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Kompanie Regulations

Kompanie Regulations
5./I.R. 52

Contents of the Regulations for Room 323

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General Rules.

The individual pages of the rules take force on the day they are distributed to the Kompanie. They are to be seen as Kompanie orders.

The rules are to be posted visibly at the door of the equipment room or at a place to be determined by the Stubenälteste, and they are to be kept clean and visible.

The Korporalschaftsführer and Stubenälteste are to teach about the rules during the cleaning of the weapons and during the time allotted for cleaning and maintaining uniforms and equipment (Putz- und Flickstunde). They are to test their men's knowledge of these rules at every opportunity. Ignorance does not protect from punishment.

Changes and amendments of the Kompanie rules, which are deemed necessary or practical, are to be reported to the Kompanie. Changes are only made by the Schreibstube (Kompanie office) and are notarized by the initials of the Hauptfeldwebel.

Breaking the Kompanie rules is treated the same way as disobeying an order in service issues.

Bautzen, on October 20th, 1937

Hauptmann and Kompaniechef

Orders for the Zugführer (Platoon Leader)

The Zugführer is fully responsible to me for the obeying of the posted Kompanie rules and for the obeying of the entire inside- and outside duty within his Zug (Platoon).

The Zugführer is to supervise the activities of the Korp.-Führer (squad leaders), Stuben- and Schlafsaalältesten (room and barracks hall superiors) assigned to him. He has to make them perform their assigned tasks and to instruct them in performing them. This duty is not only valid for the Zugführer during the training of recruits, but also during the Kompanie training.

The Zugführer has to pay special attention to the cleanliness of weapons and to the cleanliness and uniformity of the Anzug (uniform of the day) of his Zug. Each assembly of the Zug is to be used for this purpose.

The orderliness of the Schrank (wall locker) and Stuben (barracks rooms) is to be checked often by unannounced inspections..

This supervisory duty, however, may not be permitted to cause the Korp.-Führer to be hindered in their activities, or to make them feel superfluous in any way.

The Zugführer, also, has to learn about the character traits, education, physical and mental abilities, and the domestic and private circumstances of his men. It must be possible for the Zugführer to provide an evaluation of each recruit as quickly as possible.

Orders for the Offz. vom Wochendienst (Officer of weekly duty)

The Zugführer, Feldwebel and older Uffz. (NCOs) in functional positions are assigned to the position of "Offz. vom Wochendienst" in weekly rotation.

In this position, they are responsible for an orderly and united completion of the Innendienst (Interior barracks duty), especially for the supervision of the U. v. D. (Unteroffizier vom Dienst = NCO of the day) and the Kehrdienst (rotating assigned duties), the cleaning of the exterior area, the halls and Stuben, the barracks uniform of the enlisted men, etc. The Offz. v. Wochendienst is in charge of supervising the cleaning of weapons and the maintenance of Kompanie equipment.

He performs his inspections on the basis of an order received from the Schreibstube. The results are to be written in the Kontrollbuch, open in the Schreibstube, immediately or on the following morning at the latest. Remarkable events are to be reported to the Kompanie immediately. Report to the Kompaniechef at the first encounter. The Dienstanzug (duty uniform) is to be worn during all inspections. The function of the Offz. vom Wochendienst does not release the Zugführer from duties inside their Zug.

Hauptmann and Kompaniechef

Rules for the Korporalschaftsführer
Korporalschaft= Gruppe (Squad)

The Korporalschaftsführer (squad leader) is the immediate superior to the Mannschaften (enlisted men) and, as such, works with them directly. He leads the education and training of his Korporalschaft and is responsible for proper maintenance of equipment, clothing and arms. His supervisory duty spans over the entire Innendienst of his Korporalschaft. The best way to educate his men is by being a good role model.

Even more than the Zugführer, he has to be able to evaluate character traits, domestic and private circumstances, military knowledge and achievements of the people below him. He has to report to the Zugführer about his observations constantly.

For his Korporalschaft, he is responsible for the Korporalschaftsbuch (squad record book), the Wäschebuch (laundry book), the Schiessbuch (shooting book) and Urlaubsbuch (leave book). The entire correspondence with the Schreibstube goes through his hands. He is responsible for reporting all changes in his Korporalschaft to the Schreibstube, for example illnesses or transfers of his men, deaths of parents or changing of their addresses, certificates for the sport badge or swimming certificates, and so forth.

