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ORDNANCE COLLEGE

REGULATIONS, 1907.



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ORDNANCE COLLEGE REGULATIONS, 1907.

THE COLLEGE BOARD.

1. The Commandant, professors and instructors form a board for the consideration of all questions relating to courses of instruction and the abilities and progress of officers under instruction. |

Each member of the board will regard as absolutely confidential the opinions expressed by himself and other members.

OFFICERS' COURSES.

I.—THE ADVANCED CLASS.

2. The conditions of entry to this course are laid down in King's Regulations.

3. The course lasts one year, during which 61 days' leave will usually be allowed. The provisions of paras. 7 and 8 apply to it also.

II.—THE ORDNANCE COURSE.

4. The conditions of admission to this course are laid down in King's Regulations.

5. The successful candidates will report themselves in writing to the Commandant as soon as practicable after their names have been published in Army Orders.

6. The course lasts one year, during which sixty-one days' leave will usually be allowed.

7. An officer recommended by the Commandant and College board for removal will be required to withdraw. Such recom-

mendation would arise from an officer showing marked deficiency or neglect, or from it being considered that he would not make an efficient Ordnance or Staff Officer; from any great defect in tact, temper, &c. It will be the duty of the professors and instructors to bring these defects to the notice of the Commandant, who will report all such cases.

8. At the termination of the course the Commandant will report upon the character and ability of individual officers.

III.—THE GUNNERY STAFF COURSE.

9. Artillery officers are selected for this course by the War Office. They have a four months' course at the College before proceeding to the School of Gunnery.

IV.—YOUNG OFFICERS, ROYAL ARTILLERY.

10. Young officers R.F.A. and R.G.A., on first commission, are sent by the War Office for Workshop and Store Accounting courses at the College, lasting five weeks.

V.—JUNIOR CLASSES R.F.A. AND R.G.A.

11. Young officers R.F.A. and R.G.A. on being commissioned from the Universities and the Militia, are sent by the War Office for a Junior Officers' Class (Gunnery, Artillery, Material, Electricity, Workshops and Store Accounting), lasting four months, in addition to young officers' course above.

VI.—TECHNICAL TRAINING OF OFFICERS IN BALLISTICS OF SMALL ARMS.

12. Officers are selected by the War Office for this course. The course lasts two months, including one week at Enfield.

VII.—INSTRUCTORS FROM THE SCHOOL OF MUSKETRY IN MANUFACTURE, INSPECTION AND PROOF OF SMALL ARMS AND AMMUNITION.

13. The officers for this course are selected by the War Office. The course lasts five weeks.

VIII.—INSPECTORS OF ORDNANCE MACHINERY.

14. Officers on first appointment as Inspectors of Ordnance Machinery receive instruction. The length of their course varies.

IX.—OFFICERS OF THE INDIAN ORDNANCE DEPARTMENT.

15. Officers of the Indian Ordnance Department are eligible to be attached to the Ordnance Course or to go through certain selected portions of it.

X.—GUNNERY LIEUTENANTS, R.N.

16. The officers forming this class are detailed by the Admiralty, and attend at Woolwich daily for a period of about two weeks. On completion of their course the Commandant gives them a certificate to the effect that they can examine guns at sea.

XI.—TORPEDO LIEUTENANTS, R.N.

17.—These officers are detailed by the Admiralty. The Commandant arranges such visits as are required.

WARRANT OFFICERS, NON-COMMISSIONED OFFICERS, &c.

XII.—MASTER GUNNERS' CLASS.

18. Non-commissioned officers are selected by the War Office to undergo this course to qualify for the position of Master Gunner. The course, as a rule, commences in April and ends in the following February.

XIII.—GUNNERY STAFF COURSE, NON-COMMISSIONED OFFICERS.

19. Non-commissioned officers join the College for this course in November; they go through a three months' course in Matériel, and after having passed the course at the School of Gunnery, they return to the College for a further course in Electricity and Range-Finding.

XIV.—R.H.A., R.F.A., AND R.G.A. (SIEGE) TELEPHONISTS.

20. The non-commissioned officers of this class, to the number of about 20, are selected by the Staff Officer, R.H. and F.A., or the Coast Defence Commander, as the case may be.

21. These non-commissioned officers are trained to become instructors in their units. The course for R.H. and R.F.A. non-commissioned officers lasts six weeks, and for the R.G.A. non-commissioned officers, three months.

XV.—WARRANT OFFICERS, NON-COMMISSIONED OFFICERS, AND CIVILIAN SUBORDINATES OF THE INDIAN ORDNANCE DEPARTMENT.

22. Warrant and non-commissioned officers and civilian subordinates of the Indian Ordnance Department are received at the College, the course required for each being pointed out by the authorities in India. For those requiring practical manufacturing courses, arrangements are made with the Chief Superintendent, Ordnance Factories, and the Chief Inspector, Woolwich, for facilities to visit, and make notes on the various operations in the factories. Manufacturing courses may commence at any time.

MACHINERY ARTIFICERS' SECTION, A.O.C.

