

**Standing Orders for Defence of Port Stanley**  
**21 Feb 1916**

**These were individually numbered and the Archives holds the following numbers:**

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23	Officer of ?	Corrected 1 Mar 1916
24	1 <sup>st</sup> Lieutenant	Corrected 1 Mar 1916
27		
31		
32		
33	J Llewellyn	
36	M	
38	Captain	
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47	Contains Orders for Lookout Stations	
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**Confidential.**

**STANDING ORDERS FOR  
DEFENCE OF  
PORT STANLEY.**

27 FEB 1916



# ERRATA 1.

8.

General Scheme Art. 9. Add a new Paragraph as follows.

A Signal Gun has now been placed at the Port War Signal Station for use as follows:- 1. To be fired at any time to enforce attention to the Signal "Stop Engines". 2. To be fired during Fog or mist in place of, or in addition to, the Rocket.

Gen: Scheme Art. 11

Add a Note at foot of page.

Loan of "Samson" has now been arranged, under these conditions.

## **APPENDIX 4.**

Add Title under the words appendix 4.

### ***Instructions for Port War Signal Station.***

Add a new paragraph as follows:-

7. You are to fire the Signal Gun whenever necessary to enforce attention to your Signal to stop, and also during Fog or Mist when, during night, you would fire a Rocket.

## **APPENDIX 5.**

Add title under the words Appendix 5.

### ***Improvised WT Installation.***

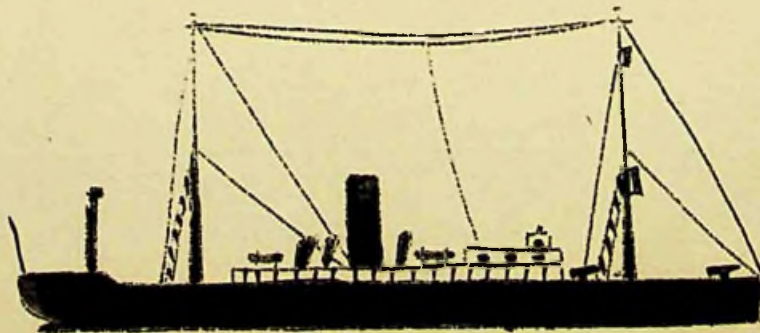
Add new paragraph as follows:-

Mount Lowe and Examination Boat are now both Sending and Receiving Stations.

Add two new Call Signs.

Edinburgh Castle.	E. C.
Shore Station.	F. I.

Block sketch to be pasted inside of Cover.



This Block sketch represents a possible appearance of the "Moënwe."

## **GENERAL SCHEME.**

1. The only means of defence of Port Stanley are the guns of H. M. S. "Edinburgh Castle", though it is hoped to establish a mine field in the near future.

2. As the enemy is armed with Torpedoes it is essential that H. M. S. "Edinburgh Castle" shall lie where least likely to be attacked by Torpedoes where best able to use her guns against an enemy up Harbour, also to use them against a ship passing into or operating within the inner Harbour and where, if struck by a Torpedo she will be able to continue fighting her guns, when her bottom is on the ground.

3. That the best place to meet the requirements of No. 2. is where she is at present lying, with Buoy on Forth Shoal S 75 E (Mag:) 3 Cables, except between the hours of 6 and 10 On a bright morning, as in that case her sights would be entirely blinded by the sun if layed on a ship approaching up the Harbour, and that she must consequently be prepared to sail at 5 a. m. on any morning that Mount Lowe, and Sapper Hill cannot report a clear sea.

4. The "Edinburgh Castle" will open fire at once on any vessel entering the Harbour unless flying the Secret Signal referred to below.

5. That to enable the "Edinburgh Castle" to carry out these duties efficiently, it is necessary to establish two lookouts, one on Mount Lowe for the Northern Horizon: and one on Sapper Hill for Southern Horizon, a Port War Signal Station at the Light-house, and efficient communication between all these points and the ship; also that there shall be an efficient Examination Service under the control of the "Edinburgh Castle", she being the supporting Battery.

6. That the Examination Area shall be that which is bounded  
on the North by a line 2 miles long drawn East from Beacon  
on the South " " " joining Light-house and Seal Rocks  
on the West " " " " " Beacon  
on the East " " " 1½ miles long drawn North (Mag:) from  
Seal Rock, and meeting Eastern Extremity of the Line Bounding it on  
the North.

