W Company
6RAR/NZ(ANZAC)

November 1969

Distr : see below

ORDERS FOR W COMPANY BASE NUI DAT

1. These orders do not supercede any Routine Order or Standing Order relating to the subjects below. They are designed to bring to the attention of all ranks, orders relating specifically to the W Coy Base, Nui Dat. Where disciplinary action is required persons will be charged under the relevant section of these orders unless contained in ANZAC Bn or NZ Component ROs or SOs.

2. It is the responsibility of Pl Comds and the CSM for Coy HQ pers to ensure that all ranks are familiar with the contents of these orders within 48 hrs of arriving in Nui Dat and thereafter promulgated to all sections where all ranks may refer to these orders.

3. All ranks must bear in mind at all times that there can be little relaxation of operational readiness, alertness and caution whilst in South Vietnam. Whilst every opportunity should be taken to enjoy periods of relaxation, security remains the prime responsibility.

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J.W. Brown Capt
for (E.J. TORRANCE)
Major
Officer Commanding

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2IC	ONCO Copy
CSM	FOO Party
CQMS	Spare
3 x Pls (4)	File
Mor Sec	
A slt Pnr Sect	
Sp Sect	

W Company
(RAN/NZ(MHC))

November 1969

Distr : see below

ORDERS FOR W COMPANY PASSE MUI TAE

1. These orders do not supersede any routine Order or Standing Order relating to the subject below. They are designed to bring to the attention of all ranks, orders relating specifically to the W Coy base, Mui Tae. Where disciplinary action is required anyone will be observed under the relevant section of these orders unless contained in AMAO 2n or MC Component SOs or SOs.

2. It is the responsibility of 2I Condo and the CSM for Coy HQ pers to ensure that all ranks are familiar with the contents of these orders within 48 hrs of arriving in Mui Tae and thereafter promulgated to all sections where all ranks are refer to these orders.

3. All ranks must bear in mind at all times that there can be little relaxation of operational readiness, alertness and caution ranks in South Vietnam. Whilst every opportunity should be taken to enjoy periods of relaxation, security remains the prime responsibility.

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Part SEVEN Duties
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Distr :

CO
2IC
CSM
CQMS
3 x Pls (4) Plts
Mor Sec
A Plt Pnr Sect
Sp Pect

Ord Room
OMCO Copy
RAO Copy
Spare

(J.J. SOMERVILLE)
Major
Commanding

PART ONE
DAILY ROUTINE

Mon - Sat

0615	Reveillè
0645	Sick Parade
0700 - 0730	Breakfast
0800	Coy HQ /Pl Parades
1000 - 1015	Morning Tea
1130 - 1200	Canteen open (Dry sales only)
1200 - 1230	Lunch
1330 - 1630	Afternoon Work
1630	Coy HQ /Pl paludrine parades
1630 - 1730	Canteen Open
1730 - 1800	Dinner
1800	Sick Parade
1830	Sleeves down
1900 - 2100	Canteen Opens
2145	Canteen Clear
2200	Tattoo (all pers in tents or TV room)
2215	Pl ONCOs parade to Coy ONCO
2230	Tattoo check passed to Bn CP.

Sun

0700	Revellie
0800 - 0830	Breakfast
1100 - 1200	Canteen opens
1200 - 1230	Lunch
1630 - 1730	Canteen Opens
1730 - 1800	Dinner
1900 - 2100	Canteen Opens
2145	Canteen Cleared
2200	Tattoo
2215	Pl ONCOs to Coy ONCO
2200	Tattoo check passed to Bn CP

(When Coy is fwd Offr/NCO ic rear details may change timings when necessary)

When Coy is fwd canteen timings 1700 to 1800 hrs only.

PART TWO

PALUDRINE/DAPSONE RECORDS

1. All persons are to take 1 paludrine and 1 dapsone tablet each morning and 1 paludrine tablet each evening. Tablets are to be taken under supervision and recorded in the manner detailed herein.

