

<i>File Number</i>	<i>Title</i>
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Cross References to be Made Above

MINUTE SHEET

Reference 5/1/20

S.A.O.

Ref end 44.
we should bring the to notice of
all ranks & request sighting
reports

22 Sep 60

H. J. Fairbank
Wing Comd
C.O.

2

ROYAL AUSTRALIAN AIR FORCE
MESSAGE FORM

5A / 3/4
No.

FOR COMM GEN/SIGNALS USE

ROUTINE



PRECEDENCE—ACTION ROUTINE	PRECEDENCE—INFO DEFERRED	DATE—TIME GROUP 04 0215Z	MESSAGE INSTRUCTIONS
FROM RADSCL		PREFIX GR	
TO DEPAIRCAN (DAFI)		SECURITY CLASSIFICATION UNCLASSIFIED	
INFO		ORIGINATOR'S NUMBER AZ 108	

YOUR **AZ304** 21ST SEPTEMBER A55891 AC BRIDLE A.R. REPORTS
 SIGHTING BRIGHT STAR LIKE OBJECT 29TH SEPTEMBER 1925 HOURS
 SOUTH AUST TIME MOVING NW TO NE PD OBJECT SEEN APPROXIMATELY
 100 MILES FROM VICTORIAN BORDER AND IN SIGHT FIFTEEN MINUTES
 PD NO FURTHER DETAILS AVAILABLE

UNCLASSIFIED

Page 1 of 1 pages	REFERS TO MESSAGE AZ 304	DRAFTER'S NAME A.W. MANSON	OFFICE S Admin 0	TEL No.
FOR OPRS USE	CLASSIFIED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	DATE	TIME	SYSTEM
R	Operator	D	Operator	Operator
				RELEASING OFFICER'S SIGNATURE <i>[Signature]</i>
			RANK	Sqn Ldr

UNCLASSIFIED

4A

7/21
TOR 0610Z

ROUTINE

FM DEPAIRCAN

210330Z

TO COMLIST ALPHA
HQPCK

XMT 13 - 27 - 75 COMCENS

free 2/1/60

ROUTINE

UNCLASSIFIED

A1304 PASS TO COMMANDING OFFICERS PD ATMOSPHERE RE-ENTRY OF SPUTNIK 5 IS EXPECTED ON 23 - 24 SEPT 60 PD DURING ^{DAY THIS} ~~DECAY PHASE~~ SATELLITE WILL PROBABLY RESEMBLE SHOOTING STAR BUT WILL MOVE MUCH MORE SLOWLY VARY IN COLOUR FROM RED TO DULLISH WHITE WITH WIDE RANGE OF BRIGHTNESS BE VISIBLE DURING DAY AND WILL PROBABLY TRAIL SMOKE OR FOAM PD MAIN BODY MAY SEPARATE INTO SEVERAL PIECES WHICH CAN APPEAR SEVERAL MINUTES APART PD WHISTLE OR THUNDER LIKE SOUNDS CAN BE EXPECTED FROM FEW SECONDS BEFORE TO ~~XXXXX~~ SEVERAL MINUTES AFTER ROCKET IS OBSERVED BY DIRECTION OF MOTION WILL BE FROM NORTH WEST TO NORTH EAST EXCEPT AT HIGH LATITUDES WHERE GENERAL DIRECTION WILL BE FROM WEST TO EAST PD UNITS TO RECORD ANY SIGHTINGS TO DEPARTMENT OF AIR (DAFI) BY SIGNAL FOLLOWED BY DETAILED REPORT

Members are requested to report details of any sightings to the Senior Administrative Officer.

210440Z

Copy with ORO

URO 51/60.



