of stationery will be treated as an offence.

W. Marshall
Lt. Col.
Supervising Officer.

143E/1013.

Copy to:- D.C.S.S.
Sec. R.M.
Adj. R.A.S.

Sir I will bring to notice of all clerks.
W. Marshall
3/5/43
Thank you
W. Marshall

785015

SUBJECT: - Office Stationery.

141F/7996/CA.

12 May 43.

Supervising Officer.

Please supply to AMGOT branch the following:-

1 quire blotting paper
100 envelopes 5" x 4"
6 A.B. 153.
2 pks Foolscap carbons
2 pkts quarto carbons
6 rulers

HQ., 141 Force,
B.N.A.F.

Mr.
Lieut. Colonel,
AMGOT.

PA 12
5
JHE

370"

785015

SUBJECT:- Office Machinery.

141F/7996/CA.

12 May 43.

Supervising Officer.

Reference 141F/1/CC dated 10 May 43.

1. Please hold our request for two further typewriters in abeyance meantime. As stated in our letter numbered as above, dated 5 May 43, one Oliver is at present on charge. Clerks will be taught to operate this machine.
2. The French model Remington will be reconverted to standard French keyboard before being returned.

HQ 141 Force,
R.N.A.F.

ARP/ST.

(Sec) H.C.L.
H. Lloyd Carson,
Lieut. Colonel.
A M G O T.

3707

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: - Office Machinery.

141F/1/CC.

10 May 43.

HEADQUARTERS

1 MAY 1943

N: 7996

FORCE 141

Civil Affairs. ✓

36A

Reference 141F/1996/C.A. dated 5 May 43.

1. The only machines I can offer you are Oliveros. C.2 C. have ceased supplying Imperial machines to this Theatre of operations.
2. I am requested by D of P & SS (HA) to inform you that the French model Remington Typewriter held on loan from 15 Advanced Stationary Depot must be re-converted to Standard French Keyboard before being returned.
3. No authority was given for the modification of this machine. It should be noted that this machine is hired and is only entrusted to the safe-keeping of A.F.H.Q. Press until required by the French owner.

W Marshall

Lt. RAS.

Supervising Officer.

HWA/MS.

SEE 42A

Declassified E.O. 12356 Section 3.3/NND No.

785015

40A
SUBJECT: Office Equipment.

141F/7936/CA.

5 May 43.

Camp Commandant.

May the Carpenter be detailed to report to this office please to instal further shelves in the Wooden Cupboard. At least a further three shelves are considered necessary.

Could arrangements also be made please to supply two brooms to AMCOF.

JH:

Lieut. Colonel.
AMCOF.

Hq 141 Force.
Field.

ARP.

3705

Des

Declassified E.O. 12356 Section 3.3/NND No.

785015

39P
SUBJECT: Boxes St 1.

141F/7996/CA.

6 May 43.

Lieut. Quartermaster.

Will you please arrange to supply to
this Branch, AMGOT, as soon as available,
two boxes, deed, steel, measurements approx
2' x 1'.

H. J. Capr
Lieut. Colonel,
AMGOT.

Hq 141 Force,
Field.

A R P.

3704

D

Declassified E.O. 12356 Section 3.3/NND No.

785015

(37A)
SUBJECT: Office Stationery.

141F/7996/OA.

4 May 43.

Camp Commandant.

My arrangements be made for the supply
of a further twelve (12) trays letter to this
Branch please.

This indent has been rendered necessary
by increase of staff.

JM:

Lt. Col.
AMGOT.

Hq 141 Force.
Field.

ARP.

PA.

File

3702

Dispatched

785015

SUBJECT Typewriters

141F/72.1 GA

5.12.43

Supervising Officer

A further two typewriters are urgently required by this Branch.

At present there are four typewriters on charge as follows:

- 2 Imperial, Standard, 50.
- 1 Remington (on loan only)
- 1 Oliver.

The Remington, a French model, has been converted to a British standard keyboard. It is submitted that it is unreasonable, if not impracticable, to expect a typist who is familiar with a standard keyboard to operate the Oliver, with its special keyboard, so that the latter is really of very little value.

The staff of AMGOT is increasing from day to day and there is an abundance of typing work, curtailed meantime by the number of typewriters at our disposal. Accordingly the demand for two further typewriters, preferably Imperial Standard 50, cannot be overemphasised.

It will be very much appreciated if arrangements can be made for early delivery.

