

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

ACC

10000/105/277
(VOL. II)

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

0000/105/277
(VOL. II)

ORG & ADMIN, ROUTINE CORRESPONDENCE
JAN. 1945 - OCT. 1946

ALLIED XXXXXXXXXX COMMISSION
INTER-OFFICE MEMORANDUM

SUBJECT: Change Over

FILE No. 3/1.D/CA

TO : Establishment Section

24 Sep 1945

- 1 May it please be published that w.e.f. to-day Civil Affairs Section has taken over from Local Government Sub-Commission the administration of Patriots and Mine Clearance Branches.
- 2 Will you please note the same against the persons so concerned.

Sgt. WHITE Lt Col,
for VP CA Section.

980

HEADQUARTERS ALLIED COMMISSION
APO 754
CIVIL AFFAIRS SECTION

3/1.1/CA ✓

Tel : 358

SUBJECT : Removal of Telephones.

15 October 1946

TO : Signal Office AG HQ.

1. With further reference to this Section's letter dated 5th September 1946, you are hereby requested that the following telephones be removed and installed as indicated hereunder :

<u>Extension</u>	<u>Listing</u>	<u>Location</u>
358	Capt. J. V. Vella	from room 54, 5th floor to room 32, 3rd floor
256	Education Office	from room 46, 5th floor to room 30, 3rd floor
437	Chief Clerk Civil Affairs and Local Government	from room 51, 5th floor to room 28, 3rd floor
508	Col. G. Pava	This extension has already been removed from room 56, 5th floor ; it should be installed in room 26, 3rd floor.

JVV/v

J. V. Vella
J. V. VELLA
Captain
Civil Affairs Section.

HEADQUARTERS ALLIED COMMISSION
APO 784
CIVIL AFFAIRS SECTION

Ref: 3/I.B/CA

24 Sept 46

SUBJECT : Public Health Files.

TO : Chief Archives Officer.

Further to our 3/I.B/CA dated 5th Sept 46
concerning the loss of the following files :-

3I33 Blind Persons General
3I58 Hospital Casualties Returns - Italians
3I18/4 Repatriation Italian POW from Germany

Col. FRIZZIE, former Director of Public Health,
has now informed this Section that the above-mentioned file
covers were prepared in anticipation of further correspondence
on these subjects. As this correspondence did not materialize
the covers were subsequently destroyed.

J.V. Vella
J.V. VELLA, Captain,
CA Section.

HEADQUARTERS ALLIED COMMISSION
APO 794
CIVIL AFFAIRS SECTION

Ref : 3/1.B/GA

5th Sept 46

SUBJECT : A.C. Telephone Directory.

TO : Signal Officer,
Room 58, 1st Floor Annex.

Reference your three letters dated 3rd September 1946, addressed to Public Health S/O, Local Government S/O and Civil Affairs Section.

Public Health is now closed and all telephones have been removed.

Telephone listing for Local Government is as follows:

Clerks	Ext. 286	Room 27
--------	----------	---------

For Civil Affairs Section as follows:

Brig. CARR M.	Ext. 525	Room 60
Capt. VELLA J.V.	" 358	" 54
Col. FAYA G.	" 508	" 56
Chief-Clerk	" 457	" 31
Public Health Enquiries	457	" 31

J.V. Vella
J.V. VELLA, Capt,
CA Section.

SIGNAL OFFICE
HEADQUARTERS ALLIED COMMISSION
APO 794

3 September 1946

SUBJECT: AC. Telephone Directory.

TO : *Civil Affairs Section*

It is requested your section submit a sectional listing of telephone numbers and an officers telephone listing including location. This information is required to correct the current telephone directory.

Send listings to Signal Officer, Room 58,
1st Floor Annex.

MB Brown Jr.
MARLEY R. BROWN, JR.
1st Lt. C.E.
Hq. Signal Officer.



A SET

SIGNAL SECTION
HEADQUARTERS ALLIED COMMISSION
APO 794

3 September 1946

SUBJECT: AC. Telephone Directory.

TO : *Local Gov't etc.*

It is requested your section submit a sectional listing of telephone numbers and an officers telephone listing including location. This information is required to correct the current telephone directory.

Send listings to Signal Officer, Room 58, 1st Floor Annex.

W. R. Brown Jr.
MARLEY R. BROWN, JR.
1st Lt. C.E.
Hq. Signal Officer.

987



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SIGNAL OFFICE
HEADQUARTERS ALLIED COMMISSION
APO 794

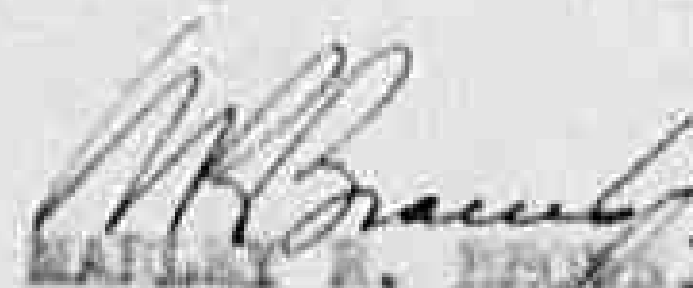
3 September 1946

SUBJECT: AG. Telephone Directory.

TO : Public Health Service.

It is requested your section submit a sectional listing of telephone numbers and an officers telephone listing including location. This information is required to correct the current telephone directory.

Send listings to Signal Officer, Room 58, 1st Floor Annex.


MARLEY R. BROWN, JR.
1st Lt. C.E.
Hq. Signal Officer.



RECEIVED

986

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

HEADQUARTERS ALLIED COMMISSION
APO 794
CIVIL AFFAIRS SECTION

Ref : 3/1.B/CA

5th September 46

SUBJECT : Public Health Files.

TO : Chief Archives Officer.

Reference is made to your letter Ref: 15/AB/PH dated 3rd Sept 46.

I searched in the office of Public Health Sub-Commission and was able to find the following files which are enclosed herewith :

3069 Hospitals - General.
3069/1 " - Requisitioning Civil Hospitals by Military Auth.

I regret to say that there is no trace of the following files listed in your letter under reference :

3133 Blind Persons General
3158 Hospital Casualty Returns - Italians
3118/4 Repatriation Italian P.O.W. from Germany

This Section will endeavour to get from Col. Friselle, former Director of Public Health, who is at present with UNRRA, the necessary information on the missing files.

It appears that the preparation of the Master List of files of Public Health, and the actual delivery of same to your office, did take place when Col. Friselle was still at this Headquarters.

J.V. VILLA, Capt,
CA SECTION.

HEADQUARTERS ALLIED COMMISSION
APO 794
ARCHIVES BRANCH

Ref. : 15/AR/PH.

3 September 1946

SUBJECT: Public Health Files.

TO : Civil Affairs Section
attention Capt. Vella.

Upon checking the Master List submitted by the
above Section the following files are not with Archives and
also are not ticked as being retained by you.

Will you please inaugurate search in the offices con-
cerned.

3133	Blind Persons General
3158	Hospital Casualty Returns - Italians
3118/4	Repatriation Italian P.O.W. from Germany
3069	<u>Hospitals - General</u>
3069/1	" Requisitioning Civil Hospitals by Mil.Auth.

N.M. Harrison
N.M. HARRISSON,
Major,
Chief Archives Officer.

16/7
sent back on the 17th



HEADQUARTERS ALLIED COMMISSION
APO 479

Civil Affairs Section

16th August 46

Y/L.N/CA

SUBJECT: - Office Machinery - Location.

TO : - G-4 (B) Branch.

Reference your two letters G-4/103/1/2 dated 6th August 1946
re the following typewriters: -

Imperial 12" No. 2.103,719
12" No. 2.092068
No. 2.092894
Olivetti No. 277501

As all these typewriters are in full use none are surplus
to our present requirements.

J. V. VELLA, Captain,
CA Section.

Tel. No. : ROME 489081, Ext. 436.

Headquarters,
Allied Commission (ITALY)
C.M.F.

Subject : Office Machinery - Location.

Ref : GI/103/1/2

6 August 1946.

Civil Affairs Section.

1. It is desired that a physical check be made of Office Machinery in your possession, accountable to G-4 (B) Branch, and which according to our records is as follows:-

W.D. Office Machinery

Typewriters

Imperial 12" No. Z.104719 —
12" No. Z.092968

Purchased Property Office Machinery

Olivetti No. 277301

2. Please confirm in writing, not later than 16 August 1946, that the a/m machinery is actually in your possession, or advise what differences exist, if any.

3. Please indicate at the same time if any of this machinery is surplus to your present requirements.

R.M. Green
R.M. GREEN
S. Cmd., ATS.,
DAQMG.



918

Tel. No. : ROME 489081, Ext. 436.

Headquarters,
Allied Commission (ITALY)
C.M.F.

Subject : Office Machinery - Location.

Ref : GH/103/1/2

6 August 1946.

Education Sub-Commission.

1. It is desired that a physical check be made of Office Machinery in your possession, accountable to G-4 (B) Branch, and which according to our records is as follows:-

W.D. Office Machinery.

Typewriters

Imperial No. Z.092894.

Purchased Property Office Machinery

NIL

2. Please confirm in writing, not later than 16 August 1946, that the a/m machinery is actually in your possession, or advise what differences exist, if any.

3. Please indicate at the same time if any of this machinery is surplus to your present requirements.

Green
R.M. GREEN
S. Comd. ATS
DACM

981

HEADQUARTERS ALLIED COMMISSION
APO 794
Office of the Executive Commissioner

3/18/CA ✓
MO
95A
8 August 1946.

Ref. : 212/FC

SUBJECT: Allied Commission Liaison Groups Postal Addresses.

TO : ADAPS
British Postal Directorate
C/o 15 Base APO
CMT

With reference to recent correspondence under even reference.

All Allied Commission Liaison Groups have now closed with the following exceptions:

a) TENDA Det. which will remain open for an indefinite period and whose address is c/o B.L.U;

b) A.C.L.O. to 86 Area whose address is c/o 86 Area.

All mail for the remainder of the Liaison Groups should now be forwarded to this HQ for disposal.

APG Udine and Venezia Giulia are remaining as at present.

For the Chief Commissioner:

Wang Kussich 980
Brigadier,
Executive Commissioner.

Copy to: ACIO 86 Area
" " TENDA
SCAO Venezia Giulia
P.O. Udine

Int. Dist.: Group 1 List A.



SUBJECT: WHL Directive No. 2 (S/7 dated 7 Dec 45)

1 7239

C. G. Jones
Ex. Comm.
S/7 (S/7)
(S/7)
C. P. Lee
Ex. Comm.

3/18/47

LAD FORCES SUB COM, A.C. (WHL.)

S/7

17 May 46

TO : Distribution below

17 May 46

Amendment No. 5 to WHL Directive No. 2.

1. Appendix "2" - DELETE para 7 and substitute:

"COUNT HUNTAL and COURTS OF INQUIRY matters will be referred direct to local Area HQ, copy to HQ WHL. - Courts of Inquiry however regarding loss or damage to stores, vehicles etc held on charge of this HQ will continue to be referred to HQ WHL."

2. Appendix "3" - after para 9 - ADD new sub para 9 (a) as under:

"Harridge Publications"

9 (a) Applications for permission to carry will NOT be referred to HQ WHL except for information - Procedure as outlined in Harridge Regulations (S/7) issued as appendix "4" to GHO 258/45 will be followed with particular reference to para 5.

3. Appendix "5" para 10 - DELETE sub para (a).

4. Appendix "7" para 10 - re-latter remaining paras (a) and (b) respectively.

979

[Signature]
Major General
H. N. I. A.

/sw

DISTRIBUTION:

RECEIVED

"COUNT MATERIAL AND CHARGES OF INDIVIDUAL MATTERS WILL be referred direct to local from HQ, copy to HQ
HILL. - Counts of inquiry however regarding loss
or damage to stores, vehicles etc held on charge
of this HQ will continue to be referred to HQ
HILL"

2. Appendix "2" - after para 9 - add new sub para 9 (a) as under:

"Marriage Applications"

- 9 (a) Applications for permission to marry will NOT be referred to HQ HILL except for information - Procedure as outlined in Marriage Regulations CUF issued as Appendix "2" to GAO 258/46 will be followed with particular reference to para 5.

3. Appendix "2" para 10 - DELETE sub para (a).

4. Appendix "2" para 10 - re-letter remaining paras (a) and (b) respectively.

979

/sw

DISTRIBUTION:

- List "2" (Lans Serials 9, 10, 11, 18, 19)
List "2" (2 copies)
List "2" (6 copies to Serial 1)

TO : LANS FORWARDED SUB COM. C.D. (40/12)

Receipt is acknowledged of despatch of document No. 5 to
HILL, Directorate No. 2 (C/L dated 7 Dec 45).

Date.....46

Signed.....

Formation.....



Ch. H. H. I. L.
for Major General, C.D.

UNITED NATIONS RELIEF AND
REHABILITATION ADMINISTRATION

ADMIN. MEMORANDUM

7184
16 MAG. 1946
P195
UNRRA/AFHQ
ROME
10 MAY, '46

SUBJECT: Change of Address - UNRRA/AFHQ Liaison Office

1. Purpose - To effect the following changes in Admin. Memorandum issued by UNRRA/AFHQ, Caserta dated 18 April, 1946.

2. Paragraph 1 should read:-

1. The UNRRA/AFHQ Liaison Office hitherto located in Caserta Palace, will be transferred to Rome effective 26 April, 1946.

Location

5 Via Romagna, Rome, Italy

Official Address

UNRRA/AFHQ Liaison Office,
c/o UNRRA Italy Mission,
A.O. S.551,
C.M.F.

Telephone

Rome 471391
~~478490~~ 471390
481478
481476
14734

Cable Address

UNRRA/AFHQ, Rome

The Surplus/Supply Procurement Division of UNRRA/AFHQ Liaison Office, which is already operating from Rome, will also be located at above address.

3. Effective Date - The above changes are to be effective immediately.

R.E. SAUL
Principal Liaison Officer,
UNRRA/AFHQ Liaison Office

TO ALL ADDRESSEES:
As detailed overleaf.



Copies to:

AFHQ

SAC's Secretariat	2
CAO's Secretariat	2
POLAD (U.S.)	2
POLAD (Br.)	2
G-2	6
G-3	6
G-5	6
Adjutant General	6
Liaison	3
Signals Section	4
Signals Center	4
H.Q. Caserta Enclave	3
Combined Int. Committee	2
Sea Transport	2

Air H.Q. (Italy)	12
Royal Navy	6
U.S. Naval HQ	3
Allied Commission, Rome	6
NSA, Naples	2
NSA, Rome	2
NSA, Naples	2
NSA, Rome	2

USFIA

European Regional Office	12
H.Q. Washington	12
Albania Mission	12
Albania Mission (Rear)	2
Greece Mission	12
Italy Mission	12
Jugoslavia Mission	12
Jugoslavia Mission (Rear)	2

MFOUSA

C.G., MFOUSA	2
Secy., General Staff	2
G-1	3
G-2	3
G-3	3
G-4	3
H.Q. Command	3
Signals Section	3
CHIC, Rome	4

PK

C-in-C Secretariat	2
M.G. i/c Administration	2
P.A.	4
Mil. Sec.	2
A. Branch	6
C. Branch	6
Q. Movements	6
Engineer Branch	6
Ordnance	4
Postal Directorate	4
REME	4
Salvage	4
Signals Branch	4
S. & T.	4
Camp Commandant	4
Q (Mov.) Liaison, Rome	2
Min. of Sup. (Br.) Rome	4

UNITED STATES DEPARTMENT OF
REHABILITATION ADMINISTRATION

ADMINISTRATIVE

18 APR. 46

SUBJECT: Change of Address - UNRRA/AFHQ Liaison Office

1. The UNRRA/AFHQ Liaison Office hitherto located in Caserta Palace will be transferred to Rome effective 28 April 1946.

Location:

2 Via Roma, Rome

Official Address:

UNRRA/AFHQ, Rome

Telephone:

Area 476122

Cable Address:

UNRRA AFHQ, Rome.

The Supplies/Supply Procurement Division of UNRRA/AFHQ Liaison Office, which is already operating from Rome, will also be located at above address.

2. Consequently upon the above move the following changes will be made:

- a. Responsibility for the UNRRA Warehousing and Transport-shipment operations at Trieste will be transferred to UNRRA Albania Mission, effective 1 May 1946.

- b. The DE Liaison Functions with AFHQ for which UNRRA Deserts Office has hitherto been responsible have been transferred to the UNRRA Italy Mission, Rome, effective 18 April 1946.

- c. The other functions of UNRRA/AFHQ, i.e., Liaison, procurement of military supplies, coordination and diversion of UNRRA shipping, etc., will continue as hitherto.

4. Regular liaison visits will be made to AFHQ and its affiliated headquarters by UNRRA Principal Liaison Officer and his staff. They will also be available at all times for meetings and contacts at the request of Services.

11/11/11, 2000

2000-2001

Figure 1

0622 8 6 20 00

1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 26

The Submarine/Supply Procurement Division of United States Marine Corps, which is currently operating from home, will also be located at above address.

7. Do you want the above move the collection around with to print?

5. Responsibility for the UNRRA, processing and transport-equipment operations at Trinidad will be transferred to UNRRA Atlanta based, effective 1 May 1946.
6. The DP Liaison Americans with ARHQ for which UNRRA Caserte office has hitherto been responsible have been transferred to the UNRRA Italy Liaison, Rome, effective 15 April 1946.
7. The other functions of UNRRA/ARHQ, i.e., Liaison, procurement of military supplies, coordination and diversion of UNRRA shipping, etc., will continue as hitherto.
8. Regular Liaison visits will be made to ARHQ and its affiliated headquarters by UNRRA Principal Liaison Officer and his staff. They will also be available at all times for meetings and contacts at the request of Services.
9. The Shipping Division of UNRRA/ARHQ will remain located at Naples (Friedrichs Building) but continue under control of the Rome Office.
10. IMPORTANT TO MESSAGE NUMBER - 410513: Please reports and requests re above any signals and mail addressed for UNRRA/ARHQ or UNRRA Caserte and received after 25 April 1946.

Six months will elapse before there will arrive authorized agents
ATG Agents, present "China Air Force," and should be dealt with
correctly. (See Page 5)

R. E. Smith
Principal Liaison Officer
CICADA/ADND

DOI: 10.1002/jbm.b.10769

AS LIBRARY OWNERS

Comptes rendus

9

SAC's Secretariat
 SAC's Secretariat
 POLAD (U.S.)
 POLAD (Br.)
 0-2
 0-3
 0-5
 Adjutant General
 Liaison
 Signals Section
 Signals Center
 U. S. Security Police
 Combined Post Committee
 Gun Company

52

U.S. POSTAGE
50c - 10c
6-1
6-2
6-3
6-4
H. G. Gurnaud
Male Section
CFLS, Reno

100

C-in-Ch. Secretariat
N.S.I/a. Administration
T.A.
Mil. Sec.
A Branch
B Branch
C Movement
Engineer Branch
Ordnance
Postal Directorate
R&E
Salvage
Signals Branch
S.S.T.
Camp Commandant
Q (Mort.) Liaison, Home
Wn. of Sup. (Gr. 3000)

ATTACH

C.G., STC/USA
Secy., General Staff
G-1
G-2
G-3
G-4
H. P. Command
Signal Section
Office, Rome

REF

C-13-3 Secretariat
N.G. L/a. Administration
F.A.
Mil. Sec.
A Branch
Q Branch
Q Movement
Business Branch
Ordinance
Postal Directorate
RMC
Salvage
Signals Branch
S.A. T.
Ship Commandant
Q (M.V.) Liaison, Rome
Min. of Sup. (Pr.) Rome

Air H.Q. (Italy)
Royal Navy
U.S. Navy HQ
Allied Commission, Rome
W.A. Liaison
W.A. HQ
W.A. Liaison
W.A. Liaison
W.A. Liaison

in spirit's net *VP*
HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512 *Sh*

AG 384/062 C/S-0 *3/18/46* *V*

9 May 1946
14 MAG 1348

SUBJECT: Procedure on Arrests, Searches and Seizures of Italian Persons and Property.

TO : Commanders of all Major Commands, Separate Units and Installations

1. Pursuant to the Terms of Restoration of Additional Italian Territory, the Supreme Allied Commander has restored to the jurisdiction of the Italian government certain territory embracing all the mainland of Italy and adjacent islands, except for the Provinces of Udine and Venezia-Giulia, without prejudice to any rights and powers of the Allied Nations under the Italian Armistice, and subject to the right to maintain and quarter troops and to maintain and operate facilities, utilities, installations and supplies as may be required by the Allied Forces in the unoccupied territory. Pursuant to the resumption of jurisdiction by the Italian government, and apart from the powers stated, the authority over Italian persons and property by the United States Military Authorities in Italy, exclusive of the Provinces of Udine and Venezia-Giulia is, in the absence of the exercise by the Supreme Allied Commander of any reserved powers, limited to that described in this order.

2. The United States Military Forces have the right to arrest and detain for trial by Italian courts or request the Italian Government to arrest and detain for trial any Italian persons suspected of committing an offense or crime against United States Military laws and regulations, or against Italian laws and regulations, within United States military installations, camps, and other areas and buildings especially used by such forces.

3. Outside of locations listed in paragraph 2 above, all searches, seizures, arrests, and/or detention by United States Military Forces of Italian persons and property are prohibited except as hereinafter authorized.

4. United States Military authorities are authorized to search, detain and/or seize Italian held property and search, seize and/or arrest, independent of Italian authorities, Italian persons where a criminal act is committed in their presence. 976

5. The "hot pursuit" of a suspect is authorized, independent of Italian Authorities. "Hot Pursuit" is defined as the right to pursue any person in flight where reason exists to suspect his connection with a criminal act.

