

CHANGE IN U. S. NAVY REGULATIONS, 1920—NO. 23

NAVY DEPARTMENT,
Washington, D. C., June 17, 1942.

The following changes in United States Navy Regulations, 1920, shall be made immediately upon receipt of this order.

FRANK KNOX,
Secretary of the Navy.

(NOTE: Due to the different editions of the regulations in use some of the pen and ink corrections will not apply to all copies of the book.)

Make the following changes in INK:

Insert the following items in their proper places in the index:

Coffee roasting plants.....	484 (9), 541 (1)
Damage control officer of a ship.....	1040-1051
Naval supply depots.....	484 (9), 541 (1)
Naval clothing factories.....	484 (9), 541 (1)
Officer, Damage control of a ship.....	1040-1051

Correct the reference of the following items of the index to read as follows:

Advance(s), funds to pay clerk.....	1224
Alterations and repairs, form of letter for submitting request.....	1970
Answering hail.....	269
By Direction, use of.....	2023, 2026
Commission, ships in full.....	639
ships in ordinary.....	640
ships in reduced.....	639
ships out of.....	638, 639, 640
ships in service not commissioned.....	638
Independence Day, celebration of.....	327, 330
Shore stations, foreign, inspection of accounts.....	1868 (3)
Shore stations, medical officer.....	1184-1203
Status of ships.....	637-643
Vessels in ordinary.....	640

Delete the following items in the index:

Commission, vessels in reserve and reduced.....	638-645
Forces comprising fleets.....	644
Peace time organization.....	641 (2)
Rotating reserve commission (ships).....	639
Strategy, definition of.....	2051
Vessels in reduced commission and in commission in reserve.....	635-640
Wartime organization.....	641

Page 89, index, delete "Payment(s)" in line 39 and insert "Payment(s)" in line 38 before "authority for".

II

Page 44, text, delete paragraph 135 (4).

Page 45. In article 137 (2), in right hand column opposite "Commandant of a navy yard or naval station" change item 3 to read "Heads of yard departments".

Page 59. In article 157 reletter paragraphs (f) and (g) as (h) and (i).

Page 104. Delete article 273.

Page 160. In line one of article 484 (9) place comma after "Factory" and add "naval supply depot". Delete "at" before "coffee-roasting". Insert marginal note opposite paragraph (9): "Clothing factory, coffee roasting plants, naval supply depots."

Page 167. In first sentence of article 516 delete ")" after "Docks" and insert ")" after aircraft. In paragraph (a) make same correction.

Page 184. In last line on page delete "Navy property in use by".

Pages 206-208. Delete paragraph (1) of article 658 and renumber paragraphs (2), (3), (4), (5), (6), and (7) as (1), (2), (3), (4), (5), and (6).

Page 213. In article 693, last line change comma to period and delete "which shall be reported at once."

Page 262. In article 868 (5) delete paragraph (5) and renumber paragraph (6) as (5).

Page 265. In line 5 of article 886 delete "Lighthouse Inspector" and insert "District Commander, U. S. Coast Guard". In line 6 delete "Lighthouse Inspectors" and insert "District Commanders, U. S. Coast Guard."

Pages 270, 270¹. In third lines of paragraphs 908 (2) and 908 (3) after "despatch" insert "provided existing radio restrictions permit".

Page 278. In article 931 delete paragraphs (4) and (5).

Page 288, article 972 (25) change to read as follows:

"25. Loaded and fused projectiles shall not be used for sub-or ex-caliber, except in the case of field guns firing at targets on land".

Page 361. Delete article 1208.

Page 364. In paragraph (4) of article 1222, first line, delete "quarterly".

Page 453. In article 1480 delete paragraph (4) and renumber paragraphs (5) and (6) as (4) and (5).

Page 463. In paragraph (1) of article 1505, first and last sentences delete "bow of the ship" and insert "extremity of the ship first to enter the dock" and "extremity of the ship last to leave the dock", respectively.

Page 546. In the last line of each of paragraphs (1), (2), and (3) of article 1692 delete "10" and insert "30".

Page 573. In line 3 of article 1769 (2) delete "paymasters" and insert "supply officers".

Page 575. In line 6 of article 1777 (f) delete "paymaster" and insert "supply officer".

Page 586. In first line of article 1802 (5) delete "checked" and insert "charged". At end of first sentence add "(See Busanda Manual)".

Page 610. Delete article 1846.

Pages 619, 620. In article 1868 (2), lines 4 and 5, delete "paymasters or". In article 1868 (6), lines 1 and 2, and in marginal note delete "paymasters or".

Page 638. In article 1912 (3) (f), line 4, after "Department" insert "at the yard or station where the materials are located."

Page 661. In paragraphs 1969 (5) (b), line 14, delete "Title P" and insert "Title D".

Page 753. In fifth line from bottom of page, right hand column, delete "4" and insert "759".

Page 759. In right hand column, section 2, lines 1 and 2, delete "Board of Supervising Inspectors of Steam Vessels" and insert "supervising inspectors of steam vessels and the Director of the Bureau of Marine Inspection and Navigation."

Page 775. In right hand column, section 2, lines 1 and 2, delete "Board of Supervising Inspectors of Steam Vessels" and insert "supervising inspectors of steam vessels and the Director of the Bureau of Marine Inspection and Navigation."

Page 794. In line 2 delete "Supervising Inspector General" and insert "Director of the Bureau of Marine Inspection and Navigation." In footnote change period to comma and insert "also act of Congress approved May 27, 1936."

Page 795. Delete footnote at bottom of page.

Page 797. In Rule VI, lines 5 and 6, delete "put her helm to port" and insert "direct her course to starboard." In line 9 delete "put her helm to starboard" and insert "direct her course to port."

Page 805. In line 2 delete "Robbers" and insert "Robbins." Change paragraphs "6" and "7" to "5" and "6."

Page 812. In footnote 14, change period in last line to comma and add "and further amended by the Motorboat Act of April 25, 1940."

Page 817. In line 3 delete "Art. 32," and insert "Rule 27." In same line insert "given" between "be" and "as."

Page 818. In Rule I, second paragraph, delete "the helms of both shall be put to port" and insert "each shall alter her course to starboard." Add footnote: "Amended by Board of Supervising Inspectors and approved by Secretary of Commerce, February 25, 1936."

Page 822. In footnote, delete "June 9, 1910" and "July 9, 1910" and insert "April 25, 1940" and "April 25, 1941," respectively.

Page 823. In footnote, delete "June 9, 1910" and "July 9, 1910" and insert "April 25, 1940" and "April 25, 1941," respectively.

Page 827. In footnote 19, add the following: "Further amended by Motorboat Act of 1940."

Page 835. In Rule I, line 5, delete "helm" and insert "course." In Rule II, lines 5 and 6, delete "five or more" and insert "several." In line 6 after "whistle" insert "not less than four." Add footnote:

"Rule I amended by Board of Supervising Inspectors on January 18, 1936, and approved by the Secretary of Commerce on February 28, 1936."

"Rule II amended by Board of Supervising Inspectors on April 29, 1936, and approved by the Secretary of Commerce on May 21, 1936."

Page 837. In Rule VIII, lines 1 and 2, delete "When one steamer is overtaking another, and the pilot of the steamer" and insert "'When steam vessels are

running in the same direction, and the vessel". In line 3 change "he" to read "she." In line 4 delete "and intention." Add footnote as follows at bottom of page: "Rule VIII amended by Board of Supervising Inspectors on January 18, 1936, and approved by the Secretary of Commerce on February 28, 1936."

Page 840. In footnote, delete "June 9, 1910" and "July 9, 1910" and insert "April 25, 1940" and "April 25, 1941," respectively.

New Pages:

Changes in the following articles have been incorporated in the following reprinted or added pages listed below. These pages shall be inserted in their proper places.

Index: Pages 101, 102, 113, and 114 reprinted.

Article 76 (3) (a) modified in reprint of pages 25⁴-26.

Article 157 (1) amended in reprint of page 58.

Article 443 (1) (b) modified in reprint of pages 151, 152.

Article 491 modified in reprint of pages 163, 164.

Article 541 modified in reprint of pages 171, 172.

Article 577 amended in reprint of pages 183-186.

Articles 637-643 Section 2 completely revised in reprint of pages 199-204.

Article 689 (2) modified in reprint of pages 211, 212.

Article 700 modified in reprint of pages 216¹, 216²

Article 853 amended in reprint of page 256¹.

Article 961 (1) modified in reprint of pages 283, 284.

Article 972 (73) (98) modified in reprint of pages 295-299.

Article 1023 (2) (3) (4) (7) modified in reprint of pages 314¹-316.

Articles 1040-1051 modified in reprint of pages 319-322.

Article 1203 (1) modified in reprint of pages 357-360.

Articles 1218 (1), 1226 (2), 1230 (2) modified in reprint of pages 363-368.

Articles 1393 (2) and 1394 (2) modified in reprint of pages 417-420.

Article 1396 (3) (4) modified in reprint of pages 423, 424.

Article 1406 (2) modified in reprint of pages 427, 428.

Article 1471 (1) (2) modified in reprint of page 449.

Article 1480 (1) modified in reprint of pages 451-452¹.

Article 1513 (7) added in reprint of pages 468¹, 468².

Article 1618 modified in reprint of pages 519, 520.

Article 1638 (3) (4) (5) modified in reprint of pages 525, 526, 526¹.

Articles 1804 (2) (3) (5) and 1805 (2) modified in reprint of pages 587-588¹.

Article 1836 (3) modified in reprint of pages 607, 608.

Article 1863 modified in reprint of pages 615-618.

Article 1887 (1) (2) modified in reprint of pages 627, 628.

Article 1936 modified in reprint of pages 649, 650.

Articles 2023 (2) (3), 2025 (2) (3), and 2026 modified in reprint of pages 691-692¹.

Article 2039 (4) (5) modified in reprint of pages 697-700.

Article 2043, sample letter on page 705 modified in reprint of pages 705, 706.

Article 2064 (4) modified and 2068 amended in reprint of pages 713-716¹.

NUMEROUS CORRECTIONS TO CHAPTER 55 HAVE BEEN MADE TO BRING IT INTO EDITORIAL CONFORMITY WITH THE LATEST REGULATIONS PUBLISHED BY THE DEPARTMENT OF COMMERCE. THE FOLLOWING PAGES IN THIS CHAPTER HAVE BEEN REPRINTED: 757, 758, 767, 768, 779, 780, 785-788¹, 799-804¹, 813, 814, 829, 830, 843-845.

The following advance changes in U. S. Navy Regulations have been issued, all of which are incorporated in printed Change No. 23:

Article 1805 (2), by Alnav dated July 17, 1941.

Article 1692 (1) (2) and (3), by Alnav dated July 19, 1941.

Article 1480 (1) regarding Fifth Naval District, by Alnav dated August 13, 1941.

Article 1804 (2) (3) and (5) by Secnav. ltr. Serial 213913 of August 5, 1941.

Corrections to Articles 516, 1993, and 2043 (p. 305), by Secnav. ltr. Serial 314713 of November 6, 1941.

Correction to Article 1396 (3), by Alnav dated November 15, 1941.

Articles 637-643 and 1618 (2) (c) by Secnav. ltr. Serial 337513 of December 4, 1941.

Articles 931 (4) (5), 961 (1), 1040 (1), 1041 (1) (2), 1042-1051, 1471 (1) (2), by Secnav. ltr. Serial 97513 of April 6, 1942.

Article 1218 (1), by Alnav dated April 6, 1942.

Article 76 (3) (a) by Secnav. ltr. Serial 105913 of May 14, 1942.

**Classified matter
originating in
other Govern-
ment depart-
ments.
C. N. R. 19.**

(6) Persons within the naval service who receive matter originated by another Government agency and designated by that agency as having any degree of confidentiality shall safeguard such matter in the same manner as if it had been so designated by naval authority. If the Government agency from which such matter is received does not employ the same classification of *secret*, *confidential*, or *restricted* as used by the Navy, the recipient in the naval service shall be responsible for giving such matter its appropriate classification for handling within the naval service.

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**Definitions of
"Documents,"
"Officer messen-
ger," "Courier,"
"Consignee."
C. N. R. 15, 22.**

(1) (a) The term "Documents" as used in this article will be understood to include books, booklets, pamphlets, codes, ciphers, cipher devices, charts, blueprints, letters, messages, photographs, photographic negatives, sketches, plans, maps, writings, notes, and other like matter. The term "officer messenger" as used in this article will be understood to include commissioned officers of the Navy, Marine Corps, Army and Coast Guard on active duty, and officers of the Naval Reserve and Marine Corps Reserve on active duty. The term "courier" as used in this article will be understood to include retired and reserve officers of the Navy and Marine Corps on active or inactive duty, plus other persons as indicated in paragraph 4 of this article. The term "consignee" as used in this article will be understood to mean the commandant of a naval district or the commanding officer of a naval activity to whom mail may be consigned for delivery or reforwarding. The term "consignee" as distinguished from originator or addressee is intended to indicate a reforwarding agency only.

**Marking.
C. N. R. 15, 21,
22.**

(b) Except for registered publications, when a document requires classification in accordance with article 75½, and its form permits, it shall be conspicuously stamped or marked "secret," "confidential," or "restricted," on the first page and on the cover and title page, if any, and in addition, each sheet of secret and confidential documents shall be marked "secret" or "confidential" as the case may be. Registered publications shall be marked in accordance with instructions contained in the Registered Publication Manual. It is not intended that this article shall apply to documents which by order or custom are limited in circulation without special identification, such as fitness reports, and the records of courts martial and courts of inquiry.

**How prepared
for transit.
C. N. R. 15, 22.**

(2) (a) Excepting local distribution in the custody of persons authorized to handle such matter, secret and confidential documents shall be prepared for transmission as indicated in the following paragraphs.

(b) Packages or envelopes containing secret or confidential documents forwarded direct from originator to addressee via registered mail shall be made up in a double container. The inner container shall be plainly marked "secret" or "confidential", and be so sealed as to show any evidence of tampering. The inner container shall, if considered desirable, have noted thereon any special instructions to the addressee such as "to be opened by commissioned officer," etc. The outer container shall, in addition to standard marking, show the addressee, and the registered mail number. Seals or any markings which will disclose the classified nature of the contents shall not be placed on the outer container.

(c) Packages or envelopes containing secret and confidential documents to be forwarded from originator to addressee via officer messenger shall be prepared in the same manner as for forwarding via registered mail except that in lieu of the registered mail number the outer container shall bear an identification mark and number assigned by the originator for the purpose of identifying packages originated by him. In addition, the package shall bear the notation "via officer messenger only."

(d) Packages or envelopes which are consigned to a commandant or the commanding officer of a naval activity for transshipment from the continental United States to outlying points shall be prepared as indicated above and enclosed in a third wrapper addressed to the consignee. The second wrapper addressed to the addressee shall bear the originator's identification number and the desired or authorized method of transmission outside the continental limits of the United States or instructions for forwarding shall be indicated on accompanying receipt form. The third and outside wrapper addressed to the consignee shall be prepared as indicated in (b) above.

(e) Packages or envelopes which are consigned to a commandant or commanding officer of a naval activity for transshipment from points outside the continental limits of the United States to points within the continental United States shall be prepared in three wrappers as indicated in subparagraph (d) above. The outside wrapper addressed to the consignee shall show the originator's identification number and indicate the authorized method of transmission to the consignee. The second wrapper addressed shall bear the originator's identification number and the desired or authorized method of transmission within the continental limits of the United States or instructions for forwarding shall be indicated on accompanying receipt form.

(f) The transmission of documents between originator, consignee, or addressee by authorized carriers shall be accom-

panied by "in transit" receipts which shall indicate identity of carrier and date, and list all items with identification markings.

(g) Originators and addressees shall maintain records of all registered mail and other packages or envelopes bearing identification numbers which will permit identification of the packages or envelopes handled by their registered mail numbers, originator identification numbers, etc., along with the contents thereof, to the extent that ready tracing either by registered mail number, originator identification number, or contents may be accomplished. A file of "in transit" receipts shall be maintained by consignee and authorized carriers to facilitate tracing.

(3) (a) Except as indicated in the following subparagraphs, all secret publications shall be assigned short titles and register numbers by the Vice Chief of Naval Operations (D. N. C.—Registered Publication Section). They shall be issued by and accounted for to that office.

(b) Confidential publications are of two categories, registered and non-registered. Confidential registered publications shall have short titles and register numbers assigned by the Vice Chief of Naval Operations (D. N. C.—Registered Publication Section). They shall be issued by and accounted for to that office. Confidential non-registered publications may be assigned short titles by the preparing agency if appropriate. These short titles must be distinct from those of other issuing agencies. They shall not be accounted for to the Vice Chief of Naval Operations (D. N. C.—Registered Publication Section).

(c) Secret or confidential charts and documents issued by the Hydrographic Office, other than secret and confidential H. O. publications incorporated in the Registered Publication System, will be distributed and accounted for direct to that office.

(d) Plans, specifications, charts, blueprints, photographs, and matter of like nature, classed as secret, confidential, or restricted for issue to contractors, inspectors, navy yards, or other government activities in connection with the production or procurement of material will be distributed by and accounted for direct to the bureau or office issuing them under instructions promulgated by that bureau or office.

(e) Naval commanders afloat and ashore are authorized when special circumstances require to prepare and issue secret and confidential publications for temporary use within their own commands. The issuing commander shall assign short titles and register numbers to secret publications which he prepares. He may assign short titles and register numbers to confidential publications at discretion. Generally, however, such publications shall be classified as confidential non-registered. The issuing

Registration,
issue and
accounting.
C. N. R.
15, 22, 23.

Preparation
and issue by
naval
commanders.
C. N. R.
15, 22, 23.

commander will be responsible that secret and confidential registered publications which he may issue are accounted for. He will in every case forward five (5) copies of secret and confidential registered publications prepared to the Vice Chief of Naval Operations (D. N. C.—Registered Publications Section). Distribution of registered publications outside of the command to which the issuing commander belongs will be made through the Vice Chief of Naval Operations (D. N. C.—Registered Publication Section), except that in case of necessity the Senior Officer Present may authorize issue direct to the commanders of other United States forces and to diplomatic and consular officials of the United States. The facilities of the Registered Publication Issuing Offices may be utilized to facilitate the distribution of confidential non-registered publications particularly outside the issuing command, it being understood that no system of accounting will be set up therefor. When time and other circumstances permit, the prior approval of the Chief of Naval Operations shall be obtained for issues outside of the armed services.

(f) The Naval War College, the Naval Academy, and other service schools may prepare and issue secret and confidential publications as necessary for instructional purposes. In each such case the head of the school shall assign short titles and register numbers if appropriate. Internal distribution will be made under the direction of the head of the school, who will be responsible that all copies of publications so issued are safeguarded and accounted for. Five (5) copies of publications to which short titles and register numbers have been assigned shall be forwarded to the Vice Chief of Naval Operations (D. N. C.—Registered Publication Section). Distribution outside of the school of publications to which short titles and register numbers have been assigned will be made through the Vice Chief of Naval Operations (D. N. C.—Registered Publication Section).

Preparation and issue by service schools
C. N. R.
15, 22, 23.

(4) (a) Secret registered publications shall be transmitted in accordance with instructions contained in the Registered Publication Manual.

Transmission of secret documents.
C. N. R. 15, 18, 22.

(b) Except as specifically authorized by the Chief of Naval Operations or as outlined below, secret documents other than registered publications shall be transmitted in the custody of officer messenger.

(c) Under extraordinary circumstances when it is essential that delivery be made with the least possible delay, secret documents other than registered publications may be transmitted by registered mail within the continental limits of the United States provided the originator certifies as a final paragraph in

accompanying correspondence that such transmission by registered mail within the continental limits of the United States is necessary and is therefore authorized by him.

(d) For transmission of secret documents other than registered publications to or from points outside the continental limits of the United States when officer messenger is not available over that part of the route within the continental limits of the United States and delivery with the least possible delay is essential, the documents may be consigned for transshipment to the commandant of the naval district in which is located the port of departure or arrival, or to the commanding officer of a naval activity at such a port and the authorization for the use of registered mail within the continental limits of the United States outlined in (c) above is applicable between the consignee and inland points.

(e) For transmission of secret documents other than registered publications outside the continental limits of the United States when officer messenger is not available, the responsible officer may designate as a courier for the purpose a citizen of the United States who is deemed worthy of especial trust, such as, with due regard for the character of the individual in each case, the master of a vessel under United States Registry, an officer or official of another Government department, a civil employee of the Government who is otherwise authorized to handle secret documents, or a member of the naval service other than a commissioned officer. Couriers should be informed of the secret nature of the documents transmitted in their custody. In the event neither officer messenger nor reliable courier service is available, O. N. I. pouch may be used. Use of O. N. I. pouch shall be restricted in every case where practicable to those pouches handled by State Department couriers in foreign countries.

(f) In each case of transmittal by officer messenger or other courier, unless special circumstances render it inadvisable or unnecessary, the addressee shall be separately advised, if practicable by despatch, of the fact and method of transmittal and the addressee shall cause such courier to be met by a commissioned officer or if such is not practicable, then by special courier qualified as above who shall be given written credentials for this purpose.

(5) Secret documents shall be opened by and shall not pass out of the hands of commissioned officers except as otherwise provided in articles 75½ (4), 76 (4), and 76 (9).

(6) (a) Confidential registered publications shall be transmitted in accordance with instructions contained in the Registered Publication Manual.

Opening of
secret docu-
ments.
C. N. R. 15.

Transmission
of confidential
documents.
C. N. R. 15, 22.

C. N. R. 23.

(b) Confidential documents other than registered publications may be transmitted by any of the means outlined in paragraph (4) of this article. Within the continental limits of the United States they may be transmitted without special authorization by registered mail or express. When being transmitted to or from points outside the continental limits of the United States they may be sent, without special authorization, by registered mail in vessels under United States registry, provided they do not pass through any foreign postal system or any part of the United States postal system on shore outside the continental limits of the United States other than post offices to which Navy mail clerks have been assigned. Information regarding special mail arrangements to permit use of registered mail to and from points outside the continental limits of the United States will be published in communication circular letters.

(c) Unless being transmitted from point of origin to point of destination by one of the means prescribed in paragraph (4) of this article or in accordance with instructions published in communication circular letters, confidential documents other than registered publications being sent from the continental United States shall be consigned, for transshipment between shore and sea, to the commandant of the naval district in which is located the United States port of departure, or to the commanding officer of a naval activity at the port of departure.

(7) Confidential documents shall be opened and handled by commissioned officers except as otherwise provided in articles 75½ (5), 76 (3c, d, and e), 76 (6a, b, and c), and 76 (9a and b).

(8) Restricted documents may be handled and transmitted with only such reasonable precautions as may be deemed necessary to carry out the spirit of article 75½ (6), except that they shall, when transmitted to or from points outside the continental United States through any foreign postal system, be placed in double wrappings or envelopes as prescribed for confidential documents, unless otherwise authorized by the person so classifying them. They will be distributed direct by the bureau or office preparing them and may be filed in the general nonconfidential files.

(9) (a) Persons to whom secret and confidential documents are officially entrusted or charged shall at all times be held personally responsible for safeguarding them and their contents. They shall require that secret and confidential documents be filed in a place separate and distinct from the general files. They may delegate to an officer under their command the custody of the secret and confidential files. In certain cases where officers are not available, the delegation of this authority

**Opening of
confidential
documents.**
C. N. R. 15, 22.

**Transmission of
restricted
documents.**
C. N. R. 15, 22.

**Responsibility
for secret and
confidential
documents.**
C. N. R. 15, 22.

may be made to especially reliable, trustworthy and temperate civilian employees: *Provided, however*, that the official delegating such authority shall at all times be personally responsible for the safe-guarding of the documents so entrusted, and provided that the delegation shall be in writing duly authenticated by the seal of the ship or station.

Disposition of
secret or con-
fidential docu-
ments.
C. N. R. 15, 22.

(b) As distinguished from the general instructions above, detailed instructions as to physical custody, issue, stowage, etc., of secret and confidential publications and devices are contained in the Registered Publication Manual. Commanding officers shall insure such instructions are carried out.

(10) (a) Persons who have received secret or confidential documents on custody receipts thereby become personally responsible for the safeguarding thereof. Such documents shall not be taken away from the ship or station by which prepared or to which issued by officers who may be detached, or enlisted men who may be transferred except upon appropriate authority. When an officer resigns, or otherwise severs his connection with the naval service, all such secret or confidential documents held by him shall be returned to the source from which they were received, to the commanding officer, or to the nearest issuing office. When an enlisted man is discharged from the naval service, or is transferred to the Fleet Reserve or retired list, the commanding officer shall require that all secret or confidential documents, issued on custody receipt, held by him be turned in to the command to which attached for proper disposition.

(b) Persons who have in their possession secret, confidential, or restricted documents (including personal notebooks, containing official technical or classified matter), not on custody receipt, thereby become personally responsible for the safeguarding thereof. Such documents for which responsibility for continuous custody remains at a particular ship or station, shall not be removed therefrom by officers who may be detached or enlisted men who may be transferred, without the specific authority of the commanding officer. When an officer or enlisted man severs his connection with the naval service his commanding officer shall assure himself that all such classified documents, or notebooks, are returned to the source from which received, or delivered to the commanding officer. An itemized list will be included with all items turned in and the commanding officer will require a signed statement from the officer or enlisted man concerned that no classified technical or classified matter, is retained in his possession. The signed statement shall be filed with the official record of the officer or enlisted man.

(c) Upon death or desertion of any person in the naval service the commanding officer shall insure that personal effects disposed of contain none of the above classified matter or notebooks, and if definitely known such were in possession of the person, and not located in personal effects, every endeavor shall be made to locate and obtain same.

(d) Persons leaving the service are hereby warned of the provisions of the Act of Congress approved June 15, 1917. (Espionage Act.)

(11) When a ship or station is placed out of commission, secret, confidential, and restricted matter shall be disposed of in accordance with article 2040.

(12) Any person having knowledge that secret or confidential matter has been lost or compromised shall immediately report the facts to his commanding officer, if there be one, in addition to making a report if required by article 75½

Loss or
compromise.
C. N. R. 15, 22.

(3) (a) or 75½ (3) (b). The commanding officer then, if practicable, shall make a thorough investigation of all the circumstances attendant thereto and shall forward the report of the investigation, including statements of all persons concerned, to the Chief of Naval Operations, together with a definite statement giving his opinion as to the responsibility in the case, and the action taken or recommended.

(13) Secret or confidential documents that, by their nature, might require distribution outside the naval service shall contain suitable instructions for their custody and safeguarding in conformity with the requirements of the current Registered Publication Manual.

Distribution
outside naval
service.
C. N. R. 15.

(14) Instructions for the transmitting and handling of secret, confidential, and restricted messages shall conform as closely as possible to those for other documents. The detailed instructions are prescribed in current Communication Instructions.

Messages.
C. N. R. 15.

(15) Material, equipment, and information classified as secret, confidential or restricted, in accordance with article 75½ (1) shall, so far as practicable, be safeguarded in handling and transmittal in the same manner as prescribed for documents.

Material,
equipment, and
information.
C. N. R. 15.

SECTION 2.—INSTRUCTIONS IN GENERAL

C. N. R. 11.

76½

(1) Every officer of the Navy and Marine Corps shall make himself acquainted with, observe, obey, and so far as his authority extends, enforce the laws and regulations for the government of the Navy and the provisions of all orders and

Observance of
the regulations
and all orders.

C. N. R. 23.

circulars emanating from the Navy Department. In the absence of instructions officers will conform to the usages and customs of the naval service.

(2) Officers of all grades must carefully examine the regulations governing commanders in chief, flag officers not in chief command, senior officers present, and commanding officers, under which frequent reference is made to the duty of subordinate officers.

Inquiries as to interpretation.

(3) Any officer who may be required to take official action under any regulation of the department, or any law governing or referring thereto, who may desire instructions or explanations as to the force, meaning, or effect of such law or regulation, shall address his communication of inquiry through the proper official channels to the Secretary of the Navy.

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Relations with foreign States.

All officers in their relations with foreign States, and with the Governments or agents thereof, shall observe and obey the law of nations.

(1) It has been ordered that the following-named harbors:

Great Harbor, Culebra;
 Guantanamo Naval Station, Cuba;
 Pear Harbor, Hawaii;
 Guam;
 Subic Bay, Philippine Islands;
 Kiska, Aleutian Islands;

Naval harbors
 closed to foreign
 vessels.
 C. N. R. 17.

are not, and that they shall not be made, supports of entry for foreign vessels of commerce, and that said harbors shall not be visited by any commercial or privately owned vessel of foreign registry; nor by any foreign national vessel, except by special authority of the United States Navy Department in each case. (Executive order, September 23, 1912.)

(2) The air space over each of the harbors named in paragraph (1) is reserved and set aside for governmental purposes as a prohibited area within which civil aircraft are not authorized to be navigated. At no time shall civil aircraft of any kind be navigated within the air space reservations above defined except by special authority of the United States Navy Department in each case. Navigation of aircraft within such air space reservations otherwise than in conformity with this order shall be subject to the penalties provided by section 11 of the "Air Commerce Act of 1926." (Executive order February 17, 1930.)