HQ 141 Force.
Field.

ARR/EN.

JMK:
Lieut. Colonel,
AMGOT.

P.A. 5/5/43 JMK

File 733

Despatched

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Stationery

144E/7096/CA

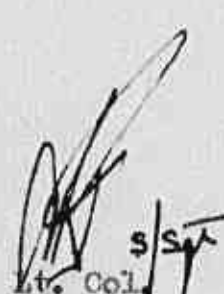
4 May 45.

Supervising Officer

Please supply to ANGOT branch the following items of office stationery:-

- 1 pkt. J pen nibs
- 6 red pencils
- 6 blue pencils
- 6 black lead pencils
- 1 tin Fordigraph fluid
- 3 soft erasers
- 3 typewriting erasers
- 1 quire blotting paper
- 100 manilla file covers
- 50 envelopes 9 x 4
- 25 envelopes 10 x 14
- 25 each type, cable forms

HQ Force 141


Lt. Col. s/sy
ANGOT

Is an issue of Marking Ink practicable.


s/sy

6701

SUBJECT: Office Stationery

144F/7996/CA

27 Apr 43

Supervising Officer

Please supply to Civil Affairs Branch:-

1 Tin Fordigraph Fluid
1 Pkt. " Master sheets
1 " " Carbons
1 " " thick running off paper
1 " rubber bands
3 Army Books 193
2 S.O. 129 books, indexed.
6 S.O. 135 2
6 S.O. 136 "
1 Ball of string
100 envelopes 9" x 4"
1 Typewriter ribbon (black Imperial)
50 black typewriting carbons (fscop)
1 Pkt. thin typewriting paper 8" x 13" (Code 15-35)
25 Manila File Covers
25 Each - Cable Message forms.

HQ 144 Force.

JHC:
Lt.Col.
Civil Affairs.

5700

Dispatched

785015

* Of Consignor on original and triplicate and of Consignee on duplicate.
† Part No. to be completed in the case of M.T. and similar stores

IF USED BY ORDNANCE OFFICERS AS AN ISSUE VOUCHER, TONNAGE TO BE ENTERED ON REVERSE

Declassified E.O. 12356 Section 3.3/NND No.

785015

ISSUE AND RECEIPT VOUCHER.

Army Form G. 1033
(in books of 100)

Issue Voucher No. 548
Account 0/M
Date account commences 1.12.42

To be completed by Consignor



To be completed by Consignee

No. of sheets in voucher
Receipt Voucher No.
Account
Date account commences

Issued by 13. A.S.D.
To HQ 141. Force (Civil Affairs)
Authority D.P.S.S.
Date and mode of conveyance Collection

At
At

Carrier's or Convey Note No. and Date

Ledger Folio (1)	Cat. or Part No. (2)	DESIGNATION (3)		Total number or quantity (4)	Description and marks on packages (5)	For Store Depot use only					Value (11)		
		Section or Sub-Section				S. (6)	R. (7)	D. (8)	U. (9)	Rate (10)	£	s.	d.
		Fordygraph Pump 29974		1									
		(Felt Pouch Issued.)											

* Of Consignor on original and triplicate and of Consignee on duplicate.
† Part No. to be completed in the case of M.T. and similar stores.

*(Signature of Consignor or Consignee)

IF USED BY ORDNANCE OFFICERS AS AN ISSUE VOUCHER, TONNAGE TO BE ENTERED ON REVERSE

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment

141F/7996/0A
25 Apr 43

Camp Commandant

Please supply to Col. A.T. Maxwell, Civil Affairs Branch (main building second floor) :-

1 small locker desk (approx. 2'6" x 2') with padlock and key.

HQ 141 Force.

W.
Lt. Col.
Civil Affairs.

0038

SUBJECT:- Stationery.

141F/7996/CA.

ADR 43.

Supervising Officer.

Please supply to Civil Affairs Branch the following:-

- 1 - Stamp Pad and Ink.
- 3 - Rulers.
- 2 - Packets of Pen Nibs.
- 6 - Red Pencils.
- 6 - Blue Pencils.
- Carbon Paper (Foolscap and Quarto),
- Typing Paper (" " ").

J. Thompson Esq.

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment

141F/7996/CA

23 Apr 43.

Camp Commandant

Please arrange for carpenter to supply to Civil Affairs
Branch twelve (12) additional desk trays.

