

ACC

10000/142/954

0417

Declassified E.O. 12356 Section 3.3/NND No. 785016

10000/142/954

LEGAL DIVISION, WAR DIARY
OCT., NOV. 1943

FOLIO	DATE	REF.	TO/FROM
1	29. 10. 43.	AMC/35/4	FROM: S.S.D.
1A	26. 10. 43.	15AD/35/12 (Lund)	FROM: 15 A Op.
2	4. 11. 43.	AMC/35/2	To: A/R.
3	6. 11. 43.	AMC/35/6	FROM: S.S.D.
3A			FROM: 15 A Op.

CAPT. BEN H. BROWN, JR. (A) ARRIVED FOR DUTY WITH
LEGAL DIVISION (8 Nov. 1943, D

0420

SUBJECT: - War Stories.

U.S., 1st, G.,
15 Army Group,
C.M.H.

3

AGC Fifth Army	Legal Division	AGC/35/6
AGC Eighth Army	Finance Division	
Warren Division	Sup. Ins. Division	
Public Safety Division	A/C	6th November 43

Reference is made to AGC letter AGC/35/4 dated 28th October 43.

3A

2. Copy of memorandum issued by U.S. 15 Army Group dated 1 November 43 is forwarded for information.

CLO . . .

P. DAVID JAMES,
Major,
for Colonel, C.M.H.

PTJ/SCH.

DeLo 12 6 Nov

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Encl.

DATE

11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 841. 842. 843. 844. 845. 846. 847

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| 4 | Estados Unidos de Norteamérica | Am. | .. | .. | .. | Am. | .. |
| 5 | Inglaterra | Ing. | .. | .. | .. | Ing. | .. |
| 6 | Francia | Fr. | .. | .. | .. | Fr. | .. |
| 7 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 8 | Reino Unido de España | Esp. | .. | .. | .. | Esp. | .. |
| 9 | Portugal | Port. | .. | .. | .. | Port. | .. |
| 10 | Italia | It. | .. | .. | .. | It. | .. |
| 11 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 12 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 13 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 14 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 15 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 16 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 17 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 18 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 19 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |
| 20 | Países Bajos | Hol. | .. | .. | .. | Hol. | .. |

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|---|--------------------------------------|----|----|-----------|
| 2 | East German Socialist Worker's Diary | .. | .. | (Revised) |
| | | | | (1961) |
| | | | | (Revised) |
| | | | | (Revised) |
| | | | | (1961) |

INSTRUCTIONS FOR COMPLETION AND DISPOSITION OF THE WAR DIARY

CONFIDENTIAL

1. A war diary will be kept in duplicate by:
 - (a) Each branch of the staff in the headquarters of a formation, a subordinate command and area or sub-area on the I, C, S.
 - (b) The Commanders.
 - (c) Commanders of detachments of a headquarters or unit.
 - (d) Base, division, and advanced depot companies.
 - (e) The staff of services and their representatives.

Note: In the case of headquarters, sections of the various branches may keep separate war diaries or use combined war diary, as is found convenient.

2. Both original and duplicate copies will consist of:
 - (a) Cover; (b) Index as printed on cover; (c) Narrative; (d) Appendixes.

3. All details of the unit and formation (if a detachment is concerned, the name of the parent unit), briefly covered and full numbers of operations will be shown on the cover.

METHOD OF COMPLETION

4. It is essential that the function of a war diary and the principles upon which this method of completion are based should be clearly understood.

The war diary will be recorded primarily in a current monthly report made by the Commander of the unit, formation or Head of the branch. It will be signed once, as a report, by the Commander, Head of a Branch, or Senior Staff Officer. It is also facts a historical record.

In order to ensure accuracy and completeness and to save work, as much important information as possible will be conveyed in appendices consisting, with one exception, of copies of documents issued and received in normal routine. The narrative is intended to supply information not given in the appendices. Consequently the narrative of units and formations engaged in active operations will consist of no more than a brief description of operations, with comments, and a diary of important events, whereas the narrative of other units and formations will be nothing more than a diary pure and simple.

When on the L of C.

- (iii) Unit Commanders.
- (iii) Commanders of detachments of a headquarters or unit.
- (iv) Base, auxiliary, and advanced depot commanders.
- (v) Names of services and their representatives.

