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1.

B B C W A R B O O K

P A R T I

EXPLANATORY INSTRUCTIONS

Introduction.

1. The BBC War Book is based on instructions laid down in the Government War Book (G.W.B.) to implement Government plans for a national transition from peace to war. The G.W.B. points out that it would be possible for an enemy to launch a surprise nuclear attack against the United Kingdom virtually without warning. It is more likely, however, that the outbreak of war, whether conventional or nuclear, would be preceded by progressive deterioration in the international situation, which would allow time for the implementation of various measures to prepare the country for war. These measures are set out in the G.W.B. as part of a sequence of events which it is envisaged might occur in such a situation. Not all such measures affect the BBC. The BBC War Book deals with the probable course of events affecting broadcasting in the transition period from peace to war, and sets out in detail the action which would have to be taken by the Corporation and by individual members of staff to implement G.W.B. decisions affecting the BBC.
2. It is, of course, impossible to predict how long there would be to complete the arrangements necessary to place the country in a state of readiness to meet a nuclear attack. For planning purposes, therefore, it has been assumed that there will be a period of warning, ranging from the first indication of the likelihood of the outbreak of a nuclear war, down to the decision of the Government that a situation of such gravity had been reached that final preparations must be made.
3. Executive instructions are contained in Part III. The decisions to be taken by the Cabinet on which action will be required by the BBC are listed in Section (i). The detailed action required by individual members of BBC staff consequent upon the Cabinet decisions in Section (i) is listed in Section (ii). Action by Engineering staff is contained in Engineering Division War Instructions, issued separately by Assistant to D.E.
4. The timing of the measures can only be decided by the Government in the light of the situation at the time. The need to prepare the country for war with all possible speed has to be weighed against the danger that premature implementation of certain measures might aggravate the situation and so

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precipitate the outbreak of war. Consideration must also be given to the effect of each measure on national morale and the implications that it might have on the day-to-day life of the country.

General Broadcasting Plan.

5. In the event of war, it will be necessary for the BBC to abandon its peacetime services and adopt a wartime broadcasting service (WTBS). The plan for this is linked with the fact that the Government have divided the country into twelve Civil Defence Regions, each equipped with the machinery of Government and headed by a Regional Commissioner. There are nine Civil Defence Regions in England. Scotland, Wales and Northern Ireland are each regarded as separate regions. Details of the regional organisation are set out in Paragraph 9.

6. It is assumed that, in the event of a nuclear attack, London and other large cities would be destroyed, and communications over the remainder of the country severely disrupted. It is, therefore, essential that each C.D. Region should be capable of acting independently of Central Government, and that each Regional Commissioner should be able to advise and instruct the inhabitants of his C.D. Region. This facility is, therefore, embodied in the WTBS.

7. Normal peacetime broadcasting will continue until a point has been reached at which the Government considers it necessary to order a change to the WTBS. All peacetime broadcasting, both sound and television*, would then be suspended and replaced, on sound only, by a single emergency programme, nationally directed but using a regional system of transmitters and frequencies. This nationally directed programme would be replaced by regionally directed programmes from the moment of attack. Since listening is likely to be restricted to battery-operated receivers, broadcasting, in the initial stages after attack, will require to be limited in order to conserve battery life. The National Programme is capable of development as may be practicable in the light of circumstances as they arise.

8. To conform to this policy, the BBC will operate a wartime broadcasting service with the following patterns:

Wartime Home Broadcasting. This will consist of a single sound broadcasting network capable of the following functions -

- (a) The transmission of a National Programme originated by the BBC at its wartime headquarters at Wood Norton, and containing news, entertainment and Central Government announcements.
- (b) The facility for each Civil Defence Region to break away from the National Programme in order to broadcast its own programme under the direction of the Regional Commissioner.

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*Television Broadcasting. Television broadcasting will cease when the WTBS starts; but during the last hour before the beginning of the WTBS, television will have a special preparatory role in informing viewers of the details of the WTBS.

External Broadcasting. There is a studio at Wood Norton equipped for External Broadcasting and from which overseas broadcasts can be originated. Owing to the limited facilities, only one network could be provided, and this network would be in the English language only.

This studio is in protected premises that will enable limited External Broadcasting to continue post-attack, assuming that one or more of the four short-wave transmitting stations in this country survived an attack, and their communications with Wood Norton remained undamaged.

Monitoring. Monitoring of foreign broadcasts will continue from Caversham for as long as possible. Thereafter, a limited number of monitors with as great a multi-lingual capability as possible will be sent to Wood Norton.

Civil Defence Regions.

9. Before describing the wartime sound broadcasting pattern, it may be helpful to summarise the Civil Defence Regional Control System, since the broadcasting arrangements are linked closely with it. As mentioned in Paragraph 5, the United Kingdom and Northern Ireland have been divided into twelve C.D. Regions for the purpose of Civil Defence - nine Regions in England, plus one each for Scotland, Wales and Northern Ireland. Scotland is sub-divided into three Zones. Northern Ireland is not sub-divided. The control structure in England and Wales differs from that in Scotland, and it is convenient, therefore, to deal with them separately.

Control Structure in England and Wales.

10. It is the intention that there should be in each C.D. Region a Regional Seat of Government (R.S.G.), but this will not be set up before the attack. Its ultimate location will be decided by the Regional Commissioner in the light of the circumstances prevailing in the C.D. Region after the attack. In each Sub-region, however, a Sub-Regional Control (S.R.C.) will be established during the warning period in prepared premises, and will exercise the responsibilities of Government for their Sub-region until the R.S.G. is set up and has taken over control of the C.D. Region. Each S.R.C. has a number, and is known exclusively by this number.

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Control Structure in Scotland.

11. Scotland is divided into three geographical areas known as the North, West and East Zones, each with a Zone Commissioner, and his headquarters. In addition, within the East Zone is a fourth headquarters, Scottish Central Control, which is the Seat of the Commissioner for Scotland. Each of these main headquarters has a support headquarters, and the staff of each Control are divided between the two locations, with a better chance, therefore, of one or other surviving.

12. S.R.C.s, and Zone Headquarters in Scotland (so far as they have been determined) are listed in Appendix A to this Part.

Wartime Home Broadcasting.

13. The BBC National Programme will originate at Wood Norton, and will proceed via a wartime network, designed to avoid the main centres of population, for transmission on Medium-wave and VHF. The transmitters are so disposed throughout the United Kingdom and Northern Ireland to provide coverage for each Civil Defence Region on its own frequency. In addition, at each S.R.C., and Zone Headquarters in Scotland, there will be a BBC O.B. point equipped for broadcasting and recording speech. At present there is no provision for the origin of entertainment from S.R.C.s. Each S.R.C. and Scottish Zone Headquarters will have two BBC Programme staff and one Engineer at the O.B. point. There will be an information team in each Region led by the C.O.I.'s Chief Regional Officer, who will be responsible to the Regional Commissioner for public information matters, assisted by 2 BBC advisers and 4 other C.O.I. staff.

Switching Centres.

14. Within each C.D. Region or Zone there will be a BBC Switching Centre for the purpose of interconnecting the points of origin in each C.D. Region with the transmitters, manned by BBC Engineers responsible for the technical direction, operation and maintenance of broadcasting in their C.D. Region.

Transmitters.

15. It is the intention that each C.D. Region should have a group of MF and VHF transmitters so disposed as to provide coverage for each C.D. Region on its own frequency. There is an exception to this in Scotland where, because of shortage of MF channels, Northern and Eastern Zones have been grouped together and will share one group of transmitters. Unfortunately, however, because of the magnitude of the task of providing this network, this intention cannot yet be fully achieved. Until then, certain transmitters will require to be shared by some C.D. Regions. Full details of this are contained in the Engineering Division War Instructions.

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16. To summarise, the Home Wartime Broadcasting Service consists of:-
- (a) a National Programme originating from the BBC wartime headquarters at Wood Norton;
 - (b) points of origin at S.R.C.s and Zone Headquarters from which broadcasts can be made to their associated C.D. Regions;
 - (c) Switching Centres in each C.D. Region to interconnect the points of origin to the transmitters;
 - (d) transmitters grouped so far as possible to give broadcasting coverage to each C.D. Region for its own programme;
 - (e) a network of lines and radio links connecting (a) to (d) by alternative routes.

Droitwich Long-wave Transmitter.

17. The need for civil defence regional broadcasting has reduced the value of the Droitwich Long-wave transmitter, as this cannot be regionalised. It is obviously important that nothing should be radiated which would divert the attention of the public from listening to their own regional transmissions on their own wavelength. The Long-wave transmitter will, therefore, close down when the WTBS starts, but will remain available for subsequent use if required. During the preceding hour, however, it will broadcast a special programme describing the WTBS, and informing listeners in the different Civil Defence Regions of the frequencies on which these regional broadcasts may be received.

Arrangements at Wood Norton and Government Headquarters in the C.D. Regions.

18. Details of staff, their movements and other arrangements in respect of Wood Norton and Government Headquarters in the C.D. Regions are contained in Part IV.

Television.

19. Details of how television will function up to the introduction of the WTBS, including a summary of the Government's policy on television, are contained in Part II.

The Onset of an Emergency.

20. Until authorised to do so, the BBC must not take any action of a character which might alarm the public. In the early stages the BBC will consider all preparations necessary to ensure that the WTBS will function when ordered, and that lists are ready of all staff required to man wartime stations. It is of the utmost importance that all action is as unobtrusive as possible.

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Transmission of Government Decisions to the BBC;
The Whitehall Teleprinter Network.

21. All Government War Book decisions will be sent from the Cabinet Office () to the Technical Operations Manager's office in Broadcasting House () on a system known as the Whitehall Teleprinter Network. T.O.M.'s office is manned in peacetime on a 24-hour basis and is ready at all times to receive Government War Book decisions. Full operational instructions are contained in Engineering Division War Instructions. In the event of failure of the Whitehall Teleprinter Network, the BBC will receive messages by telephone from . In the event of a complete breakdown of all telephonic communications, a staff of messengers should be set up to report at once to the Cabinet Office, where they will be given the G.W.B. and other essential messages to deliver.

