

CLASSES OF 1934

LOGISTIC ORDERS AND ANNEXES

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DECLASSIFICATION OF WWII RECORDS

Department of Operations  
Naval War College  
Newport, R.I.  
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OPERATIONS DEPARTMENT  
Naval War College  
Newport, R.I.

22 September, 1933.

MEMORANDUM TO SENIOR AND JUNIOR CLASSES.

SUBJECT: Logistic Orders and Annexes.

1. The following instructions are issued with a view to indicating in general terms the contents and arrangement of logistic instructions issued in conjunction with Operation Plans and Orders.

2. This memorandum is intended to be suggestive and not mandatory. Suggestions for its correction or improvement will be welcomed.

3. Based upon the information in his possession and the instructions received from higher authority, a commander, in issuing an Operation Plan or Order, should inform his subordinates in regard to the quantity and character of the supplies which they should have or obtain, and how, when and where they are to be obtained. He should designate the subordinate commanders who are responsible for obtaining the supplies. These instructions are embodied in par. 4 of the Operation Plan or Order, in an Annex thereto, or they may be embodied in a Logistic Order.

4. Logistic Annexes or Orders should only be issued when the subject matter is too voluminous to be readily included in par. 4 of the Operation Plan or Order. Logistic Orders, as distinct from Logistic Annexes, are of value when the logistic instructions will remain in effect for some time, possibly for a period during which a number of Operation Plans or Orders may be issued.

5. Forces smaller than a type command within a Force (for example, smaller than "Battleships, Battle Force" or "Destroyers, Battle Force") should not as a rule issue Logistic Orders, unless they are acting as a detachment. Smaller forces should as a rule embody their logistic instructions in par. 4 or in an Annex.

6. Whenever a Logistic Order or Annex is issued, reference should be made in par. 4 of the Operation Plan or Order to that fact, somewhat in the following terms: "See Annex No. -, Logistics", or "See Logistic Order No. -". Modifications to Logistic Orders may be indicated in par. 4 as follows: "See Logistic Order No. -, modified as follows. - - - - -."

7. It appears desirable that the arrangement of the contents of a Logistic Order or Annex be standardized, in order that the subject matter may be located more readily and omissions detected.

8. It is suggested that the following form be used. The major sub-divisions are indicated by off-setting the titles toward the margin and underlining them. Sub-titles may be underlined as necessary for emphasis, and for a similar reason the titles of commanders or names of units may be underlined. Reference should not be made to titles which are omitted. Paragraphs should be numbered from beginning to end in the order in which they are inserted.



9. The heading of a Logistic Annex should be as follows:

Annex No. - to Operation Plan (or Order) No. -.  
(Name of Force)  
LOGISTIC INSTRUCTIONS

10. The heading of a Logistic Order should be as follows:

(file no.) LOGISTIC ORDER NO.  
(Name of Force) - - - - -  
(Name of Flagship) - - - - -  
(Place) - - - - -  
(Date and hour) - - - - -

11. Logistic Orders should be signed and authenticated at the end, as follows. Annexes usually are authenticated only.

- - - - - (Signature)  
- - - - - (Rank and Title, Comdr. or  
C. of S.)

Distribution.

Flag Secretary.

12. The body of a Logistic Annex or Order should contain as much of the following as may be necessary, omitting all reference to any parts in regard to which instructions are not included. Under each heading and sub-heading there should be included instructions as outlined in par. 3 above as may be necessary to make the subject matter clear and definite.

Information - reference to other logistic instructions, outside sources of supply, movements of units of Train not attached to Force, etc.

General Instructions - general directions as to sources of supply, quantities to be obtained, when, where and how they are to be obtained, etc. Particular directions applying to specific classes of supplies should be given in the appropriate section below. In the case of a Logistic Order, the date the order becomes effective may be included.

Fuel - coal, fuel oil, Diesel oil, lubricating oil, gasoline, aviation gasoline.

Water.

Provisions - dry provisions, fresh provisions.

Stores - Stores, Title X; Clothing and Small Stores.

Equipment - Equipage Title B; Special equipment and material.

Munitions - ammunition, torpedoes, mines, depth-charges, bombs, smoke-screen material, pyrotechnics.

Personnel - procurement, distribution, hospitalization and evacuation. Instructions regarding personnel may be issued separately, particularly as regards procurement and distribution.

Mail Service.

Miscellaneous - miscellaneous items not included above."



13. Most of the above can not be worked out in the solution of problems at the Naval War College. Whenever any part of a Logistic Annex or Order is omitted, which it is considered would be included in actual practice, then reference to such omission may be made as follows: "Munitions (omitted)".

R.B. Coffey,  
Captain, U.S.Navy,  
Head of Department.



(Typical Logistic Annex)

Annex No. III to Operation Order No. 7-32.  
Destroyers, Scouting Force.

LOGISTIC INSTRUCTIONS.

Information.

1. References: (a) Combasfor file L121 of 22 Aug. 1932.  
(b) Comdesbatfor file A16-3(3)/JK(344) of 23 Aug. 1932.  
(c) Comdescofor file L8/JJ56(795) of 22 June 1932.
2. Brazos arrives SAN DIEGO fifteen September. Bridge arrives eighteen September.

General Instructions.

3. This force, less Whitney, will complete preparations for Fleet Tactical Exercise Seven by twenty September twenty hours. Vessels fuel to 95 per-cent capacity, take other supplies to last until one October. Squadron Commanders report completion of preparations by despatch. Whitney remains SAN DIEGO.

Fuel.

4. Squadron One fuel at Naval Fuel Depot. Squadron Three fuel from Brazos upon her arrival. Raleigh fuel from barge.
5. Squadron Commanders and C.O., Raleigh, arrange fueling. See reference (b).

Gasoline.

6. Destroyers and Raleigh obtain gasoline from Whitney.

Lubricating Oil.

7. Ships requisition on contractors. See reference (a).

Dry Provisions.

8. Bridge will issue to Raleigh and Whitney on nineteen September. Destroyers require on Whitney by twelve September. Whitney issue to Destroyers on twenty September.

Fresh Provisions.

9. Vessels obtain by individual purchases from contractors.

Mail.

10. See reference (b). Whitney obtain mail during Fleet Exercise and deliver to other vessels promptly on their return to SAN DIEGO.

Flag Secretary.