

Declassified E.O. 12356 Section 3.3/NND No. 785016

ACC

10000/105/276
(VOL. I)

Declassified E.O. 12356 Section 3.3/NND No. 785016

10000/105/276
(VOL. I)

ORG & ADMIN, OFFICE ROUTINE, ROUTINE
CORRESPONDENCE
MAY 1944 - JULY 1945

9/13/49 **CONFIDENTIAL**

FX 23225
JULY 19911 B

1062
462
JULY 200315
PRIORITY

AFHQ SIGNED BACKED CITE DIRECT

MAIN 8 ARMY 13 CORPS INFO 5 ARMY DISTONE DISTSO DISTTHREE
FMS ALCON HQ EMBASSY BELGRADE FOR COLONEL CLARK US EMBASSY
BELGRADE.

CONFIDENTIAL.

1. Our FX 24780 of 18 July erroneously routed through incorrect channels is cancelled. Following instructions will now govern.
2. HQ 13 CORPS and troops under command will pass to direct command AFHQ with effect from 251200Z hrs July.
3. All territory in ITALY presently the responsibility of 8 ARMY will become the responsibility of 13 CORPS from that time. Minor adjustments to 13 CORPS boundaries will be notified later.
4. Separate instructions will be issued on the control of AMB which is not affected by above.

DIST

INFO-ACTION - MR COMMISSIONER 2
INFO - CHIEF COMMISSIONER
CA SEC
SIGN SEC
EST SEC
LAND FORCES
AND A LPW SC
COMMUNICATIONS
PR BR
INFO DIV
IN SO
FILE

857

166

CONFIDENTIAL

CONFIDENTIAL

FX 24780
JUL 182129E

19 LUG 1943

105 a
105 a
JUL 190230E
PRIORITY

AFHQ SIGNED CG MTOUSA GITE MAGOT

(1) MAIN 8TH ARMY (2) 13 CORPS INFO (3) 5 ARMY (4) DISTONE (5) DISTWO (6)
DISTTHREE (7) PBS (8) ALCOM (9) IN AMBASSY BELGRADE FOR COL CLAUDE US EMBASSY
BELGRADE

CONFIDENTIAL.

1. With effect from 251200E hours July HEADQUARTERS 13 CORPS and troops under command will pass to direct command ALLIED FORCE HQ.
2. At same time 13 CORPS will assume responsibility for all territory in ITALY which is at present responsibility of 8 ARMY. Minor adjustments to 13 CORPS boundaries will be notified later.
3. The above does not affect control of AMG of which separate instructions will be issued.

DLT

ACTION: Ex Commissioner 2
INFO: Chief Commissioner
CA Sec
Exec Sec
Ext Sec
Info Div
File

856

CONFIDENTIAL

RESTRICTED

RET/wfb

3/1B/LA

ALLIED FORCE HEADQUARTERS
APO 512

CH SEC

AG 323/213 - 0

17 July 1945

SUBJECT: Dissolution of SHAEP

TO: All Concerned

1. Effective 0001B hours, 14 July, Supreme Headquarters Allied Expeditionary Forces was dissolved and the combined command terminated.
2. Command of all American units has been assumed by the Commanding General, United States Forces, European Theater.
3. Command of British Army, Air, and Naval Forces has been assumed by the War Office, Air Ministry, and Admiralty, respectively.
4. Command of French Forces has been assumed by the French High Command.
5. Residual matters of combined nature which cannot be transferred to appropriate United States and British agencies will be handled by the Combined Administrative Liquidation Agency (CALA) of SHAEP, which opens at Hotel Reservoir Versailles 0001B hours 14 July. Call sign JELA.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

DISTRIBUTION:
A & B

[Signature]
Colonel, AGD
Adjutant General

855

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

96th

103 P

Ref: 3/1 B/CA.

13 Jul 45

SUBJECT: Film.

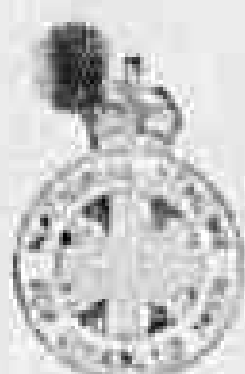
TO: R.C., RHILIA Region,
(Attn. P.O. FARMA.)

- 1 The attached copy of a letter has been forwarded to this Headquarters from the War Office with a request that every effort be made to locate the film. Will you kindly do all that you can to trace it.
- 2 I am sure you will forgive me for pointing out that the War Office regard this as a very important document and I should like the Provincial Public Safety Officer to give it his personal attention.

BY ORDER OF THE CHIEF COMMISSIONER:

G.R. WISCH, Esq.,
VP CA Section.

854



C.A.2(b)/D/Misc.

The War Office
C.A.2(b),
HOTEL VICTORIA,
NORTHUMBERLAND
AVENUE
LONDON, W.C.2

5th July, 1945

13 AUG 1945

103 L

Sir,

I am directed to forward to you the enclosed letter which was sent to the War Office by an Australian Medical Officer in the R.A.M.C. and to request that steps may be taken to locate the film referred to in the letter, which may still be hidden in a hayloft in Cannetolo, near Fontanellato, Emilia Region.

I am further to request that the film may be forwarded to the War Office as soon as it is found.

I am,
Sir,

Your obedient servant,

Robert S. Jones
DIRECTOR OF CIVIL AFFAIRS.

Vice President,
Civil Affairs Section,
Allied Commission,
C.M.F.

853



D.C.A.,
The War Office,
London.

COPY
103 BX
London House,
Guilford St.,
London, W.C.1,
22-6-45.

Dear Sir,

I was a member of the 62nd General Hospital at Tobruk, becoming a prisoner of war with that unit. I was the possessor of an 8 mm. Cine camera and exposed a film on the fall of Tobruk. As far as I can remember, the shots were those of the German bombing attacks on the perimeter showing the battle over approaching the town. Others included shots of the dive-bombing of the hospital immediately after the bombs had reached their destination and the resultant damage, shell-fire, demolitions and destruction of vehicles. After the arrival of the Germans, in the course of the next few days, I was able to photograph Stukas flying over the town en route for the retreating army, the evacuation of the British prisoners and later some of the members of the staff of the hospital.

I managed to secrete the film from the enemy by disguising it as a roll of sticking plaster. On the metal flanges of the spool are glued the cardboard flanges of a roll of adhesive plaster, possibly of the brand "Johnsons". Several feet of plaster are rolled over the actual film and the whole is enclosed in an appropriate carton.

After the capitulation of Italy I had this film in an ordinary military haversack. Later I was picked up by the S.B. in a field and I had to leave the haversack behind in the hay-loft in which I was "billeted". The film is, of course, unprocessed and was manufactured by Kodak.

I was informed by the official cinematographic photographer, Mr R. Noble, also a P.O.W. with me, that he had destroyed all his official film and that most likely my film was the only one on the fall of Tobruk in existence, and, consequently, might be of some documentary and historical value. I have been advised to write to you on this matter.

If you decide to go further and try to rescue the film, I have but one request that I should be given a copy of it at a later date.

The address of my host is:- 38, Cannetolo. Cannetolo is a small village about 2 kilometres west of Pontanellato (Campo 49), the latter being about 2 kilometres W.N.W. of Parma, i.e. just north of Castel Guelfo on the Via Emilia. In actual fact my billet was one of a little cluster of farms about a kilometre or so from Cannetolo. I am including a rough sketch map, but the bearings may be very inaccurate. Cannetolo appears on the road maps of the Italian Tourist or Automobile Association, and, I believe, even the farmstead in question.

The name of the lessee was, as far as I can remember, Bongheli. He did mention the possibility of his soon moving to a slightly larger farm a few hundred

years away, but he is well known in the locality.

To repeat: the disguised film was in an ordinary military haversack of British issue, and was left in the hayloft. It is possible that after my capture the proprietor placed the haversack in a safe place and it may thus be possible to recover it.

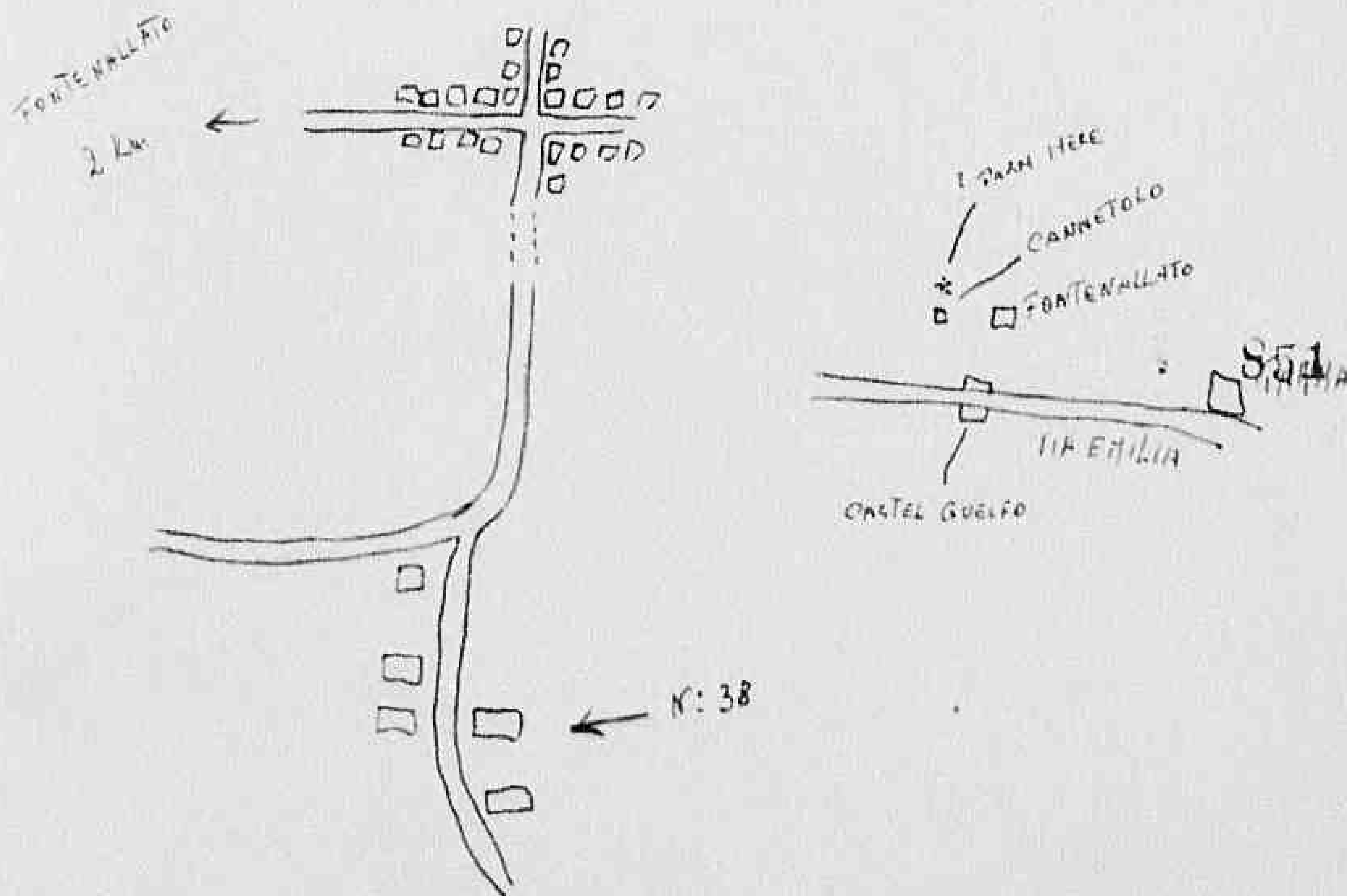
If it is not intended for official action, would you give me the opportunity of trying some other means by informing me to this effect?

I am, Sir,

Your obedient servant

/s/ H.M. Marks

Major, R.A.M.C.



Declassified E.O. 12356 Section 3.3/NND No. 785016

3/18/14 ✓

INCOMING MESSAGE

HEADQUARTERS ALLIED COMMISSION

955
6 A Sec

Originator's Reference: VG/114

Message Centre No: E/9107

Date/Time of Origin: JUL 111100Z

Date Time Rec'd: JUL 122135Z

13 AUG 1945

Precedence: ROUTINE

FROM: AMG 13 CORPS

TO: HQ ALCON INFO AMG VENEZIE REGION

1026

RESTRICTED

RESTRICTED.

Reference your signal 1475 of 9 July.

Designation of this headquarters has not been changed and all communications must be directed to Senior Civil Affairs officer 13CORPS until you are otherwise officially notified.

DIST

ACTION: C A Sec
INFO: Chief Commissioner
Ex Commissioner 2
File 2
File 1

ACTION

RESTRICTED

850

h.c.m.

HEADQUARTERS

17 JUL 1945

A. E.

HEADQUARTERS
ALLIED COMMISSION
ESTABLISHMENT SECTION
APO 394

CMP/1P
12 July 1945.

MEMORANDUM:

TO : See distribution.

1. Rear Admiral Stone will present the Legion of Merit to Brigadier General McKinley, at 1200 hours today.

2. Presentation will be made in the Chief Commissioner's office.

3. The following are invited to attend the presentation ceremony, and are requested to be present:

Brigadier M.S. Lush
Brigadier G.R. Upjohn
Brigadier D.L. Anderson
Colonel M.S. Fiske
Colonel C.M. Parkin
Colonel C.W. Walton
Master S. Brown
Major General Kislenko, USAR Representative

The French Representative to AG.



DISTRIBUTION:

Chief Commissioner
Executive Commissioner
General E.B. McKinley
Vice Pres Civil Affairs Section
Deputy Executive Commissioner
Commanding Officer, 2875th Regt

C.M. Parkin
C.M. PARKIN,
Colonel, Infantry,
Actg Vice President.

519

Missioner's office.

3. The following are invited to attend the presentation ceremony, and are requested to be present:

Brigadier H.S. Lush
Brigadier G.R. Upjohn
Brigadier D.L. Anderson
Colonel H.E. Piske
Colonel C.M. Parkin
Colonel C.W. Walton
Mister S. Brown

Major General Kislenko, USSR Representative
To AC.

The French Representative to AC.



DISTRIBUTION:

Chief Commissioner
Executive Commissioner
General E.E. McKinley
Vice Pres Civil Affairs Section
Deputy Executive Commissioner
Commanding Officer, 2675th Regt
Colonel C.W. Walton, Economic Section
Brigadier Anderson, Economic Section
Mr. S. Brown, Public Relations Branch
USSR Representative to AC
French Representative to AC

C.M. Parkin
C.M. PARKIN,
Colonel, Infantry,
Actg Vice President.

519

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

12 July 45

100A

SUBJECT : Identity Cards and Treatment of Italian V.I.P.

TO : AFHQ, C-5 Section.

- 1 An incident took place recently in which an Italian Minister was stopped by an Allied Military Policeman in Italian Government Territory and treated in somewhat cavalier fashion.
- 2 It is felt that such incidents are most undesirable and would not arise if the Military Police had a means of recognising Very Important Persons.
- 3 Would you agree to special identity papers being given to a very limited number of persons and the issue of suitable directive to the Military Police by AFHQ.

FOR THE CHIEF COMMISSIONER :

G.R. UPJOHN Brig,
VF CA Section.

848

Transferred to temporary file

Declassified E.O. 12356 Section 3.3/NND No. 785016

3/11/CA ✓

(13)

BA ~~92A~~
99a

WG/117
JULY 101803

5/9092
JULY 110850
PRIORITY

AMS 13 CORPS

110001

11 AUG 1940

IN CLEAR.

Col HENSON & CAPTAIN relinquished and this HQ ref 110001B Col ALFRED CROSBY advised
and AMS 13 CORPS ref 110001B.

LIST

ACTION SET SEC
INFO CHIEF COMBAT SIGNS
SEC COMBAT SIGNS 2
C A SEC
ACON SEC
FILE 2
FIDAT

847

HEADQUARTERS
11 JUL 1945

10

9883

~~SECRET~~

~~SECRET~~

3/18/CA

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

RHF/jcm

AP427

SECRET
Auth: CO. 1000
Initials: *ML*
Date: 8 Jul 45
98a

AG 314/512 - 0

8 July 1945

12 1100000

SUBJECT: Administration of Civil Affairs in Occupied Territories

TO: Chief Commissioner, Allied Commission, APO 394
Commanding General, United States Military Representation on Allied
Control Commission for Hungary
Commanding General, United States Military Representation on Allied
Control Commission for Bulgaria
Commanding General, United States Military Representation on Allied
Control Commission for Rumania, APO 512

1. The War Department has requested two (2) copies of all proclamations, orders, regulations and judicial and administrative rules which have been and will be issued for administration of Civil Affairs in occupied territories be forwarded to Records Management Section, Records Division, AGO, Washington. Such copies should be forwarded through this headquarters, should show where originals are on file, and should be duly authenticated to indicate that they have been promulgated.

2. Each addressee shall be responsible for notification to and compliance by its subordinate units.

BY COMMAND OF GENERAL CHRISTENHERRY:

C. W. Christenherry
C. W. CHRISTENHERRY
Colonel, AGO
Adjutant General

846

DISTRIBUTION:

- 5 - Each Addressee
- 1 - C-5
- 2 - AG Records
- 1 - AG H & D

~~SECRET~~

SECRET

9944

No 311B50A ✓ Civil Affairs Section

HEADQUARTERS ALLIED COMMISSION

AGO 394

OFFICE OF THE EXECUTIVE COMMISSIONER

Copy to AGO

96A

97A

Ref: 596/14/80.

7 July 1945.

Subject: Change of designation.

8 AUG 1945

To: See distribution below.

Effective immediately, AMG XIII Corps will be known as
AMG, VENEZIA GIULIA, and SCAO, XIII Corps as SCAO VENEZIA GIULIA. NO
correspondence for Venezia Giulia area will be addressed to XIII Corps.

The above is for immediate compliance by all concerned.

For Chief Commissioner:

[Signature]
Brigadier,
Executive Commissioner.

Distribution "A"

815

[Circular Stamp]

LIV: 2B/4343 ✓
3/13/50

HEADQUARTERS
LIVORNO ZONE
ALLIED MILITARY GOVERNMENT

ZONE MEMORANDUM

NUMBER 5

- 9 LUG 45
2 July 1945.

1. Inasmuch as the A.M.G. territory under the jurisdiction of this H.Q. includes the Communes of Pina and Collesalvetti in addition to the Commune of Livorno, the entire district will hereafter be known and referred to as LIVORNO ZONE, A.M.G. instead of Livorno Commune, A.M.G.

2. The use of the title "ZONE" instead of "Commune" in referring to this H.Q. has received the approval of Lt. Col. Talbot representing the Executive Commissioner, A.C. and will correct the conflicting designations previously used in communications.

3. The following titles will henceforth be used by this H.Q. staff:

Commissioner, Livorno Zone A.M.G.	} Instead of previous titles.
Executive Officer, Livorno Zone A.M.G.	
Legal Officer, Livorno Zone A.M.G.	
Engineer, Livorno Zone A.M.G.	
Public Safety Officer, Livorno Zone A.M.G.	

4. Pursuant to the directive of the Executive Commissioner, A.C. dated 8 June 45, the Commissioner of Livorno Zone also acts as the Liaison Officer for the area of Toscana Region which has passed to the Italian Government.

Harold V. Reilly,
Major A.U.S.,
Zone Commissioner.

Distrib:

Public Works Sub-Commission, A.C.	(1)
Finance Sub-Commission, A.C.	(1)
Legal Sub-Commission, A.C.	(1) ✓
Civil Affairs Sub-Commission, A.C.	(1)
G-1 (Br.)	(1)
G-1 (Am.)	(1)
Message Center, A.C.	(1)
All Officers Livorno Zone.	(1 each)

96A

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

file
Ref: 3/1 B/CA.

96A
95A
2 July 1945

Dear Mr. Ciani,

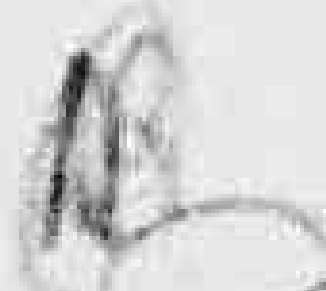
I have investigated the allegations in your letter of 24 June addressed to Admiral Stone.

I must point out that No. 6, Via Galleria di Sopra at Castelgandolfo has not been requisitioned by the Allied authorities. I understand that, in fact, it has been requisitioned by the Sindaco under an order of the Prefect of Rome.

That being so, and as Mrs. Amici Leonina is an Italian subject, there are no grounds on which this Commission can interfere in any way whatsoever. This is a case where an Italian subject claims possession under an Italian law and, should you feel that you have certain rights in the matter, then your redress must be obtained from normal Italian channels.

The fact that the lady in question is the mother-in-law of an Allied officer does not affect her position in any way whatsoever and no special consideration for her would be made by the officer himself or by this Commission.

Yours truly,


G.R. UPJOHN, Brig..
VP CA Section.

Mr. Alfredo Ciani,
Cameriere d'Onore di Spada e Cappi of His Holiness,
Piazza Montecitorio, 115,
R O M E.

1834

Translation

Rome, 21 June 1945

50.010. 1545

Excellency,

I take the liberty of drawing your attention on the following case:

After years of work and saving, I was able to buy a small villa in Castelgandolfo, in Via Galleria di Sopra, n. 6.

When the Germans invaded the village, my villa was occupied by the soldiers, who besides stealing a car and a very good piano, damaged and burnt the rest of the furniture.

On the arrival of the liberating armies, my villa was occupied by force by Mrs. Amici Leonina - midwife of the village and mother in law to Captain Vella, a Maltese, who also established himself in my villa with his family.

Mrs. Amici cannot by any means be included in the category of the 'sinistrati' or refugees, for she had a house which remained intact and wasn't at all damaged; it must be added that the said lady sublet her own house thus getting a monthly income.

I could very well have taken action to evict Mrs. Amici from my house, but out of consideration for Capt. Vella I took no action.

However, the said Captain, thanks to his position and acquaintances, was able to obtain from the Allied Command an order of requisition for my villa, in favour of his mother in law, Mrs. Amici Leonina.

I didn't expect such injustice and ingratitude, for, during long months, I had left the Amici family and also Capt. Vella's well alone, even for what concerned the rent.

For this reason, I ask your Excellency to judge my case and let me have back my little country house, where besides composing music, I also have the honour of doing service in the pontifical Antechamber.

Trusting in your sense of justice, I remain,

Yours sincerely,

Alfredo Giani

Cameraiere d'Onore di Spada e Cappi di His Holiness

Piazza Montecitorio, 115

To Admiral Stone
Rome

LC Hist - 29 June 45

ACTION: CA Sec

INFO: CHIEF COMM
EXEC COMM

Roma, 24 giugno 1945

Eccellenza,

mi permetto esporre a Vostra Eccellenza quanto appresso:

Con grandi sacrifici di anni di lavoro e di severe economie potei acquistare un piccolo villino in Castelgandolfo in Via Galleria di Sopra n. 6.

Allorquando i tedeschi invasero il paese, anche il mio villino venne occupato, dalla brigantessa soldataglia, la quale, oltre al furto di una automobile e di un pianoforte di ottima marca, mi saccheggiarono e bruciarono tutto il resto del mobilio.

Giunti gli Eserciti liberatori il mio villino venne prepotentemente occupato dalla Sg.ra Amici Leonina - levatrice del paese e suocera del Capitano Vella (Maltese) il quale prese alloggio, anche lui, nel mio villino insieme alla sua famiglia.

E' necessario precisare che la Sig.ra Amici non può essere assolutamente compresa fra la categoria dei sinistrati o sfollati poichè aveva una sua abitazione, rimasta intatta ed immune da qualsiasi danno, ma, ciò che è più rimarchevole è che la detta Signora si è subaffittata la sua casa, ritraendo così anche gli introiti mensili.

Io avrei potuto benissimo adoperarmi per fare sloggiare la Sig.ra Amici dalla mia casa, ma per un riguardo verso il Capitano Vella mi sono astenuto dallo iniziare qualsiasi

nomie potei acquistare un piccolo villino in Castelgandolfo in Via Galleria di Sopra n. 6.

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Giunti gli Eserciti liberatori il mio villino venne prepotentemente occupato dalla Sg.ra Amici Leonina - levatrice del paese e suocera del Capitano Vella (Maltese) il quale prese alloggio, anche lui, nel mio villino insieme alla sua famiglia.

E' necessario precisare che la Sig.ra Amici non può essere assolutamente compresa fra la categoria dei sinistrati o sfollati poichè aveva una sua abitazione, rimasta intatta ed immune da qualsiasi danno, ma, ciò che è più rimarchevole è che la detta Signora si è subaffittata la sua casa, ritraendo così anche gli introiti mensili.