2. Pls and Coy HQ are to maintain pl or sec paludrine/dapsone records in notebook form. These books will be opened on date of arrival in Nui Dat and the day after return from an operation and include the names of the whole platoon and any attached pers (e.g. fire controllers). Each issue is to be noted against the individual's name and each entry is to be initialled (i.e. not ticked). On departure on an operation the pl/sec books will be taken and maintained with any LOB etc persons, entry column noted as being "rear details". Any periods of leave and hospitalization will be noted in the appropriate column.

3. The NCO ic rear details will, when the coy is deployed on ops open and maintain a book for pl and coy HQ pers remaining in rear details or on joining rear details during the operation (incl returnees from leave).

4. All books will be handed to Coy 2IC for retention on the day after return from an operation.

5. The OC will periodically inspect the books.

PART THREE

WEPONS AND AMMUNITION

1. All persons will carry weapons at the shoulder at all times when outside the W Coy Area.

2. Personal weapons will be at SAFE readiness on entering Nui Dat (incl entry by helicoper).

3. When a soldier is within W Coy lines his weapon is to be left in his tent.

4. Individuals are not to have in their possession or tents any ammunition or explosive material above the authorized scales.

5. Persons are to practise extreme care in the handling of explosives or ammunition.

DO NOT LEAVE IT LYING ABOUT.

Familiarity and carelessness can cause casualties.

6. It is an offence to discharge a firearm, explode a grenade or any like device within Nui Dat Base without the proper authority.

PART FOUR

BOUNDS

1. The following buildings are out of bounds to all pers unless on duty.

a. Coy Orderly Room

b. Coy Q Store

c. Cookhouse

d. Coy Ammo Point

e. Inside the Coy shop.

2. The Offrs/Sgts Mess is out of bounds to all junior ranks except on duty.

Base Camp Bounds

3. a. No movement is permitted outside or between unit areas between last light and first light. This means that no persons are allowed outside 6RAR/NZ(ANZAC) lines between 1845 hrs and 0645 hrs daily.

b. Persons will not move outside the Bn area without obtaining permission through normal channels of command.

c. When the rear detail is in camp no person may leave the W Coy area without first obtaining the permission of the Offr/NCO ic rear details.

d. Permission to stay overnight outside the Bn lines will only be granted in exceptional circumstances and requires Bn HQ approval (through RSM for Sgts and through Bn 2IC for Officers).

PART FIVE

FIRE ORDERS

1. The Coy 2IC is the Coy Fire Officer for the Nui Dat Base Camp.

2. Duties of the fire officer.

a. Inspect fire fighting equipment weekly.

b. Return all unserviceable equipment to 6RAR/NZ(ANZAC) Bn Q.Store or RQMS NZ Component and replace with new equipment.

c. Notify Pl Sgt/CSM if Pl/Coy HQ fire fighting points are not up to the required standard.

d. Ensure that all fire fighting buckets and tins are full of water and are covered with a suitable lid or mesh cover.

3. The pl sgts and CSM are responsible for establishing and maintaining the fire fighting points within their respective areas.

4. The chief cook is responsible for establishing and maintaining the fire fighting points for the Cookhouse, Mens Mess and TV Room.

Action to be taken on Fire

5. a. The person discovering the fire is to call out "FIRE" until he attracts attention.

b. The person finding the fire is to check the building or tent to ensure that there is no one inside.

c. He is to attempt to put out the fire.

d. He is to delegate one man to
NOTIFY COY HQ TELEPHONE OPERATOR

e. The telephone operator is to NOTIFY TRANSPORT PARK that there is a fire in W Coy lines and request that a water truck be despatched to the Coy lines immediately.

6. It is an offence to smoke in bed.

7. No cooking or hexamine fires are to be lit within the buildings or tents.

8. CSM/Pl comds are to ensure that all persons are fully conversant with the contents of 6RAR/NZ(ANZAC) Bn Fire Orders and 1 ATF Fire Orders.

