

ORIGINAL

ATTESTATION PAPER

No. 463199

Folio.

CANADIAN OVER-SEAS EXPEDITIONARY FORCE

QUESTIONS TO BE PUT BEFORE ATTESTATION.

- (ANSWERS)
1. What is your name? Albert Edward Ward
 2. In what Town, Township, or Parish, and in what Country were you born? London, England
 3. What is the name of your next-of-kin? Mrs Ada Elizabeth Ward
 4. What is the address of your next-of-kin? Lake Road, Maywood P.O. Victoria BC
 5. What is the date of your birth? 7th June 1877
 6. What is your trade or calling? Clumber
 7. Are you married? No
 8. Are you willing to be vaccinated or re-vaccinated? Yes
 9. Do you now belong to the Active Militia? Yes
 10. Have you ever served in any Military Force? 50th Gordons
If so, state particulars of former Service.
 11. Do you understand the nature and terms of your engagement? Yes
 12. Are you willing to be attested to serve in the CANADIAN OVER-SEAS EXPEDITIONARY FORCE? Yes

Albert E Ward (Signature of Man.)

G. S. Nicholes (Signature of Witness.)

DECLARATION TO BE MADE BY MAN ON ATTESTATION.

I, A. E. Ward, do solemnly declare that the above answers made by me to the above questions are true, and that I am willing to fulfil the engagements by me now made, and I hereby engage and agree to serve in the Canadian Over-Seas Expeditionary Force, and to be attached to any arm of the service therein, for the term of one year, or during the war now existing between Great Britain and Germany should that war last longer than one year, and for six months after the termination of that war provided His Majesty should so long require my services, or until legally discharged.

Albert E Ward (Signature of Recruit.)

Date 7th July 1915 G. S. Nicholes (Signature of Witness.)

OATH TO BE TAKEN BY MAN ON ATTESTATION.

I, A. E. Ward, do make Oath, that I will be faithful and bear true Allegiance to His Majesty King George the Fifth, His Heirs and Successors, and that I will as in duty bound honestly and faithfully defend His Majesty, His Heirs and Successors, in Person, Crown and Dignity, against all enemies, and will observe and obey all orders of His Majesty, His Heirs and Successors, and of all the Generals and Officers set over me. So help me God.

Albert E Ward (Signature of Recruit.)

Date 7th July 1915 G. S. Nicholes (Signature of Witness.)

CERTIFICATE OF MAGISTRATE.

The Recruit above-named was cautioned by me that if he made any false answer to any of the above questions he would be liable to be punished as provided in the Army Act. The above questions were then read to the Recruit in my presence. I have taken care that he understands each question, and that his answer to each question has been duly entered as replied to, and the said Recruit has made and signed the declaration and taken the oath before me, at VERNON, B. C. this AUG 21 1915 day of 1915.

[Signature] (Signature of Justice.)

I certify that the above is a true copy of the Attestation of the above-named Recruit.

[Signature] (Approving Officer.)

Lieut.-Colonel

Commanding 62nd (Overseas) Batt., C. E. F.

DESCRIPTION OF Albert E. Ward ON ENLISTMENT.

Apparent Age 38 years 1 months.
(To be determined according to the instructions given in the Regulations for Army Medical Services.)

Distinctive marks, and marks indicating congenital peculiarities or previous disease.

Height 5 ft. 9 ins.

Chest measurement { Girth when fully expanded 36 ins.
 Range of expansion 3 ins.

Complexion Ruddy

Eyes Grey

Hair L. Brown

Religious Denominations { Church of England Yes.
 Presbyterian
 Methodist
 Baptist or Congregationalist
 Other Protestants
(Denomination to be stated.)
 Roman Catholic
 Jewish

(Should the Medical Officer be of opinion that the recruit has served before, he will, unless the man acknowledges to any previous service, attach a slip to that effect, for the information of the Approving Officer.)

Scar L. Jaw
Tatoos Both S. arms

CERTIFICATE OF MEDICAL EXAMINATION.

I have examined the above-named Recruit and find that he does not present any of the causes of rejection specified in the Regulations for Army Medical Services.

He can see at the required distance with either eye; his heart and lungs are healthy; he has the free use of his joints and limbs, and he declares that he is not subject to fits of any description.

I consider him Fit for the Canadian Over-Sea Expeditionary Force.

Date JUL 23 1915 191 .

Place Victoria B.C.

W. Miller A. C. M. C.
C. P. Keppin M. C. M. C.
 Medical Officer.

*Insert here "fit" or "unfit."

NOTE.—Should the Medical Officer consider the Recruit unfit, he will fill in the foregoing Certificate only in the case of those who have been attested, and will briefly state below the cause of unfitness:—

CERTIFICATE OF OFFICER COMMANDING UNIT

Albert E. Ward having been finally approved and inspected by me this day, and his Name, Age, Date of Attestation, and every prescribed particular having been recorded, I certify that I am satisfied with the correctness of this Attestation.

Date AUG 28 1915 191 .

W. Miller (Signature of Officer.)
Major
 62nd (OVERSEAS) BATTN, C. E. F.

- Proceedings of Court of Inquiry or on men reported Missing on Active Service.....
- Attestation Papers..... *2*
- Declaration of change of name.....
- Authority for special enlistments.....
- Documents of re-enlisted men.....
- Regimental Conduct Sheet..... *1*
- Compulsory Stoppages.....
- Casualty Forms..... *1*
- Proceedings on discharge..... *1*
- Corps History Sheet.....
- Date and No. of Deposit Receipt for Purchase Money and Amount.....
- Parchment Certificate..... *1*
- Medical Report for Invalids..... *1*
- Medical History Sheet..... *1*
- Proceedings of Regt. Court Martial.....
- Copies of Convictions by Civil Power.....
- Company Conduct Sheet..... *1*
- Clothing Transfer Certificate.....
- Inventory of Kit.....
- Last Pay Certificate.....

DISCHARGE DOCUMENTS

R. O. No.
H. O. No.



Name *Ward Albert Edward*

Regt. No. *463199* Rank *Pte*

Corps *48th Bn. C. E. G.*
Medically unfit

1700
1710



Declassed 2-8-55



05532

M. F. W. 62 - 1
Q. B. 5079 - 1
1 1/2 1/2 2



(6492-1194)

SOS Dis. 30-4-16. 11

NAME *Ward. Albert Edward.*

RANK & No. *Pte.*

463199.

CORPS *62nd. (1st R. D.)*

Battalion

ENLISTMENT, PLACE *Vernon B.C.*

DATE *Aug 21st. 1915. M.*

FORMER CORPS *50th. Gordon.*

COUNTRY OF BIRTH *England. London.*

NEXT OF KIN *Ward. Mrs. Ada Elizabeth.*

ADDRESS OF NEXT OF KIN *Lake Road Maywood. P.O. Victoria
B.C. Canada*

DISCHARGE, PLACE

DATE

Sailed from Montreal Per

S.S. Scandinavien

REMARKS:

No. 463199 RANK Pte. (48 Bn.)

NAME Ward A.

C.