The Korporalschaftsführer, often, has to check, if possible unexpectedly, the cleanliness in the Stuben (rooms) and Schlafsäle (barracks halls) and the complete inventory of all equipment. Special attention has to be paid to the physical cleanliness of the men in his Korporalschaft.

He supervises the activities of his men during the cleaning of weapons, equipment maintenance, issuing of items, and in the time for cleaning and maintaining equipment (Putz- und Flickstunde). During the latter, he has the opportunity to do the following:

- Checking of Spind- and Stubenordnung,
- Taking inventory of unit equipment,
- Checking the inventory of individual uniforms and equipment, and inspecting their condition,
- Instructing how to properly care for these items,
- Health of the men,
- Personal matters of the individuals,
- Money issues,
- Teaching about Kompanie rules,
- Singing.

The Korporalschaftsführer is responsible for the orderly and clean Anzug (uniform of the day) of his Korporalschaft for each assigned duty.

In the event that any of the men in his Korporalschaft make a complaint regarding the uniform assigned for duty, this is to be reported to the Zugführer immediately. The Korporalschaftsführer must himself see the complaint first.

Hauptmann and Kompaniechef

Distribution of the Kompanie In Innendienst.

1.) During the recruit training, the Kompanie is divided into Züge and Korporalschaften, separated into sections for recruits and for and older ages, and following evaluation of recruits, into Züge and Gruppen. All obligations and orders regarding Innendienst for the Korporalschaftsführer therefore apply just the same to the Gruppenführer.

The assignment of the Korporalschaftsführer, Stuben- and Schlafsaalälteste is done by the Kompaniechef (Kompanie commander). If these assignments are given to enlisted men, these are, for the duration of this assignment and the duty activities which go along with this, superiors of the enlisted men assigned to them. Any independent assumption of any of these positions is prohibited. If a new appointment is required, this is to be reported to the Schreibstube.

2.) For supervising the Innendienst and for the flawless execution of all duties, the Kompanie appoints the older Uffz. vom Wochendienst and the young Uffz and usable Grefreiten as U. v. D. (NCO of the day) in rotation.

These are, for the time of their duty, also superiors to those Kompanie members of the same rank as them.

3.) The Stuben- or Schlafsaalälteste are responsible for the cleaning of the Stuben and Schlafsäle. The enlisted men are, one after the other, to be assigned to the Stuben- and Schlafsaaldienst and are to have their names placed in a holder affixed to the door of the Stube or Schlafsaal. The completed cleaning of the Schlafsaal is to be reported to the U. v. D. daily. The Dienst lasts for 24 hours and is to be announced to the duty holders at the proper time. The transfer of duty occurs at noon. Missing equipment has to be reported in writing to the Kompanie. At the checking of the Zapfenstreich (curfew) all room duty holders must be present.

4.) The unmarried Uffz., as well as the married Uffz on special assignment, are ordered by the Kompanie to do the cleaning and maintenance of the clothing and equipment as well as assigning cleaning to the Stuben Putzer (cleaners). The Putzer are ordered by Kompanie order and are written down in lists at the Schreibstube. The activity of these Putzer is to be regarded as carrying out of duties. They can, if this is possible with their duty, be freed of room and area cleaning. Any neglect of the duty of the Kompanie must not occur.

To make up for the items needed for cleaning clothing and equipment pieces (brushes, leather fat, and so forth), the ordered Putzer receives an amount of RM. 2.- per month.

Hauptmann and Kompaniechef

Rules for daily course of duty.

1.) Waking:

All Kompanie members, with the exception of Feldwebel, Zugführer and those withn standing orders, are assigned to the waking of the Kompanie.

If recruit Abteilung and older ages wake at different times, the Unteroffiziere are responsible for waking their Abteilungen. Enlisted men do not participate in the Kompanie duties (for example, Waffenmeistergehilfen (armorer assistants)), are allowed to sleep until 5:00am on week days during the summer and until 6:00am during the winter.

During the recruit training, the Stubenälteste are to be awakened 15 minutes before the appointed waking. With their Korporalschaften, they are responsible for supervising bed making and washing. Assigned uniform: Dienstanzug.

2.) Washing:

The Rekrutenkorporalschaften (recruit squads) are to be led in unison to the washing by the Stubenälteste.

3.) Antreten (Morning formation):

The order to fall in for duty is announced by a whistle of the U. v. D.