6. Except as authorized herein, arrest, detention and/or search of Italian military personnel, and search of Italian military property will be handled exclusively by the Italian authorities. Cooperation and assistance by United States military personnel when requested by the Italian authorities will be furnished only when the security of United States persons or property is involved. 1803

Ltr, HQ WFOUSA, APO 512, file AG 384/062 C/S-O,
dtd 9 May 1946 (Cont'd)

7. Arrest, detention and/or search of Italian civilians and detention, search and seizure of Italian civilian vehicles or property, except as authorized herein will not be made except in conjunction with, and with the approval of, the proper Italian authorities.

8. Whenever there is reason to believe that crimes or offenses against United States military persons or property have been or are about to be committed, except as covered in paragraphs 2, 4 and 5 of these instructions, it is the duty of the proper United States military official to make known immediately the situation to the Italian law enforcement agencies and to request and urge necessary action. While cooperation will be given the Italian officials in such cases, the power of arrest, detention and seizure remains with the Italian authorities.

9. Brutality, unnecessary roughness and other similar "third degree" methods will not be engaged in by United States military personnel.

10. Road blocks for the search, and seizure of Italian persons and Italian held property will be operated only with the cooperation of Italian authorities. When so operated they shall be governed by specific instructions from the proper United States military authority. The policy will be that so far as practicable all interrogation, searching and seizing of Italians and property held by them shall be done by the Italian authorities. Where, in the operation of a road block, it is necessary for United States military personnel to participate actively, care will be taken to assure that such participation is in conformity with the desires of the local Italian authorities. Italians arrested or property seized will be held by the Italian authorities. Where property is of undoubted United States Government ownership it may, at the discretion of the United States authorities, be taken under United States military custody.

11. Italians arrested or detained will be turned over to Italian custody at the earliest practicable time, with a statement of the offense for which they are arrested or the reason why detention is desirable and with a request for confinement where appropriate. All cases of continued confinement by United States military authorities will be reported promptly to the Commander of the Major Command concerned.

12. Interrogation of Italian persons in connection with the investigation of matters within the limitations of these instructions may be conducted by United States military authorities without the presence or assistance of Italian authorities. Force or coercion may not be exercised to secure the attendance of persons aforesaid, or to obtain testimony. Full use of Italian law enforcement agencies will be made to secure witnesses and evidence.

13. It is for the mutual benefit of all concerned that interrogation, searches, seizures, detentions and/or arrests of Italians shall be in conformity with Italian law. Any failure of Italian authorities to cooperate or to

(1)
Ltr, Hq, MTOUSA, APO 512, file AG 384/062 G/S-O,
dtd 9 May 1946 (Cont'd)

perform their legal duties will be reported through channels to this head-
quarters without delay.

BY COMMAND OF LIEUTENANT GENERAL LEE:

Ralph C. Tilley
RALPH C. TILLEY
Colonel, AGD
Adjutant General

DISTRIBUTION:
"2"

975

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

ALLIED ~~CONTROL~~ COMMISSION
INTER-OFFICE MEMORANDUM

SUBJECT: Preparation of documents
for signature

File No. 3/1.B/CA

TO: All Sub-Commissions

27th May 1946

A number of letters leaving this Headquarters recently have been improperly prepared for signature and your attention is drawn to the Instructions on "Office Organization" issued by this Section, particularly to Section "D" amended as per Appendix to this letter.

3/1B/CA ✓

Edward Thomas May
E. CARR, Brigadier.
VF CA Section.

974

(916)

MEMORANDUM FOR THE DIRECTOR, J.A.I.R.O.A. of
C. 240 15

MEMORANDUM "C" to Chief, J.A.I.R.O.A. Moving Instructions, on Office
Organization, will be amended as follows:

ARTICLE I

- 1. A document placed out of this headquarters to officials of
the Italian Government in its semi-official form will be pre-
pared for signature as follows:

"Very truly yours"

- 2. In case (other than V.V.) or message sent to the Italian
Minister will be prepared for signature as follows:
"Very truly yours"

(according to importance
of the subject)

Director, (or name and rank)
J.A.I.R.O.A.

- 3. A document passing out of this headquarters to J.A.I.R.O. or other
 Allied Authority not part of J.A.I.R.O. will be prepared for the
 personal signature of the V.V. as follows:

FOR THE DIRECTOR, J.A.I.R.O.A.,

Name and Rank,
V.V. or J.A.I.R.O.A.

- 4. A letter on a blank matter addressed to J.A.I.R.O.A. and
 V.V. Corps, Provincial Commissioner, Name of J.A.I.R.O.A. will
 be prepared for the personal signature of the V.V. thus:

BY COMMAND OF MR. ARTHUR ELMERY W. STONE.

Name and Rank,
V.V. or J.A.I.R.O.A.

5. A letter on a Class B matter may be prepared and signed for the VP. SA. Section.

A minute to higher authority within the Headquarters will be prepared for the personal signature of the Vice President.

(Name and Rank)
VP. SA. Section.

HEADQUARTERS ALLIED COMMISSION

Office of the Chief Commissioner

APO 394

11 May 1946.

SUBJECT: Correspondence.

TO : Executive Commissioner.

1. The Chief Commissioner has noted that recently correspondence leaving this headquarters for such offices as G-5 AFHQ has failed to have the concluding "For the Chief Commissioner".

2. It is desired that immediate steps be taken to insure that all future correspondence to higher headquarters and units outside the Commission that is signed by the Vice Presidents will bear the concluding line: "For the Chief Commissioner", while correspondence to any units within the Commission will be signed: "By Command of Rear Admiral Stone".

For the Chief Commissioner:


R. W. STRAUSS
Lt Col, AGO
Staff Officer to CC

cc to:
Vice President, Civil Affairs Section
Vice President, Economic Section

See Civil Affairs Ltr SD/540.08 dated 27 Apr

CIVIL SERVICE SERVICE
OFFICE ORGANIZATION

1. Organization of Office.

CA Sec and its Sub-Committee work as one unit for Registry and Filing unit. For these purposes each Sub-Committee constitutes a branch of the CA Registry and will keep the following records:

- Register of Security Letters in
- Register of Security Letters in
- File Index - numerical
- File Index - alphabetical

- Register of letters in
- Register of letters in
- File Index - numerical
- File Index - alphabetical

Civil Affairs Section will open no file on subjects dealt with on Sub-Committee files. Incoming correspondence on matters to be dealt with by the Sub-Committee will be passed direct to and registered by the appropriate Sub-Committee. Directors of Sub-Committees are responsible for ensuring that the work is kept in the files. Papers relating inside CA Sec (i.e., between Sub-Committee or between Sub-Committee and CA Sec) will be passed direct by hand at the earliest possible moment and not through the Message Centre.

2. Filing.

The operation of policy matters from routine matters when filing is important. Questions of policy should be on a separate file which should be kept very strictly to a minimum of the policy decisions and to the actual instructions issued to us to be a clear picture unobscured by any other papers whatsoever. Care must be taken that the instructions should be on a routine file. In addition to Policy and Routine files, Action files should be opened. Separate action files should be opened for different questions or of different phases. Policy files should be avoided and are evidence of insufficient sub-division. A description of a suitable filing system is at Appendix 2.

3. Classification of Staff Work.

The basic fact upon which the whole clerical organization of a staff is founded is the division of the work into two classes. Upon this depends by what an incoming letter will be dealt with; to whom the next action is sent; the form of signature; who will sign it, the channels of communication and it may even affect the filing system.

a) Class A consists of matters where any letters to be written will express or deal with:

- (i) Recommendations
- (ii) Decisions
- (iii) Policy
- (iv) A resolution called for
- (v) A report

b) Class B includes all other matters.

4. Allocation of Staff Work.

When dealing with correspondence other than for direct correspondence or Priority Channels, the following is the normal division of work but Branch Heads may direct from these on technical matters.

2 Filing.

The separation of Policy matters from Routine matters when filing is important. Questions of policy should be on a separate file which should be kept very strictly to a minimum of the policy decisions and to the actual instructions issued to us to be a clear picture unobscured by any other matters whatsoever. In addition to Policy and Routine files, action files should be opened. Separate action files should be opened for different questions or of different phases. Bulky files should be avoided and any evidence of insufficient sub-division. A description of a suitable filing system is at Annex A.

3 Classification of Staff Work.

The basic fact upon which the whole clerical organization of a staff is founded is the division of the work into two classes. When this division is when an incoming letter will be dealt with; to whom the next action is sent; the form of signature; who will sign it, the channels of communication and it may even affect the filing system.

a) Class A consists of matters where any letters to be written will express or deal with:

- (i) Recommendations
- (ii) Opinions
- (iii) Policy
- (iv) Explanation called for
- (v) Approval

b) Class B includes all other matters.

4 Allocation of Staff Work.

When dealing with correspondence other than the SECRET Correspondence or Priority Signals, the following is the normal division of work into Branch Heads may divert from these of technical matters.

- a) Grade III officers (Captains and Lieutenants) are normally engaged on compilation of statistics, collection and collation of returns, preparation and maintenance of records, returns, groups, tables, plans, maps, figures for them, delivery SECRET papers and not as liaison officers etc. A grade III officer may also be allotted routine files to work.
- b) Grade II officers (Majors) normally deal with all branch files which will be allotted among them regarding to subjects. All incoming papers will normally go first to the Grade II officer concerned and he will deal with them as follows:

- (i) Class B matters (unless outside his powers, e.g. a financial limit for approval of expenditure) he will normally deal with completely except when he desires to obtain the weight of a more senior officer's signature.

- (ii) Class A matters he will prepare for his part senior.

- (a) If the action is obvious, he will have the letter typed ready for his superior's signature, consulting him if necessary beforehand.
- (b) If the action is not obvious but the matter simple, he will submit the arguments and a recommendation for his superior's decision (this may be done personally and need not be in writing). He will then prepare the letter unless his superior prefers to do so.
- (c) If the matter is complex, he will prepare a statement of the case (listing the documents referred to, show the arguments open, make a recommendation (which may take the form of a draft letter) and submit any arguments (for and against) his recommendation which should be before the officer making the decision.

c) Grade I officers (Capt and Lt Col) will deal with all Class A matters.

5. Channels of Communication.

All branches form part of one headquarters. Branches are not separate commands writing together, but part of one whole. Communications may be made horizontally (that is from one branch to another branch of the same HQ), as well as vertically (that is between senior and junior). Intercommunication horizontally takes place between officers of the same grade and the appropriate level must be chosen. It can take place by interview, letter or phone. Examples to clarify the procedure are contained in Annex "B".

6. Addressing of Comm. within the HQ.

Letters will NOT normally pass between branches but internal correspondence will be conducted on Minute Sheets in accordance with the procedure described in Annex "C" and the letter will pass between Sub-Comms and between Sub-Comms and G. Sec. Working papers personal to a branch which merely lead to a result which is recorded on the file and are not essential to any further action need not be circulated with the file. Minutes and letters (other than Top Secret) should be addressed to the Section or Sub-Section and not to any officer either by name or appointment. It is the recipient branch's responsibility to see that it gets to the right hands. When a certain officer has particular knowledge of a matter e.g. a point discussed over the phone, it may be helpful to write "for attention of Major YZ" at the head of the minute.

7. Drafting of Letters.

When a letter is being formed either horizontally or vertically by the Section, the responsibility for the writing of the communication is the Section's, even though the letter may be concerned with a technical point of one of the Sub-Communications. Just as/grade II staff officer should, when possible, write the reply for his superior's signature, so a Sub-Comm originating a letter to an officer should put their recommendation in the form of a letter to the appropriate quarter for the officer's signature (see below as to wording). In cases of doubt a draft can be submitted to him for his approval, any other branches when the proposal by effect should be consulted and their views on the draft be submitted to the HQ. The final decision

side horizontally (that is from one branch to another branch of the same rank), as well as vertically (that is between senior and junior). Inter-branch communication horizontally takes place between officers of the same grade and the appropriate level must be chosen. It can take place by initiative, letter or phone. Examples to clarify the procedure are contained in Appendix.

6. Addressing of Comm. letters within the AF.

Letters will NOT normally pass between branches but internal correspondence will be conducted on Minute Sheets in accordance with the procedure described in Appendix "V" and the files will pass between Sub-Com and between Sub-Com and AF. Working papers personal to a branch which merely lead to a report which is recorded on the file and are not essential to any further action need not be circulated with the file. Minutes and letters (other than Top Secret) should be addressed to the Section or Sub-Com and not to any officer either by name or appointment. It is the recipient branch's responsibility to see that it gets to the right hands. When a certain officer has particular knowledge of a matter e.g. a point discussed over the phone, it may be helpful to write "for attention of Major YZ" at the head of the minute.

7. Drafting of letters.

When a letter is being forwarded either horizontally or vertically by the Section, the responsibility for the wording of the communication in the Section's, even though the letter may be concerned with a branch and point of view of the Sub-Commissions. Just as/Grade II staff officer should, when possible, write the reply for his senior's signature, so a Sub-Com originator in a letter to a higher should put their recommendation in the form of a letter to the appropriate quarter for the VP's signature (see below as to wording). In cases of doubt a draft can be submitted to him for his approval, any other branches when the proposal may affect should be consulted and their views noted on the file before the draft is submitted to the VP. The final decision as to wording is that of the VP who has to take into consideration the effect on and views of other Sub-Commissions.

8. Signature of letters.

- When any letter of Class A is addressed to HIGHER authority, it must be signed by the senior officer of the branch putting forward the opinion, recommendation, etc. If he is absent on duty and the letter is so urgent that it cannot wait his return and his view has already been obtained or is known, the letter may be signed on his behalf by the next senior staff officer who will subscribe below the description of the officer for whom he is signing, "absent on duty" or as the case may be.
- When any letter of Class A is addressed on the Staff level, it is customary and desirable that the letter should be signed by the head of the branch but when for some special reason he is not available, the officer next senior on his staff may sign on his behalf without explanation. (or this purpose B2s are regarded as being on the same level as Sections).
- When any letter of Class A is addressed to a LOWER formation, it will normally be signed by the next senior officer "for" the Branch Head.
- All letters of Class B may be signed by the staff officer dealing with

the file whatever his grade provided that no limitations have been placed on his powers, (e.g. a clerical limit for approval of correspondence). When a limit has been imposed the officer appropriate according to the limitation will sign. If the letter is going upwards he will sign "for" the head of the branch.

Instructions as to the way in which letters will be typed and ended are contained in the annexure to Office Memo No 18. Documents for signature by the VP will be prepared for signature as in Annex D.

9 Passage of Minutes or Letters to "Y" through "X"

This is not a method of submission of a question to higher authority. It's normal use is

- a) to keep an interested branch acquainted with progress, or
- b) to obtain concurrence with a course proposed.

It is not used in controversial matters which must be settled in annual meeting. Examples are given in Appendix B.

The usual form of acknowledgment by the Branch through whom the minute is passed is to place a tick through the words "through Y" adding initials and date.

If some slight variation, correction, note or emphasis is required, an appropriate minute may be added, but if a major difference is discovered, the minute will not be forwarded to "Y" but back to the originator with the necessary comment and only forwarded to "Y" when the difference is solved.

10 Top Secret

Instructions for the recording and handling of Classified material are contained in Office Memo No 2; the further instructions of this Section as regards Top Secret letters are contained in Annex E herof. These instructions will be strictly adhered to.

11 Follower in System

The standard system described in Annex F will be used in every office.

12 Abbreviations

Authorized abbreviations should be used wherever possible. Other abbreviations may be used so long as they are clearly intelligible and unambiguous. It is not correct to substitute recognized abbreviations by full stops, e.g. "AS" is correct.

The following are examples of time and labour saved shown in typing units:
 Vice President Civil Affairs Section (36) VP CA Sec (9)
 Civil Affairs Section (21) CA Sec (6)
 Sub-Commission for Public Safety (32) PS S/O (5)

Constant use of reasonable and understandable abbreviations in letters as well as in minutes appropriate to an appreciable saving of time in a day's work.

13 Telephonic Instructions

The writer's Colloquial will be indicate on minutes or letters.

and date.

If some slight variation, correction, gloss or emphasis is required, an appropriate minute may be added, but if a major difference is discovered, the minute will not be forwarded to "X" but back to the originator with the necessary comment and only forwarded to "Z" when the difference is solved.

10 Can Secret

Instructions for the recording and handling of classified material are contained in Office Memo No 21 the further instructions of this Section as in this Top Secret letters are contained in Annex 2 Secret. These instructions will be strictly adhered to.

11 Follow up System

The standard system described in Annex 2 will be used in every office.

12 Abbreviations

Authorized abbreviations should be used wherever possible. Other abbreviations may be used so long as they are clearly intelligible and unambiguous. It is not correct to separate recognized abbreviations by full stops, e.g. HQ AC is correct.

The following are examples of time and labour saved when in typing units:

Vice President Civil Affairs Section	(16) VP CA Sec (9)
Civil Affairs Section	(21) CA Sec (8)
Co-ordination for Public Safety	(32) PS S/C (2)

Consistent use of pronounceable and understandable abbreviations in letters as well as in minutes contribute to an appreciable saving of time in a busy work.

13 Telephone Extensions

The writers' telephones will be indicated on minutes or letters. This saves search should a telephone conversation be necessary on receipt of the letter. T1-50, at the bottom left hand corner of a minute is a sufficient indication as the change is known. Where there is any choice of telephone number, a six figure number should be shown on letters passing outside this HQ.

989

14 Signal Messages

Instructions are contained in Office Memo No 1, 3, 4 as amended.

W. H. Mc
S. R. WHITE, Lt Col,
for VP CA Section.

SECRET ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED

1 The requirements of every branch are different but the following system can readily be adopted to any requirements.

2 Analyse the correspondence and determine the main heads into which the correspondence falls. To each head allot a number - which is an index number and not a file number.

3 To every subject which falls within the head allot a sub number e.g. if the number 57 is allotted to the subject "Italian Officials", all files dealing with Italian Officials will fall within that group and receive sub numbers e.g.

- 57/ Italian Officials
 - 1 Appointments
 - 2 Transfers etc.

4 Index file, which will contain nothing but the discussion with higher authority on questions of policy, the decisions reached and the instructions actually issued, may be distinguished by the addition of a letter A (or B for policy if preferred) e.g. 57/2A. A special coloured cover is an advantage.

5 A Hostian file which will contain all correspondence about the carrying out of the policy, enquiries and other routine administrative matters related to the subject may be distinguished by the addition of a letter B (or C for routine if preferred). A special coloured cover is an advantage.

6 Action files. A new file is started and an individual number allotted for each distinct action e.g. the first appointments made are of Smith, Brown, Jones and Robinson, the first would be numbered 57/1.1, 57/1.2, 57/1.3, 57/1.4, and so on. Action files deal with particular incidents, they do not generally live very long, often not more than one week.

7 Files are most conveniently stored vertically. If there are not filing cabinets, boxes can be made or improvised. Not only is this most convenient, but the cards save the space more nobly. Action files die quickly, dead ones must be stored in separate boxes so that only live files are behind the main head cards. This is important. For dead action files have not been needed for reference for three months they should not only be sent to archive.

8 Records. Each mainhead is given an index card. The sub heads are written on successive lines and are followed by the letters of the policy or routine files issued, and the number (in pencil so that it can be kept up to date) of the action files which have been issued.

9 The main Index Cards relating to Italian Officials might therefore look as follows:

57/ ITALIAN OFFICIALS	
1 Appointments	A B 27
2 Transfers	A B 7
3 Promotions	A B 41
4 Discontinued	A B 3
5 Miscellaneous	A B 3

6. Routine file which will contain all correspondence about the carrying out of the policy, enquiries and other routine administrative matters related to the subject may be distinguished by the addition of a letter B (or P for routine if preferred). A special coloured cover is an advantage.

7. Action files. A new file is started and an individual number allotted for each distinct action e.g. the first spontaneously made one of Smith, Brown, Jones and Robinson, the file would be numbered 57/1.1, 57/1.2, 57/1.3, 57/1.4, and so on. Action files deal with particular incidents, they do not generally live very long, often only a few days or a few weeks.

8. Files are most conveniently stored vertically. If there are not filing cabinets, boxes or a table or improvised, not only is this most convenient, but the space makes the filing card mobile. Action files die quickly, dead ones must be stored in separate boxes so that only live files are behind the main head cards. This is important. When dead action files have not been needed for reference for three months they should be, duly be sent to archives.

9. Records. Each maintained in given an index card. The sub heads are written on one active lines and are followed by the letters of the policy or routine files opened, and the number (in pencil so that it can be kept up to date) of the action files which have been opened.

The main Index Cards relating to Italian Officials might therefore look as follows:

57/ ITALIAN OFFICIALS	
1. Appointments	A B 17
2. Transfers	B 5
3. Promotions	11
4. Dismissals	2
5. Dismissals	1
6. R.O.'s releases of	A B 17
7. Screening	A B 35
8. Complaints	B 13

7-10. Key entries are an index to 123 files.

11. Sub Index Cards can be improvised out of half file covers inserted vertically in front of the files to which they refer. They should be cut down to stick out about 2" above the files and the number and main head printed thereon in bold letters. Not only do these cards serve as an index but they also act as guide cards. They indicate exactly the whereabouts of the group of any file required and enable it to be picked out at once.

12. Block of 100 numbers is sufficient to carry a filing system of some 50,000 files. Most Sub-Indexes will find 20/20 min heads sufficient if judiciously chosen, to carry all their files. Clavin will quickly get to know these so well that they have no need to refer to any index except the sub index cards.