Io avrei potuto benissimo adoperarmi per fare sloggiare la Sig.ra Amici dalla mia casa, ma per un riguardo verso il Capitano Vella mi sono astenuto dallo iniziare qualsiasi azione.

Senonchè il detto Capitano in grazia della sua posizione e delle sue aderenze ha potuto ottenere dal Comando Alleato l'ordine di requisizione del mio villino a favore della sua suocera Sig.ra Amici Leonina.

9047

Tale atto di palese ingiustizia e di vera ingratitudine non era davvero atteso da me, che per lunghi mesi ho lasciato alla famiglia Asici ed anche a quella del Capitano Vella, ogni maggiore tranquillità, sia in pretese di fitto che altro.

Ecco perchè ho ritenuto opportuno rivolgermi alla Alta Autorità della Eccellenza Vostra, affinchè possa giudicare la eccezionalità del caso, e concedermi giustizia facendomi restituire la mia piccola casa di campagna, dove, oltre al completare le mie modeste composizioni musicali, mi procurava anche l'alto onore di prestare servizio di Anticamera Pontificia.

Con tanta fiducia e speranza nella serena e severa giustizia di Vostra Eccellenza, mi pregio porgerle i miei più deferenti ossequi.

, 540

di Vostra Eccellenza
Servitore Obbligatissimo

Alfredo Paris
Cammeriere d'Onore di Sua Maestà e Capella
di Sua Maestà

non era davvero atteso da me, che per lunghi mesi ho lasciato alla famiglia Amici ed anche a quella del Capitano Vella, ogni maggiore tranquillità, sia in pretese di fitto che altro.

Ecco perchè ho ritenuto opportuno rivolgermi alla Alta Autorità della Eccellenza Vostra, affinchè possa giudicare la eccezionalità del caso, e concedermi giustizia facendomi restituire la mia piccola casa di campagna, dove, oltre al completare le mie modeste composizioni musicali, mi procurava anche l'alto onore di prestare servizio di Anticamera Pontificia.

Con tanta fiducia e speranza nella serena e severa giustizia di Vostra Eccellenza, mi pregio porgerle i miei più deferenti ossequi.

840

di Vostra Eccellenza
Servitore Obbligatissimo

Alfredoiani
Canoniere di Corte di S. Maria e Cappella
di Sua Santità

Piazza Montecitorio 115 p. 3.

Al Sua Eccellenza
il Sig. Ammiraglio di Terra
Roma

HEADQUARTERS ALLIED COMMISSION

AFG 394

G-1 (B)

3/10/CA
8
90A
932
23 June 1945.
26 JUN. 1945
REFERENCE : G-1B/33/A

SUBJECT : Canteens

TO : Distribution below

1. G-1(Br) A.F.H.Q. under reference G-1 (Br)/8039/AL dated 20 June 45 have ruled that w.e.f. that date no British subject may be employed or serve in a voluntary capacity in an official Services canteen unless:-

- (a) A member of the CVWW.
- (b) A member of the WVS under contract to NAAFI/EPI.
- (c) A member of NAAFI/EPI.
- (d) A properly enlisted member of the Armed Forces of the Crown.

2. The engagement of any person rendered ineligible by this instruction will be terminated within fourteen days of receiving this letter.

BY ORDER OF REAR ADMIRAL STONE

James Ritchie
Sir J.E.T. RITCHIE Bt.
Lt. Colonel,
G-1 (B)

/ps.

DISTRIBUTION:

Office of the Chief Commissioner (2)
Office of the Executive Commissioner (2)
Civil Affairs Section HQ 15 Army Group
V.P. Economic Section (10)
" " C.A. Section (10)
" " Establishment Section (6)
Director, Communications S.C.
" War Material Disposal
" P.R.B.
Reg. Comm. Emilia Region
" " Piemonte Region
" " Lombardia Region

Reg. Comm. Liguria Region
" " Venezia Region
SCAO AMG HQ XIII Corps
SCAO AMG HQ Fifth Army
SCAO AMG HQ Eighth Army

Liaison Officers :-

Palermo (3)
Catania (3)
Bari
Commissioner Ancona Command
" Naples Command
" Livorno Command

839

8699

Declassified E.O. 12356 Section 3.3/NND No. 785016

RESTRICTED

3/13/09

RXII/311.18

JUN 2015908

21 GUA Sec

E/5963 73A

JUN 2108908

ROUTINE

AMG VENEZIA REGION

HQ ALCON FOR ACTION, AND 13 CORPS FOR INFO

RESTRICTED.

Signals and other correspondence originating at your HQ are still being addressed to VENEZIA GIULIA REGION. Such correspondence is being delivered to this HQ, resulting in unnecessary delay in transmission of messages. May all correspondence for VENEZIA GIULIA REGION please be addressed to AMG 13 CORPS.

TO	Inn	Date
VP CA Sec	✓	21
Public Safety	✓	22/6
Public Health	✓	23/6
Legal	✓	23/6
Local Govt	✓	25/6
Patrols	✓	25/6
Disper	✓	25/6
Education	✓	23/6
AFA & A	✓	23/6
CA Sec		

PLEASE PASS QUICKLY

ACTION: Ex Commissioner 2

INFO: Chief Commissioner X

CA Sec

Soon Sec

Instab Sec

File & float 3

838

RESTRICTED

8306

Declassified E.O. 12356 Section 3.3/NND No. 785016

✓
3/10/CA
RESTRICTED

2808
JUNE 20/1515B

216 A-500
914
E/5930
JUNE 21/1530B
ROUTINE

AND FIFTH ARMY CIVIL AFFAIRS 246
ACTION: IV CORPS, EMILIA LIGURIA, LOMBARDIA, PIEMONTE, VENETIA AND INFO: ALCOM

RESTRICTED.

Hitherto the military government officer commanding a region within FIFTH ARMY area has been known as Deputy Senior Civil Affairs Officer. Hereafter these officers will be referred to as regional commissioners.

TO	Ink	Date
VP CA Sec	✓	21
Public Safety	✓	22/6
Public Health	✓	24/6
Legal	✓	25/6
Local Govt	✓	25/6
Patriots	✓	25/6
Dispers	✓	25/6
Education	✓	25/6
MFA & A	✓	25/6
CA Sec	✓	25/6

PLEASE PASS QUICKLY

RESTRICTED

836

REST

INFO-ACTION : INFO COMMISSIONER (2)

INFO : CHIEF COMMISSIONER
CA SEC
ACOM SEC
MUTAB SEC
FILE

8340

~~SECRET~~ 3/15/CA/CA
[Handwritten signature]

HEADQUARTERS ALLIED COMMISSION

APG 394

Office of the Executive Commissioner

Ref: 556/118/30.

21 June 1945.

SUBJECT: Travel to Northern Towns.

TO: See Distribution below.

22 JUL 1945

1. The extreme shortage of accommodation in the large northern cities has made it necessary to restrict the issue of Travel Orders as indicated below.

a) To Italian Civilian Personnel.

Orders will be issued only to Italian officials travelling by AS courier plane and will bear the endorsement:-

"The procurement of billet and messing facilities in the city of is the responsibility of the traveller, and Allied Commission/AC assumes no liability in connection therewith."

837

b) To Allied Civilian Personnel.

As a general rule no orders will be issued to Allied civilian personnel not having assimilated commissioned ranks indicated on their ID. AC Form 65-2/Identity Cards. It is not anticipated that the need will exist for the services of female civilian employees on such journeys, but in the event of it being necessary each case will be considered on its own merits.

2. All requests for Travel Orders should contain a clear description of the mission to be performed - such notations as "AC activities" being unacceptable.

3. The above applies to travel orders for the following cities:-

BULOGNA

MILAN, PISA, ~~PER~~ TERNI, GROSU,

and will come into force i.e.f. the date of this memorandum.

Orders will be issued only to Italian officials travelling by air courier plane and will bear the endorsement:-

"The procurement of billet and meeting facilities in the city of is the responsibility of the traveller, and Allied Commission/AC assumes no liability in connection therewith."

837

b) To Allied Civilian Personnel.

As a general rule no orders will be issued to Allied civilian personnel not having assimilated commissioned ranks indicated on their U.S. Army Form 55-8/Identity Cards. It is not anticipated that the need will exist for the services of Allied civilian employees on such journeys, but in the event of it being necessary each case will be considered on its own merits.

All requests for Travel Orders should contain a clear description of the mission to be performed - such notations as "AC activities" being unacceptable.

The above applies to travel orders for the following cities:-

BULOGNA

HELAN, PANNA, ~~WILHELM~~, TURIN, G.200A.

and will come into force r.o.f. the date of this memorandum.

In no circumstances will orders be issued for leave or recreational purposes.

[Signature]
Executive Commissioner.

DISTRIBUTION:

List "A".

848

RESTRICTED

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

CA SEC 95A
21 CIU. 1945
89a

17 June 1945

AG 351.1/160-P

SUBJECT: Selection of Candidates to Compete for Appointments to the US Military Academy Allotted to Enlisted Men of the Army of the United States for Admission in 1946.

TO : All Concerned.

1. Your attention is directed to the copy of Section VI, War Department Circular 151, dated 23 May 1945, attached.

2. It is anticipated that a limited quota will be allotted this Theater by the War Department for selection of enlisted men to compete for appointment to the United States Military Academy. Upon receipt of a definite quota, further instructions will be issued regarding reallocation of this quota to the field. In the interim, it is desired that the provisions of Section VI, WD Circular 151, 1945, be brought to the attention of all enlisted men, and those qualified, be encouraged to submit their applications.

3. Suitable Boards of Officers will be formed by all commanders concerned to assist, as set forth in paragraph 6, Section VI, WD Circular 151, 1945, in the preliminary interview examination and selection of applicants within quotas to be allotted by separate letter. At the preliminary interview particular attention will be paid to the physical qualifications of each applicant. The Medical member of each Board should thoroughly familiarize himself with the physical requirements for entrance to the United States Military Academy, as outlined in AR 40-100 and AR 40-105. Copies of WD AGO Form 263 for recording prescribed physical examination will be forwarded at an early date. These applicants to be selected as the AFHQ quota will be submitted to this headquarters for preliminary selection. 835

4. Applicants selected on a preliminary basis will be ordered to report to Commanding Officer, Headquarters Command, Allied Force, on 6 July for the purpose of appearing before a final selection board at this headquarters on 8 July 1945.

5. For information of all concerned the age requirements, as well as service requirements, are statutory and cannot be waived.

BY COMMAND OF GENERAL MARSHALL:

1 Incl
Reproduced by Sec VI,
WD Cir 151, 23 May 1945

C. W. CHRISTENSEN
Colonel, AGO
Adjutant General

EXPIRATION:

RESTRICTED

1327

Declassified E.O. 12356 Section 3.3/NND No. 785016

RESTRICTED

CIRCULAR

NO. 151

WAR DEPARTMENT

WASHINGTON 25, D. C., 23 May 1945

Effective until 23 November 1946 unless sooner rescinded or superseded

EXTRACT

1. UNITED STATES MILITARY ACADEMY.-1. Enlisted men to be informed.-The provisions of this section will be brought to the attention of all enlisted men without delay.

2. General.-Enlisted men of the Army of the United States who possess the qualifications prescribed herein are eligible to make application for selection to compete for admission to the United States Military Academy to fill vacancies allotted to enlisted men of the Army of the United States for admission on 1 July 1946. Quotas will be allocated by the War Department in a separate communication to the commanding general of each service command and theater of operations. Those selected will be issued letters of appointment authorizing them to undergo special preparatory training in the United States and to re-vert for the regular entrance examination on 5 March 1946 which they must undergo competitively. The available vacancies will be awarded to those physically qualified competitors making the highest proficient averages in the order of merit established at the examination mentioned without regard to the service command or theater of operations from which selected.

3. Applications.-Enlisted men who are eligible as prescribed herein may make application immediately by letter, through military channels, to the commanding general of the service command or theater of operations in which they are serving. Each application must contain all essential information concerning the applicant's qualifications and a statement that he desires to enter the United States Military Academy Preparatory Training Program, to become a cadet of the United States Military Academy, and, upon graduation, to become an officer in the Regular Army. The immediate commanding officer of each applicant will determine that a report of physical examination in triplicate is attached to each application (see par. 5f).

4. Responsibility.-In accordance with the general instructions contained in this circular and under such detailed procedures as they may prescribe, commanding generals of service commands and of theaters of operations are responsible for the selection of candidates within the geographic boundaries of their commands who make application in writing to their headquarters without regard to the jurisdiction of troops. To insure the selection of enlisted men of the highest type, personal supervision of the selection process by appropriate commanding generals is enjoined. Direct correspondence between commanding generals of service commands or theaters of operations and commanding officers of troops not under their jurisdiction is authorized in carrying out the provisions of this circular. Each echelon through which an application is submitted will expedite its processing. In the past applications have been received too late for consideration because of unwarranted delays occasioned by failure to act promptly on such applications.

5. Qualifications.-Selection of candidates will be confined to enlisted men who possess all of the following qualifications:

a. Citizenship.-The candidate must be a citizen of the United States.

b. Age.-The candidate must have reached his 19th but not his 22d birthday on 1 July 1946, the date of admission to the United States Military Academy.

RESTRICTED

RESTRICTED
CIRCULAR
NO. 151

EXTRACT (CONT'D)

c. Marital status.-The candidate must be unmarried and must never have been married.

d. Army General Classification Test.-The candidate must have attained an Army General Classification Test score of 135 or higher.

e. Previous education.-The candidate must have graduated from high school or achieved the equivalent education. It is desirable but not mandatory that the high school education or its equivalent include high school algebra and plane geometry.

f. Character.-The candidate must be of excellent character.

g. Capacity for leadership.-The candidate must be considered to possess the capacity for leadership required for an officer of the Army. The record of the applicant's military training and any subsequent performance in campaign or battle will be carefully explored in judging his ability to lead others. Where opportunities for demonstration of such ability have been limited, consideration will be given to the judgment of the applicant's immediate superiors as to his latent capabilities and to his record as a student, an athlete, or an employee prior to entering the military service.

h. Service.-The candidate must have completed 1 full year of active enlisted service as of 1 July 1946, the date of admission to the United States Military Academy, and be in an active enlisted status on that date. Prior enlisted service may be considered in determining an applicant's eligibility.

i. Desire for service.-The candidate must at the time of the interview prescribed in paragraph 6a express a strong desire to participate in the United States Military Academy Preparatory Training Program, to enter the United States Military Academy, and to become a commissioned officer of the Regular Army.

j. Physical qualifications.-The candidate must meet the physical requirements for entrance to the United States Military Academy as outlined in AR 40-100 and AR 40-105. An enlisted man who possesses all of the foregoing qualifications will be physically examined and report thereof will be recorded in triplicate on DA AGO Form 263. The number of enlisted men selected from the Army of the United States as candidates for the United States Military Academy who did not meet the required physical standards in past years is entirely without justification. However, enlisted men whose physical qualifications are doubtful or who may have correctible defects may be recommended and if selected the reports of their physical examinations will be reviewed and final determination will be made by the War Department as to their physical qualifications.

6. Selection procedures.-a. Interviews.-The selection procedures prescribed by the commanding general of the service command or theater of operations will provide that each applicant under consideration be carefully interviewed with respect to his antecedent history, ideals, ambitions, and general attitude toward the military service. During the interview the candidate will be advised that if he is admitted to the United States Military Academy he will be discharged as an enlisted man to take his oath as a cadet,

RESTRICTED
CIRCULAR
NO. 191

EXTRACT (CONT'D)

or that such action obligates him to serve for a period of 8 years, unless sooner discharged by competent authority.

b. Verification of qualifications.-Officers who are authorized by commanding generals to recommend enlisted men for selection as candidates for the United States Military Academy will be specifically charged by the appropriate commanding generals with responsibility to insure that all candidates recommended by them are fully qualified under the provisions of paragraph 5. Candidates who have doubtful physical qualifications or correctible physical defects are exempted from the provisions of this paragraph as indicated in paragraph 5j.

c. Reports.-Not later than 15 July 1945, commanding generals of service commands and of theaters of operations will report the name, grade, army serial number, age, organization, and station of each selected candidate to The Adjutant General by TFM or radio, Attention: STAFF. The written application and report of physical examination will be forwarded via air mail through channels to The Adjutant General, Attention: USM Section. The commanding generals of service commands and theaters of operations will return the applications of those candidates who are not selected within the allocated quotas. Each such candidate will be informed that his application was eliminated when considered in connection with all other applications received from that command or theater.

d. Instruction to candidate.-A selected candidate, whose name has been reported to The Adjutant General in accordance with c above, will be instructed to procure immediately a certified copy of his birth certificate showing date of birth and to forward it direct to The Adjutant General's Department, Washington 25, D. C., Attention: USM Section, indicating in the letter of transmittal that it is being filed in support of his application for admission to the United States Military Academy. The selected candidate will be advised that his failure to provide The Adjutant General with a certified copy of his birth certificate may preclude his admission.

e. Selected overseas.-Enlisted men who are serving in overseas theaters of operations at the time of their selection as candidates for the United States Military Academy will be returned in grade to the continental United States, under instructions to be issued by The Adjutant General, to arrive not later than 1 September 1945 but not earlier than 15 August 1945.

f. Section 1, 75 Circular 207, 1944, is rescinded.
(AO 191.11(7) May 45)

BY ORDER OF THE SECRETARY OF WAR:

OFFICIAL:
J. M. ULLIO
Major General
The Adjutant General

C. C. MARSHALL
Chief of Staff

REPRODUCED BY DTIC, 2 June 1945

R.V.B.

RESTRICTED

3/1B/CA

SCAO/7
JUNE

17 JUL 1945

SECRET

3/5387
JUNE 192200B
IMMEDIATE

AND 13 CORPS
SIGNS

88A

SECRET

Advise all concerned correct title Col ROBERT is SCAG 13 CORPS not Regional Commissioner. Advise Italian Govt no orders or official instructions whatsoever are to be sent to any official in AND 13 CORPS Area.

Dist

Action - Set Sec
Info - Chief Commissioner
Exec Comm
Ca Sec
Recd Sec
File

832

TO	Int	Date
VP CA Sec		
Public Safety	<i>[Signature]</i>	19/6
Public Health	<i>[Signature]</i>	20/6
Legal	<i>[Signature]</i>	20/6
Local Govt	<i>[Signature]</i>	20/6
Patriots	<i>[Signature]</i>	20/6
Disper	<i>[Signature]</i>	20/6
Education	<i>[Signature]</i>	20/6
MFA & A	<i>[Signature]</i>	20/6
Ca Sec		

PLEASE PASS QUICKLY

SECRET

1 7 4 8

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

~~87A~~
87A

le
✓

5/13/CA

17 June 45

SUBJECT : Status of Neo-Fascist Personnel.

TO : AFHQ - G-2.

Reference your GBI.389.601/7 of 15 June 45.

Herewith six copies of AC/4076/2/L of 10 June 45 as requested.
Your request in para 2 of your letter has been noted for future reference.

FOR THE CHIEF COMMISSIONER :

A.D. BONHAM CARTER LT COL,
For VP, Civil Affairs Sec.

(Signature)

531

(Handwritten initials)

ALLIED FORCE HEADQUARTERS
Office of the Assistant Chief of Staff, G-2
APO 512, U.S. Army

GBI.389.601/7.

15 June, 1945.

17 GIU. 1945

SUBJECT: Status of Neo-Fascist Personnel.

TO : Civil Affairs Section,
Headquarters,
Allied Commission.

1. May this section please be supplied with six copies of your AC/4076/2/L dated 10 June, 1945, subject: Status of Neo-Fascist personnel.

2. It would be appreciated if you would send us eight copies of all future policy matters.

830

For the Assistant Chief of Staff, G-2:

Copy to PS(2) & Legal for action at para 2.

Edmund L. Henderson captain
for KARLE B. NICHOLS,
Colonel, G.S.C.,
Asst AG of S G-2.

8071

RESTRICTED

HEADQUARTERS

MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

AG 624/780 D-O

11 June 1945

SUBJECT: Billeting of US Civilian Employees

TO: All Concerned

1. During the period of active operations in the theater it has been customary that civilian employees of the United States Government agencies (except native civilians) be provided accommodation through Army billeting channels inasmuch as they were an adjunct to the war effort. Now that hostilities have ceased, there will be an increase in the numbers and in the activities of these agencies. The purpose of this letter is to indicate that these facilities will be extended by the Army for the care of such personnel during the remaining period during which the Army will remain responsible for requisitioning and assigning billets. This period is of uncertain duration. As it approaches a close in any area, the area commander will, if practicable, give civilians occupying requisitioned quarters a reasonable period of warning. In this period necessary arrangements should be completed by the various governmental agencies for the billeting of their own personnel. Area Commanders will inform such agencies of their responsibilities in this regard and will assist them in the re-adjustment of billeting arrangements.

2. Until the Theater Commander's responsibility for such accommodation is terminated, Area Commanders will continue to render the following services:

a. Provide the individual with suitable billet. (As determined by Area Commander).

b. Except as noted in sub-paragraph c., below, accommodations for civilian employees of all government agencies including those of the Armed Forces, will be furnished on a uniform and equal basis, subject to the availability of billets.

c. American Red Cross and United Services Organizations (USO) personnel, and War Correspondents are considered as Army personnel and will be accommodated on the basis of their comparable rank (References: MTOUSA Supply Directive Number 42, USO Individual Contracts, Section IV, and War Department Regulations for Correspondents 1944).

RESTRICTED

RESTRICTED

Ltr, Hq MTOUSA, AG 624/750 D-0,
dtd 11 June 1945 (Cont'd)

3. a. Employees of US departments or agencies will not be charged for accommodations furnished by the US Army.

b. Employees of agencies or organizations including, UNRRA and representatives of American commercial concerns, et cetera, who are not paid from US appropriated funds will be charged for actual services rendered and expenses incurred from appropriated funds in the overhead and operation of the hotel or establishment. Area Commanders will formulate standard charges to be paid on this basis. Receipts, on collection, will be deposited with the nearest US Army Finance Officer for credit to MR 215255-Quarters. Officer turning over funds to Finance Officer will comply with the provisions of Section I, MTOUSA Circular 7, 1945, which requires the forwarding, immediately after turnover of funds, of copies of collection vouchers complete as to date funds are turned over and name of accountable finance officer in whose accounts the funds are to be taken up, to Audit Branch, Office of the Fiscal Director, Headquarters, MTOUSA, APO 512.

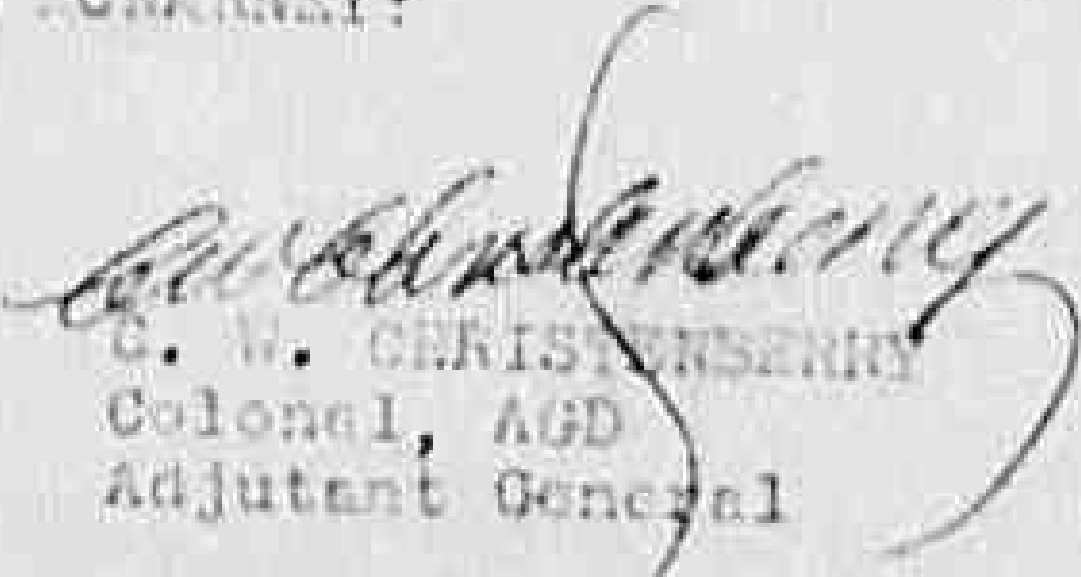
4. No attempt will be made by the US Army to adjust charges for "cost of living" or "per diem" allowances furnished by the department or agency by whom these persons are employed. This is a responsibility of the individual and of the employing department or agency.

5. All civilians occupying accommodations furnished by the Army do so with the understanding that:

a. When the Army closes an area, accommodations must be secured through other sources prior to the time the Army derequisitions the property concerned. It is envisaged that arrangements might be made for the continued occupancy of the property by civilian employees on a basis of mutual arrangement with the owner.

b. The Area Commander is the final judge as to the suitability of the accommodations to be furnished and is authorized to direct the movement of civilians from one billet to another better to utilize the facilities under his control.