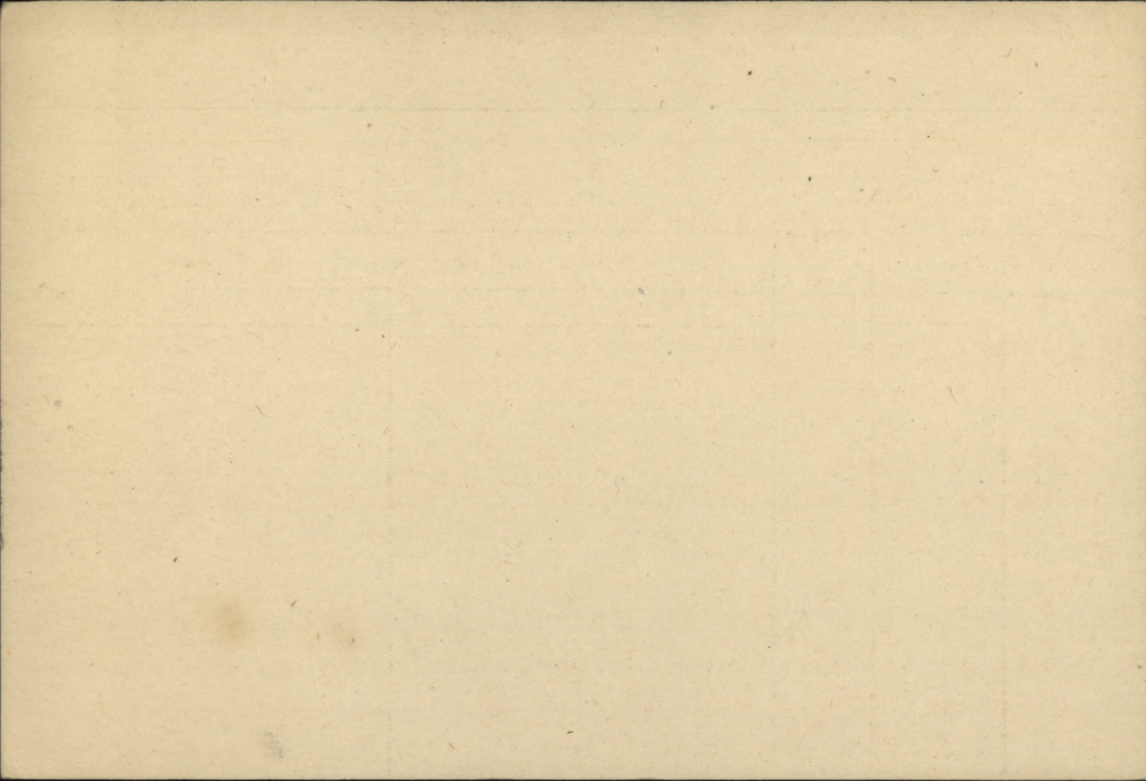
T. O. S.

UNIT

Discharge Depot (Quebec.)

M. D. 5.

PAID		SIG. OR REC'T	PROMOTIONS, TRANSFERS, DISCHARGES, ETC.	
FROM	TO		PARTICULARS	AUTHORITY
1915 Dec.	1915 Dec.	✓	Dates not stated	



E.M.H. ✓

Number 463199 ✓

Rank

Pte **A** ✓

Surname WARD ✓

Christian Name Albert Edward ✓

Units 62nd Bn Can Inf Theatre of War England ✓

Date of Service 11/10/15 ✓

Box 14.

Remarks

Latest Address Lake Road Saanich
Victoria B.C. ~~Maywood~~

Roll No. *a Page 2903*

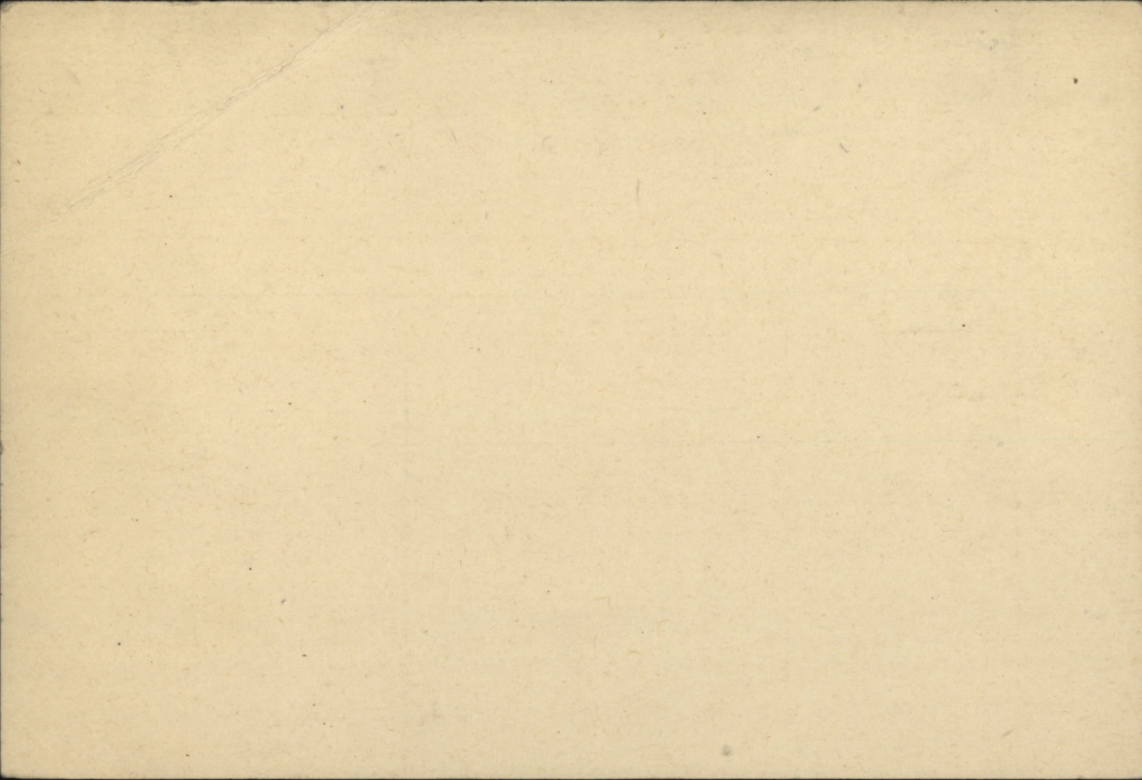
DESP
QV NOV 10 1922
REGN. No. 211248

No. 463199 RANK *Pte.*NAME *Ward. a* *E*

T. O. S.

UNIT *Casualties C. E. F.*M. D. *11*

PAID FROM	PAID TO	SIG. OR REC'T	PROMOTIONS, TRANSFERS, DISCHARGES, ETC.	
			PARTICULARS	AUTHORITY
<i>1916</i> <i>Feb 1</i>	<i>1916</i> <i>Feb 29</i>	<i>✓</i>	<i>from 48th Bn</i>	<i>Feb paylists</i>
	<i>Mar</i>	<i>✓</i>		
	<i>April</i>	<i>✓</i>		
	<i>May</i>			



No 4631 99

RANK

Pte.

NAME

Ward A.

E.

T. O. S. 26-7-15

UNIT

62nd Battalion C. E. D.

100-12 of 31-7-15

M. D. 11

PAID FROM	PAID TO	SIG. OR REC'T	PROMOTIONS, TRANSFERS, DISCHARGES, ETC.	
			PARTICULARS	AUTHORITY
1915 July 26	1915 July 31	V	Overseas draft	Sept. Paylist.
Aug.		V		
Sept. 1	Oct. 15	V		

UNIT SAILED

APR 22 1916



Surname

Christian Name

Reg. No.

Ward.

A.E.

463199.

Rank

Unit

Co.

Troop

Batty.

Pte.

48th. Battalion.

MEDICAL BOARD held at

Date

Serial No.

(1) Shorncliffe.

21.II.15.

Other Medical Boards at

Date

Serial No.

(2)

(3)

(4)

(5)

Condition found by Board

Right inguinal hernia. Left femoral hernia.

Disposition Recommended

(1) Discharge as permanently unfit.

