

Appendix # 6

STANDING ORDERS:

FOR: 1ST. BN. THE BLACK WATCH (RHR) OF CANADA, C.A.S.F.  
"W" FORCE.

Ref.Map:- NFLD. AIRPORT September 13th. 1938;  
Scale: 1 inch to 2000 feet.

1. BOUNDS:

- a. NORTH: 3 Miles north of the RECEIVING STATION.
- EAST: Along the railway line as far as BURNT BRIDGE, 5 miles from the AIRPORT.
- SOUTH: GANDER LAKE
- WEST: COBB'S CAMP.

b. Within this area the following places are out of bounds, except on duty:

- |                        |                       |
|------------------------|-----------------------|
| ADMINISTRATION BLDG.   | AIRPORT HANGAR        |
| WIRELESS STATION BLDG. | POWERHOUSE            |
| SHELL OIL STATION      | POST OFFICE           |
| BOILER HOUSE           | LAVATORIES IN AIRPORT |
| RESIDENCES AT WEST END | WASHHUT               |
| OF AIRPORT(except      | AIRPORT COOKHOUSE     |
| on invitation of       | AIRPORT BAKERY        |
| owner)                 | BN. ORDERLY ROOM      |
|                        | BN. COOKHOUSE         |

c. Other Ranks may move within the area without Passes: but are warned to be extremely careful when going into the woods, in order that they may not get lost. UNDER NO CIRCUMSTANCES IS ANY ONE MAN TO GO INTO THE WOODS BY HIMSELF.

d. No Other Ranks will leave the area for any purpose whatever without a Pass signed by an Officer.

2. DAILY ROUTINE:

a. Reveille	0630 hrs.	Coy. Parades	1400 hrs.
Sick Parade	0700	Supper	1730
Breakfast	0730	Retreat	2215
Coy. Parades	0900	First Post	2230
Piquet Mounting	0915	Last Post	2300
Dinner	1230	Lights Out	2315

b. No trumpet or bugle-calls are to be sounded between Lights Out and Reveille, except the Alarm or the Fire-Alarm.

c. Roll-call will take place at Tattoo and Reveille daily. Coy. Orderly Sergeants will render Absentee Reports M.F.B. 273 to the Bn. Orderly Sergeant.

3. DUTIES:

a. An Orderly Officer and Bn. Orderly Sergeant will be detailed daily for a tour of duty from Reveille to Reveille.

b. A Piquet consisting of 2 N.C.O.s and 18 Men will be detailed for duty daily.

c. Orders for the Piquet are detailed in Appendix 1 to these Standing Orders.

3a: GAMBLING:

Attention is directed to K.R.(Can.)Para.440. Gambling is forbidden at all times.

STANDING ORDERS.

FOR: 1st. BN. THE BLACK WATCH (RHR) OF CANADA C.A.S.F.  
"W" FORCE.

Page 2:-

4. PARADES:

- a. Coys. will carry out a parade each morning with the exception of Friday, Saturday, and Sunday at 0900 hrs. for the purpose of inspection of personnel, arms and equipment. Coys. on duty as outpost or airport guard for whom a complete Coy. parade is impossible, will parade less the men actually on duty. It is left to the discretion of the Coy. Cmmdrs. to take whatever steps are necessary to ensure that the personnel and equipment under their command are inspected daily, with the exception of Sunday.
- b. COMMANDING OFFICER'S PARADE will be held at 0915 hrs. every Friday, for Commanding Officer's inspection. All ranks who are not actually detailed for duty and at their posts at this time will attend this parade. This will include employed men, light duties, defaulters, and men undergoing field punishment. Dress will be skeleton web with haversack and water-bottle, respirator (at slung position), steel helmet, rifle, and bayonet.

Ground-sheets will not be carried, but during inclement weather orders will be issued regarding the wearing of great-coats and ground-sheets. Coys. will parade on their Coy. parade-ground in time to be on the Bn. parade-ground at 0915 hrs. On this parade, the Pipe-Band will fall in as a unit.

5. EMERGENCY SIGNALS:

The AIRPORT siren will be the EMERGENCY SIGNAL. The Siren will sound at 1200 hrs. daily for testing, and will only sound one short blast.

AT ANY OTHER TIME THIS SIGNAL WILL BE FOR AN EMERGENCY.

