

## APPENDIX III

### DEFINITIONS

1. Consumable Items. - Those items with a high usage rate which, when worn or defective, cannot be economically repaired. Examples:-

Shell bearings in I.C. engines.  
Impeller sealing rings.  
(See also paragraph 6 (a)).

These items will be designated "C" in the relevant Catalogues or Identification Lists of Spare Parts and may be obtained on demand without returning the defective item, but any items with scrap value are to be returned to the local (S) N.S.O. as arisings, see B.R. 4 - Manual of Storekeeping - paragraph 41A (7) and (8).

2. Returnable Items. - Those items with a high usage rate which, when defective, can normally be repaired and returned to stock. Examples:-

Propellers for motor boats.  
Crankshafts of I.C. engines.  
Whitemetalled bearings.  
(See also paragraph 6 (a)).

These items will be designated "R" in the relevant Catalogues or Identification Lists of Spare Parts and are to be returned to the supplying authority - see Section I of this Order.

3. Maintainable Items. - Those items which, although carried as "on board" or depot ship spares, have a low usage rate and will not be stocked at S.P.D.C. Examples:-

Complete feed regulators.  
Turbine rotors.  
(See also paragraph 10 (e) (ii)).

These items will be designated "M" in the relevant Catalogues or Identification Lists.

In the event of a defect arising which necessitates the fitting of a spare and the repair of the defective item is beyond the capacity of fleet resources, an item covering the repair is to be included in the ships defect list at the earliest opportunity.

On completion of the repair the item will be returned by the dockyard direct to the ship or depot ship as applicable. If the item is beyond economical repair, replacement will be made from Admiralty holdings and approval for issue is to be sought through the administrative authority. Where no spare is available, instructions as to the replacement and disposal of the defective item are to be sought from the Admiralty.

4. Equipment. - A complete piece of machinery such as a diesel engine, a generator, a motor or a capstan. Two or more equipments comprise a "Set", e.g. a diesel generator set, a motor generator set.

5. Assembly. - Any part of an equipment which can be replaced as a unit such as the circulating water pump of a diesel engine, an electrical speed governor for a motor alternator or the governor of a turbo pump.

6. Sub-Assembly. - Any part of an assembly which can be replaced as a unit. A sub-assembly bears the same relation to an assembly as an assembly bears to an equipment, e.g. :-

A diesel engine is an equipment.  
A fuel pump of the engine is an assembly.  
A combined plunger and barrel of the fuel pump is a sub-assembly.

7. Notes on spares for electrical equipment. - Owing to the variety and range of electrical equipment involved, Identification Lists (see paragraph 12 (f) of this Order) fully classifying the spare gear and showing items as "C" (Consumable), "R" (Returnable) or "M" (Maintainable) will not be completed for a considerable period. Until these lists become available, the following broad descriptions should be used in deciding the appropriate classification:-

#### Consumable Items

The smaller component parts of switchgear and control apparatus (including resistance units and coils), of heating and cooking equipment (including resistance elements), small spares for rotating machinery and small parts for miscellaneous electrical equipment which are detailed as spares on the "As Fitted" drawings or in the List of Portable Fittings and Spare Gear, etc. (D.787).

#### Returnable Items

Individual units and/or the larger component parts of d.c. motors up to 2 h.p., domestic machinery, domestic refrigerators, ice cream plants, salinometers, immersion heaters, small transformers and rectifiers, automatic telephone exchange equipment and special relays.

The larger component parts of switchgear and control apparatus, of d.c. ventilation fans up to 20-in. of d.c. self-contained air conditioning units, of d.c. drinking water coolers, of d.c. 70-ton portable and 20-ton hull and fire pumps.

Complete starter motors, dynamos, armatures, magnetos, switch and control boards, and junction boxes used with I.C. engines in motor boats and when directly related to I.C. engines used in Vote 3 III/B.2 machinery.

#### Maintainable Items

Spares not specifically classified as Returnable or Consumable, such as armatures and field coils for machines with motors over 2 h.p. (except those specifically classified as Returnable), etc. These items are not held as S.P.D.C. stocks.