Note: In the case of headquarters, sections of the various branches may be in separate war diaries or are combined war diaries, as is found convenient.

2. Both original and duplicate copies will consist of:
 - (a) Cover; (b) Index or printed on cover; (c) Narrative; (d) Appendices.
3. All details of the unit and formation (if a detachment is concerned, the name of the parent unit), period covered and folio numbers of appendices will be shown on the cover.

METHOD OF COMPILED

4. It is essential that the function of a war diary and the principles upon which this method of compilation are based should be clearly understood.

The war diary will be regarded primarily as a current monthly report made by the Commander of the unit, formation or head of the branch. It will be signed once, as a report, by the Commander, Head of a Branch, or Senior Staff Officer. It is ipso facto a historical record.

In order to ensure accuracy and completeness and to save work, as much important information as possible will be conveyed in appendices consisting, with one exception, of copies of documents issued and received in normal routine. The narrative is intended to supply information not given in the appendices. Consequently the narrative of units and formations engaged in active operations will consist of no more than a broad description of operations, with comments, and a diary of important events, wherein the narratives of other units and formations will be nothing more than a diary page and simple.

NARRATIVE (A.F. 2211)

5. The narrative should be written as daily.
- It should supplement and connect the appendices, but need not give a précis of any of them.
- It should contain:-

- (a) Account of operations with notes of topographical and climatic factors affecting them;
- (b) Notes of how orders were carried out;
- (c) Nature and description of field engineering works constructed;
- * Formations and units depending to the main diary will prepare complete war diaries in triplicate.

- (1) Note of any administrative difficulties encountered and action taken to overcome them.
- (2) Note of how time not accounted for above was spent. The type of training etc. should be specified.
- (3) Brief notes of the time of receipt and issue of orders and important messages and a reference to the Appendix letter and page number; and, only if necessary, a very brief note of the contents.
- (4) Inventory of movements of unit or formation.
- (5) Notes of any important visits paid and received by Commanders and Service Staff officers. It is usually important to make a note of the reason for a visit and the object of the visit.

The exact hour of occurrence should be noted.

APPENDICES

6. CONTENT

Assignment of copies to the war diary. When an operation order, correspondence, letter having down policy or other important document is prepared, two copies should be made at the time or shortly after the war diary. This will be made a routine procedure, and the copies will be placed in a separate folder and not treated as spare copies.

It is essential that copies of all important documents should be placed in the war diary, including correspondence "personnel" and administrative messages which contain instructions of operational importance.

Summary of the Appendices. The appendices will be assembled in the GROUPS shown on the cover, but in simple chronological order. This is intended to make assembly and reference easy.

The index is designed to provide for the number and date a variety of units, headquarters and branches as possible, and to serve as a reminder of the type of documents required. It will generally be found, therefore, that there are no documents to be included in several of the appendices. In such cases the word "none" should be entered in the appropriate space in the index and the appendix left blank.

In the case of formation headquarters, where branches, sections of operations and services are designated, the index, and in the case of administrative units and branches, it will be found that, whereas some of the documents listed on the cover are not applicable, certain of the pages to be included will contain information of administrative nature. It is essential that copies of all documents should be included in the index and listed in the appropriate space in the index.

7. NOTES

make a copy of the report for the file
and distribute to the

The exact hour of occurrence should be noted.

APPENDICES.

6. GENERAL

Assignment of copies to the war diary. When an operation order, appreciation, letter laying down policy or other important document is prepared, the copies should be made at the same time as the original for the war diary. This will be made a routine procedure, and the copies will be placed in a separate folder and not treated as spare copies.

It is essential that copies of all important documents should be placed in the war diary, including commanders' personal and confidential messages which contain instructions of operational importance.

Covering of the Appendices. The appendices will be assembled in the format shown on the cover, but in simple chronological order. This is intended to make assembly and reference easy.

The index is designed to provide for the addition of a variety of units, headquarters and branches as possible and to serve as a reminder of the types of documents supplied. It will generally be found, therefore, that there are no documents to be included in cover of the appendix. In such cases the word "Nil" should be entered in the appropriate space in the index and the appendix left blank.