BY COMMAND OF GENERAL MCNARNEY:


C. W. CHRISTENSEN
Colonel, AGD
Adjutant General

DISTRIBUTION:

See next page.

RESTRICTED

Ltr, Hq MTOUSA, AG 624/78C D-0,
 dtd 11 June 1945 (Cont'd)

DISTRIBUTION:ACTION:

- 10 - PBS
- 10 - SD, PBS
- 10 - ABC
- 10 - ABC Advance
- 10 - Rome Area MTOUSA
- 10 - Fifth Army
- 10 - Hq Command, AF
- 5 - Repl & Tng Comd, MTOUSA
- 5 - MAP/MTO

INFORMATION:

- 20 - American Ambassador to Italy
- 5 - President's Special Envoy to Vatican
- 10 - POLAD
- 10 - Allied Commission
- 5 - UNRRA (AFHQ & Rome)
- 5 - PEA
- 10 - OSS
- 5 - OWI
- 5 - FMB

- 5 - American Relief For Italy
- 5 - Intergovernment Committee on Refugees
- 5 - WSA
- 5 - G-1
- 2 - G-2
- 2 - G-3
- 10 - G-4
- 5 - G-5
- 2 - QM
- 5 - Engr
- 2 - IG
- 2 - JA
- 2 - COT
- 2 - AG Records

TO	Int	Date
VP CA Sec		16/6
Public Safety		18/6
Public Health		18/6
Legal		18/6
Local Govt		18/6
Patriots	MP	22/6
Disper		22/6
Education		22/6
MFA & A		22/6
Ca Sec		

PLEASE PASS QUICKLY

9 days to reach
 Ed 5/6 + MFA 2/6

TO	Int	Date
VP CA Sec		
Public Safety		
Public Health		
Legal		
Local Govt		
Patriots		
Disper		
Education		
MFA & A		
Ca Sec		

PLEASE PASS QUICKLY

828

RESTRICTED

HEADQUARTERS ALLIED COMMISSION
APO 304
CIVIL AFFAIRS SECTION

85a

Ref 5/12/45

7 June 45

SUBJECT : Office Locations

TO : HQ Commandant

The following changes in office locations of this Section effective 0830 hrs Wednesday 13 June are notified. Telephone numbers remain the same:

Vice President	from room 60 to room 58 (5th floor)
Chief Staff Officer	" " 33 to room 60 " "
IA to VP	" " 58 to room 60 " "
Clerks	" " 34 to room 33 " "

AB

A.D. BRIDG-CARTIN
Lt Colonel,
CSC CA Section

827

Copy to : HQ Commissioner
Internal Security Officer

1534

Civil Affairs Section
3/13/CA
HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

84a
-701-113

Tel: 735

7 June 1945.

Ref: 550/104/EC.

SUBJECT: Visitors to Northern Regions.

TO : Distribution below.

1. Embarrassment is being caused to Regional Commissioners in the North by the large number of Italian civilians and others of non Allied nationality who are sent to them by Sub-Commissions for accommodation and messing.
2. It is not the desire of Regional Commissioners to refuse hospitality but Directors of Sub-Commissions must realize that accommodation is often stretched to the utmost and rations cannot be drawn for other than Allied military personnel. Therefore, it must be borne in mind that only persons of the category mentioned above who are of special importance should be offered such accommodation.
3. Naturally, Regional Commissioners must always be consulted in advance as to the availability of accommodation.

826

[Signature]
Brigadier,
Executive Commissioner.

DISTRIBUTION:

"C"
plus Lombardia Region (for info)

785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

83a

31.20a ✓

7 June 45

SUBJECT: Visit of Lady Baden Powell,
TO: U.S. Toscano Region.

Lady Baden Powell, International Chief of the Girl Guides, is visiting Florence tomorrow accompanied by Mrs Leigh White.

She is here at the request of this Commission with the local rank of Major General.

I have already booked rooms for them at the Excelsior Hotel for the night of Friday 8 June.

Lady Baden Powell arrives by air at 1040 on Friday. It will be necessary for you to arrange for her to leave Saturday 9 June for Rome.

Will you kindly arrange to have her met at the airport, provide her with a car for the duration of her stay and ensure that everything is in order for her return passage.

825

Lady Baden Powell wishes to contact Contessa Margherita Micheli, Via Micheli, Florence, Telephone No 26292 and Mrs Leigh White would like to see Madame Casaroli - Villa St. Fresino, San Domenico, Florence.

Perhaps you could warn the above that Lady Baden Powell and Mrs Leigh White would like to see them sometime Friday or Saturday morning to avoid any confusion when they arrive in Florence.

G.B. GUTTEN Brig.
VP CA Section

Copy to: Mrs. Leigh White
Enclosure 2/2

3/13/CA

C A Sec

Tel : 735

Ref/204/31/83.

5 June 1945

SUBJECT : Insertion for Daily Bulletin.

- 5 GIU. 1945

TO : Adjutant.

Please insert the following in Daily Bulletin :

* DISTRIBUTION LIST No 3 - AMENDMENTS (No 9)

The following further amendment to Distribution List No. 3, this Headquarters, issued under cover letter 204/9/00S dated 14 November 1944, ~~is~~ notified:

GROUP II

A B C D

Insert new serial as follows :

73 F. AD Liaison Officer,
QUESTURA, ROME.

1 1 1

824

(Ex Commr) *

D. LLEWELLYN

Chief Staff Officer,
To Executive Commissioner.

Copy to : Civil Affairs Section (ref 3/1.8/CA of 31 May 45)
File 990/83.

Thank you
AB

78a

422/100

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

2 June 45

SUBJECT : Property Requisitioned by AMG/AOC/AC
TO : VP Establishment Section.

- 1 The VP directs me to thank you for your G4/41/A dated 2 June which he has read with interest.
- 2 It is not quite clear why this matter has been raised with this Section which seems to be less concerned than any other in the Commission. The file is, therefore, returned to you with assurances that every co-operation will be given when required.

A.E. BONHAM CANTER
Lt Colonel,
CSO CA Section

823

7405

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

31 May 45

SUBJECT : A.C. Liaison Officer, Quastura, Rome.

TO : Executive Commissioner.

The above Officer (Lt Colonel WILHOUSE) states that he is not on any Distribution List. Will you kindly check that his name is on the same list as other Liaison Officers.

AB
A.D. BONHAM CARTER
Lt Colonel,
CSO CA Section.

822

3/13/47

C. A. 581A

2

RUII/ADM/121
MAY 25 12 15B

R/2487
MAY 26 21 45B
PRIORITY

ING VIKING IN BRITON
HQ ATOM ROME

79 8

RESTRICTED

All signal messages for this Hq should be sent to 210 Sub Area. Use of 8 ARMY causes very considerable delay.

No longer applies

Send direct to Venice Hq.

821

Dist

Action - Hq Signals Officer
Info - Chief Commissioner
Exec Comm
GA Sec
Econ Sec
Etab Sec
Communications SC
File 2
Float

	Init	Date
VP Co Sec	41	3/13
Public Affairs	41	3/13
Rel of Affairs	41	3/13
Legal	41	3/13
Local Gov	41	3/13
Planning	41	3/13
Dispers	41	3/13
Education	41	3/13
MPA-G	41	3/13
Co Sec	41	3/13

PLEASE PASS QUICKLY

6645

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/14B/CA ✓

22 May 45

78A

78A

Dear Friend James,

Herewith two copies of my diary at Bolzano (a third is available if wanted). I am sorry it has been so long coming but the typing of the fair copy has been delayed because my draft was detained downstairs for five days.

Lt Col Friend James
Hq 15 Army Group
G-5 Section

820

78A

Declassified E.O. 12356 Section 3.3/NND No. 785016

3/10/68^V

RESTRICTED

CHS 77A

W/550
MAY 12 1968

13 MAG 1945

1 491
MAY 10 1968
PRIORITY

AND HEAD 8 ARMY
HS 1200M

FOR INFORMATION ONLY

RESTRICTED

All correspondence regarding AND matters in 8 Army area
ITALY should be addressed to VENICE Region. Correspondence on
matters of major policy only should be reported to AND HQ PATH
8 ARMY.

T	Int	Date
VP CH 20	flu	12/3
Public Health	flu	11/3
Public Health	flu	11/3
Legal	flu	11/3
Local Gov	flu	11/3
Patriots	MP	19/5
Dispar	W	23/5
Education		
EMPA & A		
De Sec		

PLEASE PASS QUI KLY

Dial
Action - Base Comm 2
Info - A/President
Chief Commissioner
Moon Sec
CA Section
File 2
Float

HEADQUARTERS
MAY 15 1968

RESTRICTED

1443

Andrew Johnson

Declassified E.O. 12356 Section 3.3/NND No. 785016

Pro G. ... UPJOHN Brig.
VP CA Section
HQ/AC

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

12 May 45

Dear General,

I have given very careful consideration to the contents of your letter dated 5 May but have reluctantly come to the conclusion that this is not a matter in which the Allied Commission should interfere as it affects solely private trading rights. It appears if, I may suggest it, to be a case where the Soviet Trade Mission should either resort to the Italian Courts to enforce their rights according to law or to make such representations as may be appropriate through diplomatic channels.

819

Yours sincerely,

G. R. Upjohn

Maj. General A. KISILENKO
Soviet Union Representative
Allied Commission

1238

3/13/CA

R-E-S-T-R-I-C-T-E-D
ROME AREA ALLIED COMMAND
APO 794, US ARMY

IEC/nlh
9 May 1945

11 MAG 1945

GENERAL ORDERS

NUMBER 18

OFF LIMITS

Until further notice, the beach of Lido di Roma south of the Canal is placed "OFF LIMITS" to all personnel due to the danger of mines.

BY COMMAND OF BRIGADIER GENERAL BROWN:

WILLIAM A. VEDENEYER
Colonel, GSC
Chief of Staff

818

OFFICIAL:

I. E. CHESK
Captain AGC
Adjutant General

DISTRIBUTION
"B"

	Init	Date
VP CA GSC	<i>[Signature]</i>	17/5
Public Affairs	<i>[Signature]</i>	17/5
Personnel	<i>[Signature]</i>	17/5
Supply	<i>[Signature]</i>	17/5
Training	<i>[Signature]</i>	17/5
Medical	<i>[Signature]</i>	17/5
Transportation	<i>[Signature]</i>	17/5
Communications	<i>[Signature]</i>	17/5
Security	<i>[Signature]</i>	17/5
Other	<i>[Signature]</i>	17/5

PLEASE PASS QUICKLY

- 1 -

R-E-S-T-R-I-C-T-E-D

5619

SOVIET UNION REPRESENTATIVE
ALLIED COMMISSION.

Rome, May 5, 1945

7 MAY 1945

TO : Brigadier G.R. Upjohn
C.I. Section, Allied Commission.

Dear Brigadier,

I draw your attention to the following matter and I ask you to lend support to solve this matter in favour of my country.

The Soviet Trade Mission in Italy made a contract in 1934 with Sign. Fernando Moscato / 5-a Via Vicenza, Rome / permitting him to demonstrate the Soviet movie of "Cheluskin" in Italy. In accordance with the Soviet legal regulations Sign. F. Moscato was obliged to give back the original and all copies after five years of exploitation. Unfortunately he didn't return them up to the present time and has no intention to do so. 817

Further more, Sign. F. Moscato and a Representative of the Soviet Trade Mission in 1941 had a conversation considering the transfer to the Sign. another Soviet picture "New Hulliver" to be demonstrated in Italy. The picture was given without neither making a contract nor receiving money and that is now in the hands of Sign. F. Moscato.

In view of the fact that Sign. F. Moscato has actually no claims on the Soviet pictures, the Soviet Movie Organization under the name of "Sous Intorg Kino" insist at the present time that the pictures should be given back, with all copies in Russian and Italian to the Soviet Movie Representative in Rome. I hope that you can help me in this case.

Sincerely yours

A. Kimlenko
A. Kimlenko

Maj. General, R.A.

REPRESENTATIVE ALLIED COMMISSION
APR 30,
CIVIL AFFAIRS SECTION

Ref: 372/101.

5 May 45.

after

13a

Subject: Increasing of Correspondence.

TO: Public Health Sub-Commission,
Public Safety Sub-Commission,
Legal Sub-Commission,
Local Government Sub-Commission,
Displaced Persons & Registration Sub-Commission.

Will you please take note that directions to technical specialist officers in Southern Italy should be addressed to the JAC Commissioner, S.M.I.C., and the J.C. L's (for attention of Div) in the case any communications are addressed to Regional Commissioners.

LB
A.C. BROWN-CUTTS,
Lt. Colonel,
CIVIL AFFAIRS SECTION.

816

1168

1766

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION

A.P.O. 394

Office of the Executive Commissioner

3-MAG 1944

Ref: 242/136/SC.

2 May 1945.

SUBJECT: Addressing of Correspondence.

TO : Vice Presidents,
Economic Section
Civil Affairs Section
Establishment Section

Will you please take note that directions to technical specialist officers in Southern Italy should be addressed to the AEC Commissioner, Naples, and the AC LO's (For attention 77 Div) in the same way as communications are addressed to Regional Commissioners.

REL/JG.

CSO.

Inform

PH.

PS.

Legal

R.G.

Disper

follo 71A refers

MS [signature]

Brigadier,
Executive Commissioner

814

(155)

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION

APD 394

CIVIL AFFAIRS SECTION

File

31.11/CA

1 May 45

MEMO TO : All CA Sub-Commissions

- 1 The attached (212/EC of 30 Apr) is for your information.
- 2 The VP directs me to draw your attention to para 4 (c) in particular. J/Comd HAWLEY will refer all applications under this paragraph to the VP when entry into Army area is requested.
- 3 J/Comd HAWLEY will take action on para 5.

LDH RB
A.D. BYRON CAUTION
Lt Colonel
CSC CA Section

815

HEADQUARTERS ALLIED COMMISSION

Office of the Chief Commissioner

APO 394

Ref: 212/EC.

30 April 1945.

MEMO TO: VP, CA Section
VP, Economic Section
VP, Establishment Section.

1. I am sure that Vice Presidents will appreciate that operations being now in progress, the SCAO's of Armies and Regional Commissioners with their staffs are faced with urgent operational matters in the newly occupied territory.
2. HQ Allied Commission can greatly assist forward AME's in two ways:
 - (a) By refraining from sending to them any correspondence except that of the most urgent nature. Regional Commissioners will have little time to read long directives and instructions which, in any case, should have been forwarded to them in the planning period. If instructions now have to be sent, let them be concise and short.
 - (b) By prohibiting the visits of officers to the newly occupied Regions, except on the most urgent matters or unless called for by the SCAO's or Regional Commissioners themselves.
3. We should have planned sufficiently well to make such visits unnecessary in the initial stages. We must leave it to the Regional Commissioners and SCAO's to send us the necessary information rather than send troupes of officers who will only harass the AME staff in their difficult initial work.
4. Vice Presidents will, therefore, ensure:
 - (a) That directives and instructions of any length or consequence are submitted to them for signature before despatch, and should call for the minimum of paper work (no long questionnaires).
 - (b) That written communications are restricted to the minimum.
 - (c) That no officer or civilian official visits the forward areas without their personal approval.

-2-

5. Vice President, Establishment Section will report to the Executive Commissioner daily the names of officers sent from Headquarters to the forward Regions.

Ellery W. Stone

ELLERY W. STONE
Rear Admiral, USNR
Chief Commissioner

HEADQUARTERS ALLIED COMMISSION
APO 3A
CIVIL AFFAIRS SECTION

Ref 3/15/CA

25 April 45

SUBJECT: Letter for signature of Chief Commissioner

TO: Directors, All CA Sub-Commissions

Sub-Commissions are asked to note the following:

- 1 The Chief Commissioner will not sign letters which have the smallest omission or typing error in them.
It is useless to submit letters for his signature unless they are perfect.
The lay out of letters MUST conform to that laid down in Office Memo 15 of 24 Oct 44. — (26)
- 2 Letters addressed to Rose Area Allied Command must be addressed to
Commanding General
Rose Area Allied Command
RAAC is not a recognised abbreviation.

A.D. BIRNBAUM Lt Col
CSO CA Section

f.a.
HEADQUARTERS ALLIED COMMISSION
APO 384
CIVIL AFFAIRS SECTION.

✓
Y.L.B/GA

68u
23rd April, 1945.

SUBJECT: Staff Duties

TO: Major J. S. Hawks
J/Odr. J. C. Harvey
Miss F. Rasmussen

1. Reference paragraph 1(b) of Minutes of Vice President's Meeting No. 9.
2. Major HAWKS will hand over all Displaced Persons & Repatriation Sub-Commission affairs, and matters concerning British personnel and movement orders, to J/Odr. HARVEY forthwith. He will hand over General Orders, etc., to Miss RASMUSSEN at the same time.
3. The hand-over will be completed by 26 April, 1945.

AB
A. D. Bonham-Carter, Lt. Col.
CSO Civil Affairs Section

Copies to: Displaced Persons & Repat. S/O
Civil Affairs Clerks' Office.

785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Y1.B/CA

23 April 45

SUBJECT : Telephone Directory Listing

TO : HQ Communications Officer

Reference para 6, Daily Bulletin No 111 dated 21 Apr 45.

- 1 Below is set out as requested complete and up to date information concerning telephones used by this Section.
- 2 It is pointed out for your information that several changes are anticipated in the near future, and it would probably be advisable to re-check before issuing instructions for the printing of a revised directory.

Brig	G.R. URJOHN	(B)	VP CA Section	5 - 60	525	
					478104	377032
Lt Col	A.D. DUNHAM-CARTER	(B)	CSO CA Section	5 - 33	608	
					478008	
Lt Col	S.F. WHITE	(B)	S.O " "	5 - 56	469	
					478300	
Major	J.S. REAKES	(B)	S.O " "	5 - 54	358	
Major	W.A.S. DOLLARD	(A)	S.O " "	5 - 54	383	
Jr Com	J.O. HARVEY	(B)	PA to VP	5 - 58	525	
					478104	
Miss	P. RASMUSSEN (Br Civ)		Secretary to			
			CSO CA Section	5 - 33	608	
Chief Clerk				5 - 31	437	

J.S. REAKES Major
CSO CA Section

508

988

Room No. (all on
5th fl. Annex)

Tel. No.

Position

Head
Administration:
Capt. P.O.V. Hayward
(Capt. A.)

3. Liaison with Italian
Industry.

4. Investigations of
Special Enquiries from
Services and from Regions.

5. Matches - Supervision of
distribution.

6. Weapons - Supervision of
distribution.

7. AS Representative on
Miscellaneous Purposes
Committee Meeting.

8. Records of local availa-
bility of uncontrolled
materials.

9. Liaison with Industry
Subcommittee re availa-
bility of local production.

Reference:

S/L C. A. Mackenzie (B)

(Det. N. Silvastri)

428703

1. Applications for and release
of controlled, non-substantive
materials.

2. Co-ordination of plan for
above materials.

3. Attendance at Engineering
Materials Committee Meeting.

4. Liaison with the Italian
Ministry of Industry, Commerce
& Labour, and AFIR(I).

Statistics and Reports

Mr. L.V.R. White (A)

Chief.

(S/L P/L)

1. Control of repaired clothing
and boots.

256

53

References:

S/L C. A. Lombardi (R)

678703

1. Applications for and release of controlled, non essential materials.

2. Co-ordination of bids for above materials.

3. Attendance at Engineering Materials Committee Meeting.

4. Liaison with the Italian Ministry of Industry, Commerce & Labour, and ASIR(1)B.

Clothing and Paper:

Mr. L.V.R. White (A)
Lieut.

(S/Lt. W/Lt)
(S/Lt. W/Lt)

256

1. Control of required clothing and boots.

2. Reception and control of availability of textiles.

3. Supervision of stocks and distribution of imported and locally produced material and printing paper.

4. Member of Allied Publications Board.

Types:

Capt. ...
Lt. ...

availability and control 516 of stores and distribution of all types, tubes and rubber products.

76/78

Room No. (all on
6th Fl. Annex)

Room No.

Function

Name

RESEARCH RESEARCH DIVISION:

Mr. R. A. Cant (H) Foreign Trade Relations
Generally. 60 Int. 611
57/900 62

Mr. R. A. Cant (H) Foreign Trade Relations
Generally. 60 Int. 611
57/900 39/44
In supplying information
to the HS/HS. 2000(1)5
Lindsey for Research Section.

Mr. R. A. Cant (H) Foreign Trade Relations
Generally. 60 Int. 611
57/900 63/70
1. Experts generally.

2. Sulphur, Pyrites, Carbon
Disulphide.

3. Agricultural products:
vegetable seeds, Mustard seeds,
Tobacco seeds, Root seeds,
Rice, Potatoes, Beans, Sulfur,
Sesame, Liquorice, Fruit &
Vegetables, Citron Peel in Brine.

4. Oils, Honey, Citric Acid,
Sulfuric Acid, Acids, and Wine
Jaco.

5. Trade with Mexico.

6. Essential Oils, Fruit Juices, Wine.
57/900 70

7. Raw cotton, Jute, Ramie,
Cotton, Hemp, Flax, Yarn.

8. Artificial products, gloves,
Glass, Ceramics & products of small
industries.

9. Silks, wool, cotton, leather,
wool, Fur, Jute, Jute, Jute,
Sulfur, Potatoes.

(See "Handbook")

(Dr. Comarantini)	2. Sulphur, Pyrites, Carbon disulfide.	
(Sir. Mariotti)	3. Agricultural products: Vegetable seeds, Mustard seeds, Tobacco seeds, Fruit seeds, Broad beans seeds, Beans, Shells, Soybeans, Linseed, Fruit & Vegetables, Cotton Seed in Bales.	
(Dr. Dr. Staffer)	4. Gums, Mordants, Citric Acid, Tartaric acid, Argols, and other Laws.	
Mr. R. B. Sewell (A)	5. Drugs with herbs.	
(Sir. V. Moore)	6. Essential Oils, Fruit Juices, Vine, 471457	70
Mr. W. J. Jones (A)	7. Pure essences, Jams, and in Cologne, Hair Hair, Hair.	
(Sir. Mariotti)	8. Artisan products, gloves, clothes, and products of small industries.	
(Dr. Mariotti)	9. Silks, wool, cotton, linen, leather, wool, Fur, Fur, Fur, Fur, Fur, Shrub Tobacco.	68
	10. Packing materials.	
	11. Export & Import Shipping Freight, and Statistical Records.	
R. O. L. DIVISION:		
Mr. J. B. Brewster (B)	P. O. L. Division, generally.	471429
Mr. J. B. Brewster (B)	" " "	471437

For the Chief Commissioner:

W. F. BATES
Colonel
Director
Customs Sub-Commission

For Distribution see over.

DISSEMINATION:

All Regional Commissioners (2 copies each)
Chief Commissioner
Executive Commissioner
Civil Affairs Section (10 copies)
Economic Section (10 copies)
Economic Section (10 copies)
Agriculture Subcommission
Finance Subcommission
Food Subcommission
Industry Subcommission
Labour Subcommission
Public Works & Utilities Subcommission
Shipping Subcommission
Regulation Division
Transportation Subcommission
Navy Subcommission
Land Forces Subcommission (MIA)
Air Forces Subcommission
Communications Subcommission
War Materials Department & IAW Subcommission
Public Relations Branch
Research Centre

3/18/45 ✓

021
APR 20 1945

21 APR 1945

ADVANCED HQ REGIONAL TELETYPE
NO ACTION FOR EXECUTIVE COMMISSIONER

RESTRICTED

CPS 64

1/8211
APR 20 1945
ROUTINE

65

FOR INFORMATION ONLY

RESTRICTED.

Please advise all Sub-Commissions that telegrams involving policy or for Regional Commissioners attention should be routed to ARMY MAIN for VERMONT REGION ADVANCED. Telegrams on technical civil affairs or economic matters to ARMY MAIN for VERMONT MAIN.

HEADQUARTERS
21 APR 1945
A. C.

	Init	Date
VP. Sec. Dir.	8	25/4
Public Affs.	8	25/4
Public Health	W.B.	26/4
Engel	seen	26/4
Legal Coun.	W.B.	27/4
Finance	W.B.	27/4
Training	W.B.	27/4
Records	W.B.	27/4
Admin. & Gen.	W.B.	27/4
Ch. Sec.		

ATTN: Executive Commissioner 2
INFO: A/President
Chief Commissioner
SA Sec
Secy Sec
Estab Sec
File 2
Post

807

RESTRICTED

4207

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

(Handwritten signature in a circle)

Ref: 3/1B/CA

11 April 45.

SUBJECT: Location of Office Machinery.

64

TO : G-4 B.

In accordance with instruction of para 8 of Daily Bulletin 101 dated 11 April 45 this Section renders a W/L return.