(2)

(3)

(4)

(5)

PENSIONS & CLAIMS BOARD held at
CASUALTY BOARD held at

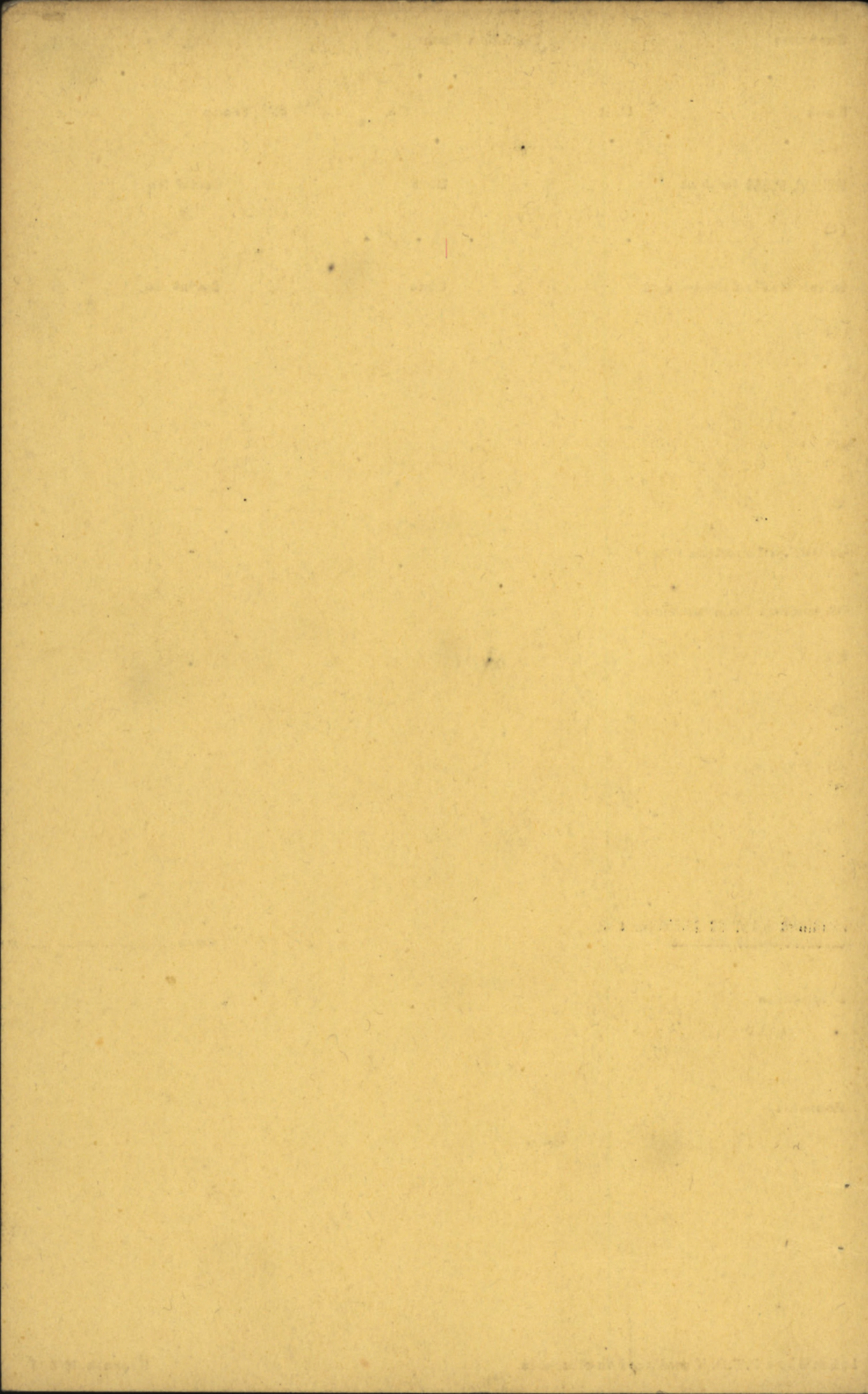
Date.....

Disposition

Remarks

A.M.D. 2 DEPT.

Beh. of D.G.M.S. O.M.F.C. London.



Name

Vard

21-7-15

Date of Embarkation for England

11-10-15

Proceeded to France.

Returned to England.

Date returned to Canada.

10-12-15

P.R. 2855.

Checked 19-1-22

Name

Date of Embarkation for England

Proceeded to France

Returned to England

Date returned to Canada

P. R. 2685

Rank _____ Name **WARD, Albert Edward** Reg'l No. **463199**
 Unit **62nd Bn.** If in perm. Corps, _____ Married or Single **Married**
 What Unit? _____

Place and Date of Enlistment **Vernon 21st July 1915.** Place of Birth **London, England**

Name and Address, Next-of-Kin **Mrs Ada Elizabeth Ward,**
Lake Rd, Maywood P.O. Victoria, B.C. Relationship _____

Assigned Pay Monthly \$ _____ Payable to _____ Relationship _____

Separation Allowance \$ _____ Payable to _____ Relationship _____

N/E. R.B. No. **3176**
 File R.L. _____
 Category **M.U. CAN.**

Discharge, Date and Place **10/12/15 Canada** Reason **Medically unfit** Character **Very Good**

Report		Record of promotions, reductions, transfers, casualties, etc., during active service. The authority to be quoted in each case.	Place	Date	REMARKS Taken from Official Documents
Date	From whom received				
		<i>Arrived in England.</i>		<i>11/10-15</i>	<i>M.U. Can B</i>
<i>7-12-15</i>	<i>D.G.R.O.</i>	<i>M.B. rec. discharge as permanently unfit.</i>	<i>S Cliff</i>	<i>19-11-15</i>	<i>Ref. H 22-W-55</i>
<i>9-12-15</i>	<i>O/H.S.</i>	<i>Medically unfit. Struck by strength during for Canada</i>	<i>W Sandley</i>	<i>10-12-15</i>	<i>Pt II 228</i>



Casualty Form—Active Service.

Regiment or Corps

18th BATTALION, C.E.F.

Regimental No

463199

Rank

Pte

Name

Ward Albert Edward

Enlisted (a)

21/7/15

Terms of Service (a)

War.

Service reckons from (a)

21/7/15

Date of promotion
to present rankDate of appointment
to lance rankNumerical position on
roll of N.C.Os.

Extended

Re-engaged

Qualification (b)

Report		Record of promotions, reductions, transfers, casualties, etc., during active service, as reported on Army Form B. 213, Army Form A. 36, or in other official documents. The authority to be quoted in each case.	Place	Date	Remarks taken from Army Form B. 213, Army Form A. 36, or other official documents.
Date	From whom received				
					<p>Discharged having been found medically unfit for further service</p> <p>J. P. Doughton Major for Lt Col.</p> <p>Comdg. 48th Battalion</p>

(a) In the case of a man who has re-engaged for, or enlisted into Section D, Army Reserve, particulars of such re-engagement or enlistment will be entered.

(b) e.g., Signaller, Shoeing Smith, etc., etc., also special qualifications in technical Corps duties.

[P.T.O.]

Report		Record of promotions, reductions, transfers, casualties, etc., during active service, as reported on Army Form B. 213, Army Form A. 36, or in other official documents. The authority to be quoted in each case.	Place	Date	Remarks taken from Army Form B. 213, Army Form A. 36, or other official documents.
Date	From whom received				

WARNING.—If you lose this Certificate a duplicate cannot be issued.

Certificate of discharge of No 463199 (Rank) Pte.

(Name) Ward. A. E.

(Regiment) 48th Battalion C.E.F.

who was enlisted at _____

on the 21st July 1915.

He is discharged in consequence of having been found medically unfit for further service.

after serving _____ years 130 days with the Colours, and

_____ years _____ days in the Army Reserve.

(Place) W. Sandling Signature of J. D. Trump
Commanding Officer

(Date) Nov. 27th 1915 Officer J. D. Trump

*Description of the above-named man on Nov. 27th 1915 when he left the Colours.

Age 38 years 6 months Marks or Scars, whether on face or other parts of body.

Height 5 ft. 7 1/2 ins

Complexion Fair

Eyes Brown

Hair Brown

* Should agree with the description on Character Certificate, Army Form B. 2067.

N.B.—Any person finding this Certificate is requested to forward it, in an unstamped envelope, to the Secretary, War Office, London, S.W.

Recruiting Agents.

The following is an extract from the Recruiting Regulations, 1912:—

“Any man, whether Soldier or Civilian, who brings a Recruit to
“a Recruiter, or to a Military Barrack, is a Recruiting Agent,
“and it is not necessary that he should have been formally
“appointed as such.”