At "Fertigmachen" ("get ready"), the Gruppen go to the lesson room and grab the rifle or sports kit (as the case may be).

At "Heraustreten" (fall in), the lesson begins; as the case may be, during the practical duty, the Korporalschaften step in front of their Stube and, immediately, led by the Korporalschaftsführer, move to the Kasernenhof (parade ground). The Kompanie steps in open order to the Anzug (uniform of the day) inspection. The appropriate ranks begin with the Anzug inspection. The number of men is to be reported to the Hauptfeldwebel or the oldest Uffz.-Dienstgrad by the Zugführer in "Rühren" (at ease). The men first close ranks at the time of reporting to the Kompaniechef or the Kompanie officer assigned to this duty.

4.) Eating:

The Kompanie marches in closed ranks to the mess hall. The Stubenälteste report the completeness of their Stube to the U. v. D. After reporting the morning formation to the Schreibstube, he leads the Kompanie into the mess hall. The time when the food is being given out is to be used to distribute mail and to inspect the cleanliness of hands and dishes. The Stubenälteste is the last to start eating. The consumption of food occurs inside the closed Stuben at the appointed table for each Stube.

5.) Cleaning of weapons:

The cleaning of the weapons happens together under supervision of the Offizier vom Wochendienst and the Korporalschaftsführer, in accordance with regulations. The supervisor in charge of each group has to pay special attention to ensuring that the cleaning is done in accordance with regulation, also ensuring that the weapons are complete after reporting to the Korporalschaftsführer, as well as ensuring that the weapons are only disassembled as far as is permitted.

During the cleaning of the weapons, the supervisors are not permitted to smoke, read the paper, etc. Their full attention has to go towards an appropriate cleaning and maintenance of the weapons.

Soldiers assigned guard duty clean after returning, under supervision of the Wachhabender (guard duty supervisor), who also performs inspection.

During the inspection of the weapons, the Korporalschaftsführer are responsible for ensuring that all weapons, that are in the possession of the Korporalschaft, are present.

Trading or hiding of each weapon assigned to each man, is not permitted. It is also not permitted to use a weapon other than that assigned for duty or shooting without permission of the Waffenunteroffizier (Weapons NCO).

The rifle cleaning wads, which are used up during the cleaning, are to be collected and given to the Waffenunteroffizier.

6.) Sachinstandsetzen (Equipment Maintenance):

This occurs under the supervision of the ffz. v. Wochendienst and the Korporalschaftsführer, as well. Number 5 paragraph 2 applies.

7.) Arbeitsdienst (Work duty):

The Arbeitsdienst is appointed by the Hauptfeldwebel. The men have to report to their Arbeitstelle (work station) punctually at the ordered time and have to obey the orders of the respective Dienststelle (duty station). After finishing the Arbeitsdienst, they (meaning the leader) have to report back at the Schreibstube. For the Arbeitsdienst, the Drillanzug (HBT uniform) has to be worn at all times.

Abteilung assigned to work duty reder honors to Regiment and Bataillon commanders by being called to attention and facing the superior. The person in charge of overseeing the duty reports. For all other superiors, a report by the person in charge of overseeing the duty is enough.

8.) Dienstaussgabe (Assignment of duties):

Every non portepée wearing Unteroffizier and enlisted man of the Kompanie takes part in the Dienstaussgabe. Those with standing orders, as well as Waffenmeistergehilfen and drivers, are an exception to this if the Dienstaussgabe falls in their work time. Otherwise, they have to take part.

Anzug for the Dienst announcement: Enlisted men: Hausanzug, field cap.

Uffz.: Tuchrock or Feldbluse, fastened.

Hauptmann and Kompaniechef

R o o m o r d e r

a) Wohnräume (sleeping/living rooms) and Schlafsäle (barracks halls)

The Stuben- and Schlafsaalälteste is responsible:

for a good spirit and an appropriate tone among the occupants,

for the ending of all arguments,

for the cleanliness of the Stuben, the completeness and the perfect state of the equipment,

for the daily cleaning of the coffee pots and the dinner boxes,

for the uniformity of the cleaned lockers and the equipment pieces on top of them,

for the obeying of the following rules:

At the outside of the Stuben doors, at the beds and the lockers, the name tags of the assigned Kompanie members have to uniformly show.

The bed is to be made immediately after getting up. Using the beds in the Schlafsäle during the day is only permitted during ordered bed time. In the Stuben, the bed can also be used during the day, the shoes, however, have to be taken off. At night, the ordered clothing is to be hung up on a clothing hanger at the footboard of the bed.