C. N. R. 13.

(3) Foreign Governments have been notified that permission must be obtained from the Secretary of the Navy through their respective diplomatic representatives at Washington before their men-of-war or other public vessels may enter the actual limits of a navy yard or naval station of the United States.

(4) For the proper control, protection, and defense of the naval station, harbor, and entrance channel at Pearl Harbor, Territory of Hawaii, the Secretary of Navy is authorized, empowered, and directed to adopt and prescribe suitable rules and regulations governing the navigation, movement, and anchorage of vessels of whatsoever character in the waters of Pearl Harbor, Island of Oahu, Hawaiian Island, and in the entrance channel to said harbor, and to take all necessary measures for the proper enforcement of such rules and regulations. (U. S. Code, title 33, sec. 475.) (See also art. 1552.)

C. N. R. 20.

155

C. N. R. 23.
Officers of the
Navy and the
Army and
Marine Corps.

(1) The relative rank between officers of the Navy, whether on the active or retired list, and officers of the Army and of the Marine Corps, shall be as follows, lineal rank only being considered :

- (a) Admiral shall rank with general.
- (b) Vice admiral with lieutenant general.
- (c) Rear admiral with major general.
- (d) Commodore with brigadier general.
- (e) Captain with colonel.
- (f) Commander with lieutenant colonel.
- (g) Lieutenant commander with major.
- (h) Lieutenant with captain.
- (i) Lieutenant (junior grade) with first lieutenant.
- (j) Ensign with second lieutenant. (Sec. 1466, R. S.)

(2) In fixing the relative rank of officers of the Army, officers of the Navy, and officers of the Marine Corps, of the same grade and date of appointment and commission, the time which each may have actually served as a commissioned officer of the United States, whether continuously or at different periods, shall be taken into account. (Sec. 1219, R. S.)

(3) Officers in the same grade in the Army, Navy, and Marine Corps have relative rank and precedence among themselves according to the dates, respectively, of their commissions, the senior in commission ranking the junior. (Op. Att. Gen., Oct. 7, 1905.)

(4) Graduates of the Naval Academy who, upon graduation, are assigned to the Marine Corps and appointed second lieutenants therein, take rank with their classmates who are appointed ensigns in the Navy, in accordance with their final standing upon graduation. This applies only while holding the same relative rank and date of commission.

156

Officers of the
Marine Corps
and Army.

The officers of the Marine Corps shall be, in relation to rank, on the same footing as officers of similar grades in the Army. (Sec. 1603, R. S.)

157

Officers of the
Coast Guard.

(1) The relative rank between officers of the Navy and Marine Corps, whether on the active or on the retired list, and officers of the Coast Guard, shall be as follows :

- (a) Commandant with rear admiral (lower half).
- (b) Assistant Commandant with rear admiral.
- (c) Engineer in Chief with rear admiral
- (d) Captain and captain (engineering) with captain.
- (e) Commander and commander (engineering) with commander.
- (f) Lieutenant commander and lieutenant commander (engineering) with lieutenant commander.
- (g) Lieutenant and lieutenant (engineering) with lieutenant.

C. N. R. 23.

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CHAPTER 8

THE BUREAU OF NAVIGATION

SECTION 1, ART. 443.—DUTIES OF THE BUREAU OF NAVIGATION

443

1. (a) The Bureau of Navigation, under the direction of the Secretary of the Navy, is charged with and responsible for the procurement, education, training, discipline, and distribution of officers and enlisted personnel of the Navy, including the Naval Reserve and the Reserve Officers' Training Corps, except the professional education of officers, nurses, and enlisted men of the Medical Department.
- Enlisted
personnel.
C. N. R. 16.
- (b) It is charged with the cognizance and responsibility for the preparation of the estimates, the justification, and the administration of that part of the appropriation "Pay, Subsistence and Transportation of Naval Personnel" relating to pay and transportation of Naval Personnel.
- Duties.
C. N. R. 16, 22,
23.
- (c) It is charged with ocean and lake surveys; with the collection of foreign surveys; with the publication and supply of charts, sailing directions and nautical works, and dissemination of all nautical, hydrographic, and meteorological information to ships and aircraft; and with libraries.
- Duties.
C. N. R. 22.
- (d) It is charged with the upkeep and operation of the following and with their repair, except as excluded in article 484—
- C. N. R. 16.
- Naval Academy.
 - Postgraduate School.
 - Naval War College.
 - Schools for the training of enlisted men.
 - Training stations.
 - Naval Home.
 - Naval Observatory.
 - Hydrographic Office.
- and with the direction of receiving ships and stations.
2. It shall issue, record, and enforce the orders of the Secretary of the Navy to the individual officers of the Navy and of the Naval Reserve.
- Officers.
C. N. R. 16.

Recruiting
stations.
C. N. R. 16.

3. It shall have under its direction recruiting stations, and shall supervise the enlistment and discharge of all enlisted persons.

Naval Reserve.

4. It shall have under its direction the organization and administration of the Naval Reserve, and shall provide for the mobilization of all these Reserves.

5. It shall have cognizance of transportation for all naval personnel except the Marine Corps.

6. It shall establish the complements and allowances of ships.

Service records.
C. N. R. 16.

7. It shall keep the records of service of all officers and men, and shall prepare an annual Navy Register for publication. To the end that it may be able to carry out the provisions of this paragraph, all communications to or from ships in commission relating to the personnel of such ships shall be forwarded through this bureau, whatever their origin.

8. It shall be charged with all matters pertaining to application for appointments and commissions in the Navy and with the preparation of such appointments and commissions for signature.

Uniform
regulations
C. N. R. 16.

9. It shall be charged with the preparation, revision, and enforcement of all regulations governing uniforms, and with the distribution of general orders and regulations.

Discipline.

10. Questions of naval discipline, rewards, and punishments shall be submitted by this Bureau for the action of the Secretary of the Navy. The records of all general courts martial and courts of inquiry involving the personnel of the Navy shall, before final action, be referred to this Bureau for comment and recommendation as to disciplinary features.

11. It shall receive all reports of services performed by individual officers or men.

12. It shall be charged with the enforcement of regulations and instructions regarding naval ceremonies and naval etiquette.

13. It shall be charged with the supervision of the welfare and recreational activities of the naval service except those under the cognizance of the Marine Corps.

490

Papers relative to the general naval-station care and maintenance shall be transmitted by commandants direct to the Bureau of Yards and Docks.

491

The furniture, furnishing, and plant appliances for all public works, including office furniture in the offices and shops of the accounting and public works departments or divisions at navy yards, naval stations, submarine bases, destroyer bases, section bases, receiving stations, and the offices of the naval districts headquarters or detached staffs shall be provided and repaired by the Bureau of Yards and Docks, with the following exceptions:

Furniture.
C. N. R. 23.

(a) Office furniture in the offices and shops of industrial departments at navy yards.

(b) At all shore establishments of the aeronautical organization.

(c) At all naval ordnance establishments as designated in Article 505.

(d) As otherwise provided by law.

492

The Bureau of Yards and Docks shall provide watchmen and labor for cleaning naval stations, and for the protection of public property therein, except that, at naval ordnance establishments as designated in article 505 these duties shall be performed by the Bureau of Ordnance; at the Naval Academy, Naval War College, Naval Observatory, naval training station, etc., as designated in article 443, they shall be performed by the Bureau of Navigation; at radio stations, visual signal stations on shore, the engineering experiment stations, etc., as designated in article 530, they shall be performed by the Bureau of Ships; at fuel plants not at a navy yard or naval station, and at the Naval Clothing Factory and at coffee-roasting plants, as designated in article 541, they shall be performed by the Bureau of Supplies and Accounts; at experimental model basins, etc., as designated in article 519, they shall be performed by the Bureau of Ships; at hospitals, medical supply depots, etc., as designated in article 457 (2), they shall be performed by the Bureau of Medicine and Surgery; at marine barracks and marine posts as designated in article 557 they shall be performed by the Marine Corps; and at aeronautic shore establishments as designated in article 545, they shall be performed by the Bureau of Aeronautics.

Watchmen and
labor for
cleaning
stations, etc.
C. N. R. 16, 22.

Inspection by
public-works
officer.
C. N. R. 16.

1. The public works officer shall inspect annually all public works and public utilities of the shore establishments as to their condition, especially in regard to their structural stability and state of preservation as viewed from an architectural and civil engineering standpoint, and shall report the result of such inspection to the district commandant via the commanding officer of the activity concerned. Successive inspections shall be made not more than 14 months apart, and the public works officer shall be held responsible for any deterioration which may exist in such public works or utilities which he does not so report.

2. The district commandant shall forward the reports of such inspections to the Bureau of Yards and Docks. The Bureau of Yards and Docks shall report the results of these inspections to interested bureaus with appropriate recommendations.

CHAPTER 14

THE BUREAU OF SUPPLIES AND ACCOUNTS

SECTION 1, ART. 541.—DUTIES OF THE BUREAU OF SUPPLIES AND
ACCOUNTS

541

1. The Bureau of Supplies and Accounts, under the direction of the Secretary of the Navy, is charged with and responsible for the procurement, purchase, custody, shipment, warehousing, and sale of all supplies, fuel, and other property of the Navy, except as otherwise provided, and except supplies for the Marine Corps, the control of the naval supply account fund, naval working fund, the clothing and small stores fund, and the stocks procured from these funds; the supply and disbursement of funds and the payment for articles and services procured for the Navy; the keeping of money and property accounts of the Naval Establishment, including industrial and cost accounting; and upkeep and operation of the Naval Clothing Factory, naval supply depot, and coffee-roasting plants. It shall exercise administrative supervision over fuel plants and commissary activities.

Responsibility
C. N. R. 16.

2. It authorizes and has cognizance of transportation of Navy property and household effects of Navy personnel. It charters merchant vessels for transportation purposes, procures cargoes, and loads and discharges supply ships, colliers, and tankers. It procures fuel for Navy use and water for use aboard naval vessels.

(3) It prepares estimates of the funds required for freight, fuel, clothing and subsistence of Naval personnel.

Estimates
C. N. R. 16, 23.

4. It recommends the necessity for, location, type, size, and interior arrangement of storehouses ashore, and the equipment and arrangement of supply activity spaces afloat.

CHAPTER 15

THE BUREAU OF AERONAUTICS

SECTION 1, ART. 545.—DUTIES OF THE BUREAU OF AERONAUTICS

545

(1) The “ * * * Bureau of Aeronautics, * * * shall be charged with matters pertaining to naval aeronautics as may be prescribed by the Secretary of the Navy * * * ” (sec. 8, act of Congress, July 12, 1921).

Responsibility.
C. N. R. 16, 22.

(2) The Bureau of Aeronautics, under the direction of the Secretary of the Navy, is charged with and responsible for all that relates to the design, construction, fitting out, testing, repair and alteration of naval and Marine Corps aircraft, barrage balloons, barrage kites and, except as specifically assigned to other cognizance, instruments, equipment, and accessories pertaining thereto.

C. N. R. 17.

(3) It shall provide aircraft in accordance with approved operating plans and in accordance with general military characteristics of new service classes (types) as recommended by the General Board and approved by the Secretary of the Navy.

(4) It is charged with the upkeep and operation of all aeronautics shore establishments of the Navy and Marine Corps, exclusive of aircraft operations, and with their repairs, except as excluded in article 484.

(5) It shall make recommendation covering all aeronautic matters as to operations, personnel, and material to the appropriate bureaus and offices of the Navy Department and the headquarters, Marine Corps.

(6) When not prescribed by the United States Navy Regulations, specific assignment of cognizance will be as stated in the Manual of the Bureau of Aeronautics.

C. N. R. 23.

of Supplies and Accounts, through the paymaster of the corps, to whom the account current, with all accompanying papers, shall be sent for analysis under the several heads of appropriations and for proper record in detail, prior to their transmittal to the General Accounting Office for audit. C. N. R. 15.

(2) The paymaster of the corps shall transmit the accounts to the General Accounting Office so that they may be received by such office within 20 days of their actual receipt by the paymaster of the corps.

(3) The information as to the pay and allowances prescribed by or in pursuance of law for officers and enlisted men of the Navy and Marine Corps shall be embodied in the Bureau of Supplies and Accounts and Marine Corps Manuals, respectively, and the service shall be governed accordingly.

SECTION 4.—MARINE BRIGADES

573

Marine brigades are organized for service as units in naval activities, and while they may be attached for quarters and training to navy yards or naval stations, it is necessary for their efficiency that their administration, training, and discipline should be continuous, and not subject to material change upon their transfer to war conditions. To accomplish this end these matters will be left in the hands of the brigade commander, subject to modification by the commandant of the yard or station in those cases where he deems the exercise of his authority necessary for the best interests of the service. Organization.

574

(1) Brigade commanders, under the direction of the Major General Commandant of the Marine Corps, shall have control of and be responsible for the administration, training, discipline, and efficiency of the brigades under their command.

(2) When stationed at a navy yard or naval station within the continental limits of the United States, a marine brigade shall, during its presence there, be under the command of the commandant of the yard or station, who shall, except in matters pertaining to navy-yard duties and the enforcement of the police and fire regulations of the yard, be guided by the provisions of article 573. Command.

(3) When officers attached to a brigade at a navy yard or naval station are required by the commandant of the yard or station

for service on boards or courts, they will be detailed by the brigade commander upon the order of the commandant.

575

**Service on shore
with Navy.**

When serving on shore in cooperation with vessels of the Navy, brigade commanders or the officer commanding the detachment of marines shall be subject to the orders of the commander in chief, or, in his absence, to the orders of the senior officer in command of vessels specially detailed by the commander in chief on such combined operations so long as such senior officer is senior in rank to the officer commanding the brigade or the detachment of marines. When the brigade commander or the officer commanding the detachment is senior to the senior officer in command of the vessels specially detailed by the commander in chief on such combined operations, or when, in the opinion of the commander in chief, it is for any reason deemed inadvisable to intrust such combined command to the senior officer afloat, the commander in chief will constitute independent commands of the forces ashore and afloat, which forces will cooperate under the general orders of the commander in chief.

576

**Command of
separate marine
forces.**

The brigade commander or other senior line officer of the Marine Corps present shall command the whole force of marines in general analogy to the duties prescribed in the Navy Regulations for the senior naval officer present when two or more naval vessels are serving in company, but the commander of each regiment, separate battalion, or detachment shall exercise the functions of command over his regiment, battalion, or detachment in like general analogy to the duties of the commander of each naval vessel.

577

**Leave.
C. N. R. 12.**

(1) Brigade commanders are authorized to grant leave of absence and furloughs to officers and enlisted men attached to the brigade in accordance with instructions issued by the Major General Commandant.

**Surveys of
material.
C. N. R. 23.**

(2) Boards of Survey on Marine Corps property for which an officer attached to a brigade is accountable will be ordered and action taken thereon by the brigade commander. Navy property in use by the Marine Corps is to be taken up and accounted for on Marine Corps property accounts in the same manner as if it were Marine Corps property, except property issued Marine Corps

organizations for which they are required to submit the returns to a bureau of the Navy Department in accordance with approved directives.

578

When ordered by the Major General Commandant of the Marine Corps, brigade commanders will inspect such parts of their brigades as may be serving at other stations in the United States, and shall at all times make such recommendations concerning the organization and training of these units as they may deem advisable. Inspections.

SECTION 5.—RECRUITING, DISCHARGES, TRANSFERS, AND
DESERTIONS

579

(1) Every person before being enlisted or enrolled must pass the physical examination; and no person shall be enlisted unless pronounced fit by the commanding and medical officers, except by special authorization, in each case, from the Major General Commandant of the Marine Corps and Surgeon General of the Navy. Recruiting
service.

(2) Enlisted men of good character and faithful service who, at the expiration of their terms, are undergoing treatment for injuries incurred or disease contracted not due to own misconduct may be reenlisted if they so elect, and if the disability prove to be permanent, they will subsequently be discharged on certificates of disability. An enlisted man not under treatment, but who has contracted infirmities not due to own misconduct that may raise a question of physical eligibility to reenlistment, but not such as to prevent his performing the duties of a marine, may be reenlisted by authority of the Major General Commandant on application made through the surgeon and proper official channels in time to receive a decision before the date of discharge. C. N. R. 10.

(3) In the case of a person having physical disabilities, who has been enlisted by authorization as above, the physical condition of the enlisted man must be fully described in his enlistment paper, in order that no improper claims for pension may be allowed.

581

**Enlistments
and reenlist-
ments.**

(1) No person shall be enlisted or reenlisted in the corps except as a private, drummer, trumpeter, or apprentice.

(2) On foreign stations marines may be reenlisted, but not received for first enlistment.

582

Discharges.

(1) Marines serving within the United States shall be discharged as follows:

Upon expiration of enlistment.

For undesirability, inaptitude, or unfitness.

For physical or mental disability (disability to be determined by a board of medical survey).

In pursuance of the sentence of a court-martial.

(2) The recommendation for discharge on account of undesirability, inaptitude, or unfitness, must in every case be made by the immediate commanding officer of the man concerned.

(3) In all cases where marines serving at shore stations are to be discharged the Major General Commandant of the Marine Corps shall either issue and forward the necessary discharge certificates or, at his discretion, shall authorize the commanding officer of the command in which the men are serving to issue appropriate discharge certificates; except that marines serving in their first enlistment not extended, may be discharged in accordance with the sentences of courts-martial without the specific authority of the Major General Commandant of the Marine Corps.

C. N. R. 15.

(4) When marines serving on board ships (except receiving ships and except the cases covered by paragraph 5) are to be discharged they shall, whenever practicable, be transferred, together with their staff returns, upon orders from the Major General Commandant of the Marine Corps, to the nearest marine barracks. Where this procedure is not practicable they shall be similarly transferred upon orders from the commanding officer of the ship or from the senior officer present. Marines serving on board receiving ships shall be discharged on board unless transferred upon orders from the Major General Commandant of the corps.

C. N. R. 15.

(5) When, in pursuance of a sentence of a court-martial, a marine, in his first enlistment, not extended, serving in the United

CHAPTER 17

ORGANIZATION OF THE NAVAL FORCES

C. N. R. 16.

Sec. 1.—Art 632–633. Classification of vessels and aircraft.

Sec. 2.—Art. 635–645. Status of vessels.

Sec. 3.—Art. 648–652. Organization of naval forces.

Sec. 4.—Art. 655–660. Command of naval forces.

Sec. 5.—Art. 663. Naval Transportation Service.

Sec. 6.—Art. 665–668. Hospital ships.

SECTION 1.—CLASSIFICATION OF VESSELS AND AIRCRAFT

632

(1) The water-borne and air-borne craft of the Navy shall be classified generally for administrative purposes as follows: C. N. R. 22.

(a) *Vessels*, carried as such on the list of vessels in the Navy Register.

(b) *Aircraft*, including *airships* (lighter-than-air dirigibles).

(c) *District craft*, comprising water-borne utilitarian craft which are not of a nature to be included in any one of the other three categories.

(d) *Small boats*, comprising primarily those suitable for ship-board use, together with such other small craft as may appropriately be classed in this category.

(2) The regulations in this chapter apply only to vessels, aircraft and district craft belonging to the Navy, and to any other vessels, aircraft or district craft which may be in naval custody and use.

(3) The regulations in this chapter with respect to vessels shall apply equally to commissioned airships, and to commissioned units of small craft, such as motor torpedo boat squadrons.

633

(1) Subject to the provisions of article 164, the classification of naval vessels, aircraft and district craft shall be as the Secretary of the Navy may direct. Classification.

(2) The Chief of Naval Operations shall advise the Secretary regarding the action which should be taken under paragraph 1 of this article and all correspondence on this subject shall be presented for the department's action through his office. C. N. R. 16.

C. N. R. 23.

List of vessels
and district
craft.

(3) The list and classification of vessels and district craft shall be kept by the Bureau of Ships, and shall be published from time to time for the information of the service.

List of aircraft.

(4) The list and classification of aircraft shall be kept by the Bureau of Aeronautics.

SECTION 2.—STATUS OF VESSELS AND DISTRICT CRAFT

637

Status of
vessels.

(1) The status of each vessel and district craft of the Navy shall be definitely ordered as being in one of the following six conditions:

Active status:

- (a) In full commission.
- (b) In reduced commission.
- (c) In service not in commission.

Inactive status:

- (d) In commission in reserve.
- (e) In commission in ordinary.
- (f) Out of commission, not in service.

Authority to
commission.

(2) During war or mobilization for war or national emergency, the commandants of naval districts and of outlying naval stations, commanders in chief and commanders of separate squadrons, and senior officers present may change the status of vessels and district craft as may be required by the war plans approved by the Navy Department, or as may be necessary to meet an emergency not provided for in the war plans. In every case prompt report of the action so taken shall be made to the Navy Department.

(3) Except as provided in paragraph 2 of this article, the status of each vessel and district craft shall be as directed by the Chief of Naval Operations.

638

Vessels in
commission.

(1) A commissioned vessel or district craft of the Navy shall be commanded by an officer of the line of the Navy, and shall be manned by naval personnel. It shall fly the national ensign and union jack as prescribed in article 284, and a commission pennant or personal flag as prescribed in article 292. In formal reference it shall be called the "United States Ship _____", and "U. S. S. _____".

In service not
in commission.

(2) A vessel or district craft of the Navy which is in service but not in commission may be manned by naval or civil personnel. It shall fly the ensign and union jack, if appropriate, but shall not fly a commission pennant or personal flag.

(3) A vessel or district craft which is not in commission and not in service shall not fly a commission pennant or personal flag, and shall fly the national ensign only in case it is necessary to indicate its national character.

639

Vessels and district craft in an *active status* shall be maintained in a condition of material readiness for service as follows:

Condition of readiness, active status.

(1) *In full commission*.—Ready in all respects for services, and shall be subject to orders for service without prior notice.

(2) *In reduced commission*.—Within the capacity of their reduced allowances of personnel, including such operations as may be necessary to insure efficient performance of their material and to train their personnel.

(3) *In service not in commission*.—With adequate personnel assigned for the service required.

640

Vessels and district craft in an *inactive status* shall be maintained in a condition of material readiness for service as follows:

Condition of readiness, inactive status.

(1) *In commission in reserve*.—Subject to orders from the commanders under whom they are serving, or from the Navy Department for such minimum operations as may be necessary to test their material condition. The personnel allowances shall be adequate for the above purpose, and shall include for each vessel or group of vessels, a commanding officer and if practicable an engineer officer, together with such other officers and enlisted men as may be required (art. 1510).

(2) *In commission in ordinary*.—In accordance with specific instructions issued by the Navy Department in each case. They shall not be subject to orders for operations without being furnished with necessary additional personnel. The personnel allowances for each vessel or group of vessels shall comprise a commanding officer and if practicable an engineer officer, together with such other officers and enlisted men as will tend to keep them in readiness for service. They will normally be maintained at designated navy yards, stations or bases under the commandants of the yards or stations, or the commanding officers of the bases (art. 1510).

(3) *Out of commission not in service*.—In accordance with specific instructions issued by the Navy Department in each case and in such manner as will best tend to keep them in condition for service (art. 1510).

641

Disabling
of vessels.

By authority of the Navy Department, or of a senior in the chain of command, or of the senior officer present, a vessel or a district craft in commission or in service may be temporarily disabled for repairs, without its status in the naval organization being changed.

642

Vessels in
an inactive
status.

Vessels in an *inactive status* shall be based in groups at designated navy yards, naval stations or bases. They shall be organized by types into the largest practicable subdivisions with at least one ship of each subdivision kept in commission in reserve or in commission in ordinary. An officer shall be assigned to command each subdivision. Administration shall be conducted by such subdivision commanders in the normal manner.

643

Relations
with navy yards.
C. N. R. 16.

When vessels in reduced commission, or in an inactive status are at a navy yard, naval station or base, the relation between the commanding officers and subdivision commanders of such vessels and the commandant of the navy yard or naval station or the commanding officer of the naval base shall be the same in all respects as if the vessels were in full commission.

SECTION 3.—ORGANIZATION OF NAVAL FORCES

648

Definitions.
C. N. R. 16.

(1) The naval forces of the United States comprise the combatant forces of vessels, aircraft, and troops operating under naval authority together with such additional vessels, district craft, aircraft, or other units as may be assigned thereto for training, utilitarian, or other purposes.

(2) In the organization of the naval forces, the following definitions shall govern:

(a) A *fleet* is an organization of vessels and aircraft under the command of a commander in chief operating directly under the instructions or orders of the department, and normally comprises all types and numbers necessary for major operations in a given theater of war.

(b) A *force* is a major subdivision of a fleet, and may comprise vessels and aircraft of one or more types. In the plural, the term "forces" may be used in the general sense, as in the titles of this chapter and this section.

(c) A *type organization* is a subdivision of a fleet or force, comprising all vessels of same type attached to such fleet or force, together with such flagships, tenders, and aircraft as may be assigned, and less such vessels as may be specifically excepted.

(d) A *flotilla* is an organization consisting of two or more squadrons of light vessels, except light cruisers, or submarines, together with such additional vessels as may be assigned as flagships and tenders, and such aircraft as may be assigned.

(e) An *aircraft wing* is an organization consisting of two or more aircraft groups. C. N. R. 18.

(f) An *aircraft group* is an organization consisting of two or more squadrons of aircraft.

(g) A *squadron* is an organization consisting of two or more divisions of vessels or one or more divisions of aircraft. It is normally but not necessarily composed of vessels or aircraft of the same type. The term "squadron" may also be applied to a separate organization of minor strength whose commander operates directly under the instructions or orders of the department.

(h) A *division* is an organization composed of two or more vessels of the same type, or two or more sections of aircraft of the same type. The aircraft division is a tactical organization. A section of aircraft normally comprises three aircraft.

649

(1) The basic fleet organization shall show the organization of vessels into divisions, squadrons, and flotillas, and of aircraft into squadrons, groups and wings. It shall be prepared and issued by the Chief of Naval Operations. **Basic organization.** C. N. R. 18.

(2) The initial organization of the naval forces for war shall be stated in the war plans. **War organization.**

(3) The current peace-time organization of the naval forces except troops shall be prescribed in general orders. It shall designate the fleets and squadrons whose commanders operate directly under the instructions or orders of the Department, together with **Peace-time organization.** C. N. R. 16.

NOTE.—Page 204 is blank.

service should be permitted to interfere with these regular upkeep periods.

(3) In order to promote battle efficiency, gunnery and engineering competitions have been established.

Gunnery and engineering competitions.

(a) The rules and instructions governing the competitions will be issued by the department from time to time, and are confidential.

(b) An unusually poor performance at target practice or in engineering shall be made the subject of investigation by the commander in chief.

C. N. R. 22.

688

(1) A commander in chief is charged with the maintenance of discipline in the fleet and is empowered to order general courts martial and courts of inquiry.

CinC may order courts.

(2) He is responsible for the indoctrination, drill, training, and efficient administration and operation of the fleet and the coordination of its various units in strategic and tactical employment.

Responsible for drills, administration and operation of fleet.

(3) He shall make recommendations to the Navy Department as to the composition and organization of the fleet and as to all matters pertaining to its military efficiency and control. He shall submit schedules of employment and cruising itineraries to the department in accordance with its instructions.

Recommendations to Navy Department re fleet.

(4) He shall keep the department advised as to condition and deficiencies of the fleet and its requirements of supplies, material, and personnel.

Keep department advised as to condition of fleet and its requirements.

689

(1) The commander in chief, or the commander of any force or unit afloat not operating under the commander in chief, shall cause the following inspections to be made of each ship in his command:

Inspection.
C. N. R. 22.

(a) An annual military inspection.

(b) An annual material inspection. (This inspection may be omitted if a material inspection by the Board of Inspection and Survey is held during the same 12 months.)

(c) When a ship joins his command for the first time.

(d) Immediately before a ship's departure from his command, if not inspected within the previous 6 months.

(e) Such other inspections as he may deem necessary.

(2) The annual inspections prescribed in this article shall be conducted in a careful and deliberate manner. Reports of these inspections shall not be sent to the Chief of Naval Operations except when they contain information of special interest. Other inspections may be more or less complete, and may be reported or not at the discretion of the commander in chief.

C. N. R. 22.
C. N. R. 23.

C. N. R. 18, 22.

(3) (a) The reports of all military inspections shall be forwarded through the chain of command to the Force Commander, who shall forward them to the Chief of Naval Operations with a copy to the commander in chief, unless the report contains matter on which the commander in chief's comments or action should be obtained, or unless the commander in chief desires the reports forwarded via him, in which case the report shall be forwarded through the commander in chief.

(b) The reports of all material inspections shall be forwarded through the chain of command to the type commander, who shall forward them to the Chief of Naval Operations with a copy to the force commander, unless the report contains matter on which the force commander's or the commander in chief's comments or action should be obtained, or unless the commander in chief or force commander desires the reports forwarded via them, in which case the report shall be forwarded through the force commander or commander in chief, as necessary.

(c) The reports of all other inspections shall be made and forwarded as directed by the commander in chief.

(4) The inspection of ships required by this article normally shall be conducted by division commanders, but in the case of aircraft and destroyers shall be conducted by the officer designated by the commander in chief.

(5) Any ship shall be liable to inspection by the commander in chief, force commander, or other senior in the chain of command, at any time.

690

Condition and efficiency of command on inspection.