The emergency signals will be as follows:

FIRE.....One long blast  
AIR RAID OR ) .....A series of blasts followed by a  
EMERGENCY SIGNAL) long blast.

On the FIRE SIGNAL personnel will act in accordance with Fire Orders, which are detailed in Appendix 2 to these Standing Orders. This Appendix is issued to Coy. Cmmdrs. only.

On the EMERGENCY SIGNAL, personnel will act in accordance with orders for "STAND-TO", which are detailed in Appendix 3, to these Standing Orders. This Appendix is issued to Coy. Cmmdrs. only.

6. DEFENCE PRECAUTIONS:

All lights in the vicinity of AIRPORT must be shielded or turned out from 2100 hrs. until an hour after dawn. No exposed lights will be left on during these hours.

7. SAFETY PRECAUTIONS:

Under no circumstances will rifles be loaded or fired except on direct orders of an Officer, Warrant Officer, or N.C.O.

over: page 3

STANDING ORDERS  
FOR: 1ST. BN. THE BLACK WATCH (RHR) OF CANADA C.A.S.F.  
"W" FORCE.

Page 3:---

7. SAFETY PRECAUTIONS(continued):

in charge of a post or party of men.

Personnel on picket, patrol, or on duty at posts will charge magazines with two chargers, and in this connection the attention of all concerned is directed to Page 13 section 6 S.A.T. Vol. 1 pamph. 3. Charging of magazines will be carried out under the supervision of an N.C.O., and in no circumstances will men act independently.

On completion of a tour of duty, N.C.O.s in charge will be responsible that all magazines have been emptied and rifles inspected, and that there is no deficiency in S.A.A. issued to personnel under their command.

O.C. Coys. will take the necessary action to ensure that this order is complied with at all times.

8. DISCIPLINE:

a. Smoking is prohibited within a distance of 20 Feet from the wire fence around the Shell Oil Station. The Air in the vicinity of this station is laden with gas fumes and there is danger of an explosion.

b. Personnel will not ride on the railway trains or scooters unless in possession of a ticket having been duly authorized to travel by an Officer. The railway Company has been advised not to allow men to purchase tickets except on production of an authorized pass, and under no circumstances are they to permit men to ride on trains other than as regular passengers. Disciplinary action will be taken against any personnel disobeying these orders.

9. DRESS:

Dress will be as laid down in Bn. Orders from time to time.

Respirators will only be carried by all ranks as stated hereunder.

- 1: On duty - sentries or outposts.
- 2: When proceeding from the area of this station.
- 3: On sounding of EMERGENCY and STAND-TO Signals.

10. MAIL:

All mail must be paid for at regular rates, which are available from Bn. Postman. All mail will be censored before it leaves the Bn. Coy. Cmmdrs. will arrange accordingly, and personnel of Coys. will hand in their mail to Coy. Headquarters stamped and un-sealed. The Officer performing the duty of Censor will sign his name and arrange to have all mail sealed and turned over to Bn. Postman for transmission. Signed mail only will be stamped with the official stamp "P.M.C." provided to indicate that the mail has been censored.

Mail must bear the name, Reg'tl. number, and Coy. of the sender in the upper left-hand corner of the letter or package.

In-bounding mail will be addressed as follows:

D-1 1st Bn Black Watch (RHR) C.A.S.F.

over: page 4.

STANDING ORDERS  
FOR: 1ST. BN. THE BLACK WATCH (RHR) OF CANADA. C.A.S.F.  
"W" FORCE.

Page 4:

10. MAIL(continued):

In-coming mail will be addressed as follows:

D-12345 Pte. John Smith  
"A" Coy. 1st Bn. The Black Watch  
(RHR) of Canada, C.A.S.F.  
"W" Force  
c/o Base Post Office, Canada.

The greatest caution must be exercised when writing; the following rules are set forth as a guide:-

1. Do not mention towns or places.
2. Do not mention sailing dates or names of ships.
3. Do not give any information regarding pending moves.
4. Do not give strength of units or sub-units.
5. Do not mention armaments or equipment.
6. Do not give disposition of troops.
7. Be careful in whatever you say or write - the information available to you may seem commonplace but in the hands of the enemy it may be of the greatest importance.