Codewords for T.O.M. in London and for the BBC War Room.

22. The office of the Technical Operations Manager, Broadcasting House, London, will be known by the . As soon as War Room has been set up in Room 243 B.H., and this fact confirmed to T.O.M., this will be known by the . Messages from will automatically carry the authority and priority of 'IMMEDIATE' Service Messages. They will take precedence over all other traffic, and must be acted upon immediately. Telephone messages from will take priority over all other traffic, and must also be acted upon immediately.

Setting up the War Room.

23. As stated in Paragraph 22 above, T.O.M. is responsible for initiating action in an emergency by passing on within the BBC the codewords for the Government decisions. A War Room will, however, be set up as soon as practicable, or on receipt of instructions to prepare for activation of Government Headquarters in the C.D. Regions , if received earlier. An important part of its duties will be to assist in the passing of Government War Book decisions to those in the BBC with duties to perform.

24. War Room will inform T.O.M. as soon as it is ready to take over. T.O.M. will then cease communicating Government War Book messages to Directors and certain other key staff. This responsibility will then lie entirely with War Room. Until, however, War Room has reported to T.O.M. that it has taken over, T.O.M. will continue to pass messages, in accordance with the War Room procedures described in detail in the Executive Instructions in Part III, Section (ii).

25. War Room is equipped with facilities for direct telephone communication to the T.O.M.'s cubicle, a scrambler telephone and two PABX telephones. It also has a combination safe.

26. When activated, War Room will be manned on a 24-hour basis by a previously selected staff. Their names are registered with Special Duties Section.

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War Room Functions.

27. The functions of the War Room will be:

- (a) to pass on Government War Book decisions received from T.O.M., in accordance with the procedure in Part III, Section (ii);
- (b) to act as a liaison point should any discussions arise with the Cabinet Office about BBC wartime duties;
- (c) to act as a point of consultation within the BBC on Government War Book decisions, referring to appropriate authorities as necessary.

28. The Government War Book, at present held by Special Duties Section in Room 2120, B.H., will be transferred to War Room when it is set up.

Communicating Government Decisions.

29. Controllers of National Regions and G.M.L.R. will be informed of the subsequent Government decisions through Engineering communication channels. The senior engineer in all localities will keep in constant touch with his non-engineering opposite number.

Acknowledgment of Messages.

30. Service Messages sent out by T.O.M. or War Room should always be acknowledged by the recipients.

Responsibility for authorising Government Decisions.

31. It will be the function of the Government Transition to War Committee (T.W.C.) to study the situation, advise and make recommendations to the Cabinet on the authorisation of precautionary measures through the Government War Book machinery.

32. Responsibility for initiating Government War Book measures MUST lie with the Government alone, and cannot be delegated.

Government War Book decisions requiring BBC action, including Codewords for use within the BBC.

33. The Government War Book contains a large number of messages intended for Government Departments, the Services and Public Authorities. Each of these communicates one or more decisions on which action has to be taken.

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34.

Government
Decision

Codeword for communicating G.W.E. Decisions
within the BBC.

In an actual emergency.

In an exercise.

On receipt of the decisions in this paragraph, T.O.M. will pass the relevant codewords to War Room only. Should any of these decisions be received before War Room is set up, T.O.M. will pass the relevant codewords to H.M.S. only, informing War Room at the first opportunity that he has done so. As soon as H.M.S. provides the names of staff for duty with Central Government, War Room will pass these names on to the Civil Service Department.

35. All codewords used in an exercise must always contain the prefix before the actual codeword.
36. As already stated, Part III lists the decisions to be taken by the Cabinet on which action will be required by the BBC. Part III, Section (ii), gives the detailed action to be taken by T.O.M. in the first instance, and subsequently by Departments and individual members of the Corporation. Engineering Division War Instructions have been issued separately to those concerned in Engineering Division.

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Control and Responsibility.

37. The operational control of the BBC will be exercised from Wood Norton as soon as the WTBS has been set up.

38. When the WTBS has been set up, BBC staff serving at Government Headquarters in the C.D. Regions will be responsible primarily to the Civil Defence Regional Commissioner for broadcasting in the C.D. Regions.

39. On the Measure 7.1., the Government will set up:

- (a) a Standing Committee on Information Policy;
- (b) a Press Working Party on which the BBC will be represented as observers.

Full details of these arrangements are described in Part VI.

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APPENDIX A

ENGLAND and WALES.

Sub-Regional Controls.

<u>Civil Defence Region.</u>	<u>S.R.C.</u>	<u>Location.</u>
1. North.	No.11.	Hexham.
2. Yorkshire.	" 21.	Shipton.
3. East Midlands.	" 31. " 32.	Skendleby. Loughborough.
4. East.	" 41. " 42.	Bawburgh. Hertford.
5. Greater London.	" 51.	Kelvedon Hatch.
6. South East.	" 61. " 62.	Dover. Basingstoke.
7. South West.	" 71. " 72.	Ullenwood (later at a location as yet to be decided) Hope Cove.
8. Wales.	" 81. " 82.	Brecon. Brackla.
9. West Midlands.	" 91. " 92.	Swynnerton. Kidderminster.
10. North West.	" 101. " 102.	Southport. Hack Green (Nantwich)

SCOTLAND.

<u>Zone.</u>	<u>Main Headquarters.</u>	<u>Support Headquarters.</u>
Central Control.	Kirknewton.	Tulliallan Castle.
Northern.	Anstruther.	Perth Prison.
Eastern.	Barnton.	Oban.
Western.	East Kilbride.	Mallaig.

NORTHERN IRELAND.

Information to follow.

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P A R T II

THE BROADCASTING SERVICES:

TRANSITION FROM PEACE TO WAR

HOME SOUND BROADCASTING

General

1. During a period of tension BBC output would be expected to reflect the international situation, and modifications would obviously be made to the advertised programmes, in order to report and comment on the crisis as it developed. How this could best be done would rest with the BBC to decide in relation to circumstances prevailing at the time. For instance, it would be open to the BBC to set up an emergency News/Current Affairs unit to cope with the extra demands likely to be made. It would appear unlikely that the Government would have any extensive broadcasting requirements during this period which would interfere with the programme pattern being developed under the Corporation's own initiative, though there might be some requests for Ministerial broadcasts. The Corporation would need to bear in mind the general policy of the Government in regard to its programme content; and there must be no overt preparations for the introduction of the wartime broadcasting service.

Initial Stages

2. In its initial stages Government policy is for any preparatory measures to be covert. Broadcasting would, therefore, follow the same general lines as described in Paragraph 1 above until such time as the Government found it necessary to take certain decisions and initiate measures which would be obvious to the public. This might not occur for several days, even weeks, if the political situation became no graver, but on the other hand, it could occur in a matter of hours, and such a rapid development of the emergency would involve the BBC heavily. Once the Government had embarked on such a course, it would be necessary to authorise decisions affecting both Government Departments and the BBC rapidly in order to complete the preparations for transition to war.

The Wartime Broadcasting Service

3. As already stated in the Introduction (Part I), the wartime home sound broadcasting service will consist of:

- (a) a single BBC National Programme containing Central Government announcements, news, entertainment and instructional programmes;
- (b) the facility for each Civil Defence Region to break away from the National Programme for the purpose of its Regional Commissioner's broadcasts.

Warning to introduce the WTBS

4. The Government War Book stipulates that the BBC requires 48 hours' notice to prepare for the WTBS, and a further 2 to 4 hours' notice when authority is given to start it. Having taken these timings into consideration, and without consulting the BBC, the Government will decide the actual time of its start and the BBC must be prepared to act accordingly.

If events were to move very swiftly a start would have to be made as soon as practicable even if not all the facilities were immediately available. Three hours will be allowed for this, and the T.O.M. will himself decide 'A' hour for approximately three hours ahead.

The BBC must not, however, inaugurate the WTBS without specific Government authority.

The Transition from Peacetime to Wartime Broadcasting

5. There are two important considerations at this stage:

- (a) The BBC must change over from peacetime to wartime broadcasting with the minimum possible dislocation.
- (b) As already pointed out, listeners and viewers must be told of the vital importance of civil defence regional broadcasting and induced to listen on their civil defence regional frequencies. This will involve publicity by all the accepted means, including the transmission immediately before the start of the WTBS of special programmes announcing it. Since these programmes must reach every possible listener or viewer in the country, the use by the BBC of the ITA television network is vital, and arrangements have accordingly been made for ITA to be linked to the BBC one hour before the start of the WTBS.

Publicising the WTBS to listeners, viewers and other members of the public.

6. Publicising the WTBS will be done by:-

- (a) announcements over the home sound broadcasting networks;
- (b) a special programme from Droitwich;
- (c) a special television programme simultaneously broadcast over the BBC and ITA television networks;
- (d) Press announcements.

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The hour preceding the start of the WTBS

7. The starting time of the WTBS is called 'N' hour ('N' for National). The hour immediately preceding this will be occupied by a number of special operations heralding the change-over to the WTBS. For convenience, this hour has been divided into two 30-minute periods as follows:

N minus 60 minutes to N minus 30 minutes - termed 'A' period
('A' for Announcements);

N minus 30 minutes to 'N' hour - termed 'S' period
('S' for Silence on Medium and VHF frequencies).

The start of the 'A' and 'S' periods will be known as 'A' and 'S' hours respectively.

8. At 'A' hour all normal peacetime sound and television broadcasting will cease.

9. Starting at 'A' hour, Radios 1, 2, 3 and 4 will join. During the 'A' period listeners throughout the United Kingdom and Northern Ireland will be told to which Civil Defence Region they belong, and on which wavelength and frequency they should listen in future. During the 'S' period all broadcasting on MF and VHF transmitters will cease in order to enable the transmitters to change wavelengths where necessary, and to enable the line and radio network to be set up and checked. The special preparatory programmes on Droitwich Long-wave and on television during the 'A' and 'S' periods are described in Paragraphs 10 and 11 below.

