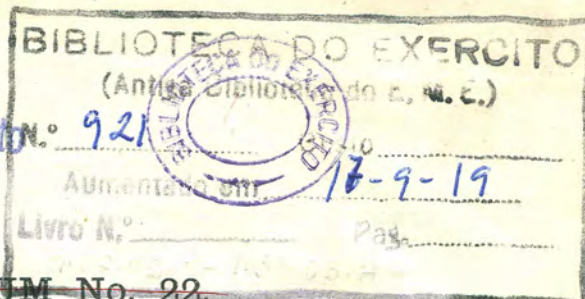


S.S. 530B.]

Estado Maior do Exercito
BIBLIOTECA



CIRCULAR MEMORANDUM No. 22.

→ ACTING APPOINTMENTS, WARRANT OFFICERS, CLASS 1, AND NON-COMMISSIONED OFFICERS, ROYAL ARMY MEDICAL CORPS.

To all D.sM.S., D.D.sM.S., A.D.sM.S., and Units, R.A.M.C.

1. Acting appointments in the R.A.M.C. will be governed by G.R.O. No. 2202 up to and including the rank of Quartermaster-Sergeant, and by G.R.O. No. 2372 for the rank of Warrant Officer, Class 1.

2. The authority for all acting appointments will be the D.G.M.S., British Armies in France, and the recommendations will be submitted in duplicate (in accordance with the attached *pro-forma*) to the D.G.M.S. for approval, through the Officer i/c R.A.M.C. Section, G.H.Q., 3rd Echelon, as follows:—

(a) **Field Formations.** By the A.D.M.S. of the Division through the D.D.M.S. of the Army Corps, or Cavalry Corps; by the D.M.S. of the Army for units and establishments directly under his administration, and by the A.D.M.S. in the cases of Divisions not allotted to a Corps.

(b) **Bases.** By the D.D.M.S. or A.D.M.S., or in the case of L. of C. Units or establishments (other than those allotted to Armies) not under the D.D.M.S. or A.D.M.S. of a Base, the D.M.S., L. of C.

(c) Units and establishments (other than L. of C.) serving at G.H.Q. by the S.M.O.

3. The date of all acting appointments will be the date on which the vacancy occurs, but pay of the higher rank will only be issued from the date on which the duties are taken up.

4. In every case, officers submitting recommendations will ensure that the case comes within the terms of G.R.O. No. 2202 and G.R.O. No. 2372, and that the particulars on the *pro-forma* issued herewith are given. Officers commanding will ascertain from the Officer i/c R.A.M.C. Section whether there are any W.O.s Class 1 or N.C.O.s available at the Base Depot before submitting applications, and will be held responsible as to the accuracy of any application submitted.

5. All acting appointments approved should be carefully recorded in A.B. 64, and A.F. B.213, the authority and date for the appointment, also date the duties were taken up, being quoted in each instance. The same procedure will be followed when from any cause an acting W.O. or N.C.O. is reverted to permanent rank. A report will at the same time be made to the D.A.G., 3rd Echelon.

6. The following establishment of Senior N.C.O.s has been approved:—

General Hospitals (of 1,040 beds)	...	1 Quartermaster-Sergeant and 4 Staff Sergeants.
Casualty Clearing Stations	...	1 Quartermaster-Sergeant and 1 Staff Sergeant.

7. The following establishment of N.C.O.s has been approved for expanded General and Stationary Hospitals according to the number of patients for which they are equipped.

General Hospitals.

		No. of Patients.	Sergeants.	L/Sergeants.*	Corporals.	L/Corporals.
(War Establishment)	...	520	13	1	8	4
		620	15	—	9	5
		720	17	—	10	6
		820	19	—	11	7
		920	20	—	12	7
(War Establishment)	...	1040	21	2	13	8

For every additional 100 patients, 2 Sergeants and 1 Corporal will be allowed.

Stationary Hospitals.

		No. of Patients.	Sergeants.	L/Sergeants.*	Corporals.	L/Corporals.
(War Establishment)	...	200	8	1	7	3
		300	10	1	7	3
(War Establishment)	...	400	12	1	7	3
		500	14	1	8	3
		600	16	1	8	4
		700	18	1	9	4
		800	20	1	9	5
		900	22	1	10	5
		1000	24	2	10	6

For every additional 100 patients, 2 Sergeants and 1 Corporal will be allowed.

* Lance Sergeants authorised for each unit should be included in the number of Corporals.