

INTRODUCTION



# ERTC

FORT  
LEONARD WOOD, MO.

HEADQUARTERS ENGINEER REPLACEMENT TRAINING CENTER

Fort Leonard Wood, Missouri  
May 1, 1943

TO THE NEWLY ARRIVED TRAINEES:

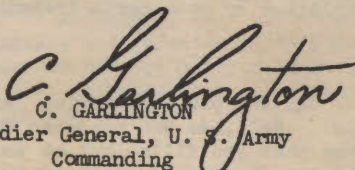
I welcome you individually to the E.R.T.C. In doing so, I must point out that the AMERICAN PEOPLE rely on you to learn here what an engineer soldier must individually know before he joins a tactical unit.

To utilize effectively his knowledge and training a soldier must be strong and hardy. Physical work, much marching and exposure to bad weather are necessary for you to be hardened sufficiently to play your parts in the field. What you know will be of little value to you and your fellows in battle, unless you have the strength and grit to perform your part thoroughly.

Your officers, my staff and I will give you our best efforts as instructors and will provide for your health and comfort as far as possible.

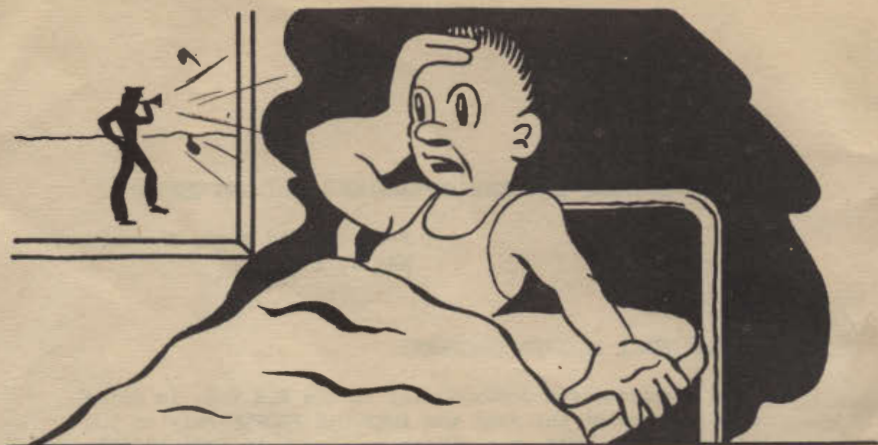
You and I are here for a serious patriotic purpose that requires and deserves our best efforts. In the past AMERICANS have excelled as soldiers by their bravery and resourcefulness.

Remember that in this war your lives and those of your fellow soldiers, as well as the outcome of a battle, may depend upon how much you have profited by your instruction here.

  
C. GARLINGTON  
Brigadier General, U. S. Army  
Commanding



*Remember:* YOU'RE MORE THAN A SOLDIER; YOU'RE AN ARMY ENGINEER.



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Private John Trainee, ASN 98765432, has arrived at the Fort Leonard Wood, Missouri, and has been assigned to the Engineer Replacement Training Center, more commonly known as the ERTC. As it is only normal for an American, a great number of questions go through his mind. Where am I? Why am I here? What will I do here? How will I do these things? And where will I go from here? It is the purpose of this booklet to give him some of the answers to these questions and remove some of the mystery surrounding this new job.

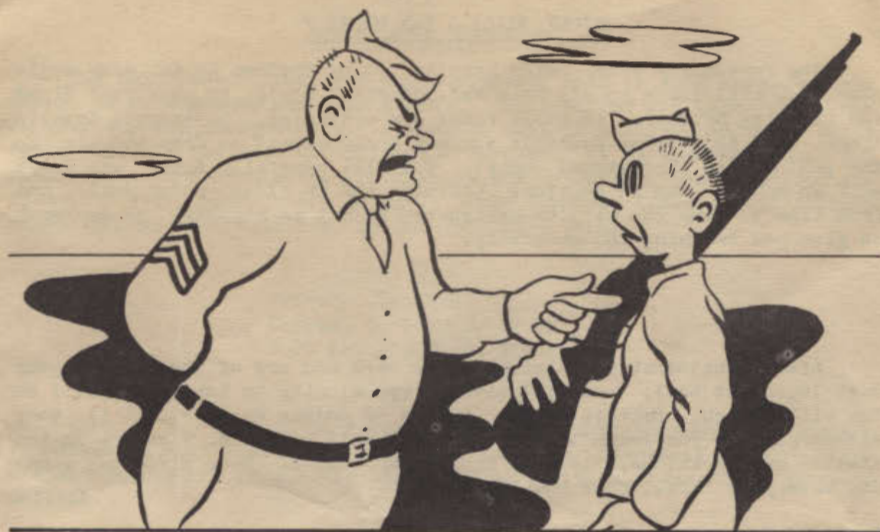
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You are stationed at the ENGINEER REPLACEMENT TRAINING CENTER at FORT LEONARD WOOD, in the heart of the Missouri Ozarks, about 40 miles from Rolla, Mo. and 140 miles southwest of St. Louis. The Post covers an area in excess of 86,000 acres, with over 2000 buildings and training facilities for upward of 40,000 men. The ERTC area lies generally east of the Parade Ground (see map), extending from Army Avenue on the north to South Dakota Avenue on the south. Elsewhere on the post are various tactical units, of the type to which you will possibly be transferred on completion of your basic training in the ERTC.