11. DEFAULTERS:

Defaulters of Coys. on Outpost duty will parade with their Coy. at the time Outposts are changed. When absent from camp on this duty these men will be considered as defaulters and will perform any extra fatigues or duties which are necessary at their Outposts. ~~Upon return to camp at 1400 hrs.~~ On return to camp at 1000 hrs. on Saturdays they will answer the first defaulter's call at 1400 hrs. the same afternoon, and will continue to parade on defaulter's until their Coy. is again detailed for Outpost.

12. SANITATION:

Sanitation standing orders are issued as Appendix 4 to these orders.

13. BATHS:

The Airport Wash-house has been placed at the disposal of the Bn. each day until 1600 hrs. The building will be considered out of bounds to members of the Bn. after this time daily.

Schedule for use of the showers will be as detailed in Bn. Orders from time to time.

14. TRAFFIC:

Drivers of Vehicles M.T. are warned not to exceed the speed limit of EIGHT MILES PER HOUR in the immediate vicinity of the camp area.

15. BOATS RAFTS OR CANOES:

These will not be used for any purpose by personnel on any of the adjacent lakes without direct permission of the owner. Coy. and Detail Cmmdrs. will ensure, when such permission is granted, that only experienced personnel are allowed to handle this craft, and that they are able to swim.

over: page 5

STANDING ORDERS

FOR: 1ST. BN. THE BLACK WATCH (RHR) OF CANADA C.A.S.F.  
"W" FORCE.

Page 5:-

16. FOREST FIRES:

During the summer season there is a danger of Forest Fires in this area. All ranks are warned that Fires will only be lit in braziers and these when lit should be kept away from the neighbourhood of brush or scrub and the fire will be extinguished when it has served its purpose. Lighted cigarettes must not be thrown away in the vicinity of any brush or inflammable material.

17. PASSES:

- a. Not more than twenty five percent of the Coy. Strength will be absent from the Camp Area at any one time. Men who wish to leave the immediate Camp Area must report themselves to Coy. Orderly Sergeants both in and out. This procedure is considered necessary to guard against surprise in the event of an emergency; strict observance of this order will be enforced.
- b. Over-night and Week-end passes may be issued at the discretion of Coy. Cmmdrs. and the following schedule is published as a guide:- Figures shown are maximum figures to be granted by each Coy. or Detail, while strength remains as stated; On a substantial increase of strength a proportionate increase in the numbers to be granted passes may be made.  
 Leave may be granted from 1000 hrs. each Saturday until 0900 hrs. the following Monday; each week-end for employed men and every third week-end for combatant personnel:-

	<u>Strength</u>	<u>1st-w-e</u>	<u>2nd.</u>	<u>3rd.</u>	<u>4th.</u>	<u>5th.</u>	<u>6th.</u>
Bn.HQ:	32	6	6	6	6	6	6
HQ Coy:	(73 emp'd; (129 cmbt.	12	12	12	12	12	12
A Coy:	130	--	65	--	--	65	--
B Coy:	115	59	--	--	59	--	--
E Coy:	116	20	20	20	20	20	20

Reduced rates have been arranged and may be obtained upon enquiry from the Station-master. The above table represents one cycle of 6 weeks and will be repeated for an indefinite period. It is to be clearly understood by all ranks that it might be necessary at any time to cancel leave on short notice. Passes must reach Bn. Orderly Room weekly not later than 1600 hours on Thursday.

18. CANTEENS:AND MESSES:

The Wet and Dry Canteens will be open during the following hours:

<u>D R Y</u>	<u>W E T</u>
Daily: 0700-0730 0800-0845 1300-1400 1700-2130	Daily: 1200-1230 1300-1330 1700-1800 1830-2130
Sunday: 1200-1300 1700-1900	

The Sergeant's Mess will close at 2359 hrs. daily.

Attention is directed to K.R.(CAN)para.1055. Civilians may be allowed to enter the Wet Canteen when accompanied by a member of the unit, who will be responsible for his identification and conduct.

*S. S. T. Lantier* Capt-Adj. for Lt.-Col.

18th. July 1940

STANDING ORDERS  
for: 1ST. BN. THE BLACK WATCH (RHR) OF CANADA C.A.S.F.

"W" FORCE.