7. The Examination Officer shall patrol this Area continuously during dark hours, and during any fog or mist, and shall be provided with Secret reply for Friendly Men-of-War, and also with a Secret reply of two flags which he shall give to any ship approaching the Harbour, after he has boarded her and assured himself of her Bonafides. He shall also have a second signal similar to the first, which he can give to the ship instead of the first if he is not quite sure of her, or if the weather is too bad for him to board her. He, and also the Light-house, will be provided with Rockets to be fired if any ship refuses to stop when ordered, crosses Examination Line without permission, or approach the Harbour without lights at night.

8. The Procedure shall be as follows, by day or in light mist:-

- a. Ships sighted, reported at once to "Edinburgh Castle" by Light-house, Mount Lowe or Sapper Hill.
- b. This report should be followed by details as soon as these are observable, and also by a report of ship's movements
- c. Ships within 1 mile of outside line of Examination Area, Light-house hoist signal "Stop Instantly"
- d. Light-house reports by Telephone that ship has stopped or by Rocket that ship refuses to stop.
- e. Examination Officer boards and inspects ship. If ship refuses to stop, "Edinburgh Castle" opens fire on her. Light-house and Examination Boat reporting her movements, and result of "Edinburgh Castle" fire, as far as they are able to.
- f. If Examination Officer cannot pass the vessel, he orders her to anchor outside the Harbour and reports to "E. C." asking for further instruction. If he thinks her harmless but has doubts as to her genuineness, he may give her the second signal, but if he is satisfied of her Bonafides, he gives her the letters of the 1st Signal, which she hoists at her masthead.
- g. Light-house reports to "Edinburgh Castle" "Ship hoisted AK" or whatever the letters may be.

h. "Edinburgh Castle" receives message recognises secret letters, and tells Light-house to hoist TXA (i. e. proceed into harbour.)

i. If the first signal has been given, the Examination Officer will return to his boat and the ship be at liberty to proceed up harbour as Light-house hoists TXA, but should keep the Secret Signal flying untill she passes "Edinburgh Castle" and "E. C." will keep TXA flying untill she has passed, but if it is hauled down prior to this the ship must stop at once.

j. If the second signal is given the Examination Officer would remain onboard, and as soon as TXA has been hoisted by the Light-house he would take the ship up to such anchorage as he shall select, Eastward of "Edinburgh Castle" where further report and examination can be made.

k. "Edinburgh Castle" will fire at once on any vessel that passes the Light-house before TXA has been hoisted, the rocket fired by Light-house or Examination Boat is only a warning to "Edinburgh Castle" and a notification that ship has passed the Light-house or has declined to obey the order to stop, or that 'at night' she is approaching without lights, and the rocket will not be waited for before opening fire.

9. During dark and fog (fog being any mist that precludes easy signalling between ship and Light-house by flag) no ship shall be allowed to enter Harbour.

During the night the Examination Boat can communicate direct with the ship by flashing lamp and by rocket, she shall watch the entrance closely and order all ships approaching to anchor till morning, or put to sea again. If they disobey she shall fire her rocket and report circumstances by flashing lamp.

During Fog her duties will be the same, but after she has fired her rocket she shall approach the Light-house as closely as possible and blow a succession of three short blasts on her whistle, this being a signal to the Light-house to report, a ship breaking into Harbour, by Telephone to all Heads.

10. If, and when a mine field is laid, the Examination Officer shall remain onboard the ship, and, after she has got permission to enter shall Pilot her through it.

11. During the day the Examination Officer and boat shall be onboard "Edinburgh Castle" and be ready at any moment on the report a ship has been sighted, to leave for the Examination Area.

But if there be a fog, or light mist it will be necessary for her to be patrolling in the Area, and it is under these circumstances that assistance will be asked for from the Harbour.

In very bad weather, either at night or by day, in Fog or Mist the efficiency of Service, and the comfort of the Officers and Men would be greatly increased if the Falkland Island Company could put the Tug "Samson" at disposal of the Senior Naval Officer.

12. Communications have been arranged as follows:- Mount Lowe by Flag or Lamp to "Edinburgh Castle", Sapper Hill to "Edinburgh Castle" by Flag or Lamp, to Port Stanley by Telephone, Light-house to Navy Point by Telephone and thence to "Edinburgh Castle" by Flag or Lamp.