The effect of this Regulation is that anyone, whether ex-Soldier or Civilian, bringing a Recruit under the above Regulations is entitled to the reward if the Recruit is passed into the Service.

Recruiting Rewards will not be paid for—

- (a) Boys under 17 years of age.
- (b) Re-enlisted Pensioners.
- (c) Recruits for the Armourer Section and the Machinery Artificer Section of the Army Ordnance Corps.
- (d) Any Non-Commissioned Officer or Man of the Special Reserve who enlists into the Regular Army.

Recruiting Rewards will be paid to *Recruiting Agents* for each Recruit raised and finally approved for the Regular Army or the Special Reserve, at the following rates, viz.:—

5s. to 2s. 6d. Regular Army.

1s. 6d. Special Reserve.

Leaflets showing the conditions and advantages of the Army or Special Reserve are supplied gratis at every Post Office.

Men wishing to enlist should apply personally or by letter to the Officer Commanding the Regimental Depot nearest to their homes, or to any Sergeant Instructor of the Territorial Force or other Recruiter.

Men who have served in the Regular Army for 3 years or more are eligible under certain conditions for enlistment into the Special Reserve up to the age of 40.

PARTICULARS OF DISCHARGE.

1. Name *Ward G. E.*
2. Regimental Number *463199* 3. Rank *Private*
4. Corps *48th Battalion C. E. F.*
5. Date of Discharge

6. Place of Discharge

7. Place to which transport given. (Give street address where possible.)

*Lake Road
Victoria, B. C.*

8. Description at time of Discharge:— *Enlisted*

Age *38* years *6* months. Descriptive marks

Height *5* feet *7 1/2* inches.

Complexion *Fair*

Eyes *Brown*

Hair *Brown*

Trade *Plumber*

9. The above named man is discharged in consequence of

medically unfit

(If medically unfit, state nature of disease or disability.)

10. To what extent will it prevent his earning a full livelihood?

11. Character

Date *1-2-16*

1/c Records.

Documents sent to O.C. M. D. no. 11.

13-5-16

P.T.

PARTICULARS OF DISCHARGE

Name
Age
Sex
Rank

Place to which assigned (if other than where posted)

Description of duty performed
Date of assignment

Remarks (if discharged in consequence of)

(If medically unfit state nature of disease or disability)

(If discharged in consequence of death state cause of death)

Signature

MEDICAL HISTORY SHEET.

463199

Surname Ward Christian Name Albert Edward

Examined on 23 day of July 1915 Approved by J. Shaw
at ~~Weymouth B.C.~~

Birthplace { City or Town London Rank Capt. Camm M.O.
County Eng

Apparent age 38

Trade or occupation Plumber M.O.

Height 5 Feet 7 Inches. M.O.

Weight _____ Lbs. M.O.

Chest measurement { Minimum 33 inches. M.O.
Maximum expansion 36 inches. M.O.

Physical development _____ M.O.

Small-Pox Marks _____ M.O.

Vaccination Marks { Arm Right Left _____
Number _____

When Vaccinated last 23/7/15 OK J. Shaw M.O.

(a) Marks indicating congenital peculiarities or previous _____ M.O.

disease _____ M.O.

(b) Slight defects but not sufficient to cause rejection _____

24/9/15 OK J. Shaw M.O.

13/8/15 OK J. Shaw M.O.

7/9/15 OK J. Shaw M.O.

Enlisted on 21st day of July 1915 at Vernon B.C.

	CORPS.	REG'TL NUMBER.	HABITS.	DATE.
Joined on enlistment	62nd (OVERSEAS) BATT'N, C. E. F.	463199		JUL 30 1915
Transferred to.. ..	48th BATTALION, C. E. F.			

EXAMINED OR DISCHARGED BY A MEDICAL BOARD.

STATION.	DATE.	DISEASE.	RESULT.
<u>Thorncliffe</u>	<u>19-15</u>	<u>R. humeral hernia</u> <u>R. femoral hernia</u>	<u>Discharge</u> <u>W. M. Brown</u> <u>1915</u>

PRESIDENT,
STANDING MEDICAL BOARD.

N. B.—This sheet to be disposed of in accordance with instructions in the Regulations for Army Medical Service, on the man becoming non-effective; the date and cause being stated on next page.

M. F. B. 313. Proceedings of Medical Board approved
J. H. Bowling Capt. A/D.A.D.M.S.

Office of the A.D.M.S., Canadians,
Moore Barracks,
Shorncliffe.

Nov. 22nd 1915.

From: A.D.M.S., Canadians,
Shorncliffe.

To: Officer i/c Records,
7 Millbank, London.



Name. Ward., Albert. Edward.....
No. 463199..... Rank..... Pte.....
Battalion.... 48th. Bn.....

The above noted appeared before a Medical Board at Shorncliffe on Nov. 19th.....1915, and the following entry has been made on the Medical History Sheet of this man.

Duplicate Medical History Sheet posted to here. Medical Registrar Record Office.

Disease.
R. Inguinal Hernia,
R. Femoral Hernia, Discharge. Sgd. W. McKeown, Lt-Col.
President Standing Medical Board.

Further entries are also contained on this Medical History Sheet, which are herewith copied:-

Proceedings of Medical Board approved. Sgd. G.H. Bowlby,
Capt. A/D.A.D.M.S.

I hereby certify that the entries, as above noted, are true copies.

Captain,
A/A.D.M.S., Canadians.

POST DISCHARGE PAY OFFICE

Three months pay and allowances after discharge.

Name **Ward, A.E.**
Surname

Christian Name

018791-A-2

Regimental Number **463199**

Rank

Pte.

Address (in full) **Maywood P.O.**

Unit **44th Bn.**

Victoria, B.C.

Original Unit

District where paid **M.D.11**

Date of Discharge **30-4-16**

P. D. P. Filing Number **3 - 4 - 11**

Rates:—Regimental pay \$ **1.00** per diem: Field Allowance \$ **.10** per diem. Separation Allowance \$ **20.00** per month.

L. L. 22573—M. & D. 8009.

Total Credits 91 days	FIRST PAYMENT			SECOND PAYMENT			FINAL PAYMENT			Balance Over-payments to be Recovered	Total Amount Paid
	Cheque No. A	Date	Amount 30 days	Cheque No. B	Date	Amount 30 days	Cheque No. C	Date	Amount 31 days		
160 10	63	30-7-17	53 00	62	30-8-17	53 00	58	29-9-17	54 10		160 10

Remarks:

M. F. W. 127.
 50M-617.
 1978 39-1140.

File No. 018791-a-79

WAR SERVICE GRATUITY.

Register No. 6870

188-19

Reg. No. 463199 A

Dependent Ada Elizabeth Ward (wife)

Name Ward, A. E.

Address Same

Address Lake Bol...

Less further debit balance
Net due paid as below

Pay Soldier \$ Sylvan
4th month
Dakota

Dec'n No. W. S. G. File No.
Award days at \$ per day \$
S. A. months at \$ per mo. \$
Less P. D. P. Credited \$
\$
\$
\$

TO SOLDIER TO DEPENDENT
Ag. No. Ch. No. Amount Ag. No. Ch. No. Amount
Pay Dependent \$

Days 122 Rate 1.00 Due 400.00
Less P.D.P. credited 160.10
Less further Dr. Bal. or overpayment.
Net 239.90

R
W 129
20¹⁰/₁₉

Date	Ck. Order	Ck. No.	Amount	Remarks	Date	Ck. Order	Ck. No.	Amount
25/9/19	32409	526657	119 90	27/9/19	27/9/19	32410	526658	120 ⁰⁶ / ₁₀₀
2					2			
3					3			
4					4			
5					5			
6					6			

GEN'L AUDITOR
Posting checked by
Date.....