(1) When an inspection of a naval vessel in commission is made by a commander in chief, division commander, flotilla commander, or other officer that may be delegated for such inspection, the report of the inspection shall contain at the end of the "General remarks" a concise statement of the condition and efficiency of the ship and whether special credit or discredit should attach to the commanding officer in connection with her condition and efficiency, and shall name such other officers as have, in the opinion of the inspecting officer or board, derived from their observation of matters under direct charge of such officer, manifestly and notably contributed by their attention to duty, ability, energy, and zeal toward the excellent condition and high efficiency of the vessel, or whose failure in any of the above respects has contributed toward unsatisfactory conditions or low

C. N. R. 23.

direct the supply officer in writing to allow them in accordance with the provisions of article 1748, Navy Regulations.

(b) Where several ships maintain a joint patrol party on shore under one officer, the senior officer present may designate one officer of the Supply Corps performing disbursing duty to make all advances and reimbursements incident to such patrol to the officer in charge of the joint patrol. When this is done, the procedure laid down in the foregoing paragraph will otherwise govern.

(c) Automobile hire shall not be considered a usual item of patrol expense except at transient ports or places where in the opinion of the senior officer present afloat such hire is necessary to the efficient conduct of shore patrol activities because the area to be patrolled is large and places frequented by liberty parties are widely separated. In addition to the hire of automobiles upon authorization of the senior officer present afloat as provided for above automobiles may be hired in cases of emergency, and in each such case the person hiring shall submit full report of the circumstances to his commanding officer or to the senior officer present, depending upon whether the patrol is financed under paragraph (a) or (b) above, who shall, if satisfied as to the necessity, direct that the expenditure be allowed. Receipts for automobile hire shall be obtained by the person incurring it and delivered to the disbursing officers making advances and reimbursement.

Automobile
hire.
Transient ports.
C. N. R. 12.

699

(1) The commander in chief shall notify the commanding officers of vessels concerned when, for any reason, he gives directions as to the forwarding of mail.

Mail.

(2) He shall be careful to observe, and to require others of his command to observe, the regulations in regard to correspondence.

Correspondence.

(3) He shall also be governed by the following rules:

(a) He has the sole right to correspond directly with the Navy Department concerning any official matter connected with the fleet.

With Navy
Department.

(b) He shall keep the Secretary of the Navy fully informed of the movements of the fleet. These general reports shall not be considered as taking the place of separate letters on separate subjects.

General reports.
C. N. R. 8.

(c) He shall frequently state the condition and probable requirements of the ships of his command.

Conditions and
requirements
of ships.

(d) He shall make any suggestions that he may deem important in relation to furnishing the ships with supplies and keeping them in an efficient condition.

Supplies.

(e) He shall at once report any contagious or infectious disease of a grave character that may break out in any of the ships of his command.

Reports infec-
tious diseases.

Probable movements of ships.	(f) He shall, so far as is practicable, report the probable movements of ships, giving such information as may be necessary to enable the Department to maintain communication with them.
Yearly report.	(4) He shall each year transmit to the Secretary of the Navy as soon as practicable after the first of July (or immediately after being relieved, for the elapsed portion of the fiscal year) a report, in duplicate, for publication, covering, in a general statement, all subjects necessary for a complete military review of his command and its operations during the preceding fiscal year, including therein only such statistical data and detailed information as may be necessary to present a comprehensive review of the activities of his command during said period.
C. N. R. 6.	
Report when relieved.	(5) When a commander in chief is relieved from command during the fiscal year, he shall, upon detachment, submit a similar report to that provided for in paragraph (4) for the portion of such year which has elapsed prior to such detachment.
Ship at a navy yard.	(6) When a vessel of his command is at a navy yard for any purpose, she will be under the command of the commandant from arrival to departure, subject to the limitations of article 1503. The commander in chief shall release such a vessel from the observance of any fleet regulations that may interfere with the purpose for which she is at the yard.

700

Reports to commandants of important occurrences. C. N. R. 23.	While in waters adjacent to a navy yard or naval station, the commandant of such yard or station shall be promptly informed by dispatch, provided existing radio restrictions permit, of all serious accidents or other important occurrences in connection with the ships of the fleet or other such command.
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700A

Casualty reports. C. N. R. 21.	1. (a) Damage to a vessel, by collision, grounding, or other casualty which will require repairs, and other important information which should be known without delay, shall be promptly transmitted to the Chief of Naval Operations and the bureau or office concerned by dispatch.
C. N. R. 11.	(b) Serious damage to aircraft or other important information connected with accident to aircraft shall be promptly transmitted to the Chief of Naval Operations and the bureau or office concerned by dispatch.

700B

Movement reports. C. N. R. 19.	Movements of ships, including district craft and of aircraft, shall be reported as prescribed by the Chief of Naval Operations.
	NOTE.—Pages 216 ³ and 216 ⁴ omitted.

tested. Keys should be returned to the commanding officer, when exercises or inspections are completed, by the officer who obtained them.

(6) In time of war the commanding officer may designate such persons under his command as he considers necessary to have custody of duplicate keys.

854

(1) The commanding officer of a vessel ordered out of commission at a navy yard shall not deliver the orders of detachment to officers assigned to duty in connection with any part of the ordnance equipage or supplies until the vessel's battery, torpedo

Ordnance material, ship going out of commission.

CHAPTER 24

GUNNERY OFFICER OF A SHIP

Sec. 1.—Art. 961–971. Duties of the gunnery officer.

Sec. 2.—Art. 972. Safety precautions.

SECTION 1.—DUTIES OF THE GUNNERY OFFICER

961

(1) An officer of appropriate rank shall be detailed by the Chief of Naval Personnel to have supervision over and be responsible for the entire ordnance equipment of the ship. He is the head of the gunnery department of the ship.

Personality.
C. N. R. 23.

(2) If the gunnery officer of the ship be detached, absent, placed under arrest, suspended from duty, or otherwise rendered incapable of performing the duties of his office, his duties shall devolve upon the line officer attached to and on board designated by the commanding officer.

**If detached,
disabled, etc.**
C. N. R. 14.

(3) When no regular gunnery officer has been designated, the commanding officer shall designate an officer of his command to act as gunnery officer.

(4) An officer junior to him shall be detailed as his assistant in fire-control duties, with a view to becoming his relief, if occasion arises.

962

(1) The gunnery officer shall assist the executive officer in carrying out the provisions of article 933 (4), especially in connection with fire control and the drill, exercise, and efficiency of the armament as a whole; and to this end he shall have, subject to the executive officer, the necessary authority over all officers connected with the armament. He shall make such inspections and perform such duties at drills and exercises as the commanding officer may direct.

General duties.

(2) He shall have charge of all material and articles of outfit pertaining to the Bureau of Ordnance, that have been issued for use by the supply officer of the ship, except as provided for in article 1104 (3).

Duty in regard
to ordnance
stores.

(3) The gunnery officer shall see that all equipage and supplies in his charge are properly cared for, and take such measures as may be necessary for their preservation and economical use.

C. N. R. 11.

(4) He shall at least once a year take an inventory of the articles of equipage in use in his department. He shall take this inventory as nearly as practicable coincidentally with the inventory taken by the supply officer in accordance with the provisions of article 1222 and shall transmit it, through the commanding officer, to the ship's supply officer. In forwarding the inventory he shall certify to its correctness and make the statement that the necessary memorandum requests for survey have been submitted to the supply officer to cover all deficiencies.

C. N. R. 18.

963

Armament.

(1) The gunnery officer shall be held responsible for the efficiency of the armament and of all appurtenances connected therewith; and for the cleanliness and good condition of all ammunition stowage spaces and ordnance workshops, and of all ordnance storerooms not turned over to the supply officer of the ship.

Explosives.

(2) He shall supervise and be responsible for the proper stowage and care of all explosives on board ship, and shall make or cause to be made such inspections, examinations, and tests thereof as may be prescribed.

964

When ship
is placed out
of commission.

(1) When the ship is placed out of commission the gunnery officer, ordnance gunner, chief gunner's mate, and yeoman shall not be detached or transferred until the battery and entire ordnance equipment of the vessel have been inspected by a special board, nor until the ordnance supplies in charge of the gunnery officer have been satisfactorily accounted for and surveys covering shortages have been held and approved. (Art. 854.)

(2) When a gunnery officer is relieved his orders of detachment shall not be delivered until he has made a detailed inspection of the armament for which he is responsible in company with his successor, and has turned over to such successor all orders and instructions relating thereto.

C. N. R. 23.

way gotten to the powder, the powder shall be emptied from its bag into fresh water and in this condition turned in to an ammunition depot at the first opportunity.

(b) Powder in cartridges unloaded from a *case* gun.

The cartridge shall be turned into an ammunition depot at the first opportunity if—

- (1) The gun was warm when loaded;
- (2) An attempt was made to fire the gun;
- (3) After careful examination the cartridge is found injured or out of alignment.

Crimped cartridges shall not be broken down before being turned in. Uncrimped cartridges shall be broken down and the powder immersed in fresh water before being turned in.

(c) When ammunition is returned to a depot in accordance with the above, paragraph 17 shall be complied with. When cartridges are broken down in accordance with subparagraph (b) above, all the ammunition details composing it, including primers, shall be similarly marked and turned in.

70. When a gun is being unloaded, all personnel not required for the unloading operation shall be kept at a safe distance from the gun. The division officer shall supervise the unloading.

71. A circle shall be marked on the deck to indicate the limiting position of the breech of the gun on recoil, and the gun crew shall be instructed to keep clear.

Miscellaneous.
C. N. R. 11.

72. Marks or indicators shall be provided to indicate whether or not the gun returns to battery, and a member of the gun crew shall be detailed to observe these marks or indicators after each shot. The service of the gun shall be stopped should the gun fail to return to battery.

73. On guns equipped with hydropneumatic counter-recoil systems, the safety link, locking the gun to the slide, shall be connected up at all times except when firing, or when testing and overhauling the counter-recoil systems, or when the battery is in a condition of readiness for action. These safety links shall be disconnected after checking the pressure on counter-recoil system and prior to firing.

C. N. R. 23.

74. If a powder bag is broken to the extent of allowing powder to fall out, the command "Silence" shall be given and the loose powder shall be gathered up. If it is impracticable to utilize this section of the charge satisfactorily in loading, it shall be secured in a flame-proof container or immersed in water.

75. Under no circumstances shall the material of powder bags be added to without authority. Should it be necessary to stiffen the charges, additional cloth or tape shall not be used, but the lacings shall be tightened. If the powder bag be badly injured, it should be replaced by a new one from the spares on hand.

76. When these safety precautions require the removal of smokeless powder from its bag, the ignition charge, together with the bag, shall be thrown overboard.

77. It shall be the duty of one man of each gun crew of a turret to insure that the loading or spanning tray is properly seated before a projectile is rammed.

78. A trunked-in ammunition car, with automatic flame seal, shall be made inoperative by opening its switch or locking its control lever in "off" position before anyone shall lean or reach into the car.

C. N. R. 20.

79. Fired cartridge cases shall, before storing below, be stood on their bases in the open air for ten minutes in order to avoid danger from inflammable gases.

80. Fitting fixed ammunition in guns by hand prior to firing may defeat its purpose by canting or loosening the projectile in its case. Such fitting shall not be done except by order of the commanding officer, and then not until the firing pins have been removed from the breech blocks and the firing circuits have been disconnected.

81. In testing primers outside of closed firing locks, no magneto or other device which can possibly supply current sufficient to fire the primer shall be used.

C. N. R. 21.

82. Whenever any motion of a power-driven unit is capable of inflicting injury on personnel or material not continuously visible to the person controlling such motion, the officer or petty officer who authorizes the unit to be moved by power shall, except at general quarters, insure that a safety watch is maintained in areas where such injury is possible both outside and inside the unit, and shall have telephone or other effective voice communication established and maintained between the station controlling the unit and the safety watch. These precautions are applicable to turrets, gun mounts, guns, directors, range finders, searchlights, torpedo tubes and similar units. Under the conditions stated above, the station controlling shall obtain a report "all clear" from each safety watch before starting the unit. Each safety watch shall keep his assigned area clear and if unable to do so shall immediately report his unit fouled, and the controlling station shall promptly stop the unit until again clear.

C. N. R. 21.

83. In turrets and multiple mounts of 5 inch and larger guns, a warning signal shall be installed outside the turret or mount and whenever power train is used, except at general quarters, the officer or petty officer in charge of the turret or mount shall cause warning signals to be sounded before using power and at intervals during its use.

C. N. R. 23.

88. Whenever the guns of a vessel are fired, the fire hose shall be connected and pressure shall be maintained on the fire main. This does not require water to be running through the hose.

89. Turret and handling room sprinkling systems shall be tested and all tanks of these systems filled before firing.

90. All immersion tanks shall be filled to proper level before firing. Tanks into which turret drains lead shall be filled with water to cover the ends of the drain pipes before firing. C. N. R. 16.

91 (a). Before firing any gun, other than a saluting gun, in time of peace, the recoil cylinders shall be inspected and filled in the presence of the gunnery officer or assistant gunnery officers, and such officer shall check the pressure being carried by the pneumatic counter-recoil cylinders and verify that the air systems are properly charged and that the valves of the gas ejector system operate freely; and a report thereof shall be made to the commanding officer. C. N. R. 20.

(b) Whenever there is a possibility of action, the commanding officer shall require all recoil and counterrecoil systems to be kept ready for immediate use and inspected as frequently as safety demands.

(c) These provisions do not apply for firing blank charges.

92. After filling recoil cylinder not fitted with expansion tanks, the prescribed amount of liquid necessary to allow for the expansion of the liquid due to heat, and no more, shall be withdrawn.

93. Before firing primers, the division officer will see that gun tompons are removed and mushroom vents clear. In preparing the battery for firing he shall, in addition, see that the gas-ejector system, and the turret-blower, system are working satisfactorily and that the bore of the gun is in satisfactory condition. C. N. R. 15.

94. Steel constrictions of the bore, usually caused by the gun liner overriding the retaining shoulders in the tube, are a source of possible danger in firing. It is not always possible to distinguish copper constrictions from steel constrictions. Therefore no gun shall be fired in target practice unless the bore gauge will pass through the entire bore without undue forcing. After target practice the gauge shall be tried in each gun and the bore enlarged, if necessary, until the gauge will pass. Bore
constriction.
C. N. R. 11.

95. Torpedo air flasks shall never be charged above the pressure designated on the flask, even when subsequent cooling will reduce the pressure to that designated. When the working pressure is for any reason reduced, the new pressure designated shall be stamped on the flask near the charging valve. Torpedoes.
C. N. R. 11.

96. The artificial cooling of torpedo air flask after charging by spraying with water or by flooding the torpedoes in the tubes is prohibited.

97. Any cutting of torpedo air flasks, accumulators, piping, or other receptacles for compressed air is prohibited.

C. N. R. 23.

98. Torpedo air flasks shall not be hoisted from one deck to another or struck below in a charged condition unless on an authorized torpedo or airplane elevator. Torpedo air flasks may be transferred from a tender to a seaplane or patrol boat in a charged condition but will not be so transferred to activities able to charge their own torpedoes except in an emergency. Torpedo air flasks shall never be shipped in a charged condition.

99. In recovering a torpedo in the water the propeller lock shall be put on at the first opportunity and kept on until the torpedo is safely landed.

100. Leaky or punctured torpedo torch pots may supply the flame to ignite combustible gases. Therefore—

(1) Torch pots of any sort shall not be stowed below decks.

(2) Torch pots on vessels with submerged tubes shall not be taken below until just prior to firing.

(3) Torch pots shall not be taken on board submarines except when it is contemplated to fire torpedoes. They shall be habitually stowed on the tender or at the base.

(4) Torch pots shall, when practicable, be kept at least 20 feet from gasoline containers.

Mines, depth charges, aircraft bombs, and smoke boxes.
C. N. R. 11.

101. Current instructions prescribe effective measures to prevent the accidental arming or launching of mines, depth charges, and aircraft bombs in storage or in handling. Mines, depth charges, and aircraft bombs shall at all times be handled and treated as if armed.

102. Fuzes, firing mechanisms, or primer mechanisms normally kept in bombs, depth charges, or mines shall not, except as covered by special orders or current instructions of the Bureau of Ordnance, be removed, disassembled, repaired, or in any way altered.

Bombs
C. N. R. 16.

103 (a) Bombs containing (1) detonators, or (2) fuzes having detonators or other explosive components shall not be stowed in or near magazines containing explosives.

(b) Bomb fuzes containing integral detonators or other explosive components shall be stored only in specially designated fuze magazines which shall not be located adjacent to magazines containing high explosives.

(c) Detonators for bombs, or other detonators which are not assembled integrally with fuzes, shall be stored only in standard type detonator lockers located in approved places. In large surface craft and submarines, these places shall be below the water line or protective deck; in small surface craft, these places may be above the weather deck or in the mast.

(d) Electric detonators shall not be located in the same compartment with or near radio apparatus or antenna leads.

C. N. R. 23.

104. Bombs shall not be fuze'd (or in the case of fuzes having separate detonators, the detonators shall not be inserted into fuzes or bombs) in or near a magazine, nor until just prior to or after loading bombs on to bomb-racks preparatory to drops. This fuzeing (or inserting of detonators) may be done while the bomb is on the bomb-rack, or in specially designated bomb handling rooms, which must be well removed from all magazines. C. N. R. 16.

105. Bomb-arming devices shall not be removed from the un-armed position until just before dropping. Safety pins or other devices requiring removal before flight shall not be removed until loading the bomb racks and not until after the arming pin has been put in place. Bombs not dropped shall be made "safe" at the first opportunity by replacing the transportation arming wire before the arming pin is removed. When unarming an accidentally armed fuze, the prescribed procedure shall be carefully followed.

106. Defective bombs, depth charges, and mines shall be turned in to an ammunition depot at the first opportunity. (See par. 17.)

107. Smoke boxes which misfire or have been in the water shall not be taken on board ship or inside buildings or structures on shore. Gas masks shall be worn when entering concentrated smoke clouds.

108. Current instructions prescribe effective measures for the safe employment and service of catapults and their guns. In addition, all safety precautions in this article (972), unless manifestly inapplicable, apply to catapult guns and their ammunition. Catapults and
catapult guns.
C. N. R. 11.

109. In launching planes or in firing dead-load shots, no other than the regularly designated charge for the particular combination of catapult, gun, load, and launching speed shall be used.

110. In firing small arms, machine guns, and submachine guns, whenever a blowback occurs the bore shall be examined for foul bore before firing another round.

111. When a misfire occurs in small arms, machine guns, or submachine guns, another attempt may be made to fire the weapon provided it can be recocked without opening the bolt; the bolt should not be opened until at least ten seconds have elapsed after the last attempt to fire the weapon, except in these installations, such as distant control in aircraft, where the opening of the bolt of the weapon would not endanger personnel. C. N. R. 15.

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1023

(1) The navigating officer shall carefully prepare all hydrographic reports and meteorological returns required in accordance with instructions and forms from time to time and submit them to the commanding officer for transmission.

Meteorological observations.
C. N. R. 15

(2) Unless directed to omit weather reports by the Fleet Commander of area in which ship is operating the navigating officer shall prepare for signature by the commanding officer and transmission by radio to "Observer, Washington, D. C." when in North Atlantic waters and to "Observer, San Francisco, California," when in North Pacific waters, meteorological reports at the times set forth below, such reports to be in the "International Radio Weather Code" as directed in current Weather Bureau publications and contained in Hydrographic Office publications. When two or more vessels are in company, the navigator of the senior vessel shall be responsible for submitting the reports required; the remaining vessels in the group need not submit such reports. During the period June 15 to November 15, inclusive, and when in North Atlantic, Gulf of Mexico, and Caribbean waters, south of latitude 35° N. and north of latitude 10° N., all reports submitted to "Observer, Washington," shall be addressed, in addition for action "Observer, Key West."

Reports in North Atlantic and North Pacific.
C. N. R. 15, 20, 23.

C. N. R. 21.

(3) Unless directed to omit weather reports by the Fleet Commander of area in which ship is operating vessels cruising in the waters of the Gulf of Mexico and Caribbean Sea, and in the North Atlantic west of 35° longitude and north of 10° latitude, will render special reports by radio twice a day, at 7 a. m. and 7 p. m., 75th meridian time, throughout the year. Similarly, vessels cruising in North Pacific waters, when within communicating distance, will render special weather reports by radio at 7 a. m. and 7 p. m., 75th meridian time, throughout the year.

Gulf of Mexico Caribbean Sea, and Atlantic coasts.
C. N. R. 15, 23.

(4) Unless directed to omit weather reports by the Fleet Commander of area in which ship is operating meteorological reports are further to be forwarded at any hour when storm or threatening weather conditions, especially those characteristic of hurricanes, are observed, and at four-hour intervals until the storm has moderated. Special reports also will be furnished when they may be specifically called for by the Weather Bureau. In forwarding special reports under the provisions of this paragraph supplementary data groups will be included in accordance with instructions contained in the current Weather Bureau publications and published in Hydrographic Office publications.

Storm warnings.
C. N. R. 15, 23.

C. N. R. 21.

(5) Vessels in United States ports, or when less than fifteen miles distance therefrom, are not required to make meteorological reports by radio except when unusual or dangerous weather conditions are encountered. C. N. R. 15

(6) Unless directed to omit weather reports by the Fleet Commander of area in which ship is operating vessels having aerological units on board, which are required by the preceding paragraphs to submit weather reports, will include in their messages their latest pilot balloon observation, using the current Weather Bureau Aerological Code. C. N. R. 15, 21, 23.

(7) In addition to the reports by radio provided for in the foregoing instructions, vessels will, when 75 or more miles from a United States port, and at times and under conditions when radio reports are not required, take and record observations at 7 a. m. seventy-fifth meridian time, and report the same by mail to the Weather Bureau. The provisions as to vessels acting singly or in company will apply also in the rendering of these reports. Special cases. C. N. R. 15.

(8) It is essential that the instrumental error of all barometers used in the taking of observations shall be known by the Weather Bureau. To this end comparative readings should be made at as frequent intervals as circumstances permit. Instrumental errors. C. N. R. 15

(9) Forms, code books, and all necessary instructions for use in connection with the sending of reports will be issued by the Weather Bureau. Supplies may be renewed at any office of the bureau located in a coast city, or by application to the central office at Washington, D. C. Forms. C. N. R. 15.

1024

Station in
battle.

(1) In battle the navigating officer shall be the ship-control officer, and shall be stationed in the conning tower or elsewhere, as may be necessary, to enable him to assist the commanding officer in handling the ship. At such times he shall relieve the officer of the deck and shall himself act in that capacity. He shall relieve the deck during quarters.

(2) When the officer of the deck is required to take part in drills and exercises the navigating officer may be designated by the commanding officer to take the deck. He may relieve the deck at any time as a matter of accommodation.

1025

Duties relative
to stores.

The navigating officer shall perform similar duties in connection with equipage and supplies under his charge as are prescribed for the gunnery officer in article 962 (3-4).

1026

When ship is
placed out of
commission.

When the ship is placed out of commission the navigating officer, chief quartermaster, and navigating officer's yeoman shall not be detached or transferred until the equipage, equipment, stores, and supplies issued for use to the navigating officer have been satisfactorily accounted for and surveys covering shortages have been held and approved.

1027

Additional
duties.

When the exigencies of the service do not render it inadvisable, the navigating officer shall perform the duties of senior member of summary courts-martial, deck court officer, senior member of the hull board, ship survey officer, and such other miscellaneous duties of this nature as may be appropriately assigned to him by the commanding officer.

1028

Ship's library.

Except on ships to which chaplains are assigned, the navigating officer shall be responsible for the library books issued by the supply officer of the ship for use, and if any which are not on board are needed he shall recommend that requisition be made for them.

1029

The navigating officer shall not absent himself from the ship except as provided for in article 1729.

1030

Sound
apparatus.

Once a month the navigating officer shall test the submarine signal-receiving apparatus and shall enter the results of the test in the ship's log. Any defect found shall be remedied. This

CHAPTER 27

DAMAGE CONTROL OFFICER AND FIRST LIEUTENANT OF A SHIP

Sec. 1.—Art. 1040–1051. Duties of the First Lieutenant.

SECTION 1.—DUTIES OF THE DAMAGE CONTROL OFFICER AND FIRST LIEUTENANT

1040.

(1) On board battleships, cruisers, and carriers an officer of suitable rank shall be assigned by the Chief of the Bureau of Navigation to duty as Damage Control Officer and First Lieutenant. On board ships to which the Damage Control Officer and First Lieutenant has not been so assigned, the Commanding Officer shall detail an officer (or officers) to the duties of Damage Control Officer and First Lieutenant, giving due consideration to the requirements of this duty and the qualifications of the officers available. Personality.
C. N. R. 23.

(2) If detached, absent, disabled, placed under arrest, suspended from duty, or otherwise rendered incapable of performing the duties of his office, his duties shall devolve upon the line officer next below him in rank attached to and on board of the ship (exclusive of such as may be restricted to the performance of engineering duty only); except that, when such absence or disability is temporary and of short duration only, the commanding officer may, at his discretion, authorize his duties to be carried on in his absence from duty by the officers, warrant officers, and other subordinates directly under him in the performance of his regular duties, without diverting the line officer next in rank from his regular duties in order to assume those of first lieutenant. If detached,
disabled, etc.

1041

(1) The Damage Control Officer and First Lieutenant shall assist the Executive Officer in carrying out the provisions of article 933 (4), particularly in coordinating all departments in the ship's organization for damage control, assembling correct information concerning the placing of the ship in material condition for battle and supervising exercises and training in C. N. R. 23.

damage control and gas defense. He shall coordinate activities for control of list and trim. In this connection, compartments under the cognizance of the Engineering Officer should be flooded and pumped under the direction of the Engineering Officer but only on the advice or consent of the Damage Control Officer and First Lieutenant when stability, list or trim will be affected.

General duties.

(2) He shall be responsible for the cleanliness, good order, and neat and trim appearance of the ship as a whole, and of all parts thereof; and he shall have the necessary authority, as the representative of the commanding officer to enable him to carry out his duties in this respect.

(3) He shall be responsible for the cleanliness and good condition of all compartments and double bottoms, and of all the bulkheads, doors, valves, and pipes within them, except those specified as coming under the supervision of other departments. He shall be responsible for the cleanliness of the casings, and of the bulkheads around all machinery, outside of the engineer compartments, and all pipes (including the smoke pipes), hatches, ventilators, and bulkheads on the berth deck and upper decks, with such exceptions as may be directed by the commanding officer.

C. N. R. 11.

(4) All parts of the ship for whose care and cleanliness he is responsible shall be open to his inspection, and he shall make such inspection as the commanding officer may direct.

C. N. R. 11.

(5) He shall be responsible for the cleanliness and good condition of all mess gear issued to the crew and shall make frequent inspection of all mess gear of the crew and of all mess tables, chests, and lockers.

1042**Construction officer.**

(1) The damage control officer and first lieutenant is the construction officer of the ship and is the head of the construction department of the ship. He shall have charge of all equipage, equipment, stores, and supplies under the cognizance of the Bureau of Ships, except those pertaining to electrical machinery, that are issued for use by the supply officer of the ship.

C. N. R. 7.

(2) He shall have charge of all diving operations and is responsible that the instructions in the Bureau of Ships Manual in regard to diving are carried out. In the case of deep diving, that is, diving to depths exceeding 36 feet, particular attention will be paid to the precautions specified therein as necessary for the safety of the diver.

1043**When ship is placed out of commission.**

When the ship is placed out of commission the damage control officer and first lieutenant, chief boatswain or boatswain, chief carpenter or carpenter, chief boatswain's mate, and chief carpenter's mate shall not be detached or transferred until the

C. N. R. 23.

equipage, equipment, stores, and supplies issued for use to the damage control officer and first lieutenant have been satisfactorily accounted for and surveys covering shortages have been held and approved.

1044

When acting as executive officer during a temporary absence or disability of the latter, the damage control officer and first lieutenant shall endeavor to have the work of the ship carried on in all respects as it would be if the executive officer were on duty.

When acting
executive officer.

1045

In battle the regular station of the damage control officer and first lieutenant shall be in the central station (or damage control station if there be one) in general charge of the organization not connected with the armament or with the engineering department. In case of serious fire or other casualty he may proceed to the spot, assume charge, or take such action as may be necessary.

Station
in battle.
C. N. R. 23.

1046

(1) When fitting out, the damage control officer and first lieutenant shall make a careful inspection of all parts of the ship for which he is specially responsible. Should he discover any defects or deficiencies, he shall immediately make a detailed written report thereof to the commanding officer.

Fitting out.

(2) He shall also carefully examine all equipage, equipment, stores, and supplies under his charge, and shall report to the commanding officer any defects or deficiencies that he may discover. For purposes of inspection, and as directed by the commanding officer, he shall at all times have access to such equipment, stores, and supplies as have not yet been issued for use by the supply officer of the ship.

1047

Before entering port the damage control officer and first lieutenant shall see that the ship presents a neat appearance in all respects. (Art. 1336.)

Appearance
of ship.
C. N. R. 15.

1048

(1) The damage control officer and first lieutenant shall be the custodian of all the keys of the ship except those that are kept by the commanding officer, those of the storerooms belonging to other departments than his own, and those of receptacles for personal effects. He shall have charge of all duplicate keys and spare

Custodian
of keys.

keys furnished to the ship, the custody of which is not confided to other officers by regulations, and shall hold them for issue when needed.