5/1/Air(3A)

RAAF School of Radio
BALLARAT VIC

7th April, 1960

Secretary
Department of Air
Administrative Buildings
CANBERRA ACT(Attention Directorate of Air Force
Intelligence)ATMOSPHERE RE-ENTRY - SPUTNIK III
Your Signal AI 205 dated 6th April, 1960

1. One sighting assumed to be Sputnik III was made by Sqn Ldr A. Frost of this unit.
2. The member was aware of the possibility of sighting Sputnik III as a result of your signal and his attention was again brought to this phenomenon by an announcement over the radio that probable sightings would be made at approximately 2000 hours local time.
3. Sqn Ldr Frost commenced a watch at 1950 hours and sighted a bright red object low in the heavens at 1958 hours. No sound was heard during the passage of the object from north-east to north-west but the object continued to flash at a frequency of ten flashes per eight seconds. The object disappeared in the north-western sky at 2005 hours.
4. The object appeared to maintain an approximate constant elevation of approximately ten degrees above the horizon from first to last sighting.


(J.B. JEWELL)
Squadron Leader
For Commanding Officer

ROYAL AUSTRALIAN AIR FORCE
MESSAGE FORM

2A 9/7
No.

FOR COM[REDACTED]EN/SIGNALS USE

ROUTINE



PRECEDENCE—ACTION ROUTINE	PRECEDENCE — INFO DEFERRED	DATE — TIME GROUP 070430 2	MESSAGE INSTRUCTIONS
FROM RADSCL			PREFIX GR
TO DEPAIRCAN			SECURITY CLASSIFICATION UNCLASSIFIED UNCLASSIFIED
INFO			ORIGINATOR'S NUMBER AI 25

REFERENCE YOUR AI205 (SPUTNIK III) PD ONE SIGHTING REPORTED BY MEMBER
 THIS UNIT PD DETAILS ARE - OBJECT VISIBLE FROM 060958Z to 061005Z PD
 SIGHTED IN NORTH EAST ELEVATION APPROXIMATE TEN DEGREES PD PASSED
 ACROSS NORTHERN SKY DISAPPEARED IN NORTH WEST AT APPROXIMATE SAME
 ELEVATION PD COLOUR WAS BRIGHT RED AND FLASHING AT TEN FLASHES IN
 EIGHT SECONDS

Page 1 of 1 pages	REFERS TO MESSAGE CLASSIFIED <input type="checkbox"/> YES <input type="checkbox"/> NO	DRAFTER'S NAME SQJ LDR J.B. JEWELL	OFFICE S ADMIN 0	TEL No. 12					
FOR OPRS USE R	DATE	TIME	SYSTEM	Operator D	DATE	TIME	SYSTEM	Operator	RELEASING OFFICERS SIGNATURE <i>J. Jewell</i>
									RANK

UNCLASSIFIED

1A 8/6.

OPERATIONAL
IMMEDIATE



1A



~~59560-015YCA020~~

~~YCA020~~
~~OO RPYBT~~
~~DE RPYC 026/06~~

O 060540 Z
FM DEPAIRCAN
TO COMLIST ALPHA
BT

U N C L A S S I F I E D AI205 ATMOSPHERE REENTRY OF 58-D-2
(SPUTNIK III) IS EXPECTED DURING REVOLUTIONS 10035 TO 10042
BETWEEN 0700 Z AND 1800 Z 6 APRIL 1960 PD DURING DECAY PHASE
COMMA SATELLITE WILL PROBABLY RESEMBLE SHOOTING STAR BUT
WILL MOVE MUCH MORE SLOWLY CLN VARY IN COLOUR FROM RED TO
BLUISH WHITE COMMA WITH WIDE RANGE OF BRIGHTNESS CLN BE VISIBLE
DURING DAY CLN AND WILL PROBABLY TRAIL SMOKE OR FLAME PD MAIN
BODY MAY SEPARATE INTO SEVERAL PIECES WHICH CAN APPEAR SEVERAL
MINUTES APART PD WHISTLE OR THUNDER LIKE SOUNDS CAN BE EXPECTED
FROM FEW SECONDS BEFORE TO SEVERAL MINUTES AFTER ROCKET IS

PAGE TWO OF RPYC 026/06
OBSERVED PD DIRECTION OF MOTION WILL BE FROM NORTHWEST TO
SOUTHEAST OR FROM SOUTHWEST TO NORTHEAST COMMA EXCEPT AT HIGH
LATITUDES WHERE GENERAL DIRECTION WILL BE FROM WEST TO EAST PD
UNITS TO REPORT ANY SIGHTINGS TO DEPARTMENT OF AIR (DAFI) BY
SIGNAL FOLLOWED WITH DETAILED REPORT PD FOR COMMUNICATION
CENTRES PASS TO COMMANDING OFFICERS