HQ 141 Force,
Field.


Lt.Col.
Civil Affairs.

369R

Declassified E.O. 12356 Section 3.3/NND No.

785015

To: Carpenter

Subject: Office Equipment

141F/79960A ✓

21 April 1943

(23A)

Please supply Civil Affairs with six (6) additional desk trays.

Lt. Col. A. T. Maxwell
For: MAJOR GENERAL
Civil Affairs

0084

0 1 2 8

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT:- Stationer.

141F/7998/OA.

21 April 43.

Supervising Officer.

Reference your 141F/2/CO of 19 April, please
supply to Civil Affairs Branch the following:-

- 1 - Double Hole Punch.
- 1 - Stapler.
- 1 pr. Scissors.
- 3 - Desk Knives.
- 1 - Date Stamp.
- 1 - Most Secret Stamp.
- 1 - Secret Stamp.

Shank

Lt-Col.

3694

SUBJECT:- Stationery.

7996
21A
1111/2/CC.

19 Apl 43.

Chief Clerk:-

G(P)	A
G(Int)	C
G(ED)	Q(M & Tn)
G(Trg)	ST
RAC	Medical
RA	Ord.
RE	REME
R.Sigs.	Civil Affairs ✓
Survey	Camp

Chief Clerks of branches which are not up to
scale in the undermentioned items can have same on applica-
tion to me in the usual manner:-

Double Hole Punches
Staplers
Scissors
Desk Knives
Ink wells
Pen holders
Standard Rubber Stamps
Incl. Date Stamps

Indented for
H

FWA/135S.

(Sgd.) H.W. MARSHALL, Lt.
Supervising Officer.

3697

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment

1417/7996/CA

17 Apr 43

Supervising Officer.

Please supply another typewriter (in addition to the two already in this branch), as another clerk (corporal) has arrived today.

19A
Ph

Lt. Col.
HQ. 1st Force.

3592

785015

SUBJECT: Office Equipment.

141F/7996/CA.

17 Apr 43

(19A)

Supervising = Officer.

Please supply another typewriter (in addition to the two already in this Branch), as another clerk (corporal) has arrived today.

(agd)

A.T. MAXWELL.
Lt. Col.
H.Q. 141 Force.

-2-

141F/1/CC.

18 Apr 43

CIVIL AFFAIRS: ✓

I regret that I cannot comply with your request until more machines are received in 13 Adv. Sta. Depot from U.K.

H.W. Marshall
H.W. MARSHALL, Lt.,
Supervising Officer.

Copy to - 'A'.

3691

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT:- Office equipment

141 Foros/7996/9A

14 Apr 43

Supervising Officer

Please note that Imperial typewriter (Z 062381) requires the following adjustments:-

- (1) letter margin
- (2) margin release does not function
- (3) the carriage jumps two spaces.

Lt. Col.
Civil Affairs.

SUBJECT: Office Stationery

Supervising Officer

Please supply to Civil Affairs Branch:-

1	Office punch	
1	Box file	
3	Writing pads, ruled, 8" x 11"	
3	Pencils, blue	
3	Pencils, red	
6	Pencils, lead	
3	Pen-holders	
1	6oz. ribs	
3	erasers, soft	
2	" typewriting	
2	doz. wax stencils	
6	S.O. boxes 135	
6	" " 136	
1	box paper fasteners	
1	packet pins	
2	typewriter ribbons (black) Imperial	
2	6oz. black typewriting carbons (fsop.)	
2	" " (quarto)	
1	pkt. typewriting paper, best quality, 8" x 15"	
1	" " " 7" x 8 1/2"	
1	" " " 7" x 8 3/4"	
1	" " " 6 1/2" x 8"	
1	" " " thin, 'C'	
1	" " " "	
25	Manilla file covers	
2	small ink-bottles	
1	bottle paste	
2	graduated rulers	
1	bottle red ink	

Am
Lt. Col.

Declassified E.O. 12356 Section 3.3/NND No.

785015

16A

1417/7996/CA

13 APR 63

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment

14A
Civil Affairs

2 Apr 45

Camp Commandant

"Will you please arrange for carpenter to call
and fix to cupboard in this office padlock and staple
(already supplied).

HQ 141 Force.


Lt. Col.

5068

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment - Typewriters

April, 1943

TO: Lieut. Marshall:

Please arrange to supply CIVIL AFFAIRS with another typewriter.

One is insufficient.