Proper ventilation of the Stuben has to be provided. Opened windows, however, have to be hooked in, since the Stuben occupants have to pay for broken windows themselves. Upon return from greater exercises, and when the men are heated up, the windows are to be closed.

Pieces of clothing are not to be beaten out or cleaned inside. During the winter half of the year, the foot of the stairs to the attic is available for these purposes. During the summer, the cleaning is to be done on the Kasernenhof (barracks parade ground).

The lockers are to be locked with the issued locks every time the Stube is vacated. Each man has the key to his own locker. Breaking this rule will be interpreted as luring Kameraden into stealing and is punishable. Pieces of clothing, when the owner is absent, are only allowed outside the locker when they are wet.

Packed Tornister are only allowed on the lockers of the enlisted men's rooms on the night before a departure with baggage. After the return, the items inside the Tornister are to be kept in the locker.

Food items are to be stored in the food cupboards on plates or in bowls. The food cupboards are to be kept immaculately clean.

The fire in the stoves does not have to be blown out for the Zapfenstreich (curfew). The coals, however, have to be burned through. Putting in more fuel one hour before the Zapfenstreich is not to occur. The removal of the ashes is to be done the following morning.

When an Offizier, the Hauptfeldwebel or the Offizier vom Wochendienst enters the Stube, he who notices the superior, shouts loudly "Achtung". The enlisted men rise and face the superior. The Stubenälteste reports the Stuben number, number of the occupants, and the number of men not present. The Stubendienst announces himself as such.- When the U. v. D., the Zugführer of that Zug, or the Korporalschaftsführer enter, "Achtung" is shouted as well. No report follows. During the recruit training, the recruit Stuben report to every Unteroffizier as described above.

All Stuben and Schlafsäle are to be locked upon the departure of the last man. The key is to be handed to the U. v. D. It is not permitted to place the key under the door.

b) Waschräume (Washrooms):

Each man of the Kompanie has to wash in the Waschhaus of the Kompanie area and has to bare the upper part of the body. Washing in the Stuben is only permitted in the Uffz.-Stuben.

In order to prevent constant soiling of the washing rooms, the following is not permitted:
cleaning of the boots, or the machine gun equipment in the washing rooms;

the cleaning of clothing and equipment pieces, as well as washing the feet in the built-in sinks. Both has to be done in the assigned foot tubs, sinks and buckets.

Every dirtying of the sinks and the washing rooms by spitting, etc. is forbidden.

For washing of clothing pieces, the benches in the washing rooms may be used. After cleaning, each man has to clean the accumulated dirty water from the benches and floor by rinsing. Each person has to pay special attention to making sure all faucets are closed. Hanging pieces of clothing on the faucets, or turning the faucets to the side, is not permitted.

Used razor blades are to be thrown into the designated boxes in the washing rooms.

c) Toilets:

The toilets have to be kept immaculately clean. The containers in the halls for the "Battle against Decay" are to be used for this purpose. Throwing in paper, rubbish, etc. will be punished.

No paper is allowed to be hung up or to lay around in the toilets. Each Kompanie member in the Kaserne has to store toilet paper in his own locker. In order to prevent clogging of the toilets, only this toilet paper or cut news paper is to be used. Cigarette butts and matches are not to be thrown in the urinal, but rather in the designated ash trays.

Hauptmann and Kompaniechef

C h a n g e s

In cases of transfers, all Uffz. and enlisted men must make an away-report or a returned-report at the Schreibstube and with the responsible Funktionsunteroffiziere (person in charge for the specific purpose). Before every away-report, a Laufzettel (control docket) is to be received at the Schreibstube, shown to the Funktionsunteroffiziere and to be signed by them. In order to achieve precise keeping of the personal papers and lists, this rule is to be supervised by the Korporalschaftsführer. In cases of transfer for extended periods, the here-report and away-report has to be done to the Kompaniechef. In the same manner, promotions, punishments and arrests, etc. have to be reported. As soon as a Kompanie member is absent from the Kompanie for several days, he himself, and in case he is not able to do so, the Stubenälteste, has to seal the door of his locker.

1.) Illness:

If a member of the Kompanie reports to be sick, he has to report to the U. v. D. 15 minutes after waking, who writes down the illness report in the Dienstbuch (duty book). After returning from the doctor, he reports the manner of his duty ability (Innendienst, sick area, etc.) to the Schreibstube.