(2) Heads of departments shall have charge of all keys of their respective storerooms, including duplicate and spare keys to the same.

(3) None of the ship's keys shall be taken out of the ship.

1049

Duties relative to stores.

The damage control officer and first lieutenant shall perform similar duties in connection with equipage and supplies under his charge as are prescribed for the gunnery officer in article 962 (3-4).

1050

May relieve deck.

When the officer of the deck is required to take part in drills and exercises the damage control officer and first lieutenant may be designated by the commanding officer to take the deck. He may relieve the deck at any time as a matter of accommodation.

1051

The damage control officer and first lieutenant shall not absent himself from the ship except as provided for in article 1729.

1197

A survey may be ordered by the commander in chief of a fleet, the commandant of a station, the senior officer present, or by division commander in a fleet, upon any officer or other person under his command, on the request of the senior medical officer of the ship or station where the person is serving.

Order for survey.

1198

(1) A board of medical survey shall consist, when practicable, of three medical officers.

Boards of medical survey.

(2) If it be inconvenient to detail three officers, two will suffice. In extreme cases, or on board a ship on detached service, the survey may be held by the medical officer of the ship.

1199

Reports of medical survey shall be made upon the prescribed form and shall conform to the instructions as given in the manual for the Medical Department.

Medical surveys.

1200

No person other than the medical officer shall be permitted to conduct any part of a physical examination or to sign an original entry on any medical record of enlistment. Every such examination shall be completed according to the official forms.

Entries only by medical officers.

1201

(1) The examination for enlistment having been concluded and the candidate found qualified for the service, the medical examiner shall enter his descriptive list upon the blank service record furnished by the Chief of the Bureau of Navigation or the Major General Commandant of the Marine Corps, and, having signed it, shall transmit the record to the commanding officer. He shall also make the necessary entries upon the blank health records furnished by the Chief of the Bureau of Medicine and Surgery, retaining such records until the recruits are transferred, when they shall be duly forwarded, as provided in the manual for medical officers.

Records.

(2) Upon the transfer at any time of an enlisted person, the medical officers shall make the necessary entries upon the service and health records.

Transfer.

1202

Waivers.

(1) In cases where physical disqualifications are waived by the Navy Department, the medical examiners shall fully describe the same on all records of enlistment.

1203

Accounts of men sent to hospitals.
C. N. R. 3,
13, 14, 23.

(1) (a) When any petty officer or enlisted person of the Navy is sent from a ship or station to a United States naval hospital at home or abroad for duty or for treatment, his accounts and other papers shall be sent direct to that hospital. The medical officer in command of the hospital shall forward the pay accounts to the disbursing officer of the hospital or of the nearest receiving or station ship, and such disbursing officer shall comply with such matters pertaining to changes of rating, pay, etc., as is done in similar cases for commanding officers of vessels whose accounts the disbursing officer has in charge.

(b) Except when attached to headquarters Marine Corps or an independent staff office, an enlisted man of the Marine Corps sent to a United States naval hospital for treatment will be transferred by staff returns to the nearest marine barracks. He will be regularly attached to such marine barracks and will be considered on a temporary duty status at the hospital.

(c) The foregoing instructions will not apply to Navy or Marine Corps enlisted members of a parachute unit or a parachute jumping school who are sent to a United States naval hospital. Such personnel shall remain regularly attached to such unit or school, and will be considered to be in a temporary duty status while at the hospital.

Transfer to hospital not a naval hospital.
C. N. R. 14.

(2) When such transfer is made to a hospital in the United States not a naval hospital, his accounts and other papers shall be retained on board, and such transfer shall not be considered as creating a vacancy until the ship to which he has been attached sails from the vicinity of the hospital. When a man is thus left, his service record, health record, and pay accounts will be transferred to the commandant of the naval district in which the hospital is situated, or to the commanding officer of the nearest marine barracks in the case of a marine, together with a complete history of the case, and such commandant or commanding officer will communicate with the hospital to which the man is admitted as a patient and, when informed that the man is physically fit to perform the travel necessary, effect his transfer to a naval hospital and at such time notify the Bureau of Navigation or Major General Commandant of his action, showing date of admission to and date of discharge from the civil hospital, physical condition at date of discharge from hospital, as reported by hospital authori-

ties; whether in the opinion of the senior medical officer the man requires further hospitalization, and if so, to what naval hospital he has been or will be transferred for further treatment. The staff returns of a marine transferred from a station or organization on shore to a civil hospital in the United States will be retained by the command to which attached. The report required by article 1189 (5), United States Navy Regulations, in the form prescribed by the Manual of the Medical Department, shall be transmitted to the Bureau of Medicine and Surgery.

(3) If transferred to a civil hospital in a foreign country, his records and accounts shall be retained by the command to which attached. To defray his necessary personal expenses, he shall be paid all money due and unpaid on the date of such transfer and any subsequent necessary pay shall be covered by check drawn to the order of the man and forwarded to the nearest American consul for delivery. The nearest American consul shall be furnished with a complete history of the case and requested to cooperate with the surgeon in charge of the hospital, with a view toward having the man properly cared for, and, upon his recovery, to arrange for his transportation to the nearest naval activity, and, upon so doing, to notify the command carrying the records and accounts of the man concerned. Expenses incurred for medical treatment, hospitalization, and for transportation to the nearest naval activity upon recovery, may be paid by the American consul and certified statement of expenditures submitted through the State Department, accompanied with itemized receipts in full or the itemized bills may be transmitted through the State Department for direct settlement by the bureaus concerned.

Transfer to civil hospital in a foreign country.
C. N. R. 14.

- 1204

(1) Officers and enlisted men of the Army on the active list will be admitted to any naval hospital on the request of their immediate commanding officers, and they may be admitted on their own request, their commanding officers not being present, if in the opinion of the medical officer in command of the hospital such admission is necessary.

Admission of Army personnel to naval hospital.
C. N. R. 16.

(2) Officers and enlisted men of the Regular Army on the retired list may be admitted to any naval hospital on their own request, or on request of competent Army authority, if in the opinion of the medical officer in command of the hospital such admission is necessary and suitable accommodations are available. The admission of chronic invalids, or those requiring domiciliary care only, is not authorized.

(3) Retired officers and enlisted men of the Army admitted to naval hospitals will be required to pay a subsistence charge for each day hospitalized, such charge to be collected from the individual patient for deposit to the credit of the naval hospital fund, in the manner prescribed by the Bureau of Medicine and Surgery.

Admission of
naval personnel
to Army
hospitals.
C. N. R. 16.

(4) By agreement with the War Department, naval personnel will be admitted to Army hospitals in accordance with the succeeding paragraphs of this article. In such cases, if appropriate naval hospital facilities are not available, as determined by the Surgeon General of the Navy prior to their admission or, in emergency cases, as soon thereafter as practicable, their hospital charges will be paid by the Navy Department and their pay will be checked in the same manner as when admitted to a naval hospital (act Jan. 19, 1929). Otherwise, the Army hospital subsistence charge will be collected by the hospital from the individual concerned.

(5) Officers and enlisted men of the Navy and Marine Corps on the active list will be admitted to any Army hospital on the request of their immediate commanding officers, and they may be admitted on their own request, their commanding officers not being present, if in the opinion of the medical officer in command of the hospital or surgeon of the station such admission is necessary.

Retired
personnel.
C. N. R. 16.

(6) Retired officers and enlisted men of the regular Navy and Marine Corps, and enlisted men of the Navy and Marine Corps transferred to the fleet reserve after 16 or more years of service, may be admitted to any Army hospital on their own request subject to the approval of the medical officer in command of the hospital or surgeon of the station.

being confined solely to the galley, bakery, and such storerooms as he has charge of and the work directly connected therewith—including the preparation of bills of fare, together with a statement giving the estimated quantity of each article needed in the preparation thereof, for submission to the supply officer. He shall make each morning a written report to the supply officer of all provisions issued the day before, and shall keep an accurate account of everything committed to his care.

C. N. R. 19.

1216

The supply officer shall have charge of the ship's store, when one has been established, and of the storekeepers and the jacks-of-the-dust assigned to duty in connection therewith.

Ship's store.

1217

(1) The supply division shall consist of all officers of the Supply Corps attached to the ship, the chief pay clerks, pay clerks, and acting pay clerks, storekeepers and jacks-of-the-dust, the chief commissary steward, cooks, bakers, and such other persons as may be assigned to it by the commanding officer.

The supply
division.
C. N. R. 20.

(2) It shall muster at quarters at a place designated by the commanding officer.

(3) The supply officer shall command the supply division and shall make the usual report in regard to absentees. He shall be responsible that the requirements of chapter 30 are complied with.

C. N. R. 11.

(4) In battle, the members of the division shall be stationed by the commanding officer where they will be of the greatest service.

(5) For the issue of money, small stores, and clothing, the enlisted men of this division shall be under the supply officer in the same manner as the men of the gun divisions are under the gun division officers.

1218

(1) The officers of the Supply Corps shall have charge of the storerooms and other spaces assigned to the supply department. Storerooms shall not be locked if such procedure will interfere with the control of battle damage. Unlocked storerooms will be safeguarded by sentry or patrol when their contents indicate such action to be necessary. Such officers shall see that storerooms and other spaces under their charge are clean, dry, well ventilated, and in good order, and that they are prepared for inspection at the same time as other parts of the ship.

Care of store-
rooms and
stores.
C. N. R. 23.

(2) They shall see that no private articles are stowed in these rooms, and that they are not used as sleeping apartments without the knowledge and authority of the commanding officer.

C. N. R. 23.

Loss of or
damage to
public property.

(3) They shall see that stores in their charge are properly cared for, as provided by the Navy regulations.

(4) In the event of discovering deterioration, loss, or destruction of any of the public property in their charge, they shall immediately report the fact to their commanding officer.

1219

Ship going
in commission.

Upon joining a ship fitting out, the supply officer shall carefully examine the supply office, storerooms, and other spaces allotted for the stowage of provisions and supplies in his charge, and shall report in writing to the commanding officer their capacity and any defects or deficiencies in their arrangement.

1220

Evening
inspection.
C. N. R. 11.

The supply officer of the ship shall, every evening, satisfy himself that everything in his department is in a satisfactory condition for the night. At 8 p. m. he shall report the condition to the executive officer.

1221

Suggestions.

The officers of the Supply Corps shall, when necessary, make written suggestions or reports to the commanding officer concerning supplies and stores for the ship.

1222

Annual
inventory.

(1) The supply officer of the ship shall take a yearly inventory of equipage and supplies in his custody, reporting their condition to the commanding officer and correcting the accounts in accordance with the quantities found to be on hand. The supply officer shall also correct his accounts by survey for "Equipage in use" to agree with the certified inventory taken by the respective heads of departments. (Art. 1393 (8).)

C. N. R. 21.

(2) The supply officer shall notify the heads of departments in advance of the date upon which he will begin his inventory of equipage, and such inventory shall be completed within one month and undertaken at such time as to insure its completion before the end of the third quarter of the fiscal year.

C. N. R. 18.

(3) The supply officer will prepare all requests for surveys on equipage in use on a memorandum request of the head of department concerned.

(4) On each quarterly balance sheet submitted, the date of the last inventory will be noted.

C. N. R. 23.

1223

The supply officer of the ship shall be informed by the head of each of the ship's departments, in writing, whenever it is anticipated by such head of department that the requirements for any item of stores or supplies will exceed the quantity ordinarily carried in stock. Should differences of opinion arise between any head of department and the supply officer of the ship as to the quantities to be carried, the commanding officer shall decide the question.

Supplies for
ship depart-
ments.
C. N. R. 13.

1224

An officer of the supply corps may turn over to the chief pay clerk, pay clerk, or acting pay clerk serving with him, for disbursement as a deputy or for other proper purposes in connection with current daily transactions, such sums of money as may be necessary. The money so turned over will be covered by a receipt which will be kept in the officer's personal custody; and the balance in the possession of the clerk will be verified by the officer weekly.

Funds advanced
to pay clerk.
C. N. R. 14.

1225

Under the direction of the commanding officer the supply officer shall, on arrival in a port where supplies are to be purchased or bills of exchange or Treasury checks negotiated, obtain, by personal inquiry on shore, full and complete information as to the current rate of exchange, the quality and price of naval supplies, the names of persons and firms regularly dealing therein, and the commercial standing of such dealers. He shall also visit and obtain from the resident consul or commercial or consular agent of the United States, if there be one, the above-mentioned information. These requirements will be modified accordingly when the above-mentioned duties are performed by the officer of the Supply Corps on the staff of the unit commander.

Duties in
foreign ports.
C. N. R. 19, 22.

1226

(1) Officers of the Supply Corps shall forward, through the commanding officer, all reports and communications, except correspondence with the Treasury Department and accounts and returns.

Transmitting
official papers.

(2) Applications to the Comptroller General, under the act approved July 31, 1894, for his decision upon any question involving a prospective payment, shall be forwarded through the

C. N. R. 23.

usual official channels to the Navy Department for transmission to that officer, except that requests for decision as to the right of officers to payment of increased rental and subsistence allowance on account of dependent mother, shall be submitted direct to the Comptroller General.

1227

Signatures on
official papers.
C. N. R. 6.

No return, voucher, requisition, letter, or other official communication addressed to, or intended for, any bureau of the Navy Department or the General Accounting Office shall be signed by any chief pay clerk, pay clerk, or acting pay clerk for an officer of the Supply Corps with whom he is assigned to duty except when that officer is on authorized leave of absence, physically incapacitated, or otherwise unable to sign official papers pertaining to the business of his office. No enlisted man shall sign an official paper for any officer of the Supply Corps under any circumstances except where necessary to establish a chain of responsibility for property in transit.

1228

Death or incapacity of a
supply officer
afloat.
C. N. R. 20.

(1) In case of the death, unauthorized absence, or mental incapacity as determined by competent medical authority, of any officer of the Supply Corps on duty, or if necessary to relieve him from duty for any other cause, the commanding officer of the ship or station shall immediately take possession of the safe and of the keys of the storeroom of such officer, and report all the facts in the case to the senior officer present. The latter shall, without delay, direct a board of officers to take an inventory of the papers, money, and stores then on hand; and shall appoint a suitable person to take charge of the same, and to perform the duties of such officer of the Supply Corps until otherwise directed by competent authority. (Art. 209.)

(2) The senior officer present shall also appoint another suitable person to complete the vouchers, transfer the accounts, close up the books, and to have the custody of the same and of all papers necessary to the complete settlement of the account of such officer of the Supply Corps, and to be responsible for their proper transmission to the department.

(3) Both the above-named appointees shall be present when the above inventories are taken, and shall be furnished with copies thereof; which copies, duly certified, shall be considered satisfactory vouchers for the money and stores thus ascertained to be on hand.

NOTE.—Page 366¹ deleted.

(4) In case of the physical incapacity of an officer of the Supply Corps on duty, the commanding officer may permit the duties of such officer to be performed in the same manner as if the officer were on authorized leave of absence by authorizing, with the consent of the officer of the Supply Corps concerned, another commissioned officer of the Supply Corps or a pay clerk to act for the officer so incapacitated. If in the opinion of the commanding officer, the best interests of the Government would not be served in this manner, the procedure outlined in paragraph (1) will be followed and the Navy Department immediately informed of such action.

C. N. R. 20.

(5) If an officer of the Supply Corps unable to settle his accounts shall, while of sound mind, have nominated in writing the person to be selected to have custody of the books, vouchers, and other papers, and to complete accounts as above mentioned, the senior officer present shall, unless manifestly contrary to the public interest, conform to such nomination, and shall inform the department without delay of the entire action in the matter; but nothing in this paragraph shall apply to a supply officer relieved from duty for misconduct.

1229

When the office of supply officer becomes vacant, by death or otherwise, in ships at sea, or on foreign stations, the senior officer present may make an acting appointment of any fit person, who shall perform the duties thereof until another supply officer shall report for duty. (Sec. 1381, R. S., and Art. 1788.)

Acting supply officers.

1230

(1) In case of fire or shipwreck, it shall be the special duty of every officer of the Supply Corps to secure and preserve the accounts of officers and men, the public money, and such other public papers and property, in the order of their value, as circumstances permit.

In case of fire or shipwreck.

(2) In every case of the loss or capture of a vessel belonging to the Navy of the United States, the Comptroller General as to money accounts and the Paymaster General of the Navy as to property accounts are authorized, in the settlement of the accounts of the supply officer of such vessel, to credit him with such portion of the amount of provisions, clothing, small stores, and money, with which he stands charged on their books, as the Comptroller General or the Paymaster General, respectively, shall be satisfied was inevitably lost by such capture or loss of a public vessel; and such supply officer shall be fully exonerated by such credit from all liability on account of the provisions, clothing, small stores, and money so proved to have been captured or lost.

C. N. R. 15.
C. N. R. 23.

1231

Relief from
losses or
deficiencies.
C. N. R. 15.

The General Accounting Office shall relieve any disbursing officer of the Navy charged with responsibility on account of loss or deficiency while in the line of his duty, of Government funds, vouchers, records, or papers, in his charge, where such loss or deficiency occurred without fault or negligence on the part of said officer, provided that the Secretary of the Navy shall have determined that the officer was in the line of his duty, and the loss or deficiency occurred without fault or negligence on his part. The determination by the Secretary of the Navy of the aforesaid questions shall be conclusive upon the General Accounting Office. (Act of July 11, 1919, and sec. 304, act of June 10, 1921.)

1232

Ship placed out
of commission.

When the ship is placed out of commission the supply officer, the pay clerks, and the senior storekeeper serving under them in each branch shall not be detached or transferred until the equipage, equipment, stores, and supplies in their charge have been satisfactorily accounted for and surveys covering shortages have been held and approved.

1233

Ship without
supply officer;
stores.

On board every vessel to which no officer of the Supply Corps is attached such regulations as relate to the obtaining and caring for and to accounting for articles of equipage and supplies as apply to the handling of such articles aboard vessels not having the general supply system in operation shall be observed by the heads of the several ship's departments.

1234

Ship without
supply officer;
mess.

If there be no officer of the Supply Corps attached to the ship, the commanding officer shall detail an officer to administer the general mess.

1384

Officers shall at all times attend to the care and preservation of all Government property in their charge, and upon proper representation from them the commanding officer shall afford them such assistance as may be necessary to protect and preserve such property from deterioration and waste so far as may be within his power.

1385

No article of public supplies is ever to be appropriated to the private use of any person not in distress without the consent of the Secretary of the Navy or the order of the senior officer present, who shall give the Secretary of the Navy information of every case that may occur, together with the attending circumstances, and he shall be careful to take the best security for indemnity to the Government.

Supplies not to be appropriated to private use of persons not in distress.

1386

(1) No article for which an officer is responsible shall be sent out of a ship except on the written order of the commanding officer. No article shall be turned in at a navy yard from a ship in commission without the authorization of the bureau concerned, excepting when authorized under approval of survey reports.

No articles to be sent out of ship.

No article to be turned in at navy yard.
C. N. R. 19.

1387

On board vessels not operating under the general supply system (arts. 1393 and 1394) stores shall be accounted for as provided in article 1866.

Ships not under supply system.

1388

The transfer from one ship to another of articles of her equipment shall be authorized only by the senior officer present when absolutely necessary, and no such transfer shall be made of articles not in all respects fit, unless they have been passed upon by the board of survey, a copy of whose report shall be sent with the invoice to the ship receiving the articles.

Transfer of articles of equipment.
C. N. R. 20.

1389

This article deleted by C. N. R. 19.

1390

Responsibility continues until supplies are delivered.

The heads of departments of a ship shall be held responsible for supplies turned in during transit to the places designated for their reception. The supply officer shall not be deemed to have received them until their actual delivery in such places.

1391

Condition of articles transferred.

Every article transferred from a ship shall be cleaned and placed in good condition so far as is within the capacity of the ship's force before being transferred. The heads of the ship's departments shall be held to a strict accountability for the condition in which stores under their charge are transferred or turned into store.

1393

General supply system.

(1) On board vessels carrying an officer of the Supply Corps, other than vessels permanently assigned as receiving ships, a general supply system shall be operated, whereby the supply officer shall requisition, issue, and account for all equipage and consumable supplies, except medical stores, Marine Corps stores and ammunition, ammunition containers, and ammunition details. Medical stores and Marine Corps stores shall be accounted for by the medical and marine officers, respectively. Ammunition, ammunition containers, and ammunition details shall be invoiced to and accounted for by the gunnery officer under the appropriation purchases account, Title X. Articles that are not shown on the allowance book of any bureau shall not be carried in stock.

C. N. R. 2.

Allotments.
C. N. R. 7.
C. N. R. 23.

(2) Allotments of funds will be made to ships coming within the provisions of this article. The bureaus concerned will establish the amounts of periodic allotments afloat and publish them to the service or notify the activities and other bureaus concerned. All accounting instructions covering allotments afloat will be promulgated by the Bureau of Supplies and Accounts.

Stub requisitions.
C. N. R. 11.
C. N. R. 19.

(3) Issues of supplies shall be made by the ship's supply officer to the several ship's departments concerned on stub requisitions prepared by the departments concerned.

Accounts of allotment.

(4) The supply officer of the ship shall keep the accounts of allotments in values only, charging the allotments to each department with the value of supplies as they are drawn by it for use.

Supplies in excess.

(5) Whenever supplies drawn for use in a ship's department are found to be in excess of needs they shall be returned to the ship's supply officer on a returned-material stub, to be credited to the proper allotment and appropriation.

C. N. R. 23.

(6) No vessel shall be permitted to overexpend her money allotments under any circumstances. Additional allotments from time to time required will be obtained in the manner indicated in general orders issued by the Navy Department.

Allotment over expended.

(7) On ships operating directly under the General Supply System, Equipage, Title B, in use shall be under the immediate supervision and care of the various heads of ships' departments. In each ship's department there shall be established and maintained by the head of the department a complete custody record of the equipage, Title B, in use in that department, agreeing with the articles on charge as shown by the books of the ship's supply officer.

Equipage,
Title B.
C. N. R. 22.

(8) Inventories of all equipage in use shall be taken at least once a year by the respective heads of departments and shall be transmitted to the ship's supply officer through the commanding officer. Such inventories shall be completed within one month and undertaken at such time as to insure their completion before the end of the third quarter of the fiscal year. The dates of commencement and completion of each inventory shall be entered in the ship's log. In forwarding inventories to the supply officer, heads of departments shall certify as to their correctness and make the statement that the necessary memorandum requests for survey have been submitted to the supply officer to cover all deficiencies.

Inventories of
equipage.
C. N. R. 11,
13, 18, 19.

(9) The custody of all items of Title B equipage shall be acknowledged by signature by the head of department concerned on custody record cards, covering the entire quantity of the article issued to the head of the department concerned. These cards will be provided in duplicate by the supply officer for the purpose at the time of issue, original to be retained by the supply officer and the duplicate by the head of the department concerned. Additional copies required to establish and record individual responsibility within the department will be prepared by the officers responsible for the maintenance of the custody record required by article 1393 (7). Except in cases of emergency, no issues of Title B equipage shall be made without such acknowledgment.

Custody receipts
for articles,
Title B.
C. N. R. 11,
13, 14.

(10) Officers relieving other officers as heads of departments shall check up the equipage in use in their departments with the custody records maintained by their predecessors. Should circumstances make it impracticable to take the inventory directed by this paragraph, within 30 days from the date of his assumption of duty, the relieving officer shall so report in writing to his commanding officer stating the reasons why the inven-

Relieving heads
of departments.
C. N. R. 14.

tory could not be taken. The commanding officer will then take such steps as circumstances may warrant to insure that the inventory be taken at the earliest practicable date thereafter. (Arts. 849, 868.)

C. N. R. 14.

(11) The provisions of the foregoing paragraph shall not apply in the transfer of medical supplies and Marine Corps stores; nor in the transfer of Title X supplies in the custody of the supply officer. The manner of making those transfers shall be prescribed by the Bureau of Medicine and Surgery, the Marine Corps, and the Bureau of Supplies and Accounts, respectively.

1394

General supply system for vessels.
C. N. R. 7.

(1) A general supply system similar to that prescribed in article 1393 for vessels carrying officers of the Supply Corps shall be operated for other designated vessels. A list of all vessels operating under the general supply system shall be published quarterly by the Bureau of Supplies and Accounts.

Quarterly allotments.
C. N. R. 23.

(2) Allotments of funds will be made to ships coming within the provisions of this article. The bureaus concerned will establish the amounts of periodic allotments afloat and publish them to the service or notify the activities and other bureaus concerned. All accounting instructions covering allotments afloat will be promulgated by the Bureau of Supplies and Accounts.

Quantity of stores carried by tender.

(3) A six months' supply of stores, based upon the quantities stated in the type allowance lists, shall be considered an approximately correct quantity to be carried by the tender or at the stationary base.

Requisitions for articles not on allowance books.

(4) (a) Requisitions for supplies not appearing on allowance books of any department on board are in excess, shall be so designated and must bear an explanation as to the necessity for submitting them.

In excess requisitions.

(b) The approval of an in-excess requisition does not increase the allotment. Supplies procured in this manner shall on issue be charged to the regular allotment unless a request for an increase in allotment, as provided in general orders issued from time to time covering quarterly money allotments, has been submitted and approved.

Overexpenditures.
C. N. R. 7.

(c) No vessel shall be permitted to overexpend her money allotments under any circumstances. Additional allotments from time to time required, will be obtained in the manner indicated in general orders issued by the Navy Department.

Supplies in excess, where carried.

(5) Quantities in excess of those called for by the allowance books of the flotilla may be carried on board the tender or at the base, at the discretion of the flotilla commander.

C. N. R. 23.

1396

(1) In all ordinary circumstances in the United States and on foreign stations when the procurement from home of the articles needed will be advantageous to the Government, ships' requisitions shall be sent direct to the supply activity which, having due regard for transportation facilities and for economical shipment, would furnish the material.

Supplies to
ports where
there is no
navy yard.
C. N. R. 9.

(2) Requisitions, however, covering material that by special instructions of technical bureaus, such as Ordnance and Aeronautics, require bureau approval, shall be sent to the bureau concerned before action is taken thereon.

(3) When time will not permit, or on foreign stations where direct purchase will be to the advantage of the Government, or in the case of needed services or articles of little importance as to cost, the junior flag officer of any unit may approve ships requisitions for procurement by the supply officer of the unit or of the ship concerned. In case no flag officer is present this authority may be exercised by the senior officer present.

C. N. R. 23.

(4) Purchases in foreign ports by vessels not carrying supply officers shall be limited to absolute essentials and, in making purchases, as wide competition as possible shall be secured. Immediately upon completion of services or delivery of materials, the commanding officers of such vessels shall secure dealers' bills. Properly certified dealers' bills will be presented to a Navy disbursing officer (Supply Corps Officer, Naval Attaché, or Naval Observer) if there is one in the immediate vicinity for preparation and payment of the public vouchers in accordance with the detailed requirements set forth in the Bureau of Supplies and Accounts Manual. In the absence of a Navy disbursing officer, public vouchers may be delivered to the nearest consular officer with the request that the vouchers be paid in accordance with section V-45, chapter 5, of the Foreign Service Accounting Regulations of the State Department.

C. N. R. 22.
C. N. R. 23.

1397

(1) In the procurement and expenditure of stores all officers shall be strictly governed by the established allowances, and exercise such economy as to make them last for the full time specified, and longer if practicable. Only in case of absolute necessity or accident will a departure from the allowances be tolerated, and requisitions for articles needed to meet such necessities must be made out as in excess, bearing certificates stating plainly the facts which are deemed sufficient to warrant approval of the requisitions.

Economy
strictly
enjoined.

C. N. R. 23.

Equipage.

(2) Articles of equipage and unusual articles of supplies for which requisition in excess has once been made and been disapproved by the bureau concerned shall not be required for again within six months unless the bureau concerned so authorizes within six months, and then a reference should be made on the new requisition to the fact that a previous requisition for the same articles has been disapproved.

1398

Duties of commanding officers in approving requisitions.
C. N. R. 12, 22.

(1) Excepting when purchase is to be made by an officer of the Supply Corps on the staff of a unit commander under the direction of the unit commander, commanding officers have supervisory authority over the purchase of supplies, and in approving requisitions for purchase shall be guided by the actual needs of their commands, taking into consideration the nature of the service in which they are engaged, the probability of being able to obtain the supplies from other ships or from a yard or station.

C. N. R. 12.

(2) No purchase shall be made by the commanding officer of any vessel not carrying a supply officer where it is practicable for the purchase to be made by a supply officer afloat or ashore.

(3) Officers in charge of departments shall keep themselves informed of the needs of their respective departments and shall meet such needs by timely requisitions in accordance with article 1395.

C. N. R. 12, 19.

(4) No article shall be purchased in the absence of a properly approved requisition.

1399

Instruments and medical supplies to be selected.

Medical supplies, surgical instruments, and "instruments of precision" shall be selected by officers representing the departments requiring them.

C. N. R. 23.

SECTION 4.—CLOTHING AND SMALL STORES

1405

Clothing and small stores shall be issued at such times as may be directed by the commanding officer, except that under normal conditions no issues shall be made during the five days prior to a pay day. Sales of clothing and small stores for cash shall not be made except through commissary and ship's stores or by special authority of the Bureau of Supplies and Accounts.