23. The Commandant is responsible for the recruiting and testing of men desirous of becoming non-commissioned officers in the R.F. Branch, Machinery Artificers' Section, A.O.C., and for the training also in the case of men for the Fitters' Branch.

24. A candidates' book for each of these branches is kept, and on receipt of an application the man's name is entered, and a list of preliminary questions as to age, physical development, previous training, &c., is sent to him.

A separate list is kept for soldier applicants (*vide* King's Regulations) should they possess the necessary technical qualification.

25. As vacancies occur, selection is made from the lists of names, regard being had to the roster, the number of probationer (soldier) applicants and also to the peculiarities of each case. When a man is selected from the candidates

list, he is asked for two responsible references as to character, and if satisfactory replies are obtained, he is directed to report himself to the District Recruiting Officer, who will cause him to be medically examined; if passed fit, he is then directed to proceed to Woolwich, at his own expense, to undergo a trade test.

26. Soldiers apply through their Commanding Officers, and are supplied with the necessary forms to fill in, on return of which, if the answers prove satisfactory, their names are entered on the probationers' list. When a vacancy occurs they are sent to Woolwich for medical examination and trade tests. If selected they are entered as probationers on the fitters' course.

27. Up to this point there is no difference in the case of "Fitters" and "R.F." men.

XVI.—ARMAMENT ARTIFICERS (R.F.).

28. When the candidate for the R.F. Branch reports himself at Woolwich, his trade test is carried out by the C.I.R.F., after which, if successful, he is enlisted in the M.A. section, A.O.C., as an armament artificer, and is promoted to the rank of Armament Staff Sergeant from the date of enlistment. He is then posted to the Ordnance College for duty until required to proceed to an out station.

XVII.—ARMAMENT ARTIFICERS (FITTERS).

29. The candidate or probationer for the fitters' branch has to pass a trade test under Superintendent, R.C.D., wherein he has to show himself to be well up to the local trade standard; and if successful, he is put through a course of training lasting about nine months, during which time the candidate is paid at the rate of 35s. a week. The candidate or probationer is examined as to medical fitness at the expiration of six months from the date of joining. Having satisfactorily passed this course, the candidate or probationer is again medically examined, and handed over to Officer Commanding Army Ordnance Corps, Woolwich, for enlistment, after which he goes through a further course in auto-sights before being posted to a district. In certain special cases an additional course in the practical care of electric light installations is arranged for.

XVIII.—ARMOURERS A.O. CORPS.

30. All Armourers, A.O.C., are put through a course of instruction in bicycle repairs. The course lasts about one month.

XIX.—LABORATORY FOREMEN, AND MEN FOR MAGAZINE DUTIES.

31. About twelve non-commissioned officers or privates of the Army Ordnance Corps are detailed for this course annually by the Officer Commanding Army Ordnance Corps. They will join the ammunition branch of the College. The course lasts thirteen weeks, five weeks of which will be devoted to lectures and visits, and (under the general supervision of the Ammunition Branch Ordnance College), eight weeks to practical work under the Superintendent, Royal Laboratory, and Chief Inspector, Woolwich.

At the conclusion of the course, the Commandant will grant certificates (*a*) as Laboratory Foreman to those obtaining 70 per cent. of the marks at the examination, and who are otherwise qualified for a responsible post, (*b*) as Assistant Laboratory Foremen to those obtaining not less than 60 per cent. and less than 70 per cent. of the marks, and who are otherwise qualified, (*c*) as fitters for Magazine Duties to those obtaining not less than 50 per cent. and less than 60 per cent. of the marks.

MILITARY ARTIFICERS.

32. A certain number of men are sent to the Ordnance College by all arms of the service to be trained as artificers. The instruction in each trade varies with the arm of the service to which the man belongs.

33. The duration of the course depends upon the abilities and previous training of the men. They commence with a Practice Course, which varies from three to twelve months, according to the trade requirements, receiving 6*d.* a day to compensate for wear and tear of clothing. As soon as they are fit, they are put upon production work, *i.e.*, repairing

various natures of carriages, &c., the work being passed by the Inspection Department. When so employed, men receive $1\frac{1}{2}d.$ or $2d.$ an hour working pay, according to their ability.

34. Certificates are given on completion of the course, and are marked either as—

Very Superior.
Superior.
Skilled.
Fair.

35. A certificate marked "fair" means that a man has learnt to use his tools, but he cannot be considered capable of doing repairs, &c., *without supervision*.

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XX.—GARRISON CARRIAGE SMITHS (FITTERS), R.A.

36. The men for this course are selected by their Commanding Officers, and their names submitted to the Officer in Charge, R.G.A. Records, with Army Forms B 91 and B 195. The most suitable are those who have had some previous knowledge of Fitters' and Metal Turners' work, &c.

The trade test required by Appendix XIV, King's Regulations, to be sent direct to the Commandant.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed seventy-eight weeks.

XXI.—GARRISON CARRIAGE SMITHS (SMITHS) R.A.

