

ROYAL OBSERVER CORPS - POSTS
OFFICERS AND SUPERVISORY STAFF INSTRUCTIONS

TRANSITION TO WAR PROCEDURES
(FROM ACTIVATION TO OPERATIONAL READINESS REPORTS)

SECTION 1

INTRODUCTION

1. During operations which, for this purpose commence when the Monitoring Post is reported ready for operations, Monitoring Posts are manned by Nos 1, 2 and 3 Observers. No 1 Observer is in charge of the Post during his tour of duty. The rotation of Post manning may be effected by a shift exchange between the members in the Monitoring Post and those at their homes or in refuge. Similarly, the duties carried out within the Post may be rotated between those on duty in order to provide rest and relaxation.
2. From the commencement of operations the Group Officer, Chief and Leading Observers do not have precise duties under these appointments. In practice any of the duties of Nos 1, 2 and 3 Observer may be carried out by the Chief or Leading Observer or even the Group Officer if he is making up the operational strength of the Post.
3. However, during the period between Activation of the UKWMO and the reporting of Ready for Operations, which is known as Transition to War, the Group Officer, Chief and Leading Observers have specific duties which are detailed below.

Transition to War

4. The tasks necessary to prepare for Transition to War are laid down in the ROC PREPARATION FOR TRANSITION TO WAR Instructions.
5. Activation of the UKWMO will occur in one of two ways:
 - a. Public announcement through radio broadcasts. This is the most likely method.
 - b. Instructions issued through the Chain of Control.
6. Public Announcement. Activation of the UKWMO will be effected by the following Public Announcement being made over the radio:

"ACTIVATION OF THE UNITED KINGDOM WARNING AND MONITORING ORGANISATION.

The Government announces that all members of the United Kingdom Warning and Monitoring Organisation, including Warning Officers, Royal Observer Corps personnel and Warning Point Operators, are to report immediately to their duty stations".

7. Through the Chain of Control. As an essential back-up to the Public Announcement of the Activation of the UKWMO there is a system for activating the Organisation through messages originated at the Transition to War Procedures Centre (TWPC) and passed through Sector Controls to Group Controls and thence out to individual members. The Public Announcement and the message procedure may occur at the same time or separately.

8. If this system is used, personnel will receive the message "Man up the Post(s)" by telephone or word of mouth from someone known to them personally. It could be, depending upon circumstances, the Group Commandant, DGC or officer of the Group HQ or Control, the Chief or Leading Observer of the Post, or another Observer of his Post.

9. The actions required by individuals, which are broadly the same regardless of the method used, are detailed in the following Sections.

ROYAL OBSERVER CORPS

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SECTION 2

GROUP OFFICERS

1. Group Officers duties during the early stages of Transition to War vary slightly according to the method of activation used.

PUBLIC ANNOUNCEMENT

2. On hearing the Public Announcement the Group officer is to:
 - a. Report by telephone to the Control and inform the Group Commandant or his representative that he has heard the announcement and ask for any special instructions. He may not immediately be able to contact the Control. This is not to inhibit his other activities as listed below. If he is not at home he is to go at once to his private telephone, if he has one.
 - b. Using his private telephone, until released from it by the Group Commandant, or by physically travelling to the areas of his Posts, he is to confirm that his personnel have heard and are acting on the message, and report the position to the Group Commandant.

CHAIN OF COMMAND

3. On receiving the activation instructions he is to go at once to his private telephone and by this means, or any other prearranged method, is to give the instruction "Man up the Posts" to one member of each Post crew. Before leaving his telephone he is to report the state of notification to the Group Commandant.
4. If necessary, after discussion with the Group Commandant, he is to personally travel to the area of any Post not activated and ensure that the message is passed.

