

ROYAL AIR FORCE



CERTIFICATE OF SERVICE

Any person finding this Certificate is requested to forward it in an unstamped addressed envelope to
**THE ROYAL AIR FORCE RECORD AND
PAY OFFICE, GLOUCESTER**

WARNING

(To the airman/airwoman named on this certificate.)

1. You are hereby reminded that the unauthorised communication by you to another person at any time of any information you may have acquired whilst in Her Majesty's Service which might be useful to an enemy in war renders you liable to prosecution under the Official Secrets Acts.
2. Your discharge or transfer to the Reserve does not remove any liability you may still have to be called up for further national service or any such liability that may be placed upon you by future legislation.
3. You should on no account part with this certificate or forward it by post when applying for a situation, but should use a copy attested by a responsible person. If the certificate is lost it will be replaced only by a certified true statement of service. Application for such a certificate should be made to the Air Officer Commanding, RAF Record and Pay Office, Gloucester.
4. During any reserve service you will be administered by RAF Record and Pay Office, Gloucester, except when you are allocated to a Reserve Flight about which you will receive separate notification.

I have read and understand the above instructions.

William J. Herbert

Signature of airman/airwoman.

26 August 1969.

Date

Serial No. 2223

RAF Form 856
(Revised Nov., 1964)

ROYAL AIR FORCE



Certificate of Service

of

Official No. V1819925
Rank Corporal
Surname Herbert
First names William James
Date of birth 25th January 1915
Civil occupation before enlistment Salesman
Date of last enlistment 25th September 1959
Trade in RAF on enlistment Operations Clerk
Date of Transfer to Reserve (Class E) 24 September
Date of Discharge Not applicable 1969

Total service on current engagement on Discharge or Transfer:—

10 years Nil days
(see page 11 for details of previous service, if any).

Trade or Aircrew Category on Discharge or Transfer to Reserve:—

Assistant Air Traffic Controller

Flying Badge awarded:— Not applicable

Reason for Discharge or Transfer to Reserve:—

Pars 606 clause 1 Queen's Regulations

On expiration of his period of Regular
Air Force service.

Description on Discharge or Transfer to Reserve:—

Height:— 5 feet 11 inches.

Complexion: Fresh Colour of eyes:— Brown

Colour of hair:— Brown

Marks or scars:— None

ASSESSMENTS OF CONDUCT, PROFICIENCY AS AIRCREW OR TRADESMAN AND PERSONAL QUALITIES ON DISCHARGE OR TRANSFER TO THE RESERVE

(To be completed in accordance with Q.R. 615 (1))

Exemplary

EXEMPLARY	VERY GOOD		GOOD		FAIRLY GOOD		POOR	
	8	7	6	5	4	3	2	1
9								
Ability as aircrew or tradesman			X	X	X	X		
Supervisory ability (not applicable to aircraftman ranks)								
Personal qualities								

Ability as aircrew or tradesman
Supervisory ability (not applicable to aircraftman ranks)

Personal qualities

COURSES OF TRAINING COMPLETED DURING ROYAL AIR FORCE SERVICE

(To be compiled in accordance with Q.R. 615 (12))

NATURE OR TITLE OF COURSE	PERIOD		PROFICIENCY AND CLASS OF CERTIFICATE OR PERCENTAGE OF MARKS OBTAINED
	FROM	TO	
<i>Under training Operations Clerk</i>	<i>25th September 1959</i>	<i>7th March 1960</i>	<i>Pass</i>
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/			
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RAF TRADES IN WHICH MUSTERED DURING SERVICE

1. (a) RAF Trade on Discharge or Transfer to Reserve

Assistant Air Traffic Controller

(b) Period of Employment in the Trade. From

1st April 1964

To

24th September 1969

(c) Description of Duties of Trade (vide Q.R. 615, Clause 13 and Current Relevant Trade Structure Orders):—

Undertakes Air Traffic Control Duties appropriate to the role of the unit within the Air Traffic Control Service, and responsible to the officer in charge for the associated tasks, including the following: Controller's clerk. Providing aeronautical information on request. Receiving, filing and disseminating aeronautical information. Maintaining and displaying flight planning material. Drafting, he coding and filing aircraft movement and NOTAM messages. Assisting in the provision of emergency services. Plotting positions and bearings on maps and charts. Transmitting and receiving morse by signalling lamp. The operation of remote control equipment on which employed. Maintaining self-briefing facilities in flight planning sections.

N.B. The duties of the trade described in this paragraph are the broad range of tasks which the aircrew can be called upon to undertake. However, in any particular post, the field of responsibility will be considerably narrower, so that at any one time the current skill of the aircrew is greater in one or more aspects of the range of duties than in others.

2. Details of other RAF Trades in which mustered during Service (if any)

TRADE(S)	PERIOD		BRIEF details of duties of trade
	From	To	
<i>Operations Clerk</i>	<i>8th March 1960</i>	<i>31st March 1964</i>	<i>The same as above prior to the introduction of the new trade structure.</i>

SPECIAL CAPABILITIES, OR DETAILS OF ANY EQUIPMENT,
ENGINES, AIRFRAMES, ETC., ON WHICH PROFICIENT:—

(To be completed in accordance with Q.R. 615 (14))

*Col Herbert has been employed,
on Air Traffic Control and Operations
duties, and has inspired many others,
by virtue of his excellent knowledge
of his trade:—*

EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS ACQUIRED
OR EXAMINATIONS PASSED DURING SERVICE:—

(To be completed in accordance with Q.R. 615 (15))

*Passed Education Test Part I, Exempt
Part II—*

DECORATIONS, MEDALS, CLASPS, MENTIONS IN DESPATCHES,
SPECIAL COMMENDATIONS, ETC., AWARDED DURING ROYAL
AIR FORCE SERVICE:—

*None—
See Page Eleven.*

GENERAL OFFICE

S. 1000

R.A.F. WYTON

ANY ADDITIONAL INFORMATION AND TYPE OF EMPLOYMENT
FOR WHICH RECOMMENDED:—

(To be compiled in accordance with Q.R. 615 (2))

Mr Hubert has been employed as aircraft and
as an Operator co-ordinator & engineering services to
my unit during his time in the Royal Air Force.
His former employer shall not be concerned
by the Hubert's age as he is remarkably energetic and
shows a positive approach to his work. He is highly
practical, production and willing to accept responsibility
perhaps to much of it now. His very good basic
concerns given produce sound ideas to improve systems
and he possesses the usual attributes of awareness of
time scales and relative degrees of priority.
He is an able supervisor of a department, he would
send a section but last minutes of work and will be able
to do it.

(Signature of Commanding Officer)

(NAME IN BLOCK LETTERS)

Rank Staff Sergeant Date 24th August 1965

GENERAL OFFICE

26 AUG 1969
Date Stamp

R.A.F. WYTON

PREVIOUS SERVICE IN HER MAJESTY'S FORCES
(To be compiled in accordance with Q.R. 615 (1B))

NAVY, ARMY (SHOWING CORPS) OR RAF	PERIOD		RANK ON EXCHANGE	MEDALS, ETC.
	FROM	TO		
RAF Volunteer Reserve	29th March 1943	30th March 1948	Aircraftman 2	None
RAF Reserve	31st March 1943	11th April 1943		
RAF Volunteer Reserve	12th April 1943	25th December 1945	Temporary Flight	None 1939/4-5 Star Dance and Symphony Star 50th Anniversary Medal Victory Medal
GENERAL OFFICE				
26 AUG 1969				
R.A.F. WYTON				

NOTICE

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