ADMIRALTY FLEET ORDER

INJURY OR DAMAGE FROM ENEMY ACTION—IMPORTANT INFORMATION FOR OFFICERS AND MEN

ADMIRALTY, S.W.1,
5th August, 1943

The following Order having been approved by My Lords Commissioners of the Admiralty is hereby promulgated for information and guidance and necessary action.

By Command of Their Lordships,

[Signature]

To Commanders-in-Chief, Flag Officers, Senior Naval Officers, Captains and Commanding Officers of H.M. Ships and Vessels, Superintendents or Officers in Charge of H.M. Naval Establishments and Admiralty Overseers concerned.

Note:—The scale of distribution is shown in the Admiralty Fleet Order Volume, 1941, Instructions, paragraph 10.
If the required information cannot be obtained from any of these sources, application should be made to his Commanding Officer for a message to be sent to the Commodore of the ship's manning port asking that the Family Welfare Section may investigate and report.

H.M. Ships at home and Commodore of the rating's depot for investigation and abroad and naval action by the Family Welfare Section.

All enquiries to the above addresses will be passed direct by the recipient to the organisation responsible for dealing with them, and sending replies.

It is essential that the particulars asked for in the enquiry should be clearly and fully stated, as well as the relationship and full address of the enquirer, and of the person about whom the enquiries are to be made.

2. Question 2.—What happens to a man's family if his home is made uninhabitable by enemy action?

Answer 2.—The civilian authorities look after the family in the same way as they look after the families of civilians in similar circumstances.

If the family have no relatives or friends to whose house they can go at once they are taken to a Rest Centre in the district, where they are well cared for temporarily until other plans can be made for them. These Rest Centres have been established in every district and are equipped with blankets, food, clothing, etc. As soon as possible after the raid, people are passed from the Rest Centre either to their own relatives or friends or, if that is impossible, to billets found by the civilian authorities, or to alternative dwellings, requisitioned by the local authority. In all cases the travelling expenses to the new home, wherever it is, will be paid by the civilian authorities, and also a billeting allowance of 5s. a week for each adult and for each child over 14 years of age, and 3s. a week for each child under 14 years of age.

Men should impress upon their families the importance of arranging beforehand to go to relatives or friends in the event of their home becoming uninhabitable, and of always leaving their new address with someone with whom the man can easily make contact.

3. Question 3.—If a man's wife or family has been passed through a Rest Centre how will he be able to find out where they have gone to?

Answer 3.

(i) If the Rest Centre is still open, the warden should have the address to which the family has gone,

(ii) If the Rest Centre has closed, the address should be obtainable at the Town Hall or Local Council Office where a record is kept, or, in London and the Metropolitan Police Area, at the offices of the London District Welfare Branch (address in paragraph 1 (c)). Men should impress on their families the importance of leaving their new address with the warden of the Rest Centre before they leave.

4. Question 4.—How will a family be able to replace their immediate needs such as clothes, blankets, essential furniture, household articles and various essential articles of personal use, such as spectacles or dentures, if these have been destroyed?

Answer 4.—A person is entitled to financial help from the Assistance Board for the replacement of the above articles, under the following conditions:

(i) To qualify for a grant to replace clothes or essential articles of personal use, the claimant's income must not normally exceed £250 a year (or £400 a year, if there are dependants).

(ii) To qualify for a grant to replace essential furniture or household articles the household income must not normally exceed £400 a year.

These payments are usually made at the local area office of the Assistance Board, or at a special office set up by the Assistance Board for the purpose. The address of the office can be obtained from the Town Hall, Local Council Office or Rest Centre.
5. Question 5.—Is a man entitled to any free compensation for his private chattels and furniture that may be destroyed by enemy action ?

Answer 5.—Yes. If he is a householder or has been one since the outbreak of the war, i.e., if he lives or lived in a house, flat, or rooms in which he or a member of his household owned most of the staple furniture, he is entitled to free compensation up to £200, with an additional £100 for his wife, ordinarily resident with him, and £25 for each child under 16 years of age ordinarily resident with him. If he is not a householder and he and his wife are entitled to £50 each, and children under 16 years of age to £25 each.

The compensation referred to is not in addition to any moneys paid to him for the immediate needs referred to in paragraph 4.

6. Question 6.—If the value of a man’s private chattels and furniture exceeds the free compensation to which he is entitled, can he insure for the balance ?