26-7-15

MILITIA AND DEFENCE

19

SEPARATION ALLOWANCE

Name *Ada Elizabeth Hard* Name of Soldier *Hard Albert Edward*
 Address *Lake Rd. Maywood P.O. Victoria B.C.* Regtl. No. *463199*
 Rank *Pte*
 Corps *62nd Battalion*
 Relation to Soldier } *Wife* To what Corps belonging }
 wife, child or mother } when called out }

PAYMENTS

42229-M. CO.

Month	Year	Cheque No.	Amt.	REMARKS
Aug.	1914			
Sept.				
Oct.				
Nov.				
Dec.				
Jan.	1915			
Feb.				
March				
Apl.				
May				
June				
July				
Aug.		<i>11974</i>	<i>23</i>	
Sept.		<i>03929</i>	<i>20</i>	
Oct.		<i>14179</i>	<i>20</i>	
Nov.		<i>11241</i>	<i>20</i>	
Dec.		<i>014533</i>	<i>20</i>	
Jan.	1916	<i>11246</i>	<i>20</i>	
Feb.			<i>123</i>	
March				

ACCOUNT CLOSED
DATE..... PER.....

ACCOUNT CLOSED
DATE..... PER.....

*Account closed 3/16/16 (reltd to Genl)
Remainder granted 12/2/16.*

2000

SEPARATION ALLOWANCE

OVERSEAS CONTINGENTS

Sheet No. 2.

Ada Elizabeth Ward
PAYMENTS. *(wife)*

Name of Soldier

Ward, Albert E.

L. L. Job 310.—Req. 6574.

Month.	Year.	Cheque No.	Amt.	Remarks.
April	1916			
May				
June				
July				
Aug.				
Sept.				
Oct.				
Nov.				
Dec.				
Jan.	1917			
Feb.				
March				
April				
May				
June				
July		A 7652	20	FOR Casualty Adjustment
Aug.				
Sept.				
Oct.				
Nov.				
Dec.				
Jan.	1918			
Feb.				
March				
April				
May				
June				
July				

ACCOUNT CLOSED
DATE.....PER.....
W

MILITIA AND DEFENCE
SEPARATION ALLOWANCE
 OVERSEAS CONTINGENTS

Sheet No. 2 (Contd.)

Name of Soldier _____

PAYMENTS.

Month.	Year.	Cheque No.	Amt.	Remarks.
Aug.	1918			
Sept.				
Oct.				
Nov.				
Dec.				
Jan.	1919			
Feb.				
March				
April				
May				
June				
July				
Aug.				
Sept.				
Oct.				
Nov.				
Dec.				
Jan.	1920			
Feb.				
March				
April				
May				
June				
July				
Aug.				
Sept.				
Oct.				
Nov.				

MILITIA AND DEFENCE
ASSIGNED PAY
OVERSEAS CONTINGENTS

2nd Contingent

+

To Whom

Mrs. A. E. Ward

By Whom Assigned

Ward A. E.

Address

*Lake Rd. Maywood P.O.
Victoria*

Regtl. No.

463199

Rank

Ote

Corps

*62nd Batt.
1st Draft.*

Rate

~~*15⁰⁰*~~

OCT 1 - 1915

Cancelled Jan 1st 1916 3m 8¹²/₁₅ 1914

PAYMENTS

Month	Year	Cheque No.	Amt.	REMARKS
Aug.	1914			
Sept.				
Oct.				
Nov.				
Dec.				
Jan.	1915			
Feb.				
March				
April				
May				
June				
July				
Aug.				<i>returned to Canada. Pensions 22/12/15</i>
Sept.				
Oct.		<i>U 5902.</i>	<i>15</i>	
Nov.		<i>K 4756</i>	<i>16</i>	
Dec.		<i>L 7104</i>	<i>15</i>	
Jan.	1916			<i>45⁰⁰</i> <i>PX. 11/16 1915</i> <i>Pension granted May 1st 1916</i>
Feb.				
March				

Wgt.

THE
UNITED STATES
DEPARTMENT OF THE INTERIOR

WATER RESOURCES DIVISION

WASHINGTON, D. C.

1964

1964

1964

1964

1964

1964

1964

1964

1964

1964

1964

1964

Rank *Pvt.* Name *Ward, Albert Edward* Reg'l No. *469199* P-56
✓
 Unit *3rd Pioneer Coy* If in perm. Corps, What Unit? Married or Single *Married*
 Place and Date of Enlistment *Vernon, 21st July 1915.* Place of Birth *London, England.*
 Name and Address, Next-of-Kin *Mrs. Ada Elizabeth Ward, Lake Rd, Maywood*
P.O., Victoria, B.C. Relationship
 Assigned Pay Monthly \$ *15.00 Oct. 1915* Payable to *Next of Kin*
Non-effective January 1st, 1916. Relationship
 Separation Allowance \$ Payable to Relationship

Discharge, Date and Place *10/12/15 - To Canada* Reason *A.G.A.P. 12/28* Character *30-11-15*

Date		PAY			Field Allowance			Other Credits	Total Credits	Voucher		Cash Payments	Assigned pay	Other Charges	Total Debits	Balance	Remarks, Casualties, etc
From	To	No. of Days	Rate	Amount	No. of Days	Rate	Amount			No.	Date						
<i>16.10.15</i>	<i>30.11.15</i>	<i>46</i>	<i>1.00</i>	<i>46.00</i>	<i>46</i>	<i>10</i>	<i>4.60</i>	<i>50.60</i>	<i>453</i>	<i>16/11/15</i>	<i>7.30</i>	<i>15.00</i>		<i>42.16</i>	<i>8.44</i>	<i>stop payment from 14-12-15. P.C. resident 14-12-15.</i>	
<i>1.12.15</i>	<i>10.12.15</i>	<i>10</i>	<i>"</i>	<i>10.00</i>	<i>10</i>	<i>"</i>	<i>1.00</i>	<i>11.00</i>				<i>15.00</i>		<i>15.00</i>	<i>4.44</i>	<i>Jan</i>	
<i>16 March 16.</i>								<i>4.44</i>						<i>4.44</i>	<i>4.44</i>		

Bal nil Transd to
"Can. Liability Disch'ge a/c"

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M

Medical Report on an Invalid.

DEPT. MILITIA & DEFENCE
JUN 21 1920
H.Q. CANADA

Station West Sandling

Date Nov. 12th, 1915.

649-W-1194

- 1. Unit **48 Batt. C.E.F.**
- 2. Regimental No. **463199.**
- 3. Rank **Private.**
- 4. Name **WARD, Albert Edward.**

- 5. Age last birthday **38 Years**
- 6. Enlisted { on **21st July 1915.**
at **Victoria B.C.**
- 7. Former Trade or Occupation { **Plumber.**

8. Disability.

**Right inguinal Hernia.
Left femoral hernia.**

Statement of Case.

Note.—The answers to the following questions are to be filled in by the Officer in medical charge of the case. In answering them he will carefully discriminate between the man's unsupported statements and evidence recorded in his military and medical documents. He will also carefully distinguish cases entirely due to venereal disease.

- 9. Date of origin of disability. **Previous to enlistment**
- 10. Place of origin of disability. **Previous to enlistment**
- 11. Give concisely the essential facts of the history of the disability, noting entries on the Medical History Sheet bearing on the case. **Double inguinal hernia noticed at a venereal inspection Nov. 9.1915.**
- 12. (a) Give your opinion as to the causation of the disability. **Congenital Weakness.**
- (b) If you consider it to have been caused by active service, climate, or ordinary military service, explain the specific conditions to which you attribute it (See notes on page 3). **Not applicable.**

N.D.

13. What is his present condition ?

Weight should be given in all cases when it is likely to afford evidence of the progress of the disability.

2919

Apparently healthy.
Right inguinal hernia about size of hens egg.
Left femoral hernia.
Both are reducable.

Patient states distinctly that the hernia appeared after enlistment and that he consulted a doctor on the train coming from Vernon B.C. about the middle of August when he first noticed it came with the 62nd Bn.