FURTHER ACTION

5. At this time the Group Officer's major responsibility is to ensure that all his Posts are manned and that the Head Observers are readying the Posts for operations. It is also essential that the Control is aware progressively of the state of readiness.
6. In consultation with the Group Commandant, he is to take whatever actions are necessary to correct any deficiency:
 - a. In personnel by using Observers from other Posts and
 - b. In equipment by collection and distribution.
7. He is then to go to his pre-arranged place of duty, taking with him his small kit and rations.

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ROYAL OBSERVER CORPS

TRANSITION TO WAR PROCEDURES
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SECTION 3

SUPERVISORY STAFF AND POST PERSONNEL

1. Supervisory Staff duties during the early stages of Transition to War vary slightly according to the method of activation used.

PUBLIC ANNOUNCEMENT

2. On hearing the Public Announcement the Chief and Leading Observers are to:

- a. Go immediately to the Post site taking their small kit.
- b. On the way to the Post notify as many of the Post members as is compatible with prompt arrival at the site.

CHAIN OF COMMAND

3. On receiving the message "Man up the Post" from the Group Officer, the Group Control or from another authenticated source, the Chief or Leading Observer is to ascertain if he is the first member of the Post to be called. If so he is to set in train the prearranged system for notifying all members of the Post and then, when he is satisfied the system is working, go to the Post site taking his small kit.

4. If he is not the first member of the Post called and the system is under way he is to go to the Post site taking his small kit.

FURTHER ACTION

5. All Post members are to report to the Post site at activation and the Chief Observer assisted by the Leading Observer is to carry out or order the following actions:

- a. Prove line communications as detailed at para 6 below.
- b. If a Radio Post, prove radio communications as detailed at para 6 below.
- c. Set up the operational instruments as at para 7 below.
- d. Make the appropriate Operational Readiness Reports to the Control as specified at para 8 below.
- e. Set up a shift manning system to maintain Nos 1, 2 and 3 Observer in the Post continuously until stood down or the Attack Warning Red is sounded. At this time the Post crew on duty will remain at the Post until relief can be set in train during the Recovery Phase.

- f. Check that fuel, food and water stocks are adequate.
- g. Set up the prearranged Family Safety arrangements.
- h. Carry out the procedures at para 9 below.

PROCEDURES

6. Communications:

a. No 1 Observer:

(1) Prove line communications:

- (a) Switch on the Carrier Receiver by rotating the Volume switch (lower right on the armoured loudspeaker).
- (b) Depress the Test button (lower left on the armoured loudspeaker) and adjust the Volume control so that the monitoring signal (a regular "tick") can be heard.
- (c) Switch on the loudspeaker telephone by opening the lid. Check that the "on" button flashes regularly.
- (d) Call Control by depressing the "call" button.
- (e) When the Post Display Plotter responds by saying the Group name and the word "Control", say the Group name, Post number, followed by the word POST to establish identity.
- (f) Pass the following message:

HORSHAM TEN POST - CARRIER RECEIVER OPERATING
(or UNSERVICEABLE or NOT INSTALLED, as appropriate).
OVER. Post Display Plotter will repeat the message
as an acknowledgement replacing the word OVER with
the word OUT.
- (g) If contact cannot be established after taking action as at c. and d. above, instruct No 3 Observer to proceed to the nearest public telephone to report this fact.

(2) If a Master Post, prove radio communications when so instructed:

- (a) Instruct No 2 and 3 Observers to assemble, mount and extend the Post Radio Mast.
- (b) Connect aerial feeder cable and power supply to Post radio.
- (c) Prove radio link.
- (d) On successful completion of test instruct No 2 and 3 Observers to retract Post Radio Mast and lower to ground.
- (e) Disconnect power supply and aerial feeder from radio and return to landline working.

b. No 2 Observer:

(1) If a Master Post, on instruction from No 1 Observer assist No 3 Observer to:

- (a) Release Radio Mast from mast storage bracket and remove from Post.
- (b) Assemble and mount Post Radio Mast on mounting bracket.
- (c) Connect air hose and aerial feeder cable to Post Radio outlet box.
- (d) Fit guys, attach to anchorage points and extend mast.