The Preparatory Announcements from Droitwich (Long-wave)

10. In order to avoid the complete cessation on all wavelengths of sound broadcasting during the 'S' period, Droitwich Long-wave (which will have been transmitting Radio 2 up to 'A' hour) will, from 'A' hour to 'N' hour, radiate a programme consisting of the announcements, referred to in Paragraph 9 above, and repeated so as to have a duration of 1 hour, thus terminating at 'N' hour.

The Preparatory Programme on Television

11. At 'A' hour the BBC and ITA television networks will be coupled, and for the next hour (namely throughout the 'A' and 'S' periods), will radiate a specially recorded programme, originated by the BBC, describing the impending WTBS. Television will close down at 'N' hour.

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12. The following table illustrates the state of sound broadcasting and television during the transition period.

	<u>Sound Broadcasting</u>		<u>Television</u>
	<u>MF</u> <u>VHF</u>	<u>Droitwich</u> <u>Long-wave</u>	
Up to 'A' hour	Normal peace-time working	Normal peace-time working	Normal peace-time working
'A' hour to 'S' hour	Announcements about the impending WTBS	Special programme about the impending WTBS	ITA network linked to the BBC for special programme about the impending WTBS
'S' hour to 'N' hour	Closed down		
'N' hour and after	WTBS	Closed down	Closed down

The Presentation Instruction

13. The action required under Paragraphs 5 to 12 above is contained in a document termed the "Presentation Instruction". It gives the action to be taken by:-

- (i) the T.O.M. on duty;
- (ii) announcers;
- (iii) Duty Engineer at Television Centre.

Instructions for operating the Presentation procedure will be given by Technical Operations Manager, Broadcasting House, London, who will send a message giving the time of 'A' hour:

- (a) directly to Continuities in London, including Duty Engineer, Television Centre;
- and
- (b) to the senior Engineers outside London.

14. A copy of the BBC Presentation Instruction is held by T.O.M. Detailed instructions for its issue in an emergency are contained in Engineering Division War Instructions. A copy of the Presentation Instruction, including the announcements, is contained in the Supplementary Instructions in Part VI.

Authority from M.D.R. to Announcers on Duty

15. In a covering note attached to the Presentation Instruction, M.D.R. authorises Presentation Assistants on duty to take appropriate action, as contained in the BBC Presentation Instruction.

Publicising the Wavelengths and Frequencies of the WTBS in the Press

16. The Central Office of Information have prepared material, based on the announcements referred to in Paragraph 14 above, for issue to the Press at the appropriate time. This will be one of many official announcements which the Government propose to publicise in the Press during the Warning Period.

EXTERNAL BROADCASTING

17. The peacetime External Services will continue for as long as may be considered practicable by the BBC but, in any event, they will close at 'S' hour. It will be appreciated that the closing of peacetime External Broadcasting would be an overt act, and to do this during a covert period would run counter to the Government policy of maintaining normality during such a period. Peacetime External Broadcasting will be replaced by an English language only network originating at Wood Norton at 'N' hour.

MONITORING

18. Monitoring of foreign broadcasts will continue from Caversham for as long as practicable, and facilities exist for feeding material from Caversham direct to Wood Norton.

and a limited number of Monitors with as great a multi-lingual capability as possible will be based at Wood Norton.

TELEVISION

19. The government require television to continue for as long as possible. Besides wishing to take advantage of the illustrative facilities afforded by television in preparing the public for the meaning of nuclear war and to inform them of precautionary measures which they could take, to discontinue television would be detrimental to public morale. The Government have, therefore, agreed that television transmissions should continue until 'N' hour, as stated in Paragraph 11 above. At 'A' hour, however, all peacetime BBC and ITA television broadcasting will cease; ITA transmitters will be coupled to the BBC television transmitters, and together will radiate a special premonitory programme describing the WTBS. At 'N' hour, all BBC and ITA television will close down.

20. It is not technically possible to provide a wartime television service on a similar pattern to the sound broadcasting service. Furthermore, it is essential that there should be no alternative form of broadcasting to divert the public from the WTBS. If the introduction of the WTBS is not followed by a nuclear attack, the Government might wish to re-start television on a limited basis. The full range of technical facilities would no longer be available, but might prove sufficient to provide some sort of national programme. No forward planning is considered possible. Any decision to re-start television will be left to the wartime Government in the light of current circumstances. Important considerations would be the availability of power supplies, the necessary programme distribution circuits and the frequency needs of the Ministry of Defence. These are not considered matters within the competence of any one Regional Commissioner and it has, therefore, been decided that television can only be re-started on the authority of the wartime Central Government.

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The Freedom of Information Act

P A R T III.

Section (i)

EXECUTIVE INSTRUCTIONS

CABINET DECISIONS CALLING FOR ACTION BY THE BBC.

The BBC will receive all the decisions
by special codewords passed to T.O.M.

BBC Action

1. Review urgently BBC war plans and state of preparedness.
 2. Review lists of staff designated for duty at Government Headquarters in the C.D. Regions.
 3. Review list of Monitors designated for duty with Central Government.
 4. Review lists of staff designated for Wood Norton and other BBC wartime stations
 5. Consider possible staffing arrangements to meet any requirements for liaison with the Cabinet Office during the initial stages.
-
1. Man key offices on a 24-hour basis.
 2. With the Post Office prepare to set up the BBC wartime communications network.
 3. Warn Engineering staff required to man Government Headquarters in the C.D. Regions.
-
1. In co-operation with Government Departments on the Press Working Party, consider and advise Standing Committee on Information Policy of such guidance to be given to the Press.
 2. Review the announcements for which the Home Office and the BBC are responsible.
-
1. Engineering staff move to Government Headquarters in the Regions, in accordance with Engineering Division War Instructions.
 2. Engineering staff improvise Civil Defence regional broadcasting facilities at any Government Headquarters which are not yet equipped.

ARRANGE FOR CENTRAL CONTROL
OF PUBLIC INFORMATION.

PREPARE FOR ACTIVATION OF
GOVERNMENT HEADQUARTERS IN
THE C.D. REGIONS AND MOVEMENT
OF KEY PERSONNEL ONLY.

BBC Action

ALERT STAFF REQUIRED FOR SPECIFIC WAR STATIONS, AND ISSUE INSTRUCTIONS TO STAFF NOT SO REQUIRED.

1. Warn staff for Government Headquarters in the C.D. Regions to stand by to move.
2. Warn staff for Wood Norton and other BBC war stations to stand by to move.
3. Inform staff not required for wartime duties what is required of them.

PREPARE FOR THE INTRODUCTION OF THE BBC WARTIME BROADCASTING SERVICE.

Proceed with the necessary preparations, i.e.

- (a) Engineering staff move to Wood Norton and other BBC wartime establishments, in accordance with Engineering Division War Instructions, where this has not already been done under PEPTONE.
- (b) Selected key News and Programme staff proceed to Wood Norton.

SET UP MACHINERY OF REGIONAL GOVERNMENT CONTROL IN WARTIME.

1. Instruct non-technical staff to move to Government Headquarters in the C.D. Regions.
2. Complete manning of Wood Norton.

GIVE MAXIMUM PUBLICITY TO PRECAUTIONARY MEASURES THAT CAN BE TAKEN BY THE GENERAL PUBLIC.

1. Official Announcements.
Act on Government instructions.

2. Civil Defence Film.

Arrange to show the film "Advice to Householders" on television.

INTRODUCE BBC WARTIME BROADCASTING SERVICE AT A SPECIFIED TIME.

1. Make arrangements for the broadcasting of announcements describing the wartime service.
2. Start wartime broadcasting service at the time selected by the Government.
3. Arrange for the issue of supporting announcements in the Press.

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PART III.

Section (ii)EXECUTIVE INSTRUCTIONSACTION BY DEPARTMENTS AND INDIVIDUAL MEMBERS OF STAFF.

Note: National Regional Controllers will be notified of all decisions by their Head of Programme Services and Engineering.

Executive Action

On receipt of this message, all recipients should look ahead and consider future action, taking such measures now which do not run counter to the Government's injunction that any action must, except when specifically authorised, be as unobtrusive as possible and of a strictly preparatory nature.

Action by T.O.M.

Act in accordance with Engineering Division War Instructions, which includes passing the codeword to:

For action.

D.G.
D.Pers.
M.D.Tel.
M.D.R.
M.D.X.B.
E.N.C.A.
C.S.A.
H.C.S.G.
H.Pres.Tel.
H.M.S.
G.M.L.R.
National
Regional Controllers.

For information.

Mr. H.ff.Searight.
Assistant to D.E.
D.E.
H.A.S.G.
C.E.R.B.
H.E.T.D.

Action by D.G.

1. Arrange for B.o.M. to be called to review the state of war preparedness.
2. Authorise the setting up of an emergency News/Current Affairs unit, unless this has already been done during a period of mounting international tension.

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The Freedom of Information Act

Executive Action

Action by B.o.M.

(Continued)

Consider with E.N.C.A. staffing arrangements for liaison with Government during the early stages. (It is expected that BBC representatives on the Transition to War Committee will be called for soon after this).

Action by D.Pers.

1. Arrange for 222 Committee to meet.
2. Review with C.S.A. basic list of designated advisory and supporting administrative staff for Wood Norton (for forward planning in the survival period).
3. Consider with C.S.A. what instructions should be issued to staff not required for war stations.
4. Authorise C.S.A. to alert War Room staff to be within telephone call on a 24-hour basis.

Action by M.D.Tel.

1. Review basic list of Television designated advisory staff for Wood Norton (for forward planning in the survival period).
2. Review with H.Pres.Tel. arrangements for showing Government film about Civil Defence preparations ("Advice to Householders"). Film held by H.Pres.Tel.

