

**MOST SECRET**

**REPAIR & OPERATION OF PORTS & INLAND  
WATERWAYS.**

**CIVILIAN ENGINEERS & TRANSPORT EXECUTIVES.**

**REGISTER OF ENGINEERS & TRANSPORT EXECUTIVES  
AVAILABLE TO ADVISE THE WAR DEPARTMENT.**

**MEMORANDUM OF TERMS, ETC.**

**D. D. Tn. (D.),  
WAR OFFICE.**



Confidential.

# REPAIR AND OPERATION OF PORTS AND INLAND WATERWAYS : CIVILIAN ENGINEERS AND TRANSPORT EXECUTIVES.

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REGISTER of Engineers and Transport Executives available  
to advise the War Department :  
MEMORANDUM of Terms, etc.

D.D.T.W.(W),  
WAR OFFICE.



Register of Civilian Engineers and Transport Executives  
available to advise the War Department, as  
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Register of Transport Executives

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W.K. SIMPSON, Esq. (Grand Union Canal Co.)  
E.J.G. WEARE, Esq. (Association of Master Lightermen and Barge Owners)  
S. WHITEHAIR, Esq.

19th August, 1943.

VICTORIA 6622. Extension 260.

Any further communication on this subject should be addressed to :-

THE WAR OFFICE,  
METROPOLE BUILDINGS,  
NORTHUMBERLAND AVENUE,  
LONDON, W.C.2.

The Under-Secretary of State,  
The War Office  
(as opposite)  
and the following number  
quoted.

1943.

120/General/1802 (Tn.5)

CONFIDENTIAL.

Sir,

Repair and Operation of Ports and Inland Waterways.

I am directed to inform you that this Department is desirous of availing itself of the advice of civilian engineers experienced in the diverse branches of Dock and Harbour Engineering and of experts in the various branches of dock and waterway operation in connection with the many important works and services of the nature indicated in the heading to this letter which it has, or may have to undertake. With this object in view, the Department is preparing, in consultation with a Committee representative of the various interests concerned, a Register of engineers and transport executives qualified in these matters and willing to advise the Department, if and when desired, upon terms of remuneration defined in advance.

2. The following examples are given of the kind of advice which the Department has in mind, but this should not be taken either as an exhaustive list or as implying that any particular engineer or transport executive would be asked to perform services of all or several of the kinds mentioned. Further, it is to be emphasised that it is desired to include in the Register the names not only of engineers and transport executives who are able, if required, to devote the whole or a considerable proportion of their time to the work, but also of those who, while by reason of other responsibilities unable to give a large part of their time, may yet render valuable advice on particular problems which their experience qualifies them to consider.

- ( i ) Provision, collection and investigation of technical data on ports, inland waterways and allied subjects and advising thereon;
- ( ii ) Consultation between engineers and transport executives experienced in questions affecting the operation of ports, canals and waterways.
- ( iii ) Preparations of plans for repair and reconstruction;
- ( iv ) Consultation with and advice to military officers charged with the actual work of repair, reconstruction and operation;
- ( v ) Consultations and advice on particular problems either individually or collectively;
- ( vi ) Visiting actual sites of operations and preparing reports and plans and advising officers at such sites;
- ( vii ) Work connected with experimental design and the supervision of experimental constructions and attendance at trials;
- ( viii ) Design of special plant or equipment which may be required at particular ports or for general use at Ports.

3. Employment may be either (i) full or part-time employment in War Office accommodation; or (ii) part-time employment with War Office staff in your own accommodation but not using your own Assistants; or (iii) full or part-time employment in your own accommodation either using your own Assistants or not.



4. In consultation with the civilian committee mentioned above, the Department has prepared a Memorandum setting out the terms of remuneration which will be paid for the services required. A copy of this Memorandum is enclosed. The same terms will be applicable both to engineers and executives.

5. It is desired to record your name in the register mentioned above and it is proposed, if you agree, that your services, if and when employed, should be remunerated in accordance with the enclosed Memorandum on the basis of an annual rate (see A (i) of the Memorandum) of ..... guineas.

6. This enrolment on the register does not imply any promise by the Department that you will actually be invited to undertake any work, and similarly does not commit you to the acceptance of work that may be offered to you, should you for example, be so fully engaged at the time that further work would be impossible. It will be understood, however, that you will be prepared to undertake any work of the above kind that may be offered to you unless circumstances at the time render it impossible. Payment will be made only for work actually carried out at the Department's request. No retaining fee will be paid.

7. I am to enquire whether you are agreeable to your name being entered in the register and if so, to request you kindly to notify me to this effect and to confirm that you understand that any work which you may be invited to undertake in pursuance of this letter will be offered on the terms of the attached Memorandum.

8. You will appreciate that work given to you under the proposed arrangements may be a matter of great secrecy and I am accordingly to request you to observe all due precautions in this respect and to treat this letter as a secret letter. Before undertaking any work you would be required to sign a Certificate and Declaration under the Official Secrets Act.

9. Will you kindly complete and return, with your reply, the attached form "W," for the purposes of this Department's records.

I am, Sir,  
Your obedient Servant,

Major-General,  
Director of Transportation.