WAS Dollard
WILLIAM A.S. DOLLARD
Major
C.A. Section.

806

WAS

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

TBJ/as

G-5: 387.4-5

-7 APR 1945

4 April 1945

SUBJECT: Withdrawal of Allied Commission personnel from Italian Government territory - correspondence with Italian agencies.

TO : Headquarters, Allied Commission, APC 394.

1. Reference is made to paragraph 12 of the Minutes of the meeting on the above matter held 23 March at this Section.

2. MTOUSA Circular 6 of 1945 makes it clear that the general prohibition on U.S. Troops communicating by post with Italian civilians does not extend to official correspondence and confirmation has been obtained that the prohibitions contained in GRCs 99/44 as amended by GRC 387/44 are intended only to apply to private correspondence.

3. It can be taken, therefore, that there is no objection to Allied military authorities communicating with Italian civilians by post on official matters.

For the Asst. Chief of Staff, G-5:

6 APR 1945

Chapman
T. B. JACKMAN Lt. Col.
Lt. Colonel

DISTRIBUTION:

SACS	1	AFIRS (Rome)	2	FMG	1
Brit Rec Min	1	G-1(B)	1	Engrs(A)	1
U.S. Polad	1	Ord(B)	1	JAG(A)	1
A/C.A.O.	1	Lab(B)	1	G-3 (Ops)	1
G-3 (Org)	1	G-1 MTOUSA	1	G-2	1
G-4(B)	1	G-4(A)	1	G-3 (Org Foreign)	1
Q(AE)	1	G-4 (Mov & Tn)	1	Q(Maint)	1
QM (Coal)	1	Engineers (B)	1	S&T	1
Surgeon (MTO)	1	Med (Br)	1	Signals (Br & US)	2
MRS (Liaison)	1	AFIRS	2	Ord(A)	1
HQ 3 District	7	Allied Commission	6		

DIST
ACT - COMMS S/C
INFO - EX COM
C.A. Sec
ECON SEC
EST SEC
FILE

805

(587)

2 APR 1945

HEADQUARTERS ALLIED COMMISSION

APO 394
C-1 (B)

REFERENCE : C-1B/236/0

SUBJECT : Registration of Officers and O.Rs for duty as Interpreters (Russian)

TO : Distribution below.

Reference C.R.O. 270 of 1945.

In order that a record can be maintained at the War Office of all personnel with a knowledge of the Russian language for the purpose of Registration as Interpreters will you please arrange for British Officers and O.Rs of the Region under your command so qualified, to complete the attached Proforma and forward to this H.Q. as early as possible.

BY COMMAND OF REAR ADMIRAL STONE

/no.

DISTRIBUTION:

Office of Chief Commissioner (2)
Office of Executive Commissioner (2)
D. C. C. A. O. HQ 15 Army Group (2)
Vice President, Civil Affairs Section (10)
Vice President, Econ. Section (10)
Vice President, Etab. Section (5)
Director, Public Relations Branch
Director, Communications Sub Comm.
Director, War Material Disposal Sub Comm.

Reg. Comm. Umbria Marche Region
" " Toscana Region
" " Emilia Region
" " Piemonte Region
" " Liguria Region
" " Lombardia Region
" " Venetia Region (2)
SCAO, AFHQ Fifth Army
SCAO, AFHQ Eighth Army
Vill. C-1B/459/OK

PROFORMA

1. Army Personnel Number.....
2. Rank (Incl. Sub., /Sub., Temp. or Acting).....
3. Name and Initials.....

804

James Ritchie

Sir J.E.T. RITCHIE Rt.
Lt. Colonel,
G-1 (B)

DISTRIBUTION:

- Office of Chief Commissioner (2)
- Office of Executive Commissioner (2)
- D. C. C. A. O. HQ 15 Army Group (2)
- Vice President, Civil Affairs Section (10)
- Vice President, Econ. Section (10)
- Vice President, Estab. Section (6)
- Director, Public Relations Branch
- Director, Communications Sub Com.
- Director, War Material Disposal Sub Com.

- Reg. Com. Umbria Marche Region
- " " Toscana Region
- " " Emilia Region
- " " Piemonte Region
- " " Liguria Region
- " " Lombardia Region
- " " Venezia Region (2)
- SCAG, AME HQ Fifth Army
- SCAG, AME HQ Eighth Army
- Vile G-1B/459/OG

PROFORMA

1. Army Personnel Number.....
2. Rank (Incl. Sub., /Sub., Temp. or Acting).....
3. Name and Initials.....
4. Regt. or Corps.....
5. Age.....
6. Med. Category.....
7. Trade or Employment (O.K.s only).....
8. Nationality (a) Present..... (b) At Birth.....
9. Brief statement of Russian and how gained.....
10. If resident in Russia, state year and district.....
11. If in employment where knowledge of Russian is essential, state unit.....
12. Age and Service release Group (where applicable).....
13. Degree of fluency (a) spoken..... (b) written.....

804

Signature.....
R.C., SCAG., etc.
Date.....
Countersigned.....
Ex.O.(B)

3347

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ext : 469

Ref 3/11/CA

27 Mar 45

SUBJECT : Devastated Areas

TO : G-1 (1)

Will you please note that the Devastated Areas branch of CA Sec
will cease to function as at midnight Mar 31/1 Apr and that Lt Col YEO
from that time will be free to return to his Regional duty.

[Signature]
S.H. WHITE Lt Col
for VP CA Section

AB/er

803

655

HEADQUARTERS ALLIED COMMISSION
Education Subcommittee
APO 394

9A/1.0.

Tel. 478-326

SUBJECT: Paper Supplies

22nd March 1945

TO: Civil Affairs Section

PAPER SUPPLIES

In reply to 3/LP/CA dated 15 March, arrangements made for handling supplies of paper coming from the U.S. and other sources are as follows:

1. The Sub Commission has agreed its distribution programme with the Ministry of Public Instruction (see pp. 2 & 3 of Appendix "A" attached). This agreement was made in accordance with the terms para.3 of Ex. Mem. No.2, dated 26 Feb.45.

2. In accordance with the terms of this Memorandum I.C.E. will receive, handle, and account for all imported supplies of educational material. The Sub-Commission has arranged to deal through the Minister's representative in Rome (Prof. Giordani) with the representatives in the printing and distribution centres at Palermo, Naples, Rome & Florence. Major Sir P.M. Magnus is in daily contact with Prof. Giordani, and is ready at any time to visit any or all the printing and distribution centres in order to settle on the spot any problems and difficulties which arise.

3. Estimated future imports are shown at Appendix "A" attached. A formal requisition application in respect of all materials required will be made by the Director on his return.

4. A good understanding has been established by personal contact between the responsible Allied officer of this Sub Commission and the Minister's representatives in the four existing printing centres. At this stage the existence of such understanding is a valuable asset. In order that the books when they are printed should be distributed so as to reach the hands of the children in the largest possible numbers and the shortest possible time, it will probably be necessary that the Minister's representatives in Palermo, Naples, Florence and Rome shall be exhorted, and encouraged by occasional visits from an officer of the Commission, to push ahead with their work with real drive and enthusiasm. The Ministry has been asked to provide technical assistants, fortified with detailed knowledge of the printing and publishing trades, to reinforce the work of its representatives in Palermo and Florence.

For the Director of Education:

P.M. Magnus
Sir P.M. Magnus, B.T.,
Major.

HEADQUARTERS ALLIED COMMISSION
Education Subcommittee
APO 394

12 March 1945

PROBABLE REQUIREMENTS OF MATERIALS FOR ELEMENTARY SCHOOLS
TEXT BOOKS FOR THE WHOLE OF ITALY, YEAR 1945/46

608

1. The following figures show the number of children, as per Ministry's statistics, attending all elementary schools in Italy: liberated and yet to be liberated:

Class	Number of children
I	1,400,000
II	1,150,000
III	1,100,000
IV	900,000
V	650,000
Total	5,200,000

2. The following figures show the total number of books required for the above children:

Class	Number of books for each child	Total
I	1	1,060,000
II	1	865,000
III	2	1,650,000
IV	4	2,700,000
V	4	1,950,000
IV & V	2	2,325,000
Total		10,600,000

3. The approximate totals of materials needed for the printing of the aforesaid 10,600,000 books are as follows:

a) PRINTING PAPER: (105,000 reams of the 70 x 100 size sheet).
Approximate weight of paper 25 Kg. per ream
equal to a total of: 2,650 tons approx.

b) COVER PAPER: (26,500 reams of the 70 x 100 size sheet).
Approximate weight of each ream 86.50 equal
to a total of: 135 tons approx.

851

(over)

- 2 -

- c) BLACK INK: For books which must be printed in black ink:
26.000 Kg. approx.
- d) OFFSET BLACK INK: For two or more coloured books and covers:
11.000 Kg. approx.
- e) COLOURED INKS: For two or more coloured books and covers:
 blue 13.500 Kg. approx.
 yellow 13.500 " "
 red 13.500 " "
- f) BINDING THREAD: The quantity needed will be:
7.200.000 meters approx.
- g) GLUE: reckoning an average of 4 grams per volume:
42.500 Kg. approx.

PROPORTIONAL QUANTITIES OF THE ABOVE MATERIALS NEEDED
IN EACH REGION

1.	PALERMO (I Region)	<u>8% of general total</u>	
	Printing paper	212	tons
	Cover paper	10,8	tons
	Black ink	2.080	Kg.
	Offset black ink	880	"
	Coloured inks (each colour)	1.060	"
	Thread	586.000	meters
	Glue	3.400	Kg.
2.	NAPLES (II, III, VI and VII Regions)	<u>20% of general total</u>	
	Printing paper	530	tons
	Cover paper	27	"
	Black ink	5.200	Kg.
	Offset black ink	2.200	"
	Coloured inks (each colour)	2.700	"
	Thread	1.440.000	meters
	Glue	8.500	Kg.
3.	ROME (IV and V Regions)	<u>16% of general total</u>	
	Printing paper	424	tons
	Cover paper	21,6	tons
	Black ink	4.160	Kg.
	Offset black ink	1.760	"
	Coloured ink (each colour)	2.160	"
	Thread	1.152.000	meters
	Glue	6.800	Kg.

- 3 -

4. FLORENCE (VIII and IX Regions)

16% of general total

Quantities are exactly the same as
fixed for Rome.

5. TURIN (X Region)

10% of general total

Printing paper	265	tons
Cover paper	13,5	"
Black Ink	2.600	Kg.
Offset black ink	1.100	"
Coloured ink (per each colour)	1.350	"
Thread	720.000	meters
Glue	4.250	Kg.

6. MILANO (XI Region)

14% of general total

Printing paper	371	tons
Cover paper	18,9	"
Black ink	3.640	Kg.
Offset black ink	1.540	"
Coloured ink (each colour)	1.890	"
Thre-a-d	1.008.000	meters
Glue	5.950	Kg.

7. VENICE (XII Region)

16% of general total

Quantities are exactly the same as
fixed for Rome and Florence.

P.M. Magnus

Sir P.M. Magnus, BT.,
Major

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/12/45

21st March 1945.

Dear Brigadier Morley,

Please accept my heartfelt thanks for the assistance which you and your Command so generously gave me on my recent trip north. With out the repair work to the car I should not have been able to accomplish my mission. Will you please convey my thanks to all those who took such a personal and efficient interest having the car made roadworthy, particularly to Capt. Marcus and Capt. MacClaren. I realise that it required long hours of extra work far into the night.

May I thank you also for having sheltered and fed my drivers and me and for having made an anxious moment an agreeable memory.

Although I have already told Brig. Upjohn how much you helped me, please do give me the pleasure of introducing you both, and of returning in a measure the kindness of you and your officers when you come here.

Yours very truly

William A. S. Dollard
Major, A. U. S.

Brigadier E. Morley
7 AGRA
CMF

Declassified E.O. 12356 Section 3.3/NND No. 785016

ALLIED [REDACTED] COMMISSION
INTER-OFFICE MEMORANDUM

SUBJECT: Paper Supplies
TO : Education Sub-Commission

FILE NO.

15th March,

Please submit to this Section a brief memorandum on supplies of paper coming from U.S. and other sources in respect of:

- a) the detailed arrangements made for the handling of such paper in Italian Government territory after all officers have been withdrawn;
- b) estimated future imports.

R.R.C.
R. R. CRIPPS, C&L.
OSO CA Section.

797



Declassified E.O. 12356 Section 3.3/NND No. 785016

fl
HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.8/44

54A
12 Mar 45

SUBJECT : Administrative Memorandum No 14 - AFHQ
TO : All CA Sub-Commissions.

The attached Memorandum is forwarded for your information and guidance.

LB
R. R. Griffiths
R. R. GRIFFITHS Col.
OSO CA Section.

796
Wk8

RESTRICTED

ALLIED FORCE REQUIREMENTS
ADP 512

ADMINISTRATIVE MEMORANDUM

NUMBER

11

7 March 1945.

USE OF COMMERCE/FACILITIES FOR CIVIL REQUIREMENTS

1. It is the responsibility of the Supreme Allied Commander to provide for the civil population of liberated territory that which is necessary to prevent disease and unrest. It is his policy to make the maximum use of local resources in providing for the essential civilian requirements.

2. The duty of all ranks of the Armed Forces in the discharge of the Supreme Allied Commander's responsibility to the civil population should be constantly present in their minds. All ranks must, even in the stress of active operations, remind themselves that whatever it is possible to achieve a military object by a choice of means otherwise equal, the method which demands least the essential needs of the civil economy in the method to be preferred and adopted. Care must be taken by the responsible commander that, except in definite emergencies, he neither occupies a position that is essential to the civil economy nor dismantles, nor removes by purchase or requisition, the equipment therein. Except to prevent combat damage or destruction, or to meet the immediate operational needs, raw materials essential to civil economy will not be purchased, requisitioned or removed except by the procedures set forth in Section III, AFHQ Administrative Memorandum Number 46, 1944.

3. a. In the detailed planning for the occupation of an area, the military authority responsible for such planning, and the Allied Commission, will consult as to the anticipated military and civil requirements in that area affecting local resources. The military authority will elaborate his plan so far as practicable to include any proposals agreed as the result of such consultation. Any such agreement must of necessity be tentative and adjustments made dependent upon the physical condition of the area when occupied and upon the military situation. So far as practicable the agreement should include definite facilities reserved by the military and definite facilities reserved for essential civil requirements. Facilities not so defined will not initially be reserved for either military or civil exploitation but are subject to further agreement as the need is recognized.

b. In sections of the country for which no definite military operational plan is considered necessary, instructions defining military requirements and those civil commitments for which the military assumes responsibility will be issued by the military authority responsible for planning for the area as a whole, if so desired by Allied Commission.

present in their minds. All ranks must, even in the stress of active operations, remind themselves that whenever it is possible to achieve a military object by a choice of means otherwise equal, the method which demands least the essential needs of the civil economy is the method to be preferred and adopted. Care must be taken by the responsible commander that, except in definite emergencies, he neither occupies a premise that is essential to the civil economy nor dismantles, nor removes by purchase or requisition, the equipment therein. Except to prevent combat damage or destruction, or to meet the immediate operational needs, raw materials essential to civil economy will not be purchased, requisitioned or removed except by the procedures set forth in Section III, AFHQ Administrative Memorandum Number 46, 1944.

a. In the detailed planning for the occupation of an area, the military authority responsible for such planning, and the Allied Commission, will consult as to the anticipated military and civil requirements in that area affecting local resources. The military authority will elaborate his plan so far as practicable to include any proposals agreed as the result of such consultation. Any such agreement must of necessity be tentative and adjustments made dependent upon the physical condition of the area when occupied and upon the military situation. So far as practicable the agreement should include definite facilities reserved by the military and definite facilities reserved for essential civil requirements. Facilities not so defined will not initially be reserved for either military or civil exploitation but are subject to further agreement as the need is recognized.

b. In sections of the country for which no definite military operational plan is considered necessary, instructions defining military requirements and those civil commitments for which the military assumes responsibility will be issued by the military authority responsible for planning for the area as a whole, if so desired by Allied Commission.

c. In the case of property to be used by the military which Allied Commission has stated to be essential to the civil economy, the probable degree of development by the military and the estimated period of occupancy will be stated in the plan.

d. In the immediate execution of operational plans the decision of the Army or equivalent commander in operational command will govern. However, when Allied Commission is of the opinion that the use of the facility during military emergency will cause undue harm to the civil economy, and local agreement cannot be reached, Allied Commission may, without interrupting the operational plan or its immediate execution, inform the Army or equivalent commander that an appeal will be made, and submit such an appeal as indicated in paragraph 4 below.

e. In the further execution of a plan in Army or equivalent areas, or in routine functioning within or without Army areas, in the event there is a conflict between military interests and an interest which Allied Commission considers essential to the civil economy with respect to:

- (1) The equitable allocation of factories, warehouses, and other commercial and industrial facilities including mines and space and

1444
2/44

RESTRICTED

- 2 -

AFHQ ADMIN. MEMO # 14 (Cont.)

(2) The control of their use and operation, the procedures set forth in paragraph 4 will be followed.

4. a. The Allied Commission may present its case and recommend action to the responsible Area, District, Base Section or Army Commander, or other responsible military authority. Whether urgent operational need has been advanced by the military authority or not, Allied Commission will accompany their case with a complete and factual justification.

b. The responsible military authority to which the case is referred will consider the case and every effort will be made to reach a solution satisfactory to Allied Commission and the military commander. In the event a satisfactory solution cannot be found, the military commander will return the request to Allied Commission with a written statement as to the extent to which he can meet Allied Commission's desires and as to the conditions which he cannot accept.

c. Allied Commission then may submit the matter to an investigating sub-committee appointed by the Industrial Co-ordination Committee of the Allied Force Local Resources (Italian) Board, through AFHQ. The investigating sub-committee will investigate the case in detail and attempt to find some solution agreeable to the parties concerned.

d. If no such solution can be found, the sub-committee will submit the case to the ICC (Industrial Co-ordination Committee) with recommendations.

e. The ICC will then adjudge and make its award. If no protest is received by AFHQ from an interested party within 48 hrs after the award, such award will become effective. In the event of a protest, the matter will be referred to the AFHQ (I) Board, the decisions of which will be binding upon all parties.

5. a. Except in the immediate execution of operational plans as stated in paragraph 3 d above, the military will not exercise initial control of a facility concerning which Allied Commission has initiated a request for adjudication, until definite action has been taken in accordance with these instructions.

b. When a plant, mine or other commercial facility has been de-requisitioned to permit of its producing materials or services essential to civil economy, all machinery, fixtures, equipment and plant essential to such production, except that which may have been installed by the using Service, shall be exempt from subsequent requisition unless the facility itself is again requisitioned. Surplus materials, as declared under the provisions of Section III, AFHQ Administrative Memorandum Number 46, 1944, are subject to allocation as set forth in that memo-

c. Allied Commission then may submit the matter to an investigating sub-committee appointed by the Industrial Co-ordination Committee of the Allied Force Local Resources (Italian) Board, through AFRLS. The investigating sub-committee will investigate the case in detail and attempt to find some solution agreeable to the parties concerned.

d. If no such solution can be found, the sub-committee will submit the case to the ICC (Industrial Co-ordination Committee) with recommendations.

e. The ICC will then adjudicate and make its award. If no protest is received by AFRLS from an interested party within 48 hrs after the award, such award will become effective. In the event of a protest, the matter will be referred to the AFRLS (I) Board, the decisions of which will be binding upon all parties.

5. e. Except in the immediate execution of operational plans as stated in paragraph 3 d above, the military will not exercise initial control of a facility concerning which Allied Commission has initiated a request for adjudication, until definite action has been taken in accordance with these instructions.

b. When a plant, mine or other commercial facility has been de-requisitioned to permit of its producing materials or services essential to civil economy, all machinery, fixtures, equipment and plant essential to such production, except that which may have been installed by the using Service, shall be exempt from subsequent requisition unless the facility itself is again requisitioned. Surplus materials, as declared under the provisions of Section III, AFMA Administrative Memorandum Number 16, 1944, are subject to allocation as set forth in that memorandum.

c. Plants, mines or other commercial facilities which may be declared not subject to requisition or which have been de-requisitioned under the provisions of this memorandum will be adequately posted by the local district, base section, or army commander, or other responsible military commander, to prevent unauthorized entry or removal of protected equipment, fixtures, machinery and materials.

d. When considering matters of requisitioning and de-requisitioning, military authorities will show special leniency with respect to facilities of the monopoly industries of the Italian Government such as those engaged in the manufacture of matches, the processing of tobacco and the extraction of salt. These are of special importance in providing essential revenue to the Italian Government.

BY COMMAND OF FIRST MARSHAL ALFRED.

C.W. CHRISTENSEN,
Colonel, AFM,
Adjutant General.

DISTRIBUTION C.

*The total list is
one of the*

3/10/45 ✓

ROME AREA ALLIED COMMAND
APO 794, US Army

CA SEC
56
JMW 1945

2 Mar 45

SUBJECT:- Rome British Relief Fund

TO :- See Distribution

1. There is in Rome a considerable number of persons of British descent but long domiciled in Italy and in some cases having Italian nationality. Many of these persons are in the present circumstances existing in great distress which must be expected in the coming months to be more acute.
2. To deal with such cases the Rome British Relief Fund exists. It is a fund of many years standing: the British Ambassador is its Patron and it is administered by a Committee under the Chairmanship of the Rev. R.T.R. Anderson resident Church of Scotland Minister Rome.
3. The Commander British Troops Rome sanctions the opening of subscription lists within units and wishes such a list to be opened in the HQ. of Rome Area Allied Command.
4. Subscriptions will be entirely voluntary and will in no case exceed the following scale:-

Colonels	15/-	W.O.	2/6
Lt-Colonels	12/-	S.Sjts & Sjts	2/-
Majors	9/-	Cpls	1/6
Captains	6/-	L/Cpls & Ptes	1/-
Subalterns	3/-		

5. Units will forward proceeds of subscriptions to SCF Rome Allied Area Command.

R. H. CAMPASS
R. H. CAMPASS
Lt Col
AA & QMG

794

DISTRIBUTION

"R"

A. C. DISTRIBUTION: All Section Heads.
Ex. Comm.
C-1B
Adj.
HQ. Comdt.
Disper S/O.

2101

HEADQUARTERS ALLIED COMMISSION
APO 374
CIVIL AFFAIRS SECTION

3/12/45

28 February 1945

SUBJECT: Handling of Files.

TO: Executive Section, (Attention CSO).
Copy to: Executive Commissioner.

1. The undermentioned files, according to our records, have been in your Section for rather long periods:

- 23 Jan. Education - ED/11/1.1 (rates of pay of female civilian employees).
- 12 Feb. Local Govt. 1/25/45 (Interior Commission).

You will see from the dates that one has been outstanding for three weeks and the other for over a month. Could you please institute enquiries with a view to having them located and returned to this Section?

2. It would be of great assistance if, when files are forwarded to you and no immediate action can be taken, they could be returned to this Section with a note stating when they can be handled or alternatively if extracts could be taken so that the files are not an unreasonable long time away from their parent office. Such lengthy delays make the handling of papers by the Sub-Commissions extremely complicated, especially when further action is required on files and when papers accumulate for filing.

GRV
G. R. GUNN Brig,
VF CA Section.

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3/18/09 ✓

HEADQUARTERS ALLIED COMMISSION
APO 974

DISPLACED PERSONS AND REPARATION SUB COMMISSION

DFR/71-6/Adm.

Tel. 489081 Ext. 576

16 February 1945.

OFFICE MEMO.

To : Distribution

1. Attention of all officers is drawn on para 3 of Office Memo dated 10 January 1945 for strict compliance.

2. C.A. Section must be notified on Saturday afternoon where the duty officer will be located during his tour of duty.

For the Director.

[Signature]
C.F. POTTSBERRY,
Lt. Colonel,
Deputy Director.

DISTRIBUTION :

D.P. & R.S.C. List A.
C.A. Section, HQ. A.C.

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

785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.3/45 ✓

SUBJECT: Travel/Assignment Orders.

TO: All CA Sub-Commissions.

26 Feb 45

When submitting Travel/Assignment Orders for signature in respect of American Officers /ENS please ensure that the Christian name of the Officer /ENS concerned is shown.

W.B. SMITH, CC
CIVIL AFFAIRS SECTION

CC/1a

CC/1a

791

Declassified E.O. 12356 Section 3.3/NND No. 785016

3/13/CA

ALLIED [REDACTED] COMMISSION
INTER-OFFICE MEMORANDUM

SUBJECT: CA Section Files

FILE No.

TO : Economic Section - Chief Clerk.

16 Feb

1945

Recently considerable delay has been experienced in return of CA Section files minuted to your Section for action.

The following file which amongst others has been the subject of reminders and telephone conversations, is, according to our records, still with you :-

Education Sub-Coman file ED/11/1.1 - Salaries of Female Civilian Employees. File was sent to you 27 Jan 45.