Action by M.D.R.

1. Review list of Programme operational staff for Wood Norton:
 - (a) key personnel to be sent in advance of main party. (Number and, if possible, names to be given to H.C.S.G.);
 - (b) staff to go with main party.
2. Review basic list of designated advisory Programme staff for Wood Norton (for forward planning in the survival period).

Action by M.D.X.B.

1. Review with H.M.S. list of Monitors designated for duty with Central Government and Wood Norton, and consider transport arrangements.
2. Review list of Programme staff designated to serve at Wood Norton.

Executive ActionAction by E.N.C.A.

(Continued)

1. Consider with B.o.M. staffing arrangements for liaison with Government during the early stages.
(Note: See under B.o.M.)
2. Consider who are to be the BBC representatives on the Press Working Party when called for.
(Note: See Part VI for details of arrangements for control and dissemination of information).
3. Review arrangements for issue of official Government announcements during the early stages, including checking of draft announcements already held by BBC.
4. Review list of News staff for Wood Norton:
 - (a) key personnel to be sent in advance of main party. (Number and, if possible, names to be given to H.C.S.G.);
 - (b) staff to go with main party.
5. Review advisory members of News staff for Wood Norton (for forward planning in the survival period).

Action by C.S.A.

1. Review with H.C.S.G. list of sustaining administrative staff for Wood Norton.
(List to be agreed between C.S.A. and H.C.S.G.)
2. Review with D.Pers. basic list of designated administrative advisory staff for Wood Norton (for forward planning in the survival period).
3. Consider with D.Pers. what instructions should be given to staff not required for war stations.
4. Alert War Room staff to be within telephon call on a 24-hour basis.

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Executive ActionAction by H.C.S.G.

(Continued)

1. Review with C.S.A. list of sustaining administrative staff for Wood Norton.
2. Consider transport arrangements to move all designated staff to Wood Norton when required, and any necessary sleeping arrangements. (Certain non-technical key personnel will be sent in advance of main party as directed by E.N.C.A. and M.D.R., who will inform H.C.S.G. of numbers and, if possible, names).
(Note: Engineering staff also move in advance of main party. Instructions are contained in Engineering Division War Instructions).
3. Consider transport arrangements for staff moving to Government Headquarters and BBC war stations.
4. Consider plans for provisioning all BBC war stations.
5. Prepare War Room for continuous manning, and arrange sleeping accommodation.

Action by H.Pres.Tel.

Review with M.D.Tel. arrangements for showing Government film about Civil Defence preparations ("Advice to Householders").
(Note: Film held by H.Pres.Tel.)

Action by H.M.S.

Review with M.D.X.B. list of Monitors designated for duty with Wood Norton, and consider transport arrangements.

Action by G.M.L.R.

Prepare list of staff designated for duty at S.R.C.s (English Regions only), and consider action required for warning staff and for their movement.

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The Freedom of Information Act

Executive ActionAction by National Regional Controllers.

(Continued)

1. Review with Head of Programme Services and Engineering lists of staff designated for duty at Government Headquarters in the C.D. Regions for which they are responsible, and consider action required for warning staff and for their movement.
2. Review names of Chief Advisers and Deputy Chief Advisers already designated for duty at R.S.G.s.
3. Prepare list of staff designated for duty at S.R.C.s (except Controller, English Regions - see under G.M.L.R. above).

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Executive ActionAction by War Room.

As soon as War Room is manned:

(Continued)

1. Inform T.O.M. accordingly; also check on last decision received on teleprinter in T.O.M.'s cubicle and action taken to date by T.O.M.

2. Inform Cabinet Office by telephone (930/5422, Extension 146, 33, 340, 90) of the BBC's Control Point, which is War Room (B.H.243), and telephone number (580/4305).

(Note: In the event of a complete breakdown of teleprinter and telephone communication between the Cabinet Office and the BBC, it will be necessary for BBC messengers to be immediately available to collect Government instructions and messages intended for the BBC from the Cabinet Office, and to deliver such instructions and messages to the BBC War Room in B.H.243, who will then take the necessary action; War Room must ensure that any War Book measures for implementation received in this way are immediately passed to T.O.M.

Two BBC messengers will report to War Room on instructions from H.C.S.G. as soon as it has been set up. They will then be at the disposal of War Room for the above or any other duty).

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Executive Action

PREPARE FOR ACTIVATION OF
GOVERNMENT HEADQUARTERS IN
THE C.D. REGIONS AND MOVEMENT
OF KEY PERSONNEL ONLY.

Action by T.O.M.

Act in accordance with Engineering Division War
Instructions, which includes passing the
codeword to War Room.

Action by War Room.

Pass codeword to:

For information.

Mr. H. ff. Searight.
Assistant to D.E.
M.D.R.
D.E.
C.E.R.B.
H.E.T.D.
National Regional Controllers.

Note: This decision authorises Engineering
Division to move staff to Government
Headquarters in the C.D. Regions and to
BBC war stations, and to take action to
improvise broadcasting facilities at any
C.D. Regional Government Headquarters
which are not yet equipped.

Remaining staff should NOT be alerted
at this stage.

ALERT STAFF REQUIRED FOR
SPECIFIC WAR STATIONS,
(Government Headquarters in
the C.D. Regions, Wood
Norton, Switching Centres,
Transmitters, etc.)
AND ISSUE INSTRUCTIONS TO
STAFF NOT SO REQUIRED.

Action by T.O.M.

Act in accordance with Engineering Division War
Instructions, which includes passing the
codeword to War Room.

Action by War Room.

Pass codeword to:

For action.

D.Pers.
M.D.Tel.
M.D.R.
M.D.X.B.
E.N.C.A.
C.S.A.
H.C.S.G.
H.A.S.G.
G.M.L.R.
H.E.T.D.
National
Regional Controllers.

For information.

Mr. H. ff. Searight.
Assistant to D.E.
D.G.
D.E.
C.E.R.B.

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The Freedom of Information Act

Executive Action.

ALERT STAFF REQUIRED FOR SPECIFIC
WAR STATIONS, AND ISSUE
INSTRUCTIONS TO STAFF NOT SO
REQUIRED.

(Continued)

Action by D.Pers.

In conjunction with C.S.A., issue instructions to staff not required for war stations.

Action by M.D.Tel.

Warn advisory and supporting Television staff for Wood Norton to stand by to move.

Action by M.D.R.

1. Warn designated Programme staff for Wood Norton to stand by to move, including key staff who will move in the advance party.
2. Warn advisory and supporting Radio staff for Wood Norton to stand by to move.

Action by M.D.X.B.

Warn advisory and supporting External Services staff for Wood Norton to stand by to move.

Action by E.N.C.A.

1. Warn designated News staff for Wood Norton to stand by to move, including key staff who will move in the advance party.
2. Warn advisory and supporting News staff for Wood Norton to stand by to move.

Action by C.S.A.

1. In co-operation with H.A.S.G., issue prepared Information Slips and make financial provision for staff designated for Government Headquarters in the C.D. Regions.
2. In co-operation with H.C.S.G., warn sustaining administrative staff to stand by to move to Wood Norton.
3. Warn advisory and supporting administrative staff nominated by D.Pers. for Wood Norton to stand by to move.
4. In conjunction with D.Pers., issue instructions to staff not required for war stations.

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SECRET

Executive Action.

ALERT STAFF REQUIRED FOR
SPECIFIC WAR STATIONS, AND
ISSUE INSTRUCTIONS TO STAFF
NOT SO REQUIRED.

(Continued)

Action by H.C.S.G.

1. Finalise transport arrangements for staff moving to Government Headquarters in the C.D. Regions.
2. Contact H.E.T.D. about any necessary preparations at Wood Norton.
3. In co-operation with C.S.A., warn sustaining administrative staff for Wood Norton to stand by to move.
4. Complete any transport and sleeping arrangements for moving staff and their effects to Wood Norton.
5. Keep the following informed of all transport arrangements made:-

D.G.	D.E.
D.Pers.	E.N.C.A.
M.D.Tel.	C.S.A.
M.D.R.	C.E.R.B.
M.D.X.B.	

Action by H.A.S.G.

In co-operation with C.S.A., issue prepared Information Slips and make financial provision for staff designated for Government Headquarters in the C.D. Regions.

Action by G.M.L.R.

Prepare to man Government Headquarters in the C.D. Regions for which he is responsible, in accordance with Home Office instructions.

Action by H.E.T.D.

In co-operation with H.C.S.G., make necessary preparations for accommodation of staff for Wood Norton.

Action by National Regional Controllers.

Prepare to man Government Headquarters in the C.D. Regions for which they are responsible, in accordance with Home Office instructions.

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PREPARE FOR THE INTRODUCTION
OF THE BBC WARTIME
BROADCASTING SERVICE.

Executive Action.

Action by T.O.M.

Act in accordance with Engineering Division War
Instructions, which includes passing the
codeword to War Room.

Action by War Room.

Pass codeword to:

For action.

E.N.C.A.
M.D.R.
H.Pres.Tel.
National
Regional Controllers.

For information.

Mr. H.ff.Searight.
Assistant to D.E.
D.G.
D.Pers.
M.D.Tel.
M.D.X.B.
D.E.
C.E.R.B.
H.E.T.D.

Action by E.N.C.A.

Move designated key News staff to Wood Norton.

Action by M.D.R.

1. Check that Presentation is in a position to operate the Presentation Instruction on receiving a signal from T.O.M. to do so.
2. Move designated key Programme staff to Wood Norton.

Action by H.Pres.Tel.

Check with C.E.Tel. that the Television Service is in a position to transmit the special emergency television programme from 'A' hour to 'N' hour (WTBS No.4) when Duty Engineer at Television Centre receives a signal to do so from T.O.M. (B.H. London).

Action by National Regional Controllers.

Check that the BBC Presentation Instruction is available for broadcasting when the Government authorise the start of the WTBS. (The Presentation Instruction is held by the Head of Programme Services and Engineering).