APPENDIX "B"

The following examples are appended as they may help to clarify points made in the text.

1. Channels of Communication (para 6).

- a) EXAMPLE may desire to raise the existing mode of food rationing in a particular province. This being a mere enquiry for information in a "plant" matter, a Grade II oficer may address the question to PWD and a Grade II Officer may reply to EXAMPLE direct. There is no need to go through Grade I to the Head of the Sub-Commission, to Civil Affairs Sec to Economic Section down through the Head to the Governor concerned, and possibly one day at each step up and down, both on the enquiry and reply.
- b) If EXAMPLE wish to know if PWD books can be traced so that he can give evidence. Two channels of communication are open, first to AFHQ and down through military channels to the unit, or to the Region direct and through them to the local GAO who will contact the local military HQ. In most cases the able channel will probably be found the more satisfactory. In either case the enquiry can be initiated on a Grade II level as it is a Class B matter.
- c) EXAMPLE as requires consent to the expenditure of a sum within the powers of the GAO. If no question of policy is involved, Education may make the request and the reply may be sent direct, on a Grade I level as it involves a recommendation.
- d) If MPA wish to complain that no existing instruction is not being observed by the Army and wish to ask that matters may be tightened up. The course is for MPA to draft a letter to AFHQ for signature by the VP. That is typical.
- e) If LOCAL GOVERNMENT wish to raise a question of policy, their course is to make a recommendation to SA Section generally in the form of a letter to the Italian Authority for the VP signature. If the proposal is agreed, SA Sec will forward the recommendation. That is purely vertical.

2. Review of Minutes (para 10).

- a) EXAMPLE having discussed certain financial arrangements with EXAMPLE, desires to obtain LOCAL advice, they can properly pass their minute to LOCAL through MPA. To do so, writes to EXAMPLE that the discussion has been properly understood and is being put forward. It shows to LOCAL that EXAMPLE has been consulted and concurs with the minute.
- b) LOCAL GOVERNMENT after consultation with LOCAL, have drafted a letter for signature by the VP, they can properly forward their draft to SA Section through LOCAL. To do so shows that LOCAL has been consulted and concurs with the draft and will save reference to EXAMPLE.

them to the local GAF who will contact the local military HQ. In most cases the AGC channel will probably be found the more satisfactory. In either case the enquiry can be initiated on a Grade II level as it is a Class B matter.

- c) If the AGC has no authority to the expenditure of a sum within the powers of the GAF. If no deviation of policy is involved, Education may take the responsibility and the reply may be sent direct, on a Grade I level as it involves a recommendation.
- d) If the AGC wish to complain that some existing instruction is not being observed by the Army and wish to ask that matters may be tightened up. The course is for HQ to draft a letter to AGC for signature by the VC. That is (P) level.
- e) If local command wish to make a question of policy, their course is to make a recommendation to GAF Section generally in the form of a letter to the Italian Authority for the VC signature. If the proposal is approved, GAF Sec will forward the recommendation. That is purely vertical.

2. Forwarding of Minutes (para 10).

- a) GAF having discussed certain financial arrangements with HQ, decide to obtain local advice, they can properly pass their minute to HQ through AGC. To do so, show to AGC that the discussion has been properly understood and is fairly put forward. It shows to HQ that AGC has been consulted and concurred with the minute.
- b) HQ after consultation with AGC have drafted a letter for signature by the VC, they can properly forward their draft to GAF Section through HQ. To do so, show that HQ has been consulted and concurred with the draft and will have reference to HQ.

ALPITAL 100

The Minutes System for Internal Communication

1. All communications internal to the Headquarters will be conducted in minutes. Minutes are attached to the left hand side of the open file. These minutes will be continuously numbered.
2. To the right hand side of the minutes will be attached only letters passing in or out of the Headquarters, reports, proposed drafts of documents or other exhibits referred to in the minutes. These documents will be numbered, followed by a letter a, b or c according to the number of documents referred to by that minute. The numbering of documents on a file is not a "pageing", it is a reference. Numbers need not be consecutive and a document even of several pages only go on one reference.
3. The left two thirds of the outside of the front cover will be ruled into a series of pairs of columns headed TO DATE. To control the movement of the file. When the file is to be sent to another branch, the initials of that branch and the date will be entered in the first available space and the next previous entry struck out.
4. To take no longer for a staff officer to write a short minute than to write the appropriate draft for typing; it is usual therefore for staff officers to write the minutes in their own hand, this affords a considerable saving of typing time. The only exceptions are lengthy minutes which require careful consideration and may require altering in draft.

ALPITAL 100

1. A document passing out of the HQ to officials of the Italian Govt will be prepared for signature thus:

Yours very truly

2. A document passing out of the HQ to Army or other Allied Authority not part of HQ will be prepared for the personal signature of the HQ thus:

For the Chief Commissioner

M. CASE, Esq.,
W. G. Esq.

APPENDIX A

any changes and the date will be entered in the first available space and the last previous entry struck out.

It takes no longer for a staff officer to write a short memo than to write the appropriate draft for typing; it is usual therefore for staff officers to write the minutes in their own hand. This affords a considerable saving of typing time. The only exceptions are lengthy minutes which require careful consideration and may require altering in draft.

1 A document passing out of the HQ to officials of the Italian Govt will be prepared for signature thus:

Yours very truly

2 A document passing out of the HQ to AFHQ or other Allied authority not part of HQ will be prepared for the personal signature of the VP thus:

For the Chief Commissioner

M. GALT, Brin,
VP CA Sec.

3 A letter on a plain A matter addressed to the HQ will be prepared for the personal signature of the VP thus:

By command of the Chief Commissioner

M. GALT, Brin,
VP CA Sec.

4 In a class A matter a minute to higher authority within the HQ will be prepared for the personal signature of the Vice President thus:

M. GALT, Brin,
VP CA Sec.

5 In a class B matter the letter will be prepared for signature by the HQ of the Section for VP CA Sec. thus:

S. H. WHITE Lt Col,
For VP CA Sec.

SECRETARY

1. Top Secret files will be kept in the custody of an officer of rank not lower than Lt Col. Officers of rank lower than Lt Col will not normally have access to any Top Secret files. The only officers who shall be informed of Top Secret matters or those to whom work the knowledge is essential and they should only be informed of so much as may affect their work.
2. The file itself will be graded according to the most highly classified document. But letters or other documents will be graded according to their own content and not in accordance with their relation to any other document or file. Extracts or quotations from Top Secret documents which in themselves contain nothing so unclassified as to require the same classification will be included in a lower category.
3. Clerk, including Chief Clerk will not handle Top Secret papers. Incoming letters will be registered by the officer responsible for custody of the file in a special register kept by him for that purpose.
4. Top Secret matter will be typed only by a special confidential clerk who will while so engaged not work in a room in which are persons not entitled to see Top Secret papers. The responsible officer will satisfy himself that all carbon copies (including spoils) are received by him and properly disposed of. Shortland notes (which should be taken in a loose-leaf-book) will be destroyed as soon as the typescript is passed. New Carbon papers should not be used but if of necessity they have to be used, they will be destroyed. Stencil copies will be run off under supervision of the confidential typist and all copies (including spoils) collected and properly disposed of. The stencil will be destroyed or locked up by the officer responsible. The Clerk typing the letter will also prepare the inner envelope which will be addressed, marked and numbered in accordance with para 4 of Section Memo No 13.
5. The responsible officer will place the top secret letter in the prepared envelope and after sealing it, also the letter will be resealed out by him.
6. A receipt will be obtained from the addressee or agency centre as may be appropriate. The register for secret documents will contain a space which will be dated when the acknowledgment of the addressee is received.
7. Where more than one copy is made, each copy will be consecutively numbered and a separate line in the register will show the disposal of each copy. Receipts will be filed in the case order as they appear in the register as vouchers for the register will not be filed on the Top Secret file.
8. This instruction is issued as a matter of convenience, it does not supersede the official pamphlet issued, by the Combined Chiefs of Staff entitled "Classification and Handling of Protected Documents 1944" with which all officers should be familiar and to which they are referred as the authority.

file in a special register kept by him for that purpose.

- 4 Top Secret matter will be typed only by a special confidential clerk who will while so engaged not work in a room in which are persons not entitled to see Top Secret papers. The responsible officer will satisfy himself that all carbon copies (including originals) are received by him and properly disposed of. Thereafter notes (which should be taken in a loose-leaf-book) will be destroyed as soon as the typescript is passed. New carbon papers should not be used but if of necessity they have to be used, they will be destroyed. Stencil copies will be run off under supervision of the confidential typist and all copies (including originals) collected and properly disposed of. The stencil will be destroyed or locked up by the officer responsible. The officer typing the letter will also prepare the inner envelope which will be addressed, marked and numbered in accordance with para 4 of Office Memorandum No 15.
- 5 The responsible officer will place the top secret letter in the prepared envelope and after making the name the letter will be registered out by him.
- 6 A receipt will be obtained from the addressee or exchange centre as may be appropriate. The register for secret documents will contain a space which will be dated when the acknowledgment of the addressee is received.
- 7 Where more than one copy is made, each copy will be consecutively numbered and a separate line in the register will show the disposal of each copy. Receipts will be filed in the same order as they appear in the register; as vouchers for the register will not be filed on the Top Secret file.
- 8 This instruction is issued as a matter of convenience, it does not supersede the official pamphlet issued, by the Combined Chiefs of Staff entitled "Classification and Handling of Protected Documents 1944" with which all officers should be familiar and to which they are referred as the authority on this subject and ignorance of which will not be accepted as an excuse for failure to carry out the instructions therein contained.

785016

1997

extending to 1500000

An *in vivo* pilot study in the rabbit demonstrated that the microcapsules were retained in the subcutaneous space.

no date filed will not be the date by which a reply can "just be expected" but that by which a reply would be received. It is suggested that, where a reply is not for any special reason, never any earlier, convenient periods to allow for a reply from my body in time (except as below) 14 days

There will be kept in the Clerk's office a series of cards about 50 numbered 1 to 50. The number of every file to be brought forward will be entered on the card headed by the date on which it is to be brought forward.

Each day the files to be brought forward, as entered on the card of that date, will be inspected. Those on which the expected replies have not been received will be sent in to the staff collector noted with the cards which he should see. Where a reply has been received, the clerk will strike out the date at the foot of the card on my and replace the file. The file number on the card will be struck out.

As to files leaving the Administration:-

The number of files will contain four columns for dates - date "in", date "out", date "due" back, date "received" back (see suggested programme below). The clerk keeping the register will inspect the minute sheet of outgoing files to see if the file should be returned (see can files always have to be). If so he will enter in the "due" column a date normally not less than 5 days nor more than 7 days after the date of the file.

The Clerk will inspect the register daily to ascertain that files "due" have not been received; he will then enquire from the Chief Clerk of the Sub-Committee to which the file has gone when its return may be expected. Any delay of continued or unreasonable delay he will report to the appropriate Staff Officer.

If a file has to go to ten or more Sub-Committees successively, the register will be marked with a date "due" according to the number of offices to which it has to go, the several addresses will also be noted in their appropriate order.

Suggested programme:-

File No	Subject	From	to	Date - January		recd
				in	out	

3/1.B/CA

ALLIED FORCE HEADQUARTERS
APO 512

90A

4 May 1946

- 7 MAG 1946

AG 311.5 -0

SUBJECT: Downgrading of Classified Documents

TO : Commanders of Major Commands and Separate Installations
Chief of Staff Sections

1. The documents listed below, published by this headquarters, have been downgraded from SECRET to RESTRICTED:

Description of Document	Date
G-2 Intelligence Reports	11 September 1942
Torch Operation Names	September, October 1942
Torch Operation	September, October 1942
New Material on Torch Operation	September, October 1942.

2. The documents listed below, published by this headquarters, have been downgraded from SECRET to UNCLASSIFIED:

Description of Document	Date
Torch Cover Plan Solo Two	16 September 1942
Torch Exercises	September 1943, October 1942.

3. All holders of documents listed above will downgrade all copies in their possession.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

Ralph C. Tilley
RALPH C. TILLEY
Colonel, AGO
Adjutant General

DISTRIBUTION:

AG
APO



Legat

Refer 22A and 23

Reports are at 5540B and 5640B

You may see that the allegations of the two to four are not known and by the fact. Please communicate the facts to the two and point out the inconvenience and extra work caused by complaints based on inaccurate facts.

CH 5-
1250-1-1-1

in Section

There was no complaint from the Minister of Justice. He only knew the attention of the allied ~~Polish~~ Polish troops occupied part of the Tulewice of matters which important provisions airlines are stored and used daily. He asked (to prevent is better than to cure) that the occupying troops be instructed not to interfere with these airlines. A very wise move I think in view of the many previous experiences, we all know of. I still think that courts and hospitals can be better used than to billet troops. I have told the Minister that the airlines are, so far, safe and that the Poles are doing their best.

Legat: 1/10
14 Sep 45

- Legal

Protest. But the protest is the same. He should see us. The instructions do not prevent. If they are not necessary - The rest of your remarks is quite needed.

100-100-100

draw the attention of the all-out Polish troops
 occupied part of the Tulewale of waters where important
 provincial airlines are stored and used daily. He asked
 (to present is better than to use) that the occupying
 troops be instructed not to interfere with these
 airlines. A very nice move I think in view of the
 many previous experiences, we all know of.
 I still think that courts and hospitals can be better
 used than to billet troops.
 I have told the Minister that the
 airlines are, so far, safe and that the
 Poles are doing their best.

G. G. Hammonfort
 Lt Col

Legat. 16
 14 Sep 45

negot

Noted. but the point is the same - he would not
 for instructions to be issued. If they are not necessary - then
 not to give more in goods related

985

C. A. Sec.

Thank you.

Legal 2/6.
 14 Sep 45.

14/9/45

14/9/45
 Lt. Col.

3/1 B/c A *Col Thompson*
*If we keep files of past bulletins
 please arrange to send over to 20*
 HQ
 HEADQUARTERS ALLIED COMMISSION
 APO 394
 PUBLIC RELATIONS BRANCH

Ref. 605/PRE
 SUBJECT : A.C. Weekly Bulletin
 TO : See distribution.
 22 March 1946
 22 MAR 1946

It is requested that Chiefs of Sub-Commissions, Branches, etc., who have files of the A.C. Weekly Bulletin which, as stipulated in Executive Memorandum No. 7 of 5 January 1946, para. 5, do not have to be sent to archives, hand over their files to Public Relations Branch, so that a number of complete sets of the Bulletin may be made available. The earlier issues are particularly required.

John P. LBSACASOS
 Major,
 Director,
 Public Relations Branch.

Distributions:

Office of Executive Commissioner
 Message Centre
 AF Civil Affairs Section
 Displaced Persons S/C
 Local Government S/C
 Public Safety S/C
 Security Division
 Public Health S/C
 Legal S/C
 Education S/C
 Monuments & Fine Arts S/C
 Italian P.O.W. S/C
 VP Economic Section
 Registration Branch
 Agriculture & Food S/C
 Industry & Handicrafts S/C

G - 4 (B)
 HQ Commandant
 Adjutant, AC
 CO 2675th Regt.
 CC British Detachment
 CO HQ Coy 2675th Regt.
 Navy S/C
 Land Forces S/C
 Air Forces S/C
 Communications S/C
 Signal Message Center
 Civil Censorship Group
 A.C. CLO Naples
 " " " Livorno
 " " " Bologna
 " " " Florence

relations branch, so that a number of complete sets of the Bulletin may be made available. The earlier issues are particularly required.

JOHN P. LEACACOS,
Major, USA,
Director,
Public Relations Branch.

Distribution:

Office of Executive Commissioner
Rome, Italy

AF Civil Affairs Section

Displaced Persons S/C

Local Government S/C

Public Safety S/C

Security Division

Public Health S/C

Legal S/C

Education S/C

Monuments & Fine Arts S/C

Italian P.O.W. S/C

AF Economic Section

Regulation Branch

Agriculture & Food S/C

Industry & Utilities S/C

Commerce & Foreign Trade S/C

Finance S/C

Labour S/C

Supply & Special Material Br.

Transportation & Shipping S/C

Executive Officer (A)

Executive Officer (B)

1 - 1 (A)

1 - 1 (B)

1 - 1 (A)

2 - 4 (H)

HQ Commandant

Adjutant, AC

CO 2675th Regt.

CC British Detachment

CO HQ Coy 2675th Regt.

Navy S/C

Land Forces S/C

Air Forces S/C

Communications S/C

Signal Messing Center

Civil Conscription Group

A.C. CIO Naples

" " Livorno

" " Bologna

" " Liguria

" " Piemonte

" " Lombardia

" " Bergamo

" " Veneto

" " Sicily

" " Bari

A.M.C. 13 Corps

A.M.C. Udine

964



3/13/61 ✓
File

AB/ep 829A

HEADQUARTERS ALLIED COMMISSION
APO S. 551
DISPLACED PERSONS AND REPATRIATION SUB-COMMISSION

22 DEC 1945

BPR/106/ADM

Tel. 489081 Ext. 576 21 December 1945

SUBJECT : Internal Telephone Directory.

TO : Distribution.

1. Please make following addition to the Internal Telephone Directory of D.P.R.S.C. :-

Repatriation

Mrs. M.P. ANDER 6A 66 478736

2. UNRRA Record Bureau is now located at 78, Via St. Nicolo' da Tolentino; telephone numbers as under :-

Controller	Mr. J. BOND	478813 or 471371 Ext. 96
Enquiry/Message Lady	B. SIMONS (BRC)	} 478816
	Miss E. MALANI (BRC)	
	Miss P.B. HEYNES (BRC)	

For the Director:

B. Woodcock
B. WOODCOCK
Major,
O.I/c ADM.

DISTRIBUTION :

Distr. List 'A', D.P.R.S.C.
Executive Commissioner, A.C.
C.A. Section, A.C.
Signal Office, H.Q., A.C.



HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

FILE

21 Dec 45

SUBJECT: Officers addresses

TO: Asst Assistant - HQ/AC.

- 1 Herewith list of officers in CA Section and Sub-Commissions with their private addresses and telephone numbers in case individuals are wanted over the holiday period.
- 2 For your information CA Section will have 1 Officer and 1 clerk on duty on Mon 24 Dec, Room 58 5th floor, Tel Ext 525 and Room 31 5th Floor Tel Ext 457.
- 3 On 25 and 26 Dec and on 1 and 2 Jan there will be no one on duty in the Section. On these days an officer will be available on the telephone if required as shown below:

25 Dec	Lt Col HANSTAD
26 Dec	Major ANSON (0900 - 1500 hrs)
26 Dec	Brig GARR (1500 - 1800 hrs)

H. Z. Anson

H. Z. ANSON, Maj,
CA Section.

Copy to: Message Centre
Information desk

962

HEADQUARTERS ALLIED COMMISSION

APC 394

CIVIL AFFAIRS SECTION

3/1.B/34

SUBJECT: Officers - Billet address and Telephone Numbers
TO: See Distribution

21 Dec 45

MEMO

MEMO

MEMO

MEMO

CIVIL AFFAIRS SECTION

Brig. M. GAIN

Lt Col D.E. WHITE

Maj. J.O. REARD

Maj. H.E. ANSON

Eden Hotel

Flora Hotel

Flora Hotel

Flora Hotel

478587 - 8

478141

478141

478141

DISPERSED PERSONS AND REPARATION SUB-COMMISSION

Col. C.B. FINLAY

Lt Col C.A. FOTHERGILL

Lt Col C.A. OLIVER

Maj. B. BOODDOCK

Maj. S.V. SIMON

Maj. C. MARTIN

Capt. D.S. MARTIN

Capt. E.A. BLOOMFIELD

Capt. M. JONES (USMA)

Mrs. C.A. FETTER

Mrs. P.M. ANON

Mrs. E.P. HANCOCK (USMA)

Grand Hotel

Flora Hotel

Flora Hotel

Flora Hotel

Flora Hotel

Flora Hotel

Flora Hotel

Flora Hotel

Pensions Belleviste

Esperia Hotel

Victoria Hotel

Villa Sessoferrati - Monte Pericoli

Victoria Hotel

478528 - 9 & 478580

478141

478141

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478141

478141

478141

478141

LOCAL SUB-COMMISSION

Col. J.A. WEBER

Lt Col G.D. HARRIS - Via Sasso Ferrato No 11

Maj. A.P. HUGENT

Capt. L.G. BERN

Mr. M. THOMAS

Grand Hotel

Via Sasso Ferrato No 11

Flora Hotel

Flora Hotel

Flora Hotel

478565

478141

478141

478141

478141

FEDERAL HEALTH SUB-COMMISSION

Col. F. HENRI

1st Lt. H.A. SAMSON

Flora Hotel

Flora Hotel

478141

478141

RELOCATION SUB-COMMISSION

Lt Col C.E. BASHBURN

Capt. J.V. VELLA

Flora Hotel

Flora Hotel

478141

478141

COMMITTEE FOR THE ARTS AND ARCHIVES SUB-COMMISSION

Maj. N.T. HESTON

Maj. H.E. BELL

Flora Hotel

Flora Hotel

478141

478141

LOCAL GOVERNMENT SUB-COMMISSION

Maj. F.B. TEMPLE

Maj. C.D.E. WILLIAMS

Capt. J.L. RUSSEL

Flora Hotel

Flora Hotel

Bella Vista Hotel

478141

478141

478141

328

128

53

(Line)