9. During the dry season the risk of damage to property by fire and to casualties by fire is extremely high and all persons are to exercise extreme caution.

PART SIX

ALCHOHOLIC LIQUOR

1. The readiness of the Coy for Nui Dat Defence or other operational requirements is a continuous and paramount requirement. The scale of beer per day may be therefore, at times, be restricted.

2. Notwithstanding the foregoing paragraph should it appear that an excess consumption of beer is impairing efficiency and operational readiness (particularly when the coy is on Ready Reaction) the availability of beer may be reduced : -

a. For the whole coy - by the OC or 2IC

b. For the respective pls - by Pl Comds

c. For individuals - by CSM or Pl Sgts.

In all cases the OC must be told when a person or persons are placed on the dry.

3. Beer may only be consumed in the Mens Canteen and the Offrs/Sgts Mess. No beer is to be taken from the Mens Canteen.

4. Spirits are not to be consumed within the coy lines except in the Offrs/Sgts Mess.

5. All cans of beer when sold will be opened by the Coy shopkeeper.

Spirits for shipment to New Zealand

6. Spirits at duty free prices are available by ordering from the Coy shopkeeper for shipment to NZ under the following arrangements.

a. Orders with cash are placed with Coy shopkeeper.

b. Coy shopkeeper is to consolidate orders and obtain written authorization from Coy 2IC to make the purchase from the Coy canteen.

c. Individuals are to ;

i. Uplift bottles from Coy shopkeeper.

ii. Ensure bottles are properly wrapped and addressed.

iii. Ensure a certificate of declaration is signed by an officer and affixed to the parcel.

iv, Wrapped parcel is to be returned to Coy shopkeeper.

d. Coy shopkeeper is to forward bottles for postage.

e. Coy shopkeeper is to maintain a register for

i. Bottles ordered and paid for

ii. Bottles issued to individuals

iii. Bottles received for despatch

iv. Bottles despatched.

7. Any spirits required for any other purpose may be organised by arrangement with Coy 2IC.

PART SEVEN

DUTIES

1. W Coy duty Offr/Sgt is to be detailed daily by Coy 2IC and the following are eligible for duty while coy is in Nui Dát. All Offrs/Snr NCOs in W Coy less OC, 2IC, CSM, CQMS, Cook Sgt.

2. When coy is fwd duty Offr/Sgt roster is to be maintained by rear details.

Tour of Duty

3. The period of duty will be from 0800 to 0800 hrs daily.

4. Report to Coy 2IC on commencement and completion of duty.

Duties

5.

1200 - 1230	Check lunch meal
1730 - 1800	Check evening meal
2100 -	Ensure canteen is closed
2145	Ensure canteen is cleared
2200	Tattoo check
2230	Ensure tattoo check is passed to Bn CP
0615	Revellie - ensure all pers are woken Check defaulters parade
0700 - 0730	Check breakfast

General Points

6. Duty Offr/Sgt may sleep in his permanent accomodation but must ensure that the Coy telephone/radio picket or Coy ONCO knows where to find him.

Duties of the Coy Duty NCO

1. Coy ONCO is to be detailed daily by CSM. All W Coy Lcpls and Cpls, less Mors, Aslt pnrs, Coy medic, Coy shopkeeper, are eligible for duty.

2. When coy is fwd duty roster is to be maintained by rear details.

Tour of duty

3. The period of duty will be from 0800 to 0800 hrs daily.

4. Report to CSM on commencement of and completion of duty.

Duties

0800	Report to CSM
1145	Report to CSM
1200	Lunch
1630	Take down flags
1730	Dinner
1900 - 2100	Periodic checks on canteen to ensure a proper standard of behaviour is maintained.
2145	Accompany duty Offr/Sgt on clearing canteen
2215	Compile coy tattoo report from pl ONCOs and info duty Offr/Sgt.
2230	Pass Coy tattoo report to Bn CP.
0615	Revellie - ensure all pers out of bed
0630	Raise flags
0800	Report to CSM

General

5. Coy ONCO is to sleep overnight in Coy HQ in the bed provided.

6. Coy ONCO is to supervise all parades for

   a. Defaulters

   b. Pers on open arrest

   c. Pers undergoing field punishment

For parade timings see section on DISCIPLINE.