MAJOR GENERAL

Force 141

3687

01531

Declassified E.O. 12356 Section 3.3/NND No. 785015

Mr. Hagan

Now that Ben has been added

(VIA)

in added to this Section, our
system is not sufficient.
What steps are necessary to
get me?

Mr. French

8
4.

508R

785015

A. B. 108

ISSUED TO *Chief Clerk*

RQSTD BY

FROM *W. J. W. W. W.* DATE *1/1/40*

Inventory DATE	DESIGNATION	Quantity
No. 268	Packets with Key	1
	Hinges	1
	Staples	1
	Screws	

Signature

RANK

DATE _____

300

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: OFFICE EQUIPMENT

7 April 1943

Camp Commandant:

Please supply to CIVIL AFFAIRS BRANCH:

1 Deed box

PLEASE ARRANGE FOR THE LID TO BE PAINTED
AS UNDER:--

R 1

C.O. A.O.

Also please arrange for the lid of the box
already supplied to be painted with the figure:

" 2 "

141 Force

MAJOR GENERAL

308!

Declassified E.O. 12356 Section 3.3/NND No.

785015

SUBJECT: Office Equipment

(7A)
Apr. 43

Camp Commandant

Please supply to CIVIL AFFAIRS
Branch:-

- 1 Deed box
- 1 Padlock and staple for cupboard
- 1 Broom

R
Maj. Gen.,

141 Force

Declassified E.O. 12356 Section 3.3/NND No.

785015

ICES A. B. 108
LIST of STORES, PLANT, TOOLS, INSTRUMENTS, & C
ISSUED TO *Level Affairs Board*
RQSTD BY
FROM DATE *7/4/43*

Index (or cat.) No.	DESIGNATION	Quantity
	<i>Box</i>	
	<i>Dispatch</i>	<i>1</i>
	<i>1 Key</i>	
	<i>~</i>	

Ed. Hager Signature
Pte RANK *7/4/43* DATE

USE N. 1/4/43, 64)

Declassified E.O. 12356 Section 3.3/NND No.

785015

ALL SERVICES

A. B. 108

LIST of STORES, PLANT, TOOLS, INSTRUMENTS, &c

ISSUED TO

RQSTD BY

FROM

DATE

Index (or cat.) No.	DESIGNATION	Quantity
	Hand Levels	2

Signature

RANK

7

DATE

01221

Declassified E.O. 12356 Section 3.3/NND No.

785015

Office.

i. Intent for another Security Box
and how it painted

R
C.C.A.O.

i. Can hard Russell obtain towels
on payments from G. No. ?

297 $\frac{7}{4}$

785015

STANDARDIZATION OF CODE LIBRARY

10111 2000

10111/4/57

31 Mar 42

Secretary R
Adjutant RIF
Chief Clerk:-

G(P)
G(Int)
G(S)
G(M)
R(S)
R(M)
R(S)
R(S)

Chief Clerk
(S) (S)
ST
Mention
C(M)
R(M)

Civil Affairs
Chief
R(M)

I have arranged (thru DHE) for a typewriter machine to visit this headquarters every fourteen (14) days for the purpose of carrying office work. This office will be on Tuesday, 1st, April, 1942.

My office machinery needing adjustment or repair should be brought to the Distribution Centre by 1000 hrs. on 1st, April, 1942, and in the day of successful visit.

Such machinery will be labelled as follows:-

Name of Machine
Number of Machine
Date of adjustment reqd.

10111/4

(10111) R. S. (10111) R. S.
Specialist Officer

Copy to:-

Chief Clerk Distribution Centre.

785015

Secretary
Assistant
Chief Clerk

C(1)
C(Int)
C(3)
C(7-5)
R-5
R-1
R-2
R-3
R-4
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Civil Affairs
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C(100)

I have arranged (WFO 1112) for a typewriter machine to visit this headquarters every fortnight (11) days for the purpose of servicing office equipment. The first visit is on Tuesday, 1st April, 1943.

My office machine needs adjustment or repair and should be brought to the Distribution Centre by 0900 hrs. on 1st April, 1943, and on the day of succeeding visits.

Such machines will be labelled as follows:-

Name of Machine
Number of Machine
Name of Adjustment made

11/12

(Sgt.) E. J. BROWN, Jr.
Supervising Officer

Copy to:-

Chief Clerk, Distribution Centre.

3681

0 1 4 5