Capt. E.A. BLUMFIELD
 Capt. G.A. BLOOMFIELD
 Mrs. G.A. BLOOMFIELD
 Mrs. P.M. ASHLEY
 Mrs. L.F. BARNES (Wife)
 Flora Hotel 478141
 Pensión Belleville
 Xaparis Hotel 478141 - 4
 Victoria Hotel 478631 - 2
 Villa Sassoferretti - Monte Parioli - 878079
 Victoria Hotel 478631
 526
 44
 103
 105
 113

LOCAL GOVERNMENT SUB-COMMISSION

Col. J.A. BROWN
 Lt Col G.A. BARNES - Via Sasso Ferrato No 11
 Maj. A.P. BROWN
 Capt. G.C. BROWN
 Mr. M. THOMAS
 Grand Hotel 478565
 478631 878079
 Flora Hotel 478141
 Flora Hotel 478141
 Flora Hotel 478141

PUBLIC HEALTH SUB-COMMISSION

Col. J. L. B. SAMPSON
 1st Lt. S. A. SAMPSON
 Flora Hotel 478141
 Flora Hotel 478141

IMMIGRATION SUB-COMMISSION

Lt Col G.A. BARNES
 Capt. J.V. VELLA
 Flora Hotel 478141
 Flora Hotel 478141

MONUMENTS, PAINTS AND ARCHIVES SUB-COMMISSION

Maj. N.T. BROWN
 Maj. H.E. BELL
 Flora Hotel 478141
 Flora Hotel 478141

LOCAL GOVERNMENT SUB-COMMISSION

Maj. H.R. TERRY
 Maj. G.C. B. WILLIAMS
 Capt. J.L. RUSSELL
 Capt. N.I. CUMMINGS
 Flora Hotel 478141
 Flora Hotel 478141
 Bella Vista Hotel 478470
 Flora Hotel 478141
 (Lisp) 328
 128
 53
 11961

PUBLIC SAFETY SUB-COMMISSION

Col. J.L. CHAPMAN
 Col. S.J. GYE
 Lt Col F.J. WILSON
 Maj. S.J. BOND
 Capt. R.L. WILSON
 Maj. G.C. BARNES
 Capt. G. BARNES
 Capt. S.A. WILSON
 Grand Hotel 478528 - 272
 Flora Hotel 478141 - 422
 Flora Hotel 478141 - 206
 Flora Hotel 478141 - 227
 Ambassador Hotel 478451 - 209
 Flora Hotel 478141 - 225 (Lisp)
 ((Via Panso No 14 886377
 ((Int 15

ADMINISTRATION

Vice President (1)
 P.A. (1)
 Maj ASHLEY (1)
 SA Clarke (2)
 Asst. Adjutant (1)
 Information Desk (1)
 Chief Clerk - Message Centre (1)
 File (1)

HEADQUARTERS ALLIED COMMISSION
APO 94
CIVIL AFFAIRS SECTION

85A

86A

Ref : 3/1B/CA

17 Dec 45

SUBJECT : Officers - Billet address and Telephone Number

TO : All CA Sub-Commissions

All sub-commissions will submit to this Section a nominal roll of all officers (including those away on temporary duty, sick, LIAP etc) showing the following:

- a) Billet address
- b) Billet Telephone Number

H. E. Mason
H. E. MASON, Major,
for CRO CA Section

980
3/30

HEADQUARTERS ALBANY COMMISSION
APO 34
CIVIL AFFAIRS SECTION

3/13/45

11 Dec 45

SUBJECT: Transmittal of Correspondence

TO: AFHQ, G.S.

Reference the attached correspondence.

- 1 It is pointed out that the request was not submitted directly to AFHQ by a Sub Comm but by Civil Affairs Section and that the request was a matter entirely within its competence.
- 2 In order to save time a letter signed by the Chief Commissioner has already been forwarded.
- 3 It is regretted that the letter was undated - the date has now been added.
- 4 It is trusted that action will now be taken in accordance with the original request.

FOR THE CHIEF COMMISSIONER :

S.H. WHITE Lt Col,
A/VP, CA Section.

959

9104

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

10 December 1945

G-5: 334-3

SUBJECT: Mission of Officer.

TO : Chief Commissioner,
Allied Commission,
APO 394.

1. Reference is made to Allied Commission letter ED/2A/1.0/AC, undated, subject: Mission of officer in other theater.

2. Such requests should not be submitted directly to AFHQ by a Sub-Commission.

3. Returned without action.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

A. L. HANBLEY,
Brigadier General, GSC,
Assistant Chief of Staff, G-5

Incl: Ltr as above

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

HEADQUARTERS ALLIED COMMISSION
AFC 394
CIVIL AFFAIRS SECTION

Ref: 3/1.B/CA

3 Dec 45

SUBJECT : Office Hours.

TO : All CA Sub-Commissions.

Will all Sub-Commissions please call the attention of officers and clerks to the fact that office hours on Sundays are from 0930 - 1230 and 1400 - 1730 hours.

S. H. WHITE Lt Col,
A/VP CA Section.

957

3066

RHS/at1

ALLIED FORCE HEADQUARTERS
APO 512

AG 311.5/215 CBI-0

1 December 1945

SUBJECT: Unclassified Messages - Transmission in Clear.

✓ 6010 1945

TO: All Concerned.

1. Reference is made to letter, this headquarters, file and subject as above, dated 20 July 1945.

2. In view of the end of the war against Japan, it has been decided that the provisions of the above letter should apply world wide and that there should be no "operational zone".

3. The following amendments will therefore be made to the above letter and Appendix "A" thereto:

a. Reference paragraph 1, delete "outside the zone of operations in the Pacific-Far East Area".

b. Reference paragraph 2, delete all detail.

c. Reference paragraph 5, delete all detail.

d. Reference Appendix "A":

(1) AIRCRAFT: Delete "in the non operational zone".

(2) LEAVE: Delete "(See SHIPPING)".

(3) LOCATIONS: Delete "except those under orders to proceed to the Pacific-Far East Area".

(4) MALES: Delete all detail.

(5) MOVEMENTS: Delete "except those under orders to proceed to the Pacific-Far East Area".

(6) SHIPPING: Delete all detail - Insert "all movements and whereabouts of warships and merchant ships may be graded unclassified provided there are no strategic or political implications".

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

DISTRIBUTION:
See Reverse Side

Charles A. Shugart
RICHARD E. SHUGART
Colonel, AGO
Asst Adjutant General

956

6315

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

80A

Ref : 3/1B/CA

24 Nov 45

SUBJECT : Recreational Car

TO : Despatch Office
(Attn Sgt HILL)

A car is requested for Capt. BRADFORD, Monuments, Fine Arts and Archives Sub-Commission, for Sunday 25 Nov. To be at the Flora Hotel at 0900, for 3 people to go to Subiaco and return by 1700 hrs.

HA

H. E. ANSON, Maj,
CA Section

955

3003

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/1 B/CA.

19 Nov 45

SUBJECT: Appointment of A/VP

TO: Establishment Section.

My orders please be issued notifying the appointment of Lt. Colonel S.H. WHITE, 51248, General List, (B), as Acting Vice President of Civil Affairs Section vice Brigadier M. CARR, C.B.E., 9982, General Staff (B), while on leave.

S.H. WHITE, Lt Col,
A/VP CA Section.

HEADQUARTERS ALLIED COMMISSION
APO 396
CIVIL AFFAIRS SECTION

48A

Ref: 3/1 B/CA.

16 Nov 45

79

SUBJECT: Typing of Letters.

TO: See Distribution Below.

- 1 The friction between this Section and the Executive Commissioner's staff and unnecessary work is being caused because letters typed for the Chief Commissioner's signature do not meticulously comply with the instructions laid down as to the form in which they will be prepared.
- 2 Letters are ~~sent~~ being returned for retyping because certain phrases are typed two spaces out of the place laid down.
- 3 The current instructions are contained in 615/41/005 of 24 Oct 44. Much trouble will be saved if Sub-Commissions will ensure that letters submitted for signature strictly comply with these instructions.

S.R. WHITE, Lt Col,
A/VP CA Section.

DISTRIBUTION: Displaced Persons S/C,
Education S/C,
Legal S/C,
Local Government S/C,
Monuments, Fine Arts & Archives S/C,
Public Health S/C,
Public Safety S/C.

958
2955

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

10 Nov 45

SUBJECT : Telephone Director

TO : Signal Office, Room 43, 1st Floor Annex.

Reference para 4 of Daily Bulletin No 367 of 9 Nov herewith information required:-

<u>Appointment</u>	<u>Rank/Name</u>	<u>Floor/Room</u>	<u>Int.</u>	<u>Ext.</u>
Vice President	Brigadier M. CAIR, MBE, CB	5-60	525	478104
Chief Staff Officer	Lt Col S. H. WHITE	5-33	608	478008
Staff Officer	Major J. S. REAKES	5-54	358	
Staff Officer	Major H. E. ANSON	5-54	321	
Liaison Officer Patriots	Lt Col PAVA	5-56	508	
Chief Clerk		5-31	437	

Alphabetical Listing

ANSON H. E.	Major	5-54	321	
CAIR M.	Brig	5-60	525	478104
PAVA	Lt Col	5-56	508	
REAKES J. S.	Major	5-54	358	
WHITE S. H.	Lt Col	5-33	608	478008

G. A. LINDMAN, S/sgt.
Chief Clerk CA Sec.

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref : 3/1B/CA

10 Nov 45

SUBJECT : Enquiry Desk Procedure

TO : HQ Commandant

I shall be glad to receive a reply to my 3/1B/CA of 6 Nov. Another case in which admission after 12 was refused came to my knowledge yesterday. Will you please say what instructions on this point the desk clerks have.

S.H. WHITE Lt Col,
CSO CA Section

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref : 5/13/CA

7 Nov 45

SUBJECT : Removal of Telephone

TO : Signal Officer - 1st Floor Annex

- 1 May a workman please be sent to room 34, 5th floor, to remove telephone ext. 574.
- 2 This was formerly used by the Patriots Branch which has now closed down.

HA
H.E. ANSON, Major,
for CSO CA Section

950

9898

HEADQUARTERS ALLIED COMMISSION
APO 32
CIVIL AFFAIRS SECTION

Ref: 3/1 B/CA.

5 Nov 45.

SUBJECT: Enquiry Desk Procedure.

TO: HQ Commandant.

- 1 On two occasions recently it has come to my knowledge that persons asking to see me after 1200 hrs have been informed at the Enquiry Desk (a) that no persons were admitted after 12 noon, and on the second occasion - (b) that there was no Col. White in the building but that there was a Mr. White.
- 2 On enquiry I am informed that the clerks at the Desk appear to have instructions that they should not admit persons after 12 noon or after 1730 hrs in the evening. It seems to me that this practice is wrong, as the clerks cannot possibly have any means of knowing the importance of the caller's business which might be extremely urgent and I might be waiting for the caller's arrival.
- 3 Please be good enough to look into this matter.

S.E. WHITE, Lt Col.
CSO CA Sec.

949

2887

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref 3/1 B/CA

5 Nov 45

SUBJECT : Telephones.

TO : The Signal Officer,
Hq Allied Commission

Please have the telephone extension No 492 transferred from
Room 15 on the fifth floor to Room No 27 on the fourth floor.


S.H. WHITE, Lt Col.
CNO CA Section

948

394

3/10/CA

Civil Affairs Sec

HEADQUARTERS
2675TH REGIMENT
ALLIED COMMISSION (OVERHEAD)
APO 394

1-11-45

SEN/pf

1 November 1945

46A

File: 461.

SUBJECT: Daily Bulletin Publication.

TO : Adjutant, Allied Commission, APO 394, U. S. Army.

Request the following notice be published in the Allied Commission Daily Bulletin for three (3) consecutive days commencing 2 November 1945:

"REDEPLOYMENT OF AMERICAN OFFICERS"

All American officers of this headquarters having 75 or more points who have signed a Class "I" Statement will report to the Adjutant, 2675th Regiment for necessary clearance and records preparatory to departing this station at 0830 hours, 4 November 1945 for transshipment to the United States."

FOR THE COMMANDING OFFICER:

SEXTON E HUMPHREYS
WOJG USA
Assistant Adjutant

TO	Ink	Date
VP CA Sec		6/11
Public Safety		7/11
Public Health		8/11
Legal		9/11
Local Govt		9/11
Patriots		9/11
Disper		9/11
Education		9/11
KEA & A		9/11
Ca Sec		

TO	Ink	DATE
DIRECTOR		6/11
DEPUTY DIR.		6/11
EXT. OFF.		6/11
MAIL		6/11
SECURITY		
CHIEF CLERK		

PLEASE PASS QUICKLY

NA 1/11

947

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref : 3/18/44 ✓

26 Oct 45

SUBJECT : Telephone Numbers

TO : All US Sub-Commissions

Owing to the many changes which have taken place in officers and telephone numbers, this AG telephone directory is in many respects out of date. Sub-Commissions are therefore requested to complete and return the attached pro-forma. The pro-forma should disclose the name and telephone numbers of all their officers (giving appointments) and their Chief Clerk.

J.E. Reames
J.E. REAMES, Maj,
for CPO CA Section

946

9002

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

785016

REQ FORM OF TELEPHONE INFORMATION

Sub-Commission

NAME & RANK

ASSIGNMENT

FLOOR/ROOM

PHONE NO
INT EXT

915016

HEADQUARTERS ALLIED ORGANIZATION
AND 394
CIVIL AFFAIRS SECTION

Ref: 5/1.3/CS

32 Oct 45

SUBJECT: Officer Listings - CA Section.

TO: Signal Officer - 1st Floor Annex

1. In view of recent changes in Officer Personnel, room numbers etc in this Section, a revised list is herewith submitted:

NAME	FUNCTION	ROOMS/FLOOR No	INT	EXT	
Brig. M. GARR, CMC, MC	Vice President	60	5	525	478102
Lt Col R. G. WILSON	Chief Staff Officer	33	5	628	478008
Major J. H. BROWN	Staff Officer	54	5	358	-
Major H. H. ARNOLD	Staff Officer	52	5	321	-
Col G. RAY - Liaison Officer (Patriots)		56	5	508	478300
Chief Clerk		31	5	437	

2. Please delete all reference to Lt Col R. L. PALMER.

3. May the internal phone No 508 now in Room 1-A 5th floor be transferred to Room 56 5th floor please.

H. H. Arnold

H. H. ARNOLD Major,
for CMC CA Section.

Copy to: Base Com.
HQ Commandant.

944

2796

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref 3/UYGA

19 Oct 45

Dear Sir,

I am directed to acknowledge with thanks your letter of the 6 Oct which has been read with much interest.

S.H. WHITE Lt Col,
for Admiral Stone
Chief Commissioner

Prof. Ugo JOSIA
Corno Italia, 42
CATANIA

943

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

ALLIED ~~CONTROL~~ COMMISSION
INTER-OFFICE MEMORANDUM

SUBJECT:

FILE No.

11 Oct 1945

TO :

GSC JA Section

Reference attached. I agree with practically all the writer says
although his plan for dealing with the situation would be in order of
precedence.

I do not think there is anything we can do with this communication
except acknowledge its receipt.



H. C. Smith, Jr.
VJ JA Section.

Y.~

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

Bingo Can - Will you handle, pls
OCT 10 1966
CC 0715
Lry

Dr. Geo J. J. sends a plan for the reform of bureaucracy.
He is willing to come to Rome and discuss the matter with additional
plans.

Chairman, Antonio, ...
Antonio

941

PROF. DOTT. UGO JOSIA

VIA DE' LIONI 42
CATANIA

OCT 10 1941

Al Sua Eccellenza
 l'Amministratore Delegato
 Capo della Commissione Ecclesiastica
 Roma

La situazione politica interna dell'Italia è
 estremamente grave e richiede la pronta ed espressa opera di
 un Capo di governo onesto ed equanime senza partigianismo di
 partiti. - In due anni di occupazione militare gli italiani
 si sono convinti che il popolo italiano - nella sua gran
 maggioranza - non è ancora maturo come uomo e S. S. Bonomi
 nel suo discorso del 1939 per questa libertà che altri popoli godono. -
 C'è in Italia molta ignoranza e molta corruzione manageriale
 con in basso come in alto. - E la ristrutturazione deve
 cominciare dal refare la corruzione e la morale degli
 Italiani. - E si deve cominciare dalla burocrazia in
ogni settore: dai Ministri alle più piccole amministrazioni
 locali sentite e periferiche, secondo un piano da noi espo-
 sto a S. S. Bonomi e su accordo. - Esposto che rimanda alla
 Presidenza del Consiglio senza occasione, forse opportuna.

perché contenga delle proposte per un'organizzazione per l'ordine
giuridico. Capolavoro di questa, che intende a proporzioni che
divergono, sono le circostanze che si vuole porre in
un caso a favore l'Italia e viceversa.

In altri, tutte le proposte italiane - in particolare la nuova
dei lavoratori (cristiani e socialisti) - è esagerata in
causa del continuo, giornalmente, aumento dei prezzi di
tutte le cose, ma più specialmente dei prezzi alimentari
è esagerata perché le autorità non hanno ancora
un numero di leggi e di esagerato, perché non si distin-
guono i prezzi regionali (cioè, la prima, seconda, terza, di
quarta, quinta, e via dicendo) a prezzi uniformi
possibili. Ora a tutti ciò ci sarebbe facile, efficace
ed opportuno rimedio che la sarebbe concesso e soddis-
fatta la popolazione da un lato, mentre dall'altro rimor-
rebbe loro convalidata l'autorità delle loro ed il prestigio
del governo, senza nessun per nulla, né alla bilancia né
alla economia, né al loro benessere, almeno di
cui loro, loro, sempre, hanno riguardato.

O la remunerazione del personale addetto ai diversi uffici
ed ai pubblici uffici locali e periferici.

2) la vendita ed il trasporto dei denari
dal sistema degli ammiranti
per il controllo dei denari e dei franchi
dei denari del denaro

6) la estensione monetaria alla quale si potrebbe allargare
per amministrare gli obblighi agli imprevedibili e le previdenze
di previdenze non per nulla risorse alle carne della
Stato e si potrebbe.

7) la estensione di un corpo di controllore e ispettore
speciale addetto alle dipendenze del Chiericato di
Chiericato, del monastero di previdenze denari alle carne
di denari la venta in ogni tempo da Stato non che
si potrebbe in ogni provincia affidarsi il Corpo del Chiericato
forma provisione con denari e denari si potrebbe
a tempo del Stato.

Da tale estensione denari la stima monetaria
moneta del popolo italiano, la sua tranquillità e la
concordia all'interno tra denari per monetare
e denari e denari rapporti con l'estero.

Una tale stima, semplice e di facile attuazione, per
non mantenere qualunque sia la forma del denaro

al potere. Soltanto con l'applicazione graduale una
sollievo di una tale gravosa potrà essere apportata la
disciplina politica e la moralità in Italia!

Occorre pertanto che con animo onesto e coraggioso,
assuma la disponione del governo al più presto possibile.

La correttezza sia per tutti a vostra disposizione, ben-
collante per contribuire con l'opera vostra a tale fine, e
senza alcun punto senza interessi personali, senza
facile che si dimentichi, senza facile menzogna, non per-
mettete.

Stima il popolo italiano è sfiduciato verso i partiti
e verso gli uomini politici. E della grande maggior-
anza si ritiene che il governo in Italia non non
onesti incapaci ed incapaci tanto al governo
quanto a capo delle altre amministrazioni. E
soprattutto ora, in questo momento, è necessario
che un uomo solo, onestissimo valendosi del
giusto la sua autorità, lunga la politica inter-
na continuando controllare da una propria.

L'attuazione delle diverse proposte e soltanto
da una decisa semplice concordia

nel passato italiano che allora studiò che pare, lavorare, questi condotti nei proprii e proprii stati e paesi, statali, pubblici e privati, qualunque sia il loro grado o la loro funzione dalla più umile alla più elevata.

Se non si fare la corona ai disonesti, lo scettro non potrà ottenere in Italia né ordine, né disciplina e quindi neppure statuti di governo e se per fare la corona ai disonesti procurare che l'attribuzione propria delle proposte la me avanzate sia effettuato da un capo di governo nella persona di un uomo costantemente onesto e coraggioso scelto dagli elettori e che operi in armonia con essi. Ed un capo di governo coraggiosamente a richiamare il corpo dei collettori da una persona.

Ho scritto il bisogno di presentare questo aspetto perché vogliono tenere in considerazione che anche tra la persona stipendiata che vivono in tempo e l'uscita invariata del loro lavoro ci sono uomini onesti, ma pratici della vita e per di più al lavoro e collaborare con esso e di risolvere con amore

La nuova collezione, sotto l'arch. di storia e geografia, non
intende operare con stampe e gale per buoni e belli, piace-
voli, popolari, italiani e varii, ma per utile e scientifico più o
meno dispendio e difficile a diffondere con piccoli costi e
con lode copie e quindi obstante al fatto ed alle
opere di restaurazione e conservazione delle opere pubbliche.

Dalla mia morte e dalla mia capacità potrà infer-
rarsi il Sig. Nardo Abate, ambasciatore che fu qui a
Lecce, andato agli affari economici che approvò e
fatta abbandare dalla mia morte. Ebbene non mi fu
di proposito che dirottare alcuni violenti.

La medesima, trattando, potrei rinviare a Roma per meglio illustrare le varie proposte e portare a perfezionamento dei vari progetti per condurre al più presto la tempesta in Italia.

...to deliver or settle

Non senza qualche ingranamento -
 l'idea di avere voluto ad un tempo stabilire
 di questo villaggio che fosse il bene della sua
 patria, la concordia dei suoi fratelli, e buoni

7
e condeghe apposte con D. Cellini.