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The Freedom of Information Act

Executive Action.

SET UP MACHINERY OF REGIONAL
GOVERNMENT CONTROL IN WARTIME.

Action by T.O.M.

Act in accordance with Engineering
Division War Instructions, which includes
passing the codeword or
to War Room.

Action by War Room.

Pass codeword
to:

For action.

D.Pers.
M.D.Tel.
M.D.R.
M.D.X.B.
E.N.C.A.
C.S.A.
H.C.S.G.
G.M.L.R.
H.E.T.D.
National
Regional Controllers.

For information.

Mr. H. ff.Searight,
Assistant to D.E.
D.G.
D.E.
C.E.R.B.

Action by D.Pers.

Move selected staff to Wood Norton
(for forward planning in the survival
period).

Action by M.D.Tel.

Move selected staff to Wood Norton
(for forward planning in the survival
period).

Action by M.D.R.

1. Move selected staff to Wood Norton
(for forward planning in the survival
period).
2. Move remaining Programme staff to
Wood Norton.

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SET UP MACHINERY OF REGIONAL
GOVERNMENT CONTROL IN WARTIME
(Continued)

Executive Action.

Action by M.D.X.B.

Move selected staff to Wood Norton
(for forward planning in the survival
period).

Action by E.N.C.A.

Move remaining selected News staff to
Wood Norton (including nominee for forward
planning in the survival period).

Action by C.S.A.

Move advisory and supporting administrative
staff to Wood Norton.

Action by H.C.S.G.

Move remaining non-technical staff to
Wood Norton.

Action by G.M.L.R.

1. Issue Home Office folders to each
member of staff designated for Government
Headquarters in the C.D. Regions.
2. Man Government Headquarters in the
C.D. Regions for which he is responsible,
in accordance with Home Office
instructions.

Action by H.E.T.D.

Make necessary arrangements for reception
of staff.

Action by National Regional Controllers.

1. Issue Home Office folders to each member
of staff designated for Government Headquarters
in the C.D. Regions.
2. Man Government Headquarters in the C.D.
Regions for which they are responsible, in
accordance with Home Office instructions.

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Executive Action.

GIVE MAXIMUM PUBLICITY
TO PRECAUTIONARY MEASURES
THAT CAN BE TAKEN BY THE
GENERAL PUBLIC.

Action by T.O.M.

Act in accordance with Engineering Division
War Instructions, which includes passing the
codeword _____ to
War Room.

Action by War Room.

Pass _____

to:

For action.

E.N.C.A.
H.Pres.Tel.
National
Regional Controllers.

For information.

Mr. H.ff.Searight.
Assistant to D.E.
D.G.
D.Pers.
M.D.Tel.
M.D.R.
M.D.X.B.
D.E.
C.E.R.B.
H.E.T.D.

Action by E.N.C.A.

Arrange for Government announcements to
be broadcast on all available sound services
(Radios 1, 2, 3 and 4; and on television).

Action by H.Pres.Tel.

Arrange for film to be shown on television,
in accordance with Government instructions.

Action by National Regional Controllers.

In co-ordination with E.N.C.A. and H.Pres.Tel.,
take such action as may be necessary to
ensure that listeners will receive:

- (i) Government announcements on sound radio;
- (ii) Government announcements on television.

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INTRODUCE BBC WARTIME
BROADCASTING SERVICE
AT A SPECIFIED TIME.

Executive Action

Action by T.O.M.

Act in accordance with Engineering Division War Instructions, which includes passing the codeword _____ to War Room.

Action by War Room.

Pass codeword _____ to:

For action.

M.D.X.B.
M.D.R.
H.Pres.Tel.
National
Regional Controllers.

For information.

Mr. H.ff.Searight.
Assistant to D.E.
D.G.
D.Pers.
M.D.Tel.
D.E.
E.N.C.A.
C.E.R.B.
H.E.T.D.

Action by M.D.X.B.

Confirm with C.E.X.B. the switching of External Broadcasting to Wood Norton. C.E.X.B. will then confirm with T.O.M., who will initiate the necessary action in accordance with Engineering Division War Instructions.

Action by M.D.R.

Keep in touch with the change of programme operations at 'A' hour (which will automatically take place under prepared plans).

Action by H.Pres.Tel.

1. Prepare to originate the special emergency television programme (WTBS No.4) and start it at 'A' hour.
2. Arrange that at one minute before 'A' hour all published programmes of BBC origin cease, to enable the ITA network to join the BBC network for the special emergency television programme (WTBS No.4) starting at 'A' hour.
3. Arrange for television to close down at 'N' hour.

Action by National Regional Controllers.

Make final arrangements for normal programme operations to cease at 'A' hour.

PART III.

Section (iii)EXECUTIVE INSTRUCTIONSOFFICE AND HOME TELEPHONE NUMBERS.

	<u>PABX</u>
D.G.	2020/1
D.Pers.	2012/3
M.D.Tel.	67/2011/2
M.D.R.	2005/6
M.D.X.B.	68/2057/2618
D.E.	2000/1
E.N.C.A.	4355
C.S.A.	4576/3790
C.S.T.A.	3301/3086
H.A.S.G.	5073
H.Pres.Tel.	67/2125/7
H.C.S.G.	4718/7807
Assistant to D.E.	2970; or
G.M.L.R.	2331/3019
H.M.S.	Caversham
C.E.R.B.	5043/4
H.E.T.D.	Wood Norton
Mr.H.ff.Searight.	5428; 2160; 2171; 4385; or
War Room.	7052/2017; or

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MANNING OF WARTIME PREMISES AND INSTALLATIONS

Government Headquarters in the C.D. Regions

1. A list of Sub-regional Controls in England and Wales and Zone Headquarters in Scotland is set out in Appendix A to Part I.

Regional Headquarters

2. Each Regional Commissioner will have at his disposal two BBC senior staff - a Chief Adviser and Deputy Chief Adviser, who will be his broadcasting advisers, and responsible to him generally for all broadcasting matters in the C.D. Region.

Sub-regional Controls

3. At each Sub-regional Control in England and Wales, and at each Scottish Zone main Headquarters, there will be BBC staff, both programme and engineering. Their function will be to carry out Civil Defence regional broadcasting as required by the Regional Commissioner for his region. They will be guided on programme matters by the Chief Adviser or Deputy Chief Adviser.

Manning of Government Headquarters

4. The Chief Advisers and Deputy Chief Advisers will be nominated by the national Regional Controllers for the Civil Defence Regions for which they are responsible. G.M.L.R. will nominate staff for duty at the Sub-regional Controls other than those covered by the Controllers for Scotland, Wales and Northern Ireland (where Controllers will nominate). G.M.L.R.'s nominees will be found from Local Radio stations most conveniently situated near the sites of the S.R.C.'s, and who will have the experience to man the broadcasting facilities - see Part I, Appendix A. Engineering staff will be nominated by S.E.R.B.(Ops.) and H.P.S.E.'s in terms of Engineering Division War Instructions.

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WOOD NORTON

5. Staff required at Wood Norton for the WTBS are as follows:

<u>Directors</u>	D.G.)	
	M.D.R.)	
	M.D.X.B.)	
	M.D.Tel.)	7
	D.Pers.)	
	D.E.)	
	E.N.C.A.)	
<u>Forward Planning</u>	3 staff nominated by M.D.R.)	
	3 " " " D.Pers.)	
	3 " " " M.D.Tel.)	14
	4 " " " D.E.)	
	1 " " " E.N.C.A.)	
<u>Non-Engineering Operational</u>	12 News staff)	
	3 Religious Broadcasting staff)	
	4 Recordings Library staff)	
	8 Presentation (announcing) staff)	27
<u>Engineering Operational</u>		18
<u>Clerical</u>		12
<u>Administrative</u>	4 Catering staff)	
	4 House staff (inc. Commandant))	11
	1 Doctor)	
	2 Nurses)	
<u>External Services</u>	4 Editorial)	
	5 News/Progs.)	
	5 Announcers/POA.s.)	21
	7 Monitors)	
Margin for contingencies		5
		<hr/>
	TOTAL:	115
		<hr/>

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6. Lists of staff to serve at Wood Norton, including reserves, are held as follows:

<u>Forward Planning</u>	M.D.R. D.Pers. M.D.Tel. E.N.C.A.
-------------------------	---

Operational

News	E.N.C.A.
------	----------

Programmes, including Presentation, Announcing, Recordings Library and Religious Broadcasting)))) M.D.R.
--	----------------------------

<u>Administration</u>	C.S.A. H.C.S.G.
-----------------------	--------------------

Engineering - in accordance with
Engineering Division War Instructions

Manning of Wood Norton

7. Engineering staff and a few key non-technical staff are authorised to move to Wood Norton on receipt of "Prepare for the Introduction of the BBC Wartime Broadcasting Service", is expected to be received before , authorising the main body of non-technical staff to move to war stations. Instructions for Engineering staff are contained in the Engineering Division War Instructions. Key non-technical staff will be nominated by M.D.R. and E.N.C.A., and their names given to H.C.S.G., who will arrange for their immediate transport to Wood Norton. The main body of non-technical staff will go forward, on receipt of , under transport arrangements made by H.C.S.G. Detailed instructions are in Part III, Section (ii).

Wartime Transmitting Stations and other Engineering Establishments

8. Instructions for manning wartime transmitting stations and other Engineering establishments are contained in Engineering Division War Instructions.

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P A R T V

ARRANGEMENTS FOR BBC STAFF

1. The BBC have been authorised by the Government to inform certain senior staff of their selection for service at a Regional Seat of Government in wartime, and to inform other senior staff of their wartime nominations on the understanding that they are told only that they will be required for war service, without giving them details of the actual wartime job or the locations to which they might be posted.
2. BBC staff in nuclear war fall into two main categories:-
 - (a) Those who will be required for duties concerned with the Wartime Broadcasting Service.
 - (b) Those who will have no such duties, i.e. the remainder of the Corporation's staff.
3. Although (b) would have no Corporation duties to perform in the early stages after nuclear attack, their services might be valuable in the recovery period. They should, therefore, be warned to listen for broadcast instructions by the BBC, particularly after nuclear attack.
4. The Warning Period will not be made public, and no overt action connected with the introduction of the Wartime Broadcasting Service should be taken until specifically authorised by Her Majesty's Government.