It would be appreciated if this file could be returned as soon as possible with action taken, or your estimate of when return might be expected.

G. L. LEISHMAN, Staff Sgt
Chief Clerk, CA

730

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref Y/1b/CA ✓

11 Feb 45 51

SUBJECT : Handling of Classified Documents

TO : CCB

Reference Daily Bulletin No 39 dated 8 Feb 45.

Colonel R.R. CRIPPS is designated as "Top Secret Control" Officer
of CA Section.

GR
pc
G.R. UPPEN Brig.
VF CA Section
DOCS

789

HEADQUARTERS ALLIED COMMISSION

APC 394

Subcommission for Monuments, Fine Arts and Archives
(Tel. 489081, ext. 442 & 664; 478480)

20230/WPAA

9 February 1945

Subject: Designation of "Top Secret Control"
Officer.

To : Chief of Staff.

1. Ref. para. 2, Daily Bulletin No. 39, this
HQ., dated 6 Feb 45, the undersigned would report
that

Lt. Col. J.B. Ward Perkins, RA

has been designated as "Top Secret Control" Officer
for the Monuments, Fine Arts, and Archives Sub-
commission.

Copy to:

VP, CA Sec.

Ernest T. De Wald
ERNEST T. DE WALD
Lt. Col., Spec. Res.
Director.

Subject: Designation of "Top Secret Control"
Officer.

To : Chief of Staff.

1. Ref. para. 2, Daily Bulletin No. 39, this
HQ., dated 6 Feb 45, the undersigned would report
that

Lt.Col. J.B. Ward Perkins, RA

has been designated as "Top Secret Control" Officer
for the Monuments, Fine Arts, and Archives Sub-
commission.

Ernest T. DeWald
ERNEST T. DE WALD
Lt.Col., Spec. Res.
Director.

Copy to:
VP, CA Sec.

785

HEADQUARTERS ALLIED COMMISSION
APC 394
CIVIL AFFAIRS SECTION

Tel: 578106.

29 Jan 45.

Ref: 3/12/CA.

SUBJECT: Military Telephone.

TO: Signal Officer, RASC.
(Attn. Maj. Buchanan.)

Confirming telephone conversation of to-day's date, Maj. Cdr. Harvey/
Maj. Buchanan.

- 1 Could the telephone line No. 32683 in a senior officers' requisitioned mess be:

No. 1 Via Ferdinando di Savoia

please be changed to a military line at your earliest convenience.

- 2 When the military number has been allotted will you please inform my office, telephone number 178106.

G.R. WOODMAN
G.R. WOODMAN, Brig.,
VP CA Section,
DCAS AC.

R-E-S-T-R-I-C-T-E-D

ROME AREA ALLIED COMMAND
APO 794, US Army

30 JAN 1945

28 January 1945

Subject: Requests for Travel Orders.

To : See Distribution.

1. In order for this headquarters to comply with instructions received from Headquarters, MTOUSA, the following information will be included in all requests for air, rail, and/or water transportation.

- Name
- Rank
- Serial Number
- Organization
- Nationality
- Reason for travel
- Destination (and return if necessary)
- Date of departure
- Whether permanent or temporary change of station

2. Requests for travel of War Correspondents must include a statement showing:

Whether cost of travel is chargeable to the War Department, other government agency, government other than US (lend-lease), or to the individual concerned. NOTE: In order to determine the agency or individual, (for American Personnel), it will be necessary to refer to original War Department Orders authorizing individual to proceed to this theater. War Correspondents of other nations will be charged for the cost of transportation.

3. Requests for travel of civilians other than War Correspondents, American Red Cross personnel, and USO personnel, must include one of the following statements:

- Cost of travel is chargeable to the War Department. (Based on WD Orders directing travel to this theater).
- Cost of travel is chargeable to another US Government Agency. (Based on WD Orders directing travel to this theater).
- Cost of travel is chargeable to the Government.
- Cost of travel is chargeable to the Individual.

By command of Brigadier General BROWN:

I. E. CHICK
Captain AGD
Adjutant General

DISTRIBUTION:

R-E-S-T-R-I-C-T-E-D

HEADQUARTERS ALLIED COMMISSION
APO 394
COMBINED SUB-COMMISSION

30/1/45

25 January 1945

Ref. AG/5428/Cameron

SUBJECT: Combined Subcommission Personnel

TO : Distribution below

Herewith for information statement showing division of duties in this Subcommission, and the appropriate personnel with whom contact should be made on any particular question:-

Name	Function	Tele. No.	Room No. (all on 6th floor Annex)
Col. W. P. Bruce D.S.O.	Director	489001 Ext. 464	43
Maj. W. B. Scotter	Deputy Director	489001 Ext. 556	37

Availability of Materials Section

- (S/L. C. A. Mackenzie)
(Capt. Bruce Thompson)
(Sig. Capt. Molnau)
1. Recording of Availabilities (Controlled & Restricted non subsistence material).
 2. Liaison with A.R.M.C.S. board.
 3. Liaison with Italian Ministry.
 4. Leather control.
 5. Investigations of special inquiries from Services and from Regions.
 6. Matches - Supervision.
 7. Tobacco.
 8. Representation on Alcohol-Consumption Purposes Committee.
 9. Larders.
 10. Statistics of availability of uncontrolled materials.
 11. Salvage.

Releases & Requirements Section

Ch. 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

Name	Position	Ref. No.	Page
Col. W. P. Evans D.S.O.	Director	409031	43
Maj. W. E. Sooten	Deputy Director	409031	57
		409031	
		409031	

Availability of Materials Section

- (S/L. C. A. Mackenzie)
(Capt. Bruce Thompson)
(Sig. Dott. Molajou)
1. Recording of Availabilities (Controlled & Restricted non substantive material).
 2. Liaison with A.F.L.S.S. board.
 3. Liaison with Italian Ministry.
 4. Leather control.
 5. Investigations of special Enquiries from Services and from Regions.
 6. Matches - Supervision.
 7. Tobacco.
 8. Representation in Miscellaneous Purposes Committee.
 9. Liaison.
 10. Statistics of availability of uncontrolled materials.
 11. Salvage.

Delegation & Requirements Section

- Maj. L. C. Wood, M.C.
(Sig. Dott. Cornamini)
Liaison with Italian Ministry of Industry, Commerce & Labour
(Sig. Dott. Polacco-Statistics)
(Sig. Dott. Silvestri-Records)
1. Applications release of controlled, restricted, and special non-substance materials.
 2. The recording and preparing of bills for above materials.
 3. Representation at Engineering Materials Committee.
 4. Liaison with:-
a) A.F.L.S.S.)
b) D.M.) (on matters
c) Ord. (M.R.)) representing
d) C.E., P.E.S.) (to para 1 & 3
5. Liaison with Ministry Sub-Commission re availability, and distribution of local production.

82

785

- 2 -

6. Mission with the Italian Ministry of Industry, Commerce & Labour.
7. Leather Belting; demands for.
8. Statistics of diamonds andBelovues.

Special Materials Section

- | | | | |
|--|--|--------|----|
| Mr. L. V. E. White
(Mr. Zamano - Export
on paper stocks and
statistics) | 1. Supervision of salvaged clothing repair operation. | 475192 | 55 |
| | 2. Control of availability of repaired clothing and boots. | | |
| | 3. Secretariat for allocations of clothing and shoes. | | |
| | 4. Recording and control of establishments of clothing. | | |
| | 5. Supervision of stocks and distribution of imported and locally produced newsprint and printing paper. | | |
| | 6. Member Allied Publications Board. | | |

Foreign Trade Section

- | | | | |
|------------------------|--|----------------------------------|----|
| Mr. H. A. Bent | - Foreign Trade matters generally. | (429981)
(472950)
(22.611) | 62 |
| Mr. A. R. Boughton | - Export commodities generally and shipment procedures, with particular relation to following products: Puro, Sulphur, Mordant, Pyrites, Grass, Pale, Carbon bisulphide, Brimwood, Essential Oils, Citrus Peel in Brine, Citric Acid, Tartaric and Potassium Acid. | 473437 | 70 |
| Capt. G. A. F. Rothery | - Exports to Malta and Exports of fruits and vegetables, human hair. | 473437 | 70 |
| Mr. W. W. Harris | - Supply of packing materials and export of silk, cork, salt, resin, snuff tobacco. | 473437 | 68 |

5. Supervision of stocks and distribution of imported and locally produced newsprint and printing paper.
6. Member Allied Publications Board.

Foreign Trade Section

Mr. H. A. Dent	- Foreign Trade matters generally.	(139081) (271900) (251.611) 471417	62
Mr. A. H. Baughen	- Export commodities generally and important agricultural, with particular relation to following products: Radio, Sulphur, Mercury, Zircon, Ores, Talc, Carbon Black, Petroleum, Resin, Citrus Peel in Brine, Citric Acid, Tartaric and Potassium Acid.		70
Capt. G. A. P. Rothay	- Exports to China and Exports of Fruits and Vegetables, Luncheon, etc.	478437	70
Lt. R. W. Halse	- Supply of packing materials and export of silk, Cereals, Salt, Nuts, Beans, Tobacco.	478437	68
(Det. R. C. Cavasanti) (Det. M. C. Cardellani)	- Export of agricultural products: Vegetable Seeds, Mustard Seed, Tobacco Seed, Wheat Seed, Broad Bean Seed, Mung, Bitter, Sesame, Juniper Berries, Fruit Juices, Wine, Licorice.		
(Det. G. H. Harkorn)	- Shipping and statistical records.		
(Sgt. V. Mariotti)	- Packing Materials and export of Citric Acid, Argon Wine, Lead and Tartaric Acid.		
(Sgt. V. Mariotti)	- Export of various products, Flowers, Bitter, Bitter and products of small industries.		

P.O.L. Section.

(Maj. A. S. Brewster)
(Capt. J. B. Cowlin)

- POL actions generally

178329 45
478597 47

For the Chief Commissioner:

W. P. STANS
Colonel
Director
Commerce & Development

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Industry S/C

Labour S/C

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Shipping S/C

Registration Division

Transportation S/C

Political Section

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Air Forces S/C

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Colonel
Director
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Air Forces S/C

Communications S/C

War Material Disposal & I POW

Public Relations

784

18 DEC 1944

18 JAN 1945

3/18/CA

HEADQUARTERS ALLIED COMMISSION
APO 394
INDUSTRY SUB-COMMISSION

W-7

WJH/01

Tel. 338

16 January 1945

Ref. AG/5-92/IRB.

SUBJECT : Personnel and Divisions of
Industry Sub-Commission.

TO : All Regional Commissioners
All Sub-Commissions
Economic Section.

1. In order to assist in speedy contact with the appropriate officer or civilian official, a list of Divisional Chiefs of Industry Sub-Commission is attached.

2. The list indicates the industries controlled by each officer or official, or his administrative functions, and his telephone extension.

By Command of the Rear Admiral STONE:

[Signature]
R. E. VAUGHAN

Director,
Industry Sub-Commission.

2 Incl.:
List of Divisional Chiefs
of Industry Sub-Commission.

783

HEADQUARTERS UNITED COMMISSION

230 334

COMMITTEE SUB-COMMISSION

Telephone: 489001

DIVISION OF SUB-COMMISSION RESPONSIBILITIES

TEL. CRT. REF. NO. FLOOR

1. MR. W. S. VANDER
Director.

345

43

5th A

2. MAJOR W. J. KESSEY
Deputy Director.

328

41

5th A

1. Italian Monopoly Industries (Tobacco, Tobacco, Salt)

3. MAJOR E. E. B. KILMER, P.E.
(Sig. Eng. Correll)
(Sig. Eng. Bellerie)

478913

41

5th A

1. Textiles

2. Leather

3. Field Investigations

4. Liaison with Ital. Govt. on above responsibilities

4. MAJOR W. E. AYLMER

(Sig. Eng. De Groot)

(Sig. Eng. Correll)

(Sig. Eng. Signers)

391

68

5th A

1. Liaison Ital Govt. on importation of Essential
Rehabilitation and raw material requirements.
(Assisted by Lt. HMF)2. Industry S/C representative Vice-Adm. Kashroy on
Engineering Material Sub-Committee, AFPS.3. Industry S/C representative on Industrial Gases
Sub-Committee, AFPS.

4. Explosives

5. Field Investigations.

3. MAJOR R. E. P. WILLIAMS, T.D. (Sig. Ing. Lorelli) (Sig. Ing. Bellero)	478315	71	5th A
1. Textiles			
2. Leather			
3. Field Investigations			
4. Liaison with Ital. Govt. on above responsibilities			
4. MAJOR R. E. WILLIAMS (Sig. Ing. De Groot) (Sig. Ing. Goullach) (Sig. Ing. Signore)	391	66	5th A
1. Liaison Ital Govt. on importation of Essential Rehabilitation and repair material requirements, (assisted by Lt. JURY).			
2. Industry S/C representative Vice Incl. Tagorey on Engineering-Atomic Sub-Committee, AFIRS.			
3. Industry S/C representative on Industrial Goods Sub-Committee, AFIRS.			
4. Explosives			
5. Field Investigations.			
5. MAJOR J. ROSENWALD	229	30	5th A 782
1. Rubber, Resins, Plastics			
2. Paints, Coatings, Pigments			
3. Fine Organic Chemicals, Dyes, Intermediates.			
4. Alcohol and Solvents			
5. Carbon Bisulphide			
6. Field Investigations			
7. Liaison with Ital. Govt. on above responsibilities.			
5. MAJOR R. J. REID (Sig. Ing. D'Aquila Valve)	417	74	5th A
1. Electrical Industries, Incl. electric cable, batteries, etc.			
2. Electrothermic Industries; carbide, cyanide, carborundum.			
3. Carbon Industry e.g. Carbon Electrodes.			
4. Liaison on Electric Power needs and requests with P.R. & U. S/C.			
5. Field Investigations.			
6. Liaison with Ital. Govt. on above responsibilities.			

REF. DES. ROOM NO. FLOOR

7. MAJOR R. C. THORNTON-GRITH 40453 - Ital. Ministry of I.S.L.

1. Liaison Officer with Italian Ministry of Industry, Commerce and Labour.

8. CAPTAIN T. P. ROBERTS 432 64 5th A
Adjutant.

9. CAPTAIN R. R. J. MACDONALD 297 55 5th A

1. Coordination Officer - Allied Force Local Resources (Italian) Board.

10. CAPTAIN T. G. ELLIOTT 391 66 5th A

(Sig. Ing. Brustacchi)
(Sig. Ing. Dalgagni)

1. Iron and Steel Production
2. Cement
3. Munition Plants
4. Field Investigations
5. Liaison with Ital. Govt. on above responsibilities.

11. CAPTAIN T. A. WATCHEL 320 39 5th A

(Sig. Ing. Tars)

1. Pharmaceutical Industries
2. Cordlon
3. Field Investigations
4. Liaison with Ital. Govt. on above responsibilities.

12. CAPTAIN E. B. ROBERTS 447 54 5th A

(Sig. Ing. Piccattelli)

1. Bricks, Tiles and Lime
2. Glasses, Ceramics and Refractories.
3. Asbestos materials, otterail, etc.
4. Lead processing plants
5. Field Investigations
6. Liaison with Ital. Govt. on above responsibilities.

13. LT. G. E. J. BURN 432 62 5th A

1. Agricultural Machinery Industry

1. Iron and Steel Production
2. Cement
3. Munition Plants
4. Field Investigations
5. Liaison with Ital. Govt. on above responsibilities.

11. CAPTAIN I. A. GATCHEL
(Sig. Ing. Zera)

423 39 5th A

1. Pharmaceutical Industries
2. Candles
3. Field Investigations
4. Liaison with Ital. Govt. on above responsibilities.

12. CAPTAIN D. B. HUMPHREY
(Sig. Ing. Rottelitt)

447 54 5th A

1. Bricks, Tiles and Lime
2. Glass, Ceramics and Refractories.
3. Asbestos materials, overalls, etc.
4. Lead processing plants
5. Field Investigations
6. Liaison with Ital. Govt. on above responsibilities.

13. LT. G. J. A. HEN

432 62 5th A

1. Agricultural Machinery Industry
2. Shipbuilding Industry
3. Military Assistant to Industrial Missions
4. Industrial Gases and Refrigerants
5. Field Investigations
6. Liaison with Ital. Govt. on above responsibilities.

14. LT. J. E. L. NUTT

432 64 5th A

1. Assistant and understudy for Major Thornitt-Smith at Italian Ministry of Industry, Commerce and Labour.

15. LIEUT. L. WOOD

433 39 5th A

1. Sugar Refining
2. Food Processing
2. Canning Plants
3. Refrigeration Plants
5. Field Investigations
5. Liaison with Ital. Govt. on above responsibilities.

TEL. DT. ROOM NO. FLOOR

16. COAL DIVISION

LT. COL. C. W. GILLEY, T.D.
 MAJOR R. T. REEVE

478489 51 5th A
 478489 and 395 48 5th A

Duties - Consultation and advice, allocation of Coal Supplies.

17. RENT CONTROL

LT. COL. J. J. SCARLE
 (Mr. W. E. JONES)
 (Mr. R. G. WATTS)
 (Mr. H. H. MCKENNA)

478178 48 5th A
 Int. Nazionale Assicurazioni.

1. Rent Production and Manufacture.
2. Liaison with Ital. Govt. on above responsibilities.

18. MINING DIVISION

CAPTAIN E. S. SIMMONS
 Acting Chief Mining Division

559 48 5th A
 559 50 5th A
 559 50 5th A
 559 39 5th A

(Sig. Renato Mancoglia)

1. Mining in all its branches
2. Liaison with Ital. Govt. on above responsibilities.

MAJOR E. D. BROOKINGS
 (Sig. Ing. Sacerdote)

432 52 5th A

1. Mechanical Industries.
2. Railway Construction.
3. Motor Car Industries.
4. Machine Tool Plants.
5. Light Engineering Plants.
6. Non-ferrous Metal Plants (except Aluminium and Lead).
7. Field Investigations.
8. Liaison with Ital. Govt. on above responsibilities.

MAJOR V. DOMOVICH
 (Sig. Ing. Ruspantini)

543 60 5th A

1. Synthetic Textile Fibres S.R.L. Cise Viscosa Company

CAPTAIN D. S. MINNERY
Acting Chief Mining Division.

559 48 5th A

CAPTAIN A. P. RATCHLIFE

559 50 5th A

MR. A. R. FENGLEY

559 50 5th A

MR. F. N. SPENCER

559 32 5th A

(Sig. Renato Longaglia.)

1. Mining in all its branches
2. Liaison with Ital. Govt. on above responsibilities.

19. MR. S. D. BROOKE
(Sig. Ing. Esordato)

432 52 5th A

1. Mechanical Industries.
2. Railway Construction.
3. Motor Car Industries.
4. Machine Tool Plants.
5. Light Engineering Plants.
6. Non-ferrous Metal Plants (Except Aluminium and Lead).
7. Field Investigations.
8. Liaison with Ital. Govt. on above responsibilities.

20. MR. V. DOMOVICH
(Sig. Ing. Rusentini)

513 50 5th A

781

1. Synthetic Textile Fibres e.g. Ciba Viscose Company
2. Fertilizer and Superphosphate.
3. Pyroclones; e.g. copper sulphate.
4. Field Investigations.
5. Liaison with Ital. Govt. on above responsibilities.

21. DR. R. S. SPATONSKI
(Mr. W. Van Welen)
(Sig. Ing. Gigh)

478000 52 5th A

1. Soap
2. Vegetable Oils, Fats.
3. Caustic Soda, Soda Ash, Sodium Bicarbonate, Chlorine and Chlorine Products, e.g. trichloro.
4. Alumina, Aluminium, Magnesium.
5. Paper.
6. Field Investigations.
7. Liaison with Ital. Govt. on above responsibilities.

22. T/Sgt. D. GILBERT
Chief Clerk

647 56 5th A

22

11 JAN 1945
 3/18/CA
 60 VP *Thompson* REC
 HEADQUARTERS UNITED STATES
 475 302
 DISPLACED PERSONS AND REPARATION SUB-COMMISSION

10 January 1945

Tel. 489081 Ext. 576

DIR/TD-4/Adm.

OFFICE MEMORANDUM

TO : Distribution.

1. Commencing Sunday 21 January 1945 all military and civilian personnel of this HQ (with the exception in para 2) will take their day off on Sunday of each week.
2. a. Duty Officer, Duty clerk and Duty typist (civilian) will remain on duty each Sunday; 'A' Branch will prepare rosters accordingly.
3. The Duty Officer will remain on duty in his own office and on the afternoon prior to his tour of duty will notify C.A. Section of his telephone and room number. He will take his day off on the Monday after his tour of duty.
4. The Duty clerk and Duty typist will remain on duty in Room No 32, - 2nd Floor, telephone numbers: Internal 743, external 478108. They will take their day off on the Saturday preceding their tour of duty.
5. The Duty Officer and Duty Clerk will relieve each other for lunch.

Per the Director:

C.F. FOMERGHAI
 Lt. Colonel
 Deputy Director

DISTRIBUTION:

DMSC DIST. A
 C.A. Section HQ A.C.

All officers to see.

gym
 780

13
14

on the afternoon prior to his tour of duty will notify C.A. Section of his telephone and room number. He will take his day off on the Monday after his tour of duty.

4. The Duty Clerk and Duty Typist will remain on duty in Room No 27, 7 and Floor, telephone numbers: Internal 743, external 478108. They will take their day off on the Saturday preceding their tour of duty.

5. The Duty Officer and Duty Clerk will relieve each other for lunch.

F. J. [unclear]

For the Director:

C.P. STUBBS
Lt. Colonel
Deputy Director

DISTRIBUTION:

WFOC Hqs. A.
C.A. Section Hq. A.D.

All officers & sec.

pk up

gm

780

11
7/11
41

25/11

Declassified E.O. 12356 Section 3.3/NND No. 785016

file
HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

(14)
Tel: 478106

Ref: *3/18/CA*
~~4/11/CA~~

6 Jan 45.

SUBJECT: Telephone.

TO: Officer i/c Telecommunication Section,
HQ, AMU, Lazio-Umbria Region.

Reference the telephone conversation on 6 Jan 45 at 1545 hrs.
between Lt. Rushing and J/Cdr. Harvey.

May telephone 872313 please be allotted 12 calls per day. The
telephone 872313 is installed in a military requisitioned flat and
J/Cdr. Harvey, my Personal Assistant, has sometimes several telephone
communications to make per day.

G.R. HUGHES, Brig.,
VP CA Section,
DOOS AC.

779

4008

Declassified E.O. 12356 Section 3.3/NND No. 785016

QUARTERS ALLIANCE COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref 3/12/CA

3 Jan 48

SUBJECT : Correspondence to AFHQ

TO : All CA Sub-Commissions

AFHQ Cable 69639 8/16 Dec 44 is quoted below for your information.

- 1 "A growing tendency has developed of addressing messages to this Headquarters "PERSONAL" for some named individual. This is of course proper in certain cases where it is desired to limit distribution. It is unusual however when it is merely the intent to insure that the message reaches the proper person and under the procedure now in effect within the Headquarters causes much unnecessary clerical labor and delay in distribution. Usually it is unnecessary to name the individual who is to take action in the matter under correspondence but where the originator desires to insure that his message is seen by a particular individual but does not desire to limit distribution to him, the message should be addressed to him, but the word "PERSONAL" should not be used. Correct address on such a case would be "AFHQ FOR JONES".
- 2 Where it is the intent to limit distribution to the addressee, or such persons as he may designate, it is urgently requested that the message be addressed for his eyes only, for example, "AFHQ FOR JONES FOR HIS EYES ONLY", or "AFHQ PERSONAL AND PRIVATE FOR JONES". This method of address will only be used by subordinate commands in the case of messages for SAC, D/SAC, CHIEF OF STAFF, DEPUTY CHIEF OF STAFF, CAO, CG MYCOM and CHIEF OF STAFF MYCOMA."

J. E. Braker Maj
J. E. BRAKER Major
for CNO CA Sec

BB/or

778

Declassified E.O. 12356 Section 3.3/NND No. 785016

-3 GEN 1945

3/13/CA

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Chief of Staff

1 JAN 1945

42

Ref: 64/B/COS

2 January 1945.

SUBJECT: Dating of Letters.

TO: All Concerned.

In future letters submitted to the Office of the Chief of Staff for signature by the Chief Commissioner or the Chief of Staff will not have the day of the month filled in. This will be left blank and will be filled in at the time of signature by the Office of the Chief of Staff.

for Brigadier,
Chief of Staff.

DISTRIBUTION

"B" Group I (less 42 to 50 & 58)
"E" Group II (for information)

Noted & typists instructed.
Herschman S/Sgt.
-3 GEN 1945

per 4/1.
H.D.