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You are probably asking yourself why you happened to be stationed here. Well, do you remember the innumerable blanks on the innumerable forms that you filled out at your reception center? Expert personnel men studying these cards, decided that your civilian occupation, training and background were more suited for conversion to Specialist use in the Engineer Corps than in other branches of the services. Nearly half of the men who pass through the ERTC receive training in specialists schools or go to Officers Candidate schools to receive commissions. The army engineer is a builder as well as a combat soldier.

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#### HOW THE ERTC IS ORGANIZED

The principal subdivisions of the ERTC are the 6th, 7th and 8th Engineer Training Groups. The 6th Group consists of the 26th, 27th, 28th and 29th Engineer Training Battalions. The 8th Group is made up of the 30th, 31st and 32nd Engineer Training Battalions. The 7th Group is a Negro organization composed of the 33rd, 34th and 35th Engineer Training Battalions. There is also a Prospective Noncommissioned Officers' School. In addition, there is a Headquarters Company, which provides staff personnel and training instructors and assistants; the Motor Company which operates and maintains the ERTC's motor vehicles and the 409th Engineer Utilities Training Company.

The training battalions are each divided into four companies of about 210 men each, lettered A, B, C, and D. The companies are in turn divided into four platoons, each commanded by a platoon leader, ordinarily either a First or Second Lieutenant. This officer, with his noncommissioned assistants, the Sergeants, Corporals, and Privates First Class, will be in charge of your barracks and responsible for much of your basic training. These are the men you will hear referred to as the "Cadre" meaning the trained nucleus of the organization.

Your Company Commander is assisted in the administrative and instructional work by his platoon leaders and the First Sergeant. The latter is known as the "Top Sergeant" and through him will pass many of your routine orders and assignments.



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### WHAT WILL I DO HERE?

The reason for your being here is to be trained as an army engineer. You will learn to use hand and motorized tools, to construct fixed and floating bridges, to build roads and obstacles, to execute demolitions, and to protect yourself against enemy attack -- from the air, on the land and in individual combat. You will generally spend at least half an hour a day in physical training and in close order drill, and from time to time you will be designated to act as corporal or sergeant to give you training in leadership.

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After considerable training in the care and use of the rifle, your most important tool, you will have an opportunity to test your skill on the rifle range. Because of the nature of modern warfare, it is very essential that you learn to use the rifle well. No one, anywhere in the theatre of operations, is safe from enemy attack. Your rifle may someday save your life. Know how to use it.

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At the conclusion of the first six weeks of training, some of you will be selected on the basis of aptitude tests and civilian experience for instruction in military specialist schools which train cooks, company clerks, motor vehicle operators, automobile mechanics, engineer heavy equipment operators here on the post. After your training has been completed here many of you will be sent to army and civilian specialist schools off the post for draftsmen, electricians, tractor and auto mechanics and machine shop foremen. Others will be selected to attend ASTP and officer candidate schools.

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Another part of your program in the ERTC will be the performance of certain duties--or chores--such as the always popular kitchen police (KP), table waiting and the like. It should not occur with such frequency as to hamper you in the program of instruction or prove burdensome.

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During the course of your basic training there will be many times when you will question the good of all the drilling and pick and shovel work you are called on to do. You must remember always that you are being trained as a soldier and engineer. As a soldier you must know how to march and execute military movements with precision, so that in the stress of combat you can function efficiently as part of a team, obeying without question the orders of your superior officers. As an engineer, you must be in the best of condition to carry out your duties which are sometimes long and hard. Keep in mind the fact that these pick and shovel details are not meant to wear you out but to build you up--try to enter into them with the same enthusiasm you would a football or baseball training period--you will find the benefits are the same.

