

- (b) it is essential that careful measurements of personnel should be taken, as without this it is impossible to ensure that correctly fitting articles will be supplied. Care should be taken that correct sizes are entered in every case on forms of application submitted to this Department.
- (c) the contractors' accounts should be settled promptly, because contractors are required to make prompt payment to the Post Office for materials supplied to them. The form of receipt should also be returned without delay.
- (d) owing to restrictions of supply due to the present emergency, orders should not be placed for quantities in excess of requirements. Damaged or worn articles should be repaired whenever that course is possible. In other cases the certificate of a responsible officer should be obtained that the article which it is proposed to replace cannot be repaired and is unfit for further service.

6. For the convenience of local authorities who may require additional copies and of contractors, the revised book of specifications will be on sale at H.M. Stationery Office at the addresses as given on the back page. Printed copies of the form of requisition are also on sale at H.M. Stationery Office at the same addresses.

I am, Sir,
Your obedient Servant,

Issued to:-

The London County Council
All County Borough and Borough Councils
All Urban and Rural District Councils
submitting Air Raid **Fire Precautions Schemes**
in England and Wales.

Copies sent for information to:-

Chief Officers of Fire Brigades
Chief Constables in England and
Wales.

A. L. Wilson