APPENDIX IV

ADDRESSES OF SPARE PARTS DISTRIBUTION CENTRES

- S.P.D.C. (U.K.)                      The Captain-in-Charge,  
S.P.D.C. (U.K.),  
Eaglescliffe,  
Nr. Stockton-on-Tees,  
Co. Durham.
- Telephone: Eaglescliffe 3333.
- Telegrams: Spadisen, Eaglescliffe.
- Sub-S.P.D.C. (Clyde)                The Officer-in-Charge,  
Sub-S.P.D.C. (Clyde),  
Brown Street,  
Port Glasgow,  
Renfrewshire.
- Telephone: Port Glasgow 41430.
- S.P.D.C. (Malta)                     The Officer-in-Charge,  
S.P.D.C. (Malta),  
c/o Fleet Mail Office,  
Malta, G.C.
- S.P.D.C. (Ceylon)                    The Officer-in-Charge,  
S.P.D.C. (Ceylon),  
Love Lane,  
Trincomalee,  
Ceylon.
- S.P.D.C. (Singapore)                The Officer-in-Charge,  
S.P.D.C. (Singapore),  
H.M. Dockyard,  
Singapore.
- S.P.D.C. (Hong Kong)                The Officer-in-Charge,  
S.P.D.C. (Hong Kong),  
Kowloon,  
Hong Kong.

The consigning address for the above is:- (S) N.S.O. for S.P.D.C.(.....)  
H.M. Dockyard.

References:- (B.Rs. 4, 226, 227, 292 and 1790)  
(A.F.O. 1576/54 - Naval Stores (General) - Agricultural  
Equipment, Grass Cutting and Airfield Machinery -  
Repairs and Supply of Spare Parts.)  
(A.F.Os. 3619/53 and 1158/54.)

S.197/D.526 (Established 1884)  
 (Revised Oct., 1952)

\*Yard } Serial No.....  
 \*Ship }

From ..... To .....

**LIST OF EQUIPMENT, PORTABLE FITTINGS,**  
**SPARE GEAR, ETC. — AMENDMENT**

The following have been placed on board\*/removed from \*H.M.S.....

It is requested the relevant Forms D.787 series on the charge of the .....  
 Officer may be amended accordingly.

DESCRIPTION PAGE & LINE NO. OF LIST	MARK, DRAWING OR PART NO.	QUANTITY	AUTHORITY AND REMARKS

Signature ..... Rank ..... Date .....

\*delete as necessary

H.M.S. "....."

S.1091 (Revised—July, 1953)

**1**

DEPARTMENT	SUB-DEPT.
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DEPT. }  
Code Letter } ..... / 88

**RETURN NOTE for Naval Stores and Portable Fittings returned to the Supply Officer**

Please receive the undermentioned \* {serviceable Articles from my  
\* { List of Portable Fittings. They are \* { unserviceable  
\* { Permanent Loan List. They are \* { no longer required.  
\* { required to be replaced.

**EXCHANGED**

New item issued in lieu.  
Registered Number.....

Signature of Officer returning..... Date..... Rank.....  
Received..... (Signature of person drawing the stores).....

Class Group or Section	Pattern or Reference No.	Description of Stores	Registered Number (if any)	Denom.	Quantity	Rate	Value £	s.	d.

..... (Signature of Person Receiving Stores)

Date..... Rank.....

CARE IS TO BE TAKEN TO CLOSE THE VOUCHER BY DRAWING A HORIZONTAL LINE AFTER THE LAST ENTRY AND A DIAGONAL LINE TO THE FOOT OF THE UNUSED PORTION OF THE FORM.  
ANY ALTERATION MADE ON THIS VOUCHER, IN EITHER THE QUANTITY OR THE DESCRIPTION OR REGISTERED No. OF THE STORES, IS TO BE INITIALED ON BOTH COPIES BY THE RATING RETURNING THE STORES.

\* Delete where not applicable.

# S. 156

(Established—November, 1920.)  
(Revised—June, 1953.)

DEPARTMENT	* SUB-DEPT.
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DEPT. } / 89  
VR. No. }

## DEMAND ON THE STOREKEEPING OFFICER FOR NAVAL STORES.

If articles are required on PERMANENT LOAN the Voucher should be endorsed accordingly by the Demanding Officer.

H.M.S. " ..... " DATE: ..... 19.....

Please supply the undermentioned stores for  ..... Signature of Officer Demanding  .....

\* For Permanent Stores only

† Service to be inserted. † To be filled in by Stores Staff for Consumable Stores only. Rank.

Class Group or Section	Pattern or Ref. Number	Description	Denom.	Quantity	† Rate	† Per	† E	s	d

Received the above mentioned Stores :—  
..... Rank  
..... (Signature of Person Receiving Stores)

CARE IS TO BE TAKEN TO CLOSE THE VOUCHER BY DRAWING A HORIZONTAL LINE AFTER THE LAST ENTRY AND A DIAGONAL LINE TO THE FOOT OF THE UNUSED PORTION OF THE FORM. ANY ALTERATION MADE ON THIS VOUCHER, IN EITHER THE QUANTITY OR THE DESCRIPTION OF THE STORES, IS TO BE INITIALLED BY THE RATING DRAWING THE STORES ON BEHALF OF THE DEMANDING OFFICER. N.S. 2839/20. N.S. 2810/34. Sta. 10049/53.