Normality of broadcasting, both in sound and television, must be maintained for as long as possible. However, staff for the Wartime Broadcasting Service must be at their wartime posts before a nuclear attack takes place. As the total number of staff required for this purpose is relatively small (the proportion of Engineering staff being higher than Output staff), their dispersal to wartime stations should not affect seriously the continuance of broadcasting; but the time available in which to move staff to their stations is likely to be very short. The BBC have told the Government that a minimum of 48 hours' warning would be required to enable the necessary action for the introduction of the Wartime Broadcasting Service to be taken, and a further 2 to 4 hours' notice when authority is given to start it.

5. So far as is practicable, the selection of staff for the Wartime Broadcasting Service has been made. Lists of such staff should be regularly reviewed.
6. Management's communications with category (a) staff (those who will be required for war duties) are defined in the Executive Instructions in Part III. At the outset of an emergency, those with responsibility for selecting staff for the Wartime Broadcasting Service would, on receipt of the appropriate Government decisions, arrange to complete their lists and inform their staff.

Senior staff serving at Regional Seats of Government have already been informed. Other senior staff with key responsibilities have been informed that they will be required to serve in a war emergency, without being told of their specific job. All staff selected to serve in wartime at Government Headquarters should be told that, on taking up their posts, they will owe their allegiance to Central Government or Regional Commissioners.

7. Management's communications with category (b) staff (those having no war duties) would need to be geared to specific Government War Book decisions to which the BBC are required to conform. These decisions are as follows:

- | | |
|---|--|
| A. "Alert staff required for specific war stations, and <u>issue instructions to staff not so required.</u> " | This decision could come soon after the institution of the Warning Period; how soon, it is impossible to forecast. |
| B. "Prepare for the introduction of the BBC wartime broadcasting service." | This decision is also likely to be received reasonably soon after the institution of the Precautionary Stage. |
| C. "Introduce BBC wartime broadcasting service at a specified time." | This is likely to be among the last to be issued before the outbreak of war. |

Depending on circumstances at the time, unwanted staff should be notified at each of these three stages. The notification should take the form of a general promulgation on the following lines:-

Government Decision

Promulgation to Staff

- | | |
|---|---|
| A. Alert staff required for specific war stations, and issue instructions to staff not so required. | (i) The BBC have a vital role to play in the present emergency.

(ii) The BBC will continue to maintain normal services but, should the situation deteriorate, there are plans for an emergency service, and these will be put into operation if the situation demands them.

(iii) Meantime, staff should continue with their normal work. |
| B. Prepare for the introduction of the BBC wartime broadcasting service. | (i) The BBC are taking steps to be ready to introduce an emergency broadcasting service. These plans would involve considerable changes in the normal pattern of broadcasting, and the movement of certain staff to new locations.

(ii) Such staff are being informed.

(iii) All other staff should continue with their normal work.

(iv) Further instructions would be issued when the new emergency service is introduced. |

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Government Decision

- C. Introduce BBC wartime broadcasting service at a specified time.

Promulgation to Staff

- (i) Emergency broadcasting plans to meet the present situation are now being implemented (including brief details of the wartime service).
- (ii) Staff required for these emergency services are now moving to their new locations.
- (iii) All remaining staff should now act as directed by their Head of Department. Some staff may no longer be required. If instructed by their Head of Department, they should remain at home until further notice and listen to the BBC sound service for further instructions.

8. It is impossible to forecast how much time would elapse between Decisions A, B and C. In the event, the information to be given to staff, as set out above, might have to be compressed into two, or possibly even one, instead of three notifications. Management would need to react very quickly and be ready to revise the three notices as appropriate to the developing situation.

9. Heads of Departments will need to be told by Management early in the Warning Period of the intention to issue these three notifications to staff, and should receive guidance as to the discretion used in instructing staff not required for duty to remain at home.

10. After nuclear attack, Management will have to rely solely on the wartime broadcasting service's periods of announcements for communicating with staff. It will not be feasible to recall them in bulk to any rallying point. Large numbers of reserve staff turning up at BBC wartime centres would only add to the prevailing difficulties. Staff sent home before attack must be told to listen to the BBC sound service for further instructions about returning to duty.

11. Draft promulgations covering Decisions A, B and C above, and a draft note to Heads of Departments are held by C.S.A.

12. Evidence of Identity. All BBC staff should be provided with tangible evidence of their identity and the nature of their job. The possession of an Identity Card would probably not only help staff in facilitating their own movements and obtaining priority treatment, but would be a token of the BBC's determination not to lose contact with staff, and would give staff a sense of still belonging to the Corporation at a time when the Corporation could do little to help them.

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Financial Arrangements for BBC Staff in a War Emergency

13. In conformity with Government plans for Civil Servants manning wartime emergency headquarters, BBC staff, before proceeding to their war stations will be:

- (i) invited to authorise payments out of their salaries to their families or dependents during their absence on war duties.
- (ii) given an immediate cash advance out of their salaries to give to their families or dependents when they return home to collect their personal effects for use at their war stations. This sum should not exceed £70.

14. In addition to the above, BBC staff with wartime duties will be given an immediate cash advance out of their salaries of £30 as pocket money.

15. In the case of staff not required for war duties, physical difficulties would make it impossible to provide advance payments.

16. To meet the financial requirements outlined above, it would be necessary to arrange for the following approximate sums in cash to be available in advance of an emergency.

<u>Staff serving at:</u>	<u>No. of staff:</u>	<u>Money to be available:</u>	<u>Amount:</u> £
(a) <u>R.S.G.s.</u>	20	through Birmingham (C.E.R.)	2,000
	2	at Glasgow	200
	2	at Cardiff	200
	2	at Belfast	200
(b) <u>S.R.C.s.</u>	66	through London (G.M.L.R.)	6,600
	24	at Glasgow	2,400
	6	at Cardiff	600
	6	at Belfast	600
(c) 1. <u>Wood Norton</u>	108	(through London	7,000
2. <u>Wood Norton</u>		(at Wood Norton	3,800
(d)			
(e) <u>Wood Norton</u>	7	at Caversham	700
(f) <u>Transmitting Stations, Switching Centres & other Engineering establishments</u>		at various Engineering Centres	40,000
(g) <u>Reserve held in London</u>			5,100

Total: say £70,000

17. Money to the order of £1,500 to £2,000 is normally available in Cashier's office at any time during the working week, but difficulties could arise in having larger sums readily available in a sudden emergency, especially if the emergency were to occur at a weekend. The only way to ensure being able to meet the situation in any circumstances would be to set aside in advance of an emergency, the required sums in cash, to be held in appropriate office safes.

18. Government policy on the use of money after a nuclear attack has not yet been formulated. In the pre-attack period, it is expected that withdrawals of currency from banks and Post Offices will be severely restricted, but despite these restrictions, stocks of currency are likely to be seriously depleted. In the event of a nuclear attack, the Government would expect the normal economic life of the country to be utterly disrupted, and the monetary system to lapse. They would aim to restore money as a means of exchange as soon as circumstances permitted, but this might be a lengthy process. The essentials of life would be issued on the basis of need rather than on ability to pay and, for a time, there would probably be little need for money as there would be nothing for money to purchase. It would, therefore, have lost its significance.

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Part V

APPENDIX A (Continued)

7.

(The War Room)

STAFF DESIGNATED TO MAN WAR ROOM

<u>Name</u>	<u>Post</u>	<u>Office address and telephone</u>	<u>Home address and telephone</u>
	Head of Radio, Regions, News & Public Affairs Unit, Grading Dept.	Room 440, 33 Cav. Sq. <u>Tel. 4384</u>	
	Personnel Services Officer, Staff Administration Dept. (Pers.S.O.)	Room 531, 33 Cav. Sq. <u>Tel. 3335</u>	
	Assistant, Appointments Dept.	Room 304, 5 P.P. <u>Tel. 2424</u>	<u>Tel.</u>
	Head of Personnel Services, (H.Pers.S.)	Room 527, 33 Cav. Sq. <u>Tel. 3218/3334</u>	<u>Tel</u>
	Assistant to Head of External Services Programme Operations. (A. to H.X.P.Ops.)	Room 220, C.B. Bush. <u>Tel. 68/2617</u>	<u>Te</u>
	Assistant Head of Secretariat II. (A.H.S.II)	Room 621, B.H. <u>Tel. 3507/3532</u>	<u>Tel.</u>
	Organiser, Administration, Management Services Group.	Room 404, 33 Cav. Sq. <u>Tel. 4633</u>	<u>Tel.</u>
	Allowances Officer. (All.O.)	Room 514, 33 Cav. Sq. <u>Tel. 2644/7862</u>	<u>Tel.</u>

(plus one more External Broadcasting Nominee).

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NOMINATIONS FOR CHIEF ADVISERS AND DEPUTY CHIEF ADVISERS

England

C.D. Region No. 1 - North

Chief Adviser: Regional Television Manager,
North-East.
Deputy Chief Adviser: Manager, Radio Carlisle.

C.D. Region No. 2 - Yorkshire

Chief Adviser: Regional Television Manager, North.
Deputy Chief Adviser: Manager, Radio Leeds.

C.D. Region No. 3 - East Midlands

Chief Adviser: (Nomination to follow)
Deputy Chief Adviser: Assistant to C.E.R.

C.D. Region No. 4 - East

Chief Adviser: (Nomination to follow)
Deputy Chief Adviser: Regional Television Manager,
East Anglia.

C.D. Region No. 5 - Greater London

Chief Adviser: Deputy G.M.L.R.
Deputy Chief Adviser: C.A. to G.M.L.R.