7. Whenever Coy ONCO leaves the Coy HQ building between 1700 and 2200 hrs he must ensure the coy telephone picket knows his whereabouts.

8. The duties may be varied by Offr/NCO ic rear details.

Duties of Coy Telephone/Radio Picket

1. The coy telephone switchboard must be manned 24 hrs a day.

2. The following pers are available for duty. Coy HQ sigs (incl FOO sigs) and one sig per pl. Coy Sig NCO is responsible for roster.

3. When necessary coy telephone picket is to maintain listening watch on Bn base defence net. The appropriate instructions are to be issued by Coy Sig NCO.

4. When coy is fwd this duty is to be maintained by rear details.

Pl ONCO Duty

1. Detailed daily by pls and Sec Comd Sp Sec for Coy HQ.

2. To carry out bed check at 2200 hrs and to submit pl tattoo reports to Coy ONCO at Coy HQ by 2215 daily.

Coy Duty Pl

1. A duty pl will be detailed daily and will be responsible for providing the following fatigues.

a. Cookhouse - 4 ORs
0615 - until dismissed by chief cook after evening meal.

b. Canteen/TV Room - 2 ORs
Report at 0800 hrs to work until dismissed by Coy Shopkeeper.

c. Offrs/Sgts Mess - 1 or 2
(normally responsibility of OCs and 2ICs batman)
Will be detailed when required.

d. Coy Q Store - 1 OR
Report to CQMS at 0810 hrs; work until 1630 hrs.

e. Provide wire assistance to other companies when required.

f. Provide men for Bn duties when required.

g. Any additional duties as may be detailed by OC or 2IC.

PART EIGHT

DISCIPLINE

1. The CSM is responsible to the OC for discipline within the Coy and the timing and details for all parades shown in this instruction may be changed at his discretion.

Open Arrest

2. Personnel on open arrest are subject to the following restrictions:

a. Unless otherwise required in the course of duty, to remain within the bounds of W Coy.

b. Not to enter the canteen or TV room.

c. Report to the Coy Ord NCO outside Coy HQ at the following times

0615 hrs
1230 hrs
1600 hrs
1700 hrs
1800 hrs
1900 hrs
2000 hrs
2100 hrs
2200 hrs

3. Dress

a. During working hours - normal working dress.

b. Evening - normal evening dress.

4. Any person on open arrest is not employed on anything other than normal duties.

Confinement to Barracks (CB)

5. Personnel undergoing CB are subject to the following restrictions

a. Unless otherwise required in the course of duty, to remain within the bounds of W Coy.

b. Not to enter the canteen or TV room.

c. Report to the Coy ONCO outside Coy HQ at the following timings

0615 hrs
1230 hrs (employed on CSMs detail until 1300)
1600 hrs (" " " " " 1700)
1800 hrs (" " " " " 1900)
2000 hrs (" " " " " 2100)
2200 hrs

6. Dress for all CB parades unless otherwise detailed by Coy ONCO will be : Trous green, Shirts green, Boots, J Hat, Basic Web, Pack, personal weapon.

...../Field Punishment

Field Punishment

7. Immediately after receipt of an award of field punishment the individual is to be fully briefed by the CSM on all relevant detail.

8. The Coy ONCO is responsible to the CSM for the supervision of all pers undergoing field punishment.

9. The CSM will issue instructions for persons undergoing field punishment, to Coy ONCOs as and when required.

10. Persons undergoing field punishment are to report to the Coy ONCO at

0615 hrs - employed through-out the day and not to be released before 2145 hrs.