PIQUET STANDING ORDERS: APPENDIX 1

1. Piquet will be mounted at 0915 hrs. daily and will be supplied by the Coy. detailed for AIRPORT Guard duty.
2. Piquet will consist of 2 N.C.O.s and 18 Men.
3. Posts By Day:

#1 Post:

Railway from the Detention Bldg. east of Railway station to west end of camp lines inclusive. Duties: to patrol the railway tracks and ammunition dump; to protect the camp from the approach of any unauthorized persons; to observe all trains and to see that no unauthorized persons entrain or detrain. Piquet will consist of 2 men.

#2 Post:

The Detention Bldg; 2 sentries will come under the orders of the M.P.s and will remain available at all times from 0500 hrs. to 2100 hrs. daily.

#3 Post:

The road running south of the entrance of the Orderly Room, from the AIRPORT STORE to the west end of the Camp Area. Duties: to patrol the camp area generally and report any unusual circumstances; patrol to consist of 1 sentry.

#4 Post:

The Orderly Room, as runner, 0800 hrs to 2100 hrs. daily: 1 sentry.

Posts By Night:

#1 Post:

The Detention Bldg. from 2100 hrs. to 0500 hrs. daily: 1 sentry. Duties: to guard the Detention Bldg. and give the alarm in the event of an attempted escape by prisoners; fire; or an emergency.

#2 Post:

To patrol the railway from the Detention Bldg. on the east, to the west end of the camp lines; 1 sentry. This patrol will include the ammunition dump north of the railway line. Duties: to patrol the railway tracks and ammunition dump and protect the Camp from the approach of any unauthorized persons; to observe all trains and see that no unauthorized persons detrain or entrain.

#3 Post:

Airport Hangar; Duties: to protect the Hangar, the Aircraft outside it, and the hut 75 yards east of the Hangar. To ensure that no unauthorized person or persons are allowed to approach or enter the Hangar, the Aircraft, or the hut. To ensure that there is NO SMOKING within 10 yards of the Hangar or the hut; to contact the piquet on the Boiler- and Power-Houses every 30 minutes. Piquet: 2 sentries.

#4 Post:

Boiler- and Power-Houses. Duties: check the Boiler- and Power-houses to see that no unauthorized person or persons approaches or enters either house; to contact #2 Post every 30 minutes.

STANDING ORDERS  
for: LST. BN. THE BLACK WATCH (RHR) OF CANADA C.A.S.F.  
"W" FORCE.  
PIQUET STANDING ORDERS: APPENDIX 1

1. Piquet will be mounted at 0915 hrs. daily and will be supplied by the Coy. detailed for AIRPORT Guard duty.
2. Piquet will consist of 2 N.C.O.s and 18 Men.
3. Posts By Day:

#1 Post:

Railway from the Detention Bldg. east of Railway station to west end of camp lines inclusive. Duties: to patrol the railway tracks and ammunition dump; to protect the camp from the approach of any unauthorized persons; to observe all trains and to see that no unauthorized persons entrain or detrain. Piquet will consist of 2 men.

#2 Post:

The Detention Bldg; 2 sentries will come under the orders of the M.P.s and will remain available at all times from 0500 hrs. to 2100 hrs. daily.

#3 Post:

The road running south of the entrance of the Orderly Room, from the AIRPORT STORE to the west end of the Camp Area. Duties: to patrol the camp area generally and report any unusual circumstances; patrol to consist of 1 sentry.

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#1 Post:

The Detention Bldg. from 2100 hrs. to 0500 hrs. daily: 1 sentry. Duties: to guard the Detention Bldg. and give the alarm in the event of an attempted escape by prisoners; fire; or an emergency.

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To patrol the railway from the Detention Bldg. on the east, to the west end of the camp lines; 1 sentry. This patrol will include the ammunition dump north of the railway line. Duties: to patrol the railway tracks and ammunition dump and protect the Camp from the approach of any unauthorized persons; to observe all trains and see that no unauthorized persons detrain or entrain.

#3 Post:

Airport Hangar: Duties: to protect the Hangar, the Aircraft outside it, and the hut 75 yards east of the Hangar. To ensure that no unauthorized person or persons are allowed to approach or enter the Hangar, the Aircraft, or the hut. To ensure that there is NO SMOKING within 10 yards of the Hangar or the hut; to contact the piquet on the Boiler- and Power-Houses every 30 minutes. Piquet: 2 sentries.

#4 Post:

Boiler- and Power-Houses. Duties: check the Boiler- and Power-houses to see that no unauthorized person or persons approaches or enters either house; to contact #2 Post every 30 minutes.