Sick men assigned to the general area and the ones ordered to the Innendienst are not permitted to go outside. Punctual illness report, especially with sexually transmitted diseases, is necessary.

Anzug for sick men assigned to the sick area: Drill- or Moleskin uniform, shoes without hobnails, underclothing, cleaning kit, eating utensils, bed linen without pillow.

Anzug for sick men assigned to hospital: Ausgehanzug (walking-out uniform), washing kit, cleaning kit, from April until September also sport uniform. It is not permitted to bring along musical instruments, suitcases or boxes into the sick area or Lazarett. Bed linen is only to be handed in to the Wirtschaftsunteroffizier upon transfer to the Lazarett. Weapons are in every case to be handed over in a cleaned state to the Waffenunteroffizier (weapons NCO). Uffz. and enlisted men released from the hospital have to report the following day to sick bay duty with the Truppenarzt (unit doctor).

2.) Assignments and transfers:

All Uffz. And enlisted men, before being assigned to a command or before being transferred, have to ask which clothing and equipment pieces remain in their possession. These pieces are to be in good condition, otherwise they need to be exchanged. All other remaining Reich property is to be handed over to the Funktionsunteroffizier.

3.) Discharge:

All discharged members of the Kompanie hand over all Reich property in their possession, cleaned and ready for use, over to the Funktionsunteroffizier. This is to be certified with the Laufzettel. If the man has the papers of all Funktionsunteroffiziere, he reports to the Schreibstube, hands over the Truppenausweis, validates his roster entry and receives his discharge papers. It is to be made known, that the discharged man is a soldier until midnight on the day of his discharge.

4.) Leave:

Leave is to be applied for in the Korporalschafts books. Permission depends on duty interests.

The following must be entered:

Nachturlaub (night leave): daily until the beginning of the morning duty.

Sonntagsurlaub (Sunday leave): until Thursday at the beginning of the morning duty.

(exceptions to this can only be made in limited special cases)

The following is constantly or generally approved by the Kompanie:

	Zapfenstreich (curfew)	Sunday and night leave
for Uffz. of more than 6 years service	Until waking	Until waking
for Uffz. of less than 6 years service	Until 2:00 am	Until waking
for Obergefreite	Until 1:00 am	Until 3:00 am
for Gefreite	Until midnight	Until 3:00 am
For enlisted men of the second year of service	Until midnight	Until 1:00 am
For enlisted men of the first year of service	Until 10:00 pm	Until midnight

Recruits are permitted to go out from case to case.

Applications for extending leave are only to be handed in with reasons and are only granted in exceptional cases.

Nachtzeichen (night tokens) and Urlaubsscheine (leave permits) are to be given to the U. v. D. immediately after returning from the leave.

Before prolonged leave, the weapons have to be cleaned and given to the Waffenunteroffizier, the same goes for the bed linens which goes to the Wirtschaftsunteroffizier.

Mannschaften that are on leave but remain in the barracks have to follow the house rules. They are not subjected to the waking and the Zapfenstreich.

Example of a leave report:

To request leave::

Schütze Schneider from January 13th after duty until January 15th at 3:00am to Dresden, Lortzingstr. 7

Trips: Bautzen- Dresden and back

Dresden- Rabebeul and back

Reason: Sister's wedding

seen:Zugführer

signature of the Korporalschaftsführer

.....Hauptfeldwebel

.....Kompaniechef

A reason is only necessary for special leave.

5.) Other changes:

All changes which cause an alteration or amendment to the roster and the personal papers have to be reported to the Kompanie. Such changes are:

- change of residence of parents or oneself,
- death, second marriage or divorce of parents,
- birth of a legitimate or illegitimate child
- receiving drivers licences, sports badge, etc.,
- change of confession or leaving a church.

Additionally, at the beginning of military service, every membership of an association has to be reported.