W. McK.

14. If the disability is an injury, was it caused

Not applicable.

(a) In action ?

(b) On field service ?

(c) On duty ?

(d) Off duty ?

15. Was a Court of Inquiry held on the injury ?

Not applicable.

If so—(a) When ?

(b) Where ?

(c) Opinion ?

16. Was an operation performed? If so, what ?

No Operation.

17. If not, was an operation advised and declined ?

Advised and declined.

18. In case of loss or decay of teeth. Is the loss of teeth the result of wounds, injury or disease, directly* attributable to active service ?

Not applicable.

19. Do you recommend

(a) Discharge as permanently unfit, or
(b) Change to England ?

Discharge.

J. McA. Briggs, Capt.

Officer in medical charge of case.

I have satisfied myself of the general accuracy of this report, and concur therewith, except†

Station _____

Officer in charge of Hospital.

Date _____

*Loss of teeth on, or immediately after, active service, should be attributed thereto, unless there is evidence that it is due to some other cause.

† Delete this word if no exceptions are to be made.

Opinion of the Medical Board.

NOTES.—(i.) Clear and decisive answers to the following questions are to be carefully filled in by the Board, as, in the event of the man being invalided, it is essential that the Commissioners of Chelsea Hospital should be in possession of the most reliable information to enable them to decide upon the man's claim to pension.

(ii.) Expressions such as "may," "might," "probably," &c., should be avoided.

(iii.) The rates of pension vary directly according to whether the disability is attributed to (a) active service, (b) climate, or (c) ordinary military service. It is therefore essential when assigning the cause of the disability to differentiate between them (*see* Articles 1162 and 1165, Pay Warrant, 1913).

(iv.) In answering question 20 the Board should be careful to discriminate between disease resulting from military conditions and disease to which the soldier would have been equally liable in civil life.

(v.) A disability is to be regarded as due to climate when it is caused by military service abroad in climates where there is a special liability to contract the disease.

20. (a) State whether the disability is the result of (i.) active service, (ii.) climate, or (iii.) ordinary military service.

1. Yes.
2. No.
3. No.

(b) If due to one of these causes, to what specific conditions do the Board attribute it?

Rifting Ont? floors (Patients own statment)

21. Has the disability been aggravated by

(a) Intemperance?

No.

(b) Misconduct?

No.

(c) Any of the conditions mentioned in question 20, and if so, which?

Active service.

22. Is the disability permanent?

Yes.

23. If not permanent, what is its probable minimum duration?

Not applicable.

To be stated in months.

24. To what extent is his capacity for earning a full livelihood in the general labour market lessened at present?

T. T. KIRKBY, Major, A/D.A.A.G
for Brigadier-General Comdg.
CAN. TRAIN. DIV. SHORNCLIFFE

In defining the extent of his inability to earn a livelihood, estimate it at $\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$, or total incapacity.

$\frac{1}{4}$

24A. Is the man suffering from a disability which would obviously, as far as you can judge, cause him to be rejected by an Approved Society under the National Insurance Act?

Not applicable.

25. If an operation was advised and declined, was the refusal unreasonable?

No.

26. Do the Board recommend

(a) Discharge as permanently unfit,
or

Yes on acct of femoral hernia principally.

(b) Change to England?

No.

Signatures:—

Walter McKeown, Lt.-Col. President.

Chas. Hunter, Capt. C.A.M.C.

Station Shorncliffe.

Date Nov. 19. 15.

Members.

Approved.

Station Shorncliffe

Date Nov. 21. 15.

G. H. Bowlby, Capt. A/D.A.D.M.S.
Administrative Medical Officer.

CAN. TRAIN. DIV. SHORNCLIFFE.

(On leaving Corps or Station where invalided.)

Transfer	{	Date _____	Name	{	Conveyance _____
		Station _____			Vessel _____
or			of		
Embarkation	{	Date _____		{	Officer in
		Port _____			medical charge _____

Brief remarks on case during transit, and state on transfer for final disposal.

Re-transferred { Date _____
 Hospital or Station _____ } Officer in medical charge.

(At Station or Hospital where finally disposed of.)

Station and Hospital } _____
 Arrived from _____ Date _____

If admitted	If under treatment		Disease	How finally disposed of	Date of Discharge, &c.
	Date	From			

Detailed statement as to condition on discharge and whether discharged as an invalid, to corps, to station, or to depôt. In cases of discharge from the service it should be stated whether the answers to questions 22, 23 and 24 are concurred in.

Dec. 26/15

The Medical Board having met and examined Pte. Albert Ed. Ward # 463199 concurs fully in description of condition as stated in P. 13. Invalid walks with a hump - on account of pain in groins - favouring slightly left leg. His rather nervous - has a marked tremor of hands and hesitation of speech. States he was always thus. Heart and lungs normal. First noticed hernia in camp at Vernon B.C. - reported condition to Medical Officer.

The Board concurs in answers to { Q. 22 - 4ps. } *Kawinles Major.*
 { Q. 23 and Q. 24 } *A E H Bennett. Capt. CAMC*
in unless operated on

Date of final Medical Board, or decision } *but considers that the disability can be entirely removed by operation.* *Kawinles Major*
 Dec. 26/15. *Administrative Medical Officer.*

The Board recommends *Two months in Hospital and operation for hernia.*

Army Form B. 179.

MEDICAL REPORT ON AN
 INVALID.

Station _____
Corps _____
Regimental No. _____
Rank _____
Name _____
Disability _____
Date _____
Hospital or Station transferred to for final disposal _____
Date of final disposal _____
How finally disposed of _____

The original Report is invariably to accompany the discharge documents of Invalids.
 Wt. W8530/2774 500M 9-15 M.&C.Ld.
 Forms B. 179. 34

18 ✓

Medical Report on an Invalid.

Station West Sandling.

Date Nov 19th 1915

- 1. Unit 48 Battalion C.F.
- 2. Regimental No. 46 3199.
- 3. Rank private
- 4. Name Ward Albert Edward
- 5. Age last birthday 38 years.
- 6. Enlisted { on 21st July 1915
at Victoria B.C.
- 7. Former Trade or Occupation { plumber

8. Disability.

Right Inguinal Hernia
Left Inguinal Hernia
Femoral Hernia

Statement of Case.

Note.—The answers to the following questions are to be filled in by the Officer in medical charge of the case. In answering them he will carefully discriminate between the man's unsupported statements and evidence recorded in his military and medical documents. He will also carefully distinguish cases entirely due to venereal disease.

- 9. Date of origin of disability. previous to enlistment
- 10. Place of origin of disability. previous to enlistment

11. Give concisely the essential facts of the history of the disability, noting entries on the Medical History Sheet bearing on the case.

Double inguinal hernia noticed at a General inspection Nov 9. 1915.

- 12. (a) Give your opinion as to the causation of the disability.
- (b) If you consider it to have been caused by active service, climate, or ordinary military service, explain the specific conditions to which you attribute it (See notes on page 3).

Congenital weakness
Not applicable

13. What is his present condition ?

Weight should be given in all cases when it is likely to afford evidence of the progress of the disability.

apparently healthy

Right Double inguinal hernia about size of hen's egg
Small left femoral
Both are reducible.

Patient states distinctly that the hernia appeared after enlistment & that he consulted the doctor on the train coming from Vernon B.C., about middle of August, when he noticed it - he came with the 62nd B.

14. If the disability is an injury, was it caused

(a) In action ?

(b) On field service ?

(c) On duty ?

(d) Off duty ?

Not applicable.

15. Was a Court of Inquiry held on the injury ?

Not applicable.

If so—(a) When ?

(b) Where ?

(c) Opinion ?

16. Was an operation performed ? If so, what ?

No operation.

17. If not, was an operation advised and declined ?

advised and declined.

18. In case of loss or decay of teeth. Is the loss of teeth the result of wounds, injury or disease, directly* attributable to active service ?

Not applicable.