11. Persons undergoing field punishment are not to enter any canteen, TV room or other places of amusement and will move at the double at all times.

ADMINISTRATION

PART NINE

PAY AND FINANCE

Pay

1. Due to operational committments, all persons will be paid when time permits.

2. On operations. When on operations the following procedure is to be adhered to:

   a. Coy clerk is to forward to Coy with a maintdem 6 days before Coy returns to base, acquittance rolls showing amounts of credit in each soldier's paybook.

   b. Pl Sgts are responsible for entering the amounts required on the acquittance rolls. (Pay will only be paid in multiples of $10.00)

   c. Acquittance rolls are to be returned to Coy Clerk ASP.

3. Pay out will normally be the day after return from operations. Payout timings are flexible.

4. In Nui Dat. When in Nui Dat, the same procedure will operate except that persons will be paid out when pay day falls due.

Finance

5. Money from New Zealand is restricted to $80.00 NZ per annum.

6. Any amount in excess of $80.00 NZ requires treasury approval.

7. As there will be difficulty in the receipt and conversion of NZ Currency in Nui Dat, persons should apply for drafts from NZ by consulting the Coy Pay Clerk.

8. MPC (Military Payment Certificates)

Whilst in South Vietnam all persons will be paid in MPC as used and issued by the United States Armed Forces.

   a. MPC is for use in military canteens or establishments only.

   b. MPC is not to be used for purchases from civilian agencies.

   c. MPC may only be changed into the civilian currency at proper offices. (current exchange rate is US$1.00 MPC for SVN 118.00 (Dong))

   d. Dong cannot be changed into MPC.

9. A uthorised cash offices which can be used by W Coy persons for changing MPC to Dong are :

   a. Det 1 Aust Field Cash Office Nui Dat (for limited amounts only).

   b. 1 Aust Field Cash Office Vung Tau

General

10. It is an offence for any unauthorised individual to have in his possession $US (green backs) at any time while in SVN.

11. Separate arrangements are made for any person leaving SVN on leave, R & R, R & C etc.

ADMINISTRATION

PART - WING

PAY AND FINANCE

Pay

1. Due to operational commitments, all persons will be paid when time permits.

2. On operations. When on operations the following procedure is to be adhered to:

a. Coy clerk is to forward to Coy with a maximum 5 days before Coy returns to base, acquittance rolls showing amounts of credit in each soldier's pocket.

b. RI Sgts are responsible for ensuring the amounts required on the acquittance rolls.
(Pay will only be paid in multiples of $10.00)

c. Acquittance rolls are to be returned to Coy Clerk ASP.

3. Pay out will normally be the day after return from operations. Payout timings are flexible.

4. In Rut Det. When in Rut Det, the same procedure will operate except that persons will be paid out when pay day falls due.

Finance

5. Money from New Zealand is restricted to $80.00 NZ per annum.

6. Any amount in excess of $80.00 NZ requires treasury approval.

7. As there will be difficulty in the receipt and conversion of NZ Currency in Rut Det, persons should apply for debits from NZ by consulting the Coy Pay Clerk.

8. MPC (Military Payment Certificates)

Whilst in South Vietnam all persons will be paid in MPC as issued and issued by the United States Armed Forces.

a. MPC is for use in military canteens or establishments only.

b. MPC is not to be used for purchases from civilian agencies.

c. MPC may only be changed into the civilian currency at proper offices; (current exchange rate is 0.00 MPC for SVN 18.00 (Dong))

d. Dong cannot be changed into MPC.

9. A authorised cash offices which can be used by V Coy persons for changing MPC to Dong are :

a. Det 1 Aust Field Cash Office Rut Det (for limited amounts only).

b. 4 Aust Field Cash Office Vung Tau

General

10. It is an offence for any unauthorised individual to have in his possession PUB (green books) at any time while in SVN.

