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CARRIER AIRCRAFT SERVICE UNIT FORTY-FOUR

28 March 1944

COMMANDING OFFICER'S MEMORANDUM

Subject: Formal Commissioning Ceremony, Details concerning.

1. The following details to be in effect in connection with the subject ceremony:

A. Duties of Officers

(1) All officers not assigned any specific job will fall in in two ranks at the left of the reviewing stand at 1020 in proper dress. Lt. Rhodes will be senior officer and act as platoon commander. The officers will respond to the orders of the Battalion Commander Lt(jg) McCall.

(2) Those officers assigned as Company Commanders (Ens. Edelberg Co. A., Ens. Braden Co. B, and Ens. Curts Co. C.) will carry out orders as outlined in landing force manual and will take orders from Battalion Co.

(3) Battalion Commander will be governed as outlined in landing force manual.

(4) Other duties in connection with the ceremony are assigned as follows:

Ens. Hanson - In charge of entire ceremony, seeing to it that necessary rehearsals are held. Also responsible for making all necessary arrangements for the band and the Chaplain's invocation.

Lt(jg) McCall - Responsible for seeing that drill area, as well as entire camp area, is shipshape, that reviewing stand is erected and properly decorated, that thorough cooperation of Radio Electrician Greene, the loudspeaker is erected and that benches for spectators are installed to the right of the reviewing stand. (Also responsible for securing all gear at the conclusion of the ceremony.)

Lt. Rhodes - Responsible for seeing that the interior of all tents in "officer country" is shipshape prior to ceremony.

Ens. Van Hoose - Responsible for seeing that all rolling stock is properly cleaned and secured in parking area prior to ceremony.

Lt. Sewall - Responsible for all photography.

Radio Electrician Greene - As OOD, is responsible for the raising of colors and making appropriate entry in the log as to the ceremony.

Chief Master at Arms - Responsible for seeing that, prior to the ceremony all tents, galleys and heads in enlisted men's area are shipshape.