Scusatemi di non avervi ancora fatto pervenire
l'ultima mia ringraziamento e saluto.
Con i più cordiali auguri

Scusi

Salvatore 1. 10. 1945
Cassa Postale 42

Prof. Ugo Fini
14

TO : His Excellency Admiral Stone
 Allied Commission
R O M E

The political situation in Italy is so grave as to call for the patient and unbiased work of a chief of government who is honest and without party preferences. After two years of military occupation the Allies are perhaps convinced that the Italian people as a whole is not yet ripe (as I wrote to Bonomi in Nov. 44) for that freedom which other nations enjoy. There is in Italy, in low as well as in high strata, selfishness and corruption. Reconstruction must begin with the re-making of the conscience and the morals of every Italian; and we must begin with bureaucracy in every quarter: from the Ministries to the smallest central and local administrations, according to my plan - submitted to H.E. Bonomi, a plan which was left in the Presidency of the Council without any action being taken on it, probably because it contained proposals not favourable to the general Directors and Heads of Divisions, etc. However, it is in these places that action must be taken if we want to bring Italy to salvation.

At present the Italian people - particularly the working men (intellectuals and laborers) - is exasperated because of the ceaseless and daily increase of prices of every commodity, and more particularly of food; it is exasperated because the authorities do not take the trouble to have the laws observed; it is exasperated because rationed goods (oil, vegetables, etc) are not being distributed, but are allowed to be sold at prohibitive prices. There is a simple, efficacious and timely solution which would satisfy the population, while the authority of the State and the prestige of the Government would be strengthened, without recourse to violent or coercive measures. Some brief, simple and clear decrees and laws would suffice. they would deal with:

- 1) Removal of persons from the various Ministries and central and local public offices;
- 2) The sale and transport of goods;
- 3) The system of stock-piles (ammassai);
- 4) Control of mills and threshing machines;
- 5) Control of markets;
- 6) Money circulation, and the drawing from it in order to increase the salaries of employees and the pensions of pensioned employees without recourse to funds of the "Cassa dello Stato" or to loans;
- 7) the institution of a body of controllers or special inspectors working under the President of the Council, having the authorisation to enter every place with the purpose of knowing at all times the truth and what goes on in every province, so that the Head of the Government may govern with confidence and recur to remedies at the proper time.

From the institution of such a body would arise the certain moral reconstruction of the Italian people, its peace of mind and internal harmony, indispensable for the maintenance of good and cordial relations with other countries.

Such a simple and practical plan could be kept in operation regardless of the form of the government in power. Only with the gradual but speedy application of such a plan can discipline, order and morality be restored in Italy!

It is necessary therefore that an honest and courageous man takes charge of the government as soon as possible.

As for myself, Excellency, I am at your disposal and ready to offer my services for such a purpose, without personal ambitions and interests, without empty talks, without writing articles in newspaper.

The Italian people no longer has any trust in parties and politicians. The great majority repeat that Italy needs honest, uncorrupted and uncorruptible men in the government as well as at the head of other administrations. But above all, at this time it is necessary that one man, honest to the utmost, by availing himself of my plan, direct ~~the~~ the domestic policies, with the assistance of the controllers I have proposed.

In my opinion it is only by the realization of the above mentioned proposals that harmony can be brought to the Italian people who long for nothing else but bread and work, and the honest behavior of the officials and of the State employees whatever their grade and functions, from the lowest to the highest.

If we do not hunt dishonest people, it won't be possible for Your Excellency to obtain in Italy either order and discipline or a stability in the government. And in order to hunt dishonest persons, it is absolutely necessary that the proposals I have suggested be brought into effect by a Head of the government who is honest to the utmost, strong and brave, appointed by the Allies and working in collaboration with them. And a Head of the government will be honest to the utmost if he will organize the body of controllers I have suggested.

I felt the necessity of bringing this report to your attention in order that you may know that among esteemed persons who live by honest work there are modest but nevertheless experienced men who are able to participate in the government, to collaborate with it and to handle the serious problems not by means of speeches or interviews, but by conscientious work, for the sake of everybody. The Italian people is now fed up with speeches and promises and does not trust parties and party leaders; it believes only in what these persons do. And I agree with the people.

As to my honesty and capacity, you can obtain information from Major Monk (American) who has been working here in Catania in the Economic Section and who approved a plan containing proposals which I had submitted to him. He had it executed by the Italian authorities and it gave very good results.

If you deem it advisable, Your Excellency, you can call me in Rome where I can better explain my proposals and talk with you in detail about my projects intended to improve the Italian situation as soon as possible.

I feel I have expressed my feelings as an honest citizen who cares for his country, for the harmony among his brothers and for cordial relations with the Allies.

I am sure you will let me have a reply. I thank you warmly with my best regards.

Yours truly

Prof. Ugo Joain

Corso Italia, 42
Catania

6 Oct 45

939

HEADQUARTERS ALLIED COMMISSION
APO 394
Internal Security

18 NOV 1945

14 October 1945

HQS/13

SUBJECT: Inquiry Desk Procedure

TO : CA Section

1. Reference your letters of the 6th and 10th inst.
2. The clerks at the inquiry desk have instructions to admit civilians until midday and from 14 hrs to 17:30 hrs.
3. In the case of Italian civilians who say they have appointments at a later time the procedure is for the reception clerk to telephone to the office concerned for permission to conduct the visitor to the required office. Usually the office concerned warns the chief receptionist of such appointments.
4. This practice is approved by all other sections, but if after consideration you feel that for the CA section exception should be made, it could no doubt be arranged.

G. Parker
G. PARKER, Captain
Security Officer

928



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

3/1.B/CA

67A

10 OCT 1945

303/127/EC

11 October 1945

12 OCT 1945

Your Excellency.

I am directed to acknowledge your letter No. 4976 dated 9 October, and to thank you for informing the Chief Commissioner of the appointment of Mr. Pindarus ANDROULIS as provisional Greek Government Agent in MILAN, with jurisdiction over the compartimenti of EMILIA, LIGURIA, PIEMONTE, LOBARDIA and TRE VENEZIE, in lieu of Captain Dimitri NICOLANNIS.

This information has been passed to the Allied authorities in these areas. You will appreciate however that owing to the present position of VENEZIA GIULIA, it will not be possible for Mr. ANDROULIS to exercise his functions in that area.

Yours sincerely,

M. S. L'ISH

Brigadier
Executive Commissioner

H.E. G. Zintaris
Greek Delegation to the Advisory
Council for Italy
Rome

Copy to: CA SAC
RC, Lombardia R.
" Piemonte
" Liguria
" Venezia
SCAO AMG XIII Corps
AC LG Bologna

937

4808

HEADQUARTERS ALLIED COMMISSION

AFO 394

CIVIL AFFAIRS SECTION

Italian Archives held by the Joint Diplomatic
Research Agency.

A meeting was held on the abovementioned subject on 4th.
October 1945.

Present: Brigadier Carr, Lt. Col. White, Mr. La Vista,
Lt. Col. Ward Perkins, Major Blunt and Capt. Haynes.

On the question of employment of an Italian archivist,
it was agreed that the Italian Government should be requested
to attach him to the Ministry of Foreign Affairs until such
time as it is found possible to incorporate him directly into
the Agency. His immediate duties will be -

- (1) to act as a channel for all enquiries and requests
regarding archives from individual Italian Ministries;
- (2) to arrange for the collection and transfer to the
appropriate Ministries of such files as are already
available for disposal as of no further importance
to the Agency. Some categories of archives are
already available for transfer in this way - notably
such material of the Ministry of Popular Culture.

The Agency intends to give the archivist a progressively
increasing part in the direct care of the archives that it
continues to hold.

The Agency agreed to provide a crate-by-crate list of
archives taken directly from deposits in the North. Mr. La
Vista further agreed to do his best to obtain a list of those
archives received from G-2, AFHQ.

On the question of employment of an Italian archivist, it was agreed that the Italian Government should be requested to attach him to the Ministry of Foreign Affairs until such time as it is found possible to incorporate him directly into the Agency. His immediate duties will be -

- (1) to act as a channel for all enquiries and requests regarding archives from individual Italian Ministries;
- (2) to arrange for the collection and transfer to the appropriate Ministries of such files as are already available for disposal as of no further importance to the Agency. Some categories of archives are already available for transfer in this way - notably much material of the Ministry of Popular Culture.

The Agency intends to give the archivist a progressively increasing part in the direct care of the archives that it continues to hold.

The Agency agreed to provide a crate-by-crate list of archives taken directly from deposits in the North. Mr. La Vista further agreed to do his best to obtain a list of those archives received from G-2, AFHQ.

936

DISTRIBUTION: All present.
File 20905/C/4/c/M3AA

1415

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

HEADQUARTERS ALLIED COMMISSION
APO 3A
CIVIL AFFAIRS SECTION

Ref 3/13/44

10 Oct 45

SUBJECT : Correspondence

TO : Education S/C
Legal S/C
IH S/C
RF S/C

As follows per 1/25.0/47

Reference G-1 R/302/1/0 dated 10 Oct.

Please reply to the above to this Section (copy to G-1 (B), reference, etc).
Similar action will be taken on all general matters on which letters are
addressed to Sub-Commissioners direct instead of through this Section.

S.H. WHITE Lt Col,
CWO CA Sec.

935

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/18/CR ✓

9 Oct 45

SUBJECT: Permission for Families of British
Personnel to Join their Husbands in Italy.
TO: G-1(3) (Officers).

Reference Daily Bulletin No. 280. Hq Allied Commission, dated
9 Oct 45, para 11.

The following officer wishes to avail himself of the scheme outlined
in the above para should it be approved:

- a. Lt. Col. S.H. WHITE
- b. T A R
- c. 15 Jan 44
- d. Group 1. Duration plus 6 months.
- e. 16

S.H. WHITE, Lt Col.
GSC CA Section.

934

2718

2 OCT 1945

3/1 B/CA

64A

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

Ref: 212/219/EC

2 October 1945

MEMORANDUM:

2 OCT 1945

TO : Civil Affairs Section
Economic Section

1. It is considered necessary to attempt to reduce the cable traffic in the Signal Centre, analysis of which shows that the heaviest traffic is originated by Displaced Persons Subcommission and Transportation Subcommission.

2. It is realized, however, that their particular work does of necessity entail a large use of signals, but you are requested as far as possible to keep the traffic to a minimum and to employ air RLS except for matters of marked urgency.

	Init	Date
✓ IP, CA Sec		
Public Safety	W/2	3/7/0
Public Health	W/2	3/7/0
Legal	Mas	8/10
Local Govt	EC1	11/0
Patrols	P/	9/10
Deport	K	10/0
Education	JW	11/10
M. & A	JW	11/0
IPV.	JW	11/0

Procceding 26/10/45

Chief Staff Officer
To Executive Commissioner

933



3 PASS QUI KLY

26 SEP 1945

RESTRICTED
HEADQUARTERS ALLIED COMMISSION
ESTABLISHMENT SECTION
APC 394

26 SEP 1945

635

26 September 1945

MEMORANDUM:

TO : Distribution Below

ADJUTANT'S SECTION

1. Effective 30 September 1945, the Adjutant's Section, (Rooms 16, 18 and 20, Ground Floor), will be closed on Sundays. No Special Orders, Travel Orders or Daily Bulletins will be published on those days.
2. Requests for Travel and/or Assignment Orders and full particulars on any emergency travel that must be performed, will be left with the Establishment Section Duty Officer (Room 44, 3rd Floor), and confirming orders will be published by the Adjutant, on the following day.
3. Announcement of the name of the Officer who is to perform Headquarters Night Staff Duty Officer, will be made in the Daily Bulletin published on the preceding Saturday.
4. Outgoing Signals will be authenticated by the Establishment Section Duty Officer who will be on duty from 0930 hours to 1300 hours. After 1300 hours, signals will be sent to the Night Staff Duty Officer for authentication (Room 20, Ground Floor), as heretofore.

BY COMMAND OF REAR ADMIRAL STONE:

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

932

DISTRIBUTION:

45A

RESTRICTED



HEADQUARTERS ALLIED COMMISSION
APO 374
Establishment Section

Ref/77/63/EST

24 September 1945

SUBJECT: Office Hours

TO : See Distribution

1. Headquarters Allied Commission will operate six full days per week. On Sunday only such skeleton staffs and duty officers as the heads of offices consider necessary will be on duty.

2. Time off will be taken as follows:

a. Locally employed civilian personnel will take off on Sundays only. Current AFHQ directives specify that locally-employed civilians will work a 6-day, 48-hour week. Time off, other than Sunday, will result in corresponding deductions from pay.

b. EEA personnel will work a maximum of 44 hours. One afternoon off per week is mandatory. A second afternoon off is permissible, work loads permitting. Overtime must be paid for all time in excess of 40 hours weekly, and it is therefore desired that this working week be considered standard.

c. Allied military personnel and other allied civilian employees will, work loads permitting, be given two afternoons off per week in addition to Sunday.

Vice President, Directors of Sub-Commissions, and Section Chiefs will confine their time taken off to Sundays, and Wednesday and Saturday afternoons. On Wednesday and Saturday afternoons, only such allied staff will remain on duty as is, in the opinion of the responsible officer, necessary adequately to supervise the civilian employees. This skeleton staff will be

y31

days per week. 6. Sunday only such skeleton staffs and duty officers as the heads of offices consider necessary will be on duty.

2. Time off will be taken as follows:

a. Locally employed civilian personnel will take off on Sundays only. Current AFHQ directives specify that locally-employed civilians will work a 6-day, 48-hour week. Time off, other than Sunday, will result in corresponding deductions from pay.

b. FEA personnel will work a maximum of 44 hours. One afternoon off per week is mandatory. A second afternoon off is permissible, work loads permitting. Overtime must be paid for all time in excess of 40 hours weekly, and it is therefore desired that this working week be considered standard.

c. Allied military personnel and other allied civilian employees will, work loads permitting, be given two afternoons off per week in addition to Sunday.

Vice Presidents, Directors of Sub-Commissions, and Section Chiefs will confine their time taken off to Sundays, and Wednesday and Saturday afternoons. On Wednesday and Saturday afternoons, only such allied staff will remain on duty as is, in the opinion of the responsible officer, necessary adequately to supervise the civilian employees. This skeleton staff will be given Tuesday and Thursday afternoons off.

931

DISTRIBUTION

"A"

C. M. PARKIN,
Colonel, Inf.,
Actg Vice President.



3/11B/CA ✓
Tel. Ext. 573

HEADQUARTERS ALLIED COMMISSION
APO 396
G-1 (B)

21 SET 1945
58A
605

REFERENCE. G-1/16120/750/0

20 Sept 45

SUBJECT. Claims officer

TO . 7P Establishments Section (for Capt MONTANT).
VP Civil Affairs Section.
Director Education Sub-Commission.
Regional Commissioner,
Liguria Region.
G-4 (B), HQ. A.C.

Capt G.F.T. WAGSTAFF, (38598), ERRC, will be appointed claims officer w.e.f. the handover of Regions to the Italian Government. As soon as possible on or after that date he will report to this HQ for duty.

He will be assigned to G-4-B and will work in conjunction with G-1 B and G-4-B on all matters relating to claims.

BY COMMAND OF REAR ADMIRAL STONE.

/tu

Sy. Conker May
(G-1 (B)
H.Q. Allied Commission

Copy to. G-13/118/A



Tel. Rm. 292

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 (B)

19 September 1945

REFERENCE : G-1B/135/A

SUBJECT : AIC/AC Review.

19 SET. 1945

TO : Distribution Below.

1. Herewith 41 copies of the Review of Allied Military Government and the Allied Commission in Italy for distribution to British Officers and British Civilians under your control.

2. Distribution of this Review is made subject to the restriction that it is NOT to be sent home or given to members of the press before 1 Oct 45.

3. Displaced Persons and Repatriation Sub-Commission will note that copies of the Review have been sent to its Officers at this H.Q. through Civil Affairs Section and to Officers in the Field through the appropriate Region. Distribution will be made by Displaced Persons and Repatriation Sub-Commission to all O.R.s and British Civilians whether in the field or at this H.Q.

BY COMMAND OF REAR ADMIRAL STONE.

/s/.

G-1 (B),
H.Q., Allied Commission.

DISTRIBUTION :

Office of Executive Commissioner.
V.P. Establishment Section.
✓ V.P. Civil Affairs Section.
V.P. Economic Section.
Political Advisor.
Director, D.P. & R. Sub Comm.
" Communications Sub Comm.
" Land Forces Sub Comm.
" Naval Sub Comm.
" Air Forces Sub Comm.
O.C. Br. Det. (Copy to HQ Commr).

Reg. Comm. Venetia Region.
S.M.O., M.G., Venezia Giulia.
Reg. Comm. Lombardia Region.
" " Piemonte Region.
" " Liguria Region.
A.C., Liaison Officer Sicily.
A.C., Liaison Officer Bari.
Commissioner, Naples Commune.
A.C., Liaison Officer Ancona.
Commissioner, Livorno Zone.
A.C., Liaison Officer Bologna.

928

3380

7884

CA SECTION

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

COB/jrs 58

G-5: 331.1

11 September 1945

13 SET 1945

SUBJECT: Safeguarding of Archives.

TO : Headquarters, Allied Commission,
APO 394.

22a

Reference your 3/1B/CA dated 11 August.

1. Attached is a copy of a report from GSO II 26 BLU on the judicial Archives at Matera.

2. It would appear from this report that the facts presented by the Minister of Grace and Justice were not strictly correct.

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

Charotomson
C. O. BENSON,
Major R.A.

Encl: as above.

3685

927

COPY.

Subject:- Safeguarding of Archives.

26 B.L.U.
att Polish Army Training
Centre.

To:- Liaison Section,
Allied Force Headquarters
C.M.F.

C.M.F.

26 BLU/PATC/30/AQ

Copy to: 26 B.L.U. att HQ Base 2 Polish Corps, CME.
Col S.W. Miller, AC Liaison Officer, BARI.

6 Sept 45.

Reference your letter 371.2 (P) dated 20 August 1945 to 26 BLU att HQ Base 2 Polish Corps and passed to this section for action, the following information can now be forwarded to you.

1. The room containing the Archives is situated in Building 'A' 1 PALAZZO DI JUSTIZIA, PIAZZA VITT VENETO, MATERA.

2. The room containing the archives was examined by :-

CARLO GRESCITELLI
LOTT MICHELE TAMBURINIO
MAJ. L. CONNOP
FRANK MIRIELLO

Presidente di Tribunale
Prefects secretary
G. II. 26 BLU
Interpreter.

the room was found to be locked and the key in possession of the TRIBUNIALE. There is also an unlocked cupboard, which has been nailed across by the Polish Town Major.

3. The room containing the archives has always been kept locked and never used by the Poles.

It is almost impossible to tell if the papers and documents have been disturbed as a state of chaos exists inside the room and to check each paper would take considerable time.

4. The Poles have been informed of the value of these archives, and notices have been placed on the door:

"OUT OF BOUNDS TO ALL RANKS"

The doors are locked and the keys are with the TRIBUNIALE. The cupboard which is outside the room and also contains documents is having iron bars put across it and notices put on the doors.

5. It does not appear that any damage has been caused to the documents. Several documents have been, however, removed previously by the TRIBUNIALE to their own office.

6. Every precaution has been taken by the Polish Town Major, MATERA to ensure that the archives are in no way disturbed by Polish troops billeted in the building.

/s/ L. CONNOP,
Maj.
G.II.

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

ALLIED COMMISSION
LIAISON OFFICE
B A R I

11 SEP 1945

Ref : LB/87/5

Tele : 14152

SUBJECT : Archives

8 September 1945

TO : HQ Allied Commission
(for VP.Civil Affairs Section)

11 SET 1945

Reference your letter No. 3/18/CA of
11 August 45 addressed to A.F.H.Q., copy to this
Office.

The attached copy letter refers to the
safeguarding of the archives at Matera.

SWM/cb

S.W. Miller

Col. S.W. Miller
Liaison Officer
AC Bari.

925

3551

(COPY)

SUBJECT : Safeguarding of Archives

26 B.L.U.
att Polish Army
Training Centre
C.M.F.

26 BLU/PATC/30/AQ

6 Sept 45

To :- Liaison Section
Allied Force Headquarters
C.M.F.

Copy to :- 26 BLU att HQ Base 2 Polish Corps CMF
Col. S.W. Miller, AG Liaison Officer, BARI

Reference your letter 37I.2.(P) dated 20 August 1945 to 26 BLU att HQ Base 2 Polish Corps, and passed to this section for action, the following information can now be forwarded to you.

1. The room containing the Archives is situated in Building "A" I Palazzo di JUSTIZIA, PIAZZA VITT VENETO, MATERA.

2. The room containing the archives was examined by:-

CARLO CRESCITELLI	Presidente Tribunale
DOTT MICHELE TAMBURINO	Prefect Secretary
MAJ. L. CONNOP	G.II. 26 BLU
FRANK MIRIELLO	Interpreter

the room was found to be locked and the key in possession of the TRIBUNALE. There is also an unlocked cupboard, which has been nailed across by the Polish Town Major.

3. The room containing the archives has always been kept locked and never used by the Poles.

It is almost impossible to tell if the papers and documents have been disturbed as a state of chaos exists inside the room and to check each paper would take considerable time.

4. The Poles have been informed of the value of these archives, and notices have been placed on the door:

"OUT OF BOUNDS TO ALL RANKS"

The doors are locked and the keys are with the TRIBUNALE. The cupboard which is outside the room and also contains documents is having iron bars put across it and notices on the doors.

924

3551

5. It does not appear that any damage has been caused to the documents. Several documents have been, however, removed previously by the TRIBUNALE to their own Office.