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### MAIL AND EXPRESS

The ERTC Post Office, from which outgoing mail is sent several times daily, is at M Avenue and 11th Street. Collections are made from a box in your company headquarters. Incoming mail is distributed twice daily (Mail Call)-in the late morning and afternoon. It is essential that you notify your correspondents, publishers and others of your complete address, to avoid unnecessary delays. Your complete address will include name, company and battalion, in the following form:

Private John Doe,  
Company C, 30th E. T. Bn.,  
Fort Leonard Wood, Missouri

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Care on the part of correspondents to see that your mail is properly addressed will result in excellent service. Air-mail letters from distant points are frequently delivered here within twenty-four hours of mailing.

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You are permitted to send first class mail free of postage to any point in the United States including territories and possessions. The face of the envelope must bear the senders name, rank, organization, address, the words--"U. S. Army" in the upper left hand corner, all in his own handwriting. The upper right hand corner shall bear the word "FREE", also in the soldier's handwriting.

### YOUR DAY

Your day will start at 0625. At 0640 you will turn out in front of your barracks for "Reveille" or the morning roll call. Between this first early morning aroma of the great outdoors and 0710, when breakfast is served, you will have time to complete your toilet, make your bed and clean the barracks. Your work day will start at 0755, normally with an hour of calisthenics and drill. The remainder of the day will be spent in lectures, movies and the execution of the theories taught. Recall for dinner is 1215 and afternoon recall is 1715 and supper is at 1800. You are required to be in your bed when "Taps" is sounded at 2300. The sole exception is Saturday night when a bed check is made at 0100.

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To avoid any confusion and possible error in correspondence and orders, the time of day in the army is usually written as one number without the use of AM or PM. For example, 6:30 AM is written 0630 and 6:30 PM is written 1830. A simple and easily remembered rule is to add clock time afternoon to twelve for the equivalent official time. Official AM time is the same as clock time.



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### TELEPHONE AND TELEGRAPH

The telegraph office is back of Post Headquarters. Incoming messages will be delivered to you at your battalion headquarters. Telegrams also may be sent from the Message Center at ERTC Headquarters. There are public telephones in the Post Exchanges and recreation halls. Incoming long distance calls will be received at your battalion headquarters.

### MONEY

Pay day falls on the last day of the month with few exceptions. You will receive your pay from your Company Commander.

Those fortunate individuals who receive funds from other sources should advise their benefactors to use money orders. Checks must bear the indorsement of your Company Commander, who will naturally exercise extreme caution in providing such indorsement. Properly indorsed checks may be cashed at the Boatmen's National Bank, Building No. 429, located directly behind Post Headquarters.

### WAR SAVINGS BONDS

To you, members of the armed forces, it is unnecessary to explain the vital need for a continuous flow of munitions and supplies to our soldiers and those of Allied nations. The answer to America's needs is bonds, bonds, and more bonds. Do your part toward safeguarding the future of your country and your own economic welfare by investing every cent you possibly can in Defense Savings Bonds. Make arrangements today to buy bonds under the Army's allotment plan, and establish for your family and yourself the financial security necessary for the gigantic readjustment program ahead.

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### INSURANCE

To provide for the dependents of men in its armed services, the United States Government has made possible, with low premiums, the purchase of National Service Life Insurance. Despite the obvious benefits of the plan, large numbers of men have delayed making application for policies. This places a heavy additional administrative burden on unit commanders and medical officers. Don't wait - this form of protection for dependents is too valuable to be neglected. Unless you have already done so, see your Company insurance officer NOW and assure your family of adequate protection if you meet with an accident.

### LEGAL DEPARTMENT

A legal department is maintained at ERTC Headquarters and will assist you in any personal or business problems and protect you from possible exploitation by unscrupulous persons during your service in the Army. Arrangements for assistance in matters of this sort should be made through your Company Commander.

### PASSES AND FURLOUGHS

No passes will be issued during your first two weeks in the ERTC. After that, you will be able to visit neighboring communities after Retreat and on Sundays. In exceptional cases, three day passes are granted by battalion headquarters. Only in cases of dire emergency will a longer pass or furlough be granted.

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Each battalion usually has one week end reserved for passes. At these times, you will be permitted to be absent from Friday evening until Taps on Sunday. A regularly organized excursion train to St. Louis is provided on these week ends at a reasonable rate, and free accommodations are provided in the city.

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Advise your family NOW to notify the Red Cross Chapter in your town in cases of grave illness or sudden death instead of sending word directly to you. This will avoid the recheck by the Red Cross necessary before you can be granted an emergency furlough, and save much valuable time. When the Red Cross reports to your Commanding Officer that an emergency exists, you will be granted a furlough without delay.

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In every case of your leaving the post, make certain that you have fulfilled the simple requirements laid down for such absences. Without proper caution you may unwittingly violate regulations and involve yourself in some difficulty. As will be more fully explained to you by your officers, a properly authorized pass is the equivalent of an insurance policy in many respects.