In the case of formation headquarters, where branches, sections of battalions and services have separate war diaries, and in the case of administrative units and institutions, it will be found that the documents of the headquarters listed on the cover are not applicable, certain of the papers to be included will conveniently fall into distinct categories. In such cases the papers not provided for should be inserted by groups and lettered according to beginning with "A".

7. NOTES

Appendix "A". The forms which constitute this appendix are intended for use by operational units and headquarters of divisions and below. The form will be completed whether the unit or formation is engaged in active operations or not.

The forms are obtained from the units and institutions; forms for formation headquarters. When printed forms are not available, pre-printed will be used; the correct headings are shown on page 1 of this cover.

The forms are designed to elicit essential information which is readily available in the normal course of events, yet which is frequently omitted from war diaries. A reply to each question is required daily. Headquarters of higher formations, however, which regularly publish orders of battle, location statements, Army and other returns, and intelligence summaries and include them among the appendices, need not fill up the columns "Changes in Command", "Strengths" and "Intelligence Notes", provided that full and regular information is given in the appropriate appendices.

The same form may be used for several consecutive days, a clear division being shown; but a fresh one should be taken into use at the beginning of each month.

Appendices "a" and "g". The signal log and messages kept by the unit or formation headquarters or by the signal unit in detachment attached will be placed in these appendices.

Appendices "b" and "h". Originators of documents are responsible for preserving copies for assignment to War Diaries. Nevertheless it is convenient to include in the War Diary copies of important orders and instructions received. If duplicates of these are not available for inclusion, a note of the fact should be made on the covers of originals and duplicates. It is emphasized that, whether copies of orders and instructions are included in the War Diary or not, a note of the receipt of such orders giving sufficient details to enable them to be identified, should be made in the narrative.

Appendix "i". Any statements or other returns, e.g., Location Statements, Strengths, Status, Disposition of Troops, Arm. Returns, etc. should be included.

Appendix "j". Documents concerned with future planning for operations which will or may take place after the original copy of the normal War Diary is due for despatch will form a Supplementary War Diary. Documents normally headed by units and formations, even when headed "Intelligence" - "Official Order" will never fall into this category. Commanders' "Personal" messages may be included in Appendix "i".

Appendix "k" will be numbered and disposed of as shown in pages 19-12 N.I.M.

DISPOSAL OF WAR DIARIES

6. War Diaries will be disposed of as follows:-

- (a) Army Groups, Armies, and Corps Headquarters.
Originals ... To GFM 2nd Echelon, N.I.M.
Duplicates... To 7(Records), HQ 15 Army Group.
- (b) Headquarters of other formations, and units.

(c) British

... To GFM 2nd Echelon, N.I.M.

This same form may be used for several consecutive days, a clear division being shown; but a fresh one should be taken into use at the beginning of each month.

Appendices "B" and "C". The signal log and messages kept by the unit or formation headquarters or by the signal unit or detachment attached will be placed in these appendices.

Appendices "D" and "E". Originators of documents are responsible for preserving copies for assignment to War Diaries. Nevertheless it is convenient to include in the War Diary copies of important orders and instructions received. If duplicates of these are not available for inclusion, a note of the fact should be made on the covers of originals and duplicates. It is emphasized that, whether copies of orders and instructions are included in the War Diary or not, a note of the receipt of such orders giving sufficient details to enable them to be identified, should be made in the narrative.

Appendix "F". Any statistical or other returns, i.e. Location Statements, Strength States, Diets, of Troop, Arm, Returns, etc. should be included.

Appendix "G". Documents concerned with future planning for operations which will or may take place after the original copy of the normal War Diary is due for despatch will form a supplementary War Diary. Documents normally handled by units and formations, even when great "Secret" - "Official" will never fall into this category. Comments on personnel movements may be included in Appendix "H".

Appendix "G" will be prepared and disposed of as shown in parts 10-12 below.

DISPOSAL OF WAR DIARIES

6. War Diaries will be disposed of as follows:-

(a) ARMY CORPS, ARMY, and Corps Headquarters.

Originals ... To GHQ and Echelon, B.M.A.F.