(2) At completion of radio test, on instructions from No 1 Observer assist No 3 Observer to:

- (a) Retract Post Radio Mast.
- (b) Release guys from anchorage points.
- (c) Lower mast to ground, still attached to lower pivot of mounting bracket and without disconnecting air hose and aerial feeder cable.

c. No 3 Observer:

(1) If contact cannot be established over Post telephone line, on instruction from No 1 Observer, proceed to the nearest public telephone and attempt to call the Control; report the situation and request instructions.

(2) If a Master Post, on instruction by No 1 Observer and assisted by No 2 Observer:

- (a) Release Radio Mast from mast storage bracket and remove from Post.
- (b) Assemble and mount Post Radio mast on mounting bracket.
- (c) Connect air hose and aerial feeder cable to Post Radio outlet box.
- (d) Fit guys, attach to anchorage points and check mast extension above ground.

(3) At completion of radio test, on instruction from No 1 Observer and assisted by No 2 Observer:

- (a) Check retraction of mast above ground.
- (b) Release guys from anchorage points.
- (c) Lower mast to ground, still attached to lower pivot of mounting bracket and without disconnecting air hose and aerial feeder cable.

7. Operational Instruments:

a. No 2 Observer:

(1) Pass above ground to No 3 Observer the components and tools necessary for preparation of operational instruments:

- (a) Cock wrench.
- (b) BPI baffle.
- (c) Two double-ended spanners.
- (d) Plastic Dome cover and retaining ring.
- (e) Replacement gasket.
- (f) Spade.

(2) Prepare operational instruments below ground:

- (a) Bomb Power Indicator.
- (b) — Ground Zero Indicator.
- (c) Fixed Survey Meter.
- (d) Hand Operated Siren.
- (e) Warning Maroon.

(3) Pass above ground to No 3 Observer:

- (a) GZI complete with loaded cassettes.
- (b) Hand Operated Siren, minus handle.

(4) When all Post Instrument tasks have been carried out and No 3 Observer has reported that above ground instrument preparation is complete, report "INSTRUMENTS READY" to No 1 Observer.

b. No 3 Observer:

(1) Above ground, receive from No 2 Observer the components and tools necessary for preparation of operational instruments:

- (a) Cock wrench.
- (b) BPI baffle.
- (c) Two double-ended spanners.
- (d) Plastic dome cover and retaining ring.
- (e) Replacement gasket.
- (f) Spade.

- (2) Above ground, receive from No 2 Observer:
 - (a) GZI complete with loaded cassettes.
 - (b) Hand-operated siren, minus handle.
- (3) Prepare operational instruments above ground:
 - (a) Bomb Power Indicator.
 - (b) Ground Zero Indicator.
 - (c) Fixed Survey Meter.
- (4) Lay hand-operated siren, minus handle, on its side close to Post entrance hatch.
- (5) ~~Close the Post.~~ REPORT INSTRUMENT PREPARATION COMPLETE TO NO2 OBSERVER.

8. Operational Procedures Report - No 1 Observer:

a. When No 2 Observer reports that all operational instruments have been prepared and assembled, pass the following message to the Post Display Plotter:

HORSHAM TEN POST - STAGE ONE OPERATIONAL - OVER (Post Display Plotter will repeat the message as an acknowledgment replacing OVER with the word OUT).

b. When, after STAGE ONE OPERATIONAL: The Post has three on duty; shift arrangements have been set up both between the Post and the pool of standby Observers and within the Post; and Fuel, food and water stocks are adequate pass the following message to the Post Display Plotter:

HORSHAM TEN POST - STAGE TWO OPERATIONAL - MOBILE MONITORING VEHICLE AVAILABLE (or not, as the case may be) - OVER (Post Display Plotter will repeat the message as an acknowledgment replacing OVER with the word OUT).