11. Separate arrangements are made for any person leaving SVN on leave, R & R, R & C etc.

PART TEN

US ARMY AND AIR FORCE POST EXCHANGE (PX) SERVICES

General

1. The use of the US Army and Air Force PX facilities is a privilege extended to members of the NZ Armed Forces posted for duty with NZ V Force. The extension of these privileges requires that regulations issued by US authorities in respect of the operation of PX services are applicable to and are to be observed by NZ Servicemen.

Identification

2. a. Personnel wearing civilian clothing will be required to show AFNZ 832/MD 58 (ID Card) and PX Ration Card.

i. On being admitted to exchange facility

ii. At the cashiers position at time of purchase

iii. On departure from exchange facility

iv. When required to do so by any member of the exchange staff

b. Personnel wearing military uniform will normally be granted access to exchange facilities without the production of ID Card. However should production of ID Card be required by any member of the exchange staff, or by security guards, all personnel are to comply.

Ration Cards

3. Ration cards permit authorised personnel to purchase limited amounts of items which are determined by the Vietnam Regional Exchange to be Ration Controlled items. Such items may only be purchased by personnel who possess a valid Ration Card.

Issues

4. Ration cards for W Coy personnel will be issued in bulk and be held in Coy HQ safe by Coy Clerk. They are accountable forms and as such they are to be registered in accordance with HQ NZ V Force Admin Instr No 13.

5. Issues to individuals will be recorded on the Ration Card Control Register held by Coy Clerk. Individuals are to :

a. Personally sign for their card. No person may sign for a ration card on behalf of another.

b. Verify all entries on the control register.

Return of Ration Cards

6. On posting from the theatre or on withdrawal, restrictions or cancellation of privileges, ration cards are to be withdrawn from persons concerned. No person is to be permitted to leave this theatre, except on leave, without having returned his ration card.

Lost Ration Cards

7. The loss or theft of a PX ration card is to be reported immediately in writing to the Coy Orderly Room. This requirement applies even though the replacement of the ration card may not be required.

PART ELEVEN

DHOBI

General

1. All dhobi in Nui Dat for W Coy personnel is washed, or washed and ironed, or dry cleaned by civilian contract as may be arranged by coy 2IC. Persons need not necessarily use the arranged system but should an individual elect to do so he must comply with the system outlined below.

2. The CQMS is to arrange the delivery and collection of dhobi 3 times a week or more often, should circumstances require it.

3. All items for dhobi must be clearly marked with the individual's dhobi number. CQMS is to hold a master list of individuals dhobi numbers.

Handing in Dhobi - In Nui Dat

4. Whilst in Nui Dat all persons are to deposit dhobi at Coy Store securely bound in a bundle with a list of the items on the inside of the bundle. Specially prepared list sheets are available from CQMS.

Section Kits

5. Prior to departure from Nui Dat on an operation, Pl Sgts are to ensure that a minimum of 3 section kits per sec, Pl HQ, etc are deposited with the CQMS. Each man is to have in each section kit a minimum of :

1 Trousers green

1 Shirt green

1 pr sox

Section kits are to be in the specially marked kits provided.

Should 3 section kits be insufficient to sustain the Coy in clean dhobi throughout an operation, the CQMS will be responsible for re-assembling additional section kits from returned dhobi.

Handing in Dhobi - On Ops

6. On receipt of section kits containing clean dhobi whilst on ops, all persons are to change into clean clothing. Dirty clothing is to be put into section kitbags for backloading to Nui Dat. Rear party is to arrange for dirty clothing to be dhobied.

