The Chief of Naval Operations has directed that all hands be fully advised concerning censorship regulations. In spite of a great deal of effort to acquaint all personnel with these instructions, a great many letters are still being written which violate some of the following rules.

It is recommended that all officers and men keep this memorandum stowed with their personal stationery so that it will always be readily available for reference.

CENSORSHIP REGULATIONS

Censorship is common sense.
Most of you do not need regulations. But you and your ship do need protection—protection against the few careless and disloyal persons who will not hesitate to give the enemy the information needed to destroy you. To whom harmful information is addressed doesn’t matter—it may never reach its destination. Tokyo or Berlin would be equally pleased with information addressed to your mother or to them.

a. Mail all your letters aboard ship or on your station.
b. Determine your proper return address and use it.
c. Don’t use private codes.
d. Remember that news stories, magazine articles, and radio broadcasts of a military nature have been officially cleared for release. This does not give naval personnel permission to discuss in detail the same or related incidents in unofficial, personal letters.
e. International telephone calls, cables, and radiograms should be discussed in advance with your censor. Complying with certain details connected with these types of communication is required.
f. Don’t keep a diary and don’t mail pictures of ships, planes, guns, or other military equipment. Personal recordings are not permitted to be sent to or from naval personnel.
g. There are many technical phases of censorship regarding cables, writing prisoners of war, and similar questions you are not expected to memorize. Do not hesitate to consult your censor on any question.

(over)
Follow the letter and spirit of these simple rules and you will have nothing to fear from your censor, or from sneak attacks from the enemy. Live up to your responsibility to protect your ship, your station, your comrades, and yourself.

Below are listed a number of topics (condensed from U. S. Navy Censorship Regulations) which are not permitted in private correspondence, cables, or telephone conversations.

a. The location, identity, or movements of ships, naval or merchant, aircraft or military personnel.
b. The defensive or offensive forces, weapons, installations, or plans of the United States or her allies
c. Munitions, or location or progress of war industries.
d. The routine or employment of any naval or military unit by the United States or her allies.
e. The effects of enemy operations, or casualties, until released.
f. The criticism of equipment, physical condition, or morale of the United States or allied forces.
g. Any matter that might benefit the military, economic, or financial interests of the enemy or interfere with the war efforts or foreign relations of the United States or her allies.
h. Detailed descriptions of weather conditions.

This list of suggestions is given to you to read carefully and to keep for future use.

W. B. Mechling
Commander, U. S. N.
Executive Officer