9. Miscellaneous:

a. No 1 Observer:

- (1) Open Post Diary and record manning and communications states.
- (2) In the Post Log enter in the communications section the time in the "IN" or "OUT" column as appropriate.
- (3) Set individual dosimeters to zero if necessary and issue to each crew member.
 - (a) Wear own dosimeter at all times.
 - (b) In the Radiac Dose Record complete headings at top of record and enter names of Observers on duty and name of Group Officer, if present.

(4) Request time check from Control on manning up and commence daily synchronisation of time (Part F Section 9.2 paras 9 & 10).

b. No 2 Observer:

(1) Receive tools and components after above ground preparation and return to storage.

(a) Cock wrench.

(b) Cover cap from BPI Blast Pipe.

(c) Two double-ended spanners.

(d) Cover plate from FSM probe pipe, complete with nuts and bolts.

(e) Used gasket.

(f) Spade.

(2) Check that individual dosimeter issued by No 1 Observer is correctly set to zero.

(3) Wear individual dosimeter at all times.

c. No 3 Observer:

(1) Dig a hole of sufficient size and depth to contain completely the petrol container.

(2) Place the petrol container in the hole and backfill with earth so that the container is completely covered.

(3) Recover tools and components after completing above ground preparations and lower them below ground:

(a) Cock wrench.

(b) Cover cap from BPI Blast Pipe.

(c) Two double ended spanners.

(d) Cover plate from FSM probe pipe, complete with nuts and bolts.

(e) Used gasket.

(f) Spade.

(4) Return below ground, prepare Radiac Survey Meter for use and check stock of Ordnance Survey Maps.

(5) Check that individual dosimeter issued by No 1 Observer is correctly set to zero.

- (6) Wear individual dosimeter at all times.

REFERENCES

10. Annex A Instructions for writing/speaking information
Annex B The Loudspeaker Telephone
Annex C Post Log
Annex D Post Diary
Annex E Radiac Dose Record
Annex G Assembly and operation of Post Radio Equipment
Annex H Radio Procedures
Annex J Cluster Log
Annex L1 The Bomb Power Indicator
Annex L2 The Ground Zero Indicator
Annex L3 The Fixed Survey Meter
Annex L5 The Radiac Survey Meter
Annex L7 The Individual Dosimeter
Annex L8 The Charging Unit
Annex L9 The Hand Operated Siren
Annex L10 The Fallout Warning Maroon
Annex Q Post Ventilation



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TRANSITION TO WAR PROCEDURES

POST PERSONNEL

Specific duties during the early stages of Transition to War are as follows:

1. Public Announcements

On hearing the public announcement eg. ACTIVATE UKWMO FOR WAR, you are to report for duty at your Post, as quickly as possible, in uniform with Identity Card and Small Kit.

Note:- Chief and Leading Observers will be expected to notify as many of the Post members as is compatible with prompt arrival at the site.

2. Preplanned Callout

On receiving the message MAN UP THE POST from your Group Officer, the Group Headquarters or from another authenticated source, you are to ascertain if you are the first member of the Post to be called.

If so, you are to set in train the prearranged system for notifying all members of the Post and when satisfied the system is working, report for duty at your Post, in uniform with Identity Card and Small Kit at Annex A.

If you are not the first member to be called and the system is under way, report for duty at your Post, in uniform with Identity Card and Small Kit.

3. Further Action

On arrival at the Post, the Chief Observer or Leading Observer (or senior member present in their absence) is to ensure that the following actions are carried out in accordance with Standard Operating Procedures or preplanned arrangements.

- a. Prove line communications.
- b. Prove radio communications, if applicable.
- c. Set up Operational Instruments.
- d. Check and supplement Logistics Supplies.
- e. Make the appropriate Operational Reports.
- f. Set up a shift manning system to maintain 3 Observers on duty continuously, until stood down at Attack Warning Red is sounded.
- g. Set up the preprepared Family Safety arrangements.

M F ROSE
Obs Lt Cdr
for Group Commandant

Annex:

A. Schedule of Small Kit

Copy: TTW Box