To S/Sgt. Leshman:
Pl. Credit to all
officers who see.
W.D. 777

6869

3/13/51 - OFFICE MEMORANDUM

2 Jan 55.

In future the Initials of the officer responsible for drafting a letter will be shown on letter in the bottom left hand corner according to the following code:

<u>Sgt. I Prefix A</u>	<u>Sgt. II Prefix B</u>	<u>Sgt. III Prefix C</u>
Col. Gripps - AA	Maj. Dillard - BA	J/Cdr. Harvey - CA
Lt. Col. White - AB	Maj. Peckes - BB	Lt. Peacock - CB
	Maj. Palmeri - BC	

The above letters will be in capitals followed by two initials of the typist in small type.

S.H. WUTH, Lt. Col.,
for GSD CA Section.

Declassified E.O. 12356 Section 3.3/NND No. 785016

Copy to PA 30 DEC. 1944

FILE

3/18/44

HEADQUARTERS ALLIED COMMISSION
APO 394

Excluded from Section

old office in sec 92K

HD

30 December 1944

MEMORANDUM

TO: All Concerned.

The following telephone numbers of Mr. Harold Hamilton are notified:

Personal ----- 346
Secretary ----- 378
Residence ----- 643166

By order of the Chief of Staff:

Nicholas Piccino
NICHOLAS PICCINO.
CWO, USA.
Asst Adjutant

7/13

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Tel: 608

Ref. 3/15/CA ✓

19th December, 1944.

SUBJECT: Security Regulations.

TO : Public Safety Sub-Commission.

1. At 1155 hrs yesterday, 18th December, TOP SECRET file No. 2606/COS subject "Powers and Rights in Italian Government Territory" was returned to the office of the Chief of Staff by hand of an Italian civilian employee of your Sub-Commission. The file was not even enclosed in an envelope.

2. This is a most serious violation of security regulations and the COS directs that you investigate the matter and report on the circumstances, and also take the necessary steps to prevent a recurrence.


R. R. G. G., Col.,
OSO CA Section.

774

(6277)

Declassified E.O. 12356 Section 3.3/NND No. 785016

1944
HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Chief of Staff

19 DEC 14

Col: 239

13 December 1944.

Ref: 3620/COS.

SUBJECT: Security Regulations.

TO : Civil Affairs Section.

1. At 1155 hrs today, 13 Dec 44, TOP SECRET file 2606/COS subject "Powers and Rights in Italian Government Territory" was returned to this office by hand of an Italian civilian employee of Public Safety Sub-Commission. The file was not even enclosed in an envelope.
2. This is a most serious violation of security regulations and I direct that you instruct Public Safety Sub-Commission to overhaul their office organization so that a repetition will not be possible.

*Disciplinary action will be taken against the
person responsible.*

M. S. Lester

Brigadier,
Chief of Staff.

77

SECRET

PA 69639
DEC 161715A

DEC 170900A
ROUTINE

AFHQ SIGNED ALEXANDER CITE FIGGS

ACTION 15 ARMY GROUP, 5TH ARMY, 8TH ARMY, ILLINOIS, BAF, PDS, BOMBARD, NO
1 DIST, NO 2 DIST, NO 3 DIST, RADIST, AGUAR, TROOPERS, MIDEAST, GRAF,
BACSEA, AMSSG, ALCON, ACC BULGARI, ACC HUNGARY, BAAF, CIRC PDS

SECRET.

FOR INFORMATION ONLY

1. A growing tendency has developed of addressing messages to this Headquarters 'PERSONAL' for some named individual. This is of course proper in certain cases where it is desired to limit distribution. It is misused however when it is merely the intent to insure that the message reaches the proper person and under the procedure now in effect within the Headquarters causes much unnecessary clerical labor and delay in distribution. Usually it is unnecessary to name the individual who is to take action in the matter under correspondence but where the originator desires to insure that his message is seen by a particular individual but does not desire to limit distribution to him, the message should be addressed to him, but the word 'PERSONAL' should not be used. Correct address in such a case would be 'AFHQ FOR JONES.'

2. Where it is the intent to limit distribution to the addressee, or such persons as he may designate, it is urgently requested that the message be addressed for his eyes only, for example, 'AFHQ FOR JONES FOR HIS EYES ONLY,' or 'AFHQ PERSONAL AND PRIVATE FOR JONES.' This method of address will only be used by subordinate commands in the case of messages for SAC, D/SAC, CHIEF OF STAFF, DEPUTY CHIEF OF STAFF, CAO, CG MTOUSA and CHIEF OF STAFF MTOUSA.

SECRET

SECRET

772

Dist

Action: P.O.S.

Inf. Chg. Comm. Sec.

P.A. Sec. J.S.

Econ. Sec.

Pol. Sec.

Est. Sec.

Navy Sec.

Air Force Sec.

Communications

WMO & IP

Pub. Relations Br.

Relg.

File

Land Force

FOR INFORMATION ONLY

SECRET

3/10/74
 HEADQUARTERS ALLIED COMMISSION
 APO 394
 ESTABLISHMENT SECTION

Ref/77/554

15 December 1944

SUBJECT: Sunday Duty Officer

TO : All Concerned

18 Dec 1944

1. Effective with the publication of this notice, all personnel of Establishment Section, who are headquarters, will have Sunday as their day off.

2. A Duty Officer, Establishment Section, assisted by a Duty Clerk, will be on duty in the office of the Deputy Chief of Staff, Room 44, 3d Floor, telephones (internal) 302 and (external) 475153, from 0930 to 1800 on Sunday. This officer and clerk will take Saturday off, instead of Sunday.

3. Detail of Duty Officers, and offices by which the Duty Clerk will be furnished:

Date	Duty Officer	Clerk Furnished by
December 17	Capt. Alabell, G-1 (a)	2675 Regt.
" 18	Lt. Theodore, G-1 (a)	G-4 (a)
" 19	Lt. Paquette, Hq. Comdt	G-1 (b)
" 20	Lt. Bonarzone, Hq. Comdt	Hq. Comdt
" 21	Lt. Harris, 2675 Regt.	2675 Regt
" 22	Lt. Jones, Hq. Comdt	G-1 (a)
" 23	Lt. Anderson, G-4 (a)	2675 Regt
" 24	Lt. Heston, Hq. Comdt	Hq. Comdt
" 25	Capt. Parry, G-1 (b)	G-5 (b)
" 26	Lt. Conant, G-1 (b)	G-2 (b)
" 27	Capt. Bascom, G-4 (b)	G-1 (b)
" 28	Capt. Howland, G-4 (b)	Hq. Comdt
" 29	Capt. Quirico, Hq. Comdt	2675 Regt
" 30	Capt. Birch, Hq. Comdt	Hq. Comdt
" 31	Capt. Sinclair, Hq. Comdt	Hq. Comdt
" 1	Capt. Wicks, 2675 Regt	2675 Regt

4. Duty Officers will contact Lt. Conant in Room 44, 3d Floor on the Friday preceding their tour of duty for any instructions. Duty Clerks will report to the Duty Officer in Room 44, 3d Floor, at 0930 Sunday. Duty Clerk will arrange to get lunch from 1130 to 1300. Duty Officer will eat from 1300 to 1430. At the close of normal office hours - 1800 - Duty Officer and clerk are automatically relieved.

771

771

3. Detail of Duty Officers, and officers to whom the duty clerk will be furnished:

<u>Date</u>	<u>Duty Officer</u>	<u>Clerk Furnished by</u>
December 17	Capt. Russell, G-1 (a)	2075 Regt.
" 18	Lt. Tardone, G-1 (a)	G-4 (a)
" 19	Lt. Tardone, G-1 (a)	G-1 (a)
" 20	Lt. Tardone, G-1 (a)	G-4 (a)
" 21	Lt. Tardone, G-1 (a)	2075 Regt.
January 1	Lt. Tardone, G-1 (a)	G-1 (a)
" 2	Lt. Tardone, G-1 (a)	2075 Regt.
" 3	Lt. Tardone, G-1 (a)	G-4 (a)
" 4	Lt. Tardone, G-1 (a)	G-1 (a)
" 5	Lt. Tardone, G-1 (a)	2075 Regt.
" 6	Lt. Tardone, G-1 (a)	G-4 (a)
" 7	Lt. Tardone, G-1 (a)	G-1 (a)
" 8	Lt. Tardone, G-1 (a)	2075 Regt.
" 9	Lt. Tardone, G-1 (a)	G-4 (a)
" 10	Lt. Tardone, G-1 (a)	G-1 (a)
" 11	Lt. Tardone, G-1 (a)	2075 Regt.
" 12	Lt. Tardone, G-1 (a)	G-4 (a)
" 13	Lt. Tardone, G-1 (a)	G-1 (a)
" 14	Lt. Tardone, G-1 (a)	2075 Regt.
" 15	Lt. Tardone, G-1 (a)	G-4 (a)
" 16	Lt. Tardone, G-1 (a)	G-1 (a)
" 17	Lt. Tardone, G-1 (a)	2075 Regt.
" 18	Lt. Tardone, G-1 (a)	G-4 (a)
" 19	Lt. Tardone, G-1 (a)	G-1 (a)
" 20	Lt. Tardone, G-1 (a)	2075 Regt.
" 21	Lt. Tardone, G-1 (a)	G-4 (a)
" 22	Lt. Tardone, G-1 (a)	G-1 (a)
" 23	Lt. Tardone, G-1 (a)	2075 Regt.
" 24	Lt. Tardone, G-1 (a)	G-4 (a)
" 25	Lt. Tardone, G-1 (a)	G-1 (a)
" 26	Lt. Tardone, G-1 (a)	2075 Regt.
" 27	Lt. Tardone, G-1 (a)	G-4 (a)
" 28	Lt. Tardone, G-1 (a)	G-1 (a)
" 29	Lt. Tardone, G-1 (a)	2075 Regt.
" 30	Lt. Tardone, G-1 (a)	G-4 (a)
" 31	Lt. Tardone, G-1 (a)	G-1 (a)
February 1	Lt. Tardone, G-1 (a)	2075 Regt.
" 2	Lt. Tardone, G-1 (a)	G-4 (a)
" 3	Lt. Tardone, G-1 (a)	G-1 (a)
" 4	Lt. Tardone, G-1 (a)	2075 Regt.
" 5	Lt. Tardone, G-1 (a)	G-4 (a)
" 6	Lt. Tardone, G-1 (a)	G-1 (a)
" 7	Lt. Tardone, G-1 (a)	2075 Regt.
" 8	Lt. Tardone, G-1 (a)	G-4 (a)
" 9	Lt. Tardone, G-1 (a)	G-1 (a)
" 10	Lt. Tardone, G-1 (a)	2075 Regt.
" 11	Lt. Tardone, G-1 (a)	G-4 (a)
" 12	Lt. Tardone, G-1 (a)	G-1 (a)
" 13	Lt. Tardone, G-1 (a)	2075 Regt.
" 14	Lt. Tardone, G-1 (a)	G-4 (a)
" 15	Lt. Tardone, G-1 (a)	G-1 (a)
" 16	Lt. Tardone, G-1 (a)	2075 Regt.
" 17	Lt. Tardone, G-1 (a)	G-4 (a)
" 18	Lt. Tardone, G-1 (a)	G-1 (a)
" 19	Lt. Tardone, G-1 (a)	2075 Regt.
" 20	Lt. Tardone, G-1 (a)	G-4 (a)
" 21	Lt. Tardone, G-1 (a)	G-1 (a)
" 22	Lt. Tardone, G-1 (a)	2075 Regt.
" 23	Lt. Tardone, G-1 (a)	G-4 (a)
" 24	Lt. Tardone, G-1 (a)	G-1 (a)
" 25	Lt. Tardone, G-1 (a)	2075 Regt.
" 26	Lt. Tardone, G-1 (a)	G-4 (a)
" 27	Lt. Tardone, G-1 (a)	G-1 (a)
" 28	Lt. Tardone, G-1 (a)	2075 Regt.
" 29	Lt. Tardone, G-1 (a)	G-4 (a)
" 30	Lt. Tardone, G-1 (a)	G-1 (a)
" 31	Lt. Tardone, G-1 (a)	2075 Regt.

4. Duty Officers will contact Lt. Tardone in room 44, 3d floor on the Friday preceding their tour of duty for any instructions. Duty Clerk will report to the Duty Officer in room 44, 3d floor, at 0530 Sunday. Duty Clerk will arrive to eat lunch from 1130 to 1300. Duty Officer will eat from 1300 to 1430. At the close of normal office hours - 1800 - Duty Officer and clerk are automatically relieved.

For the Deputy Chief of Staff:

C. J. Tardone
Colonel, Infantry
Executive Officer (US)

On Christmas and New Years Day, Duty Officer and Duty Clerk will take off day following, i.e., 26th December and 2 January.

(1219)

HEADQUARTERS ARMY COMMISSION
AIO 394
CIVIL AFFAIRS BRANCH

Ref 3/18/CA

SUBJECT : Circulation of Correspondence.

TO : All CA Sub-Commissions.

TO	INT	Date
Public Safety	WV	13/12
Public Health	PSS	14/12
Interior	V	14/12
Legal	✓	13/12
Education	WV	13/12
Religious	WV	13/12
Armed Forces	WV	13/12
Admin Sec.	WV	13/12

PLEASE PASS QUICKLY

1. Documents marked for circulation as above are being far too slowly dealt with by Sub-Commissions. It is most commonly used
 - a) on sitreps and telegrams which it is necessary all VOs should see before the news is so stale as to be useless. Documents so marked will be dealt with quickly and passed by hand immediately.
 - b) Where the stamp is used on lengthy monthly reports it is recognized that action cannot be as rapid but every effort should be made to circulate quickly - a monthly report may well disclose conditions which require remedial action.

2. The attention Senior Officers and Chief Clerks will be drawn to this instruction.

Please include this copy and return
and detach a copy for your file

S.B. FIRM Lt Col
for C50 M Section.

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Chief of Staff

Ref. 212/66/COS

7 DEC 1944

Tel. 735

5 December 1944

SUBJECT: Miscellaneous Correspondence.

TO : DCAS Civil Affairs Section.

1. I have given consideration to the point you raised at the Chief of Staff Meeting on 1 December (Minute 12) and would like to state the principle involved.
2. There are letters constantly being received at HQ from the Italian Government and other sources, the subject of which is not precisely covered by the terms of reference of any Section or Sub Commission. At one time these miscellaneous matters were dealt with by Civil Affairs Branch but now it is necessary to apply some kind of yardstick to them to decide who will take necessary action.
3. You referred to a letter from Prunas sent to you by my Staff on 29 November (4755/36/COS). This dealt with the requisitioning of lodgings by Allied Forces in TARANTO and its effect on the civil population. As a welfare matter I consider this was rightly transmitted to your Section.
4. Another example at issue, I believe, is a letter from Bonomi dated 28 November sent to you for action. This refers to the troubles of the population at LIVORNO, where we know there is a difficult situation. Again, broadly, this is welfare and Civil Affairs Section must deal with it and coordinate any action necessary with Economic Section.
5. Other miscellaneous correspondence is routed by the Message Centre, the staff there using its discretion, but so nebulous is the subject of some of the letters received that occasional errors will occur. This requires some elasticity on the part of Sections so that the recipient either deals with the matter or ensures that someone else does.

MS (usd)
Brigadier,
Chief of Staff.

Copy to: Economic Section
Establishment Section
Political Section.

0 00
Subject- Permission to Travel
1940 Army Order

For- Office of Chief of Staff
15, Allied Commission

8/15/41 C. A. Sec 3902
Civil Affairs Section
15, Allied Forces in Italy
TMR: PERS 132

24 NOV 1941

1. In several countries recently, requests have been received by the Civil Affairs Section for permission to travel abroad for military personnel in order to carry out duties requiring such travel (two or three days).

2. As you are aware, it is proposed that such permission may be granted by the Civil Affairs Section in the event that although the procedure can be followed in an emergency, that ordinarily a written order - in writing to make the case to be considered by the Army concerned and a decision given.

Robert James

Lt. Colonel,
Chief Civil Officer,
15 AFAC

C A Sec

Passed for appropriate
action

Office, C of S.

767

1843

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

MEMO

7 Nov 44

Ref: 3/18/CA

SUBJECT: Issue of Directives.

TO: VP, Economic Section.

It has come to my attention that the Acting Director of the Agricultural Sub-Commission issued, on 25 Oct 44 a directive on the subject of production of fuelwood and charcoal (reference AGH 403.6) with a wide distribution to Agricultural Officers, Supply Officers and Police Officers. It was signed "for the Acting Chief Commissioner".

Surely a directive with such a wide distribution including specialist officers who are not under the authority of the Economic Section should have been signed by the COS or at least, by the Deputy COS, Economic Section and not by a Director of a Sub-Commission. Furthermore the Director of a Sub-Commission has no power to sign "For the Acting Chief Commissioner".

Would you please take this matter up with the Agricultural Sub-Commission.

G.H. UPJOHN, Brig.,
VP CA Section,
Dep. COS.

File

00

HEADQUARTERS
ALLIED CONTROL COMMISSION
CMF
Office of the Chief of Staff.
+++++

308/04
30
Telephone :
300

Ref/67/1/CCS.

26 October 44

SUBJECT : Internal Duty Officers.

TO : See Distribution below.

All sections, subcommission, etc., this Headquarters, will see that during the regular noon luncheon period an officer is on duty at a pre-designated telephone. In the past considerable difficulty has been experienced in reaching duty officers who have not been posted at a single station with the result that such duty is practically completely ineffective. Accordingly, each section, subcommission, etc., will send in the duty phone number to the Office of the Chief of Staff not later than 30 October 44. This list will be given complete circulation within this Headquarters, Regions, and other interested outside formations.

For Gipp 1561
Chief Staff Officer,
To the Chief of Staff.

Distribution :

Civil Affairs Section
Economic Section
Establishment Section
Political Section
Navy Sub-Commission
Army Sub-Commission
Air Sub-Commission
Communications Sub-Commission
War Materials Disposal & IFOW
Public Relations Branch

765

222H

Declassified E.O. 12356 Section 3.3/NND No. 785016

File

HEADQUARTERS
ALLIED CONTROL COMMISSION
CIVIL AFFAIRS SECTION
APO 394

(H)

Ref : 3/18/CA✓

25 October 44

SUBJECT : Handling of Special
Correspondence

TO : All Sub-Commissions .

The attached copy letter from Office of
Chief of Staff (212/4/003) of 23 October 1944
is forwarded for your attention and action when
necessary.

R. R. Cripps
R. R. CRIPPS Col.
USO CA Sec .

JSH/tr

764
8/10

HEADQUARTERS
ALLIED CONTROL COMMISSION
Office of the Chief of Staff

761. 735

2/13/CA ✓

27

Ref : 212/4/CSS

23 October 1944

24 OCT 1944

SUBJECT : Handling of Special Correspondence

TO : D.C.C.S. Civil Affairs Section
" Economic Section
" Establishment Section

1. It is desired to clear with Sections the action to be taken on letters, which are either wrongly addressed to this Headquarters or refer to a matter outside the scope of the ACC.

2. Such correspondence used to be dealt with by Civil Affairs Branch which is now defunct and of which there is no equivalent under the new organization. Letters of this sort, therefore, will be sent by the Message Centre to the Section most likely to have knowledge of the subject.

3. Sections receiving letters of this kind are instructed not to return them to the Message Centre but to take necessary action.

W. Shipp

Chief Staff Officer,
To the Chief of Staff.

*All the same
for the
for the
for the
for the*

File 763

763

8062

Declassified E.O. 12356 Section 3.3/NND No. 785016

26A

Transferred
to 3/1A/CH

762

Declassified E.O. 12356 Section 3.3/NND No. 785016

(25A)

Transferred
to 3/1A/CA

3/18/68 ✓

8. A. Sec

Subject: Interagency

Ref. No. 145 GH

Re: United States Government (U.S.G.)

17 Oct 68.

AMC DO 5 APO.

By United States.

* Italy

* Albania-Kosovo Region

* Yugoslavia Region

* Germany

* France

* Austria Province

* Sweden

* Denmark

* Poland

* Norway

* Slovenia

* Czechoslovakia

* Finland

AMC DO 5 Corps. (10)

" " " (10)

" " " (10)

" " " (10)

" " " (10)

1. Please note that all correspondence for AMC DO 5 should be addressed to:-

AMC DO 5, 1234 1st St.

2. Location information for Corps DO 5 and all other reports will continue to be sent to AMC.

PC Benda Trans

AMC DO 5, 1234 1st St.

U.S.A.

For Chief Captain,

Officer Commanding,

AMC DO 5, 1234 1st St.

761

(1948)

ACC DIST

ACT ADJ.

INF C.O.S

3 A SEC

EST SEC

ECOM SEC

M.M.A.

Declassified E.O. 12356 Section 3.3/NND No. 785016

20/20

2/13/20

SECRET : CA files.II : All CA sub-Commissions.

1. Files formerly belonging to COMSEC (incl CA Sec) now in charge of
 20/20 will be dealt with as follows.

a) Each will be inspected to see if any further action is due or whether
 there are any letters to which replies have not yet been received.

b) In all cases of action arising on a matter commenced on a COMSEC file
 it will be considered whether the subject matter will persist or whether the
 matter is likely to be closed at an early date.

c) If the matter is likely to close it should be concluded on the air file.

d) If it is likely to continue for some time the correspondence should be
 continued on the appropriate C/C file. The cover of which should be marked
 (Associated file No...) the main file should be similarly marked with the number
 of the C/C file.

e) When COMSEC files are no longer frequently required for reference (say as
 to each after there has been no need to refer to it for a month) they should be
 handed over to archives.

CA Sec
 14 Oct 44

R. L. G. G. G. 760
 R. L. G. G. G. Col.
 2nd CA Section



HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

3/18/44

21 Sep 44

25 SEP 1944

SUBJECT : Communications re Italian Officials
for newly liberated territory.

TO : SCAG's, 5th and 6th Armies.

Will you please direct that communications relating to the
sending forward of Italian officials for appointment in the undermentioned
government services in newly recovered territory will be addressed to Admin
Sec and not to any particular Sub Comen.

Local Government, Police, Medical, Legal and Education.

SHW/13
EXT:469

[Signature]
G.R. UFFORD Brig.
V.P. Admin Sec.

Copies to :- NC's all Regions for information
to PS, PH, Interior, Legal and
Education Sub-Commissions,
Admin Sec (2)

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

785016

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

V
VIR/AS

22 Sep 44

SUBJECT : Visitors.

TO : Adjutant HQ ACC.

Receptionists in the hall are sending visitors on Vatican business to me. Will you please inform them that such enquirers should be direct to Lt. Col. BROWN floor III Room 38.

Ext : 469
SW/is

S.H. WHITE Lt Col,
for CSO Admin Sec.

(21A)
153

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 34
ADMINISTRATIVE SERVICE

3/25/48

17 Sep 44

SUBJECT : Handling of Classified Documents.

TO : HQAC.

Ref your 53 / Ct. of 16 Sep 44.

It is considered unnecessary and undesirable to include "Restricted" signals with those which civilian personnel shall not handle. It is understood that under present instructions signals relative to moves and transfers of officers have to be so classified. It will needlessly complicate office organization if all such files have to be kept apart.

It is submitted that the very many of advantages arising from allowing civilian personnel to handle restricted messages far outweigh the very little harm which could arise therefrom. It is requested therefore that the word restricted be deleted from the draft.

GRU

G. M. UPTON Esq.,
V. P. Admin. Section

3/25/48

Declassified E.O. 12356 Section 3.3/NND No. 785016

3/18/AS

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. Section
APO 394

Phone:
478808

131/1944

Ref/53/ /CA.

16 Sept. 1944.

SUBJECT: Handling of Classified Documents.

TO : Admin. Section.
Econ. Section.
Communications Sub-Commission.
Adjutant.

1. It is proposed to issue the attachment to cover the handling of classified signals at this Headquarters. Communication Sub-Commission have requested this clarification.
2. Will you please let us have your comments.

William E. Fiske
WILLIAM E. FISKE, *Cap*
Colonel,
Deputy Executive
Commissioner.