19. Do you recommend

(a) Discharge as permanently unfit, or
(b) Change to England ?

Discharge

W. B. Bayliff, Capt.
Officer in medical charge of case.

I have satisfied myself of the general accuracy of this report, and concur therewith,

except †

Station _____

Officer in charge of Hospital.

Date _____

*Loss of teeth on, or immediately after, active service, should be attributed thereto, unless there is evidence that it is due to some other cause.

† Delete this word if no exceptions are to be made.

Opinion of the Medical Board.

NOTES.—(i.) Clear and decisive answers to the following questions are to be carefully filled in by the Board, as in the event of the man being invalided, it is essential that the Commissioners of Chelsea Hospital should be in possession of the most reliable information to enable them to decide upon the man's claim to pension.

(ii.) Expressions such as "may," "might," "probably," &c., should be avoided.

(iii.) The rates of pension vary directly according to whether the disability is attributed to (a) active service, (b) climate, or (c) ordinary military service. It is therefore essential when assigning the cause of the disability to differentiate between them (see Articles 1162 and 1165, Pay Warrant, 1918).

(iv.) In answering question 20 the Board should be careful to discriminate between disease resulting from military conditions and disease to which the soldier would have been equally liable in civil life.

(v.) A disability is to be regarded as due to climate when it is caused by military service abroad in climates where there is a special liability to contract the disease.

20. (a) State whether the disability is the result of (i.) active service, (ii.) climate, or (iii.) ordinary military service.

(b) If due to one of these causes, to what specific conditions do the Board attribute it?

v1/Yes.

(2) No

(3) No.

Shifting that floor (patient's own statement)

21. Has the disability been aggravated by

(a) Intemperance?

(b) Misconduct?

(c) Any of the conditions mentioned in question 20, and if so, which?

no

no

active service.

Yes.

Not applicable.

22. Is the disability permanent?

23. If not permanent, what is its probable minimum duration?

To be stated in months.

24. To what extent is his capacity for earning a full livelihood in the general labour market lessened at present?

1/4.

In defining the extent of his inability to earn a livelihood, estimate it at $\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$, or total incapacity.

24A. Is the man suffering from a disability which would obviously, as far as you can judge, cause him to be rejected by an Approved Society under the National Insurance Act?

Not applicable.

25. If an operation was advised and declined, was the refusal unreasonable?

~~Not applicable~~ *No.*

26. Do the Board recommend

(a) Discharge as permanently unfit, or

(b) Change to England?

Yes. (on account of general business principles)

no.

Signatures:—

Station

Date

Shorncliffe
Nov 19 1915

Gen. W. ... President.
Chas. ... Members.

Approved

Station

Date

Shorncliffe
Nov 21/15

Dr. Bowley
Administrative Medical Officer.

EXTRACT FROM MEDICAL BOARD

SOLDIERS RETURNED FROM OVERSEAS

Station **Quebec.** Date **Dec 26th. 1915.**
No. **463199** Age **38** Height **5. 7 1/2"**
Rank **Pte** Complexion **Fair.**
Name **Ward A?E.** Eyes **Brown** Hair **Brown**
Unit **48th. R.B.**
Address **Blake Road Victoria B.C.** Former Trade **Plumber**
Enlisted at **Victoria B.C.** on **July 21st/15**
Disease or disability **Right inguinal Hernia**
Left *Femoral* "
Present condition

Invalid walks with a limp an account of pain in groin favouring slightly left leg. He is rather nervous, and has a marked tremor of hands and hesitation of speech, States he was always thus, Heart and Lungs normal. First noticed Hernia in camp at Vernon B.C. and reported condition to Medical Officer.

Estimated disability **22 Should be yes. unless operated on.**
23 Not applicable.
24 ~~13~~ 1/4

Recommendation of Medical Board

Two months in Hospital and operation for Hernia.

Class **11**

Members of Board

G. A. Winters Major A. M. C.

A?E.H. Bennett Capt. "

R. M. Neilson Lieut. "

Approving Medical Officer.

G. A. Winters. Major. "

EXTRACT FROM MEDICAL BOARD

SOLDIERS RETURNED FROM OVERSEAS

No.	Name	Rank	Service	Address	Medical Condition	Remarks
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ORIGINAL.

To be used (a) for recruits enlisting direct into the Regular Army, and (b) for men of the Territorial Force when they are admitted to Hospital.
Army Form B. 178A to be used for Special Reserve recruits and Special Reservists enlisting into the Regular Army.

MEDICAL HISTORY of

Surname WARD Christian Name Albert Edward

TABLE I.—GENERAL TABLE.

Birthplace ... Parish London County England.

Examined ... { on 23rd day of July 1915,
at Victoria, B.C.

Declared Age ... 32 years 5 mths. days.

Trade or Occupation ... Plumber

Height ... 5 feet 6 inches.

Weight ... lbs.

Chest Measurement { Girth when fully Expanded 39 inches.
Range of Expansion 3 inches.

Physical Development ...

Vaccination Marks { Arm ... Right Left
Number

When Vaccinated ...

Vision ... { R.E.—V=
L.E.—V=

(a) Marks indicating congenital peculiarities or previous disease ... { (a) Scar lower jaw.
Tattoo both forearms.

(b) Slight defects but not sufficient to cause rejection ... { (b)

Approved by (Signature) Thos. Miller. Lt. A.M.C.
A.G. Mac Knight. Lt. CAMC.
E.P. Higgins. Lt. CAMC.
(Rank) _____
Medical Officer.

Enlisted ... { at Vernon.
on 21st day of Aug. 1915.

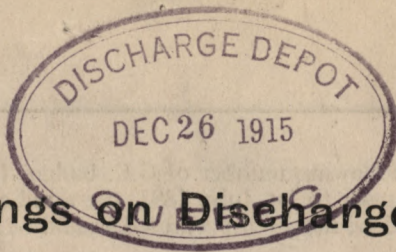
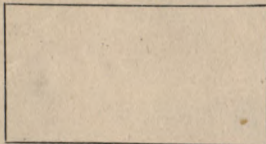
Joined on Enlistment	Corps.	Regtl. No.
	<u>48th Btt.</u>	<u>463199</u>
Transferred to		

Became non-effective by ...

This Medical History Sheet has been compared with the corresponding Attestation Paper, and entries made in red have been taken from the Attestation Paper (Signature) W. H. ... day of _____ 1915.

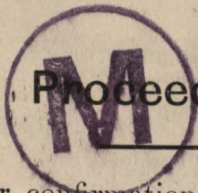
The Medical History Sheets of all men proceeding overseas, must be returned by the Officer commanding their unit to the Record Office when they leave England.
Lieut.-Col. In Charge of Records, Canadian Contingent.

This space to be left blank for the Chelsea Number.



Army Form B. 268.

17-2-34
5-6-33



Proceedings on Discharge.

(When forwarded for confirmation the documents named on page 4 should be enclosed.)