Hauptmann and Kompaniechef

P r o h i b i t i o n s

It is forbidden:

- a) Damaging, writing on and dirtying walls, window sills or equipment that are Reich property; hammering nails and hooks into the walls and lockers, x-hooks may be used; excessive use of water and the flooding of Stuben and halls during cleaning. The cleaning of the oiled Stuben only occurs according to Kompanie order; throwing cigarette waste, matches and other items out of the windows into the Btl. garden and the Kasernenhof.
- b) keeping bicycles in rooms inside the Kompanie area or in the hall ways. After receiving the permission of the Kompanie, they are to be given a lock and placed in the bicycle room in the attic; keeping suitcases in the enlisted rooms. They are to be placed in the suitcase room of the Kompanie and to be handed back before each vacation; keeping ammunition of any kind or any parts of ammunition in lockers and Stuben. After each duty, ammunition and ammunition parts are to be collected and given to the Waffenunteroffizier.
- c) agreeing to any loan that is higher than RM 25.-, by Uffz. and enlisted men without the permission of the Kompaniechef; entering the Kompanie area by dealers, traveling salesmen and such to take orders or to sell their goods. All civilians without a chaperone and pass are to be handed over to the Schreibstube or the U. v. D.; accruing debts, especially in the Kantinen.
- d) changing or replacing electrical devices; using one's own light bulbs which are brighter than the regulation light source, as well as the associated unauthorized use of electricity; installing antennas and playing radios without the permittance of the Kompanie; dealing with the Kompanie's radio by enlisted men who are not on duty as U. v. D.
- e) trading and hiding clothing and equipment pieces without the Kompanie's permittance or that of the Kammerfeldwebel.
- f) keeping saved up money and collecting orders without the Kompanie' knowledge and permittance.
- g) putting damp trousers into the beds as long as they are not put into the wool blanket beforehand. Excessive dampness of the trousers on the leg seams is to be avoided. The mattresses in the beds are destroyed by wetness.

Hauptmann and Kompaniechef

O r d e r s

a) Damage of heating appliances:

Suddenly appearing damages on buildings belonging to the Heer, especially on heating appliances, water-, gas-, light lines or unusual sounds (whistling) coming from the heating rooms, which are an alarm signal to show the lack of water in the heating kettle and, therefore, indicate danger, are, in order to prevent greater damages, to be reported to the Hauswart for the Kaserne or the Heizer and the Heerestandortverwaltung immediately.

He who does not do this is to be punished and, depending on the case, can be held liable for paying for the damages caused.

b) Visits:

During the off-duty time until 9:00pm, all Kompanie member are allowed to see visitors. These are to be reported at the guard and to the U. v. D. upon arrival and departure. The Kameradschaftsheim or the Kantine are to be chosen as the visit location.

c) Older ages:

The members of the older ages are forbidden to spend time in the Rekrutenstuben for the time of the training.

The Oberschützen of the older ages have no authority over the recruits. They are not their superiors. Any giving of orders to recruits of the Kompanie by Oberschützen is strictly forbidden. All ranks of the Kompanie have to pay special attention to this and have to report any disobedience concerning this matter immediately.

d) Bread rations:

The Stuben pick up bread as a group and eat it as a group. It has to be prevented that, due to giving out to individual enlisted men, greater amounts of bread waste occur. Smaller amounts of bread waste are to be collected daily and given to the Wirtschaftsunteroffizier during the evening bread ration issue, and are to be collected by him.

e) Battle against Waste:

All tin cans, metal parts, etc., are to be thrown into the designated containers in the halls by the bathrooms.

f) Duty to hand over found items:

All items of value found in the Kaserne area are to be brought to the Schreibstube by the Kompanie members immediately. This duty is valid for issue items as well as personal belongings, regardless of the value of the item.

g) Blackout curtains:

The blackout curtains in the Stuben are very expensive when bought new and, therefore, have to be handled with care. They can only be taken down during darkening exercises ordered by the Kompanie.

h) Truppenausweise

Truppenausweise are ordered to be carried by the following:

By all individual persons,
with Abteilungen below Gruppe strength by every single man,
with Abteilungen with more than Gruppe strength by the leader.
If the Truppenausweis has a cover it is to be carried in a special way:
in the Feldbluse in the left Brusttasche,
in the Waffenrock in the buttoned-up Gesässtasche,
in civilian clothes in a purse or wallet, in case there are no other places that can be buttoned-up.
Losing the Truppenausweis is to be reported to the Kompanie immediately.

Hauptmann and Kompaniechef

Regulations regarding the Uniform

1.) The Anzug (Uniform of the day) for the individual duty is ordered during the Dienstaussgabe.

AS a rule, the same Anzug has to be worn by all Unteroffiziere and enlisted men during the duty, or, if special Anzug has been ordered for individual ranks, the same Anzug within these ranks. It is not permitted that, for example, for sport, only some individuals wear a sports uniform.