Duplicates... To G(Records), HQ 15 Army Group.

(b) Headquarters of other formations, and units.

(i) British

... To CAC and Echelon, B.M.A.F.

(ii) Canadian

... To Canadian Section, GHQ, 2nd Echelon (C.A.), Millingville.

(244) Other Formations ... To respective 2nd Echelons.

(47) Indian

... To CAC and Echelon, (Indian Section) HQ.

The original copy will be forwarded to Second Post on as soon as possible after the end of the month to which it refers. It will be accompanied by the duplicate copy (complete with all appendices) for the previous month.

Units and formations of the Indian Army will forward a duplicate copy of the war diary at the same time as the original and forward the triplicate a month later.

The duplicates, and in the case of Indian units and formations, triplicate, copies of the war diary will be carefully checked before despatch to ensure that they are identical in every respect with the original.

POST SECRET SUPPLEMENTARY WAR DIARIES.

The documents referred to in the note on Appendix "E", together with a list of their main cut on A.F. 02110 will be placed in a separate war diary cover. All details of unit and formation, date etc. will be filled in and the cover will be clearly marked in capitals: Appendix "E" - OFFICER ONLY.

If several distinct subjects fall into this category, it may be found convenient to sub-divide the papers by subject, it being then in similar fashion to appendices of normal war diaries. In such cases the standard numbering of appendices should be adhered to as far as possible.

Supplementary war diaries will be retained by the headquarters concerned until the end of the current year has passed. They will then be disposed of in accordance with the instructions given in paragraph 7, except that the duplicates may be despatched before as receipt of the original has been acknowledged.

In certain circumstances it may be considered inadvisable for these war diaries to be retained at formation headquarters. In such cases originals and duplicates may be forwarded by separate posts of D.I.3. and a single cover covers to (Records), HQ 15 Army Group for retention. The diary cover will be plainly marked "E" (See Appendix "E") and the name of the unit or formation and the date and year will be shown.

These appendices will be retained only when it is considered that the need for special security has passed. In order to allow this decision to be taken, a separate letter marked "Officer Only" will be addressed to G(Records), HQ 15 Army Group, giving an indication of the contents.

GENERAL NOTES

11. A War Diary is normal. The extraction and retention of appendices, maps, etc., from a War Diary is an offence under the Official Secrets Act.

- In general distinct subjects fall into this category, it may be found convenient to sub-divide the reports by subjects, following them in similar fashion to appearance of normal war diaries. In such cases the standard grouping of aptitudes should be adhered to as far as possible.

10. Subsequently the decision will be submitted by the handwriting experts concerned until the need for extreme secrecy has passed. They will then be divested of in accordance with the instructions given in paragraph 7, except that the duplicate may be despatched as soon as receipt of the original has been ascertained.

In certain circumstances it may be considered inadvisable for those not subject to the national registration requirements.

In such cases originals and duplicates may be forwarded by separate posts of H.I.3, under special cover, to appropriate offices (H.I.3, 13, 15 Army Group for rotation). The latter cover (H.I.300.0000), 13, 15 Army Group for rotation. The latter cover will be plainly marked with a "Army Appendix 1" and an entry of the unit on identification card and date and year with signature.

These operations will be carried out only when it is considered that the need for special security has passed. In order to allow this decision to be taken, a separate letter marked "Officer only" will be addressed to G(Research), HQ 15 Army (providing an indication of the contents).

17. A War Diary is complete. The extraction and retention of appendices, maps, etc., from a War Diary is an offense under the Official Secrets Act.

12. The object of War Diary is to furnish a historical record of operations and to review facts upon which to base future improvements in our training, equipment, organization and administration.

WAR DIARY - LEGAL DIVISION, AFHQ, HQ, 15 ARMY GROUP.

24 - 31 Oct. 43.

2
ANG/204 2
4. Nov. 43.

1. PERSONNEL.

The officers originally appointed to the Legal Division were Lieut. Colonel W.O. CHAMBERLAIN (US) and Major I.G.H. CAMPBELL (Br.).

Lt. Col. CHAMBERLAIN reported at this HQ. on or about 16 Oct. subsequently returning via M.C.S., A.F.H.Q. to PALMIRI. Major Campbell reported on 20 Oct.