757

1147

DRAFT

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. SECTION
APO 394

Ref : September 44.
SUBJECT : Handling of classified Signals.
TO :

1. Reference is made to Office Memorandum No. 16 dated 25 August 44, ref: 55/34/CA. "Handling of Classified Documents by Civilians".
2. Under the provisions of paragraph 4b of the reference quoted above, it is stated that civilians may, under certain circumstances, handle Confidential and Restricted documents. These provisions do not apply however to classified signals. To meet security requirements only authorized Allied personnel may handle such messages.
3. The following instructions are therefore being issued to clarify handling, preparation and transmittal of all incoming and outgoing signals which are classified as Restricted, Confidential, Secret or Top Secret.
 - (a) Allied personnel only must be employed in the typing, filing and distribution of classified signals.
 - (b) Classified signals sent to the Adjutant for authentication must be transmitted in a securely sealed envelope.
 - (c) The handling of incoming classified signals must be restricted to Allied personnel.
4. Due to the reduction in military personnel in Headquarters clerical

2. Under the provisions of paragraph 4b of the reference quoted above, it is stated that civilians may, under certain circumstances, handle Confidential and Restricted documents. These provisions do not apply however to classified signals. To meet security requirements only authorized Allied personnel may handle such messages.
3. The following instructions are therefore being issued to clarify handling, preparation and transmittal of all incoming and outgoing signals which are classified as Restricted, Confidential, Secret or Top Secret.
 - (a) Allied personnel only must be employed in the typing, filing and distribution of classified signals.
 - (b) Classified signals sent to the Adjutant for authentication must be transmitted in a securely sealed envelope.
 - (c) The handling of incoming classified signals must be restricted to Allied personnel.
4. Due to the reduction in military personnel in Headquarters clerical difficulties may be encountered in some divisions but it is pointed out that a large percentage of signals are classified which, under present administrative conditions, could be sent unclassified. Officers originating signals should therefore pay particular attention to the classification of messages and should always use the lowest classification possible.
5. Strict compliance with the above instructions is the duty of all officers concerned.

Brigadier,
Executive Commissioner,
For ~~Chief~~ Commissioner.

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

3/15/48

14 Sep 44.

SUBJECT : Correspondence.

TO : All Sub Commands Admin Sec.

- 1 During my recent tour officers in the field drew my attention to one or two matters in which time and paper can be saved.
- 2 Sub Commands appear frequently to be unaware when a province passes from Army Control to Regional Control. Frequently correspondence has to be passed on and delay ensues. I appreciate that there is bound to be a delay when a province is newly transferred but I am sure Sub Command can do much to help by seeing that they keep an up to date register showing at any moment what provinces are under Army Control and what under Regional Control.

- 3 The position to-day is as follows:

5th ARMY
FLORENCE
PISTOIA
LIVORNO
PISA
LIVORNO
SIENA

8th ARMY
PESARO
ANCONA
PERUGIA
AREZZO

- 4 Distribution lists are sometimes wider than is necessary. e.g. Directives are sent to Army areas when they are applicable only to provinces after they are restored to Regional Control; in such case Directives should only be sent to Reg HQ for issue at the appropriate time. Sub-Command will please consider their distribution lists carefully.

Ext. 525
GRC/1s

G. R. Upjohn
G. R. UPJOHN Brigadier.
T.P. Admin Section.

Copy to: FC and MG Sec.
Econ Sec.

755

HEADQUARTERS
ALLIED CONTROL COMMISSION
INDUSTRY SUB-COMMISSION
APO 324

Tel. 348

Ref. AOC/5587/IND

SUBJECT: Organisation of Industry Sub-Commission.

TO : Distribution Below.

USPT/RJ

9 Sept. 1944.

1. The following breakdown of the Sub-Commission is forwarded with a view to facilitating and expediting communications with the Sub-Commission.

2. The Sub-Commission has established the following Divisions:-

- A. Building Materials Division.
Chief: Mr. W. S. Vaughan.
Embracing the following industries:
Cement, Glass, Bricks, Tiles, Steel, etc.
- B. Chemicals Division.
Chief: Maj. W. J. Mackray.
Embracing the following industries:
Soap, Fertilisers, Chemicals, Tobacco, Matches, Paper, etc.
- C. Coal Division.
Chief: Lt. Col. Oxley.
Embracing the following functions:
the distribution of coal, allocations of and bidding for requirements.
- D. Ramp Division.
Chief: Lt. Cdr. Schlee.
Embracing the raw material and resultant manufactured products.
- E. Mining Division.
Chief: Lt. Col. Carter.
Embracing the local mining of coal and lignite and other mining activities as sulphur, lead, zinc, iron ore, etc.
- F. Textile Division.
Chief: Maj. E. E. R. Kilner.
Embraces cotton, wool, rayon, leather and leather goods.

654

1776

3/1B/AS

- A. Building Materials Division.
 Chief: Mr. W. S. Vaughan.
 Embracing the following industries:
 Cement, Glass, Bricks, Tiles, Steel, etc.
- B. Chemicals Division.
 Chief: Maj. W. J. Mashrey.
 Embracing the following industries:
 Soap, Fertilisers, Chemicals, Tobacco, Matches,
 Paper, etc.
- C. Coal Division.
 Chief: Lt. Col. Oxley.
 Embracing the following functions:
 the distribution of coal, allocations of and
 bidding for requirements.
- D. Ramp Division.
 Chief: Lt. Col. Senoo.
 Embracing the raw material and resultant
 manufactured products.
- E. Mining Division.
 Chief: Lt. Col. Carter.
 Embracing the local mining of coal and lignite,
 and other mining activities as sulphur, lead,
 zinc, iron ore, etc.
- F. Textile Division.
 Chief: Maj. E. E. R. Kiener.
 Embraces cotton, wool, rayon, leather and lea-
 ther belting etc. Production of clothing and
 shoes.

3. It is requested that correspondence may be address-
 ed to the appropriate Division, where known, otherwise to the
 Sub-Commission.

J. S. E. TUDOR,
 Colonel,
 Acting Director,
 Industry Sub-Commission.

Distribution:
 Groups 1 and 2 (1 copy each)

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS
ARMED CONTROL COMMISSION
LNO 394

2nd. September 1944

6 SEP 1944

SUBJECT : Channels of Communication.

TO : Regional Finance Officer, Region V.
(thru Regional Commissioner Region V)

Reference your A/A Bank Accounts dated 25th August 1944.

1. I suggest that this letter should have been addressed to the Director, Finance Sub-Commission.

May I also point out that :

(a) No R. & S. Division exists at this Headquarters.
There is an Economic Section within which are the Industry Sub-Commission, and the Commerce Sub-Commission.

(b) There is in this Commission no such person as the Chief Executive Officer. Both Executive Officers, American and British are equal. There is also an Establishment Officer and the Executive Commissioner.

2. It is not in order for a Regional Finance Officer to address a letter direct to a Sub-Commission unless it is the Specialist Sub-Commission with which he is directly concerned (i.e.) You can communicate direct with the Finance Sub-Commission and then on technical matters only. You cannot for example, address a communication direct to the Legal Sub-Commission.

R. E. FARMER
R. E. FARMER.

Colonel.
Executive Officer.

RHF/JRG

Copy to:- V.P. Administrative Section. ✓
V.P. Economic Section.
Regional Commissioner, Region V.

753

1035

Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.C. SECTION
APO 394

Ref 345/17/CA

26th August, 1944

Colonel R. R. SMITH,
Administrative Section

28 AUG 1944
3

I send you a copy of an Office Order being issued in this Branch. This is result of a recent visit paid to 8 Army, when Group Capt. Benson said that about 90% of the correspondence he was receiving did not concern him at all. I think that we probably are the main offenders in this respect but it may be that some of the correspondence coming from your Branch or Section could also be weeded out.

I should be grateful if Sections would pass this on to those of their Sub-Commissions who have considerable correspondence with the Armies.

W. J. Lipp 10/17

C. W. L. SMITH,
Lt. Col.
Assistant Director,
Civil Affairs Branch.

752

171

Declassified E.O. 12356 Section 3.3/NND No. 785016

COPY

HEADQUARTERS
ALLIED CONTROL COMMISSION
P.C. & M.G. Section
APO 394

Ref 345/16/GA.

25 August 1944.

OFFICE ORDER)

NUMBER 10)

Correspondence

1. AMC Armies are receiving a great deal of correspondence which does not directly concern them. With the extreme shortage of personnel it is desired to keep the work down as much as possible and it is thought that a brief explanation might help officers in directing correspondence.

2. Owing to the functions of AMC 5 and 8 Armies by which they exercise control over provincial staffs in their early stages, it might be thought that instructions which concern Regions and Provinces are also of interest to Armies. If one considers however that the moment the area is handed over to Provincial or Regional control, that Army moves out of that area it will be seen that this is not the case. Regions are concerned to know how AMC Armies work but the reverse is not generally the case.

3. Officers therefore should be careful that only correspondence of direct interest to the Army is sent to AMC Armies. Copies of correspondence addressed to Regional Commissioners should by no means invariably be sent for information to AMC Armies.

(Sgd)

G. W. I. SMITH.
Lt. Colonel.

CONFIDENTIAL

ST will reply 4
Capt Buckley
WBS/ajp

3/38

A/CC 311.2

21 August 1944

SUBJECT: Misuse of Signal Priorities

TO : Allied Force Headquarters
(Att: G-5 Section)

1. With reference to your G-5 311.5-1 dated 12 August 1944, the misuse of signal priorities indicated is regretted. Captain Buckley, the officer concerned, was at the time acting as personal assistant to Air Commodore Lord Stanagate. He is not now at this headquarters and further investigation will have to be made. The necessary disciplinary action will be taken on the facts revealed to prevent a recurrence of this action.

2. Action has been taken to prevent future acceptance by the Signal Office of signals not properly authorized.

ELLERY W. STONE
Captain, USNR
Acting Chief Commissioner

cc: Admin Sec

Hq A.C.C. Sec'y Gen.

DISPATCHED

Date: 28 Aug 1944

VIA

THRU

CONFIDENTIAL

750

733

CONFIDENTIAL

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

3/11/AS

19 Aug 44.

SUBJECT : Misuse of Signals Priorities.

TO : CBO, Acting Chief Commissioner.

Reference your inter-office memo A/CO 311.2 dated 18 Aug 44.

- 1 Attached is a draft reply to letter of G-5 Section, AFHQ ref G-5 311.3-1.
- 2 A further explanation of the conduct of Capt Finkley in this matter is being called for.

KIT 608
REC/gal

R.R. Cripps 749
R.R. CRIPPS Col,
for A/Hd. Adm Sec.

URGENT 15/AS

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

15/AS

19 Aug 44

SUBJECT : Misuse of Signals Priorities.

TO : Capt R.W. BOWLEY, Region IX.

- 1 Reference the attached copies of correspondence regarding a cable certified and dispatched by you on 29 Jun 44 is forwarded.
- 2 Please explain your action in this matter, and why standing orders in this respect were contravened.

EXT 608
HSC/gal

R. H. Crisp
R.H. CRISP Col,
CSO Admin Sec.

CONFIDENTIAL

SG 862

ALLIED CONTROL COMMISSION
INTER OFFICE MEMO

18 AUG 1944

From: Office of the Acting Chief Commissioner

SUBJECT: Misuse of Signal Priorities

FILE NO. A/CC 311.2

TO: Administrative Section

18 August 1944

1. Reference to attached:

a. Letter G-5, 311.5-1, AFHQ, 12 Aug 44, "Misuse of Signal Priorities".

b. Listed inclosures to above reference.

2. Request appropriate reply be prepared for my signature.

4 Incls-
as in para 1a & 1b above.

Stone

[Signature]
CONFIDENTIAL

CONFIDENTIAL

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

CEIR/r1

G-5: 311.5-1

12 August 1944

SUBJECT: Misuse of Signal Priorities

TO : Brigadier Maurice S. Lush
Executive Commissioner
Hq., Allied Control Commission
APO 394.

61 Denmore

*Will you deal with this
please?*

*for
for
for*

1. I inclose copies of
 - a. War Office letter 32/Sigs/32(Sigs 7(a)) dated 6 July 1944,
 - b. Air Ministry letter Tels 4/S.310 dated 2 July 1944, and
 - c. Copy of MOST IMMEDIATE message WX 57883 dated 29 June 1944 from Captain Buckley, AOC Rear.
2. The above appears to show a serious case of misuse of Signals priorities. The text of the message is of a personal nature and the classification of MOST IMMEDIATE is intended solely for occasions of vital urgency to the war effort as a whole. The use of this classification is limited to General Officers Commanding-in-Chief, and in their absence, their immediate representatives. (ACI 2218 of 1941 refers.)
3. The Chief Administrative Officer, General Clark, has asked for inquiries to be made and an early report. Please let me have this as early as possible.

C. Edwin Harris

C. E. LEWIN HARRIS
Colonel

Deputy Asst. Chief of Staff, G-5

Incls:
(3) as above

748

CONFIDENTIAL

683

785016

COPY

SECRET

CIPHER MESSAGE

To:- Air Ministry, Whitehall

From:- Captain Buckley AOC Reary

WX.57683.

(Recd. AOC. June 29th 1944).

MOST IMMEDIATE. URGENT

Signed Stone 29th 14200 Number Mill. Please inform Lady
Standgate Blunt House Oxton Surrey, Telephone No. Oxton 711 repeat
711. Lord Standgate left for England.

Time of Receipt 2030/29.

Copies to:-

Duty Officer Whitehall (Action 2 copies)
File.

747

673

COPY

AIR MINISTRY,
LONDON, S.W.1.

Tels.4/S.510

2nd July, 1944.

Sir,

I am directed to refer to A.P.H.Q. North Africa signal T.O.O. 20308/29, copy attached under serial number WX.57883, and to forward this signal as an example of the misuse of signals priorities, incorrect method of address, and the wrong selection of cypher used.

2. From the text of this signal it would appear to constitute an abuse of the priority "most immediate".

3. The signal is addressed to Air Ministry Whitehall but is encyphered in a one-time pad in which Air Ministry Whitehall is not of the family, consequently the cypher had to be identified and passed to Air Ministry Special Cypher Office for action.

I am, Sir,
Your obedient servant,

(Sgd).

Air Commodore,
Director of Telecommunications.

Director of Signals (Sigs.7),
War Office,
London.

COPI

Extn.1429

THE WAR OFFICE,
LONDON, S.W.1.
6 July 1944.

32/Sigs/32(Sigs.7.(a)).

Memorandum for:-

Chief Signal Officer,
A.F.H.Q.,
Algiers.

The attached copy of Air Ministry letter Tel a.4/3.30 of 2nd July, 1944, with enclosure, is forwarded for such action as you may consider desirable.

The War Office supports the views expressed by the Air Ministry, particularly those relating to the abuse of the priority "Most Immediate".

(Signed) _____
Brigadier,
for Major-General,
Director of Signals.

HEADQUARTERS ALLIED CONTROL COMMISSION
Office of the Secretary General
APO 394

*File
pro* 3/1 B
RED/hd

18 August 1944

MEMORANDUM:

TO: R.C. & M.O. Section
Economic Section
Administrative Section
Political Section
Naval Sub-Commission
Army Sub-Commission
Air Forces Sub-Commission
Communications Sub-Commission
War Materials Disposal & Italian
Prisoners of War Sub-Commission
Public Relations Branch

It is requested that whenever letters are prepared in final form for the Acting Chief Commissioner's signature that the carbon copies of the letters show "Prepared by _____", with the name of the section or sub-commission and the signature of the responsible officer.

noted
RED
ROBERT E. DOE
Major, A.G.D.
Secretary General

ALLIED CONTROL COMMISSION

COMMUNICATIONS

CONFIDENTIAL

21 23/IX 20

7 August 1944

Routes for Cables

Direct

Direct

Direct

(Not yet est.) DW (ECT)

Thru Dist 2

Thru PBS

Local

Courier

Direct

Direct

Courier

Courier

Courier

Courier

Local

Direct

Headquarters:

AMG 5 Army

" 8 Army

" 5 Corps

" Region I

" Region II

" Region III

" Region IV

" Region V

" Region VI

" Region VII

" Region VIII

" Region IX

" Region "2"

" 31ba

A.A.I.

A.P.H.Q.

Route for Despatches

A 1 also C18

A 3 also C17

A 13

A 7 for onward transmission

A 11

C 14

Local Courier

C 16

A 5

C 14 thence C 15

C 17 also C 20 and C 21 (DR)

C 17 also C 21 (DR) and C 22

C 17

C 18

C 19

Thru "41 for onward transmission

N.B. : Routes lettered "A" and "C" signify "APLS" and "Courier Service" respectively. Only 'Classified' correspondence is transmitted by APLS - 'Unclassified' correspondence is routed through A.P.O. or S.L.O., HQ; A.A.I.

Distribution:

V. Pres. Admin. Section ✓

V. Pres. Economic Section

Executive Commissioner

Establishment Officer

Executive Officer

Civil Affairs Branch

HQ. Commandant

AMG Region III

" Region IV

" Region V

" Region VI

" Region VII

" Region VIII

" Region IX

Region III C 14
 " Region IV Local Courier
 " Region V C 15
 " Region VI A 5
 " Region VII C 14 thence C 15
 " Region VIII C 17 also C 20 and C 21 (JR)
 " Region IX C 17 also C 21 (JR) and C 22
 " Region "Z" C 17
 " 31ba C 18
 A.A.I. C 19
 A.P.H.Q. Thru AAI for onward transmission Direct

N.B. : Routes lettered "A" and "C" signify "ADLS" and "Courier Service" respectively. Only 'Classified' Correspondence is transmitted by ADLS - 'Unclassified' correspondence is routed through A.P.O. or Z.L.O., HQ, A.A.I.

Distribution:

V. Pres. Admin. Section
 W. Pres. Economic Section
 Executive Commissioner
 Establishment Officer
 Executive Officer
 Civil Affairs Branch
 HQ. Commandant
 Adjutant (2)
 AMG 5 Army
 " 8 Army
 " 5 Corps
 " Region I
 " Region II

AMG Region III
 " Region IV
 " Region V
 " Region VI
 " Region VII
 " Region VIII
 " Region IX
 " Region "Z"
 " 31ba
 A.A.I.
 A.P.H.Q.
 File

743

SEEN	TO:	INT.
ADMIN DIRECTOR		
CHIEF STAFF O.	(2)	
STAFF	(4)	
STAFF	(4)	
STAFF O. PA & VP	(3)	
CHIEF CLE K	(5)	
DATE	9 AGO	1644

Information Division
 A.C.C.

934

CONFIDENTIAL

2123/INFO

7 August 1944

COURIER SERVICES

Route	Departure	Arrival
C 14 Daily to NAPLES	ACC.HQ 0900 Region III HQ 0900	Region III HQ 1700 ACC.HQ 1700
C 15 Bi-weekly to CASAR- ZARO (Tues and Fri) (Mon and Thur)	Region III HQ 0900 Region VII HQ 0900	Region VII HQ 1900 Region III HQ 1900
C 16 Daily to AQUILA (Mon and Fri) (Tues and Sat Sun)	Region V HQ 0800 ACC.HQ 1200 ACC.HQ 0830 Region V HQ 1400	ACC.HQ 1200 Region V HQ 1800 Region V HQ 1800 ACC.HQ 1730
C 17 Bi-weekly to 8 Army Regions VIII, IX, "2" (Mon and Thur) (Tues and Fri)	ACC.HQ 0900 8 Army (Rear) 0900	8 Army (Rear) 1700 ACC.HQ 1700
C 18 Bi-weekly to 5 Army & Plombino (for Elba) (Mon and Thur) (Tues and Fri)	ACC.HQ 0900 5 Army HQ 0900 ACC.HQ 0900, 1200, 1500, 1800.	5 Army 1800 ACC.HQ 1800
C 19 Daily to A.A.I. C 20 Alternate days with C 21 (DR) from Region VIII and return.	ACC.HQ 0900 5 Army HQ 0900 ACC.HQ 0900, 1200, 1500, 1800.	5 Army 1800 ACC.HQ 1800
C 21 Alternate days with (DR) C 20 to Region VIII, IX, ~~V~~	Region VIII 0900 ACC.HQ 0900	ACC.HQ 1700 Region VIII 1700
C 22 Daily from Region IX and return	ACC.HQ 0900 Region VIII 0900	Region VIII 1700 ACC.HQ 1700
C 23 (DR) Daily from Region '2' to Region IX and return.	Region IX 0900 ACC.HQ 1400	ACC.HQ 1700 Region IX 1700

Departure

Arrival

Region '2' 0700

Region IX 0830

742

C 17 Bi-weekly to 6 Army Regions VIII, IX, "Z"
(Mon and Thur)
(Tues and Fri)
C 18 Bi-weekly to 5 Army & Bombino (for Elba)
(Mon and Thur)
(Tues and Fri)
C 19 Daily to A.A.I.
C 20 Alternate days with C 21 (DR) from Region VIII and return
C 21 Alternate days with (DR) C 20 to Region VIII, IX, ~~VI~~
C 22 Daily from Region IX and return
C 23 (DR) Daily from Region 'Z' to Region IX and return.

Departure
Region 'Z' 0700
Region IX 0900
HQ. Commandant
Adjutant (2)
AMG 5 Army
" 5 Army
" 5 Corps
" Region I
" Region II

Arrival
Region IX 0830
Region 'Z' 1030
Region VIII
" Region IX
" Region "Z"
" Elba
A.A.I.
A.F.H.Q.
File

742

Information Division
A.O.C.

NOTES ON THE CONTROL OF THE TONALITY OF THE VOICE

EXILE AND US

Runs to connect
with H.Q. RASC for
Air Courier Services

Leiva H.G. 2005.

—: 004X02 201 878 0041

1100 hrs for Router: -

1	Naples
2	Algiers
3	Cairo
4	Catania
5	Castellammare
6	Provincia
7	Perugia

(5 Army)
(8 Army Main)
(8 Army Rear)
(Region III) (ATHQ)
(DRAF)
(MEE)
(Sioli)
(Y District)
(58 Area)
(86 Area)

A 11 Bard	(2 District)
A 12 Simelio	(60 Sup Area)
A 13	(5 Corps)

N.F.: Only classified correspondence is transmitted by ADLS. Unclassified correspondence is routed through: A.E.O. or E.L.O. - HQ. AAI.

to rotation:

V. Pres. Admin. Section
V. Pres. Economic Section
Executive Commissioner
Establishment Officer
Executive Officer
Civil Affairs Branch
HQ. Commandant
Adjutant (2)
MSG 5 Army
" 8 Army

AMG	Region	III
"	Region IV	
"	Region V	
"	Region VI	
"	Region VII	
"	Region VIII	
"	Region IX	
"	Region #2 nd	

A. A. I.
A. E. H. Q.

7.4.1

N.B.: Only classified correspondence is transmitted by AMS. Unclassified correspondence is routed through:
A.F.O. or E.L.O. - HQ. AAI.

Distribution:

V. Pres. Adm'd. Section
V. Pres. Economic Section
Executive Commissioner
Establishment Officer
Executive Officer
Civil Affairs Bureau
HQ. Commandant
Adjutant (2)
AMG 5 Army
" 3 Army
" 5 Corps
" Region I
" Region II

AMG Region III
" Region IV
" Region V
" Region VI
" Region VII
" Region VIII
" Region IX
" Region "Z"
" Elton
A.A.I.
A.P.H.Q.
File

741

Information Division
A.C.C.

210

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

CMS/CF/JJR

G-5: 311.18

5 August 1944

SUBJECT: Forwarding of Letters.

TO : Headquarters, Allied Control Commission
APO 394 (Attn: Acting Head, Administrative Section)

Receipt of your communication on the above subject, 3/18/AS of 3 August, is acknowledged. It is agreed, as pointed out in your second paragraph, that to regard an appeal to Mayor La Guardia by an inhabitant of Italy as calling for action by the Allied Control Commission would be productive of numerous and evident evils. The particular letters were sent on for "any action you deem appropriate" with the thought that you would doubtless merely retain them, but that you might see fit first to give them a cursory examination to determine whether they disclosed any matters of interest to the Commission. It is not believed that such letters should be retained at AFHQ: either the War Department - and in like cases the War Office - should be requested not to forward them at all, or they should be sent on to the ACC for any action which was considered appropriate. It is thought that, unless the matter becomes a real problem, the latter disposition is to be preferred.


CHARLES M. SPOFFORD
Colonel, G.S.C.
Asst. Chief of Staff, G-5

740



785016

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

3/1B/AS

3 Aug 44

SUBJECT : Forwarding of Letters.

TO : A.F.H.Q. (Attn: G-5)

Reference your G-5 J11.18 dated 30 Jul 44.

- 1 The enclosures have been forwarded to various Sub-Commissions for information and in the case of applications for release of POW to the appropriate Sub-Commission for action.
- 2 It is considered however that to take any action with regard to the appeals for help, monetary or in kind, would be inappropriate as it would be an instance of making special cases and may well result in a flood of such appeals to Mayor La Guardia. All these applicants have recourse to the normal assistance organizations now functioning in Italian and Military Government Territories.
- 3 If you approve it is recommended that such appeals as mentioned in para 2 above not be forwarded to this HQ but retained in your office.

G.R. UPJOHN, Col
A/Head Adm Sec.