In latter case Telephone Wire should be taken to brow of hill and small hut built there for the lookout man.

13. A system of Signals by single letter code has been arranged and issued for simplicity and speed.

14. When Signal Stations are warned that Captain of "Edinburgh Castle" is ashore, all reports of vessels in sight should be sent to Army Head Quarters as well as to "Edinburgh Castle".

## **APPENDIX 1.**

### **Orders for Examination Officer.**

1. Your duties are clearly defined in the "General Scheme" and you are to use your utmost effort to carry out the procedure layed down there, fully and efficiently.

2. You should understand that there are 4 different conditions:-

a. Clear daylight, when you lie alongside the ship, sure of at least  $1\frac{1}{2}$  hours warning to enable you to reach the Examination Area before the approaching ship.

d. Light mist, when you will be patrolling day and night but signal between the approaching ship and the Light-house are yet possible, so that she can be passed up the Harbour after you have boarded her.

c. Night time (i. e. dark) when no ship can be permitted to enter, but you can communicate with "Edinburgh Castle", and "Edinburgh Castle" can see yours and the Light-house Rockets.

d. Fog. The same as above, except that you cannot communicate with "Edinburgh Castle" nor can "Edinburgh Castle", see yours or Light-house's Rockets, and when, if you cannot stop the ship you must get as close to Light-house as you can, sounding a series of 3 shorts on your whistle, and Light-house will report by Telephone.

3. You will leave the ship at any hour when mist, sufficient to disable look outs, or fog, comes down; and 20 minutes after sundown; and continue to patrol the entrance until the look outs are again able to command a distance of at least 20 miles.

While patrolling, if weather is bad, you can always take shelter under a lee, so long as it does not prevent your detecting the approach of a ship before she is within a mile of it.

4. The 2nd Secret Signal is to be used in the event of the weather being too bad to board the ship in the Examination Area, when, if you can see no guns or means of offence on board her, you should hail her and tell her to hoist that Signal. and when it is answered by TXA, lead her to an anchorage under the lee where you can carry out your duties, or, if after Examination you are sure that she has no means of offence, but consider that a fuller search by the ship would be advisable when you should take her to an anchorage near the ship, whence this can be carried out by the ship, and you return to your patrol.



5. If a Man-of-War makes the correct answer to the Challenge of Interrogative Pendant, there is no need for you to board her unless it is necessary for you to pilot her through the mine field.

6. You are to make yourself thoroughly acquainted with all the other orders contained in the defence orders, and use that knowledge to help you construe your own.

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## **APPENDIX 2**

### **Orders for Lookout Stations.**

1. To keep constant watch to Seaward and to report anything sighted to "EDINBURGH CASTLE" at once, and after that to report details of the ship and her movements as they become apparent.

2. To look out for Signals from the Ship.

3. To take the Noon Time Ball and correct their watches by it, Sapper Hill passing the time so gained to Army Headquarters.

4. To burn a BLUE Light at earliest daylight if any ship is in sight, and if horizon is clear to report the fact by signal as soon as possible.

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## **APPENDIX 3**

### **Orders for Lookout on Navy Point.**

1. To keep ship in communication with all places on shore by telephone and especially to pass Messages from Lighthouse to Ship.

2. To keep a watch on the telephone and a lookout on the ship.

3. To be specially alert at daybreak.

## **APPENDIX 4.**

1. Your duties are clearly defined in the "General Scheme" and you are to use your utmost effort to carry out the procedure layed down there, fully and efficiently.

2. When a ship is stopped at the entrance by signal from Light-house you are to preface your call to the Exchange with the words "Clear the Line" which will give your message priority over all others, and give you command of all lines, but you are not to use this call except as above and on occasions of urgency; and when used, you should be careful to inform the Exchange as soon as your need for priority is ended.

3. Though all information is to be passed first to Navy Point for "Edinburgh Castle" there should be no unnecessary delay in giving the information to His Excellency the Governor, and Head Quarters, as soon as possible afterwards.

4. You are to see that a good lookout is kept night and day, and that a rocket is always ready to be fired during mist and at night time.

5. Attention is called especially to articles 7.8.&9. General Scheme, and more particularly to Article 8 Par; (e) and to Article 9.