Information was subsequently received (AFHQ cable 1994 of 27 Oct.) that Lieut. Colonel H.S. ROWE (Br) was appointed C.I.O. vice Lieut. Colonel CHAMBERLAIN and that Capt. F.L. HAYDON (US) was appointed vice Major CAMPBELL. (Authy: AFHQ cable 1994 of 27 Oct). This latter change was made because the C.I.O. was now British.

Lieut. Colonel ROWE reported for duty on 20 Oct and at the conclusion of the period covered by this diary Major CAMPBELL, meanwhile posted to Region I, remains at this H.Q. pending arrival of his replacement.

Major R.J. HEMMON (US) arrived 30 Oct and reported 31 Oct to receive appointment as C.I.O., AFHQ, 8th Army, vice Lieut. CHAMBERLAIN, ordered to report to this H.Q. for reporting.

2. WORK OF DIVISION.

The time of the officers of this division has largely been spent in the organization of the division, and in collecting requisite information from HQ, 15 Army Group and elsewhere.

It is clear that there must be the closest co-operation between this division and the corresponding division at HQ, AFHQ: if this does not exist trouble will arise as and when regions pass from command HQ at one of the Army HQ to under command HQ, AFHQ. With this in mind, arrangements have been made between the two Headquarters covering the issue of directives and many points have been taken up for agreement with this H.Q.

The question of the revision of Proclamations 2, 6 and 11, is under consideration between M.C.S. at A.F.H.Q., HQ, AFHQ, at this H.Q.

that Lieut. Colonel M.E. ROWE (DE) was appointed C.L.O. vice Lieut. Colonel CHAMBER and that Capt. F.L. PATTON (US) was appointed vice Major CAMERON (Aubry: AFHQ cable 1994 of 27 Oct). This latter change was made because the C.L.O. was now British.

Lieut. Colonel ROWE reported for duty on 28 Oct and at the conclusion of the period covered by this diary Major CAMERON, meanwhile posted to Region I, remains at this H.Q. pending arrival of his replacement.

Major R.J. MURDER (US) arrived 30 Oct and departed 31 Oct to assume appointment as S.L.S., AMB, 8th Army, vice Lieut. CHRISTIAN, ordered to report to this H.Q. for reposting.

2. WORK OF DIVISION.

The time of the officers of this division has largely been spent in the organization of the division, and in collecting requisite information from HQ, 15 Army Group and elsewhere.

It is clear that there must be the closest co-operation between this division and the corresponding division at HQ, AMB: if this does not exist trouble will arise as and when regions pass from command AMB to one of the Army HQ to under command HQ, AMB. With this in mind, arrangements have been made between the two Headquarters covering the issue of directives and many points have been taken up for agreement with that H.Q.

The question of the revision of Proclamations 2, 6 and 11, is under consideration between H.Q.S. at A.P.H.Q., HQ, AMB, at this H.Q.

HER/JG.

[Signature]
M. E. ROWE,
Lieut. Colonel,
Chief Legal Officer.

Subject: War Diaries.

Finance Division.
Welfare Division.
Legal Division.
Supplies Division.
Public Safety Division.
A/Q.

AMC/35/4.

29 October 1943.

1. Copy of H.Q. 15 Army Group instruction is enclosed. 1A
2. All Divisions please prepare war diaries for submission to Staff Captain "A" whose duty it will be to collate the information on the appropriate forms and for despatch to G.H.Q. 2nd Echelon, B.N.A.F.
3. The first period of the diary will be from 24 Oct to 31 Oct (both inclusive).
4. XXX, 5th and 8th Armies are submitting their own war diaries to this H.Q. and such will be despatched separately.

AMC,
15 Army Group,
C. M. F.
PJS/JG.


R. J. F. THOMAS TURNER,
Colonel,
Senior Staff Officer.

SECRET

1A
15AG/10703/1/G(Records).

26 Oct 43.

H.Q. 15 ARMY GROUP INSTRUCTION.PREPARATION AND SUBMISSION OF WAR DIARIES.