Issues of clothing and small stores, how made.
C. N. R. 13.
18.

1406

(1) Issues of clothing and small stores may be made to supernumeraries entitled to pay on the written authority of the commanding officer, and a statement upon the requisition signed by him, that the issue is necessary for the health and comfort of the person requiring it. An officer shall witness the issues to supernumeraries and sign the receipt as such.

Issues to supernumeraries.
C. N. R. 10.

(2) Subject to instructions issued by Fleet or Force Commanders, any officer of the Supply Corps may, by order of his commanding officer, make issues of clothing and small stores to the crew of any naval vessel or other naval activity when requested to do so by the commanding officer of the vessel or activity concerned. The senior officer present shall order such issues if necessary. In cases where the commanding officer knows that the applicant is already in debt to the Government, or will become in debt by reason of the requested issue of clothing and small stores, or may become in debt by reason of a pending checkage, the requisition shall bear a statement signed by the commanding officer that the issue is necessary for the health and comfort of the man requiring it.

C. N. R. 23.

SECTION 5.—RATIONS

1407

If any of the crew object to the quality of the provisions issued to them, the supply officer shall at once request a survey. If, in the judgment of the surveying officer, the provisions are of proper quality, they shall be issued, notwithstanding objections, unless the commanding officer shall direct otherwise. If, however, the provisions are not approved, others of a better quality shall, if on board, be at once issued in their stead.

Provisions alleged to be unfit for issue.

1408

Such provisions as in the opinion of the supply officer can be spared from the supply on board, without unduly reducing the quantities for regular issue, may, with the approval of the commanding officer, be sold to officers' and other messes at their average cost price, to be delivered only at the regular times and

Issues to officers' messes.

C. N. R. 23.

places of issue; but no person or mess shall be permitted to purchase a full allowance of any article while the crew is on short allowance thereof.

1409

The ration defined.

The ration is not a part of the pay, but is a limited allowance by the Government, under certain conditions defined by law. Commutation of rations by the enlisted men is not a right, but an allowance granted only by executive authority.

1410

Commutation of rations during actual time not drawn.

(1) Rations stopped for enlisted men of the Navy and Marine Corps shall be commuted for the actual period of time during which they are not drawn.

(2) The number of rations to be commuted for chief petty officers' mess and for men of the messman branch is left to the discretion of the commanding officer; but no enlisted man shall be allowed to commute his ration and subsist himself without authority in accordance with the Bureau of Navigation Manual.

C. N. R. 17.

(3) Provisions issued to messes composed of men whose rations are commuted shall in all cases be treated as provisions sold to messes for cash.

1411

Subsistence of crews of vessels not carrying supply officers.

(1) The commanding officer of a vessel not carrying a supply officer shall be responsible for the subsistence of the crew and for any issues in excess of allowance. A record shall be kept of all provisions received and expended, and at the end of the month and when the commanding officer is relieved a ration record shall be forwarded to the Bureau of Supplies and Accounts on the prescribed form in accordance with the instructions thereon.

C. N. R. 9.

(2) Expenditures of provisions for the crews of such vessels shall be regarded as overissues within the meaning of the ration law, and the total value thereof shall not exceed an amount found by multiplying the total number of rations of men actually subsisted during the period of such expenditures by the authorized ration allowance.

(3) The amount of any unused allowance at the end of any month or upon the detachment of a commanding officer shall be carried forward to the next return as an additional ration allowance. Similarly any amount issued in excess of allowance shall be carried forward to the next return and absorbed as soon as possible. Should, however, the commanding officer believe that such overissue was caused by unusual conditions, he may report the facts to the Bureau of Supplies and Accounts and request authority to take credit in a subsequent return for all or a portion of the amount overissued.

C. N. R. 23.

1471

(1) By direction of the Department of State, organizations are formed at appropriate points to cooperate under instructions from that department with diplomatic agencies representing American interests in enemy territory, for the relief of Americans who may be detained as prisoners of war therein. To this end there have been established by the War Department in the Office of The Provost Marshal General, a Prisoners of War Information Bureau and an Alien Enemy Information Bureau, to serve as central agencies in this country for the collection and exchange of information concerning prisoners of war and civilian internees. These bureaus will be authorized to communicate lists of prisoners and civil internees direct to the International Red Cross Committee at Geneva, and to receive similar information from that Committee.

**American
Prisoners
Central
Committee.
C. N. R. 19.**

C. N. R. 23.

(2) All persons in the naval service of the United States and all persons accompanying or serving therewith and subject to military jurisdiction will be instructed that, in case of capture by the enemy, they should communicate promptly their names and prison addresses to the International Red Cross Committee, Geneva, Switzerland.

**Procedure in
case of capture
by enemy.
C. N. R. 23.**

(3) The American National Red Cross will distribute supplies, clothing, and food to persons in the naval service and others who may be prisoners in the hands of any power with which the United States may at any time be at war. Detailed instructions as to distribution and accounting will be issued in time of war or when war is imminent.

**Distribution
of food and
supplies to
prisoners.**

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CHAPTER 41

SHORE ESTABLISHMENTS

PART I—NAVAL DISTRICTS

- Sec. 1.—Art. 1480. Establishment and limits.
- Sec. 2.—Arts. 1481–1484. General administration.
- Sec. 3.—Art. 1485. Organization.
- Sec. 4.—Art. 1486. Coast defense.

PART II—NAVAL BASES

- Sec. 1.—Art. 1487. General administration.

PART III—NAVY YARDS AND NAVAL STATIONS

- Sec. 1.—Arts. 1488–1502. General administration.
- Sec. 2.—Arts. 1503–1508½. Ships at yard or station.
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- Sec. 5.—Arts. 1511–1515. Personnel, civil and naval.
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- Sec. 7.—Art. 1517. Captain of the yard.
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- Sec. 9.—Art. 1532. Engineer officer.
- Sec. 10.—Art. 1533. Construction officer.
- Sec. 11.—Art. 1534. Public works officer.
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- Sec. 13.—Art. 1537. Supply officer.
- Sec. 14.—Art. 1538. Disbursing officer.
- Sec. 15.—Art. 1539. Accounting officer.
- Sec. 16.—Art. 1540. Medical officer.
- Sec. 17.—Art. 1542. Work done by one department or division for another.
- Sec. 18.—Art. 1543. Employment of labor at navy yards.
- Sec. 19.—Art. 1544. Floating dry docks.
- Sec. 20.—Art. 1545. Visits to vessels building.

Sec. 22.—Art. 1549. Relations of the Commander in Chief, Asiatic Fleet, with the naval stations, Cavite and Olongapo, and other shore activities within the limits of the Asiatic Station.

Sec. 23.—Art. 1550. The navy yard, Washington, D. C.

Sec. 24.—Art. 1551. The navy yards under industrial management.

Sec. 25.—Arts. 1552–1553. Regulations for the control, defense, and protection of Pearl Harbor, Hawaii, and defense of the Panama Canal.

PART I.—NAVAL DISTRICTS

SECTION I.—ESTABLISHMENT AND LIMITS

1480

C. N. R. 9,
11, 14, 22.

(1) The United States and island possessions are divided into naval districts with limits and headquarters as indicated in the subjoined table:

Limits.

	District No.	States and counties	Headquarters
C. N. R. 22.	1	Maine, New Hampshire, Vermont, Massachusetts, Rhode Island (including Block Island), and all United States naval reservations and naval activities on shore in Newfoundland.	Boston.
	3	Connecticut, New York, northern part of New Jersey including counties of Mercer, Monmouth, and all counties north thereof, also the Nantucket Shoals Lightship.	New York.
	4	Pennsylvania, southern part of New Jersey, including counties of Burlington, Ocean, and all counties south thereof; Delaware, including Winter Quarter Shoal Light Vessel.	Philadelphia.
C. N. R. 23.	5	Maryland less Anne Arundel, Prince Georges, Montgomery, St. Marys and Charles Counties; West Virginia; Virginia less Arlington, Fairfax, Stafford, King George, Prince William and Westmoreland Counties; and the counties of Currituck, Camden, Pasquotank, Gates, Perquimans, Chowan, Tyrrell, Washington, Hyde, Beaufort, Pamlico, Craven, Jones, Carteret, Onslow, and Dare in North Carolina; also the Diamond Shoal Lightship.	Naval Operating Base, Hampton Roads.
C. N. R. 23.	6	South Carolina, Georgia, and North Carolina, except the counties of Currituck, Camden, Pasquotank, Gates, Perquimans, Chowan, Tyrrell, Washington, Hyde, Beaufort, Pamlico, Craven, Jones, Carteret, Onslow, and Dare; and the counties of Nassau and Duval in Florida.	Charleston.
C. N. R. 23.	7	Florida, except the counties of Nassau and Duval and those west of the Apalachicola River.	Miami.
	8	Florida counties west of Apalachicola River, Alabama, Tennessee, Louisiana, Mississippi, Arkansas, Oklahoma, Texas.	New Orleans.
	9	Ohio, Michigan, Kentucky, Indiana, Illinois, Wisconsin, Minnesota, Iowa, Missouri, North Dakota, South Dakota, Nebraska, Kansas.	Great Lakes, Ill.

C. N. R. 23.

Naval districts

District No.	States and Counties	Headquarters	
10	Beginning at Latitude 25°00' N., Longitude 72°00' W.; thence to a point on the north coast of Cuba in Latitude 22°47' N., Longitude 79°47' W., thence westerly around shore of western Cuba and easterly along shore to Cienfuegos Light in Latitude 22°02' N., Longitude 80°27' W.; thence south to a point in Latitude 18°05' N., Longitude 80°27' W., thence to Punta de Gallinas, Colombia; thence along international boundaries to include all of Venezuela, British Guiana, Surinam and French Guiana, to and including eastern boundary of French Guiana thence east true to a point in approximate Latitude 4°20' N., Longitude 60°20' W., thence to a point in Latitude 25°00' N., Longitude 65°00' W., and thence to point of origin. The land areas of the Isle of Pines and other small coastal islands of Cuba are also placed in the Tenth Naval District.	San Juan.	C. N. R. 21, 22, 23.
11	New Mexico, Arizona, Clark County, Nevada, southern part of California, including counties of Santa Barbara, Kern, and San Bernardino, and all counties south thereof.	San Diego.	C. N. R. 22.
12	Colorado, Utah, Nevada (except Clark county), northern part of California, including counties of San Luis Obispo, Kings, Tulare, Inyo, and all counties north thereof.	San Francisco.	C. N. R. 22.
13	Washington, Oregon, Idaho, Montana, Wyoming, Alaska.	Seattle.	
14	Hawaiian Islands and islands to westward, including Midway, Wake, Kure, Johnston and Sands Islands, and Kingman Reef. See art. 1480 (2).	Pearl Harbor.	C. N. R. 21.
15	Panama Canal Zone.....	Canal Zone.	
16	Philippine Islands.....	Cavite.	

(2) He shall require from the proper medical officer reports of every case of death or disability occurring to persons in the naval service under his command in accordance with the current edition of the manual of the medical department, United States Navy, which reports shall be sent to the Bureau of Medicine and Surgery. (See arts. 1842-1845.)

C. N. R. 12.

(3) At stations within the continental United States he shall inform (by dispatch) the nearest relative or legal representative of the deceased (unless living outside of continental United States) and request him to communicate by telegram with the Bureau of Medicine and Surgery, Navy Department, or the Major General Commandant, Marine Corps, Washington, D. C., regarding disposition of remains: *Provided*, That if the remains have been transferred to a naval hospital, the dispatch may request the next of kin to communicate directly with the commanding officer of such hospital.

Within conti-
nental United
States.
C. N. R. 12.

(4) At stations beyond the continental United States notification to next of kin residing in the United States will be sent by the Navy Department.

Beyond conti-
nental United
States.
C. N. R. 12.

(5) An escort not to exceed one person may be provided to accompany to place of burial the bodies of officers, enlisted men, or nurses who have lost their lives in the naval service. (Act of 26 May, 1928.) The escort furnished under this authority may be a relative or friend (not in the service) of the deceased.

Escort.
C. N. R. 12.

(6) If a relative or other civilian is to act as escort for the remains to place of burial, travel orders shall be issued to such civilian escort, stating therein the allowable subsistence expenses for the travel, claim for reimbursement for which will be submitted to the Bureau of Supplies and Accounts (art. 908).

C. N. R. 20.

(7) The regulations embodied in Article 908 (4)-(10), inclusive, shall apply equally to deaths occurring at shore stations.

Effects of
deceased
persons.
C. N. R. 23.

1514

(1) All enlisted men of the Navy assigned to duty in the navy yard shall be under the command of the officer designated by the commandant. All matters of administration relating to enlisted personnel shall be transacted through him, but the heads of the various units of the organization of the yard to which the men may be assigned shall be responsible for the muster and discipline of the men within their limits.

Status of en-
listed personnel.

(2) Service records, pay accounts, and health records shall be lodged as directed by the commandant, and when men are transferred a complete set of transfer papers, records, and accounts shall accompany them.

Custody of
records.

C. N. R. 9.

(3) All enlisted men received for duty at a shore station shall be compared with their service records for identification as soon as practicable after receipt. In case a discrepancy is found to exist, full report, together with a statement of the man concerned, shall be forwarded to the Bureau of Navigation. On December 31 of each year the commandant or commanding officer of each shore station shall take the necessary steps to verify the service records and descriptive lists of all men attached to the station, appointing such officers as may be practicable to constitute a board for this purpose. The commanding officer shall transmit a report to the Bureau of Navigation covering the corrections that have been made with his approval. (See art. 826.)

1515

**Observance of
Federal, State,
Territorial and
district laws.
C. N. R. 20.**

(1) The commandant or commanding officer of any naval station or other naval reservation situated within the limits of any State, Territory, or District, which has been acquired by the United States through purchase or otherwise for naval purposes, and over which the United States has exclusive jurisdiction, shall require all persons within the limits of such stations or reservations strictly to observe all existing Federal laws, including the penal laws creating offenses not otherwise covered by any act of Congress, of the State, Territory, or District wherein the station is located in effect on April 1, 1935, and remaining in effect, which have been adopted as Federal laws by section 289 of the United States Criminal Code.

**Offenses by
persons in
naval service.**

(2) Offenses committed by persons in the naval service within the limits of such station or reservation shall be punished as authorized by the Articles for the Government of the Navy, the Navy Regulations, and the customs of the service.

**Offenses by
persons not in
naval service.
C. N. R. 20.**

(3) Persons not in the naval service who commit offenses within the limits of such station or reservation, including the offenses contemplated by section 289 of the United States Criminal Code, are subject to trial in the United States District Court for the district in which the station is situated.

**Reservations in
titles to land.**

(4) Care shall be taken by commandants and commanding officers to see that any reservations contained in the instrument conveying title to the United States or the act of legislature ceding jurisdiction to the United States are observed.

C. N. R. 23.

SECTION 6.—COMMISSARY STORE

1618

(1) When authorized by the Secretary of the Navy, commissary stores may be established and administered by the Bureau of Supplies and Accounts.

Authority for establishment.
C. N. R. 1,
10, 11, 12, 13,
15, 19.

(2) (a) The following personnel stationed or living near a commissary store are authorized to make purchases therefrom:

Persons authorized to use.

(1) Officers and enlisted men of the Army, Navy, Marine Corps, and Coast Guard, active and retired.

(2) Officers of the Public Health Service, active and retired.

(3) Members of the Nurse Corps (female), active and retired.

(4) Members of the Naval Reserve and Marine Corps Reserve on active duty or in retired pay status.

(5) Members of Fleet Reserve and Fleet Marine Corps Reserve on inactive duty who were transferred thereto from the regular Navy and Marine Corps upon completion of 16 or 20 years service.

C. N. R. 21.

(6) Retired emergency officers of Army, Navy, and Marine Corps.

(7) Officers and crews of Lighthouse Service vessels.

(8) Light keepers and depot keepers of the Lighthouse Service.

(9) Honorably discharged officers and enlisted men of the Army, Navy, Marine Corps, and Coast Guard who are being cared for and are receiving medical treatment from the Veterans' Administration, including such persons when totally disabled and receiving care in a private domicile, in the form of an attendant or aide paid by the Veterans' Administration or when the attendant or aide is a relative and receives compensation through increased allowances granted the patient for this purpose.

C. N. R. 19.

(10) Widows (who have not remarried) of the following personnel: Officers and enlisted men of the Navy, Marine Corps, and Coast Guard, active and retired, officers of the Naval and Marine Corps Reserve who die in line of duty while on active duty, retired emergency officers of the Navy and Marine Corps, and those listed in subparagraph (5) above.

C. N. R. 20, 22.

C. N. R. 23.

(11) Commissioned officers, ships' officers, and members of the crews of vessels of the Coast and Geodetic Survey.

(b) When Army, Navy, or Marine Corps personnel on active duty are on duty away from the vicinity of a commissary store, their wives and such dependent relatives as actually and habitually reside with such personnel when they are on shore duty and for whom they maintain a residence when they are on sea duty are entitled to make purchases if residing in the vicinity of a store.

C. N. R. 23.

(c) At stations outside the continental limits of the United States and in Alaska the privilege of making purchases from the commissary store may under the direction of the commandant or commanding officer be extended to civilian officers and employees of the United States, and to such other persons as may be specifically authorized by the Secretary of the Navy.

(d) All persons having commissary store privileges shall confine their purchases to the needs of their immediate families.

(3) All applications for the privilege of purchasing from the commissary store will be made in writing to the officer in charge, who will satisfy himself that the applicant is entitled to the privilege. As a means of identification, a permit will be issued to those allowed the use of the store. A permit is non-transferable, and the person to whom a permit is issued will be responsible for any purchases made on its presentation. The number of the permit and the address of the person to whom issued will be recorded. The officer in charge will cause to be investigated all excessive purchases and will satisfy himself that only those entitled to the privilege of the store are being supplied.

(4) Purchases will be made in person or upon the written request of those entitled to the privilege. Sales will be made to purchasers for cash or credit, as the officer in charge may decide, or as circumstances may require, at such prices as may be deemed for the interests of the Government. For the information of purchasers, circulars containing the list of articles carried in

C. N. R. 23.

1635

(1) The assignment of midshipmen to the line of the Navy upon graduation will be made by the Secretary of the Navy, upon the recommendation of the Academic Board from the graduates of the year. They take rank in the order of merit as determined at the Naval Academy.

Assignment of midshipmen.

(2) The assignment of midshipmen to the Marine Corps on the completion of the prescribed course at the Naval Academy will be made each year by the Secretary of the Navy, upon the recommendation of the Academic Board, from the graduates of that year who request such assignment. The officers so assigned shall take rank in the order of merit as determined at the Naval Academy.

1636

(1) Appointees to the grade of assistant surgeon must be between the ages of 21 and 32 at the time of appointment. Their physical, moral, mental, and professional qualifications must be approved by a board of medical officers.

Candidates for assistant surgeon.

(2) Acting assistant surgeons may be appointed for temporary service after such examination as the Secretary of the Navy may prescribe.

1637

(1) Appointees to the grade of assistant dental surgeon must be between the ages of 21 and 32 at the time of appointment. They must be graduates of standard medical or dental colleges and trained in the several branches of dentistry. Before appointment they must successfully pass mental, moral, physical, and professional examinations before medical and professional examining boards.

Assistant dental surgeon.

(2) The professional board shall consist of one medical officer, who shall be senior member thereof, and two officers of the dental corps.

1638

(1) A candidate from civil life for original appointment to the Supply Corps of the Navy must be not less than 21 nor more than 26 years of age. His physical, mental, and moral qualifications must be examined and approved by a board of officers of the Supply Corps.

Candidates for assistant paymaster.

(2) The physical examination of the candidates shall be conducted by a board of medical officers, who shall report the result thereof to the board of officers of the Supply Corps, certifying as to the physical qualifications of the candidate for appointment as assistant paymaster, and such report shall form

a part of the record of said board of officers of the Supply Corps.

Bonds.
C. N. R. 19.
C. N. R. 22.

(3) Before entering upon the duty of his office, every officer of the Supply Corps shall give good and sufficient bond to the United States, to be approved by the Secretary of the Navy, faithfully to account for all public funds and property which he may receive. Unless otherwise required by the Secretary of the Navy, such bond shall be in the sum of \$10,000. Bonds will not be required of officers of the Supply Corps who are not accountable for public funds or public property unless specifically required by the Secretary of the Navy, except that officers of the Supply Corps on duty on the Asiatic Station shall be bonded at all times regardless of duty to which assigned, such bond to be executed prior to departure from the United States.

New bond.
C. N. R. 23.

(4) All such bonded officers shall give a new bond, with sufficient surety, every four years, or whenever required to do so by the Secretary of the Navy; and all such bonds shall be examined every two years for the purpose of ascertaining the sufficiency of the surety thereon. (Sec. 1384, R. S.).

(5) A chief pay clerk or pay clerk who is a candidate must be between the ages of 21 and 35. He shall fulfill such requirements as the Secretary of the Navy may prescribe.

1639

**Candidates
for chaplain.**

(1) A candidate for the office of chaplain must be not less than 21 nor more than 35 years of age at the time of his appointment. He must be a regularly ordained minister of good standing in his denomination. His moral character, general fitness, and experience shall be established to the satisfaction of a board of chaplains, which shall conduct a written examination to determine his mental attainments. The physical examination of the candidate shall be conducted by a board of medical officers.

(2) Original appointments shall be made to the grade of acting chaplain after such examination as may be prescribed by the Secretary of the Navy, and while so serving acting chaplains shall have the rank of lieutenant (junior grade).

(3) After three years' service each acting chaplain before receiving a commission in the Navy shall establish to the satisfaction of the Secretary of the Navy by examination by a board of chaplains and medical officers of the Navy his physical, mental, moral, and professional fitness to perform the duties of chaplain in the Navy with the rank of lieutenant (junior grade). Acting chaplains shall be commissioned as chaplains when advanced to the rank of lieutenant.

1640

A candidate from civil life for the office of assistant civil engineer must be not less than 22 nor more than 30 years of age, must be a graduate in engineering from a technical school or university of approved standing, and must show evidence that he is proficient in the practice of his profession. He shall be required to pass a physical examination and such mental and professional examinations as the Secretary of the Navy may direct.

**Candidates for
assistant civil
engineer.**

1641

(1) Appointments as warrant officers shall be made only after competitive professional examination before boards consisting of at least three commissioned officers, from candidates who fulfill all requirements prescribed by the Navy Department.

**Appointment
of warrant
officers.**

for which reimbursement is authorized by law. (Act of May 22, 1928.)

(2) Advances of public funds to naval personnel are authorized to officers, midshipmen, and enlisted men on emergency shore duty. Emergency shore duty shall include patrol duty and such other cases where naval personnel are dispatched for rescue, salvage, police, or other emergency purposes. Advances shall not exceed a reasonable estimate for necessary emergency transportation (where Government transportation requests will not suffice) and for personal expenses based on the rates prescribed in article 698 (5), (a) (c) for patrol expenses, and except in the case of patrol may not include expenses for lodging and subsistence for officers. In no case shall such advances be made unless reimbursement is authorized by law. The method of accounting for such advance shall be as prescribed in article 698.

Emergency
shore duty.
C. N. R. 12.

(3) The director of naval intelligence is authorized, in his discretion, to make such advances to naval personnel, from time to time, as he may deem necessary for the collection of information at home and abroad.

C. N. R. 14.

1804

(1) Unless emergency conditions make it impossible to do so, no enlisted men will be transferred without being accompanied by their transfer pay accounts. Commanding officers are particularly enjoined to see that timely notice is given to disbursing officers, wherever possible, of any contemplated transfers. No men will be sent to *foreign* duty without their transfer pay accounts except under the most urgent emergency conditions; and, in all such cases and whenever men are transferred without their pay accounts, it will be understood that their accounts will be forwarded at the first possible moment after their transfer.

Pay of men
without transfer
pay accounts.
C. N. R. 12.

(2) Whenever an enlisted man, who has four or more months remaining to be served in current enlistment or who under existing law may be required to serve during the duration of the national emergency, is received on board a ship or at a station without his pay accounts he may, if he has not received pay for a period of 15 days, be taken up for pay commencing with the day following date of transfer from the ship or station at which his account was known last to have been carried and paid 50 percent of the pay of his rating, plus the full amounts of authorized allowances, less any allotments or other deductions which should be made. Prior to payment under this authority, the enlisted man shall furnish a sworn statement setting forth the date on which he was last paid, the number

C. N. R. 23.

and individual amounts of all active allotments and all details pertaining to any other deductions or checkages which should be made in his pay account. In the case of a man received without his service record, his commanding officer shall require credentials sufficient for proper identification and there shall also be included in the required sworn statement, necessary information as to: name, service number, rating, rate of pay, total service to date and date of expiration of current enlistment. If, after 30 days following date of transfer from the ship or station at which his account was known last to have been carried, his transfer pay account has not then been received he may, thereafter, be put in receipt of the full pay and allowances of his rating less any allotments or other deductions which should be made. The 50 percent of pay withheld during the first 30 days following date of transfer will not be paid until receipt and adjustment of *regular* transfer pay accounts.

C. N. R. 23.

(3) The commanding officer shall issue a written order, accompanied with two certified copies of the man's sworn statement, to the supply or disbursing officer whenever an enlisted man under his command is paid under the authority of this article. The commanding officer shall furnish advice of his action, by the quickest practicable method, to the ship or station at which the man's account was known last to have been carried and to the Bureau of Supplies and Accounts (Allotment Division). He shall cause proper entry to be made in the service record of the man concerned and shall furnish a copy of the man's sworn statement to each of the activities specified above.

C. N. R. 13.

(4) In the event that it becomes necessary to transfer a man before the receipt of his regular transfer pay accounts and who has been taken up for pay under the foregoing conditions, he will be given a "*memorandum* transfer pay account," which will show the inclusive dates for which he has been paid and the total amount paid to him.

C. N. R. 23.

(5) Upon specific authority of the Bureau of Supplies and Accounts, a commanding officer may extend application of the foregoing procedure to commissioned and warrant officers and nurses.

SECTION 9.—ALLOTMENTS

1805

Allotments.
C. N. R. 7,
12, 18, 19, 22.

(1) (a) Each person on the active list of the Navy, Marine Corps, and Navy Nurse Corps (female), each person on the retired list of the Navy, Marine Corps, and Navy Nurse Corps (female) when on active duty, and each member of the Naval and Marine Corps Reserve ordered to active duty or to training duty for a period longer than 3 months, shall be allowed to allot

C. N. R. 23.

such portion of his pay as he may desire for the support of his family or other relatives, for his own savings, or for other similar proper purposes. Except when specifically authorized or directed by the Secretary of the Navy and in the case of payments of insurance premiums and allotments to the Navy Relief Society or American Red Cross, allotments for the purpose of repaying loans or for making installment payments of any kind, either directly or indirectly, shall not be registered, and the grantor of the allotment shall certify over his signature on his request to register allotment that it is not registered for such a purpose.

When a registering officer doubts that a requested allotment is for a proper purpose, he shall submit the matter to his commanding officer for decision.

(b) Each person on the retired list of the Navy, Marine Corps, and Nurse Corps (female) and transferred members of the Fleet Reserve and Fleet Marine Corps Reserve, who are not on active duty shall be allowed to make allotments for the payment of premiums on insurance and for Navy Mutual Aid assessments, but for no other purpose, except that in the case of retired enlisted men and transferred members of the Fleet Naval Reserve and Fleet Marine Corps Reserve, allotments for payment of premiums on insurance shall be restricted to those on United States Government and national service life insurance.

C. N. R. 9.
19, 22.

(c) The term "pay" for the purpose of allotments, will be construed to include rental and subsistence allowances authorized by the act of June 10, 1922.

(d) Members of the Insular Force and the Samoan Band are not permitted to make allotments of pay or allowances, except for the purpose of payment of premiums on Government Insurance and National Service Life Insurance.

(2) No individual will be permitted to grant more than two allotments, exclusive of allotments which are in payment of insurance premiums, or allotments to the Navy Relief Society, or to the Treasurer of the United States for the purchase of U. S. Savings Bonds or Defense Savings Bonds, running as simultaneous charges against his pay account.

C. N. R. 16.
C. N. R. 22.
C. N. R. 23.

1836

(1) Persons confined in prisons in pursuance of the sentence of a naval court-martial shall, during such confinement, be allowed a reasonable sum, not to exceed \$3 per month, for necessary prison expenses, and shall, upon discharge, be furnished with suitable civilian clothing, only in cases where the prisoners so discharged would otherwise be unprovided with suitable clothing.

Clothing and allowance to discharged men.
C. N. R. 8.

(2) Persons discharged from the naval service by dishonorable discharge, bad-conduct discharge, or any other discharge for the good of the service, shall, upon discharge, be paid a sum not to exceed \$25, but only in cases where the persons so discharged would otherwise be without funds to meet their immediate needs.

(3) Persons discharged from the naval service for bad conduct, undesirability and inaptitude may be required, upon discharge, to surrender their outer uniforms and may be furnished with necessary civilian outer clothing, including an overcoat when necessary, at the expense of the Government at a cost not to exceed \$25.00 in each case. Marines discharged from the service for bad conduct, undesirability, inaptitude or unfitness may be required, upon discharge, to surrender their outer uniforms and may be furnished with necessary civilian outer clothing at the expense of the Government at a cost not to exceed \$15.00 in each case.

