

Declassified E.O. 12356 Section 3.3/NND No. 785021

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RECORDERS (BRINDISI)  
FEB. - AUG. 1944

A. C. C. BRINDISI  
(Allied Military Mission)  
ARCHIVE GROUP B.2.

ISAB/BRINDISI  
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(132)

The following explanatory notes are based partly on personal knowledge of the administration at Brindisi, and partly on examination of the papers.

1. When the Allied Military Mission was established, the U.S. Army system of filing (the Dewey Decimal system) was adopted. This system seems to have been ill-suited to the requirements of the Mission's work. Clerical staff was grossly inadequate and the filing inevitably suffered. The files were maintained centrally by the Adjutant General's department.
2. By early December 43, several sub-commissions had begun to maintain files of their own. The central files were continued by the Adjutant General, but on account of the sub-commissions retaining more of their own papers, they became increasingly fragmentary.
3. When the Brindisi office closed in Feb 44, the central files were taken to Rear HQ at Salerno, by the Adjutant General, where they remained in his custody. At this point, the central files were discontinued.
4. In view of the unreliable, incomplete and inconclusive condition of the central files it was decided to break them up and distribute the contents to the sub-commissions functionally concerned with the subject matter. (See copy of explanatory circular attached).
5. There remained a residue of papers which, the Adjutant General considered, did not properly belong to any particular sub-commission. This residue was sent unsorted to Archives.
6. In operating the files at Brindisi, papers were usually filed under the finest sub-division provided by the Dewey Decimal system. Consequently, it sometimes happened that consecutive papers relating to one piece of work were spread amongst as many as 10 or 12 files.

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- 7. The residue of papers received by Archives were in no set order or arrangement. Before these papers could be of any value, it was essential for them to be sorted out and correlated. It was decided by Archive Section that there would be no point in endeavouring to reconstruct the original arrangement under the Dewey Decimal system. Entirely new files were therefore created ad hoc, designed to bring together, in as complete a form as possible, all related papers discovered in the residue of the old Brindisi central files. It is realized that the reconstituted files are incomplete in many respects; but time has not yet permitted a close search to be made for missing references.
- 8. See also Archive Group B. 3.

*affidavit*  
*Cap 20*  
*Archives*  
*12 Aug 44*

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REAR HEADQUARTERS  
ALLIED CONTROL COMMISSION  
APO 394

EJC/msr

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Adjutant's Section

AG-313.2

30 June 44

SUBJECT: Disposal of Files

TO :

1. It will be recalled that at the Brindisi Headquarters, files were maintained for the most part in a central system, although some sub-commissions established files of their own.
2. Under the present system, each sub-commission is maintaining its own files.
3. The Brindisi central files are fragmentary in some cases, and for the sake of coordinating records, it is considered that all papers relating to a particular sub-commission's business should be in the hands of that sub-commission.
4. Enclosed are papers taken from the Brindisi files affecting the work of the \_\_\_\_\_ for incorporation in your own files if desired.
5. It is suggested that the papers should be disposed of in one of the following ways:
  - a. Merged into your current files.
  - b. Retained as separate files representing the Brindisi operations. These files may be sent to Archives for preservation if no longer needed in your current set-up.

If duplicate papers already appear on your files, or if the papers are considered to be valueless, they should be endorsed accordingly and sent to the Archives for destruction.

By order of Captain STONE:

/s/ E.J. Chicco

E. J. CHICCA  
CWO USA  
Adjutant

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The Brindisi Diary is not a complete and connected story; it was compiled on a purely selective basis.

The correspondence of any one day was treated as a self contained item, the most important documents of the day were selected without reference to previous papers.

Nevertheless, although there was no specific building up of a particular subject, there are but few gaps in the matters of real importance and the thread of continuity is on the whole well maintained.

28/8/44 signed: H.A. COLLINS

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A. C. C. BRINDISI  
(Allied Military Mission)  
ARCHIVE GROUP B.3.

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FAB/Brindisi  
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The following explanatory notes are based partly on personal knowledge of the administration at Brindisi, and partly on examination of the papers.

1. When the reconstitution of the files in Archive Group B.2. had been completed, it was realized that several important aspects of the ~~Summary~~ work were not covered - ie. the relevant papers were missing from the residue handed to Archives by the Adjutant General.
2. It was considered that some of these aspects were of sufficient importance to justify a closer examination of the available records with a view to creating certain "subject files".
3. The Master-files of incoming and outgoing cables were almost complete. These files, together with the Brindisi Diary, contained a large amount of valuable information. But the Master files were found to be arranged in date order only; and the Brindisi diary was an unconnected collection of important documents. "Subject" files on some of the important matters did not exist, although most of the relevant documents were to be found either in the Master files or in the Brindisi diary.
4. It was therefore decided to make copies of a large number of these documents, and to facilitate future consultation by arranging them in such a way as to create more-or-less self contained subject files.
5. It should be noted that the selection of documents to be copied, and their subsequent arrangement, was performed by Archives, and the result is not a reproduction of whatever files may have been maintained at Brindisi.
6. To a small extent, some of these files duplicate the information found in the reconstituted files, but the arrangement of the documents differ.
7. The files in this Archive Group (B3) are not necessarily complete, although an endeavor has been made to make them so, within the limits imposed by a small staff and pressure of other Archive work. Certain documents are missing; other documents either bear or quote incorrect references, due sometimes to (presumably) typing errors, and sometimes to garbled signals transmission. Several hours work may be involved in tracking down a misleading reference, and time for this work is not at present available.

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\* Carbon copies of many documents have been made, and duplicate sets are required at some future date. The carbon copies should be checked against the original copies, and the former are to be destroyed.

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