

DECLASSIFIED

Authority: E.O. 13526

By: NDC NARA Date: Dec 31, 2012

Station log, Mast log, Extra Duty Log, War Diary, and History. He shall promulgate orders for the necessary inspections of personnel, living and messing spaces, and working spaces. He shall require written reports from all Inspecting Officers, and shall see that effective remedial action is taken with regard to all discrepancies reported.

All musters will be attended by a departmental officer who will render reports of absentees to the Executive Officer through the Officer of the Day. The Senior Officer Present Fleet Air Detachment shall assign Fleet Officers to accompany the Base Officers in the inspections of spaces and grounds assigned to the Fleet Air Detachments.

4. BULLETIN BOARDS: There shall be maintained adequate Bulletin Boards in conspicuous places near messhalls and working spaces on which orders, bills and notices shall be posted. All hands will be responsible for familiarity with the contents of notices so posted. There shall be maintained in the Administration Building and Officers' Mess a board marked "ALL OFFICER'S BOARD". General information and orders with which officers alone are concerned shall be posted on this board. It shall be the responsibility of all officers attached to the base to read the board at least once weekly and to initial each notice. Inasmuch as secret and confidential matter may be included on this board, when included it will be suitably covered and suitably stowed when not in use.