C. N. R. 23.

1838

No allowance shall be made for the expenses of persons undergoing examination for appointments, except as provided by law for midshipmen.

No allowance for expenses of candidates for appointment.

1839

The actual expenses only of enlisted men summoned as witnesses before a court-martial shall be paid, and shall be provided by the supply officer upon order of the commanding officer of the ship or station to which they belong.

Allowance for witnesses.

1840

The rules contained in "Naval Courts and Boards" for the payment of fees and mileage to civilian witnesses before naval courts and boards shall be observed by all persons in the naval service.

Fees and mileage for civilian witnesses before naval courts and boards.

SECTION 13.—PERSONS DECEASED

1841

(1) The necessary and proper funeral expenses of officers and enlisted men of the Navy and Marine Corps at naval stations within the United States will be provided for by annual contracts, and elsewhere within the United States will be allowed when ap-

Funeral expenses within the United States.

proved by the Bureau of Medicine and Surgery, or by such officers as may be designated by the Major General Commandant, Marine Corps, respectively.

C. N. R. 12.
C. N. R. 18.

No expenses for travel to attend the funeral of an officer who dies in the United States shall be allowed, except as provided for in article 1513 (5).

Funeral expenses.
C. N. R. 12.
C. N. R. 18.

(2) The amounts paid for funeral expenses, including preparation, encasement, and interment of remains, shall not exceed \$200 each, unless due regard for decent burial renders greater expense necessary, which fact must be certified on all copies of the public voucher by the officer ordering the payment of the bill.

Preparation for interment.

(3) The remains of naval dead shall be prepared for interment or for shipment to their homes under the supervision of an officer who shall determine by final inspection in each instance that the work of embalming, cleansing, shaving, and dressing have been competently performed, and that the encasement, clothing, etc., meet all the requirements of the occasion and comply with the terms of the contract.

New clothing for deceased.

(4) Where available clothing belonging to a deceased officer or enlisted man is not sufficient in quantity or of proper kind or quality, or is too much worn, new clothing (outer and under) shall be obtained as may be necessary from the Supply Department and charged to the appropriation "Care of the dead."

Autopsies.

(5) Especial care shall be exercised that the evidences of autopsies shall not cause unnecessary distress to parents, and that the wounds so made shall be neatly closed, and that packings and dressings employed shall be of clean and suitable material.

Caskets.

(6) Navy (or Army) standard caskets, when available, shall be used for transportation of remains of officers and enlisted men.

Whom to inform in case of death.

(7) The commanding officer of a naval hospital shall immediately inform the commandant of the station (see art. 1513) of any death in the hospital; he shall in addition inform by telegraph the next of kin, family, or legal representative of the deceased.

Gratuity of six months' pay to widow or other designated beneficiary.
C. N. R. 11.
C. N. R. 12.
C. N. R. 18.

(8) The Act of June 4, 1920 (41 Stat. 824), as amended by the Acts of May 22, 1928 (45 Stat. 710), and May 12, 1930 (46 Stat. 268), authorizes the payment of six months' pay to the following classes of dependents, in the order stated, of any officer, enlisted man, or nurse on the active list of the regular Navy or regular Marine Corps, or on the retired list when on active duty, who dies from wounds or disease not the result of misconduct; (a) widow, (b) child or children, (c) any other dependent relative previously designated, or (d) any grandparent, parent, sister, or brother shown to have been actually dependent where no dependent relative has been designated.

(1) (a) Title A includes the original cost or appraised valuation of ships. It shall include, in the case of a new ship, every expenditure that may properly be made a direct charge during its original construction, or, in the case of an old ship, its total appraised valuation.

Title A. Hull, machinery, and permanent fittings

(b) Objects of charge under Title A which are constructed at one navy yard for vessels under construction at another, or at a private shipyard, are not subject to invoice (credit to Title A for equipage and supplies of new vessels—see arts. 1595 and 1596).

(c) All expenditures on such objects shall be made under Title A, and when ready for transfer the supply officer shall make the shipment, but shall not take them up on his books, nor shall they be taken up by the supply officer or other consignee by whom they are received. They shall be under the charge of the head of the department or division concerned, and any further work thereon by the Government in order to finish such articles or to install them on board the vessel shall be an object of charge under Title A, as though the work had been continuous.

(d) All Title A articles and materials shall, when removed from a ship and turned into store, be taken up on the supply officer's books at an appraised value.

(2) (a) Title B represents the value of those nonexpendable articles of equipage on board ship (except when carried as stock by supply ships and tenders under Title X), for which accountability by individual items is required. Accountability for these articles under Title B shall also be maintained ashore when required. The articles of equipage for which accountability is required are designated by the letter B, in the classification index of naval stores and materials.

Title B, Equipage. C. N. R. 12.

(b) Title B equipment turned into store ashore will be taken up under Title X in the Appropriation Purchase Account and held in that account until required for immediate issue.

C. N. R. 23.

(c) Material held in store under Title X in the Appropriation Purchases Account and requiring repair will be drawn from store on memorandum custody receipts and the repairs charged to title V in the proper account under the appropriation involved.

C. N. R. 23.

(3) (a) Title C shows the running expenses and cost and maintenance of ships in commission.

(b) It shall include the pay of officers and crew; value of rations consumed or commuted; value of stationery for ship's use; supplies used in ordinary maintenance by the ship's force, such as painting carpentering, calking, etc.; bills for pilotage, towage, canal tolls, removing ashes, etc.; coal, oil, and other supplies consumed or used in steaming, heating, lighting, and

Title C, Cost, of commission.

cooking; ammunition used in target practice and for other purposes; and all other expenses incidental to the maintenance of the vessel in commission.

(c) Consumable supplies are classified as Title C in the classification of Navy stores, indicating that when issued for use aboard ship they are chargeable to Title C. Such supplies when in store ashore or in store on ships having a general supply system are carried under Title X.

NOTE—Material used by the ship's force for repairs such as ordinarily would be made at a navy yard will be charged to Titles D, K, or P, as the case may be. When necessary, special allotments should be requested from the bureaus having cognizance.

**Title D,
Repairs
to ships.
C. N. R. 23.**

(4) (a) Title D includes all repairs to ships' equipage (including ordnance); i. e., articles which are enumerated on Title B allowance lists, where such repairs are occasioned while carried in a ship's equipage account. When repairs will be made by yard or station, while carried on a ship's equipage account, such repairs shall be made upon request by letter prepared by the head of the ship's department concerned, and signed by the commanding officer of the vessel and approved by the commandant of the yard (or industrial manager at yards where an officer is detailed as such), without the formality of a survey.

(b) This Title includes repairs to aircraft ashore.

(c) With the exception of maintenance charges by the ship's force, all repairs to such integral parts of a ship, or ordinarily non-transferable fixtures, as were objects of direct charge to the ship under Title A, shall be charged under Title D.

**Title K, Addi-
tions and im-
provements
to ships.
C. N. R. 23.**

(5) Title K includes all expenditures on the hull or permanent fittings for changes and alterations which are in the nature of betterments or improvements.

(6) (a) Title E includes the original cost or appraised valuation of all property at navy yards, stations, and offices. It includes expenditures for plant additions and betterments.

(b) The commandants, commanding officers, or officers in charge of such stations will be responsible for seeing that a report of expenditures of labor and material is rendered to the Bureau of Supplies and Accounts monthly for each of the appropriations from which expenditures are made.

**Title G, gen-
eral main-
tenance of navy-
yard property.
C. N. R. 23.**

(7) Title G includes all expenses for the general maintenance of and repairs to property at navy yards, stations, and offices; and all operating expenses which cannot be allocated to building, manufacturing, or repair work.

(8) Title V includes all expenditures made for the benefit of the naval service generally not assignable to any yard or ship. Accounts shall be maintained under this title as prescribed by the Bureau of Supplies and Accounts.

Title V, general administration expenses.

(9) Title X includes the value of all stores, ashore and afloat awaiting issue for use or consumption.

Title X, supplies in store.

(10) Title Z represents a manufacturing account and embraces all articles manufactured by the Government for the Naval Establishment and delivered to supply officers for issue. It shall be debited with all materials used in manufacture and with all labor and indirect charges applied thereto; and it shall be credited with the ascertained cost of completed manufactures as invoiced to supply officers for issue. Material unavoidably wasted in manufacture shall be included in cost of product.

Title Z, conversion account.

(11) (a) Title O is the suspense title in which public vouchers ultimately chargeable to Titles E or G shall be lodged pending distribution to final titles by the accounting officer or other officer required to submit reports of expenditures for the yard concerned.

(b) The Bureau of Supplies and Accounts shall transmit monthly to each shore station a statement showing the amount charged to Title O on account of that station, together with the details of the charges. The amounts charged to Title O on these statements shall be credited to that title and be charged to the proper final title by the accounting officer or other officer required to submit reports of expenditures for the yard concerned.

C. N. R. 9.

SECTION 2.—ACCOUNTING OFFICERS' RETURNS.

1864

Accounting officers at industrial navy yards shall render returns as prescribed by the Bureau of Supplies and Accounts.

Returns at industrial yards.

SECTION 3.—SUPPLY ACCOUNTS ASHORE

1865

(1) Four stores accounts shall be kept by supply officers ashore, viz:

**Accounts of supply officer on shore.
C. N. R. 19, 22.**

- The naval supply account.
- The appropriation purchases account.
- The reserve material account.
- The clothing and small stores account.

(2) The naval supply account shall comprise all material paid for by the naval supply account fund and carried for general issue

**Naval supply account.
C. N. R. 10.**

as a charge to any appropriation, or as special stock to be used only for the specific object and as a charge to the specific annual or continuing appropriation for which procured. This account shall also carry machinings and short ends of material charged to current work if, in all respects, suitable for reissue in the form in which returned to store. It shall also be used as an account through which certain stores carried in other accounts are cleared when issued.

Appropriation
purchases
account.

"(3) The appropriation purchases account shall comprise all stores embraced in classes 1, 2, 3, and 4 and all other technical ordnance material paid for from the annual and continuing ordnance appropriations and carried as stock. This account shall also include all aircraft and technical aeronautical material actually in store. All material, stores, and services procured directly under appropriations, unless excepted, will be taken up in this account. This account shall also comprise all used material and scrap which is fit for Government purposes no matter what its source, except as provided in paragraph 2 above. Ships' equipment turned in from ships and stations and consumable supplies turned in from ships, with the exception of material carried in the naval supply account afloat and with the exception of clothing and small stores and medical stores, shall be taken up in and held in this account until required for issue. All material in this account shall be subject to general issue without charge to an appropriation except that ordnance material will not be issued except for work under the cognizance of the Bureau of Ordnance unless such material has been specifically released by that bureau. Other material under special bureau cognizance may be specifically reserved on the request of the bureau concerned pending its approval for issue. All material issued from the appropriation purchases account shall be a cost charge to the work or object."

C. N. R. 15, 18.

(4) The Reserve Material Account shall comprise materials purchased under the appropriation, "Reserve Material, Navy." Materials carried in this account, when issued in time of peace, shall be charged to current appropriations in the manner prescribed by current accounting instructions. In time of war or national emergency, issues from this account for use will be made direct without charge to any other appropriation.

Clothing account

(5) The clothing and small stores account shall comprise all clothing and small stores.

(6) All articles and materials in the stores accounts shall be carried at a price.

1882

(1) The naval appropriation act approved June 30, 1914, provides, "That the Secretary of the Navy be authorized at his discretion to issue free of cost the national flag (United States national ensign No. 7) used for draping the coffin of any officer or enlisted man of the Navy or Marine Corps whose death occurs while in the service of the United States Navy or Marine Corps, upon request, to the relatives of the deceased officer or enlisted man or, upon request, to a school, patriotic order, or society to which the deceased officer or man belonged."

National flag
used for funeral.

(2) Commandants of navy yards, commanding officers of vessels, or senior officers present, and commanding officers of naval hospitals are authorized to issue these flags to accompany all bodies forwarded or delivered to the next of kin or relatives for private interment, in order that the flags may be available for use at the time of burial. Request for such issue shall be construed as included in application for the body.

(3) Where no request for the flag is made, the commandant, commanding officer, senior officer present, or the commanding officer of a naval hospital will hold the flag (properly tagged with name of deceased and date of funeral) for a period of three months pending receipt of the above-referenced request should it be forwarded. If at the end of three months no request is received, the flag may be returned for issue or use as the case may be. In cases of doubt as to whether the persons making the request are legally entitled to the flag, the matter should be forwarded to the Bureau of Ships for its action prior to issuing the flag.

(4) The value of the flags will be charged under Title V—"Maintenance, Bureau of Ships" of the fiscal year.

SECTION 7.—MISCELLANEOUS

C. N. R. 10.

1883

(1) Every officer who receives public money which he is not authorized to retain as salary, pay, or emolument shall render his accounts monthly or quarterly, as directed, and on detachment.

Rendition of
accounts.

(2) Such accounts, with necessary vouchers, etc., shall be mailed or otherwise sent to the General Accounting Office or Bureau of Supplies and Accounts, as directed, within 10 days for monthly accounts and within 20 days for quarterly accounts of the period to which they relate.

Article 1884 deleted by C. N. R. 18.

C. N. R. 23.

1885

Loss of accounts, duties of supply officers.

In the event of the loss of accounts occurring from the loss or capture of a ship of the Navy, the disbursing officer, on receiving a written order from the commanding officer, shall open other accounts with the survivors, from the date of the disaster, giving to each person the rating he held at the time the accounts were lost; and the accounts so made out shall accompany the survivors on their transfer to a ship or station, the officer carrying the accounts of which is to govern himself by these accounts in making payments or issues, until he receives further instructions from the Navy Department or the General Accounting Office.

1886

Responsibility for payment.

An officer cannot be held responsible for payments to any person who has been removed from the Navy, unless the officer making the payment has received official notification of the fact.

1887

C. N. R. 10.
C. N. R. 22.
C. N. R. 23.

(1) Subject to instructions issued by Fleet or Force Commanders, any officer of the Supply Corps may, by order of his commanding officer, make purchases for, or issue clothing and small stores or money to, any naval vessel or other naval activity when requested to do so by the commanding officer of the vessel or activity concerned. The senior officer present shall order such purchases or issues if necessary. (Art. 1406 (2)). Any transfers of funds between officers, necessarily involved in making payments to officers and men, is authorized.

Memorandum pay rolls.
C. N. R. 22.
C. N. R. 23.

(2) When a vessel to which no officer of the Supply Corps is attached is separated from the officer carrying its pay accounts, the officers and crew of such vessel shall normally be paid, either on the basis of a certified money list prepared by the officer carrying the accounts, or by checks issued by that officer. Where both of the above methods of payment are for any reason considered impracticable by the Fleet, Force, or Squadron Commander, the commanding officer of such a vessel shall be furnished with a Memorandum Record of the accounts of the crew. At such times as issues of money or clothing and small stores are required by the vessel, this record may be presented to an officer of the Supply Corps, for issue in accordance with the provisions of paragraph (1) above. All entries in the Memorandum Record shall be made by officers of the Supply Corps, except that the commanding officer shall be responsible for the entry of data affecting the accounts (changes in rating, absences, miscellaneous checkages, etc.) resulting from his orders or from transfers to the ship which cannot be entered at the time of occurrence by the proper officer of the Supply Corps.

NOTE.—Pages 629 and 630 omitted.

CHAPTER 50

FUEL

Sec. 1.—Art. 1935–1939. General information.

SECTION 1.—GENERAL INFORMATION

1935

Details upon the subject of fuel are covered in the Manuals of the Bureaus of Ships and Supplies and Accounts. **Details in Manuals.**

1936

Specifications—(a) Coal:—Specifications for coal to be purchased for naval use can be obtained from the Bureau of Supplies and Accounts. **Specifications. C. N. R. 23.**

(b) Fuel oil and gasoline: Specifications and detailed information regarding facilities, conditions, and methods of delivery of fuel oil and gasoline will be found in the contract bulletins for fuel oil, gas oils, and gasoline (for use ashore and afloat), published by the Bureau of Supplies and Accounts.

(c) Kerosene: Specifications for kerosene may be found in leaflet specifications issued by the Bureau of Supplies and Accounts.

1937

Inspection.—Inspection shall be conducted in accordance with instructions issued by the Bureau of Ships and Bureau of Supplies and Accounts. **Inspection.**

1938

Safety precautions.—Safety precautions and instructions relative to the stowage, care, and handling of fuels, including coal, gasoline, kerosene, gas oils and fuel oil, as prescribed in the Bureau Manuals shall be enforced. **Safety precaution.**

1939

Operation of
coaling and
fuel plants.

(1) The upkeep and operation of coaling and fuel plants at a navy yard shall be in charge of the supply officer; the upkeep and operation of coaling and fuel plants not at a navy yard shall be in charge of the officer in charge of the plant, or the custodian thereof, if the plant has not been placed under the commandant of a station; otherwise of the commandant.

(2) The cost of upkeep and operation of all fuelling plants shall be as provided for in article 484, paragraphs 11, 12, 13, and 14.

2022

(1) All official correspondence of the Navy Department, its bureaus or offices, with other executive departments, except from officers serving temporarily under such departments, and excepting also correspondence in relation to accounts, pensions, or records of service, will be conducted by the Secretary of the Navy (art. 1226, par. 2).

Correspondence with executive departments.

(2) All communications addressed to the United States Civil Service Commission by officers of the Navy relative to examinations, certifications, appointments, etc., in the classified service of the Navy Department, shall be forwarded through the Secretary of the Navy.

Correspondence with Civil Service Commission.

2023

(1) The general formula, "By direction of the Secretary," shall not be used upon orders or communications, except by The Judge Advocate General, the Chief Clerk of the Navy Department, and the official charged with the correspondence relating to pensions or records of service. When it becomes necessary for others in authority, in giving an order or making a communication, to refer to the direction of the Secretary, the reference shall be to a specified authorization.

The formula "By direction of the Secretary."

C. N. R. 15.

(2) Officers in charge of sections of a bureau or office and who are authorized to sign mail of their section shall write or stamp the words "By direction" after their signature, and the title of the bureau or office shall appear in the prescribed place at the head of the communication. Chiefs of bureaus and offices shall designate which officers are authorized to sign "By direction": (a) Secret mail and (b) other mail.

By direction.
C. N. R. 18.
C. N. R. 23.

(3) In addition to the use of the "By direction" formula discussed in paragraph (2) above, it may also be used by aides to commandants, and by officers on the staffs of the Commander-in-Chief and other flag officers afloat in forwarding correspondence which requires no action or comment on the part of the commandant or flag officer, or is forwarded for information or guidance, or on correspondence which is in accordance with previously announced policies of the Commander-in-Chief or flag officer. Senior officers authorized by this article to permit their aides to sign "By direction" shall designate to their command (or staff) which officers within their command may sign: (A) Secret correspondence, (b) other correspondence.

C. N. R. 23.

2024

**Absence of
chief of bureau.**

In the actual absence of the chief of a bureau, the communications, orders, bills, requisitions, and papers requiring his signature shall be signed by the assistant to the chief of such bureau; or, if there be no assistant, then by the chief clerk of the bureau.

2025

**Orders, by
whom and how
signed.**

(1) All communications, orders, bills, requisitions, and papers which by law or regulations are to be signed, approved, or forwarded by an officer commanding a fleet, squadron, division, or station, the commandant of a naval station, the senior officer present, or the commanding officer of a ship, must be actually signed by such officer in his own handwriting, and in his absence by the line officer next in rank and actually in command at the time. The name of the officer shall also be typewritten or stamped.

**Orders to
disbursing
officers.
C. N. R. 18,
22, 23.**

(2) Orders to disbursing officers affecting pay and allowances, such as orders pertaining to rating or disrating, entering or closing accounts, credit of extra compensation, and special money requisitions, while normally signed by the commanding officer may be signed by the executive officer by direction of the commanding officer. The commanding officer of a vessel or shore station may designate other officers within his command to sign such orders in lieu of or in addition to the Executive Officer when he considers such action necessary for the better administration of his command. On such orders the phrase "Executive (or appropriate) Officer, by direction of the Commanding Officer" will appear beneath the signature.

C. N. R. 23.

(3) Personnel officers of submarine forces, squadrons, and divisions are authorized to sign orders to their respective disbursing officers insofar as they affect members of the Flag allowances.

2026

**Signatures.
"Acting."
C. N. R. 20, 23.**

(1) An officer signing for another in whose absence he is in command or in charge shall write or stamp the word "Acting" after his signature; in this case the title of the official from whom the communication emanates, as indicated after the word "From" at the beginning of the paper, shall not be modified; thus, in the absence of the Chief of the Bureau of Navigation, the words "The Chief of the Bureau of Navigation" would still appear in the letterhead, and the acting chief of the bureau would write "Acting" after his signature. "Acting" shall not be used by officers left in command *afloat*. (See art. 2007 (3)).

2027

(1) The instructions contained in this chapter covering written communications shall, as far as practicable, be extended to official messages. Definitions of the terms "message," "despatch," "signal," "procedure signal," and "despatch mail" are given in the Communication Instructions.

Messages in general.
C. N. R. 2, 20.

(2) Radio and visual despatches shall not be employed for official communications except when: (a) Essential to fleet operations; (b) despite the exercise of proper administrative planning and foresight, mail will not answer the purpose.

Messages in lieu of mail.
C. N. R. 20.

(3) Messages strictly personal or for the convenience or in the interest of the sender shall be paid for by the sender if any charge is involved.

Personal messages.
C. N. R. 20.

sent direct to the departments, divisions, or inspectors concerned. All other letters concerning yard departments or divisions shall be addressed to the commandant, who shall, in case he does not himself decide upon the matter, forward them to the official concerned. Heads of the yard departments, divisions, or inspectors may, however, appeal to the Navy Department from a decision of the commandant.

(3) When new work is duly authorized, a shipment of fresh business directed, or a requisition duly approved, the head of the department interested on board a ship in commission or the navy yard officials concerned may communicate direct with all bureaus, officers, persons, or firms involved in the matter, in order to expedite the transaction of public affairs. Important messages sent by telephone shall be confirmed in writing.

(4) It shall be the duty of every bureau and officer to refer promptly to the commandant, or to the commanding officer of a ship in commission, any communication coming into his hands of which such bureau or officer thinks the commandant or commanding officer should be cognizant and which, by inadvertence or otherwise, has not passed through the proper office, although it should have so passed.

(5) Endorsed bureau and other official letters, even if coming through a commandant, shall, unless otherwise ordered, be returned by the head of department or division concerned direct to the bureau or to the official in interest, in cases where the endorsement is purely routine.

(6) Papers which are forwarded to a commandant from points outside the yard, and which are by him forwarded to heads of departments or divisions, inspectors, or commanding officers to be simply "noted," or "copied and complied with," and "returned" to their source, shall be returned direct, unless the commandant otherwise orders, or unless some request, comment, suggestion, or recommendation is added requiring action by the commandant.

(7) Recommendations as to new matters, requests for authority, or those of any other nature, which are not of the consequence of authority already given, and all papers not permitted by the Navy Department (in the Navy Regulations, general orders, or otherwise) to be sent direct, shall pass through the commandant's office.

(8) In communications between the Navy Department and a receiving ship, or ships in commission, notices concerning the transfer of men, changes of rating, authority to ship men, requests for filling vacancies in crews or in marine detachments, and all reports and returns relating to such men which require no action by the commandant shall be forwarded direct and not through the commandant's office.

Cases where head of department communicates direct.

Duty to refer to commanding officer communications of which he should be cognizant.

Letters returned direct.

Papers "noted," etc., returned direct.

Papers which must pass through commandant's office.

Other papers to be forwarded direct.

Receiving ships, barracks, and hospitals.

(9) The correspondence of the receiving ship, except as indicated in paragraph 8, marine barracks, and naval hospital shall be conducted as if they were yard departments.

Papers containing varying views.

(10) Papers containing views or recommendations of heads of departments or divisions, inspectors, or commanding officers which are at variance shall not be forwarded by such officers to the bureaus concerned except through the commandant. In cases of this nature the commandant should decide the matter, if possible.

Marine Corps matters.

(11) In communications between the Major General Commandant of the Marine Corps and marine brigades at navy yards or naval stations, notices concerning the transfer of men, changes in rank, authority to enlist men, requests for filling vacancies or for details, and all reports and returns relating to such men which require no action by the commandant of the yard or station shall be forwarded direct, and not through the commandant's office (art. 2016).

2039

Files.

(1) All officers shall file and preserve all official documents received and copies of all official letters and endorsements sent.

Correspondence to be preserved.

(2) Suitable files containing copies of all orders given and official letters written, and the original of all letters received on public service in all offices on board naval vessels and at shore stations shall be kept and preserved. Commanding officers may take copies of orders or letters sent or received. The system of filing shall be such as to safeguard all official papers and to render them readily accessible for reference. A flat-filing system shall be used when practicable.

Secret and confidential correspondence.

(3) Secret and confidential correspondence shall be filed as prescribed in article 76.

Procedure for disposal. C. N. R. 23.

(4) Accumulations in the files of vessels of the Navy or at Navy and Marine Corps shore activities of so-called "useless documents or papers" shall not be disposed of until the procedure prescribed by the Secretary of the Navy to fulfill the provisions of the Archives Act has been carried out.

C. N. R. 18.
C. N. R. 23.

(5) Documents or papers originally classified as secret, confidential, or restricted shall first be examined as to the nature of their contents. If, in the opinion of the official custodian, all classification can be removed they will be declassified and receive only the same consideration as other "useless" documents and papers. If the classification cannot be removed the special

procedure prescribed by the Secretary of the Navy for purposes of security will be followed, and in forwarding any samples the provisions of Article 76 strictly apply. Documents having a permanent value or historical interest, the retention of which in the files of vessels of the Navy or at Navy and Marine corps shore activities are no longer required, shall be listed separately from the lists of useless documents or papers and such lists forwarded to the Secretary of the Navy, through the Chief of Naval Operations, for final disposition in accordance with the instructions of the Secretary of the Navy.

(6) On flagships the flag communication officer shall be responsible under the flag officer for keeping the flag files. The flag files should be separated from the ship's files in such a manner that a transfer of flag will leave the ship's files intact and complete.

Separate ship and flag files.
C. N. R. 11,
15, 18.

(7) The files of the captain's office and of the flag office over 2 years old which have not been disposed of in accordance with the provisions of paragraph 4 and 5, and other documents of historical interest, shall be forwarded to the Chief of Naval Operations (Historical Section).

Files over 2 years old.
C. N. R. 18.

2040

When a vessel is placed out of commission, the publications, files, records, blueprints, etc., on board will be disposed of as follows:

Disposition, vessel placed out of commission.
C. N. R. 11.

(a) Registered secret and confidential publications will be turned in to an issuing officer, as prescribed in the "R. P. S. Distribution and Allowances."

(b) Restricted publications and ship's copies of bureau manuals, if in condition suitable for reissue, shall be forwarded by mail to the bureau or office concerned; otherwise they shall be destroyed and report made to the proper bureau or office.

(c) Unless otherwise directed by the Bureau of Navigation, confidential (or secret) charts will be destroyed by burning and report of destruction made to the Bureau of Navigation (Hydrographic Office). All other charts and Hydrographic publications will be destroyed.

Secret and other-charts.

(d) Secret and confidential ship's files (including secret and confidential communication files), confidential ship plans, confidential operating instructions corrected to date, bureau's confidential reports, all ship's copies of specifications for machinery, electrical, ordnance, hull, and navigational installations, con-

Secret and confidential files, etc.

fidential plans, and all other records of a confidential nature the disposition of which is not otherwise prescribed will be delivered to the commandant, or to the officer assigned by him as the custodian of such records. These records will be carefully boxed to prevent deterioration, and retained for the ship in the event of recommissioning, or otherwise disposed of, as ordered by the Chief of Naval Operations. The name of the vessel and the box number will be placed on the outside cover. A list of contents will be secured in each box, and custody receipts obtained. A copy of the lists, giving the contents of each box, will be furnished the Chief of Naval Operations.

Logs, ship's
plans, etc.

(e) Ship's copies of smooth logs, hull book, hull repair record book, allowance books, indices of ship's plans, lithoprint, vandyke and blueprint copies of ship's plans, and other nonconfidential plans, manufacturers' operating instructions, ship's copies of performance records, ship's copies of last reports by Board of Inspection and Survey, division commander's inspection, reports of material readiness for war, watch quarter and station bills, ship organization instructions, and nonconfidential general and communication files will be carefully boxed to prevent deterioration, suitably marked with name of ship's department, and turned over to the custody of the supply officer ashore, to be retained for the ship in the event of recommissioning, or otherwise disposed of, as ordered by the Chief of Naval Operations. Related matters should be grouped and packed in one box; for instance, all plans of a ship's department, with their indices, should be boxed separately from other records. A letter of transmittal, giving itemized list of the contents, shall accompany each box; copies of the letters and list of the contents shall be placed in each box and also furnished the Chief of Naval Operations (art. 997 (2), 1022 (3)).

SECTION 2.—FORMS OF CORRESPONDENCE.

2041

Size and quality
of official paper.
C. N. R. 15, 20.

