

HEADQUARTERS ARMY AIR BASE  
Salt Lake City, Utah

16 November 1943

CHECK LIST FOR COMBAT CREW OFFICERS  
(HOUSED IN SQUADRONS "F" AND "G")

1. First call will be at 0600.
2. Breakfast will be served from 0615 to 0715.
3. All officers except those excused by Medical Officer will be required to fall out in their respective flights at 0745.
4. All officers will be under direct supervision of Base S-3 from 0800 to 1700.
5. Sick call will be held daily at 1230 at the Fairgrounds.
6. Noon meal will be served at Fairgrounds daily for officers. Officers remaining in Squadron areas will be fed from 1200 to 1300 in their respective squadrons.
7. Upon return from Fairgrounds before 1700, any officer wishing to go out of Squadron "F" or "G" areas, will be required to get permission from Squadron Orderly Rooms.
8. Supper will be served in Squadrons "F" and "G" Mess Halls from 1700 to 1800.
9. All officers, married and single, will be required to live on the base and be in bed at 0100 every night, and failure to comply with this order will lead to disciplinary action.
10. Any officer introducing liquor to this base will subject himself to disciplinary action.
11. All officers will be required to make their own bed every morning.
12. All officers will sleep in the bed they are assigned to, and will not take it upon themselves to make any changes in their bunk assignment.
13. All officers having their own automobile with them, will report such to Orderly Rooms immediately upon being assigned to either Squadron "F" or "G". Parking lot is immediately South of Squadron "F", and only those officers who have insurance on the automobile will be allowed to park on the base.
14. No flying equipment will be worn while on this base. Any uniform that is worn, will be worn complete. Flight jackets or leather jackets will not be worn off this base into town at any time. The blouse will be worn at all times, when visiting Salt Lake City.
15. Military courtesy and discipline will be strictly adhered to on this base and in town.
16. All administrative matters will be handled in respective Orderly Rooms. Under no circumstances will officers go to Base Headquarters without first securing special permission from Squadron Commander.
17. Area West of 21st Street (Main Base) is "Off Limits" except with special permission of Squadron Commanders.
18. All officers will meet all required formations. (Bed Check is a formation.) Negligence will be cause for disciplinary action.
19. Personal baggage is the responsibility of each individual officer and will be brought at once to this base and stored in the barracks assigned.

By order of Colonel WRIGHT:

*George A. Marsted*  
GEORGE A. MARSTED  
1st Lt., Air Corps  
Adjutant