Answer 6.—Yes. He may, if he desires the cover, make application to one of the principal insurance companies or to Lloyd’s underwriters. He can insure the balance less what he is entitled to free up to £2,000 at 10s. per cent. a year.

7. Question 7.—If a man’s private chattels and furniture, whether in his home or in storage, are damaged or destroyed by enemy action, what should he do to claim compensation?

Answer 7.—If he is relying on the free compensation to which he is entitled he should obtain and complete Form PCS4 from the local authority. If he has taken out a policy, he should obtain and complete Form PCS3 from the insurance office, or Lloyd’s, with whom he insured. A man’s wife or other representative may make a claim on his behalf, if he is on service abroad (see paragraph 18).

8. Question 8.—When will payment be made for loss of private chattels and furniture?

Answer 8.—In general, after the war, except for payments for his immediate needs, referred to in paragraph 4.

9. Question 9.—If a man is not in immediate need (see paragraph 4) but considers that he would suffer undue hardship by having to wait until after the war for payment, is there anything further he can do?

Answer 9.—Yes. He should apply to the local officer of Customs and Excise for an advance payment of compensation, but he will have to satisfy the officer that his case is one of undue hardship.

10. Question 10.—How can a man (a) get compensation for any loss or damage to his house, or (b) get temporary repairs carried out ?

Answer 10.

(a) He can claim for compensation under the War Damage Act. Payment will usually be made after the war in most cases. The claim should be sent in on the official Form C.1, which can be obtained either from the War Damage Regional Office or from the Town Hall or Local Council Office, and should be completed and returned within 30 days, if possible. A man’s wife or other representative may make a claim on his behalf, if he is on service abroad, (see paragraph 18).

(b) Temporary repairs to protect a house against the weather will be carried out by the Local Council, or paid for by the War Damage Commission, if made by the owner or occupier on the production of a receipted bill that the work has been done. The War Damage Commission will not pay unless the total bills thus incurred exceed £5.

11. Question 11.—Is compensation payable for persons who are injured, and how is it paid?

Answer 11.—Temporary injury allowances are paid to persons rendered incapable of work by enemy action. These allowances are paid, on behalf of the Ministry of Pensions, by the Assistance Board, and application for an injury allowance should be made to the area office of the Board. Payment is made on the production of a medical certificate, and there is no means test.
16. **Question 16.** — Is a man entitled to a free railway warrant on compassionate grounds, to enable him to visit his home and family in the event of injury or damage from enemy action?

**Answer 16.** — Yes, if compassionate leave can be granted.

17. **Question 17.** — If a rating on leave finds that he is compelled to ask for an extension of leave so as to arrange for the temporary settlement of his family on account of enemy action, what should he do?

**Answer 17.**

(a) If time permits, he should wire to his Commanding Officer asking for the necessary extension of leave.

(b) If time or conditions, owing to the raid, do not permit of this, he should apply to the local Naval Authority. (See Answer 14a).

(c) If there is no local Naval Authority, he should apply to the Military Assistance Officer who is authorised to communicate with the rating's ship or the nearest Naval Authority for advice as to what extension of leave (if any) is to be granted.

(Paragraph 18 is applicable only to men serving abroad.)

18. **Question 18.** — What arrangements have been made to help men serving abroad?

**Answer 18.** — The Family Welfare Sections at the depôts will carry out any investigations and pass such messages as the Commodore thinks fit to the ratings concerned.

In addition to the forms of assistance mentioned, the Royal Naval Benevolent Trust wishes it to be known that, in the event of damage by enemy action to the homes of Naval ratings and Marines, it is ready to give immediate assistance to the dependants of such personnel whenever and wherever need may arise.

According to the circumstances of each applicant, this assistance may take such forms as provision of clothing, maintenance and food, rent for temporary accommodation, care of children, supply of beds and bedding or purchase of furniture.

Applications should be made to the local Secretary of the Royal Naval Benevolent Trust at Portsmouth, Chatham, or Devonport, or to the General Secretary, Royal Naval Benevolent Trust, 10, New Road, Rochester.

19. In view of the importance of those concerned having up-to-date knowledge in this matter additional copies of this order are available. Demands for further supply should be addressed to the Editor of Fleet Orders, c/o H.M.S.O. Press Wealdstone, Middlesex.

*(A.F.O. 2819/43 is cancelled.)*