(1) For official correspondence in the Navy, whether letters or endorsements, letter paper shall habitually be used. For the original, or first copy, it shall be white typewriter paper 8 by 10½ inches in size of substance No. 32 or substance No. 40. For file copies, a green-tinted paper of the same size of substance No. 26. For additional carbon copies, thin paper other than green shall be used. When the highest degree of permanency is required, as in records of court-martial proceedings, 75 percent rag, bond, white paper shall be used. For general correspondence 25 percent rag, bond, white paper is prescribed.

\uparrow 1''
 File No. (17)
 \downarrow

\uparrow 1½''
 U. S. S. _____ (2) (3) (4),
 Passage _____ to _____ (2) (5),
 February 1, 1939.
 \downarrow

← 1'' → From: (10 spaces) _____ (1) (6) (26).
 (26) To: _____ (7).
 Via: _____ (7).

Subject: _____ (8) (9).

References: (a) _____ (11) (12) (13).
 (b) _____

Enclosure: (A) _____ (14) (15) (16).

1. _____ ← 1'' →
 _____ (12) (13) (18) (20) (21) (26)

2. _____
 _____ (18) (19).

\uparrow
 A. B. _____ (20)
 \downarrow
 ½'' (18)
 \downarrow

 1st Endorsement (18) (23) (24) (25)
 on _____ File No.
 dated Feb. 1, 1939.

File No. _____ (2) (3)
 _____ (2) (5)
 _____ (2)

From: (10 spaces) _____ (6).
 To: _____ (7).

Subject: (10) _____ (8) (9).

1. _____ (12) (18) (19).

C. D. _____ (20)

(For numbering pages 1'' (26)
 see Art. 2042)
 \downarrow

C. N. R. 23.

C. N. R. 22.

C. N. R. 23.

2044

**When form
prescribed is not
used.**

Letters addressed to officials and others who have not adopted the form of correspondence described in article 2043, shall be prepared in the customary form as indicated in the following example. If endorsements become necessary in this class of correspondence, they shall be prepared in the manner prescribed in article 2043; also, references and enclosures shall be as indicated in that article.

C. N. R. 23.

may come into my possession or control; and I also further swear (or affirm) that I will support the Constitution of the United States. So help me God." (P.L.&R. 1924, sec. 32.)

2064

(1) Each Navy mail clerk and assistant will give bond to the United States for the faithful performance of his duties as such clerk in a sum not less than one thousand dollars (\$1,000). The bonds of Navy mail clerks and assistants designated for a domestic shore station, transacting money-order business, will not be increased unless the amount of money-order business transacted warrants an increase, while Navy mail clerks and assistants, designated for naval vessels and foreign shore stations, transacting money-order business, will give bond in a sum of not less than five thousand dollars (\$5,000).

**Mail clerks.
Bonds.**
C. N. R. 11.

(2) The inspections of the post office and audit of the Navy mail clerks' funds shall be conducted as prescribed in the Bureau of Navigation Manual, the Marine Corps Manual, and the Manual of the Bureau of Supplies and Accounts.

(3) In the case of organizations to which mail clerks are not detailed or serving as such, the commanding officer of the ship or shore station may, in his discretion, appoint some trustworthy person to perform the duty of mail orderly, to whom he shall give authority to receive the mail from the post office and to sign receipts for all registered letters except such as the sender has indorsed "Deliver only to addressee." Mail addressed to a shore station shall be distributed in accordance with such regulations as the commanding officer may make.

**Ships and sta-
tions having no
mail clerks.**
C. N. R. 11.

(4) Mail for the ship's company shall be distributed in a manner prescribed by the commanding officer. Every effort shall be made to assure that neither incoming nor outgoing mail is tampered with or handled by unauthorized persons. Locked boxes shall be conveniently placed for the reception of outgoing mail.

**Distribution
of mail.**
C. N. R. 11.
C. N. R. 23.

(5) In order that it may be known what should be received at the office of destination in a dispatch from a United States naval vessel or foreign shore station, a letter bill (Form 2969) shall be inclosed with each mail dispatched from a United States vessel or foreign shore station, whether the dispatch is made up of one or more sacks or pouches and whether the mail is prepared by a Navy mail clerk or a mail orderly. Each letter bill shall show by the entries the name of the naval vessel or foreign shore station, the date of dispatch, number of (outside) sacks or pouches, and the aggregate of the registered articles and jackets to be accounted for at the post office to which the letter bill is addressed. A letter bill serves as an invoice of the sacks, pouches, and registered articles

Letter bills.
C. N. R. 11.

sent in a dispatch and must be invariably used to prevent loss or misunderstanding. Mail orderlies who are without a stock of letter bills (Form 2969) shall make requisition on the New York or San Francisco post office for the number needed on the basis of one bill for each dispatch.

C. N. R. 11.

SECTION 2.—HANDLING OF CLOSED MAILS UNDER PROVISIONS OF
POSTAL CONVENTION

2065

The handling of closed mails to and from vessels of the Navy and divisions (organizations) of the United States Marine Corps in foreign countries is governed by the provisions of article 77 of the Stockholm convention and article 69 of its detailed regulations which reads as follows:

ARTICLE 77 (STOCKHOLM CONVENTION)

1. Closed mails may be exchanged between the post offices of any one of the contracting countries and the commanding officers of naval divisions or warships of the same country stationed abroad or between the commanding officer of another division or ship of the same country through the intermediary of land or sea services maintained by other countries.

2. Correspondence of all kinds contained in such mails shall consist only of such as is addressed to or sent by the officers and crews of the ships to or from which the mails are sent; the rates and conditions of dispatch applicable to them are determined, according to its domestic regulations, by the postal administration of the country to which the ships belong.

3. Barring contrary agreement between the administrations concerned, the dispatching or receiving administration of the mails in question is indebted to the intermediary administrations for transit charges calculated in accordance with the provisions of article 70.

ARTICLE 69 (REGULATIONS OF THE STOCKHOLM CONVENTION)

1. Notice must be given to the intermediary administrations of the establishment of an exchange of closed mails between an administration of the union and naval divisions or warships of the same nationality, or between one naval division or warship and another of the same nationality, in advance, as far as possible.

2. The address of such dispatches is worded as follows:

From the office of _____ for the (nationality)

naval division of (name of the division) at _____

For the (nationality) ship (name of the ship) _____

at _____ (country).

C. N. R. 23.

Or

From the (nationality) naval division of (name of the division) at _____

From the (nationality) ship (name of the ship) at C. N. R. 11.

For the office of _____ (country.)

Or

From the (nationality) naval division of (name of the division) at _____

From the (nationality) ship (name of the ship) at _____

For the (nationality) naval division of (name of the division) at _____

For the (nationality) ship (name of the ship) at _____ (country).

3. The dispatches addressed to or coming from naval divisions or warships are forwarded, in the absence of the indication of a special route in the address, by the most rapid routes and under the same conditions as the dispatches exchanged between post offices.

The captain of a mail steamer which carries dispatches addressed to a naval division or a warship holds them at the disposal of the commandant of the division or vessel of destination in case that the latter should demand that he deliver them en route.

4. If the vessels are not found at the place of destination when the dispatches addressed to them arrive there, such dispatches are retained at the post office while awaiting their withdrawal by the addressee or their reforwarding to another point. The reforwarding may be demanded either by the administration of origin or by the commandant of the naval division or vessel of destination, or, finally by a consul of the same nationality.

5. Those of the dispatches in question which bear the note, "Aux soins du consul de _____" (in care of the consul at _____), are consigned to the consulate of the country of origin. They may later on, at the request of the consul, be returned to the Postal Service or be forwarded to the place of origin or to another destination.

6. Dispatches addressed to a warship are considered as being in transit up to their delivery to the commandant of that warship, even when they may originally have been addressed to the care of another post office or to a consul charged with serving as intermediary forwarding agent; they are not, therefore, considered as having arrived at their address if they have not been delivered to the warship of destination.

2066

Ship's mail address.
C. N. R. 11.

The commanding officer shall keep the postmaster through whom the mail is forwarded fully informed as to the address to which it should be sent, subject to such action as may be taken in the matter by the commander in chief or senior officer present. (Art. 699 (1).) This shall include the itinerary of the vessel or organization as far as it is practicable to ascertain at the time.

SECTION 3.—MISCELLANEOUS

2067

Closed bags.
C. N. R. 11.

Vessels of the Navy at foreign ports shall transmit their mails (closed bags) to the United States through the post offices of the ports of call whenever practicable. Such practice not only effects a positive economy but also generally insures a more effective handling of the mails. Mail bags from naval vessels may be placed directly on board steamers sailing for the United States only when such procedure is unavoidable in order to advance the delivery of the mails. In adopting this procedure commanding officers shall bear in mind that it subjects the Post Office Department to increased cost in transporting mails, and the practice shall therefore not be resorted to unnecessarily.

2068

Use of penalty stamp.
C. N. R. 11.

In the transmission within the United States of official mail matter free of postage, the following rules shall be observed.

(a) Officers of the Navy and Marine Corps may send official mail matter between themselves, or to any of the executive departments, by using the penalty envelopes.

(b) Official mail matter may be transmitted under cover of the penalty envelopes by officers of the Government to private individuals.

(c) Any department or office entitled to use them may inclose the penalty envelope with return address to any person from or through whom official information is desired, the same to be used only to cover such official information.

(d) The name of the department and proper designation of the office or officer shall appear in the upper left-hand corner of the address face of the envelope, and thereunder the words "Official business"; in the upper right-hand corner shall appear the penalty clause, reading "Penalty for private use to avoid payment of postage, \$300." These indorsements may be printed, stamped, or written.

(e) Ship and Station newspapers will not be mailed in penalty envelopes to other than Government agencies.

(f) Ship's Service correspondence and bills will not be mailed in penalty envelopes.

2069

(1) Official mail matter addressed to foreign countries must be prepaid with postage stamps at the ordinary rates.

**Foreign
postage.
C. N. R. 11.**

International rules—Continued.

other, not less than six feet apart, and when towing more than one vessel shall carry an additional bright white light six feet above or below such lights, if the length of the two measuring from the stern of the towing vessel to the stern of the last vessel towed exceeds six hundred feet. Each of these lights shall be of the same construction and character, and shall be carried in the same position as the white light mentioned in article two (a), excepting the additional light, which may be carried at a height of not less than fourteen feet above the hull.

Such steam vessel may carry a small white light abaft the funnel or aftermast for the vessel towed to steer by, but such light shall not be visible forward of the beam.

SPECIAL LIGHTS.

ART. 4 (a) A vessel which from any accident is not under command shall carry at the same height as the white light mentioned in article two (a), where they can best be seen, and if a steam vessel in lieu of that light two red lights, in a vertical line one over the other, not less than six feet apart, and of such a character as to be visible all around the horizon at a distance of at least two miles; and shall by day carry in a vertical line one over the other, not less than six feet apart, where they can best be seen, two black balls or shapes, each two feet in diameter.

(b) A vessel employed in laying or in picking up a telegraph cable shall carry in the same position as the white light

Inland rules—Continued.

tical line, one over the other, not less than three feet apart, and when towing one or more vessels astern, regardless of the length of the tow, shall carry an additional bright white light three feet above or below such lights.

C. N. R. 18.

Provided, That on the Red River of the North and the rivers emptying into the Gulf of Mexico and their tributaries, this article shall not affect the signal lights used on towing vessels which propel the tow by pushing at the rear of the tow.

C. N. R. 23.

Each of these lights shall be of the same construction and character, and shall be carried in the same position as the white light mentioned in article two (a) or the after range light mentioned in article two (f).

Such steam vessel may carry a small white light abaft the funnel or aftermast for the vessel towed to steer by, but such light shall not be visible forward of the beam.

International rules—Continued.

mentioned in article two (a), and if a steam vessel in lieu of that light three lights in a vertical line one over the other not less than six feet apart. The highest and lowest of these lights shall be red, and the middle light shall be white, and they shall be of such a character as to be visible all around the horizon, at a distance of at least two miles. By day she shall carry in a vertical line, one over the other, not less than six feet apart, where they can best be seen, three shapes not less than two feet in diameter, of which the highest and lowest shall be globular shape and red in color, and the middle one diamond in shape and white.

(c) The vessels referred to in this article, when not making way through the water, shall not carry the side lights, but when making way shall carry them.

(d) The lights and shapes required to be shown by this article are to be taken by other vessels as signals that the vessel showing them is not under command and can not therefore get out of the way.

These signals are not signals of vessels in distress and requiring assistance. Such signals are contained in article thirty-one.

LIGHTS FOR SAILING VESSELS AND VESSELS IN TOW.

C. N. R. 18.

ART. 5. A sailing vessel under way and any vessel being towed shall carry the same lights as are prescribed by article two for a steam vessel under way, with the exception of the white lights mentioned therein, which they shall never carry.

C. N. R. 23.

Inland rules—Continued.

LIGHTS FOR SAILING VESSELS AND VESSELS IN TOW.

ART. 5. A sailing vessel under way and any vessel being towed, except barges, canal boats, scows, and other vessels of nondescript type, when in tow of steam vessels, shall carry the same lights as are prescribed by article two for a steam vessel under way, with the exception of the white lights mentioned therein, which they shall never carry.

International rules—Continued.

LIGHTS FOR AN OVERTAKEN VESSEL.

ART. 10. A vessel which is being overtaken by another shall show from her stern to such last-mentioned vessel a white light or a flare-up light.

The white light required to be shown by this article may be fixed and carried in a lantern, but in such case the lantern shall be so constructed, fitted, and screened that it shall throw an unbroken light over an arc of the horizon of twelve points of the compass, namely, for six points from right aft on each side of the vessel, so as to be visible at a distance of at least one mile. Such light shall be carried as nearly as practicable on the same level as the side lights.

ANCHOR LIGHTS.

ART. 11. A vessel under one hundred and fifty feet in length when at anchor shall carry forward, where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light, in a lantern so constructed as to show a clear, uniform, and unbroken light visible all around the horizon at a distance of at least one mile.

Inland rules—Continued.

LIGHTS FOR AN OVERTAKEN VESSEL.

ART. 10. *A vessel which is being overtaken by another, except a steam vessel with an after range light showing all around the horizon, shall show from her stern to such last-mentioned vessel a white light or a flare-up light.*

ART. 11. *A vessel under one hundred and fifty feet in length when at anchor shall carry forward, where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light, in a lantern so constructed as to show a clear, uniform, and unbroken light visible all around the horizon at a distance of at least one mile.*

Provided, That the Secretary of War, may, after investigation, by rule, regulation, or order, designate such areas as he may deem proper as "special anchorage areas"; such special anchorage areas may from time to time be changed, or abolished, if after investigation the Secretary of War shall deem such change or abolition in the interest of navigation: Provided further, That vessels not more than sixty-five feet in length when at anchor in any such special anchorage

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International rules—Continued.

A vessel of one hundred and fifty feet or upwards in length when at anchor shall carry in the forward part of the vessel, at a height of not less than twenty and not exceeding forty feet above the hull, one such light, and at or near the stern of the vessel, and at such a height that it shall be not less than fifteen feet lower than the forward light, another such light.

The length of a vessel shall be deemed to be the length appearing in her certificate of registry.

A vessel aground in or near a fairway shall carry the above light or lights and the two red lights prescribed by article four (a).

SPECIAL SIGNALS.

ART. 12. Every vessel may, if necessary in order to attract attention, in addition to the lights which she is by these rules required to carry, show a flare-up light or use any detonating signal that can not be mistaken for a distress signal.

NAVAL LIGHTS AND RECOGNITION SIGNALS.

ART. 13. Nothing in these rules shall interfere with the operation of any special rules made by the Government of any nation with respect to additional station and signal lights for two or more ships of war or for vessels sailing under convoy, or with the exhibition of recognition signals adopted by shipowners, which have been authorized by their respective Governments, and duly registered and published.

Inland rules—Continued.

area shall not be required to carry or exhibit the white light required by this article.

A vessel of one hundred and fifty feet or upwards in length when at anchor shall carry in the forward part of the vessel, at a height of not less than twenty and not exceeding forty feet above the hull, one such light, and at or near the stern of the vessel, and at such a height that it shall be not less than fifteen feet lower than the forward light, another such light.

The length of a vessel shall be deemed to be the length appearing in her certificate of registry.

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International rules—Continued.

STEAM VESSEL UNDER SAIL BY DAY.

ART. 14. A steam vessel proceeding under sail only, but having her funnel up, shall carry in daytime, forward, where it can best be seen, one black ball or shape two feet in diameter.

III. SOUND SIGNALS FOR FOG, AND so FORTH.

PRELIMINARY.

ART. 15. All signals prescribed by this article for vessels under way shall be given:

First. By "steam vessels" on the whistle or siren.

Inland rules—Continued.

STEAM VESSEL UNDER SAIL BY DAY.

ART. 14. *A steam vessel proceeding under sail only, but having her funnel up, may carry in daytime, forward, where it can best be seen, one black ball or shape two feet in diameter.*

III. SOUND SIGNALS FOR FOG, AND so FORTH.

PRELIMINARY.

ART. 15. *All signals prescribed by this article for vessels under way shall be given:*

1. By "steam vessels" on the whistle or siren.

International rules—Continued.

DISTRESS SIGNALS.

ART. 31. When a vessel is in distress and requires assistance from other vessels or from the shore the following shall be the signals to be used or displayed by her, either together or separately, namely:

In the daytime—

First. A gun or other explosive signal fired at intervals of about a minute.

Second. The international code signal of distress indicated by N C.

Third. The distance signal, consisting of a square flag, having either above or below it a ball or anything resembling a ball.

Fourth. A continuous sounding with any fog-signal apparatus.

At night—

First. A gun or other explosive signal fired at intervals of about a minute.

Second. Flames on the vessel (as from a burning tar barrel, oil barrel, and so forth).

Third. Rockets or shells throwing stars of any color or description, fired one at a time, at short intervals.

Fourth. A continuous sounding with any fog-signal apparatus.

ART. 32. All orders to helmsmen shall be given as follows: "Right Rudder" to mean "Direct the vessel's head to starboard." "Left Rudder" to mean "Direct the vessel's head to port."

Inland rules—Continued.

DISTRESS SIGNALS.

ART. 31. *When a vessel is in distress and requires assistance from other vessels or from the shore the following shall be the signals to be used or displayed by her, either together or separately, namely:*

In the daytime—

A continuous sounding with any fog signal apparatus, or firing a gun.

At night—

First. Flames on the vessel as from a burning tar barrel, oil barrel, and so forth.

Second. A continuous sounding with any fog-signal apparatus, or firing a gun.

ART. 32. *All orders to helmsmen shall be given as follows: "Right Rudder" to mean "Direct the vessel's head to starboard." "Left Rudder" to mean "Direct the vessel's head to port."*

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SECTION 3.—LIMITS OF INLAND WATERS OF THE UNITED STATES

[This section is reproduced from Department of Commerce Form No. 804, edition of Feb. 6, 1935]

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BOUNDARY LINES OF THE HIGH SEAS

The following lines dividing the high seas from rivers, harbors, and inland waters are hereby designated and defined pursuant to section 2 of the act of Congress of February 19, 1895. Waters inshore of the lines here laid down are "inland waters", and upon them the inland rules and pilot rules made in pursuance thereof apply. Upon the high seas, viz, waters outside of the lines here laid down, the international rules apply. The following lines shall be effective on and after June 1, 1935:

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INLAND WATERS ON THE ATLANTIC, GULF, AND PACIFIC COASTS OF THE UNITED STATES

General rule.—At all buoyed entrances from seaward to bays, sounds, rivers, or other estuaries for which specific lines are not prescribed herein, Inland Rules of the Road shall apply inshore of a line approximately parallel with the general trend of the shore, drawn through the outermost buoy or other aid to navigation of any system of aids.

Pilot Rules for Western Rivers shall apply in rivers flowing into the Gulf of Mexico except as hereinafter stated.

Modifications of general rule.—Lines of demarcation have been established for the following specific areas of inland waters on the Atlantic and Pacific coasts of the United States where the Inland Rules of the Road are to be followed; and inland waters of the United States bordering on the Gulf of Mexico where the Inland Rules of the Road or Pilot Rules for Western Rivers are to be followed:

ATLANTIC COAST

All harbors on the coast of Maine, New Hampshire, and Massachusetts between West Quoddy Head, Maine, and Cape Ann Lighthouse, Mass.—A line drawn from Sail Rock Whistle Buoy 1 to the southeasternmost extremity of Long Point, Maine, to the southeasternmost extremity of Little River Head; thence to the other side of Old Man; thence to the southernmost extremity of Double Shot Islands; thence to Libby Islands Lighthouse; thence to Moose Peak Lighthouse; thence to the eastern extremity of Little Pond Head. A line drawn from the southern extremity of Pond Point, Great Wass Island, to the southernmost point of Crumple Island; thence to Petit Manan Lighthouse; thence to Mount Desert Rock

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PRELIMINARY

In the following rules every steam vessel which is under sail and not under steam is to be considered a sailing vessel, and every vessel under steam, whether under sail or not, is to be considered a steam vessel.

The words "steam vessel" shall include any vessel propelled by machinery.

A vessel is "underway" within the meaning of these rules when she is not at anchor or made fast to the shore or aground.

RULES CONCERNING LIGHTS, AND SO FORTH

The word "visible" in these rules, when applied to lights, shall mean visible on a dark night with a clear atmosphere.

ARTICLE 1. The rules concerning lights shall be complied with in all weathers from sunset to sunrise, and during such time no other lights which may be mistaken for the prescribed lights shall be exhibited.

ART. 2.¹ A steam vessel when under way shall carry—(a) On or in front of the foremast, or, if a vessel without a foremast, then in the fore part of the vessel, a bright white light so constructed as to show an unbroken light over an arc of the horizon of twenty points of the compass, so fixed as to throw the light ten points on each side of the vessel, namely, from right ahead to two points abaft the beam on either side, and of such a character as to be visible at a distance of at least five miles.

(b) On the starboard side a green light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the starboard side, and of such a character as to be visible at a distance of at least two miles.

(c) On the port side a red light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the port side, and of such a character as to be visible at a distance of at least two miles.

(d) The said green and red side lights shall be fitted with in-board screens projecting at least three feet forward from the light, so as to prevent these lights from being seen across the bow.

(e) A seagoing steam vessel when under way may carry an additional white light similar in construction to the light mentioned in subdivision (a). These two lights shall be so placed in

¹ Article 2 is amended by act of Congress approved April 25, 1940, effective on and after April 25, 1940, in rules for lights required to be carried by every vessel propelled by machinery and not more than 65 feet in length, except tugboats and towboats propelled by steam.

line with the keel that one shall be at least fifteen feet higher than the other, and in such a position with reference to each other that the lower light shall be forward of the upper one. The vertical distance between these lights shall be less than the horizontal distance.

(f) All steam vessels (except seagoing vessels and ferryboats) shall carry in addition to green and red lights required by article two (b), (c), and screens as required by article two (d), a central range of two white lights; the afterlight being carried at an elevation at least fifteen feet above the light at the head of the vessel. The headlight shall be so constructed as to show an unbroken light through twenty points of the compass, namely, from right ahead to two points abaft the beam on either side of the vessel, and the afterlight so as to show all around the horizon.

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ART. 3. A steam vessel when towing another vessel or vessels alongside shall, in addition to her side lights, carry two bright white lights in a vertical line, one over the other, not less than three feet apart, when towing one or more vessels astern, regardless of the length of the tow, shall carry an additional bright white light three feet above or below such lights: *Provided*, That on the Red River of the North and the rivers emptying into the Gulf of Mexico and their tributaries, this article shall not affect the signal lights used on towing vessels which propel the tow by pushing at the rear of the tow. Each of these lights shall be of the same construction and character, and shall be carried in the same position as the white light mentioned in article two (a) or the after range light mentioned in article two (f).¹

Such steam vessel may carry a small white light abaft the funnel or aftermast for the vessel towed to steer by, but such light shall not be visible forward of the beam.

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ART 5.² A sailing vessel under way and any vessel being towed, except barges, canal boats, scows, and other vessels of nondescript type, when in tow of steam vessels, shall carry the same lights as are prescribed by article 2 for a steam vessel under way, with the exception of the white lights mentioned therein, which they shall never carry.

ART. 6. Whenever, as in the case of vessels of less than ten gross tons under way during bad weather, the green and red sidelights can not be fixed, these lights shall be kept at hand, lighted and ready, for use; and shall, on the approach of or to other vessels, be exhibited on their respective sides in sufficient time to prevent collision, in such manner as to make

¹ Amended by act of Congress approved May 20, 1936.

² Amended by act of Congress approved Mar. 1, 1933.

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them most visible, and so that the green light shall not be seen on the port side nor the red light on the starboard side, nor, if practicable, more than two points abaft the beam on their respective sides. To make the use of these portable lights more certain and easy the lanterns containing them shall each be painted outside with the color of the light they respectively contain, and shall be provided with proper screens.

ART. 7. Rowing boats, whether under oars or sail, shall have ready at hand a lantern showing a white light which shall be temporarily exhibited in sufficient time to prevent collision.

ART. 8.³ Pilot vessels when engaged on their station on pilotage duty shall not show the lights required for other vessels, but shall carry a white light at the masthead, visible all around the horizon, and shall also exhibit a flare-up light or flare-up lights at short intervals, which shall never exceed fifteen minutes.

On the near approach of or to other vessels they shall have their side lights lighted, ready for use, and shall flash or show them at short intervals, to indicate the direction in which they are heading, but the green light shall not be shown on the port side nor the red light on the starboard side.

A pilot vessel of such a class as to be obliged to go alongside of a vessel to put a pilot on board may show the white light instead of carrying it at the masthead, and may, instead of the colored lights above mentioned, have at hand, ready for use,

³ AN ACT Relating to lights on steam pilot vessels.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That a steam pilot vessel, when engaged on her station on pilotage duty and in waters of the United States, and not at anchor, shall, in addition to the lights required for all pilot boats, carry at a distance of eight feet below her white masthead light a red light, visible around the horizon and of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least two miles, and also the colored side lights required to be carried by vessels when under way.

When engaged on her station on pilotage duty and in waters of the United States, and at anchor, she shall carry in addition to the lights required for all pilot boats the red light above mentioned, but not the colored side lights.

When not engaged on her station on pilotage duty, she shall carry the same lights as other steam vessels.

SEC. 2. That this act shall be construed as supplementary to article eight of the act approved June seventh, eighteen hundred and ninety-seven, entitled "An act to adopt regulations for preventing collisions upon certain harbors, rivers, and inland waters of the United States," and to article eight of an act approved August nineteenth, eighteen hundred and ninety, entitled "An act to adopt regulations for preventing collisions at sea."

SEC. 3. That this act shall take effect on June thirtieth, nineteen hundred.

Approved, February 19, 1900.

a lantern with a green glass on the one side and a red glass on the other, to be used as prescribed above.

Pilot vessels, when not engaged on their station on pilotage duty, shall carry lights similar to those of other vessels of their tonnage.

ART. 9. (a) Fishing vessels of less than ten gross tons, when under way and when not having their nets, trawls, dredges, or lines in the water, shall not be obliged to carry the colored side lights; but every such vessel shall, in lieu thereof, have ready at hand a lantern with a green glass on one side and a red glass on the other side, and on approaching to or being approached by another vessel such lantern shall be exhibited in sufficient time to prevent collision, so that the green light shall not be seen on the port side nor the red light on the starboard side.

(b) All fishing vessels and fishing boats of ten gross tons or upward, when under way and when not having their nets, trawls, dredges, or lines in the water, shall carry and show the same lights as other vessels under way.

(c) All vessels when trawling, dredging, or fishing with any kind of dragnets or lines shall exhibit from some part of the vessel where they can be best seen, two lights. One of these lights shall be red and the other shall be white. The red light shall be above the white light and shall be at a vertical distance from it of not less than six feet and not more than twelve feet; and the horizontal distance between them, if any, shall not be more than ten feet. These two lights shall be of such a character and contained in lanterns of such construction as to be visible all round the horizon, the white light a distance of not less than three miles and the red light of not less than two miles.

(d) Rafts or other water craft not herein provided for, navigating by hand power, horse power, or by the current of the river, shall carry one or more good white lights, which shall be placed in such manner as shall be prescribed by the Board of Supervising Inspectors of Steam Vessels.

ART. 10. A vessel which is being overtaken by another, except a steam vessel with an after range light showing all around the horizon, shall show from her stern to such last-mentioned vessel a white light or a flare-up light.

ART. 11. A vessel under one hundred and fifty feet in length when at anchor shall carry forward, where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light in a lantern so constructed as to show a clear, uniform, and unbroken light visible all around the horizon at a distance of at least one mile: *Provided*, That the Secretary of War may, after investigation, by rule, regulation, or order, designate such areas as he may deem proper as "special anchorage areas"; such

special anchorage areas may from time to time be changed, or abolished, if after investigation the Secretary of War shall deem such change or abolition in the interest of navigation: *Provided further*, That vessels not more than sixty-five feet in length when at anchor in any such special anchorage area shall not be required to carry or exhibit the white light required by this article.*

A vessel of one hundred and fifty feet or upwards in length when at anchor shall carry in the forward part of the vessel at a height of not less than twenty and not exceeding forty feet above the hull, one such light, and at or near the stern of the vessel, and at such a height that it shall be not less than fifteen feet lower than the forward light, another such light.