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### MILITARY BEARING & COURTESY

Your soldier's Handbook sets out the rules of Military courtesy. KNOW these rules, as they will have an important bearing on your career as a soldier. As the Handbook tells you, the Military Salute is an exchange of courtesy between members, in good standing, of the military fraternity. Prisoners do not have the RIGHT to salute. Learn when to salute and do it in a snappy, correct manner.

Always remember that your uniform is a mark of distinction --you are America's "best-dressed" man--wear it with pride and keep it clean and neat at all times. Do not spend your money on fancy belts or the like because you will not be permitted to wear anything except issue clothing.

### HOSPITAL, INFIRMARY, & SICK CALL

The Station Hospital, with 1,500 beds and a fine staff of medical officers and nurses, is equipped to care for you if you become sick. There are dental clinics in the hospital area and in building #362 opposite Post Headquarters. Periodic dental inspections are made to determine your needs.

Daily sick calls are held in your organization but illness at other hours does not mean you must wait for sick call. Except in case of sudden illness, you will report any desire to see the doctor to your first sergeant, who will fill out the proper forms and have the "Charge of Quarters" accompany you to the infirmary nearest your battalion area. The infirmaries and sick call are designed to take care of your minor ailments and you should feel the responsibility to yourself and your associates to report any symptoms that might endanger your health or theirs.

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MISSOURI STATE HIGHWAY 66

POST

- CHAPEL NO. 1
- DENTAL CLINIC
- RED CROSS OFFICE
- SERVICE CLUB NO. 1
- POST HEADQUARTERS
- TELEPHONE & TELEGRAPH OFFICE
- U.S. MAIL POST OFFICE
- POST FINANCE OFFICE
- GUEST HOUSE NO. 1
- GREYHOUND BUS STATION
- THEATRE NO. 1
- POST EXCHANGE OFFICE

E. R. T. C.

- TRAINING DIVISION OFFICE
- DRAFTING & MAP REPRODUCTION
- E. R. T. C. HEADQUARTERS
- OFFICERS' CLUB
- MESSAGE CENTER
- 26TH BN HQ.
- OPEN AIR THEATRE
- U.S. MAIL POST OFFICE (BRANCH)

DIVISION

- 75TH INFANTRY DIVISION HQ.
- THEATRE NO. 2
- POST FIELD HOUSE
- SERVICE CLUB NO. 4
- UNION BUS STATION

W.A.A.C. HQ. - POST  
W.A.A.C. HQ. - E.R.T.C.

7TH E. T. GROUP

- GROUP HEADQUARTERS
- DISPENSARY NO. 4
- CHAPEL NO. 3
- POST EXCHANGE
- THEATRE NO. 5
- SERVICE CLUB NO. 5
- CHAPEL NO. 2
- 35TH BATTALION HQ.
- 34TH BATTALION HQ.
- 33RD BATTALION HQ.
- OFFICERS' CLUB