Payment for Dhobi

7. CQMS is to maintain all accounts for payment of dhobi. Pl Sgts will receive compiled lists for pl for payment and it is their responsibility to collect money from pls and hand to CQMS.

a. Whilst in Nui Dat all dhobi bills must be paid to CQMS on payday.

b. Whilst on ops, dhobi bills are to be paid the day after return from an op. (Pay day)

...../8. Prices for dhobi

8. Prices for dhobi are as follows (these prices are subject to change)

	Wash Only	Wash and iron
Trou green	15	25
Shirts green	15	25
Civvie shorts	15	
Under trou	10	
Vests	10	
Towels	15	
Sox	5	

Dry Cleaning

Civvie trou	35
Civvie shirts	35
Dacron shirts	35
Dacron trou	35
Polyester trou	35
Polyester shirts	35

(all prices in cents US (MPC))

9. All persons must ensure that all pockets are cleared of any items prior to submitting for dhobi.

Lost Clothing

10. While every care will be taken by CQMS and Q staff in the handling of items for dhobi it is inevitable that some items will be lost. No responsibility can be accepted for the loss of clothing However where possible, efforts will be made to replace lost articles.

11. The main causes for loss are:

a. Pilfering by civilians while at the laundary.

b. Missing or unclear dhobi numbers.

PART TWELVE

LEAVE

REST & RECUPERATION LEAVE

General

1. Personnel posted to W Coy, NZ Component for a tour of more than eight months are entitled to one period of R & R leave. R & R leave is not debited to an individual's PA entitlement.

2. R & R leave may not be taken in the first three months or the last three months of a tour.

Destinations

3.
- a. Bangkok
- b. Hong Kong
- c. Manila
- d. Singapore
- e. Taipei
- f. Tokyo

Nominations

4. Periodically, W Coy will be issued with a R&R schedule showing dates, centres and vacancies available for the following three month period.

5. From this schedule Coy 2IC is to forward nominations to HQ NZ Component for one month at a time. Nominations are to be forwarded by the 5th day of the preceding month.

6. All personnel will be required well beforehand to nominate
- a. Preferred destination.
- b. Preferred time of R&R.

7. Whereas every effort will be made to accomodate individual requirements, due to other factors, at times this may not be possible. However it should always be possible to get a person to his correct destination but not necessarily when he wants to go.

Priorities

8. Priority for allocation of R&R leave vacancies is allotted by V Force on the basis of length of service so far in SVN.

Transport

9. R&R flights are by US aircraft as part of a US R&R draft. Flights from Luscombe to TSN, and return, will be booked by HQ NZ Component.

Documentation

10. Personnel must be in possession of
- a. International Health Certificate (IHC)
- b. Identity Card
- c. Identity Discs
- d. Travel Orders for R&R
- e. Paybook
- f. R&R leave brief
- g. Passport

...../Passport/Visas

Passports/Visas

11. Visas are required for Manila , Taipei and Tokyo.

12. Visas for NZ Passports for Taipei and Tokyo. The visa for Manila is free. Two photos required.

13. Visas for UK Passports to Taipei is US$3.00 plus 3 photographs are required. The visa for Tokyo is free. There is no entry to Manila on a UK Passport.

14. a. Visas are obtained by V Force from the appropriate embassies. However, if V Force does not hold the individual's passport, he is required to obtain his own Visa. IMPOSSIBLE FROM NUI DAT.

b. All passports are to be withdrawn from individuals on arrival in SVN and will be forwarded to NZ V Force until required.

c. Coy clerk is to forward visa photographs where required, to NZ V Force via NZ Component when nominations are forwarded.

Malarial Precautions

15. Coy clerk is to ensure that personnel are issued with sufficient Dapsone and Paludrine tablets to last during the period of leave. It is an individual's responsibility to take the required tablets each day whilst he is on leave.

Cancellations/Postponements

16. Once an individual has made his nominations for R&R no changes will be tolerated unless 6 weeks prior notice is given.

17. Should an individual have insufficient finance to go on R&R at the time stipulated, he will automatically forfeit his R&R leave. Each person is to have a minimum of US$200.00 MPC prior to departure from Nui Dat.

REST IN COUNTRY LEAVE AT VUNG TAU

General

18. Personnel posted to W Coy are entitled to one period of R&C leave at the Australian R&C Centre, Vung Tau, during their tour in SVN. The only provision is that, if a soldièr elects to take R&C leave, he cannot take PA leave to Singapore. (See para 27)

19. R&C is not debited against an individual's PA entitlement.

Nominations

20. Nominations for R&C at Vung Tau are to be submitted 1 clear month beforehand. Accepted nominations will be promulgated as they become available.

