

DEPOT SERVICE

11.1 General Considerations

It is essential that mobile Civil Defence Services should be distributed depots or stations around the area in which they have to operate with the following objects :-

- (a) To ensure assistance being available in any locality within a few minutes.
- (b) To avoid large number of casualties which might result from over concentration of resources at one place in the event of a direct bomb hit.

On the other hand if this principle is adhered to its fullest extent by each service independently, it will result in multiplication of small depots at each of which the same facilities will have to be provided. This is obviously uneconomical. There are some other difficulties also :-

- (a) Administration of too many small depots will be difficult.
- (b) Many more telephone lines will have to be maintained in raiding conditions.
- (c) Control is difficult because services will be unduly scattered.
- (d) The fact that each service has its separate Civil Defence Depot will result in several messages instead of one being sent from the Control or Sub-Control Centre when parties of different services are required.

This will entail serious delay.

11.2 In view of the above considerations the principle of combined Civil Defence Depots has been adopted. The following Services will be located at the Depots :-

- First Aid Parties.
- Ambulances.
- Rescue Parties.
- Mobile First Aid Posts.
- Mobile Surgical Units.
- Mobile Canteens.
- Other Services, if allotted.

11.3 Control

There shall be an officer Commanding Depot Service in overall charge of all Depots and vehicles therein. He will assist the C.D. Controller in the discharge of the following functions :-

- (a) The decision as to the number of Civil Defence Depots necessary and their location.
- (b) The planning of the layout of each Depot.
- (c) Allotment of accommodation.
- (d) Structural alterations and protection.
- (e) Issue of orders for the management of the Civil Defence Depot to the Depot Superintendent (See paragraph 11.4).
- (f) Periodical inspection of Civil Defence Depots.
- (g) Procurement, repair and maintenance of C.D. Vehicles.
- (h) Procurement and issue of petrol, oil and lubricants for vehicles and to ensure economy in their use.
- (i) Training of drivers and administrative control of Transport Service.

To assist the Officer Commanding, Depot Service, in the latter three functions from (g) to (i), a Transport Officer with necessary staff shall be placed under him (See Part XII). In small towns with less than two lakh population the functions of Officer Commanding Depot Service may be entrusted to Officer Commanding Communications Service.

11.4 Depot Superintendent

Normally, a Depot Superintendent should be appointed to be in charge of a Depot. When Depots are required to be manned for 24 hours there should be Deputy Depot Superintendents to assist the Depot Superintendents. Depot Superintendents should be responsible to the C.D. Controller for management and administration of Depots. It would ordinarily be desirable to appoint an Officer to be directly responsible for the organisation and administration of the Depot Service. The officer so appointed shall be designated as Officer Commanding Depot Service.

11.5 Depot Superintendent's duties are generally of an administrative nature though he has certain operational functions. His duties will include :-

- (a) Despatch of Civil Defence Services to incidents in accordance with orders from the Sub-Control Centre. In very exceptional circumstances he may despatch services on his own responsibility, but he should always report such action to the Sub-Control Centre.

- (b) Transmission of Air Raid warnings to Civil Defence Services located in the Depot and supervision of action ordered to be taken on their receipt.
- (c) Frequent practice of action to be taken :-
 - (i) On receipt of Air Raid Warnings.
 - (ii) In case of fire in the Depot.
- (d) General administration of the Depot including :-
 - (i) Storage, maintenance and inspection of equipment.
 - (ii) Ensuring adherence to the Depot Routine.
 - (iii) Maintenance of discipline and morale.
 - (iv) Welfare of personnel in the Depot.
- (e) Provision of Depot Guard which is formed from the personnel located at the Depot.

11.6 C.D. Depot Staff

| | | |
|----------------------|---|----------------|
| Depot Superintendent | 1 | 1 Deputy |
| Telephonist | 1 | 2 Reliefs |
| Clerk | 1 | |
| Store Clerk | 1 | |
| Messengers | 6 | for 3 shifts |
| Messing staff | 1 | per 30 persons |
| Sweepers | 2 | |

A reserve of 25 per cent of the personnel should be provided.

11.7 Location of Civil Defence Depot

As a general rule, in order to prevent delay in sending services to an incident, Civil Defence Depots should be so spaced that services can get to an incident within 10 minutes after receipt of the messages ordering them out.

Wherever possible, Depot should be located well away from any likely enemy objective e.g., Aerodromes, Railway Stations, Radio Stations, Docks or Power Houses. The chances of casualties among the personnel and their vehicles will be lessened.

It is suggested to the distance of the Depots should be from any likely objective might well be about 1,000 yards, but such consideration as the state of communications and the availability of transport for the personnel should be taken into account. It may then be found that there are certain parts access to which is difficult and in which it may be

necessary to establish a depot. A decision should then be taken as to the rough areas each depot would normally serve. The number of Civil Defence Services required to serve any particular area should bear approximately the same relation to the services as does the population of that area to the population of the whole area. This will serve as guide to the size of the depots required.

In a small area where the number of Civil Defence Services is small only one Civil Defence Depot may be necessary, but in a large area several depots may be needed.

It is suggested that one C.D. Depot should be provided for about 500 of the Depot-based personnel or alternatively there may be one Depot per Sub-Control Centre. A balance between too great a dispersion of services and too great a concentration must be maintained.

Depots should be easy to access to Civil Defence vehicles and should have good turnround space. Vehicles should be protected against weather.

11.8 Accommodation in a Civil Defence Depot

The following are the chief requirements of accommodation necessary in a Depot where the services are required to stand by throughout the 24 hours :-

- (a) *Administrative Office.*
- (b) *Operational Office with telephone*—This must be protected against blast, splinter and rendered secure against the fall of debris.
- (c) *Rest and Recreation Room*—Sufficient space for all personnel based on the depot. This room is also used for instructional purposes.
- (d) *Sleeping Accommodation*—Necessary and sufficient space for all personnel based on the depot.
- (e) *Shelter*—Sufficient space for all personnel based on the depot.
- (f) *Standard of protection*—Secure against blast, splinters and fall of debris.
- (g) *Mess Room*—Sufficient space for 50 per cent of the personnel on duty if meals are taken in two relays.
- (h) *Cookhouse.*
- (i) *Lavatories.*
- (j) *Accommodation for washing and dressing.*
- (k) *Store*—For equipment not kept normally on lorries.
- (l) There should be a suitable yard in which vehicles of the parties can be parked.
- (m) A separate store for storage of reserve supplies of petrol.