Ship's Reg'd. No. ....

RETURN of \* ..... stores † Damaged on board H.M.S. ....  
Broken

SECTION	1	2	3	4	5	6	7	8	9
	Class Group or Section	Pattern Reference or Drawing	Description §	Quantity	Price List value at time of loss or damage	Condition when lost or damaged (to be expressed as † worn ‡ worn etc.)	Person(s) responsible	Rank or Rating	Amount of charge (if any)
							Name		

**A** Date of loss, damage, or breakage .....

Details of circumstances in which loss, &c. occurred .....

.....

.....

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.....

Signature of Officer .....

Whether loss had been entered in ship's log .....  
(valuable or important articles)

Date .....

**B** The stores shewn above are to be regarded as having been † lost damaged by † accident  
broken broken theft

The value of the stores lost is to be written off under Category No. .... ¶

The individual(s) named in column 7 are to be charged } Delete if  
in Ship's Books the sums indicated in column 9 } not applicable

Commanding Officer ..... Date .....

DETAILS OF SUBMISSION TO HIGHER AUTHORITY

Submitted to .....	Approval given to write off under Category No. .... ¶
Reference .....	Reference .....
Date .....	Signature ..... Date .....

**C** Noted. The amounts shewn have been charged accordingly at Ship's Book No. ....  
of the ledger of H.M.S. ....

for the period ended ..... (Enclosure) No. ....

Supply Officer .....

Date .....

\* Here insert Naval, Victualling, Medical, etc. as appropriate      § Registered numbers of binoculars, watches, etc. are to be stated  
† Delete words not applicable      † See B.R.4  
¶ See Note 3 of Instructions

**CARE IS TO BE TAKEN TO CLOSE THE VOUCHER BY DRAWING A HORIZONTAL LINE AFTER THE LAST ENTRY AND A DIAGONAL LINE TO THE FOOT OF THE UNUSED PORTION. (SECTION A)**

SPECIAL INSTRUCTIONS AT YARD OR DEPOT

**S134**

BUNDLE STAMP

MEDIUM SIZE  
STORES  
DEMAND

[Empty box for Bundle Stamp]

DEPT  
ACCOUNTING  
COPY

To:—S.N.S.O./S.P.D.C./G.E. STORE FROM:—H.M. SHIP

SERIAL/TASK No.

Date Required  
or Priority

REGISTERED No.

LEDGER CODE  
No.

EQUIPMENT & MAKER/AIRCRAFT TYPE AND ROLE

TYPE/MODEL/MARK

SERIAL/REG. No.

PACKAGING INST'N  
\*FULL STANDARD  
\*STORAGE \*UNICON  
\*DELETE AS NECESSARY

Inspection Stamp

CLASS & GROUP OR SECTION SUB ASSEMBLY:

P/R DENOM.  
OR OF  
C. QTY.

Allowed  
(P/R)  
12 months  
Exp. (C)

QUANTITY

REMAIN-  
ING REQUIRED

QTY  
SUPPLIED

RATE

VALUE

ITEM: PATTERN OR REF. No.  
No. OR DRAWING/PART No.

DESCRIPTION:

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¢

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¢

TRANSCRIPT NUMBERS  
(PREFIX BY ITEM Nos.)

THE ABOVE STORES HAVE BEEN PACKED FOR  
SHIPMENT IN PACKAGES) Not(s):

TOTAL

REASON FOR DEMAND: (Where Supplies Required are in Excess of Authorised Allowances the Commanding Officer should sign the Certificate on the Reverse Side of Copy No. 1 of this Form.)

H/C

RATED

VALUED

EX'D

EX'D

0000

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000

0000

0

Storehouseman

SIG. .... RANK. .... DATE 19 ..

Wt. 16112/D773 H.P.Led. 51-4470





H.M.S. .... CONSUMABLE STORES supplied for use of ..... DEPARTMENT.  
 SUB. DEPARTMENT. 28

Date of Issue	Class, Group or Section	Pattern No.	Description of Article	Denom. of Quantity	Quant-ity	* Rate	* Per	Value†			*Group No. for Value Ledger 5, 152	Signature of Person drawing the Stores	Rank	
								£	s.	d.				

**Certificate to be signed by Head of Department supplied.**

I am satisfied that the above stores were authorised to be drawn and have been duly received for the use of the Department.

..... (Signature) ..... (Rank)

\* Only for items subject to valuation control—see para. 5 of notes on inside of cover.