739

Declassified E.O. 12356 Section 3.3/NND No. 785016

CONFIDENTIAL

OKS
Note of Action
TROOPERS AGWAR BTOWSA SHARP MIDWEST USAPIME SOS NATOWSA MAAP AAI
HABIST DISTWO SON, MBS, ABS HONES
PRELON SIGNED WILSON

50/13

CONFIDENTIAL

FX 82320

NONE

AUG NTL

CITE FHGOT

AAA ABS, EBS 5 ARMY AG SARDINIA 7 ARMY GIBRALTAR MALTA BAF WRTC GING
MED BALKAN AIR FORCE LVA PE COMDR CORNICA AGO AFHQ NEAR GHQ INDIA

REF OUR MESSAGE FX 77937 DATED 1 AUG 44. MESSAGE FOR AFHQ NEAR
ARE STILL BEING RECEIVED WITHOUT INDICATION OF THE BRANCH OR STAFF
SECTION OR INDIVIDUAL CONCERNED. ESSENTIAL THAT METHOD OF ADDRESS
AS SET OUT IN PARAGRAPH 1 OF FX 77937 IS COMPLIED WITH OTHERWISE NOT
POSSIBLE GUARANTEE DELIVERY.

G(SD)
DCAO
G(ENG)
G(RECORDS)
A
AG(US)
X
CSO L OF C
Q
Q(AE)
RA
RE
WKS
SVY
NOV
TH(A)
TH(B)
POSTAL
ST
MED
ORD
REKE
LAB
PROVOST

6 ACTION
3
2
1
2
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3
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2
1
3
5
1
1
1
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1
1
1

APA 1
AGC(LSH) 4
PETSEC 1
HQ RAC 1
HQ INF 1
WTSFF 1
NOI OF RESERCH 1
DSTO 1
CLAIMS & HIRINGS 1
PAY 1
OC COMD CP SIGS 1
US CIPHERS 1
BR CIPHERS 1
SIGNAL MASTER 1
SEC LOG 1

DIST
ACTION - Adj
INFO - Sign Officer
A/CC
ADM SEC
ECOM SEC
CA BR
FILE (2)
FLOAT

CONFIDENTIAL

RESTRICTED

2073

Adm Sec

3/15/45
HQ ACC, HQ 26 BLU (ATT 2 POLISH CORPS) CMP

8A

HQ AAI

RESTRICTED

1904/9/6(SD)

NONE

JUL 31/

SUBJECT: CHANNELS OF COMMUNICATIONS.

1. THE DELIVERY OF CORRESPONDENCE AND SIGNALS TO THE BRITISH LIAISON UNITS (BLU) ATTACHED TO POLISH FORCES HAS ON OCCASIONS BEEN DELAYED BECAUSE ORIGINATORS HAVE NOT ALWAYS SPECIFIED THE SECTION OF THE BLU FOR WHICH THE CORRESPONDENCE IS INTENDED.

2. IT IS ESSENTIAL FOR THE PROMPT DELIVERY OF CORRESPONDENCE THAT THE NAME OF THE POLISH HQ, TO WHICH THE BLU IS ATTACHED, IS INCLUDED IN THE ADDRESS, E.G.

HQ 26 BLU (ATT MAIN (OR REAR) 2 POLISH CORPS) CMP

26 BLU (ATT ADV POLISH BASE) CMP

/s/ E. H. JENNING, Maj. for
2/ G (SD AND T)



ACC DIST

Adjutant
Secy Gen
Fr Co ExCom
C A Br
Recn Sec
Adm Sec

737

Copy to: Hq 26 BLU (att 2 Polish Corps) CMP

370

RESTRICTED
AUG 011003

HEADQUARTERS
ALLIED OVERSEAS COMMISSION
APO 34
ADMINISTRATIVE SECTION

26 Jul 44

SUBJECT : Duty Clerks.

TO : Interior Sub-Commission.

- 1 Reference is made to Office Memorandum Number 7 dated 24 Jul 44.
- 2 The attached roster of duty clerks for the Admin Sec, Interior SC and Interpreter's Pool is forwarded for information.
- 3 The duty clerk will proceed to midday meal at 1100 hours promptly and will return to the office in time to relieve the remaining clerks at 1230 hours sharp. He will make his own arrangements for early meals.
- 4 During the midday break, he will be located in Room 31, 5th Floor, telephone number (Internal) 437.
- 5 The duty clerk for the first week will relieve the duty clerk the next week on his day off i.e. during week commencing 30 July, Col B. BROWN will be duty clerk on Mr. BROWN's rest day (Wednesday), and so on.

R. C. App
R. C. App, Col
CDO Admin Sec.

736

Declassified E.O. 12356 Section 3.3/NND No. 785016

Transferred to

3/1A/CR

(2A)

6A

Declassified E.O. 12356 Section 3.3/NND No. 785016*Admin. Sec.*ALLIED FORCE HEADQUARTERS
APO 512

20 July 1944

SUBJECT: Use of Telephone Facilities in ITALY

TO: See Distribution

1. The location of several large military and Naval Headquarters in ITALY, scattered as they are over a comparatively narrow but very deep front, has produced a critical situation insofar as "Long Distance" telephone service is concerned. Long Distance in this case includes direct long line circuits between switchboards or exchanges of major headquarters, and is not necessarily limited to calls placed through NAPLES or ROME long Distance.

2. Obtaining of a reasonable degree of efficiency in the use of available facilities and the insurance of adequate "operationally necessary" service, can be obtained only through the 100% cooperation of every commander and individual user of the whole integrated wire system in ITALY. Since every military, naval and air headquarters installation or activity in ITALY has access to, and receives calls from, the overall wire network, they are all directly concerned in this matter.

3. All commanders, army, navy and air, of all echelons are therefore requested to take positive action within their commands to:

a. Restrict Long Distance (or Toll) service to those staff officers or agencies requiring such service for the performance of essential operational duties. It is obvious that if great numbers of telephones have access to Long Distance, then staff officers really needing the lines will find them "Busy" or "Engaged" when they are needed.

b. Informing and instructing all personnel as to:

- (1) Critical shortage of Long Distance or toll facilities
- (2) Necessity for BREVITY of calls.
- (3) Importance of making notes beforehand as to subjects to be covered, to permit prompt completion of call.
- (4) Necessity for remaining immediately accessible to telephone after a Long Distance call is initiated.

4. Insofar as AFHQ-NATOUSA Headquarters is concerned:

a. Long Distance service on all AFHQ-NATOUSA installations and long distance service for all headquarters served by FREEDOM exchange will be limited to 40% of the total local lines installed.

b. The Chief of each general and special staff section of AFHQ-NATOUSA, C-in-C, MED, and C-in-C MAAF (including Macaf), will submit by 1200 hours, 27 July 1944, a list by FREEDOM numbers, insofar as practicable, of the phones installed or being installed for to be allowed access to long distance facilities in accordance with the above policy.

5. Monitoring service on Long Distance calls is being inaugurated at once. Violations of the provisions of this directive, as indicated by unnecessary calls, unofficial calls overly classified as to urgency, ~~xxx~~ etc., will be reported through command channels to proper commanders for necessary corrective action.

DISTRIBUTION "A" Plus:

CinC MED
Air CinC MAAF
CinC AAI
CG SOS
CG SEVENTH ARMY
ACC
CG PBS
FORN AREA COMMAND
CSO L of C, ITALY
CSO L of C, SOUTHERN ITALY

J.A.H. GAMMELL,
Lieutenant-General,
Chief of Staff.

R-E-S-T-R-I-C-T-E-D

ROME ALLIED AREA COMMAND
APO #794, US ARMY13C/eps
13 July 1944

AG 311.1

Subject: Official Mail.

To : All Units Assigned and Attached.

1. The following instructions are published in addition to letter, this HQ, file AG 311.1, subject: "Official Mail", dated 7 July 1944, and will govern the preparation of material for dispatch by United States Army Postal Service and British Army Postal Service.

2. U. S. Army Postal Service.

a. Definition: A service for the delivery of official mail by air or surface means wherever U. S. Army Forces are located. It offers a safe and expeditious means for the transmission of all types of official mail, other than Top Secret. It is recommended that the ACS or ADLS be utilized for the transmission of all matter classified Confidential or higher, by all units having ready access to such services. All official mail for air dispatch travels on a No. 1 priority and each APO within this theater makes at least one dispatch daily, weather permitting.

b. Locations: U. S. Army Post Offices serve every U. S. headquarters and unit in this theater.

c. Preparation and Disposition:

- (1) Top Secret matter may not be sent through the U.S. Army Postal Service.
- (2) Confidential and Secret mail will be prepared in accordance with AR 380-5 and will be presented at the registry window of an APO for registration. Under no circumstances will such mail be sent without registration. There is no charge for registration of such classified mail when addressed to points within this theater. A minimum registration fee of twenty (20) cents plus surcharges, if applicable, must be paid for all official registered mail addressed outside this theater.
- (3) Restricted and unclassified matter need not be registered, but may be registered if the sender desires. The registration fee and applicable surcharges are shown though

It offers a safe and expeditious means for the transmission of all types of official mail, other than Top Secret. It is recommended that the ACS or ADB be utilized for the transmission of all matter classified Confidential or higher, by all units having ready access to such services. All official mail for air dispatch travels on a No. 1 priority and each APO within this theater makes at least one dispatch daily, weather permitting.

b. Locations: U. S. Army Post Offices serve every U. S. headquarters and unit in this theater.

c. Preparation and Dispatch:

- (1) Top Secret matter may not be sent through the U.S. Army Postal Service.
- (2) Confidential and Secret mail will be prepared in accordance with AR 380-3 and will be presented at the registry window of an APO for registration. Under no circumstances will such mail be sent without registration. There is no charge for registration of such classified mail when addressed to points within this theater. A minimum registration fee of twenty (20) cents plus surcharges, if applicable, must be paid for all official registered mail addressed outside this theater.
- (3) Restricted and unclassified matter need not be registered, but may be registered if the sender desires. The registration fee and applicable surcharges must be paid in such cases. Even though the articles are addressed for delivery in the theater.
- (4) The use of the word "Registered" on outer covers is reserved for the exclusive use of the Army Postal Services and will not be used on the outer cover of mail matter by any other service in this theater.
- (5) Each article must bear a complete address and return address.
- (6) No article will exceed seventy (70) pounds in weight or one hundred (100) inches in length and width combined.

A.E.S. 3-11-1-0-1-3-D

- (7) All official mail weighing not in excess of four (4) pounds will be given air dispatch within the theater, within the limits of available air space. Articles weighing in excess of four (4) pounds, the urgency of which required air transport to destination, must bear the stamped or typewritten inscription in capital letters "WD ESSENTIAL OFFICIAL AIR MAIL". Followed by the signature of an officer which will be taken as a certification that the article requires air dispatch. Postage is not required on any type or size of official mail for delivery within this theater.
- (8) All official mail addressed for delivery outside this theater may be deposited in U. S. APO's without the payment of postage providing the weight of each piece does not exceed four (4) pounds. If over four (4) pounds, postage must be prepaid at the rate prescribed for fourth class mail matter. Such rate is applicable regardless of the character of the inclosures, or whether the article is sealed or unsealed.
- (9) Official mail addressed to the Casualty Branch, Adjutant General's Office, Washington, D.C., or when inclosed "Casualty Mail" and addressed to a commanding officer of a camp, post or station in the United States will be accepted without the payment of postage although the weight of the article is in excess of four pounds.
- (10) If dispatch by air from the theater is desired, each piece, including letter size articles, must bear the stamped or typewritten inscription in capital letters on the face of the envelope or container "WD ESSENTIAL OFFICIAL AIR MAIL" and have postage prepaid at the rate of six cents for each half ounce.

4 3. British Army Postal Service.

- a. Definition: A service for the delivery of unclassified official mail and mail classified as "Restricted" or "Confidential"
- b. Locations: British APO's are located within reach of communications and mail in this theater.

without the payment of postage providing the weight of each piece does not exceed four (4) pounds. If over four (4) pounds, postage must be prepaid at the rate prescribed for fourth class mail matter. Such rate is applicable regardless of the character of the inclosures, or whether the article is sealed or unsealed.

(9) Official mail addressed to the Casualty Branch, Adjutant General's Office, Washington, D.C., or when indorsed "Casualty Mail" and addressed to a commanding officer of a camp, post or station in the United States will be accepted without the payment of postage although the weight of the article is in excess of four pounds.

(10) If dispatched by air from the theater is desired, each piece, including letter size articles, must bear the stamped or typewritten indorsement in capital letters on the face of the envelope or container "WD ESSENTIAL OFFICIAL AIR MAIL" and have postage prepaid at the rate of six cents for each half ounce.

3. British Army Postal Service.

a. Definition: A service for the delivery of unclassified official mail and mail classified as "Restricted" or "Confidential"

b. Locations: British APO's are located within reach of every British headquarters and unit in this theater.

c. Conveyance: Official correspondence is afforded priority treatment in the British APO and daily dispatches are made between British APO's. Official articles of letter size are given air conveyance within the theater whenever acceleration in delivery would result. Official articles for addressees outside the theater are conveyed by surface mail.

4. Preparation and Dispatch:

(1) Top Secret and Secret material may not be sent through the British Army Postal Service.

(2) Confidential mail will be prepared as required and must be presented at the registry window of an APO for registration. Fees for registration are shown in Annex "A" attached.

R-E-S-T-R-I-C-T-E-D

- (3) Restricted and unclassified matter need not be registered.
- (4) The use of the word "Registered" on outer covers is reserved for the exclusive use of the Army Postal Services.
- (5) Each article will bear a complete forwarding address. Abbreviations will not be used. The full address of the originating headquarters, unit, or section will also be shown on the outside cover of each article.
- (6) Official correspondence will be accepted for transmission subject to the conditions set forth in Annex "A". (AG 311.1-5)

By command of Major General JOHNSON:

E. E. Chizer
I. E. CHIZER
Capt AGD
Actg Adj Gen

1 - Incl:
Annex "A"

DISTRIBUTION:
"A"

J. E. Cheek
J. E. CHEEK
Capt AGD
ActS Adj Gen

732

1 - Incl:
Annex "A"

DISTRIBUTION:
up

- 3 -
R-E-S-T-R-I-C-T-E-D

R-3-3-1-R-1-0-1-3-D

REGULATIONS FOR OFFICIAL MAIL AT BRITISH ARMY POST OFFICES

Destination	Limit of Weight	Limit of Size	Postage Rates	Registration Fee	Other Conditions
Within theater British Empire (Except India) Br. Mandated Territory Eire H.M. Ships	22 lbs	Length 2 feet Width 18 inches Depth 18 inches	FREE	FREE	Each article must be inclosed in an "O.M.S." cover or otherwise be inclosed "official" and certified by an officer.
India	11 lbs	- 40 -	FREE	3d	
U.S.A.	4 lbs	3 feet in length, width & depth, combined, greatest dimension not to exceed 2 feet.	Not over 1 ounce, 24d Each additional ounce, 1d	3d	
Other Countries	4 lbs	3 feet in length, width & depth, combined, greatest dimension not to exceed 2 feet.	Not over 1 ounce, 3d. Each additional ounce, 1d.	3d	

be indorse
ed "offi-
cial" and
certified
by an off
icer.

India	11 lbs	- 40 -	FREE	3d	
U.S.A.	4 lbs	3 feet in length, width & depth, combined, greatest dimension not to exceed 2 feet.	Not over 1 ounce, 2d Each additional ounce, 1d	3d	
Other Countries	4 lbs	3 feet in length, width & depth, combined, greatest dimension not to exceed 2 feet.	Not over 1 ounce, 3d. Each additional ounce, 1 1/2d.	3d	

Annex "A"

731

RESTRICTED

SUBJECT: OFFICE HOURS-HQ 3 DISTRICT.

ROME ALLIED AREA COMD.

55 AREA

56 AREA

57 AREA

59 AREA

94 SUB AREA

64 GARRISON

BRITISH TPA AREA

AAI, A BRANCH

1 DISTRICT

2 DISTRICT

ALLIED CONTROL COMMISSION

214 OF NAP

FOUNT

3 DISTRICT CDR

TEL EXT 18

100 A.

2 JUL 44.

RECEIVED
- 3 JUL 1944
A. C. C.

1. WED 4 JUL 44 THE FOLLOWING OFFICE HOURS WILL BE FORCED AT THIS HQ.

0800 - 1300 HRS

1630 - 1930 HRS

2. DURING NON OFFICE HOURS THERE WILL BE A DUTY OFFICER AT THIS HQ.

3. ADDRESSEES ARE REQUESTED TO TELEPHONE AS LITTLE AS POSSIBLE BETWEEN 1400- 1530 HRS.

ACC MAIN DIST

INFO/ CSD

CA MR

ECOM SEC

ADMIN SEC

ADJ MAIN

ADJ REAR

ADJ ADV

G1 B

G4 B

HQ COMDT

FILE

FOAT

DECC

7.0

HEAD HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

3/1.2/45.

SUBJECT : Completed Staff Work.

TO : All Adm Sub-Commissions.

The sub-joined copy of Article "Completed Staff Work" is forwarded for information as an item of interest for all staff officers.

R. H. Phillips
R. H. PHILLIPS,
Lt. Colonel,
CSO Adm Section.

Completed Staff Work

The following interesting and instructive paper is being distributed to officers of the Provost Marshal General's Office and school:

"1. The doctrine of 'Completed staff work' is the study of a problem and presentation of a solution, by a staff officer in such form that all that remains to be done on the part of the head of the staff division, or the commander, is to indicate his approval or disapproval of the completed action. The words 'completed action' are emphasized because the more difficult the problem is, the more the tendency is to present the problem to the chief in piecemeal fashion. It is your duty as a staff officer to work out the details, no matter how perplexing they may be. You may and should consult other staff officers. The product, whether it involves the pronouncement of a new policy or effects an established one, should, when presented to the chief for approval or disapproval, be worked out in finished form.

"2. The impulse which often comes to the inexperienced staff officer to ask the chief what to do, recurs more often when the problem is difficult. It is accompanied by a feeling of mental frustration. It is so easy to ask the chief what to do, and it appears so easy for him to know your job. It is your job to advise your chief what he ought to do, not to ask him what you ought to do. He needs answers,

*Completed 11/01/98

1. The doctrine of "Completed staff work" is the study of a problem and presentation of a solution, by a staff officer in such form that all that remains to be done on the part of the head of the staff division, or the commander, is to indicate his approval or disapproval of the completed action. The words "completed action" are emphasized because the more difficult the problem is, the more the tendency is to present the problem to the chief in piecemeal fashion. It is your duty as a staff officer to work out the details, no matter how perplexing they may be. You may and should consult other staff officers. The product, whether it involves the promulgation of a new policy or effects an established one, should, when presented to the chief for approval or disapproval, be worked out in finished form.

"4. Do not worry your chief with long explanations and memoranda. Write a memorandum to your chief that does not constitute complicated staff work, but writing a memorandum for your chief to send to someone else does. Your views should be placed before him in finished form so that he can make them his views simply by signing his name. In most instances complicated staff work results in a single comment prepared for the signature of the chief, without accompanying comment. If the proper result is reached, the chief will usually recognize it at once. If the wrong comment or explanation, he will ask for it.

5. The theory of completed staff work does not preclude a 'rough draft', but the rough draft must not be a half-baked idea. It must be complete in every respect except that it lacks the requisite number of copies and need not be neat. But a rough draft must not be used as an excuse for shifting to the chief the burden of formulating action.

6. The 'completed staff work' theory may result in more work for the staff officer, but it results in more freedom for the chief. This is how it should be. Further, it accomplishes two things:

a. The Chief is protected from half-baked ideas, voluminous memoranda, and oral presentations.

b. The staff officer who has a real idea to sell is enabled more readily to find a market.

7. When you have finished your 'completed staff work' the final test is this:

If you were the chief would you be willing to sign the paper you have prepared and stake your professional reputation on its being right?

If the answer is in the negative, take it back and work it over, because it is not yet 'completed staff work'.

For the Provost Marshal General:

(Signed) Archer L. Lorch,

Colonel, JAGC,

Deputy Provost Marshal General.

Extracted from the Army and Navy Journal, issue of 24 January 1942, by G-4 Section, Third Army. 25 January 1942/te.

"Completed staff work"

The following interesting and instructive paper is being distributed to officers of the Provost Marshal General's Office and school:

"1. The doctrine of 'completed staff work' is a doctrine of this office.

"2. 'Completed staff work' is the study of a problem and presentation of a solution, by a staff officer in such form that all that remains to be done on the part of the head of the staff division, or the commander, is to indicate his approval or disapproval of the completed action. The words 'completed action' are emphasized because the more difficult the problem is, the more the tendency is to present the problem to the chief in makeshift fashion. It is your duty as a staff officer to work out the details, no matter how perplexing they may be. You say and should consult other staff officers. The product, whether it involves the promulgation of a new policy or affects an established one, should, when presented to the chief for approval or disapproval, be worked out in finished form.

"3. The impulse which often comes to the inexperienced staff officer to ask the chief what to do, recurs more often when the problem is difficult. It is accompanied by a feeling of mental frustration. It is so easy to ask the chief what to do, and it appears so easy for him to know your job. It is your job to advise your chief what he ought to do, not to ask him what you ought to do. He needs answers, not questions. Your job is to study, write, restudy and rewrite until you have evolved a single proposed action--the best one of all you have considered. Your chief rarely approves or disapproves.

"4. Do not worry your chief with long explanations and memoranda. Writing a memorandum to your chief does not constitute completed staff work, but writing a memorandum for your chief to read and someone else does. Your views should be placed before him in finished form so that he can make them his views simply by signing his name. In most instances completed staff work results in a single document prepared for the signature of the chief, without accompanying comment. If the proper result is reached, the chief will usually recognize it at once. If he wants comment or explanation, he will ask for it.

"5. The doctrine of completed staff work does not produce a 'rough draft' but the rough draft must not be a half-baked idea. It must be complete in every respect except that it lacks the requisite number of copies and need not be sent. But a rough draft is the burden of the chief of the bureau.

one, should, when presented to the chief for approval or disapproval, be worked out in finished form.

"3. The impulse which often comes to the inexperienced staff officer to ask the chief what to do, centers more often when the problem is difficult. It is accompanied by a feeling of mental frustration. It is so easy to ask the chief what to do, and it seems so easy for him to answer your job. It is your job to advise your chief what he ought to do, not to ask him what you ought to do. He needs answers, not questions. Your job is to study, write, restudy and resolve until you have evolved a single proposed action--the best one of all you have considered. Your chief merely approves or disapproves.

"4. Do not worry your chief with long explanations and memoranda. Writing a memorandum to your chief does not constitute completed staff work, but writing a memorandum for your chief to send someone else does. Your views should be placed before him in finished form so that he can make them his own simply by signing his name. In most instances completed staff work results in a single document prepared for the signature of the chief, without accompanying comment. If the proper result is reached, the chief will usually recognize it at once. If he needs comment or explanation, he will ask for it.

"5. The library of completed staff work does not preclude a 'rough draft,' but the rough draft must not be a half-baked idea. It must be complete in every respect except that it lacks the requisite number of copies and need not be sent. But a rough draft must not be used as an excuse for shifting to the chief the burden of formulating action.

"6. The completed staff work theory may result in more work for the staff officer, but it results in more freedom for the chief. This is as it should be. Further, it accomplishes two things:

1. The Chief is protected from half-baked ideas, vague, minus memoranda, and immature oral presentations.
2. The staff officer, who has a real idea to act on, is enabled more readily to find a market.

Declassified E.O. 12356 Section 3.3/NND No. 785016

Extracted from the Army and Navy Journal, Issue of 24 January 1942, by O-4 Section, Third Army. 20 January 1942/ft.

ARTHUR L. LARSEN,
Colonel, JAGP
Deputy Provost Marshal General, P.

...of the Army and Navy Journal, Issue of 24 January 1942, by O-4 Section, Third Army. 20 January 1942/ft.

Robert L. Larson
Arthur L. Larson,
Colonel, JAGP,
Deputy Provost Marshal General.

For the Provost Marshal General:

...of the Army and Navy Journal, Issue of 24 January 1942, by O-4 Section, Third Army. 20 January 1942/ft.

...of the Army and Navy Journal, Issue of 24 January 1942, by O-4 Section, Third Army. 20 January 1942/ft.

...of the Army and Navy Journal, Issue of 24 January 1942, by O-4 Section, Third Army. 20 January 1942/ft.

"7. When you have finished your 'completed staff work' the final test is this:

If you were the chief would you be willing to sign the paper you have prepared, and stick your professional reputation on its being right?

If the answer is in the negative, take it back and work it over, because it is not yet 'completed staff work.'

For the Provost Marshal General:

Archer L. Larch
Archer L. Larch,
Colonel, JAGP,
Deputy Provost Marshal General."

Extracted from the Army and Navy Journal, issue of 24 January 1942, by C-4 Section, Third Army. 25 January 1942/12.

Extracted from the Army and Navy Journal, issue of 24 January 1942, by C-4 Section, Third Army. 25 January 1942/12.

Colonel, JAGP,
Deputy Provost Marshal General."

1896