- OFFICERS' POST EXCHANGE
- LAUNDRY
- SUBSISTENCE
- RAILWAY EXPRESS
- RAIL TRANSPORTATION OFFICE
- PROPERTY OFFICE

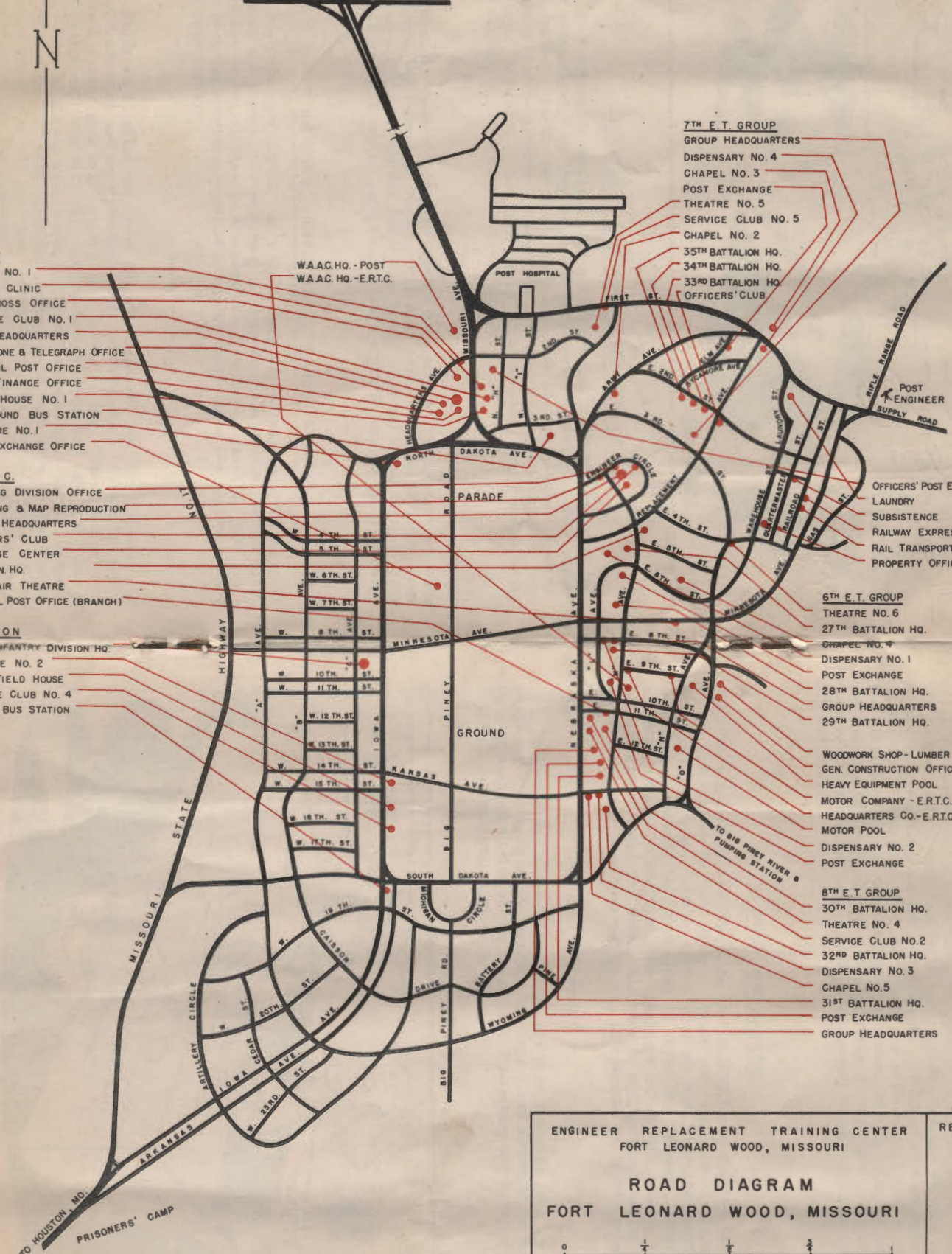
6TH E. T. GROUP

- THEATRE NO. 6
- 27TH BATTALION HQ.
- CHAPEL NO. 4
- DISPENSARY NO. 1
- POST EXCHANGE
- 28TH BATTALION HQ.
- GROUP HEADQUARTERS
- 29TH BATTALION HQ.

- WOODWORK SHOP - LUMBER YARD
- GEN CONSTRUCTION OFFICE
- HEAVY EQUIPMENT POOL
- MOTOR COMPANY - E.R.T.C.
- HEADQUARTERS CO. - E.R.T.C.
- MOTOR POOL
- DISPENSARY NO. 2
- POST EXCHANGE

8TH E. T. GROUP

- 30TH BATTALION HQ.
- THEATRE NO. 4
- SERVICE CLUB NO. 2
- 32ND BATTALION HQ.
- DISPENSARY NO. 3
- CHAPEL NO. 5
- 31ST BATTALION HQ.
- POST EXCHANGE
- GROUP HEADQUARTERS



ENGINEER REPLACEMENT TRAINING CENTER FORT LEONARD WOOD, MISSOURI		REVISIONS
<p><b>ROAD DIAGRAM</b></p> <p><b>FORT LEONARD WOOD, MISSOURI</b></p>		
<p>MILES</p>		
DRAWN WFU	PREPARED	SUBMITTED
CHECKED	<i>[Signature]</i>	<i>[Signature]</i>
APPROVED	DATE	FILE
<i>[Signature]</i>	3-25-43	