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The length of a vessel shall be deemed to be the length appearing in her certificate of registry.

ART. 12. Every vessel may, if necessary, in order to attract attention, in addition to the lights which she is by these rules

*As amended by Act of Congress approved April 22, 1940.

A steam vessel when towing other vessels shall sound, at intervals of not more than one minute, on the whistle or siren, three blasts in succession, namely, one prolonged blast followed by two short blasts.

A vessel towed may give, at intervals of not more than one minute, on the fog horn, a signal of three blasts in succession, namely, one prolonged blast followed by two short blasts, and she shall not give any other.

A vessel when at anchor shall, at intervals of not more than one minute, ring the bell rapidly for about five seconds.

SPEED TO BE MODERATE IN FOG, AND SO FORTH

RULE XIII. Every steam vessel shall, in a fog, mist, falling snow, or heavy rainstorm, go at a *moderate speed*, having careful regard to the existing circumstances and conditions.

A steam vessel hearing, apparently forward of her beam, the fog signal of a vessel the position of which is not ascertained, shall, so far as the circumstances of the case admit, stop her engines, and then navigate with caution until danger of collision is over.

Rules for lights for certain classes of vessels navigating the harbors, rivers, and inland waters of the United States, except the Great Lakes and their connecting and tributary waters as far east as Montreal and the Red River of the North and rivers emptying into the Gulf of Mexico and their tributaries.

The following rules for lights to be carried by ferryboats, rules for lights for barges and canal boats in tow of steam vessels, rules for lights for rafts and other water craft navigating by hand power, horsepower, or by the current of the river, rule relating to use of searchlights, rule prohibiting unnecessary sounding of the steam whistle, rule prohibiting the carrying of unauthorized lights on steam vessels, and rule relating to drawbridges over navigable waters of the United States were adopted by the Board of Supervising Inspectors, Steamboat Inspection Service, and approved by the Secretary of Commerce.

These rules concerning lights shall be complied with in all weather from sunset to sunrise.

RULES FOR LIGHTS TO BE CARRIED BY FERRYBOATS NAVIGATING THE HARBORS, RIVERS, AND INLAND WATERS OF THE UNITED STATES, EXCEPT THE GREAT LAKES AND THEIR CONNECTING AND TRIBUTARY WATERS AS FAR EAST AS MONTREAL AND THE RED RIVER OF THE NORTH AND RIVERS EMPTYING INTO THE GULF OF MEXICO AND THEIR TRIBUTARIES.*

[Authority: Section 2, act of Congress approved June 7, 1897.]

Ferryboats propelled by machinery and navigating the harbors,

* See act of Congress approved April 25, 1940, effective on and after April 25, 1940, prescribing lights that shall be carried by certain classes of vessels of not more than 65 feet in length, amendatory of these rules.

rivers, and other inland waters of the United States, except the Great Lakes and their connecting and tributary waters as far east as Montreal and the Red River of the North and rivers emptying into the Gulf of Mexico and their tributaries shall carry the range lights and the colored side lights required by law to be carried on steam vessels navigating those waters, except that *double-end ferryboats* shall carry a central range of clear, bright, white lights, showing all around the horizon, placed at equal altitudes forward and aft, also on the starboard side a green light, and on the port side a red light of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least 2 miles, and so constructed as to show a uniform and unbroken light over an arc of the horizon of 10 points of the compass, and so fixed as to throw the light from right ahead to 2 points abaft the beam on their respective sides.

The green and red lights shall be fitted with inboard screens projecting at least 3 feet forward from the lights, so as to prevent them from being seen across the bow.

Local inspectors in districts having ferryboats shall, whenever the safety of navigation may require, designate for each line of such boats a certain light, white or colored, which shall show all around the horizon, to designate and distinguish such lines from each other, which light shall be carried on a flagstaff amidship, 15 feet above the white range lights.

RULES FOR LIGHTS FOR BARGES AND CANAL BOATS IN TOW OF STEAM VESSELS AND FOR LIGHTS AND DAY SIGNALS FOR DREDGES, VESSELS WORKING ON WRECKS, ETC., NAVIGATING THE HARBORS, RIVERS, AND OTHER INLAND WATERS OF THE UNITED STATES, EXCEPT THE GREAT LAKES AND THEIR CONNECTING AND TRIBUTARY WATERS AS FAR EAST AS MONTREAL AND THE RED RIVER OF THE NORTH AND RIVERS EMPTYING INTO THE GULF OF MEXICO AND THEIR TRIBUTARIES.

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[Authority: Section 2, act of Congress approved June 7, 1897.]

These rules concerning lights shall be complied with in all weathers from sunset to sunrise and shall be effective on and after September 1, 1914.

LIGHTS FOR BARGES AND CANAL BOATS IN TOW OF STEAM VESSELS ON CERTAIN INLAND WATERS ON THE SEABOARD, EXCEPT THE HUDSON RIVER AND ADJACENT WATERS AND LAKE CHAMPLAIN.

On the harbors, rivers, and other inland waters of the United States, except the Great Lakes and their connecting and tributary waters as far east as Montreal and the Red River of the North and rivers emptying into the Gulf of Mexico and their tributaries, and except on the waters of the Hudson River and its tributaries from Troy to the boundary lines of New York Harbor off Sandy Hook, as defined pursuant to section 2 of the act of Congress of February 19, 1895, the East River, and Long Island Sound (and

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the waters entering thereon, and to the Atlantic Ocean), to and including Narragansett Bay, R. I., and tributaries, and Lake Champlain, barges (except scows) and canal boats in tow of steam vessels shall carry lights as follows:

Barges and canal boats towing astern of steam vessels, when towing singly or what is known as tandem towing, shall each carry a green light on the starboard side and a red light on the port side and a white light on the stern, except that the last vessel of such tow shall carry two white lights on her stern, athwartship, horizontal to each other, not less than 5 feet apart, and not less than 4 feet above the deck house, and so placed as to show all around the horizon.

When two or more boats are abreast the colored lights shall be carried at the outer sides of the bows of the outside boats. Each of the outside boats in last tier of a hawser tow shall carry a white light on her stern.

The white light required to be carried on stern of a barge or canal boat carrying red and green side lights shall be carried in a lantern so constructed that it shall show an unbroken light over an arch of the horizon of 12 points of the compass, namely, for 6 points from right aft on each side of the vessel, and shall be of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least 2 miles.

Barges or canal boats towing alongside a steam vessel shall, if the deck, deck houses, or cargo of the barge or canal boat be so high above water as to obscure the side lights of the towing steamer when being towed on the starboard side of the steamer, carry a green light upon the starboard side; and when towed on the port side of the steamer a red light on the port side of the barge or canal boat; and if there is more than one barge or canal boat abreast, the colored lights shall be displayed from the outer side of the outside barges or canal boats.

Barges or canal boats shall, when being propelled by pushing ahead of a steam vessel, display a red light on the port bow and a green light on the starboard bow of the head barge or canal boat, carried at a height sufficiently above the superstructure of the barge or canal boat as to permit said side lights to be visible; and if there is more than one barge or canal boat abreast, the colored lights shall be displayed from the outer side of the outside barges or canal boats.¹

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The colored side lights referred to in these rules for barges and canal boats in tow shall be fitted with inboard screens so

¹ Adopted by the Board of Supervising Inspectors on January 19, 1939, approved by the Secretary of Commerce on February 21, 1939, and filed with the Federal Register on February 23, 1939.

as to prevent them from being seen across the bow and of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least 2 miles, and so constructed as to show a uniform and unbroken light over an arc of the horizon of 10 points of the compass, and so fixed as to throw the light from right ahead to 2 points abaft the beam on either side. The minimum size of glass globes shall not be less than 6 inches in diameter and 5 inches high in the clear.

Scows when being towed by steam vessels on the waters covered by the first paragraph of these rules shall carry a white light at each end of each scow, except that when such scows are massed in tiers two or more abreast each of the outside scows shall carry a white light on its outer bow, and the outside scows in the last tier shall each carry in addition a white light on the outer part of the stern. The white light shall be carried not less than 8 feet above the surface of the water, and shall be so placed as to show an unbroken light all around the horizon, and shall be of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least 5 miles.

LIGHTS FOR BARGES AND CANAL BOATS IN TOW OF STEAM VESSELS ON THE HUDSON RIVER AND ADJACENT WATERS AND LAKE CHAMPLAIN.[†]

All nondescript vessels known as scows, car floats, lighters, and vessels of similar type navigating the waters referred to in the following rules, shall carry the lights required to be carried by barges and canal boats in tow of steam vessels, as prescribed in such rules.

Barges and canal boats, when being towed by steam vessels on the waters of the Hudson River and its tributaries from Troy to the boundary lines of New York Harbor off Sandy Hook, as defined pursuant to section 2 of the act of Congress of February 19, 1895, the East River, and Long Island Sound (and the waters entering thereon, and to the Atlantic Ocean), to and including Narragansett Bay, R. I., and tributaries, and Lake Champlain, shall carry lights as follows:

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Barges and canal boats being towed astern of steam vessels when towing singly shall carry a white light on the bow and a white light on the stern.

When towing in tandem, "close up", each boat shall carry a white light on its stern and the first or hawser boat shall, in addition, carry a white light on its bow.

When towing in tandem with intermediate hawser between the various boats in the tow, each boat shall carry a white light on

C. N. R. 18.

[†] Adopted by the Board of Supervising Inspectors on Jan. 27, 1933, and approved by the Secretary of Commerce on Feb. 6, 1933.

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the bow and a white light on the stern, except that the last vessel in the tow shall carry two white lights on her stern, athwartship, horizontal to each other, not less than 5 feet apart and not less than 4 feet above the deck house, and so placed as to show all around the horizon. *Provided*, That seagoing barges shall not be required to make any change in their seagoing lights (red and green) on waters coming within the scope of these rules, except that the last vessel of the tow shall carry two white lights on her stern, athwartship, horizontal to each other, not less than 5 feet apart, and not less than 4 feet above the deck house, and so placed as to show all around the horizon.

Barges and canal boats when towed at a hawser, two or more abreast, when in one tier, shall each carry a white light on the stern and a white light on the bow of each of the outside boats.

When in more than one tier, each boat shall carry a white light on its stern and the outside boats in the hawser or head tier shall each carry, in addition, a white light on the bow.

The white bow lights for barges and canal boats referred to in the preceding rules shall be carried at least 10 feet and not more than 30 feet abaft the stem or extreme forward end of the vessel. On barges and canal boats required to carry a white bow light, the white light on bow and the white light on stern shall each be so placed above the hull or deck house as to show an unbroken light all around the horizon, and of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least 2 miles.

When nondescript vessels known as scows, car floats, lighters, barges, or canal boats, and vessels of similar type, are towed alongside a steam vessel, there shall be displayed a white light at the outboard corners of the tow.

When under way between the hours of sunset and sunrise there shall be displayed a red light on the port bow and a green light on the starboard bow of the head barge or barges, properly screened and so arranged that they may be visible through an arc of the horizon of 10 points of the compass; that is, from right ahead to 2 points abaft the beam on either side and visible on a dark night with a clear atmosphere at a distance of at least 2 miles, and be carried at a height sufficiently above the superstructure of the barge or barges pushed ahead as to permit said side lights to be visible.¹⁸ C. N. R. 23.

¹⁸ Adopted by the Board of Supervising Inspectors on January 25, 1935, and approved by the Secretary of Commerce on June 18, 1935. C. N. R. 23.

Dump scows⁸ utilized for the transportation and disposal of garbage, street sweepings, ashes, excavated material, dredgings, etc., when navigating on the Hudson River or East River or the waters tributary thereto between loading points on these waters and the dumping grounds established by competent authority outside the line dividing the high seas from the inland waters of New York Harbor, shall, when towing in tandem, carry, instead of the white lights previously required, red and green side lights on the respective and appropriate sides of the scow in addition to the white light required to be shown by an overtaken vessel.

The red and green lights herein prescribed shall be carried at an elevation of not less than 8 feet above the highest deck house, upon substantial uprights, the lights properly screened and so arranged as to show through an arc of the horizon of 10 points of the compass, that is, from right ahead to 2 points abaft the beam on either side and visible on a dark night with a clear atmosphere a distance of at least 2 miles.

Provided, That nothing in these rules shall be construed as compelling barges or canal boats in tow of steam vessels, passing through any waters coming within the scope of these rules where lights for barges or canal boats are different from those of the waters whereon such vessels are usually employed, to change their lights from those required on the waters from which their trip begins or terminates; but should such vessels engage in local employment on waters requiring different lights from those where they are customarily employed, they shall comply with the local rules where employed.

REGULATIONS FOR TOWS OF SEAGOING BARGES WITHIN INLAND WATERS.

C. N. R. 18.

The following regulations limit the length of hawsers between towing vessels and seagoing barges in tow and the length of such tows within inland waters of the United States, designated and defined from time to time pursuant to section 2 of the act approved February 19, 1895. These regulations have been prepared and are approved by the Secretary of Commerce pursuant to section 14 of the act approved May 28, 1908, entitled "An act to amend the laws relating to navigation, and for other purposes."

C. N. R. 18.

⁸ Rule relating to dump scows adopted by the executive committee of the Board of Supervising Inspectors on Nov. 18, 1924, and approved by the Secretary of Commerce on Nov. 19, 1924. Later ratified by the Board of Supervising Inspectors and approved by the Secretary of Commerce.

C. N. R. 23.

The suspension of these regulations on June 4, 1917, "for the duration of the war or until further notice," has expired by limitation, and said regulations are in full force and effect on and after December 21, 1923.

REGULATIONS.

1.⁹ Tows of seagoing barges navigating the inland waters of the United States are limited in length to five vessels, including the towing vessel or vessels.

2.¹¹ With the exceptions noted below hawsers are limited in length to 75 fathoms, measured from the stern of one vessel to the bow of the following vessel; and should in all cases be as much shorter as the weather or sea will permit.

3.^{10 11} In all cases where, in the opinion of the master of the towing vessel, it is dangerous or inadvisable, whether on account of the state of the weather, or sea, or otherwise, to shorten hawsers, hawsers need not be shortened to the prescribed length, except that hawsers must in any event be shortened to the prescribed length upon reaching the applicable locality named below: C. N. R. 23.

(a) Tows from sea or Chesapeake Bay bound for Hampton Roads or beyond, before passing Thimble Light.

(b) Tows bound up the Chesapeake, to the northward of Baltimore Light.

(c) Tows bound up into New York from sea, at West Bank.

(d) Tows bound up the Delaware, between Fourteen Foot Bank and Cross Ledge Lighthouses.

(e) Tows bound from sea to Narragansett Bay, before reaching Rose Island.

(f) Hawsers may also be lengthened in the same places, under the same circumstances, when tows are bound out.

4.¹⁰ In all cases where tows can be bunched, it should be done.

⁹ Sec. 1 was amended pursuant to sec. 14 of the act approved May 28, 1908, and is effective on and after Aug. 1, 1924.

¹⁰ Adopted by a Board on Feb. 25, 1936, and approved by the Secretary of Commerce, Apr. 6, 1936, under authority of sec. 14 of the act of Congress approved May 28, 1908.

¹¹ Amendments to sections 2 and 3 were adopted on February 16, 1938, and approved by the Secretary of Commerce on February 28, 1938.

points on each side of the vessel, namely, from right ahead to two points abaft the beam on either side.

(B) On the starboard side, a green light, of such a character as to be visible on a dark night, with a clear atmosphere, at a distance of at least two miles, and so constructed as to show a uniform and unbroken light over an arc of the horizon of ten points of the compass, and so fixed as to throw the light from right ahead to two points abaft the beam on the starboard side.

(C) On the port side, a red light, of such a character as to be visible on a dark night, with a clear atmosphere, at a distance of at least two miles, and so constructed as to show a uniform and unbroken light over an arc of the horizon of ten points of the compass, and so fixed as to throw the light from right ahead to two points abaft the beam on the port side.

The green and red lights shall be fitted with inboard screens, projecting at least three feet forward from the lights, so as to prevent them from being seen across the bow.

RULE 4. Steam vessels, when towing other vessels, shall carry two bright white masthead lights vertically, in addition to their side lights, so as distinguish them from other steam vessels. Each of these masthead lights shall be of the same character and construction as the masthead lights prescribed by rule three.¹⁵

RULE 5. All steam vessels, other than ocean-going steamers and steamers carrying sail, shall, when under way, carry on the starboard and port sides lights of the same character and construction and in the same position as are prescribed for side lights by rule three, except in the case provided in rule six.

RULE 6. River steamers navigating waters flowing into the Gulf of Mexico, and their tributaries, shall carry the following lights, namely: One red light on the outboard side of the port smoke pipe, and one green light on the outboard side of the starboard smoke pipe. Such lights shall show both forward and abeam on their respective sides.

RULE 7. All coasting steam vessels, and steam vessels other than ferryboats and vessels otherwise expressly provided for, navigating the bays, lakes, rivers, or other inland waters of the United States, except those mentioned in rule six, shall carry the

¹⁵ Resolution adopted by the Board of Supervising Inspectors Jan. 31, 1908, and approved by the Acting Secretary of Commerce on Aug. 20, 1908, recommending lights for towboats:

Resolved, That it is the sense of this board that where towboats navigating rivers whose waters flow into the Gulf of Mexico find it necessary to use a signal light or lights on the stern of their boats, they are advised to use, uniformly, two red lights, one above the other, 3 feet apart, the upper light not to be less than 15 feet above the roof of the upper deck, on the after part of the stern of the steamer."

red and green lights, as prescribed for ocean-going steamers; and, in addition thereto, a central range of two white lights; the after light being carried at an elevation of at least fifteen feet above the light at the head of the vessel. The headlight shall be so constructed as to show a good light through twenty points of the compass, namely: From right ahead to two points abaft the beam on either side of the vessel; and the after light so as to show all around the horizon. The lights for ferryboats, barges and canal boats when in tow of steam vessels, shall be regulated by such rules as the Board of Supervising Inspectors of Steam Vessels shall prescribe.

Amended by
act of Mar. 3,
1893 (27 Stat.,
557).

RULE 8. Sail vessels, under way or being towed, shall carry the same lights as steam vessels under way, with the exception of the white masthead lights, which they shall never carry.

RULE 9. Whenever, as in case of small vessels during bad weather, the green and red lights can not be fixed, these lights shall be kept on deck, on their respective sides of the vessel, ready for instant exhibition, and shall, on the approach of or to other vessels, be exhibited on their respective sides in sufficient time to prevent collision, in such manner as to make them most visible, and so that the green light shall not be seen on the port side, nor the red light on the starboard side. To make the use of these portable lights more certain and easy, they shall each be painted outside with the color of the light they respectively contain, and shall be provided with suitable screens.

RULE 10. All vessels, whether steam vessels or sail vessels, when at anchor in roadsteads or fairways, shall, between sunset and sunrise, exhibit where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light in a globular lantern of eight inches in diameter, and so constructed as to show a clear, uniform, and unbroken light, visible all around the horizon, and at a distance of at least one mile. *Provided*, That the Secretary of War may, after investigation, rule, regulation, or order, designate such areas as he may deem proper as "special anchorage areas"; such special anchorage areas may from time to time be changed, or abolished, if after investigation the Secretary of War shall deem such change or abolition in the interest of navigation: *Provided further*, That vessels not more than sixty-five feet in length when at anchor in any such special anchorage area shall not be required to carry or exhibit the white light required by this article.

C. N. R. 23.

RULE 11. Sailing pilot vessels shall not carry the light required for other sailing vessels, but shall carry a white light at the masthead, visible all around the horizon, and shall also exhibit a flare-up every fifteen minutes.

C. N. R. 23.

Steam pilot boats shall, in addition to the masthead light and green and red side lights required for ocean steam vessel, carry a red light hung vertically from three to five feet above the foremast headlight, for the purpose of distinguishing such steam pilot boats from other steam vessels.

Amended by
act of Mar. 3,
1897, sec. 5 (29
Stat., 689).

RULE 12. Coal boats, trading boats, produce boats, canal boats, oyster boats, fishing boats, rafts, or other water craft, navigating any bay, harbor, or river, by hand power, horse power, sail or by the current of the river, or which shall be anchored or moored in or near the channel or fairway of any bay, harbor, or river, shall carry one or more good white lights, which shall be placed in such manner as shall be prescribed by the Board of Supervising Inspectors of Steam Vessels.

feet apart, each so fixed as to throw the light all around the horizon and of such character as to be visible at a distance of at least five miles. Such steamer shall also carry the small bright steering light aft of the character and fixed as required in rule four.

RULE 6. A sailing vessel under way and any vessel being towed shall carry the side lights mentioned in rule three.

A vessel in tow shall also carry a small bright light aft, but such light shall not be visible forward of the beam.

RULE 7. The lights for tugs under one hundred tons register net whose principal business is harbor towing, and for boats navigating only on the River Saint Lawrence, also ferryboats, rafts, and canal boats, shall be regulated by rules which have been or may hereafter be prescribed by the Board of Supervising Inspectors of Steam Vessels. C. N. R. 18.

RULE 8. Whenever, as in the case of small vessels under way during bad weather, the green and red side lights can not be fixed, these lights shall be kept at hand lighted and ready for use, and shall, on the approach of or to other vessels, be exhibited on their respective sides in sufficient time to prevent collision, in such manner as to make them most visible, and so that the green light shall not be seen on the port side, nor the red light on the starboard side, nor, if practicable, more than two points abaft the beam on their respective sides. To make the use of these portable lights more certain and easy, they shall each be painted outside with the color of the light they respectively contain, and shall be provided with suitable screens.

RULE 9. A vessel under 150 feet register length, when at anchor, shall carry forward, where it can best be seen, but at a height not exceeding 20 feet above the hull, a white light constructed so as to show a clear, uniform, and unbroken light visible all around the horizon at a distance of at least 1 mile: *Provided*, That the Secretary of War may, after investigation, by rule, regulation, or order, designate such areas as he may deem proper as "special anchorage areas"; such special anchorage areas may from time to time be changed, or abolished, if after investigation the Secretary of War shall deem such change or abolition in the interest of navigation: *Provided further*, That vessels not more than sixty-five feet in length when at anchor in any such special anchorage area shall not be required to carry or exhibit the white light required by this article. C. N. R. 23

A vessel of 150 feet or upward in register length, when at anchor, shall carry in the forward part of the vessel two white lights at the same height of not less than 20 and not exceeding 40 feet above the hull and not less than 10 feet apart horizontally and athwartships, except that each need not be visible all around C. N. R. 18.

the horizon but so arranged that one or the other, or both, shall show a clear, uniform, and unbroken light and be visible from any angle of approach at a distance of at least 1 mile; and at or near the stern of the vessel two similar lights, similarly arranged and at such a height that they shall not be less than 15 feet lower than the forward lights. In addition to the four anchor lights above specified, at least one white deck light shall be displayed in every interval of 100 feet along the deck measuring from the forward lights, said deck lights to be not less than 2 feet above the deck and arranged, so far as intervening structures will permit, so as to be visible from any angle of approach.

RULE 10. Produce boats,, canal boats, fishing boats, rafts, or other water craft navigating any bay, harbor, or river by hand power, horsepower, sail, or by the current of the river, or which shall be anchored or moored in or near the channel or fairway of any bay, harbor, or river, and not otherwise provided for in these rules, shall carry one or more good white lights, which shall be placed in such manner as shall be prescribed by the Board of Supervising Inspectors of Steam Vessels.

RULE 11. Open boats shall not be obliged to carry the side lights required for other vessels, but shall, if they do not carry such lights, carry a lantern having a green slide on one side and

the navigable waters of the United States as in his judgment the public necessity may require for the protection of life and property, or of operations of the United States in channel improvement, covering all matters not specifically delegated by law to some other executive department. Such regulations shall be posted, in conspicuous and appropriate places, for the information of the public; and every person and every corporation which shall violate such regulations shall be deemed guilty of a misdemeanor and, on conviction thereof in any district court of the United States within whose territorial jurisdiction such offense may have been committed, shall be punished by a fine not exceeding \$500, or by imprisonment (in the case of a natural person) not exceeding six months, in the discretion of the court.

In pursuance of the above-quoted law, the following regulations are hereby prescribed to govern the display of signals on, and the operation of, all craft and accessories working on wrecks, engaged in dredging, surveying, or other work of improvement, and the use and navigation of the waters in the vicinity, in the Great Lakes and their connecting and tributary waters as far east as Montreal, the Red River of the North, and the rivers whose waters flow into the Gulf of Mexico, and their tributaries. The designation "floating plants" as used herein includes dredges, derrick boats, snag boats, drill boats, pile drivers, maneuver boats, hydraulic graders, and survey boats.

THE REGULATIONS.

These regulations are the same as Rules 1 to 15, inclusive, of section 4 of this chapter.

SECTION 7.—CERTAIN ADDITIONAL RULES APPLICABLE TO ONE OR MORE OF THE PRECEDING SECTIONS.

[This section is reproduced from such parts of the hereinbefore enumerated publications of the Department of Commerce as are common to one or more of such publications. In some of them there are slight differences in their application to the several individual preceding sections, but in each such case the differences in question are specially indicated in the text.]

POSTING OF PILOT RULES.

[The provisions of this rule are applicable to sec. 4 of this chapter (see sec. 2, act approved June 7, 1897); to sec. 5 of this chapter (see R. S., sec. 4412); and to sec. 6 of this chapter (see sec. 3, act approved Feb. 8, 1895).]

On steam and other motor vessels of over 100 gross tons two copies of the placard form of these rules (Department of Commerce Forms 804, 806, or 808, as the case may be) shall be kept

posted up in conspicuous places in the vessel, one copy of which shall be kept posted up in the pilot house. On steam and other motor vessels of over 25 gross tons and not over 100 gross tons, two copies of the placard form of pilot rules shall be kept on board, one copy of which shall be kept posted up in the pilot house. On steam and other motor vessels of 25 gross tons and under, and of more than 10 gross tons, two copies of the placard form of the pilot rules shall be kept on board, and, where practicable, one copy thereof shall be kept conspicuously posted up in the vessel. On steam and other motor vessels of not more than 10 gross tons, two copies of the pamphlet form of the pilot rules shall be kept on board, and, where practicable, one copy thereof shall be kept conspicuously posted up in the vessel.

C. N. R. 23.

Section 12 of the Act of April 25, 1940, also provides that motor-boats shall not be required to carry on board copies of the pilot rules.

RULE PROHIBITING THE CARRYING OF UNAUTHORIZED LIGHTS ON VESSELS

C. N. R. 23.

[Amended by an Executive Committee of the Board of Supervising Inspectors on May 24, 1938, and approved by the Secretary of Commerce on May 28, 1938]

Any master or pilot of any vessel who shall authorize or permit the carrying of any light, electric or otherwise, not required by law, that in any way will interfere with distinguishing the signal lights, may be proceeded against in accordance with the provisions of section 4450, R. S., as amended, looking to a suspension or revocation of his license.

RULE RELATING TO THE USE OF SEARCHLIGHTS

C. N. R. 23.

[Amended by an Executive Committee of the Board of Supervising Inspectors on May 24, 1938, and approved by the Secretary of Commerce on May 28, 1938]

Any master or pilot of any vessel who shall flash or cause to be flashed the rays of the searchlight into the pilot house of a passing vessel may be proceeded against in accordance with the provisions of section 4450, R. S., as amended, looking to a revocation or suspension of his license.

C. N. R. 23.

**RULE PROHIBITING UNNECESSARY SOUNDING OF THE
WHISTLE**

[Amended by an Executive Committee of the Board of Supervising Inspectors on May 24, 1938, and approved by the Secretary of Commerce on May 28, 1938] **C. N. R. 22.**

Unnecessary sounding of the whistle is prohibited within any harbor limits of the United States. Whenever any licensed officer in charge of any vessel shall authorize or permit such unnecessary whistling, such officer may be proceeded against in accordance with the provisions of section 4450, R. S., as amended, looking to a revocation or suspension of his license.

**RULES GOVERNING THE OPERATION OF DRAWBRIDGES OVER NAVIGABLE
WATERS OF THE UNITED STATES**

[Applicable to secs. 4, 5, and 6 of this chapter]

It is suggested that pilots of all steamers navigating waters which are spanned by drawbridges under the jurisdiction of the War Department should provide themselves with the War Department rules governing the operation of these drawbridges and observe the rules.

SECTION 8.—SPECIAL RULES FOR MOTOR BOATS

Special rules for motor boats as prescribed by law, and the regulations issued by the Department of Commerce in amplification of these rules, are incorporated in the Bureau of Construction and Repair Manual. **C. N. R. 15.**

C. N. R. 23.

**RULE PROHIBITING UNNECESSARY SOUNDING OF THE
WHISTLE**

[Amended by an Executive Committee of the Board of Supervising Inspectors on May 24, 1938, and approved by the Secretary of Commerce on May 28, 1938] **C. N. R. 21.**

Unnecessary sounding of the whistle is prohibited within any harbor limits of the United States. Whenever any licensed officer in charge of any vessel shall authorize or permit such unnecessary whistling, such officer may be proceeded against in accordance with the provisions of section 4450, R. S., as amended, looking to a revocation or suspension of his license.

**RULES GOVERNING THE OPERATION OF DRAWBRIDGES OVER NAVIGABLE
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