- (i) In order to ensure uniformity and a higher general standard in the preparation of war diaries, the method of compilation prescribed in ME Form 160 (Amended) will be taken into use by all British, Indian and Colonial forces under command W.C.F. 1 November 1943. War diaries for October, 1943 will be prepared in accordance with existing instructions and those for November and subsequent months in accordance with the new method.
- (ii) The attention of Commanding Officers and those responsible for preparing war diaries is called to the explanatory notes on the method prescribed, which form an Annexure to this instruction.
- (iii) The use of Army F 2119 will cease W.C.F. 1 November, 1943. M.E Form 160 will continue to be used until existing stocks are exhausted.
- When indenting for supplies of ME Form 160 (Amended) operational and mobile units should also indent for supplies of ME Form 161; headquarters of brigades and General Staff branches of corps and divisional headquarters for supplies of ME Form 162. Normal requirements are in the proportion: three copies of Form 161 or 162 to one of Form 160.
- Army Form O 2418 will continue to be used.
- (iv) Units and formations which have already been following the method prescribed in ME Form 160 should note that there are no changes in the method of compilation. Changes have, however, been made in the instructions for disposal of both normal and supplementary war diaries, and particular attention is called to the instructions given in paragraph 6 of the amended form.
- (v) The list of those responsible for producing war diaries is given in F.S.R. V 1.1, Section 174 and in paragraph 1 of ME Form 160 (Amended).

ANNEXURE.
to 15AG/10703/1/G(Records) of 26 Oct 43.

NOTES ON THE PREPARATION OF WAR DIARIES.

1. The general standard of war diaries kept by units and formations is not considered sufficiently high. Although a number are informative, accurate and well kept, a larger number, not prepared in accordance with any particular system, contain little information of value. Some have not been kept at all.

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When indenting for supplies of ME Form 160 (Amended) operational and mobile units should also indent for supplies of ME Form 161; headquarters of brigades and General Staff branches of corps and divisional headquarters for supplies of ME Form 162. Normal requirements are in the proportion: three copies of Form 161 or 162 to one of Form 160.

Army Form C 2118 will continue to be used.

(iv) Units and formations which have already been following the method prescribed in ME Form 160 should note that there are no changes in the method of compilation. Changes have, however, been made in the instructions for disposal of both normal and supplementary war diaries, and particular attention is called to the instructions given in paragraph 6 of the amended form.

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1. The general standard of war diaries kept by units and formations is not considered sufficiently high. Although a number are informative, accurate and well kept, a larger number, not prepared in accordance with any particular system, contain little information of value. Some have not been kept at all.

2. It is important to realise that war diaries are not only the principal record of operation and administration, but the only regular source of factual information. Reports, when produced, supplement, but cannot supplant them. The inevitable result of inadequate war diaries will be biased and incomplete histories of the war; far worse, much valuable experience gained will be irretrievably lost.

War diaries are intended to provide a full record of the activities of all units and headquarters engaged in the prosecution of the war. Their preparation should be regarded not as an unnecessary and burdensome task, but as a normal part of these activities.

The Standard...../

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The Standard of Compilation

3. The standard method of compilation is based on the method developed in the field by certain units and formations. It has been in general use in M.E.F. and among units and formations of M.E.F. for some months. Its object is to ensure that those charged with the task of compiling war diaries understood what documents and what information they should contain; and at the same time, by making the collection of documents and the recording of information a routine, to keep the amount of labour involved to a minimum.
4. The efficiency of the method in reducing labour and ensuring completeness and accuracy largely depends upon an invariable routine being closely observed. The arrangements for this can be introduced into normal office routine without upsetting it; in order to improve the general standard, these arrangements must be made and strictly adhered to.
5. It is not considered practicable to attempt to systematise the production of the narrative. Yet, among operational units and formations, orders are very frequently given verbally and documentary evidence of what has been accomplished is seldom, if ever, complete; so that the appendices tell only half the story. The narrative is of great importance. With much information ready to hand in the appendices to serve as a reminder, its preparation should be easier than it has been hitherto.
6. In the past the job of preparing the war diary has often been delegated to a particular officer simply in virtue of the appointment he holds, and who has little relish for the work. This is not necessary; and the job should, if possible, be delegated to someone who has a flair for writing and is likely to find the work easier and more congenial.

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