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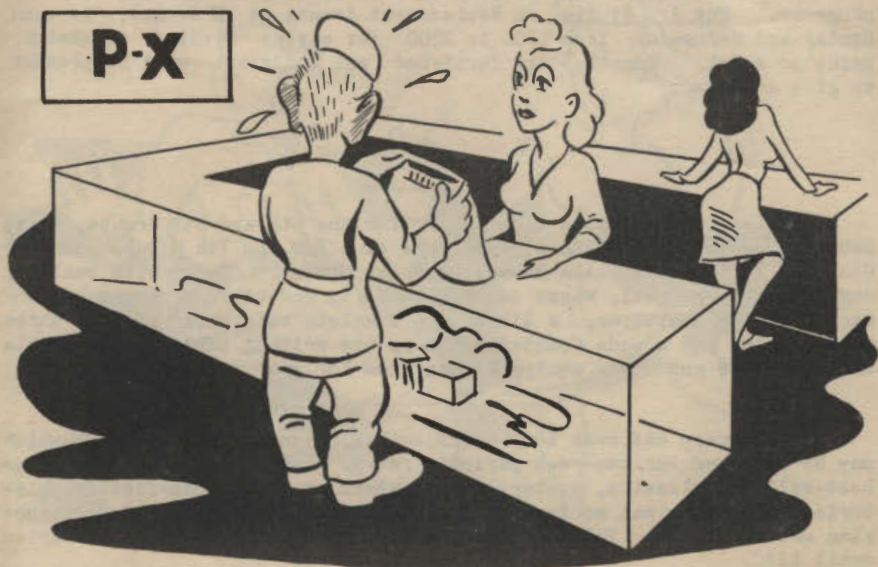
### LAUNDRY

The Quartermaster runs the post laundry on a non-profit basis. Laundry is sent once a week (you will be notified what day by your sergeant) at the cost of \$1.50 a month per soldier. You can send as much laundry as you wish, but bundles of more than one soldier will not be combined. You will find laundry slips in your barracks. Dry cleaning is handled at the Company Supply room, the cost depending on the amount of work. Shoe repairs and clothing alterations are arranged through your company supply sergeant.

### POST EXCHANGES

There are four Post Exchanges in the ERTC, three for the 6th and 8th Groups and one for the 7th Group. These are conveniently located near your battalion area, and in each a complete and adequate supply of all essential items will be found---toilet articles, tobacco, confections, clothing, etc. In addition, the exchanges serve soft drinks, beer, hot soups, sandwiches and ice cream, and have in conjunction tailor and barber shops. A summer beverage garden is operated at Eighth Street and O Avenue.

It should be borne in mind that the Post Exchange (PX) system is a cooperative enterprise, the profits from which are returned to you in the form of cash dividends to the companies. This money may be spent for additional recreational equipment.



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### SPECIAL SERVICE

Theatre-of-the-Engineers - About once each month, the Theatre-of-the-Engineers presents a Broadway stage hit with a soldier cast and visiting actresses. The development of talent during the training period is of great importance as a means of entertainment in overseas theatre. Soldiers with an aptitude or an interest in recreational entertainment, should take this opportunity of developing it. Rehearsals are held during off duty hours. The shows are free and are held during the summer months in the Open-Air Theatre, on Minnesota Avenue east of M Avenue. Don't miss the opportunity of seeing and participating in these programs. The Art Studio, on Replacement Avenue at M Avenue, is open Monday and Wednesday from 1900 to 2100 for anyone wishing to sketch, paint or model. Supplies are furnished and an artist will be present to give assistance.

Service Clubs-Service Club No. 2, for the 6th and 8th Groups, is at Nebraska Avenue near 12th Street; the club for the 7th Group, Service Club No. 3 is on Nebraska Avenue near 1st Street. Each club building contains a large hall, where dances, concerts and other programs are arranged by the hostesses, a library, a complete cafeteria, serving three meals daily, and a soda fountain. There are writing tables, comfortable chairs, games and other equipment designed for your enjoyment.

The library has over 6000 books, both fiction and non-fiction, which may be borrowed for two-week periods free of charge. Fiction includes best-sellers, classics, mystery and western stories; non-fiction, historical and technical works. A large number of newspapers and magazines also are available. The Service Clubs are open until 2245 and libraries until 2130.



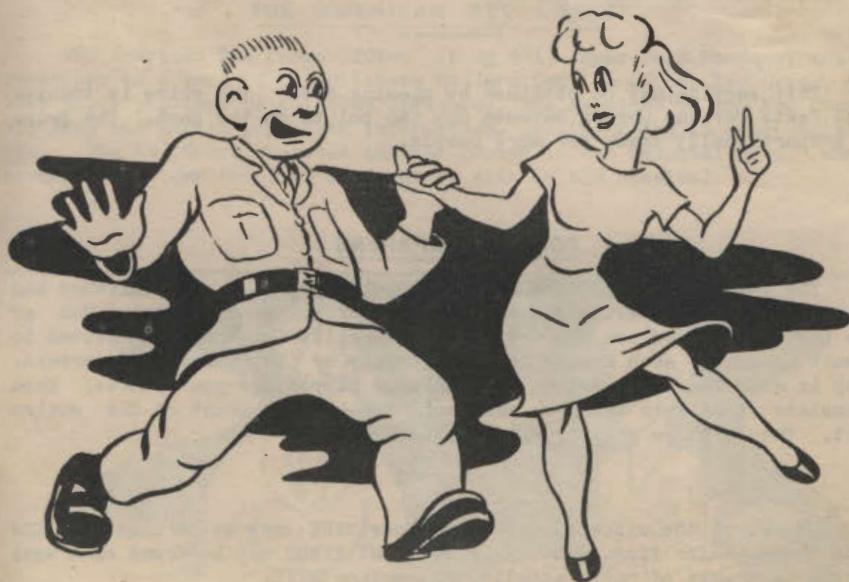
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Recreation Halls--Each battalion has a large recreation hall conveniently located in the battalion area. These halls are furnished with billiard tables, ping pong tables, radios, books, magazines, reading lamps, stationary and writing tables for your use in off-duty hours.