6. If a Man-of-war is sighted the interrogative pendant should be hoisted at once; if she is English she will reply with the hoist of Three Numeral Flags which should be at once reported to Navy Point by Telephone, and if they are correct the hoist TXA will be received by you in reply.

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## **APPENDIX 5.**

A small W/T Installation has been improvised on Mount Lowe for communication with ship and Shore Station.

At present this Station can only send but it is hoped that a receiving apparatus may be established in a few days.

The Examination Boat is now being fitted with W/T; and she will be a receiving as well as a sending Station.

Call Signs will be:-

Mount Low	ML.
Exam; Boat	PB.

## APPENDIX 6

### **Instructions for Officers in Charge of Signalling Arrangements and Communications.**

1. Station under his supervision;-  
 Signalling arrangements of "Edinburgh Castle"  
 Lookout Station on Mount Lowe.  
 Communication Station on Navy Point.
2. Lines of Communication under his supervision;-  
 Ship to Picket Boat.  
 Ship to Mount Lowe.  
 Ship to Sapper Hill.  
 Ship to Navy Point.  
 Mount Low to Sappers Hill,  
 and in a lesser sense and by collaboration with Officer Commanding Troops.  
 Ship to Light-house through Navy Point.  
 " " " " " Sappers Hill.  
 " " " " " W/T Station.  
 Ship to Government House or Head Quarters through the Three above routes.
3. Duties with regard to paragraph 1.  
 Provisioning (this includes Lance Corporal at Light-house.  
 Personelle—Efficiency—Instruments—Appliances—Routine---and that all orders in Defence Scheme are understood and carried out, also that any means of improving the service are brought to my notice as soon as possible.
4. Duties with regards to Paragraph 2.  
 Forecasting and removal of impediment.  
 Maintenance of efficiency.  
 Practices.  
 Enquiry into the failures and delays.  
 Proper carrying out of duties laid down in Defence Scheme.  
 Bringing forward means of improvement of service.  
 Collaboration with Military.
5. To see that whenever a Station is visited provisioning is brought up to seven days from that day.

Letters.

Meaning,

<b>A</b>	<b>Attention Smoke or Vessel in sight on Horizon</b>
<b>N</b>	<b>Vessel reported is from North,</b>
<b>S</b>	<b>" " " " South,</b>
<b>Z</b>	<b>" " " " East,</b>
<b>C</b>	<b>Man-of-war in 'sight.' if more than one, Numerals will denote Number,</b>
<b>M</b>	<b>Mail Steamer</b>
<b>E</b>	<b>Flying British Colours.</b>
<b>G</b>	<b>Nationality unknown, At night no Lights</b>
<b>H</b>	<b>Vessel reported is heading for Harbour.</b>
<b>L</b>	<b>Vessel reported laying off</b>
<b>P</b>	<b>Vessel reported is passing</b>
<b>Q</b>	<b>Vessel reported is Suspicious.</b>
<b>K</b>	<b>Landing,</b>
<b>Y</b>	<b>Salvador</b>
<b>R</b>	<b>Berkeley Sound</b>
<b>U</b>	<b>Point Herriet</b>
<b>W</b>	<b>Eitzroy</b>
<b>D</b>	<b>Special Table</b>
<b>F</b>	<b>Captain is on shore, all reports are to be sent to Military Head Qrs as well as ship</b>
<b>J</b>	<b>Captain returned on board</b>
<b>V</b>	<b>Made by ship means what is visibility in miles Made by look out followed by numerals means "visibility" is so many miles</b>
<b>O</b>	<b>There is nothing in sight</b>
	<b>Reply by WT or I am replying by WT</b>







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## APPENDIX 1.

### Orders for Examination Officer.

10. If, and when a mine field is laid, the Examination Officer shall remain onboard the ship, and, after she has got permission to enter shall Pilot her through it.

11. During the day the Examination Officer and boat shall be onboard "Edinburgh Castle" and be ready at any moment on the report a ship has been sighted, to leave for the Examination Area.

But if there be a fog, or light mist it will be necessary for her to be patrolling in the Area, and it is under these circumstances that assistance will be asked for from the Harbour

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In latter case Telephone Wire should be taken to brow of hill and small hut built there for the lookout man.

13. A system of Signals by single letter code has been arranged and issued for simplicity and speed.

14. When Signal Stations are warned that Captain of "Edinburgh Castle" is ashore, all reports of vessels in sight should be sent to Army Head Quarters as well as to "Edinburgh Castle".