6. Every precaution has been taken by the Polish Town Major MATERA to ensure that the archives are in no way disturbed by Polish troops billeted in the building.

Signed : L.CONNOR
Major O.H.

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

HEADQUARTERS ALLIED COMMISSION
AFC 34
CIVIL AFFAIRS SECTION

7 Sep 45

3/1.3/45

SUBJECT: Office Routine.

TO: All CA Sub-Commissions.

- 1 The top copy of Travel Order requests submitted for signature will be countersigned by an officer in the bottom left hand corner to signify
 - 1) that the journey is necessary in the interests of AC;
 - 2) that the particulars entered on the form are true.
- 2 Forms as received at present may have been prepared and submitted by any unauthorized person.

S. J. WHITE Lt Col
CSO CA Section.

92316

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

HEADQUARTERS ALLIED COMMISSION
APO 384
CIVIL AFFAIRS SECTION

Ref 1/1.2/CA

7 Sep 45

SUBJECT : Press Releases

TO : All CA Det-Commissions

Reference 9298/110/13 undated.

The Statements referred to will be submitted through this Section and should reach this office on 10 Sep.

B7 - 11 ✓

S.H. WHITE Lt Col,
CWO CA Section 922

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

3/15/CA ✓

54A

ALLIED ~~CONTROL~~ COMMISSION

INTER-OFFICE MEMORANDUM

ESTABLISHMENT SECTION

EXT: 301

1-527-1340

SUBJECT: Administrative Procedures

FILE No. 77/51/EST

TO: V.P. Economic Section
V.P. Civil Affairs Section ←

31 August 1945

It is requested that, in order to facilitate handling, letters addressed to Establishment Section, dealing with either personnel or supply problems, be submitted in triplicate.

C. M. PARKIN
C. M. PARKIN,
Colonel, Inf.,
Actg Vice President.

318921

HEADQUARTERS ALLIED COMMISSION
APR 50
CIVIL AFFAIRS SECTION

TO: 3/1 D/CA. ✓

31 Aug 45

SUBJECT: Duty Roster.

TO: Legal S/C
Local Government S/C
Members. Fine Arts & Archives S/C

1 The following changes in the duty roster are notified:

Monday 2 Sept 45	Delete "Capt. CUNNINGHAM, P.I."
	Insert "Capt. ROSE, L.O."
Wednesday 5 Sep 45	Delete "Cpl. HILLARD, E.R."
	Insert "S/Sgt. STEIN, P."

2 It is very much regretted that these changes had to be made at short notice. Notifications of necessity for changes to be made were only received by this office today.

W. H. Black
W. H. Black, Col.
DCC 34 Section.

Copy to: ~~Director General~~
Director S/C,
Public Health
Public Health S/C
Public Safety S/C.

920

2428

ALLIED ~~CONTROL~~ COMMISSION
INTER-OFFICE MEMORANDUM

SUBJECT: Duty Personnel on 4th & 5th
Afternoons

FILE No. 20230/CAI

TO : CA-500

31 August

1945

1. Ref your 3/1.2/CA of 28 Aug 45, same subject, where
Cpl. Willard of this office is shown in the duty roster as as-
signed as duty clerk for 3 Sep.

2. Since it has been found necessary, and Cpl. Willard on
leave by the 1st of September for approximately 9 days beginning 1
Sept 45, it is requested that a substitution be made.

For the A/Director:

Norman S. Newton

NORMAN S. NEWTON
Major, Air Corps,
A/Dputy Director.

919

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

3/1B/CA

50A

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

HHG

Ref: 212/204/EG.

30 August 1945.

SUBJECT: Staff Procedure.

30/8/45

TO : Distribution below.

INTERNAL DISTRIBUTION.

1. I have noted several instances recently where insufficient attention has been paid to internal distribution on correspondence and signals emanating from this Headquarters.
2. It is essential that outgoing material be copied to other Sections, Sub-Commissions and Branches interested, and that such distribution be stated on the correspondence or signal. This is of the utmost importance and is the personal responsibility of the originating officer.

For the Chief Commissioner:

Fuller
Brigadier,
Executive Commissioner.

DISTRIBUTION:

Group I: List 'C'.

918

3/1B/CA

49A

RW/15.

HEADQUARTERS ALLIED COMMISSION
APO 394

DEPORTED PERSONS AND REPATRIATION SUB COMMISSION

DEP/71-6/AM.

Tel. 89001 Ext. 576

21 August 1945.

SUBJECT : Office Hours.
TO : Distribution.

36 AUG 1945

1. The office hours of the Sub-Commission at Hq. Rome are as follows :

Monday to Saturday	-	0830	-	1230 hrs.
		1400	-	1800 "
Sunday	-	0930	-	1230 "
		1400	-	1800 "

2. In order to provide time off for recreation and exercises effective immediately all Allied Officers & NCO's of this R.C. will be granted in addition to Sundays and scheduled holidays a half day on Wednesday and Saturday afternoons.

Group H.Q. and Independent Centres will make their own arrangements for personnel to have time off for recreation.

3. On Sundays, Wednesday and Saturday afternoons and scheduled holidays H.Q. D.P.R.S.C. will maintain skeleton staff as heretofore. Telephone numbers for all enquiries on such days are Internal Extension 743 and 473108.

4. Controller Record Bureau will make necessary arrangements for D.R.C. personnel.

5. DEP/71-6/AM letter dated 24 August 1945 is hereby CONFIRMED.

For the Director.

[Signature]
R.E. BROWN,
Lt. Colonel,
C. i/o A.C.

917

DISTRIBUTION

List 'A' D.P.R.S.C.
List 'B' D.P.R.S.C. less 1
plus Lt. Col. KERR (2)
C.A. Section, A.C. (2).

30/2

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

HEADQUARTERS ALLIED COMMISSION
APO 398
CIVIL AFFAIRS SECTION

Ref: 2/1 B/CA.

29 Aug 45

SUBJECT: Channels of Communication.

TO: H.Q., IANB/SDIA Region.

The attached correspondence is passed to you for your information with particular reference to para 3 of the letter from Land Forces Sub-Commission dated 25 Aug 45, and numbered A-306.

BY COMMAND OF THE CHIEF COMMISSIONER:

H. H. Shadbolt
H. H. Shadbolt, Col
Brigadier,
VI CA Section.

NOTE

1. Ref request by CAC Brescia that Capt Romolo Ragnoli 6 Verona Alpine Regt be granted leave to continue assisting AMIC. (AMIC Brescia letter BR/53 18 June 45)
MMIA letter A306 of 25 Aug refers
2. Originals returned with this letter.

H. H. Shadbolt
29 Aug

916

2/39

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

47A

HEADQUARTERS ALLIED COMMISSION
APO 334
CIVIL AFFAIRS SECTION

490

Ref: 3/1 B/OA.

28 Aug 45

SUBJECT: Duties - Officers. Amendment.
TO: Public Health Sub-Commission.

Reference our 3/1 B/OA of even date. 44A

1. Please delete the name of Capt. Bushard and amend to read:

wd. 19 Sep Duty Officer: Lt. Col. Bushmore.

2. The name of the duty clerk remains the same.

[Signature]
H. H. S. HARTLEY, Col.,
CSO OA Section.

DISTRIBUTION for REFERENCE	Education S/O
	Legal S/O
	Local Government S/O
	Patriotic Branch
	Monuments, Fine Arts & Archives S/O
	Public Health S/O.
	Public Safety S/O.

2420

200
Declassified E.O. 12356 Section 3.3/NND No. 785016

HEADQUARTERS ALLIED COMMISSION
APO 98
CIVIL AFFAIRS SECTION

Ref: 3/1 B/CA.

28 Aug 45.

SUBJECT: Telephone Nos.

TO: See Distribution Below.

With effect from 29 Aug 45, the telephone numbers for Civil Affairs Section on Wednesday Afternoons, Saturday Afternoons and Sundays will be as follows:

Civil Affairs Duty Clerk (Room 33, 5th Floor)	Tel. No. 489081	Ext. 437
" " Officer (Room 58, 5th Floor)	Tel. 478304 and 489081	Ext. 535.

H. B. R. H. H.
H. B. R. H. H. Col.,
CSO CA Section.

DISTRIBUTION: Economic Section,
Executive Commissioner,
AFM Communications Officer
Message Center.

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

HEADQUARTERS ALLIED COMMISSION
 APO 394
 CIVIL AFFAIRS SECTION

Ref: 3/1 R/CA.

28 Aug 45.

SUBJECT: Duty Personnel on Wednesday and Saturday Afternoons.
 TO: See Distribution Below.

The following procedure will be adopted by the Civil Affairs Section on Wednesday and Saturday afternoons, which are to be half days off for recreation as well as Sundays.

- 1 One duty officer and one duty EM/OR will remain on duty for the whole of Civil Affairs Section (subject to the discretion of the Head of a Sub-Commission who may wish to retain a skeleton staff). The officer will remain in Room 58, 5th Floor (Tel. Nos. 489081 Ext. 525 and 476104). The duty EM/OR will remain in Room 33, 5th Floor (Tel. No. 489081 Ext. 437). (Please note that Sunday duty officers will also remain in Room 58, 5th Floor.)
- 2 Duty Officers and EM/OPS will be nominated by the CSO CA Section.
- 3 Until further instructions are issued Italian personnel will also be given Wednesday and Saturday afternoons off.
- 4 The roster for the next four weeks is as follows:

DATE	DUTY OFFICER	DUTY CLERK
Tue. 29 Aug 45	Lt Col. HARVEY, J.O.	Sgt. MITCHELL, S.O.
Sat. 1 Sep	Maj. MURPHY, J.F.	S/Sgt. MURPHY, P.O.
Tue. 5 Sep	Capt. THOMAS, R.	Cpl. WILLIAMS, E.H.
Sat. 8 Sep	Maj. WILLIAMS, C.O.S.	Cpl. ROBINSON, Z.
Tue. 12 Sep	Maj. FALCONER, S.L.	Pte. FROOD, W.P.
Sat. 15 Sep	Capt. HAYES, G.	L/Cpl. KIRBY, H.
Tue. 19 Sep	Capt. BURNARD, S.M.V.	Cpl. WILSON, J.
Sat. 22 Sep	Capt. BRYAN, L.O.	L/Cpl. GARDNER, S.O.

W.D. Dwyer

The following procedure will be followed on Wednesday and Saturday afternoons, which are to be half days off for recreation as well as Sundays.

1 One duty officer and one duty EW/CA will remain on duty for the whole of Civil Affairs Section (subject to the discretion of the Head of a Sub-Commission who may wish to retain a skeleton staff). The officer will remain in Room 50, 5th Floor (Tel. Nos. 489021 Ext. 525 and 473104). The duty EW/CA will remain in Room 23, 5th Floor (Tel. No. 489022 Ext. 437). (Please note that Sunday duty officers will also remain in Room 50, 5th Floor.)

2 Duty Officers and EW/CA will be nominated by the CSO CA Section.

3 Until further instructions are issued Italian personnel will also be given Wednesday and Saturday afternoons off.

4 The Roster for the next four weeks is as follows:

<u>DATE</u>		<u>DUTY OFFICER</u>	<u>DUTY EW/CA</u>
Wed.	29 Aug 45	3/cdr. HARVEY, J.O.	Sgt. SMITH, F.J.
Thu.	1 Sep	Maj. NUENT, J.P.	S/Sgt. SMITH, F.O.
Fri.	5 Sep	Capt. FRODIP, R.	Cpl. WILLARD, R.M.
Sat.	8 Sep	Maj. WILLIAMS, C.O.R.	Cpl. ROBINSON, E.
Sun.	12 Sep	Maj. FALMETH, E.L.	Pfc. PROOM, E.F.
Mon.	15 Sep	Capt. HAYES, C.	L/Cpl. REEVES, R.
Tue.	19 Sep	Capt. BUSHARD, S.E.S.	Cpl. WILSON, J.
Wed.	22 Sep	Capt. BERN, L.O.	L/Cpl. GARRETT, S.R.

W. S. M. 913
E. S. M. 913
CSO CA Section.

ADMINISTRATIVE STAFF

Education S/C.
Legal S/C.
Local Government S/C.
Patriotic Branch
Monuments, Fine Arts & Archives S/C.
Public Health S/C.
Public Safety S/C.
Italian Prisoners of War.

X Done by G. C. C.

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/1 E/CA.

25 Aug 45

SUBJECT: Duty Roster.

TO: Public Health S/O.

Reference our 3/1 E/CA of even date.

Please send to read:

29 September

Duty Officer
Capt. VELLA, T.V.

Duty Clerk
T-4 J.G. ANDRICH

Copy to: Displaced Persons S/O,
Education S/O,
Legal S/O,
Local Government S/O,
Patriots Branch
Public Safety S/O,
Monuments, Fine Arts & Archives S/O

For Harry H. H.
H. H. H. HAYLEY, Col.,
CSC CA Section.

912

2408

HEADQUARTERS ALLIED COMMISSION
APO 994
CIVIL AFFAIRS SECTION

Ref: 3/1 R/CA.

25 AUG 45

SUBJECT: Duty Personnel on Sundays.

TO: Public Health S/C,
Education S/C,
Monuments & Fine Arts S/C.

- 1 Further to our 3/1 R/CA of 11 Aug 45, the duty roster for the next three weeks of officers and En/SGs for Civil Affairs Section will be as follows:

	<u>Duty Officer</u>	<u>Duty Clerk</u>
9 September	Maj. F.W. Savage	S/Sgt. B.M. Peebles.
16 "	Capt. F.R.J. Masse	Sgt. T. Rianuto
23 "	Capt. T.V. Vella	S/Sgt. A.R. Harrison.

H. H. S. Haidley
H. H. S. HAIDLEY, Col.,
GSC CA Section.

Copy to: Displaced Persons S/C
Legal S/C
Local Government S/C
Patriots Branch
Public Safety S/C.

911

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

MEMORANDUM FOR THE DIRECTOR
AFU 3A
CIVIL AFFAIRS SECTION

44
44

3/1/61 ✓

25 Aug 61

SUBJECT : Baby Personnel on Bridge
TO : See Distribution Below

Reference 3/1 3/61 of 11 August. 21A

Please send para 1 to read :

The Officer will remain in Room 5A, 3rd floor. Telephone use remain the same.

W. H. H. H.

W. H. H. H.,
Colonel,
CICG US Section

DISTRIBUTION:

- AF 5 A 3/3
- Education 3/3
- Legal 3/3
- Local Govt 3/3
- Paradise House
- Public Health 3/3
- USA 3/3
- Public Safety 3/3

Executive Commissioner
HQ US Army
Information Desk
George Gentry

1313



3/113 V
Ministero dell'Interno
Gabinetto

27 1945
Roma 23 agosto 1945

All'Alto Commissariato per
l'Igiene e Sanità S E D E
e p.e.:

Commissione Alleata
Sezione Affari Civili

Prov. 131110/769 Allegati 2

Reg. al f. del F O R M E
Per la 1

Oggetto: Trasmissione nota della Commissione
Alleata. 438

15A
Per competenza si trasmette in origi-
nale e traduzione la nota 3/1/B/CA del 7
o.m. della Commissione Alleata, Sezione
Affari Civili.

D'ORDINE DEL MINISTRO
IL CAPO DI GABINETTO

Poturi

2835 909

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/1 H/CA.

24 Aug 45

SUBJECT: Office Accommodation.

TO: Building Superintendent.

- 1 It has been found necessary to re-allocate the rooms within the Civil Affairs Section quota of office space as follows:
Brig. M. GARR, VP CA Section, has moved to Room 60, Fifth Floor.
Lt. DE BELLE and J/Cdr. HARVEY have moved to Room 58, 5th Floor.
Col. HARTLEY, CSO CA Section, has moved to Room 54, 5th Floor.
- 2 Telephone numbers remain the same.
- 3 Local Government Sub-Commission has relinquished Room 54, furniture complete, to the Civil Affairs Section.

A
R. R. S. HARTLEY, Col.,
CSO CA Section.

Copy to: Local Government S/C.

908

3/10/61

MEMORANDUM FOR THE DIRECTOR, FBI
SUBJECT: DISCIPLINARY AND PUNISHMENT SUBCOMMISSION

CE/CP

1418

DATE: 25 AUG 1960

SUBJECT: Office hours.

TO: Distribution.

1. The Office hours of the Sub-Commission at U.S. Rome are as follows:

Monday to Saturday
0830 - 1230 hrs
1300 - 1800 hrs
Sundays
0930 - 1230 hrs
1300 - 1800 hrs

2. On Sundays and scheduled holidays, the Sub-Commission will maintain skeleton staff as hereafter.

3. In order to provide time off for recreation and exercises effective immediately all assigned officers and members of this H.Q. will be granted in addition to Sundays and scheduled holidays one day off each week.

Group H.Q. and independent contractors will make their own arrangements for all personnel to have time off for recreation.

4. Chief Clerk H.Q. 1. P.M. 1. P.M. will prepare day off roster for H.Q. for approval 2. P.M.

5. Officers will make their own arrangements by themselves according to pressure of work. The 15 days off to be taken in lieu of one full day off necessary.

Contractor second contractors will make necessary arrangements for H.Q. personnel.

6. The 15 days off does NOT apply to civilian employees of the Sub-Commission.

907

907

Sundays

2. On Sundays and scheduled holidays, B.C., D.C., S.C., will maintain skeleton staff as heretofore.

3. In order to provide time off for recreation and exercises effective immediately all assigned officers and staff of this B.C. will be granted in addition to Sundays and scheduled holidays one day off next week.

Group B.C. and Independent Bureau will make their own arrangements for all personnel to have time off for recreation.

4. Chief Clerk B.C. D.C. S.C. will prepare day off Roster for B/C/S for approval 15.6.

5. Officers will make their own arrangements by Branches according to preference of work. The days may be taken in lieu of one full day if necessary.

Control Officer Bureau will make necessary arrangements for B.C. personnel.

6. The additional day off does NOT apply to civilian employees of the Sub-Commission.

For the Director:

[Signature]
Lt. Col.
C. J. C. M.

DISTRIBUTION:

Distr. List 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, 13th, 14th, 15th, 16th, 17th, 18th, 19th, 20th, 21st, 22nd, 23rd, 24th, 25th, 26th, 27th, 28th, 29th, 30th, 31st, 32nd, 33rd, 34th, 35th, 36th, 37th, 38th, 39th, 40th, 41st, 42nd, 43rd, 44th, 45th, 46th, 47th, 48th, 49th, 50th, 51st, 52nd, 53rd, 54th, 55th, 56th, 57th, 58th, 59th, 60th, 61st, 62nd, 63rd, 64th, 65th, 66th, 67th, 68th, 69th, 70th, 71st, 72nd, 73rd, 74th, 75th, 76th, 77th, 78th, 79th, 80th, 81st, 82nd, 83rd, 84th, 85th, 86th, 87th, 88th, 89th, 90th, 91st, 92nd, 93rd, 94th, 95th, 96th, 97th, 98th, 99th, 100th, 101st, 102nd, 103rd, 104th, 105th, 106th, 107th, 108th, 109th, 110th, 111th, 112th, 113th, 114th, 115th, 116th, 117th, 118th, 119th, 120th, 121st, 122nd, 123rd, 124th, 125th, 126th, 127th, 128th, 129th, 130th, 131st, 132nd, 133rd, 134th, 135th, 136th, 137th, 138th, 139th, 140th, 141st, 142nd, 143rd, 144th, 145th, 146th, 147th, 148th, 149th, 150th, 151st, 152nd, 153rd, 154th, 155th, 156th, 157th, 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HEADQUARTERS ALLIED COMMISSION

OFFICE OF THE HEADQUARTERS COMMANDANT

APO 394

HQC/10/12

20 August 1945

SUBJECT: Transport (Driver).

TO : V.P., Civil Affairs Section.

L/Cpl. BINKS

Your letter 3/1 H/CA, dated 18 August 1945, is acknowledged.

Instructions have been issued to the M.T.O. (B) to arrange for L/Cpl. Binks to take over Humber Staff car from L/Cpl Seager, in accordance with your wishes.

In view of your agreement, instructions have also been issued for this car, with L/Cpl. Binks, to report to British M.T. Workshops of this Headquarters for thorough maintenance and overhaul, if necessary, before being put into use for you.

R. H. Robertson
R. H. ROBERTSON
Hq. Commandant.

Colonel

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

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Executive Commissioner

20 AGO 1945

18 August 1945

Ref: 2402/85/EC

SUBJECT: School Textbooks

TO : Civil Affairs Section

With reference to your letter 3/1/B/CA dated 12 August 1945, the Executive Commissioner approves the recommendation in para 3. that Junior Commander Harvey should follow up the above subject as suggested.

Richard S. L. B.
Chief Staff Officer
To Executive Commissioner

See by CPO 23/8

205

HEADQUARTERS ALLIED COMMISSION
NO 394
CIVIL AFFAIRS SECTION

Ref: 3/1 B/CA ✓

18 AUG 45

SUBJECT: L/Cpl. Binks.

TO: HQ Commandant.

As I have taken over the Vice Presidency of the Civil Affairs Section, on taking over Brig. WOODEN's car I should like you to arrange for L/Cpl. BRADEN to be replaced by L/Cpl. BINKS, my driver since Sept. 1943.

It has also been suggested that the car should be overhauled before it is definitely re-allocated to me.

W. Carr
W. CARR,
Brigadier,
VP CA Section.

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/1 E/CA.

18 Aug 45

SUBJECT: Signatures of Correspondence.

TO: See Distribution below.