BT
060545Z RPYC

NNNN

*Visible from 0958 to 1005 GMT.
First sighting in the North East at about
10° elevation, passed across the northern
sky and disappeared in the north west
at about the same elevation. The column
was bright red, flashing at 10 flashes per 8 seconds.
Direct camera.*



RESTRICTED

INSTRUCTIONS

1. **Opening of Files.**—Requests for new files are to be made to the Central Registry or to the unit correspondence clerk, as applicable, who will be responsible for:—
 - (a) Advising if a file is in existence dealing with the subject aspect.
 - (b) Advising if the proposed file title conflicts with that of an existing file.
 - (c) Inserting on the new file cover all cross-references to related files.
 - (d) Completing all details on the front cover, including the initial marking to the appointment making the request.
2. **File Numbers.**—To facilitate selection, removal and replacement of files provision has been made to record the file number on the spine for use when files are stored on their edges. In addition the file number is to be recorded at the top left corner.
3. **Triangular Inserts.**—Triangular inserts are designed to keep the cap of the metal binder **inside** the cover so that damage is not caused to adjacent files. These inserts, which measure 5 in. x 5 in., are available from Stores Depots.
4. **Method of Fixing Inserts.**—The longest side of the insert is to be placed inside and centrally along the top edge of the file cover and secured with two staples on each side. Staples are to be introduced from the **outer** side of the cover. Metal binders are then to be inserted in the appropriate positions for enclosures and minute sheets through the inserts only, **not through the cover.**
5. **Size of Files.**—Care must be taken to see that files do not become too bulky; however, the guiding principle to be observed for opening a new part to a file is the necessity for preserving the original enclosures.
6. **New Covers.**—When a new cover is placed on a file the front of the old cover is to be placed in the file as Enclosure 1A (i).
7. **Attachment of Papers.**—Papers are to be attached to the file cover by means of appropriately sized paper fasteners. Washers must be used. Minute sheets are to be attached to the left-hand side, enclosures to the right. The file number will be placed on both.
8. **Enclosures.**—Correspondence to or from an outside body, loose minutes, or any written matter too lengthy to be written on the minute sheet, will appear as an enclosure. Enclosures are to be numbered consecutively and, if consisting of only one document, the number will be followed by the letter "A". Where two or more letters form one enclosure, they will all bear the same number followed consecutively by the letters "A", "B", "C", etc.
9. **Minutes.**—Minutes, other than loose minutes, will be typed or written on the minute sheet and numbered consecutively. A minute should be brief and concise and is normally used to refer an enclosure for information or decision. Both sides of the minute sheet are to be used.
10. **Addressing of Minutes.**—Authorised short titles are used to indicate the addressee, who is invariably to initial the address. These initials only signify that the person concerned has sighted the minute. If it is desired to express concurrence, the words "agree" or "concur" must be added to the initials.
- 11.—**Addressing of Files.**—A file is charged to an addressee by:—
 - (a) Placing the authorised short title of the addressee in column 1, front cover.
 - (b) Placing the number of the referred minute or enclosure in column 2.
(If a minute, the number only— if an enclosure, the number and letter.)
 - (c) Placing the date the file is passed out in column 3.
12. **Movement of Files.**—Files normally are passed through Registry where the movement is recorded. When files are passed by hand, a direct transit slip (Form A.58) is to be used.
13. **B.F. (Bring Forward) and P.A. (Put Away).**—Files must not be retained when current work has been completed. They should be returned to the registry and marked B.F., if required on a certain date. The appropriate staff officer will decide when a file should be marked P.A.
14. **Care of Files.**—File covers or their contents, when damaged or torn, must be repaired by the Registry before passing the file out. The front cover of the old file cover must not be destroyed. (See paragraph 3.)
15. **Classified Files.**—The provisions of A.A.P. 810 are to be observed when handling classified files.
16. For complete instructions, see A.A.P. 103 (Manual of Administration), Section 2, Chapter 26.

RESTRICTED