*15. A signal gun has now been placed at the Port war signal station for use as follows:- (1) To be fired at any time to enforce attention to the signal. Stop engine. (2) To be fired during fog or mist in place of, or in addition to, the rockets*

1. Your duties are clearly defined in the "General Scheme" and you are to use your utmost effort to carry out the procedure layed down there, fully and efficiently.

2. You should understand that there are 4 different conditions:-

a. Clear daylight, when you lie alongside the ship, sure of at least  $1\frac{1}{2}$  hours warning to enable you to reach the Examination Area before the approaching ship.

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3. You will leave the ship at any hour when mist, sufficient to disable look outs, or fog, comes down; and 20 minutes after sundown; and continue to patrol the entrance until the look outs are again able to command a distance of at least 20 miles.

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5. If a Man-of-War makes the correct answer to the Challenge of Interrogative Pendant, there is no need for you to board her unless it is necessary for you to pilot her through the mine field.

6. You are to make yourself thoroughly acquainted with all the other orders contained in the defence orders, and use that knowledge to help you construe your own.

## **APPENDIX 2**

### **Orders for Lookout Stations.**

1. To keep constant watch to Seaward and to report anything sighted to "EDINBURGH CASTLE" at once, and after that to report details of the ship and her movements as they become apparent.
2. To look out for Signals from the Ship.
3. To take the Noon Time Ball and correct their watches by it, Sapper Hill passing the time so gained to Army Headquarters.
4. To burn a BLUE Light at earliest daylight if any ship is in sight, and if horizon is clear to report the fact by signal as soon as possible.

## **APPENDIX 3**

### **Orders for Lookout on Navy Point.**

1. To keep ship in communication with all places on shore by telephone and especially to pass Messages from Lighthouse to Ship.
2. To keep a watch on the telephone and a lookout on the ship.
3. To be specially alert at daybreak.

## **APPENDIX 4.**

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3. Though all information is to be passed first to Navy Point for "Edinburgh Castle" there should be no unnecessary delay in giving the information to His Excellency the Governor, and Head Quarters, as soon as possible afterwards.
4. You are to see that a good lookout is kept night and day, and that a rocket is always ready to be fired during mist and at night time.
5. Attention is called especially to articles 7.8.&9. General Scheme, and more particularly to Article 8 Par; (e) and to Article 9.
6. If a Man-of-war is sighted the interrogative pendant should be hoisted at once; if she is English she will reply with the hoist of Three Numeral Flags which should be at once reported to Navy Point by Telephone, and if they are correct the hoist TXA will be received by you in reply.

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*Captain*



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29 FEB 1916



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# ORDERS FOR LOOKOUT STATIONS.

1. To keep a constant watch to seaward and to report anything sighted to "Edinburgh Castle" at once, and after that to report details of the ship, and her movements as they become apparent.

2. To lookout for signals from the ship.

3. To take the NOON Time Ball and correct their watches by it. Sapper Hill passing the time to 00 gained to Army Head Quarters.

4. To burn a <sup>Blue</sup> ~~Red~~ Light at earliest daylight if any ship is in sight, and if horizon is clear to report the fact by signal as soon as possible.

In Signal Table K denotes Landing.  
Y " Salvador not York Bay  
R " Berkeley Sound not Harry Point.

## ORDERS FOR LOOKOUT AT NAVY POINT.

1. Keep ship in communication with all places on shore by Telephone and especially pass messages from Light-house to ship.

2. To keep a watch on the Telephone and a lookout on the ship.

3. To be specially alert at daybreak.

## CORRECTIONS TO ORDERS FOR EXAMINATION OFFICER AND LIGHT-HOUSE.

Light-house to fire a rocket on a ship breaking Harbour, or refusing to stop.

To be especially alert to do so, should anything occur to prevent Examination Boat making this Signal.

During Fog her duties will be the same, but after she has fired her rocket she shall approach the Light-house as closely as possible and blow a succession of three short blasts on her whistle, this being a signal to the Light-house to report, a ship breaking into harbour by Telephone to all Heads.

In special Table.  
Letter Meaning

D.

Captain is on shore, all reports to be sent to Military Head Quarters, as well as ship.

F.

Captain returned on board.



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STANDING ORDERS FOR

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