All Superiors have to pay attention to the fact that a complete Anzug is worn in the halls. After the duty, too, the Hausanzug is to be worn until bed time. For trips to the washing house, collar binds and caps can be taken off beforehand.

Inside the Stuben, an entire Anzug is likewise required, mostly the Hausanzug. Wearing sports shoes with the Hausanzug is not permitted.

The following Anzug has to be taken into the sleeping rooms by all enlisted men:

pants (which are needed for the following day), underwear, Nachthemd (night shirt), Drilljacke (HBT tunic), low boots without socks (older ages can also wear Hausschuhe).

The recruits wear the same Anzug for announcements.

Spending time in the Kantine wearing the Sportanzug is not allowed, other than to make purchases.

Low boots can only be worn with the Drillanzug (Arbeitsanzug) or when it is ordered. This goes for all Kompanie members (including those on assignment).

The Drilljacke is to be worn during all Arbeitsdienst (work details). During Arbeitsdienste outside the Kaserne, the Drilljacke is to be brought along and to be worn at the working location.

Pieces of clothing that need mending have to be taken to the Kammer promptly.

Boots and low boots have to have hobnails. Field caps and collar binds are to be washed at least once a week.

Changes on Sunday going-out clothing are not permitted. On Sundays, the Waffenrock is to be worn at all times. In order to wear the Feldbluse on Sundays, one needs special authorization. All issue items in the hands of Uffz. and enlisted men have to have the stamp of Regiment, Kompanie and Garnitur.

Wearing field caps and boots in the city, off duty, or wearing rubber or Klepper coats as raincoats is forbidden.

Only grey or white gloves are to be worn with the uniform. All other colors are forbidden. Unteroffiziere have to wear gloves at all times, even when they are riding their bicycles.

With the Ausgeh-, Parade- and Dienstanzug all members of the Wehrmacht are to wear:

Awards and decorations given out by the Führer and Reichskanzler,
the Life-Saving Medal on its ribbon,

Honor awards of the National Socialist movement,

those sports badges that are allowed with the uniform,

Marksmanship awards (also with the Wach- and Meldeanzug).

The small ribbon bar is to be worn with every uniform.

Eyeglasses, ordered officially, have to be worn during all duties. When moving out with gas masks, the gas mask glasses are to be brought along. The mask glasses remain with the gas mask at all times, the service glasses remain in the hands of the men.

2.) **Private purchase items:**

All privately owned pieces of clothing have to conform to the given rules and to be stamped by the Kompanie. New items, therefore, have to be shown to the Kompaniechef for permission to wear

them.

The most common breaking of the rules are:
too short skirt on the blouse,
too narrow shoulder boards,
too long extended collar tips,
overly wide or too long pants with stirrups touching the ground,
Visor caps with broken steel bands,
belt with pointy end.

It is also not allowed to wear a private purchase field blouse with the walking-out uniform, dress boots with the service trousers or with personal pants without stirrups, and low boots with private purchase trousers with stirrups.

The Kompanie and the military street controls will also check whether unstamped or unauthorized pieces of clothing are worn.

3.) **Wearing civilian clothes:**

It is forbidden to wear civilian clothes. Only in special cases with specific reasons, with prior written notice, the permission can be granted by the Kompaniechef for each individual case.

For enlisted men in their first and second years of service, permission to wear civilian clothes is generally not given.

Civilian clothes are not to be kept by enlisted men in their lockers, but are to be given to the Bekleidungskammer of the Kompanie to be stored there.

4.) **Handling of pieces of clothing:**

The raw materials situation requires constant thriftiness even at the unit clothing economic level. For this reason, the Kompanie orders the following:

1. Rolled overcoats are to be unrolled immediately upon returning to the barracks.
2. More intensive maintenance of laundry and woolen items are to be done by repair women.

The pieces of clothing have to be given to the Kammer.

3. Wool clothing is to be cleaned mainly by beating and brushing. It is forbidden to use steel brushes. With the field blouse, wool trousers, and field cap, only the lining is to be washed.

Socks and field caps are to be cleaned in luke-warm water. Brushes are not to be used for this purpose.

4. Concerning Marschstiefel (jack boots) and Schnürstiefel (low boots) and the Schnürschuhe with hobnails, the upper leather is to be treated with leather fat or leather oil. A polishing treatment of the upper leather as well as the use of the boot tree on the barracks stool is hereby forbidden. Leather and footwear which has become wet is to be dried only at an airy place at normal temperature, but never in direct vicinity of the heated oven.