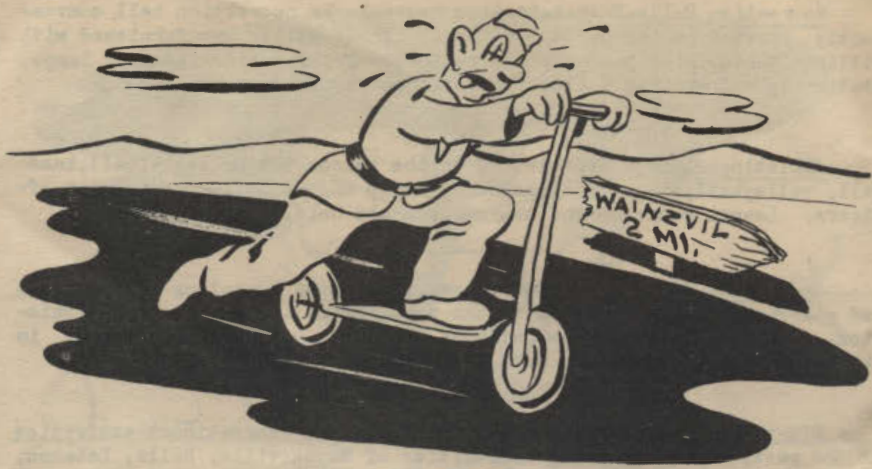
Athletics--Sports appropriate to the season--boxing, basketball, baseball, volleyball, etc. are arranged by Group and Battalion recreation officers. League contests and tournaments are held.

Camp Shows Inc--U.S.O. Camp Shows, Inc. sends traveling variety acts and other entertainment units to the post. There is no charge for admission. Notice of these shows will be posted on your bulletin board, in the Service Club and in the Fort Wood News.

Off-the-Post-Amusement---In addition to the recreational activities on the post, the neighboring communities of Waynesville, Rolla, Lebanon, Springfield and St. Louis supply other facilities. The United Service Organizations has provided recreation halls in these towns for soldiers. In the metropolitan centers, such as St. Louis, there are museums, theatres, dance halls, night clubs and all manner of diversions. Also in St. Louis are Army Recreational Camps for both white and colored soldiers. The U.S.O. and various church and civic groups in the Fort Wood area are generous in inviting men to dances, picnics and other entertainments as well as arranging for young ladies to attend frequent dances at the Service Clubs on the post.



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### TRANSPORTATION

Regular bus schedules run from the post to Springfield and St. Louis as well as to Rolla, Lebanon, Jefferson City and Kansas City. There are twenty schedules a day to Waynesville, the nearest community from the post, and the fare is 17 cents. The bus depot on North Dakota Avenue, near Nebraska Avenue, serves the Greyhound, Crown Coach, M. K. O. Lines, and Wickman Lines; the depot on South Dakota and Iowa Avenues serves the Mo-Ark, Frisco and Holman Lines.

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Taxi service may be obtained by phoning 886. The price is twenty-five cents for one person between any two points on the post. The price is proportionally lower for more people.

### POST NEWSPAPERS

The FORT WOOD NEWS, the official post newspaper, is published and distributed weekly without charge to the Officers and Enlisted Men of the post. Those of you who are journalistically inclined are invited to submit material each Monday to your company or battalion headquarters. Keep in mind the interesting and humorous happenings you witness, then translate them into words or cartoons for the enjoyment of the entire post. They will be greatly appreciated.

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Copies of the official army newspaper YANK may be purchased at the Post Exchange for five cents. YANK and ARMY TIMES may be found each week on the newsracks of your battalion recreation hall.



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### GUEST HOUSES

Guest houses are provided for visiting friends and relatives. Comfortable, well-furnished rooms are provided at low rates. Guest House Number 2 is for the 6th and 8th Groups, and Guest House Number 3 for the 7th Group.