C.D. Region No. 6 - South-East

Chief Adviser: Regional Television Manager, South
Deputy Chief Adviser: Manager, Radio Solent.

C.D. Region No. 7 - South-West

Chief Adviser: Head of Network Production Centre,
Bristol.
Deputy Chief Adviser: Regional Television Manager, West.

(Continued)

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(Nominations for Chief Advisers and Deputy Chief Advisers)

England (Contd.)

C.D. Region No. 9 - West Midlands

Chief Adviser: Manager, Radio Birmingham.

Deputy Chief Adviser: Manager, Radio Derby.

C.D. Region No. 10 - North-West

Chief Adviser: Manager, Radio Manchester.

Deputy Chief Adviser: News Editor, North-West.

Wales

C.D. Region No. 8

Chief Adviser: Head of Administration, Wales.

Deputy Chief Adviser: Information Officer, Wales.

Scotland

Scottish Central Control

Chief Adviser: Head of Programmes, Scotland.

Scottish Support Headquarters

Deputy Chief Adviser: Head of Administration, Scotland.

Northern Ireland

Main Control Centre

Chief Adviser: Head of Programmes, Northern Ireland.

Support Headquarters

Deputy Chief Adviser: Assistant Head of Programmes,
Northern Ireland.

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1.

P A R T VI

SUPPLEMENTARY INSTRUCTIONS

TELEPHONE PRIORITIES

1. Telephone priorities and special facilities outside those in normal operation are available for use in an emergency. These arrangements consist of:

Priority facilities for trunk telephone calls in the U.K.

2. The Post Office has arranged to give priority facilities for trunk calls to a limited number of BBC staff from their office numbers. These facilities are available for use at any time in the course of business, and are intended for any period of emergency (including civil emergency) when otherwise delays are likely to arise due to increased telephone traffic. When it is necessary to make telephone calls of a particular importance or urgency over the public network, the switchboard operator must be advised that 'This is a GOVERNMENT URGENT call'.

3. To ensure the efficient operation of the scheme, this priority should be used as sparingly as possible.

Telephone Preference Scheme.

4. The Post Office can arrange to protect telephones at certain BBC premises and installations, and at the homes of a limited number of key BBC staff from being cut off in an emergency. A list of the required BBC premises and installations, and the names and home telephone numbers of certain key staff, which have been drawn up by Personnel Officers, has been sent to the Post Office and local Telephone Managers.

5. Personnel Officers have the responsibility of keeping their list of key staff under regular review, and will be required to furnish Assistant, Telephones & Finance, Communications Department, at six-monthly intervals, with amendments to their list. Communications Department will then inform Telephone Managers of any alteration in the current list.

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Ex-Directory Telephone Numbers.

6. Occasions arise when the BBC telephone switchboards are overloaded to such an extent that senior members of staff are unable to communicate with their offices without undue delays. For this reason, Establishments are authorised to inform a limited number of their staff of the following Ex-Directory numbers of certain Corporation buildings. These numbers when dialled give access to the BBC PABX concerned through a Post Office exchange different from that of the usual line. If these Ex-Directory numbers became widely known, this might lead eventually to these lines being as overloaded as the normal lines. Staff to whom these numbers are given should, therefore, be asked not to pass the information to other BBC staff or to any member of the general public:-

Building.

Ex-Directory Number.

Broadcasting House and
Extension.

Television Centre.

Bush House.

Alexandra Palace.

Federal Exchange Telephones.

7. Copies of the Federal Exchange Directory containing the list of Government officials who have telephones centralised to a special Ex-Directory switchboard - are held by the Director-General and all Directors. Instructions for using the Federal Exchange telephone service are contained in the Directory itself.

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3.

AIR RAID WARNINGS.

Under revision.

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ARRANGEMENTS FOR THE CONTROL AND DISSEMINATION OF INFORMATION.In the Warning Period.

1. The Government do not intend to impose any censorship during the warning period; nor have any arrangements been made for censorship in war. Control of broadcasting (and the Press) will, therefore, rest on a voluntary co-operation, and guidance will be provided by Ministers and the Government's Press relations machinery.

BBC Policy.

2. The position maintained by the Corporation is that it will continue to preserve its independence and the right to reach its own judgment on whether any particular item of news or any other information might, if broadcast, be prejudicial to the national interest. The Corporation has told the Government that it would not reject any authoritative request purely on the grounds that other broadcasters and publishers, whether at home or abroad, might not accept it. The Corporation has given a formal assurance that it would act in the prevailing conditions with a full sense of responsibility and in close consultation with Her Majesty's Government.

3. The machinery to be established by the Government on _____ for the co-ordination of public information and for the speedy distribution of information and guidance to the BBC, ITV, Fleet Street and to specialist correspondents is provided in the following two-tier structure:

- (i) A Standing Committee on Information Policy under the Chairmanship of the Prime Minister's Chief Press Secretary, and consisting of senior representatives of the overseas and major Home Departments. Its functions will be to co-ordinate official information and guidance to the public, to ensure that all Departments are made aware of policy decisions on information matters; to give directions to the Press Working Party; and to ensure that confidential messages to editors and broadcasting organisations are authoritative, in proper form and quickly despatched for immediate transmission from the Press Working Party Office.
- (ii) The Press Working Party under the Chairmanship of the Prime Minister's Press Secretary. Its main function will be the maintenance of a twenty-four hour service to authenticate, co-ordinate and issue all Press notices through the Central Office of Information either by direct teleprinter line, as with the BBC, or despatch rider delivery; to give guidance to BBC and ITV representatives (sitting with the Press Working Party as observers) on the priority of the various Government announcements. The drafts of a number of such announcements have already been prepared and are held in readiness by the C.O.I. In no circumstances will Press enquiries be referred to the Press Working Party or the Press told of its existence.

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After Nuclear Attack.

4. Information and guidance will be given by the Government as follows:

At Government Headquarters in the C.D. Regions. At all C.D. Regional Headquarters there will be an information team led by the Central Office of Information's Chief Regional Officer, who will be responsible to the Regional Commissioner for public information matters, assisted by two BBC advisers and four other C.O.I. staff. The information team in Scotland will be provided by the Scottish Information Office, who will be assisted by the usual BBC Advisers.

5. Monitoring, which will continue from Caversham for as long as possible, may be a source of news. Facilities exist for feeding material from Caversham direct to Wood Norton.

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PRESENTATION INSTRUCTIONIntroduction

Before the implementation of the WTBS it is necessary to inform the public of the details of this service. This instruction lists the steps that the BBC needs to take to broadcast the necessary announcements.

The Government measure that instructs the BBC to implement the WTBS will probably include a time for its commencement. If not, a suitable time will be chosen by the BBC's Control Group and the message circulated within the BBC will include the time. This is known as 'A' hour. We have 30 minutes in which to broadcast the two announcements, one is live and one pre-recorded. The live announcement, text attached, has been timed at 1' 05" and the recorded one, text also attached, runs 10' 37". There is sufficient time to repeat these within the half-hour period. Following the announcements all services will close down for 30 minutes to enable transmitter frequency changes to be made, this is known as 'S' hour. The WTBS then opens at 'N' hour with another pre-recorded announcement, text attached, which runs 4' 37". Programmes after this opening announcement will be determined at the time in the light of prevailing circumstances.

Executive Action

On receipt of the relevant Government message the Control Group will issue the BBC's Service Message including the time of 'A' hour. If no other information is included in this message all addressees can assume the announcements will originate in Broadcasting House, London. In this case the Engineering Division Instruction ensures that all radio transmitters, including those of Local Radio, will radiate the national network. The T.O.M. in London Control Room is instructed to choose a continuity as source and ensure that an announcer is available. This announcer will be given the texts of the announcements, including the time for 'N' hour, and the pre-recorded tape which will be played twice, while the tape is being re-spooled the live announcement should be read again.

If the conditions are such that London is unable to originate these announcements a Regional Centre will be chosen by the Control Group. This will be indicated in the Service Message and the Engineering Instruction ensures that the necessary routing changes are made. It may be necessary to use Wood Norton as the source, again Engineering Division will ensure that the announcements reach the whole network. In the case of either a Regional Centre or Wood Norton if an announcer is not available another suitable voice will be selected. Otherwise the sequence will be the same.

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7.

The WTBS opening announcement will be originated in Wood Norton. However, to give some measure of protection should the system be severely disrupted recordings of this announcement are available in the seven transmitters. They can then act independently if necessary.

SVR/JEB
22.7.74

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WTBS PRESENTATION INSTRUCTION

Live Announcement

Here is an important announcement. At *
all existing radio and television services of the BBC
and IBA will cease. They will be replaced by a new
radio service known as the Wartime Broadcasting Service.

Details of the new service and the wavelengths
and frequencies you should tune to will now be given.
Will you please have pencil and paper at hand to note
this information.

In order that you may be able to receive
broadcasts intended for your area it is important that
from * onwards you should tune to the correct
setting for each part of the country - incidentally
some of these will be unfamiliar. There are also two
or more VHF settings. Care should be taken to make
sure the setting used is correct for your area. This
means listening carefully for the announcement
identifying the area to which the broadcasts are
directed. Only in this way can you be sure of receiving
the broadcasts intended for the area in which you live.

The settings to which you should tune at
. . . . * now follow.

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*Insert 'N' hour

WTBS PRESENTATION INSTRUCTION

Recorded Announcement

If you live in Northumberland, Durham, Tyne and Wear or Cleveland you should tune to the medium band setting for 261 metres (1151 kilohertz). In the VHF band you should tune to the usual setting for Radio 3 which is 90.7 or 91.9. I shall repeat those settings:-

Medium wave: 261 metres, 1151 kilohertz

VHF: 90.7 or 91.9

If you live in Yorkshire or Humberside you should tune to the medium wave band setting for Radio 1, 247 metres (1214 kilohertz). In the VHF band you should tune to the usual setting for Radio 3 which is 91.5 or 92.1. I shall now repeat those settings:-

Medium wave: 247 metres, 1214 kilohertz

VHF: 91.5 or 92.1

If you live in Derbyshire, Lincolnshire, Nottinghamshire, Leicestershire or Northamptonshire you should tune to the medium wave band setting for Radio 3 on 464 metres, 647 kilohertz. In the VHF band those who live in the Nottingham and Leicester areas should tune to the usual setting for Radio 4 on 92.7, in the Stamford, Grantham and Kettering areas you should tune to the usual setting for Radio 2 on 90.1.

