

AN01-140

R E S T R I C T E D
Army Air Forces
HEADQUARTERS, STATION #10
NORTH AFRICAN WING
Air Transport Command

HQ/HWC/jh

FIRST REVISION
DESTROY ORIGINAL

c/o Postmaster,
Miami, Florida,
2 April 1944.

MEMORANDUM)

ADMINISTRATIVE

NO. 10-7)

Station Regulations for Transients

LOCAL TIME: GMT plus one hour. All times listed below are local.

COMMAND: Group, Squadron or Unit Commanders and all Pilots in command (Airplane Commanders) of Transient Aircraft will be held responsible for the conduct and performance of their crews, and for their compliance with these Regulations and Instructions while at this Station.

NOTICE TO PILOTS (Airplane Commanders): You are responsible that your crew is familiar with these Regulations and Instructions. Ignorance of the contents of this Memorandum on the part of any member of your crew will not constitute an excuse in defense of any violation, either commission or omission. In addition you, as Officer-in-Command of your airplane and of its crew and passengers, will be held accountable for compliance with the paragraphs below.

MILITARY COURTESY: Observance of Military Courtesy and Customs of the Service is strictly required in this Theatre. Be proud of the uniform you wear. Respect the uniform of your Allies. Salute your Superiors.

PLANE GUARD: Required 24 hours a day if there are four or more crew members.

MAINTENANCE: All Pilots must register, immediately after arrival, with the Engineering representative at Operations, even if aircraft and radio Maintenance is not required. Fill out your Form 1 completely; bring it to Operations. Your Crew Chief and your Radio Operator must be at the plane if any work is done on your Airplane and/or Radio. Test hops must be approved by Engineering or Operations. If your airplane is "Squawked" Operations will not schedule or cancel your departure without approval of Engineering. Before departure, pick up your Form 1 at Operations. Passes will not be effective until Engineering knows the status of your aircraft.

REFUELING: Is accomplished automatically after arrival. Airplane Crew Chief must be present during refueling. For special gassing ask at Operations.

ARMAMENT: Ammunition and maintenance may be obtained from Armament Section.

DE-BRIEFING: All maps, route-manuals, and information sheets must be turned in on arrival, to Briefing, upstairs above Operations. Briefing will issue everything required for your next trip.

BRIEFING: All Transient personnel must attend a Briefing period on Station Regulations and Instructions the date of arrival. Briefing on these (Station) subjects are held at 1500, 1700, or 1800 hours on the second floor, on East side of Operations hangar.

(Medical) Medical Briefing is given to all transients, and is included in Station Briefing. Keep your Medical Briefing slips, and turn them in at your destination.

(Route) Pilot, Co-Pilot, Navigator, and Radio Operator, must be present at all Route Briefing. Radio Operators, on planes destined for the British Isles are given an additional, special briefing, time of which is announced at Briefing Office.

(Weather) Period times are announced in Operations. Pilots, Co-Pilots, Navigators and Radio Operator must attend. Radio Operators' calibration sheets for U.K. flight must be turned in by this time. After weather Briefing, Navigators will file Flight Plan and leave duplicate copy with Briefing.

ROUTE BRIEFING AND DEPARTURE: All members of crews enroute to U.K. will report to Operations at 1900 hours daily for departure notices. Aircraft numbers of crews to be briefed the first hour will be announced and schedules for hourly briefing thereafter will be posted as soon as they can be typed up. Flights are cancelled ONLY by Operations Officers. Remember that aircraft not ready to go at the time of first takeoff may be put in readiness before the deadline.

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Memorandum #10-7, dated 2 April 1944, (Cont'd)

Your flight will go unless officially cancelled by operations. Flights enroute east are briefed on the evening of arrival and depart the following morning. Each crew will be informed of these times on arrival. Taking off on schedule is very important. Every aircraft leaving this point for U.K. has a definite time of takeoff. The number of airplanes that can be dispatched per hour is limited and every aircraft that is late may prevent one airplane from leaving. Delay due to negligence demands disciplinary action.

BILLETING: Register as a crew for your billets at Transient Headquarters. Do not check out of your billets until you are scheduled officially to leave. Clear Transient Headquarters again as a crew. Billeting clearance must be obtained from Transient Headquarters and given Operations before departure.

MESSING:

	<u>Officers Mess</u>		<u>Enlisted Men's Mess</u> (Bring your own mess kit)
Breakfast	0600-0730 hours	Breakfast	0600-0730 hours
Dinner	1200-1330 hours	Dinner	1200-1330 hours
Supper	1800-1930 hours	Supper	1800-1930 hours

No extra meals are served. Special meals are served only to crews of late arrivals and of early A.M. departures. Meal passes for only these crews are obtained at Transient Headquarters.

UNIFORM: This is not an active combat area. The wearing of guns, knives and other weapons is prohibited except for personnel detailed for guard and Military Police duty, and only when on such duty. Leave all weapons in charge of your plane guard.

(Station) Proper uniform on the station is defined as that uniform which is a complete covering appropriate to and designed for the activity in which engaged at the time, and worn in the intended manner.

(Town) Proper uniform off the Station is class "A" uniform (but not including any article of flying clothing of leather or other material), worn in the intended manner.

LIMITS: Off-limit areas include: All of the French Hangars and buildings. All of the Airdrome within which are parked French Aircraft. Aircraft (under heavy guard with strict orders). All of the Medina (the walled Native City of Marrakech).

PASSES: Passes off the Station may be obtained only at the end of Station Briefing period. Passes will be confiscated for violation of Regulations and Instructions.

FINANCE: This is not a Per Diem Station. Government rations and billets are provided. Only Francs and American Gold Seal dollars are legal currency. Other currency may be exchanged at the Finance Office. Fifty Franc equals One Dollar.

TRANSPORTATION: Frequent military busses operate. Vehicles and drivers are scarce. Everyone must cooperate.

ATHELETICS & RECREATION: See Bulletins posted in Transient Headquarters, Messes, Recreation Rooms and Billets.

BULLETIN BOARD: Located on the wall opposite dispatchers counter. Check this board periodically for information concerning your operation.

ARMY EXCHANGE: Open daily from 1100 hours to 1300 hours except Sunday. Supplies are rationed. Ration cards are obtained at Transient Headquarters.

DISPENSARY: The Flight Surgeons Office is across the road, in back of the Operation hangar. Sick Call at 0800 hours and 1500 hours daily.

CENSORSHIP: Wing Memorandum No. 80-3 is posted on all bulletin boards and is to be read by all personnel. Officers on Tactical Aircraft are responsible for censoring mail of the enlisted personnel in their crews. No uncensored mail is to be deposited in APO at this Station. No mail, whether censored or uncensored, will be transmitted except through proper Post Office channels.

RED CROSS: The Red Cross Club at the Casino is for the enlisted men only, that is with the exception of the movies and Officer's lounge on the balcony.

By order of Colonel ASP:

OFFICIAL *James V. Moran*
JAMES V. MORAN,
2nd Lt., Air Corps,
Assistant Adjutant.

HOWARD W. COFFIN
Major, Air Corps,
Executive Officer.

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