

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

ACC

10000/103/82

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

10000/103/82

RECORDERS, VENEZIE - GIULIA
JAN. 1947

785021

NOTES on conference with Major D C MILLS on subject of
Venezia Julia Archives.

Two Archives Officers are being authorised to look after the
documents of this Region.

They have been allotted office space and will receive the
records from each Division.

They will list these, on ~~Archives~~ Group paper -, take out the
pins, clips and staples, and clean the files of all duplicate
and extraneous matter.

They will keep files within Divisions.

They will work upon files in periods, commencing with the
1945 files.

No files will be sent to ROME until agreed ~~time~~ with AG
Archives.

A supply of the following materials is required at once.....

	200	
ARCHIVE GROUP paper	XIXXXX	sheets, to commence.
300 X BINDING CLIPS	200	sets "
GREEN COVERS - Master Lists-	20	
APPLICATION FORMS	50	
RECEIPT FORMS	50	
Copies of Ex.Com Memos		
Nos. 7- 8 - 9 - 10	6	each.

00006

At a talk with Col. ROBERTSON - Deputy SCAO - Saturday 4th 1947

The question was as to the future and final depository of the
V G Archives. see other sheet.

N.M.H.

N.M.H.

HEADQUARTS ALLIED COMMISSION
ARCHIVES BRANCH
MINUTE SLIP

DATE.....

FROM ☒ Major H.M. Harrison

TO

~~Supt. T. Rowlands~~
Major G.G. MAXFIELD *472*
~~Chief Clerk~~

Folio (s) Referred *21/AB.*

FOR Action
Information ☒
Remarks ☒
Signature

*Please pass to Capt Wren
+
retain. ~~at convenience~~
[Signature]*

00005

ALLIED [REDACTED] COMMISSION
INTER-OFFICE MEMORANDUM
ARCHIVES DIVISION

SUBJECT: Venezia Giulia File.

FILE No. 15/AB/VG

TO Executive Commissioner.

10 January 1947

Herewith copy of Archives Report requested by Col. H.F. Robertson D.S.C.A.O. for submission to DCAO Venezia Giulia and probable discussion with Officer Commanding that area.

Col. Robertson personally agreed with the suggested action in page 2.

Copy to : A.F.R.A.

N.M. Harrison
N.M. HARRISON,
Major,
Director,
Archives Division 0004

At a talk with Col. ROBERTSON Deputy SCAO

It had been expected that the microfilming of the documents would be carried out here, in Trieste.

After explaining that as far as could be foreseen, no alteration to the present policy of microfilming all matter at the Microfilm Depot at ROME was to be expected, Col. Robertson said that he might have to discuss the matter with the SCAO and perhaps with the General. He did not see any vital reason to alter this policy *himself.*

IT

~~XXXXXXXX~~ It was explained to him that access to the files by any Departmental or Governmental official could be arranged either by LOAN to the Dept. by whichever Division of AMG VG was concerned, or if the files had been handed to AC Archives, by application to the Archives Division.

It was a matter of simple planning to work out a system by which this could be carried out in conformity with Ex.Com Nomo 7 Par 8. and the usual ~~xxxxxx~~ Archives system could carry out a follow-up routine once a month, to ensure the return of files before filming.

It should however be stressed that in order to safeguard any documents which might be abstracted and not returned, during the period of loan, such files should be numbered throughout in accordance with the usual Archives procedure before access or loan is permitted.

4 Jan 1947

N M H.

00003

To : S.C.A.O.

Subject : Archives, Venezia Giulia

From : Director of Archives Division A.C.

After a careful examination of the future planning of your Archives, the following report is submitted upon the situation as it appears at present

-----000000000000-----

A brief summary of the Policy in operation at AC Headquarters will show where, if any, points for discussion are to be expected.

1. Present Policy of AC ARCHIVES DIVISION.
Approval for the reception, microfilming and storage in
ROME of all AC/ANG documents was received from COS Wash-
ington early last summer and the commencement of the
filming of certain regions under this authority has been
completed.
2. Reception of documents on close-down of a REGION
Until documents are microfilmed, files are held in store
at the Headquarters Rome in REGION 8. Access to these and/
or their loan to outside bodies is readily provided under
Ex. Commissioners Memo No. 7, par. 8, without difficulty.
A fortnightly follow-up system by AC Archives Division
keeps in touch with the borrower concerned, official re-
ceipts being obtained and a time-period of loan arranged
at time of issue.
3. Policy at "E" Signing Day.
Until the ultimate disposition of Alcom Records is de-
cided, the American and British Embassies have agreed
to accept responsibility for the housing of the Archives
in ROME at the termination of the military period (sub-
ject to the final approval of their respective Govern-
ments).
4. Storage in Rome after filming.
The lease of a special building approved by both Embassies
is virtually completed by the Italian Government for a
period of Ten Years, rent free, in consideration of access
to the files by their officials

A brief summary of the Policy in operation at AC Headquarters will show where, if any, points for discussion are to be expected.

1. Present Policy of AC ARCHIVES DIVISION.
Approval for the reception, microfilming and storage in HOME of all AC/AMG documents was received from C&S Washington early last summer and the commencement of the filming of certain Regions under this authority has been completed.
2. Reception of documents on close-down of a REGION
Until documents are microfilmed, files are held in store at the Headquarters Home in REGIONS. Access to these and/or their loan to outside bodies is readily provided under Ex. Commissioners Memo No. 7, par. 8, without difficulty. A fortnightly follow-up system by AC Archives Division keeps in touch with the borrower concerned, official receipts being obtained and a time-period of loan arranged at time of issue.
3. Policy at "S" Signing Day.
Until the ultimate disposition of Alcom Records is decided, the American and British Embassies have agreed to accept responsibility for the housing of the Archives in HOME at the termination of the military period (subject to the final approval of their respective Governments).
4. Storage in Rome after filming.
The lease of a special building approved by both Embassies is virtually completed by the Italian Government for a period of Ten Years, rent free, in consideration of access to the files by their officials.

(continued)

Microfilming

According to the present programme the micro-filming of your Records will not commence for at least six months and will be carried out exactly as with other Regions. This will ensure a continuity of reference to one specific address for any enquiries from Washington or London at a later date. It is expected that cabled enquiries may be received upon legal matters for some time to come.

Preparation for filming

In any case, it is suggested that the same procedure for preparation be commenced under your Archives Officers and I am arranging for a small supply of requisite materials to be sent to your Headquarters as early as possible.

Visit to Archives Division Rome

It is also suggested that your Archives Officers, together with a responsible Chief Clerk should visit Rome in about two weeks time to acquaint themselves with the various operations necessary in our work.

John Harrison

N. M. HARRISON
MAJOR
DIRECTOR
ARCHIVES DIVISION
HQ ALLIED COMMISSION

00001

2493