### VISITS BY RELATIVES OR FRIENDS

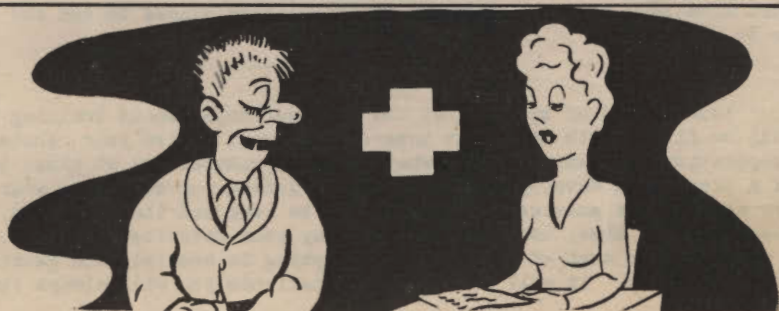
Despite a sudden longing to see your family or friends, do not let them visit you until complete arrangements have been made by you for a place for them to stay. Sometimes it takes ten days or more for arrangements to be made through the Army hostess to obtain a room at a guest house or in a nearby town. Forewarn your family never, never to pay you a surprise visit. Almost without exception they will be unable to see you or obtain a night's lodging within miles of the camp. Also discourage any of your family from coming here to obtain employment to be near you. Living, transportation and employment facilities are far from satisfactory with overcrowded conditions in every community within reach of the camp.

### RELIGIOUS SERVICES

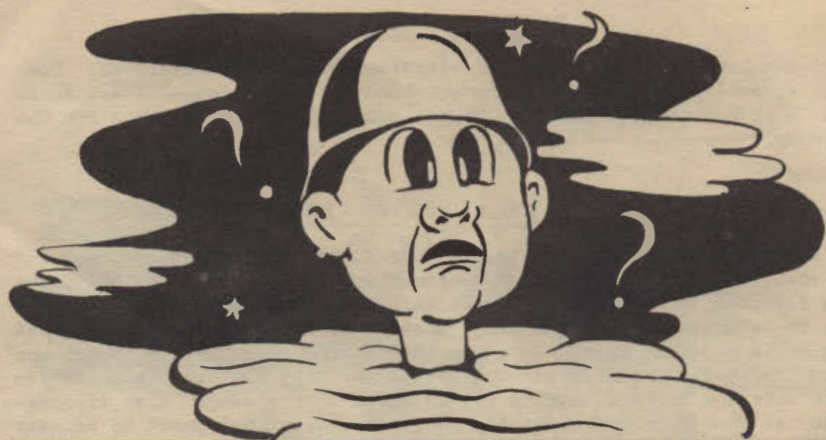
Catholic, Protestant and Jewish religious services are conducted in four chapels in the ERTC. Church service schedules are published in the Fort Wood News and in bulletins. The Chaplains, who have offices in the chapels, are available for consultation and guidance in personal matters, and no hesitation should be felt in seeking advice from them.

### THE AMERICAN RED CROSS

The American Red Cross Office (Bldg 421) near Post Headquarters, functions as a part of the Military Welfare Service of the Red Cross, to help solve problems of enlisted personnel. The services of the Red Cross are many and varied—providing information, lending money in emergencies, etc. The Red Cross operates another center in the hospital area, with accommodations for families of soldiers sick in the hospital.



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### LITTLE MAN, WHAT NOW?

Constantly during your training at the Engineer Replacement Training Center the special skills you demonstrate or develop are noted. When you have completed your basic training, your individual classification card will be a complete record of your skills training and hobbies useful to our army, and you will be ready for assignment.

The tactical unit to which you are assigned, whether it be a Combat Engineer Battalion, Water Supply Battalion, a General Service Regiment, or one of the many other Engineer units, will be the one for which you, individually, are best suited.

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This quick glance at Fort Wood is necessarily incomplete. It is impossible to enumerate all the facilities of the post in a guide book such as this.

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You should watch the bulletin boards in your barracks and company headquarters. Look at them three times a day. Watch the columns of the Fort Wood News for announcements of interesting places to see and things to do.

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Your period of training at the Engineer Replacement Training Center will be filled with hard but interesting work. Give your wholehearted cooperation and remember that what may seem unnecessary at times is part of a program to develop and train you to defend yourself and your country against its enemies. The hours will be long and the work hard, but there will be time, too, for you to enjoy your favorite pastimes. It is a new life for most of you, but by accepting it sensibly and getting the most out of it, it will be made an experience you will always remember and value.





DESIGNED BY ART & DISPLAY DEPT.  
REPRODUCED BY MAP REPRODUCTION SECTION, E.R.T.C.  
FT. LEONARD WOOD, MO