5. The new Waffenrock and the pants with piping are to be treated very carefully by all Uffz. and enlisted men. They are only to be worn for walking out and on Sundays and holidays. Riding bicycles is to be avoided when wearing this uniform.

The Kompanie makes known that each and every one, by keeping and treating his clothing appropriately, can help to retain its value value, in a national economic sense, and to create reserves, in a military sense, which are important for the battle readiness of the Field Army.

Hauptmann and Kompaniechef

B e h a v i o r o f f d u t y

1.) Membership of associations:

At the beginning of service, each membership of a club or organisation has to be reported to the Kompanie. During service, becoming a member of a club or organisation can only happen with permission of the Kompaniechef.

Active duty soldiers are only allowed to do off-duty sports in military sport clubs or a civilian sports club in his unit's area. For a civilian sports club outside the unit's area, soldiers are not eligible. Membership in these clubs is suspended during their service time. Of active Wehrmacht members, who start for a civilian sports club, the Wehrmacht eagle emblem is to be worn. Wehrmacht members, in case they win, are to be named in the program or in the press with the addition of their rank and their unit designation.

Participation in off-duty sporting events and the successes achieved there are to be reported to the Kompanie.

2.) Publications in the press:

It is forbidden:

- a) the publication of wedding-, loan-, etc., search notices of Wehrmacht members;
- b) the publication of applications, wedding-, loan-, etc., search notices from soldiers without a hint of their vacational status of the Wehrmacht;
- c) the publication of ads of Wehrmacht members in newspapers, magazines, language magazines, etc., by which relations for exchanging language studies, trading of stamps, etc., are to be initiated.

3.) Visiting Bars:

Visiting the following bars is forbidden:

Dresden:

Löbau:

4.) Participation in events and behaviour during local festivals and carnivals:

Participating in parades, marches, etc., of associations is forbidden for active Wehrmacht members in uniform.

Visiting local festivals is generally allowed. Participating in local fun is only allowed if the reputation of the Wehrmacht is not in danger. For example, soldiers are not allowed to ride in the Hippodrom, or to box for money. Participation also has to be avoided if tragedies due to the carrying of a weapon can occur (slides, devil's wheel, conveyor belt, etc.) The Seitengewehr is not to be taken of during local fun. It is not according to the military tact when soldiers decorate their Anzug with decorations, flower wreaths and so forth, which they win as prizes or buy.

Hauptmann and Kompaniechef

Rules for Keeping Money and Items of Value

The following rules are valid for the entire Regiment and replace the former rules for keeping of private finances. The new rules take force immediately:

- 1.) The Kompanie stores private finances of Unteroffiziere and enlisted men only as an exception and by special request. Unteroffiziere and enlisted men are not allowed to store money from others. Items of special value, such as golden watches, for example, can also be given to the Kompanie for storing purposes.
- 2.) Unteroffiziere have to keep cash and items of value, as far as they have them with them, in the locker in a special case. Locker and case have to be locked at all times. The keys for this are always to be carried.

There is no maximum limit for the kept money for Uffz., Obgefr. and Gefr. A natural condition is that the man has a savings account on which he stores higher amounts.

- 3.) Oberschützen and Schützen are not allowed to have more than RM 5.- in their Brustbeutel (pouch worn on a lanyard around the neck). A wallet is only to be used when leaving the barracks while not being on duty. Items of value, such as rings, watches, etc., are to be kept in the locked safe or in a case in the locked locker, if the man is not carrying them. The Brustbeutel, too, is to be kept locked away when the unit forms for duty which does not allow the carrying of the Brustbeutel (bathing, sports, examination). In this case, the U. v. D. is to check the locking of Stuben and lockers.
- 4.) If Oberschützen and Schützen possess higher amounts of money than RM 5.-, these either have to be sent home immediately or put in a savings account or given to the Kompanieschreibstube, if they cannot be locked as described in 2.).
- 5.) If, when departing for the troop training area, a special lockable case for items of value is not available to the man, all items of values are to given to the Kompanie so that it may lock them away.

During the fall exercises, each Uffz. and each man is responsible for the storage of the carried cash. A limit of the amount of money does not apply here.

At the barracks, while the man is in the troop training area and during the fall exercises, not even the smallest amount is to be left behind in the locker.

Hauptmann and Kompaniechef