No. <u>463199.</u>	Army Rank <u>Private 649</u>	<u>JUN 21 1916</u> MILITIA & DEFENCE H.Q. CANADA		
Name <u>Ward. A. E.</u> (The name must agree strictly with that on enlistment, unless changed subsequently by authority.)				
Corps <u>48th Battalion Canadian Expeditionary Force</u>				
Battalion, Battery, Company, Depot, &c. <u>No 5 Company</u> (If attached to the Regular Establishment of the Special Reserve or Permanent Staff of the Territorial Force, &c., or to General Staff of the Army, it should be so stated.)				
Date of discharge Nov. 27th 1915 <u>April 30th 1916</u>				
Place of discharge West Sandling <u>Victoria B.C.</u>				
1. Description at the time of discharge.				
Age <u>38</u> years <u>6</u> months	 <u>2-8-15</u>	Descriptive marks:		
Height <u>5</u> feet <u>7 1/2</u> inches				
Chest measurement { girth when fully expanded <u>36</u> ins. range of expansion <u>2</u> ins.				
Complexion <u>Fair</u>				
Eyes <u>Brown</u>				
Hair <u>Brown</u>				
Trade <u>Plumber</u>				
Intended place of residence <u>Becke Road Victoria B.C.</u> (To be given as fully as practicable)				
(The measurements and description should be carefully taken on the day the man leaves his unit, but in the case of men sent home from abroad for discharge, the age and intended place of residence should be left blank to be filled in by the Officer who confirms the discharge at home.)				
2. The above-named man is discharged in consequence of <u>having been found medically unfit for further service.</u> <u>J. J. Truett, Major Genl. Col.</u> <u>Comd. 48th Battalion C.E.F.</u>				
(The cause of discharge must be worded as prescribed in the King's Regulations and be identical with that on the discharge certificate. If discharged by superior authority, the No. and date of the letter to be quoted.)				
To be filled in on the soldier quitting the Colours.	3. Military character :—			
	4. Character awarded in accordance with King's Regulations :— <u>Very Good</u>			
Certified that the above is an accurate copy of the character given by me on Army Form B. 2067* and that Army Form D. 489 was awarded in this case. <u>J. J. Truett</u> Initials of Commanding Officer.				
Army Form B. 2088 has been issued to*				

ACW.
2-2-2

Carded 30-12-15
m.m.

(171)

5. He is in possession of the following number of G.C. badges (if the man is a N.C.O. and enlisted prior to 1st July, 1881, the number he would have been entitled to had he not been promoted should be stated).

None.

Is it probable that he will be entitled to another good conduct badge before the confirmation of these proceedings?

Classification for service, or proficiency pay Class None.

6. Campaigns, Medals and Decorations

None.

Certificate of education None.

7. His accounts are correctly balanced, and I have impartially inquired into all matters brought before me in accordance with Regulations.

(Place) West Sandling

(Date) Nov. 27th 1915

J. A. Ingleton Major for
Officer Commanding 48th Battn. 88th Regiment.

8. Certificate to be signed by the soldier on discharge.

I hereby acknowledge that I have received all my pay and allowances (including clothing allowance), and all just demands up to the present date, subject to the reservations of the claims noted on the 3rd page.

(Place) West Sandling Victoria, B.C. Albert E. Ward (Signature of Soldier.)

(Date) Nov 27th 1915 - 26 April, 1916 A. M. Edsall (Signature of Witness.)

(When a soldier is absent through illness or any other cause, and it is not desirable to forward these proceedings to him for signature, a manuscript copy should be sent for the man to sign, and when returned should be attached here.)

9. Additional certificate in the case of a soldier who takes his discharge at his own request.

I hereby declare that I do of my own free will request to be discharged from His Majesty's Service.

(Signature of Soldier.)

10. Statement of service.

Service towards engagement to _____ (the date to which the record of service is completed) _____ years 130 days.

Further service " " 26-4-16 (the date of confirmation of discharge) " " "

Total " 269 "

11. Confirmation of discharge.

The discharge of the above-named man is hereby confirmed for 26th (date) April, 1916

(Place) West Sandling Victoria, B.C. Frederick Wilson Major (Signature)

(Date) Nov 27th 1915 22nd June 1916

Commanding officers (or the Paymaster, if at Netley) will advise every discharged soldier whose claim to pension, either on account of service or disability, is to be brought into consideration of the Chelsea Board, a memorandum for his guidance on Army Form D. 401, and will at the same time transmit to the Secretary, Royal Hospital, Chelsea, a descriptive return of the man on Army Form D. 400.

RESERVATIONS REFERRED TO AT PARA. 8.

(To be signed by the soldier. When there are none, it is to be so stated, and signed by the soldier.)

none

Albert E. Ward

LIST OF DISCHARGE DOCUMENTS.

1. Proceedings on discharge. (Army Form B. 268.)
2. Proceedings on transfer to reserve (if any). (Army Form B. 2056.)
3. Duplicate attestation.
4. Army Form B. 97 (if any).
5. Declaration of change of name (if any).
6. Re-engagement paper (if any). (Army Form B. 136.)
7. Authority for continuance, or extension, of service (if any). (Army Form B. 221.)
8. Court of Inquiry on an injury (if any). (Army Form A. 2.)
9. Regimental conduct sheet. (Army Form B. 120.)
10. Company conduct sheet. (Army Form B. 121.)
11. Copies of convictions by Civil Power (if any).
12. Medical history sheet. (Army Form B. 178.)
13. Medical report on invalid (if any). (Army Form B. 179.)
14. Copy of receipt for purchase money (if any).
15. Attestation of fraudulently enlisted man for corps in which he has not been held to serve (if any).
16. Detailed statement of former service allowed to reckon towards pension (if any).
17. Copy of 3rd page attestation (in the case of men from abroad entitled to deferred pay who go to Netley or the discharge depôt for discharge).
18. Descriptive return (Army Form D. 400), where required. See section 11 on second page.
19. Active service casualty form. (Army Form B. 103.)
20. Employment sheet. (Army Form B. 2066.)

In the case of recruits who are rejected before, or on, final approval, the discharge documents will consist of—

1. Duplicate attestation. (On third page the date and cause of discharge will be entered and signed by the competent military authority.)
2. Medical history sheet (if any). (Army Form B. 178.)

Instructions as to the preparation, despatch, and custody, of discharge documents.

1. When a soldier is to be discharged, the documents retained with the duplicate attestation will be placed inside this form. Should any of the documents be missing, an explanation of the deficiency, signed by the commanding officer, must be substituted for the missing document. The officer in charge of records will then extract from the original attestation, any documents required to complete the list of discharge documents enumerated in the margin, which will then be placed in this form in the sequence given.

2. When men are discharged from the colours at home as medically unfit, or with claims to pension, Army Form B. 268 will be sent confirmed, together with the duplicate attestation and documents retained therein to the officer in charge of records 10 days in advance of the date for discharge in the case of invalids, and 14 days in other cases. This officer will then extract from the original attestation any documents required to complete the list of discharge documents enumerated in the margin, place them in this form, and after carefully checking the duplicate attestation with the original forward the whole to the Secretary, Royal Hospital, Chelsea. When such men are discharged abroad, the same procedure will be adopted as above, with the exception that the discharge documents will be sent to the officer in charge of records immediately after discharge takes place (except in the case of men who are granted gratuities on discharge from local battalions or companies, Royal Artillery).

3. When soldiers are sent home from abroad for discharge, the documents retained with the duplicate attestation will be placed inside this form and sent home with the men for transmission to the officer who carries out the discharge, together with the following additional forms :—

- (a) Discharge certificate (Army Form B. 2079 or Army Form B. 264).
- (b) Character certificate (Army Form B. 2067) if entitled.
- (c) Copy company conduct sheet (Army Form B. 121) when required under King's Regulations.

The duplicate attestation and documents retained therein will be sent to the officer in charge of records, who will extract from the original attestation any documents required to complete the list of discharge documents enumerated in the margin and place them in this form.

4. The discharge documents of re-enlisted pensioners, on re-discharge, will be sent to the officer in charge of records, who will extract from the original attestation any documents required to complete the list of discharge documents enumerated in the margin, place them inside this form, and forward the whole to the Secretary, Royal Hospital, Chelsea, irrespective of the cause of discharge.

5. The original and duplicate attestations of recruits who are rejected before, or on, final approval will be retained by the approving officer for one year, when they will be destroyed.

6. In all other cases the discharge documents will be sent, directly the discharge is carried out, to the officer in charge of records of the unit concerned.

7. Postage need not be paid, and receipts are not required, in the case of documents sent to Chelsea or to the War Office.

8. When the discharge documents of men not entitled to pension are sent to the officer who will have final charge of them, they are to be accompanied by Army Form B. 279, and that officer will, if they are found to be correct, sign and return Army Form B. 279. Should any document be missing, he must at once apply for it.

9. The officers having final charge of the discharge documents will arrange them according to regimental numbers, and enter the names in the alphabetical index, Army Book No. 129.