- 1 As from today's date all letters to be signed by the Vice President, Civil Affairs Section will be made out for signature as follows:

M. CASH,
Brigadier,
VP CA Section.

- 2 The name of the PA to the VP CA Section is now Lt. Anthony C. De Bellis and all Travel Orders should be made out for signature as follows:

For the VP CA Section.

Lt. Anthony C. De Bellis,
for CSC CA Section.

Handwritten: 903
E. H. S. HARTLEY, Col.
CSC CA Section.

DISTRIBUTION: Displaced Persons & Repatriation S/C,
Education S/C,
Legal S/C,
Local Government S/C,
Patriotic Branch,
Monuments, Fine Arts & Archives S/C.

Public Health S/C,
Public Safety S/C.

3/13/CA

RECEIVED

18 AUG 1945

3/14

C12345
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AUG 171030E
OF PRIORITY

SACRED

CG MTOUSA, CINC MTS, SPA, RAE MTHAR, HQSE ALLIED AREA COMMAND, ALCON, DISTONE,
DISTWO, DISTTHRE, GREEKIL, DISTRI, MTNA, 11 POLISH CORPS, XIII CORPS, 2 NS DIV,
COMNAVNAV, AFY/MTG, MHS, 5TH ARMY, AREA COMD, AF INFO ACC BULGARIA (BR DEL),
ACC BULGARIA (US DEL), ACC HUNGARIA (BR DEL) ACC HUNGARIA (US DEL), ACC HUNGARY
(BR DEL), ACC HUNGARY (US DEL)

UNCLASSIFIED.

The following message is forwarded from Field Marshal Sir HAROLD R L G
ALEXANDER, Supreme Allied Commander, Mediterranean Theater:

"This is a day for thanksgiving and rejoicing, for peace has at last been won
and the cause for Freedom and Justice has prevailed. This is the day for which the
freedom-loving nations of the world have been fighting for almost 6 years. It is the
day that spells the doom of totalitarian governments and their policies of
aggression, hatred and persecution.

Each of you - whatever service or your nationality - has played a vital role
in our struggle for this great victory. You brought the Nazis and their satellites
to their knees, while your brothers-in-arms were administering the final blows to
the Japanese on the other side of the globe.

Today I know you will join me in extending the warmest congratulations of this
theater to the men who have inflicted overwhelming defeat on Japan. They have fought
long, hard and well. They have won a truly significant victory.

Naturally, all of us hope that the vents of today will hasten your return to
your families and to normal peacetime pursuits. You may be certain that your
commanders in the Mediterranean Theater will do everything in their power to get you
home and back to the normal pursuits of peace with all possible speed. For the task
of us here - redeployment and occupation - we shall attempt to cut our forces to an
essential minimum.

902

2121

- 2 -

(012245 cont'd)

You are the men and women on whom the future peace of the world will depend. Out of the chaos that this war has brought, it will be your task to build a world in which peace and human decency are the dominating motives. Your soldiers of the United Nations, who have fought shoulder to shoulder as Allies against a common enemy, today form a united front for world peace and security."

LIST

ACTION: Est Sec
INFO: Chief Commissioner
Ex C commissioner 2
GA Sec
Keon Sec
Land Forces
Air Forces
Navy SC
Eq Secdt
2675 Regt
File 2
Float

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

3/13/45 ✓

C-12226

AUG 161800H

18 AUG 1945

HEADQUARTERS
18 AUG 1945

F/4183

AUG 171030H

OF PRIORITY

18 AUG 1945

OO MTO

AF/STC, STE ARMY, ABC, HQ COMB, AF KAPOO, HRS, HIRSHI, RONE AREA MTCOA, UTC,
 ACC BULGARIA (US DEL), ACC HUNGARY (US DEL), ACC HUNGARY (US DEL), INFO USA,
 COMNAVY, BTA, CIRCUM, RAF MINE, HIRSHI, DISTO, DISTINE, CIRCUMIL,
 II POLISH CORPS, XIII CORPS, 2 RE DIV, MARS, EURD/ATC, ALCON

UNCLASSIFIED.

The following message is forwarded from General JOSEPH T. MCCHANEY, Commanding
 General, Mediterranean Theater of Operations:

"The complete defeat of Japan by the United Nations is cause for rejoicing by
 all the free peoples of the world. To American soldiers, sailors and airmen and
 their Allies in the Mediterranean Theater, the Japanese capitulation has a special
 significance: many of you who had participated in the hard campaigns that defeated
 the Fascists and Nazis were preparing to join the battle in the Pacific. Service
 troops here have been intensely active, preparing the supplies and weapons and tools
 for redeployment against the Japanese.

Now that picture has changed. The fight has now been won - completely. For
 you there remains the task of completing our task of occupation and redeployment
 and of preserving the discipline which carried you successfully through so many
 difficult campaigns. Patience will be required while the huge machine geared to
 redeployment is switched to the urgent need for getting you home to your families
 and to your normal way of living.

To the troops who surmounted every obstacle to supply and move the fighting
 units, there remains one more task - to ship the supplies and the troops back home
 as efficiently and as rapidly as possible.

This is a time for thanksgiving, for gratitude to God that we have crushed the

900

236

- 2 -

(C-12246 cont'd)

aggressor and saved our heritage of Freedom. But we must not forget the cost of this war. You who won the beaches of AFRICA, SICILY, ITALY and FRANCE, and who battled through the mountains of central and northern ITALY, know how many of your comrades made the supreme sacrifice for that successful effort. Never forget them nor what they died for.

Today we salute the Allied forces in the far East and extend to them our heartiest congratulations on their magnificent victory."

DEPT

INFO-ACTION: RetSec
INFO: Chief Commissioner
Ex Commissioner 2
OA Sec
Eccon Sec
Land Forces
Air Forces
Navy SC
HQ Comdt
2675 Regt
File 2
Fleet

3/13/CA ✓
HLS, EHL

34A

HEADQUARTERS ALLIED COMMISSION
APO 394

18 AUG 1945

Public Health Sub-Commission

16 August 45

AC/3022/PH

SUBJECT: - Duty Personnel on Sundays.

TO : - Civil Affairs Section,
attn: Chief Clerk.

1. To comply with paragraph 2 of your letter 3/1 B/CA dated 11th August 45 this Sub-Commission submits the following list of officers with their functions and telephone numbers opposite their names: -

-21A

Colonel Page	Director	478565
Colonel Frizelle,	Public Health	478141
Lt Col McSweeney	Public Welfare	478141
Lt Col Rushmore	Veterinary	876159
Major Savage	Executive Officer	478141
Capt Rushard.	Medical Supply	66475

For the DIRECTOR:

Paul S. Savage

PAUL S. SAVAGE,
Major Spec Res.
Executive Officer.

898

2125

HEADQUARTERS ALLIED COMMISSION
ESTABLISHMENT SECTION
APO 394

MEMORANDUM :

16 August 1965

TO : Distribution Below

SUBMISSION OF REQUESTS FOR TRAVEL AND/OR ASSIGNMENT ORDERS

Effective immediately upon receipt of this directive, all requests for travel and/or assignment orders submitted to the Office of the Assistant Adjutant before noon (1200 hours), for publication, will be published not later than noon of the following day, and all requests received after the above-mentioned hour, or in the afternoon, will be published the afternoon of the following day.

All requests for travel orders marked "EMERGENCY", as considered so urgent as to make necessary waiver of the provisions outlined in this directive, must carry the written approval of the Vice-President of the Establishment Section.

BY COMMAND OF HEAD ARMED STAFF:


G. M. Paine
Colonel, Infantry
Vice President

DISTRIBUTION:

897

2398

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

14 Aug 45

SUBJECT : Dr. Giovanni COLLI

TO : PCs Liguria, Lombardia, Piemonte, Venetia Regions
and all PCs in above Regions.

This is to introduce Dr. Giovanni COLLI one of the officials to
which my recent letter to PCs DP/4.15/CA of 13 Aug referred.

You will, I am sure, give him every assistance that you can.

BY COMMAND OF THE CHIEF COMMISSIONER :

G.R. UPJOHN Brig,
VP CA Section.

896

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

14 AUG 45

SUBJECT : Avv. Francesco Ferruccio GAGLIATORI.

TO : PCs Liguria, Lombardia, Piemonte, Venetia Regions
and all PCs in above Regions.

This is to introduce Avv. Francesco Ferruccio GAGLIATORI one of the officials to which my recent letter to PCs DE/4.15/CA of 13 Aug referred.

You will, I am sure, give him every assistance that you can.

BY COMMAND OF THE CHIEF COMMISSIONER :

G. R. GUGONE Brig,
VP CA Section.

895

2309

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/1.B/CA

14 Aug 45

SUBJECT : Sig. Domenico PERETTI-GRIVA.

TO : RCs Liguria, Lombardia, Piemonte, Venetie Regions
and all RCs in above Regions.

This is to introduce Sig. Domenico PERETTI-GRIVA, the Assistant High Commissioner for Evacuation, one of the officials to which my recent letter to RCs DE/4.15/CA of 13 Aug referred.

You will, I am sure, give him every assistance that you can.

BY COMMAND OF THE CHIEF COMMISSIONER :

G.R. UPJOHN Brig,
VP CA Section.

894

2109

3/13/CA ✓

14 AUG 1945

2A

CFF/gd'a

HEADQUARTERS ALLIED COMMISSION
APO 394
DISPLACED PERSONS AND REPATRIATION SUB COMMISSION

290

DPR/71-6/ADM

Tel. 489081 Ext. 392

13 August 1945

SUBJECT : Duty Personnel on Sundays.

TO : V.P., C.A. Section. —

1. Reference your letter 3/1 B/CA dated 11 August 1945.
2. This Sub-Commission has a great deal of work of an urgent and important nature and it is considered essential that one Officer and one clerk be on duty each Sunday. These duties will no doubt have to be found until the end of September 1945.
3. In the circumstances and to avoid hardship to Officers and EM/ORs it is requested that this Sub-Commission be excused from doing duty on the C.A. Section roster as well as the Displaced Persons and Repatriation Sub-Commission roster.

For the Director.

(F. Fothergill)

F. FOTHERGILL
Lt. Colonel,
Deputy Director.

2161

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

3/18/CA/

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

13 APR 1945

Ref : 9273/EC.

MEMORANDUM :

TO : Distribution Below.

ANNIVERSARY CELEBRATIONS

When the termination of the Japanese war is announced there will be one day's holiday for all Allied Military, and Allied and Italian civilian personnel.

Allied Church services will be held at the times and places of which will be notified later.

The Chief Commissioner has ruled that there need be only a minimum representation of signals, Message Centre and HQ Commandant personnel, a Duty Officer and one Duty Clerk in this headquarters during the holiday. The Duty Officer and the Duty Clerk will be nominated by the Adjutant and will be located in Room 20, Ground Floor telephone Ext. 405. Personnel on duty during V Day will take one day's holiday in lieu.

Instructions will be posted announcing the commencement of the holiday.

For the Chief Commissioner.

Distribution.

Group 1 List B

plus one copy Serials 54-59.

I. H. H. H.
for Brigadier, TCA
Executive Commissioner.

892

(224)

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/1 P/CA.

12 August 45

SUBJECT: School Text Books.

TO: Executive Commissioner.

- 1 Col. Washburne has just returned from Switzerland after making tentative arrangements for the printing of certain educational text books in German for the Province of Bolzano.
- 2 In my opinion it is necessary to follow up these arrangements in about three weeks time in order to see that the books will be ready for the opening of the schools in October.
- 3 I recommend for this duty Junior Commander Harvey, who knows the country and the language.

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

Copy to: J/Cdr. Harvey.
Lt. Col. Washburne.

HEADQUARTERS ALLIED COMMISSION
APO 324
CIVIL AFFAIRS SECTION

Ref: 3/1 B/CA

11 Aug 45

SUBJECT: Loss of Letter.

TO: Establishment Section,
(Attn. Col. Parkin).

- 1 On 31 Jul 45 or 1 Aug 45 I handed over a very important and highly confidential letter addressed to my CSO to the Adjutant, FLEMING Region (Lt. R.E. Barone). It appears that he sent this letter by an EM who was travelling to Rome and the fact that he was carrying this letter was included in his orders.
- 2 He reported in to Civil Affairs Section to say that the letter had been stolen from his hip pocket together with other papers while he was going to his billet in Turin before starting on the journey.
- 3 Owing to the highly confidential and important matter in this letter it is requested that an investigation may be put in hand. It is regretted that I cannot give details of his name.

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

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

HEADQUARTERS ALLIED COMMISSION
APO 304
CIVIL AFFAIRS SECTION

Ref:

3/18/CA ✓

11 Aug 45

SUBJECT: Archives.

TO: AFM, G-3 Section.

- 1 The Minister of Grace and Justice has called attention to the fact that Polish troops are occupying many more of letters belonging to the Tribunal. In such judicial archives are kept. The letter goes on to say that these records are uncollected at all times and expresses fear as to the safety of the archives.
- 2 The steps please be taken to safeguard the papers but it is particularly requested that, should the solution be the movement of the papers, that it is not done except under the direction of competent judicial authorities.

FOR THE CHIEF COMMISSIONER:

B

S.A. UPDELL, Brig.,
VT CA Section.Copy to: Col. S.V. Miller,
AG Liaison Officer,
EAM,

and: Headquarters, 3 District.

889

2794

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

Mod. 156 M. G.

Roma, 4 agosto 1945

ALLA COMMISSIONE ALLIATA
(Sottocommissione Legale)

ROMA

Ministero di Giustizia

DIREZIONE GENERALE DEGLI AFFARI CIVILI
E DELLE LIBERE PROFESSIONI

Ufficio IV

1385/749

Ripetuto al T. G. del

Gen.

Av.

N.°

OGGETTO Custodia documenti del casellario e uffici del
Tribunale di Matera.

Il Primo Presidente presso la Corte d'appello di Potenza comunica che parte dei locali del Tribunale di Matera sono tuttora occupati dalle truppe polacche le quali mantengono aperto anche di notte l'ingresso.

Per tali circostanze potrebbero verificarsi degli incidenti in ordine alla conservazione dei documenti riguardanti il Casellario giudiziale e gli uffici di detto Tribunale.

Si prega vivamente codesta Commissione di voler impartire disposizioni alle truppe occupanti perchè si usino tutti i possibili accorgimenti per evitare danneggiamenti o dispersioni dei detti documenti.

PEL MINISTRO

G. G. G. G.

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

Wm. V. B. 1870

1385749

Remedio al Falso del

21

1

OCCERTO Custodia documenti del casellario e uffici del
Tribunale di Matera.

Il Primo Presidente presso la Corte d'appello di Potenza comunica che parte dei locali del Tribunale di Matera sono tuttora occupati dalle truppe polacche le quali mantengono aperto anche di notte l'ingresso.

Per tali circostanze potrebbero verificarsi degli incidenti in ordine alla conservazione dei documenti riguardanti il Casellario giudiziale e gli uffici di detto Tribunale.

Si prega vivamente codesta Commissione di voler impartire disposizioni alle truppe occupanti perchè si usino tutti i possibili accorgimenti per evitare danneggiamenti o dispersioni dei detti documenti.

PRF. MINISTRO

62611017

0330

Chief Counsel

010

Medien

CL 2028

Some of the rooms belonging to the Tribunale of ~~V~~ters are occupied by Polish troops who keep the entrance open even in the night.

To avoid loss of documents ~~xxxw~~ kept in the Judicial Archives the Minister of Justice ~~xxxxxxx~~ requests this Commission to ~~xxxxxxx~~ order the appropriate authority to pay attention on the above matter.

258

2038

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

785016

From: Lt. Col. A.D. Bonham-Carter,
Civil Affairs Section, HQ AF.

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

11 August 1945

Dear

Thank you very much for your letter.

The job to which I am going back is a new one so far as I am concerned so I cannot possibly say anything at all at this point as to what chances there are of offering employment to people who have not previously been employed in the firm.

There are some 20,000 in the Forces and, if only by law, prior consideration will have to be given to them. On the other hand, quite clearly new people will be required.

I suggest that when you are released and at some time during your leave you come and see me and I hope by then I shall have got some idea of the policy.

Yours

Major W.E.S. HOATHEN,
Deputy Military Secretary's Branch,
Allied Force Headquarters.

887

From:- Major W.H.S. ROATHER,
ALLIED FORCE HEADQUARTERS
DEPUTY MILITARY SECRETARY'S Branch.

8th August, 1945.

Dear Colonel,

I hope you will excuse my check in writing to you, a complete stranger, to ask for your advice. I must ask your forgiveness too for making use of my official information that you happen to be Personnel Manager of a big concern and likely to be returning to that function in the near future.

To come to the point, I should be most grateful to know whether there would be any object in my applying for an interview with you on my release (Group 19) with the idea of an appointment in your department.

Without going into details at this stage, may I explain that most of my life since leaving school at the age of 16, has been close to the Army, both Territorial (Artists Rifles) and Regular (Infantry and R.A.S.C.). Since September, 1939, I have held every rank from corporal to major, including over two years as a W.O.I. A large proportion of my army and civil experience has been connected with personnel, including recruitment, training and instructing, organisation and personal services. I have been staff captain and R.A.S.C. in the Military Secretary's branch at 15 Army Group, A.A.I. and A.F.H.Q. since early in 1944, but previously had considerable experience of organising the systems of recording, selecting and promulgating the appointments, promotion and movement of staff officers and commanders.

Thus, I hope, you will understand my decision to explore the possibility of civilian employment in the Personnel business. I trust you will forgive me for writing to you in my "explorations". I shall be glad to send you any further details and references if you think it worth while.

Yours sincerely

W.H.S. Roather 556

Lieut. Col. A.H. Soham-Carter, R.T.M.
Headquarters, Allied Commission.

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

Tel. No. —

Any further communication on this subject should be addressed to —
The Under-Secretary of State,
The War Office
(as appropriate),
and the following number quoted.



THE WAR OFFICE.

C.A.2(b),

HOTEL VICTORIA,
NORTHUMBERLAND
AVENUE,
LONDON, W.C. 2.

57A

23a

Your Reference — C.A.2(b)/D/Misc

11th August, 1945.
14 SET 1945

(7A) Sir,

I am directed to refer to your letter 3/1B/CA of 26th July 1945, and I am to thank you for the interest with which this matter was handled.

I am further to say that the speedy action taken by Major GREENBOROUGH has been appreciated.

I am,
Sir,
Your obedient servant,

P.R. Stokes
S. Cand.

DIRECTOR OF CIVIL AFFAIRS.

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



885

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

TRANSNATIONAL ALLIED ORGANIZATIONS
APO 394
CIVIL AFFAIRS SECTION

IMMEDIATE

Ref S/1 D/CA

11 August 45

SUBJECT: Duty personnel on holidays

TO: See Distribution below

The following procedure will be adopted in the Civil Affairs Section on holidays:

1. One Duty Officer and one Duty SM/CA will remain on duty for the whole of Civil Affairs Section (subject to the discretion of the Head of a Sub-Commission who may wish to retain a skeleton staff). The Officer will remain in Room 60, 4th Floor - Tel Nos 480081 ext 525 and 470104. The Duty SM/CA will remain in Room 33 4th Floor - Tel. No. 480081 ext. 437.
2. Although it is not necessary for any other officer to remain on duty in the HQ building, each Sub-Commission will leave with the Chief Clerk CA Section by Saturday evening, the telephone number of one officer who can be located in a emergency from 0900 hrs to 1800 and from 1800 to 1900 hours.
3. Duty Officers and SM/CA's will be nominated by the DSO CA Section.
4. The roster for the next four weeks is as follows:

Date	Officer	SM/CA
12 Aug	Col H.R.-G. HARTLEY	S/Lgt LINDSAY G.A.
13 Aug	Maj S.J. HARVEY	S/Lgt WHITE G.A.
26 Aug	Capt J.F. MILLER	Sgt LANE G.A.
2 Sep	Capt S.L. CROUCHMAN	Sgt PEARCE J.

H.R.-G. Hartley
H.R.-G. HARTLEY
Colonel,
DSO CA Section

DISTRIBUTION

DSO S/CA
Executive S/CA
Legal S/CA
Local Govt S/CA
Patriotic Branch
RADA S/CA
Public Health S/CA
Public Safety S/CA

Executive Commissioner
HQ Consultant
Information Desk
Message Centre

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

3/18/CA ✓

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

10 AUG 1945 20A

213

Ref: 212/195/EC.

2 August 1945.

SUBJECT: Office Hours.

TO : Distribution below.

(19A) The following amendment is made to this Office letter
212/195/EC of even date.

For "All Officers, EM/CRs and Civilian Personnel..."

read "All Officers, EM/CRs and Allied Civilian Personnel..."

For the Chief Commissioner:

Amended L.H.

Brigadier,
Executive Commissioner.

Distribution:

Dist 'A' less Gp III (1 copy each serial)

883

(1903)

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

Ref: 217/194/ES.

2 August 1945.

SUBJECT: Office Hours.

TO : Distribution below.

1. The office hours of the Commission, both at Headquarters and in the Regions, are as follows:-

0830 hrs to 1800 hrs, with 1 1/2 hrs for lunch.

2. On Sundays and scheduled holidays, offices will retain minimum skeleton staffs.

3. In order to provide time off for recreation and exercise, effective immediately, all Officers, ^{Armed} NCOs and Civilian Personnel of this Headquarters and of the Regions will be allowed, in addition to Sundays and scheduled holidays, one day off per week.

For the Chief Commissioner:

Fuller
Brigadier,
Executive Commissioner.

Distribution:

Dist 'A' less Gp III (1 copy each serial)

882

*Noted Pl cc
? necessity for skeleton staff.
Leave to discretion*

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

HEADQUARTERS ALLIED COMMISSION
APO 334
CIVIL AFFAIRS SECTION

Ref: 3/1 H/CA.