In the Lincoln and Scunthorpe areas you should tune to the usual Radio 3 setting on 90.9. I shall now repeat those settings:-

Medium wave: 464 metres, 647 kilohertz.

VHF: Nottingham and Leicester; 92.7
Stamford, Grantham and Kettering;
90.1

Lincoln and Scunthorpe; 90.9

If you live in Cambridgeshire, Norfolk, Suffolk, Bedfordshire, Hertfordshire or Essex you should tune to the medium wave band setting for Radio 4 on 330 metres, 908 kilohertz. In the VHF band you should tune to the usual Radio 3 setting which is 91.1, 91.3, 91.9 or 92.3. I shall now repeat those settings:-

Medium wave: 330 metres, 908 kilohertz.

VHF: 91.1, 91.3, 91.9 or 92.3.

If you live in Kent, Surrey, Sussex, Berkshire, Buckinghamshire, Hampshire, Oxfordshire, the Isle of Wight or the Greater London area you should tune to the medium wave band setting for 206 metres, 1457 kilohertz. In the VHF band you should tune to the usual Radio 2 setting which is 89.1, 90.0, 90.1, 90.7, 91.6 or 91.7. I shall now repeat those settings:-

Medium wave: 206 metres, 1457 kilohertz.

VHF: 89.1, 90.0, 90.1, 90.7, 91.6 or 91.7

If you live in Avon, Dorset, Gloucestershire, Somerset, Wiltshire, Cornwall, Devon, the Isles of Scilly or the Channel Islands you should tune to the medium wave band setting for Radio 4 on 285 metres, 1052 kilohertz.

~~SECRET~~

In the VHF band those who live in North Devonshire, Somerset, Avon, Gloucestershire or Wiltshire should tune to the usual Radio 2 setting on 89.95. Those living in South Devonshire, Cornwall or the Isles of Scilly should tune to the usual Radio 3 setting on 90.3, 90.9, 91.0 or 91.9. If you live in the Channel Islands you should tune to the usual setting for Radio 2 on 91.1. In addition the Channel Island transmitters of the BBC and the IBA will carry the programme in sound only. I shall now repeat those settings:-

Medium wave: 285 metres, 1052 kilohertz

VHF: North Devon, Somerset, Avon,
Gloucestershire or Wiltshire;
89.95.

South Devon, Cornwall or the Isles
of Scilly; 90.3, 90.9, 91.0
or 91.9.

The Channel Islands; 91.1 or the
BBC or IBA television.

If you live in West Midlands, Staffordshire, Warwickshire, Hereford and Worcester or Salop you should tune to the medium wave setting for 276 metres, 1088 kilohertz. In the VHF band you should tune to the usual setting for Radio 3 which is 90.5 or 91.9.

I shall now repeat those settings:-

Medium wave: 276 metres, 1088 kilohertz.

VHF: 90.5 or 91.9.

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If you live in Cumbria, Lancashire, Merseyside, Cheshire, Greater Manchester or the Isle of Man you should tune to the medium wave band setting for Radio 4 on 434 metres, 692 kilohertz. In the VHF band you should tune to the usual Radio 2 setting which is 89.3 or 90.0 unless you live in the Isle of Man where you should tune to the usual Radio 3 setting, 90.6. I shall now repeat those settings:-

Medium wave: 434 metres, 692 kilohertz.

VHF: 89.3 or 90.0. The Isle of Man 90.6

If you live in Wales you should tune to the medium wave band setting for Radio 4 or 341 metres, 881 kilohertz. In the VHF band, if you live in North or Central Wales you should tune to the usual Radio 3 setting which is 90.4, 90.9, 91.05, 91.3, 91.5, 91.8 or 92.3. If you live in South Wales you should tune to the usual setting for Radio 4 on 92.125. I shall now repeat those settings:-

Medium wave: 341 metres, 881 kilohertz.

VHF: North or Central Wales: 90.4,
90.9, 91.05, 91.3, 91.5, 91.8
or 92.3.

South Wales; 92.125.

If you live in Northern Ireland you should tune to the medium wave band setting for Radio 4 on 224 metres, 1340 kilohertz. In the VHF band you should tune to the usual Radio 3 setting which is 90.55, 90.8, 90.9, 91.0, 91.1, 91.2, 91.3, or 92.3. I shall now repeat those settings:-

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Medium wave: 224 metres, 1340 kilohertz.
 VHF: 90.55, 90.8, 90.9, 91.0, 91.1,
 91.2, 91.3 or 92.3.

If you live in South or West Scotland you should tune to the medium wave band setting for Radio 4 on 371 metres, 809 kilohertz. In the VHF band you should tune to the usual Radio 2 setting which is 89.9 unless you live in Dumfriesshire, Wigtonshire or Kirkcudbrightshire where you should tune to the usual Radio 4 setting on 92.5. In the Oban area you should tune to the usual Radio 3 setting which is 91.1. I shall now repeat those settings:-

Medium wave: 371 metres, 809 kilohertz.
 VHF: Dumfriesshire, Wigtonshire or
 Kirkcudbrightshire; 92.5.
 Oban; 91.1.
 The remainder of Scotland; 89.9.

If you live in North or East Scotland you should tune to the medium wave band setting for 232 metres, 1295 kilohertz. In the VHF band you should tune to the usual setting for Radio 3 which is 90.3, 90.5, 90.7, 90.9, 91.3, 91.4, 91.5, 91.7, 91.8, 91.9, 92.0, 92.1 or 92.3. I shall now repeat those settings:-

Medium wave: 232 metres, 1295 kilohertz.
 VHF: 90.3, 90.5, 90.7, 90.9, 91.3, 91.4,
 91.5, 91.7, 91.8, 91.9, 92.0,
 92.1 or 92.3.

This announcement will now be repeated.

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~~SECRET~~WTBS OPENING ANNOUNCEMENT

This is the Wartime Broadcasting Service of the BBC. You have already been informed that the country has been divided into a number of Regions for the purposes of Wartime Government. In order that you may be able to receive not only our Wartime Broadcasting Service but also Government broadcasts originating from your Regional Commissioner, it is important that you should tune to the correct setting on your receiver. The locations of the various Regions, together with the appropriate wavelengths and receiver settings will now follow.

The Northern Home Defence Region consists of Northumberland, Durham, Tyne and Wear and Cleveland. In this Region you should tune to 247 metres, 1214 kilohertz, in the medium wave band or Radio 3 in the VHF band.

The East Midlands Home Defence Region consists of Derbyshire, Lincolnshire, Nottinghamshire, Leicestershire and Northamptonshire. In this Region you should tune to 464 metres, 647 kilohertz, in the medium wave band or the following settings in the VHF band: If you live in the Nottingham or Leicester areas - Radio 4; if you live in the East of the Region, in the Stamford, Grantham or Kettering area - Radio 2; in the Lincoln and Scunthorpe areas you should tune to Radio 3.

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The Eastern Home Defence Region consists of Cambridgeshire, Norfolk, Suffolk, Bedfordshire, Essex and Hertfordshire. In this Region you should tune to 330 metres, 908 kilohertz, in the medium wave band or Radio 3 in the VHF band.

The South East Region consists of Kent, Surrey, Sussex, Berkshire, Buckinghamshire, Hampshire and the Isle of Wight. In this Region you should tune to 206 metres, 1457 kilohertz, in the medium wave band or Radio 2 in the VHF band.

The Greater London area is a single Home Defence Region. In this Region you should tune to the same settings as the South East Region. They are 206 metres, 1457 kilohertz, in the medium wave band or Radio 2 in the VHF band.

The South West Home Defence Region consists of Dorset, Gloucestershire, Avon, Somerset, Wiltshire, Cornwall and Devon. In this Region you should tune to 285 metres, 1052 kilohertz, or the following VHF settings: If you live in Dorset, Gloucestershire, Somerset, Avon or Wiltshire you should tune to Radio 2; if you live in South Devon, Cornwall or the Isles of Scilly you should tune to Radio 3. In the Channel Islands Radio 2 and the BBC and IBA television transmitters will carry the programme.

The Midland Home Defence Region consists of West Midlands, Staffordshire, Warwickshire, Hereford and Worcester and Salop. In this Region you should tune to 276 metres, 1088 kilohertz, or Radio 3 in the VHF band.

The North West Home Defence Region consists of Cumbria, Lancashire, Merseyside, Cheshire, Greater Manchester and Isle of Man. In this Region you should tune to 434 metres, 692 kilohertz, in the medium wave band or Radio 2 in the VHF band; in the Isle of Man the VHF setting is Radio 3.

The whole of Wales is a single Home Defence Region. In this Region you should tune to 341 metres, 881 kilohertz, in the medium wave band. In North and Central Wales you can also obtain the programme on the VHF setting for Radio 3; in South Wales Radio 4 should be used.

Scotland is divided into three Zones - North, West and East. The North and East Zones share transmitters, 232 metres, 1295 kilohertz, in the medium wave band or the VHF setting for Radio 3. If you live in the West Zone you should tune to 371 metres, 809 kilohertz, in the medium wave band or the VHF setting for Radio 2, unless you live in the south west where you should use the Radio 4 setting or in the Oban area where you should tune to Radio 3.

Northern Ireland is a single Home Defence Region. In this Region you should tune to 224 metres, 1340 kilohertz, in the medium wave band or Radio 3 on VHF.

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