37. The men for this course are selected by their commanding officers, and their names submitted to the Officer in Charge R.G.A. Records with Army Forms B 91 and B 195. The most suitable are those who have had some previous knowledge of Carriage or Shoening Smiths', Farriers', or General Smiths' work or Stoking and Engine Driving, etc. The trade test required by Appendix XIV King's Regulations to be sent to the Commandant.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed seventy-one weeks.

XXII.—BATTERY FITTER, R.H.A. AND R.F.A.

38. The men for this course are selected by their commanding officers, and their names submitted to the Officer in Charge, R.H. and F.A. Records, with Army Form B 91, and a statement of previous experience in fitting.

The most suitable men are those who have had some training as Fitters before enlistment.

The trade test required by Appendix XIV, King's Regulations, to be sent direct to the Commandant.

The duration of the course depends on the man's previous knowledge of the trade, but should not, as a rule, exceed fifty weeks.

XXIII.—FIELD CARRIAGE SMITHS, R.A.

39. The men for this course are selected by their commanding officers, and their names submitted to the Officer in Charge R.H. and F.A. Records, with Army Forms B 91 and B 195. The most suitable are those who have had some previous knowledge of Carriage or Shoeing Smiths', Farriers' or General Smiths' work. The trade test required by Appendix XIV, King's Regulations, to be sent to the Commandant.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed fifty-two weeks.

XXIV.—CARRIAGE SMITHS, R.E.

40. The men for this course are selected by their commanding officers, and their names submitted to the Officer in Charge R.E. Records, with a detailed trade qualification report.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed forty-six weeks.

XXV.—CARRIAGE SMITHS, OTHER CORPS.

41. The men for this course are selected by their commanding officers, and their names submitted, in the case of

the A.O.C., to the Commandant direct; in that of the A.S.C., Cavalry and Infantry, to the Officer in Charge, Records. The most suitable are those who have had some previous knowledge of Carriage or Shoeing Smiths', Farriers', or General Smiths' work. The trade test required by Appendix XIV King's Regulations to be sent to the Commandant.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed fifty weeks.

XXVI.—WHEELERS R.A. AND R.M.A.

42. The men for this course are selected by their commanding officers, and their names submitted to the Officer in Charge of Records, with Army Forms B 91 and B 195, for the R.A. but to D.A.G. Royal Marines for R.M.A. The most suitable are those who have had some previous knowledge of Wheelers', Carpenters', Joiners' or Cabinet Makers' work, etc. The trade tests required by Appendix XIV King's Regulations to be sent to the Commandant.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed sixty-one weeks.

XXVII.—WHEELERS, R.E.

43. The men for this course are selected by their commanding officers, and their names submitted to the Officer in Charge R.E. Records, together with a detailed qualification report.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed forty-one weeks.

XXVIII.—WHEELERS (OTHER CORPS).

44. The men for this course are selected by their commanding officers, and their names submitted in the case of A.S.C., Cavalry and Infantry, to the Officer in Charge of Records, and in that of the A.O.C. direct to the Commandant. The trade test required by Appendix XIV King's Regulations to be sent to the Commandant.

The most suitable men are those who have had some previous knowledge of Wheelers', Carpenters', Joiners' or Cabinet Makers' work, etc.

The duration of the course depends upon a man's previous knowledge of the trade, but should not, as a rule, exceed fifty-nine weeks.

XXIX.—Boys.

45. Boys are trained as artificers (Smiths, Fitters or Wheelers) for the Royal Artillery.

Applicants for enlistment and training as artificers, should apply direct to the Commandant, who will forward the necessary forms stating qualifications, and setting out questions to be answered in the applicant's hand writing.

Should the applicant comply with the conditions, he will then have to pass an educational test, which is carried out at the Army School nearest to his residence.

On passing the educational test his name will be registered and on a vacancy arising he will be called up for medical examination and enlistment, if found fit.

The main conditions for candidates are:—

Age, 14 to 15½ years.

Testimonials as to character.

Parents written consent to enlistment.

Educational test.

Medical examination.

Age.	Height.	Chest measurement.
14 to 14½	4 ft. 10 inches.	28½ inches.
14½ „ 15	4 ft. 11½ „	29½ „
15 „ 15½	5 ft. 1 „	30½ „

WARRANT OFFICERS, &c., ROYAL NAVY.

XXX.—GUNNERS, ROYAL NAVY.

46. These warrant officers are received at the College for a short course in the latest patterns of Ammunition or Laboratory Stores. The course lasts four weeks, three or four days of which are spent at Waltham Abbey, and can usually be taken at any time.

XXXI.—NAVAL ARMOURERS.

47. At the end of each month a class of fifteen men, composed of Naval Armourers, is formed for the purpose of instruction in the practical work of examination and repair of ordnance and fittings.

The course extends over ten *working* days.

XXXII.—NAVAL ORDNANCE DEPARTMENT.

48. From time to time, as required, small classes of men of this Department are received to be instructed in the examination and repair of ordnance and fittings, and generally in the working of all breech mechanisms and locks.