Documentation

21. Each person will be given an Australian Army Form Mob 3 which is the authority for leave, travel and accomodation. The Mob 3 will detail the date/time of commencing and finishing the R&C leave.

22. Personnel will be in possession of

Identity Card

Identity Discs

Mob 3

Pay

23. Personnel must leave Nùi Dat with sufficient pay to carry them over the leave period. Pay is nót available at Vung Tau through the Australian system for NZ Troops.

Dress

24. Dress for movement to and from Vung Tau; Greens, boots and weapon. Dress on leave is civilian clothing.

Travel

25. Traveil to and from Vung Tau is by the ANZAC Bn Hospital visiting vehicle. Personnel are to report to the chief clerk of ANZAC Bn at 0800 hrs the morning R&C leave commences.

Malarial Precautions

26. Dapsone and paludrine is available at the R&C centre. It is the individual's personal responsibility to take the prescribed tablets each day.

P.A. LEAVE TO SINGAPORE
(R and C)

General

27. Authority exists for personnel of W Coy to take one period of leave in SINGAPORE during their tour in SVN. This leave is in lieu of R&C leave at Vung Tau.

28. The normal duration is seven days. Two days are granted as travelling leave, two days weekend leave and a debit is made for three days PA leave.

Transport

29. PA leave in SINGAPORE is usually taken by utilizing the RNZAF B170 courier flight from SINGAPORE to SVN and return each week. It is emphasised that personnel travelling on leave have no priority and are only carried on a "space available" basis. It is possible that the occasion may arise where individuals will have to return to SVN by civil airline at their own expense.

30. The RNZAF aircraft arrives in SVN at TSN airfield each Wednesday. Returning leave personnel transfer to a Wallaby flight and arrive at Luscombe airfield that afternoon. The RNZAF aircraft arrives at Luscombe airfield on Thursday morning, where it collects leave personnel and departs for SINGAPORE, via TSN airfield.

Nominations

31. Nominations from individuals who wish to take PA leave in SINGAPORE will be called for, shortly after arrival in SVN. By the 5th of each month W Coy will receive from HQ NZ Component a schedule of flight dates and vacancies available for the following month. Coy clerk will forward to HQ NZ Component by the 10th of the month, names and dates of W Coy nominations.

Leave applications

32. Individual leave applications are to be made out on the approved form and are to be with the Coy Clerk three clear weeks before the leave is to commence.

Documentation

33. Personnel proceeding on PA leave to SINGAPORE are to be in possession of:

a; International Health Certificate (HQ8)

b. Identity Card

c. Identity Discs

d. Travel Order

e. Passport.

34. Travel orders will be issued by Coy Clerk prior to departure from Nui Dat.

35. Passports will be issued by V Force movement staff at TSN air field whilst the aircraft is refuelling prior to leaving for SINGAPORE.

Accomodaition

36. Personnel are not entitled to services accomodation whilst on PA leave to Singapore. However 1 RNZIR has agreed to make available accomodation for up to six single or married unaccompanied personnel.

37. If service accomodation is utilized RQA is not payable.

...../Dress

Dress

38. Dress for flights to and from SINGAPORE

Dacron trousers
Dacron shirt
Shoes black/Offrs brown
Beret
Medal Ribbons
Lanyard

Civilian dress will be worn whilst on leave.

Discipline

39. Whilst in Singapore personnel are under HQ NEWZARM for discipline.

40. Personnel who miss their return flight will be subject to disciplinary action under section 35(1)(b) of the Army Act.

Malarial Precautions

41. Personnel are to be issued with sufficient dapsone and paludrine tablets to last them during their period of leave. It is the responsibility of the individual to take the prescribed tablets each day whilst on leave.

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