

**DECLASSIFIED**

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proper number of mess cooks, ship's cooks, and master-at-arms commensurate with the number of men from the Fleet Air Detachments who are actually on board. These details will work under the direction of the appropriate division of the Base Force, which is responsible for the particular work.

### 3. DUTIES OF DEPARTMENTMENT HEADS

1: THE EXECUTIVE OFFICER is charged with duties and given authority as set forth in Navy Regulations. He shall be responsible for the proper coordination of the work of the various departments. He shall see that necessary inspections are held, that proper logs, records, and books are kept, and that necessary reports are accurately and punctually rendered to superior commands and to the various bureaus of the Navy. He shall approve assignments of officer's quarters.

2: THE AIR COMMAND OFFICER as the direct representative of the Air Base Commander, shall be responsible for the performance of all functions set forth in Commander Forward Area, Central Pacific letter A 3-1/FR12/25-deh Serial 1293 of 1 August 1944 or any revisions thereof. He shall have under his direction a Field Operations Officer whose particular duties are outlined in the same letter. Twenty four hour officer watches shall be maintained for both Air Command and Field Operations functions. The Air