7 August 45

TO: The Ministry of the Interior,
Italian Government,
Rome.

I must draw your attention to your circular letter from the *Line*
Direzioni Generale della Sanita Pubblica No. 20186.A.137 dated 23 ~~July~~ 45.

This letter, of course, was written some time ago and it is very probable that the point I wish to make is now unnecessary. I would, however, be glad if you would take note of the fact that this letter was addressed to Prefects in Gorizia, Trieste and Pola and must ask you to make quite sure that no correspondence is sent direct from your Ministries to Prefects in Venezia Giulia.

G. H. Upjohn
G.H. UPJOHN, Brig..
VP CA Section.

881

2050

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/1 R/CA.

5 Aug 45.

TO: Signal Officer,
Rome Area Allied Command Signal Office,
Rome.

SUBJECT: Reconnecting Telephone No. 878165.

Reference Brig. Upjohn's letter to Officer i/c Telecommunication Section,
HQ, AMG Lazio-Umbria Region Ref 3/1R/CA dated 6 Jan 45. - VOI I

This telephone is still required in the requisitioned billet at
No. 44 Via Antonelli.

A
J.G. HARVEY, J/Offr.,
RA to VP CA Section.

880

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

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

Ref: 212/EC.

3 August 1945.

SUBJECT: Correspondence for Representative of
Chief Commissioner AC in MILAN.

TO : Distribution below.

1. The name and correct address for the above correspondence is as follows:

Office of Representative of Chief Commissioner, AC
16 Via Buonaparte,
MILAN.

2. The cable address is as follows:

ALCOM MILAN FOR PERKE

3. Mail and cables destined for one of the representatives of the Sub-Commissions will be marked additionally for the individual or Sub-Commission concerned.

4. On no account will the title AC Advance Headquarters be used.

For the Chief Commissioner:

[Signature]
Brigadier,
Executive Commissioner.

DISTRIBUTION:

- Group I - List 'A', one copy serials:
40, 41, 43 to 47, 54, 59.
Group II - List 'B'.
Group III - 2 copies each serial.

578

1555

(17a)

165

VP CAC

See attached - sent

to POLA!

ML

879

TRANSLATION NO. 854

MINISTRY OF THE INTERIOR
PUBLIC HEALTH

Ref. No. 20186.A 137

23 June 1945

TO: THE PREFECT OF:

Alessandria, Aosta, Asti, Belluno, Bergamo, Bologna, Bolzano, Brescia, Como, Cremona, Cuneo, Ferrara, Firenze, Forlì, Genova, Gorizia, Imperia, Livorno, Lucca, Mantova, Massa, Milano, Modena, Novara, Padova, Parma, Pavia, Piacenza, Pisa, Pistoia, Pola, Ravenna, Reggio Emilia, Rovigo, Savona, Sondrio, Spezia, Torino, Trento, Treviso, Trieste, Udine, Varese, Venezia, Vercelli, Verona, Vicenza.

SUBJECT: Epuration of the personnel of the Public Health Department.

The enclosed are "schede personali" issued by the Assistant High Commissioner for Epuration, to be filled in by the provincial doctors, provincial veterinarians, public health agents, assistant visiting nurses and midwives of the Public Health Department, for epuration purposes.

In accordance with agreements reached between the High Commissioner for sanctions against fascism and the Ministry of the Interior we wish to inform you that the schede in question must be filled by all the personnel of the V and VI grades in the Public Health Department, while the schede should only be distributed to the personnel of lower grade (officials, employees and agents) if they are liable to epuration, i.e.

- a) if they have been appointed or promoted through the favoritism of party officials;
- b) if they have shown fascist partisanship or proved to be unqualified or given proof of the bad customs introduced by fascism in the public administrations;
- c) if they have held the fascist titles of "squadrists", "sacropolarists", "antemarcia", "marcia su Roma", "sciappa litterio" or have been officers of the militia;
- d) if, after 8 September 1943, they followed the fascist government, or took an oath of loyalty to the same government, even if the form of the oath is not considered valid, or if they collaborated with it.

We should like you to have the "schede" filled in at the earliest possible date. Two copies of each "scheda" are required, and we request you to furnish us, in your reply, with a list of names of the persons not deemed to be liable to epuration.

FOR THE MINISTER

877



24 LUG 1945

Ministero dell'Interno

DIREZIONE GENERALE DELLA SANITA' PUBBLICA
Divisione A.G. - Sezione I^a

Prot. N° 20166.4.137

Allegati vari

A S.M. IL DIRETTORE di:

Alessandria- Aosta- Asti- Belluno- Bergamo- Bologna- Bolzano-
Brescia- Como- Cremona- Cuneo- Ferrara- Firenze- Forlì- Genova-
Gorizia- Imperia- Livorno- Lucca- Mantova- Massa- Milano- Modena-
Novara- Padova- Parma- Pavia- Piacenza- Pisa- Pistoia- Pola-
Ravenna- Reggio Emilia- Rovigo- Savona- Sondrio- Spezia- Torino-
Trento- Treviso- Trieste- Udine- Varese- Venezia- Verocelli-
Verona- Vicenza.

OCCORRENZA: Murazione del personale dell'Amministrazione della Sanità
Pubblica.

Si trasmettono gli acclusi esemplari della scheda personale, inviata
dall'Alto Commissario aggiunto per l'operazione, da compilarsi nei comi-
ci provinciali, veterinari provinciali, agenzie sanità, assistenti sanità,
rio visitatrici, e ostetriche, dell'Amministrazione della sanità pubblica
ai fini del giudizio di competenza.

In conformità ed intese intervenute tra il prefetto Alto Commissa-
rio e questo ministero si comprende che la scheda di cui trattasi do-
vrà essere riempita da tutto l'istituto, anche il personale dell'ammini-
strazione della Sanità Pubblica di grado V o VI, mentre per il perso-
nale di grado gerarchico inferiore la scheda va distribuita ai soli
funzionari, impiegati ed agenti ausiliari del ministero di Sanità e
cioè al personale:

- a) - che abbia conseguito nome o avvaloramento per il favore del par-
tito o dei gerarchi fascisti;
- b) - che abbia dato prova di fascista o della incapacità o
del malcostume introdotto dal fascismo nelle pubbliche amministrazioni;
c) - che abbia rivestito le qualifiche di "Squadrista", o "Baroncel-
crista" o "entusiasma", o "marcia su Roma", o "sciopero lottorio", o di
ufficiale della milizia;
- d) - che abbia seguito, dopo l'8 settembre 1943, il governo fascista o
gli abbia prestato giuramento, sia pure in forma ritenuta non valida, o
abbia collaborato con esso.

Declassified E.O. 12356 Section 3.3/NND No. 7850163/12/45HEADQUARTERS ALLIED COMMISSION
APO 394
ECONOMIC SECTION

current affairs section

(130)

Ref. ES/1.04

31 July 1945

SUBJECT: Office Hours

1-AGO 1945

TO: Chief Commissioner
Allied Commission

1. Some weeks ago there was a move afoot to modify the office hours at AC. At that time the Economic Section favored changing the hours to 0830 to 1700 because of the hot weather and in order to permit enlisted men ample time to attend university classes, etc. It was also a step toward permitting enlisted men the time off which has been authorized in strictly military organizations. The entire question seems to have died.

2. There now arises another condition which justifies a reconsideration of the matter of office hours. A recent law affecting U.S. Civil Service employees provides for a 40-hour week with overtime to be paid for additional hours worked. At the present time, FEA employees in AC are working 48 hours but are being paid only for 44 hours; that is, 40 hours straight time and 4 hours overtime. They are beginning to complain and, while the matter is under discussion with Washington, I submit that, in view of the desirability of shortening the hours for other reasons, the total work week be reduced to 44 hours to prevent payment of additional \$26,320 overtime per annum to FEA employees. This amount approximates the monthly FEA payroll on a 44-hour week basis.

3. As a solution I recommend office hours from 0830 to 1730 daily Monday through Friday, and 0830 to 1630 on Saturday, with 1½ hours for lunch as at present.

875

(sgd) E. B. McKinley

E. B. MCKINLEY
Brigadier General, U.S.A.
Acting Vice President

(131)

3/13/45

CFP/gd a

HEADQUARTERS ALLIED COMMISSION
APO 394
DISPLACED PERSONS AND REPATRIATION SUB COMMISSION

DFR/S/ADM

Tel. 489081 Ext. 392

31 July 1945

SUBJECT : Correspondence.

TO : C.A. Section,
H.Q., A.C. (2)

Reference attached 212/EC dated 23 July 1945 and your footnote.

1. Reference Para 1. It is noted that the letters in question were inadvertently routed by Message Centre by reason of failure on the part of A.F.H.Q. to quote a correct reference and a correct date.

2. Reference Para 2 (a). The letter which referred to a Chief Commissioner's letter, which itself did not bear a reference and to which A.F.H.Q. applied a wrong date, was not "put away" in a Displaced Persons Sub-Commission file.

For your information this letter was received by this Sub-Commission on 7 July 1945 and after endeavours to trace was passed to the Liaison Division on 11 July 1945. (Routing slip available if wished to be seen).

This was immediately returned by Liaison Division as "not theirs". The matter was then referred to the Repatriation Officer of this Sub-Commission again and he decided to hold pending further enquiries.

3. Reference Para 2 (b). Agreed. Regret that copy was not passed through C.A. Section for Executive Commissioner.

4. Reference Para 3. This is not agreed in view of the act taken by the Sub-Commission.

5. Reference Para 4. Agreed. It is suggested that in future before reminders are sent to A.F.H.Q. on correspondence similar to the 2 cases in question, the matter be referred to yourselves or to this Sub-Commission as it is quite possible that, through lack of coordination, correspondence has reached either yourself or this Sub-Commission, or that telephone conversation may have occurred between A.F.H.Q. and yourself or this Sub-Commission on the matters in question.

6. Every effort will be made by this Sub-Commission to avoid a recurrence of such instances in future.

For the Director.

C. F. FOTHERGILL
Lt. Colonel
Deputy Director.

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

CFF/gd'a

HEADQUARTERS ALLIED COMMISSION
APO 394
DISPLACED PERSONS AND REPATRIATION SUB COMMISSION

DPR/E/ADM

Tel. 480081 Ext. 392

31 July 1945

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TO : C.A. Section,
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6. Every effort will be made by this Sub-Commission to avoid a recurrence of such instances in future.

For the Director.

(Hollay)
C.F. POTTERGILL
Lt. Colonel
Deputy Director.

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

QUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref : S/114/CA

31 July 45

SUBJECT : Telephone Listings

TO : Signal Office, Room 43 - 1st Floor Annex.

Herewith as requested, telephone listings of Officers in this Section as at 31 July 45 :

Name.	Room.	Floor.	Internal.	External.
Brig G. R. UPJOHN	58	5	525	478104
Lt Col A. D. BOUGHAM-CARTER	60	5	608	478008
Lt Col S. H. WHITE	56	5	469	478300
Regt/Col J. P. HARRIS	66	5	525	478104
Clerks	33	5	437	

G. A. LEISIDAN S/Sgt, 872
Chief Clerk, CA Sec.

3/1B/CA ✓
file

9A

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

27 JUL 1945

11A

Ref: 212/179/EC

27 July 1945.

SUBJECT: Correspondence addressed to
Ministry of Foreign Affairs.

TO : Distribution below.

(LA)

1. Reference my 212/177/EC dated 23 July 45, subject as above.
2. All correspondence will be delivered to Marchese Cittadini-Cesi
IN DUPLICATE.

Chief Staff Officer, (C/SO)
To Executive Commissioner.

DISTRIBUTION:

Civil Affairs Section (10)
Economic Section (15)
Establishment Section
Navy Sub-Commission
Land Forces Sub-Commission (LFCIA)
Air Forces Sub-Commission
Communications Sub-Commission
War Material Disposal & LPW Sub-Commission
Message Centre
Marchese Cittadini-Cesi (for information)

871

(J-2)

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/1B/CA

26 July 45

SUBJECT : Film.

TO : Regional Commissioner, Bulia.

Reference your RIX/WH/2/1 enclosing letter from P.O. Purnea (RDX/PA of 20 July) and film is most gratefully acknowledged.

I mentioned this to Brigadier UPJH on the telephone (he is away on duty) and he instructed me to send his congratulations to everyone concerned for the speed in which this matter has had attention, particularly to Major CRUTCHER. A full report has accompanied the film to the War Office.

A.D. BONHAM-CATER Lt Col,
CSO CA Section.

8.0

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref: 3/18/CA

26 July 1945

SUBJECT : Film.

TO : The War Office (CA 2 (b))
Hotel Victoria
Northumberland Avenue
LONDON W C 2.

1. Reference your CA 2(b)/L/Misc of 5 July.
2. I am glad to be able to tell you that the film has been found and is now forwarded to you.
3. There may be some historical interest in the fact that Gino PONGOLINI of 91 Cannetolo found Major MARES' haversack when clearing out the hay loft. All the contents except some shaving kit and the film were destroyed. Unfortunately Signora PONGOLINI unrolled 2 or 3 feet of the film and one can only hope that it is not completely ruined.
4. The film was recovered by the Provincial Public Safety Officer of Parma Province, Major GREENHOUGH whose prompt action is commended to you.
5. The original letter from Major MARES is returned.

G.H. UPJOHN Brig.
VP CA Section

869

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

RIX/HC/2/1 1st Ind. ATH/and
HEADQUARTERS EMILIA REGION, ALLIED MILITARY GOVERNMENT, APO
394, USArmy

To: Chief Commissioner, Headquarters, Allied Commission,
APO 394, USArmy.

Forwarded.

For the Regional Commissioner

Alden T. Hinson
ALDEN T. HINSON
1st Lt AC
Adjutant

568

Headquarters

Province of Parma - Region IX

Allied Military Government

GRF RIX/PA

Subject Attached Correspondence.

To Region H.Q., Emilia Region.
(ATT: Adjutant)

Date 20 July 1945

1. Reference H.Q. A.C. letter 3/1B/CA of the 13 July 1945, film herewith enclosed, ~~has~~ been recovered from Pongolini Gino 31 Cannetole (correct name and address) by Major Greenhough the Provincial Public Safety Officer.
2. Major Greenhough states that the haversack referred to had been found by the family when the haystack was cleaned out but all except shaving kit and the film had been burned.
3. Mrs. Pongolini further stated that they had unrolled 2 or 3 feet of the film to look at it and then thrown it aside thinking it was useless.
4. I would like to suggest and recommend that Major Greenhough be given special commendation for his very fine work in recovering this extremely important document.

Enclos.

FJR/ec

Francis J. Burns
Major, USA,
Provincial Commissioner.

Subject Attached Correspondence.

Date 20 July 1945

To Region H.Q., Emilia Region.
(ATT: Adjutant)

1. Reference H.Q. A.C. letter 3/1B/CA of the 13 July 1945, film herewith enclosed, ~~having~~ been recovered from Pongolini Gino 31 Cannetolo (correct name and address) by Major Greenhough the Provincial Public Safety Officer.
2. Major Greenhough states that the haversack referred to had been found by the family when the haystack was cleaned out but all except shaving kit and the film had been burned.
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4. I would like to suggest and recommend that Major Greenhough be given special commendation for his very fine work in recovering this extremely important document.

Enclos.

FJE/ec

Francis J. Burns
FRANCIS J. BURNS,
Major, USA,
Provincial Commissioner.

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Executive Commissioner

25 JUL 1945

Ref: 212/EC.

23 July 1945.

SUBJECT: Correspondence.

TO : Civil Affairs Section.

1. Two pieces of correspondence from AFHQ in reply to letters from the Chief Commissioner and Executive Commissioner were recently inadvertently routed by Message Centre to Displaced Persons S/C and CA Section respectively by reason of failure on the part of AFHQ to quote in one instance the reference number and in the other the correct date.

2. Details of each case are as follows:-

(a) AFHQ letter G-5:583.7-4 dated 6 July 45, subject "Repatriation of Czechoslovaks from Italy" received AC HQ on 6 July 45 was in reply to Chief Commissioner's letter dated 24 June 45. Unfortunately Chief Commissioner's letter did not bear a reference number and the AFHQ letter of 6 July quoted the Chief Commissioner's letter of 1 June in error. The AFHQ letter of 6 July was "Put Away" in a Displaced Persons S/C file without any action being taken thereon.

(b) AFHQ letter G-5:000.5-6 dated 3 July 45, subject "Jugoslav War Criminals" received AC HQ 4 July 45 was in reply to the Executive Commissioner's letter 2214/88/EC dated 23 June 45. The former letter was routed from Message Centre to CA Section and passed on from CA Section to the Displaced Persons S/C. The latter took action thereon on 7 July 45 in letter DFR/2/G-II(DP) to the Yugoslav Delegation to the Advisory Council, without any copy to this office.

3. In the first case above mentioned AFHQ should at least have asked to furnish a copy of the letter under reference in order to ascertain the originator thereof and in the second instance it should have been clear to the Displaced Persons S/C from the reference number of the original letter that they were acting improperly.

4. The fact that this office subsequent to receipt of replies in this Headquarters was continuing to send reminders to AFHQ disclosed a lack of coordination within this Headquarters.

5. It is requested that the above comments be brought to the attention of Displaced Persons S/C, with a view to avoiding a recurrence of such incidents in the future.

Czechoslovakia from Italy" received AC HQ on 6 July 45 was in reply to Chief Commissioner's letter dated 21 June 45. Unfortunately Chief Commissioner's letter did not bear a reference number and the AFHQ letter of 6 July quoted the Chief Commissioner's letter of 1 June in error. The AFHQ letter of 6 July was "Put Away" in a Displaced Persons S/C file without any action being taken thereon.

(b) AFHQ letter G-5:000.5-6 dated 3 July 45, subject "Yugoslav War Criminals" received AC HQ 4 July 45 was in reply to the Executive Commissioner's letter 2214/88/EC dated 23 June 45. The former letter was routed from Message Centre to CA Section and passed on from CA Section to the Displaced Persons S/C. The latter took action thereon on 7 July 45 in letter DP8/2/G-II(DP) to the Yugoslav Delegation to the Advisory Council, without any copy to this office.

3. In the first case above mentioned AFHQ should at least have asked to furnish a copy of the letter under reference in order to ascertain the originator thereof and in the second instance it should have been clear to the Displaced Persons S/C from the reference number of the original letter that they were acting improperly.

4. The fact that this office subsequent to receipt of replies in this Headquarters was continuing to send reminders to AFHQ disclosed a lack of coordination within this Headquarters.

5. It is requested that the above comments be brought to the attention of Displaced Persons S/C, with a view to avoiding a recurrence of such incidents in the future.

Chief Staff Officer,
To the Executive Commissioner.

NO.	R. P. & R. S. B.	DATE
	A. C. C.	
	RECEIVED	
	1 JUL 1945	
	CH. C. I.	

Please note
We have slipped up

25/7

785016

all 4's 24/7
Copy CSO
File ✓

24 LUG 1945

4A

HEADQUARTERS ALLIED COMMISSION
APO 304
Office of the Executive Commissioner

3/13/CA ✓

REF : 212/171/83

23 July 1945

SUBJECT : Correspondence addressed to
Ministry of Foreign Affairs.

TO : Distribution below.

For your information and compliance all correspondence from this Headquarters addressed to the Ministry of Foreign Affairs will in future be delivered to the office of Marchese Cittadini-Ceni, representative of Ministry of Foreign Affairs, Room 39, 3rd Floor.


Chief Staff Officer
To Executive Commissioner.

865

DISTRIBUTION:

Civil Affairs Section (10)
Economic Section (15)
Establishment Section
Navy Sub-Commission
Land Forces Sub-Commission (AFIA)
Air Forces Sub-Commission
Communications Sub-Commission
War Material Disposal & IFF Sub-Commission
Message Centre
Marchese Cittadini Ceni (for information).

C.C. to inform CW Staff?

16

3/13/4A ✓

CA Sec

(24/70)

411

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

AS 311.22/026-0

21 July 1945

SUBJECT: Transmittal of Messages to Headquarters, USFET.

TO: All Concerned.

1. It has been requested by Headquarters, USFET for purpose of coordination, that all messages of material interest to that theater and destined for Headquarters, USFET (Rear) for action, include Headquarters, USFET (Main) for information. Also, a copy of action messages destined for Headquarters, USFET (Main) will be furnished Headquarters, USFET (Rear) for information.

2. Compliance with the foregoing is desired.

BY COMMAND OF GENERAL MURPHY:

2 5

R. A. Stucky
R. A. STUCKY
Captain, INF
Asst Adjutant General

DISTRIBUTION:

120

864

13

650

3/13/45

✓ 0
ALLIED FORCE HEADQUARTERS
APO 512

CA SEC
JC/vp

16 JUL 5/215 021-0

20 July 1945

SUBJECT: Unclassified Messages - Transmission in Clear.

23 JUL 1945

TO: All Concerned.

1. It has been decided that outside the zone of operations in the Pacific - Far East area, certain subjects may now be treated as unclassified, and messages concerning them may be sent in clear by any means, including radio.

2. The operational zone is defined as the area bounded on the west by longitude 60°E and on the east by the Pacific coast of the North and South American continent. The zone includes for example India Command, Burma, Australia, SWPA, CIPAC, and US operational commands in the Pacific.

3. Effective 0001Z hours 20 July 1945, subjects listed in Appendix "A" may be treated as unclassified and messages relating to them may be sent in clear by any means including radio, subject to the provisions of paragraph 7, below.

4. Appendix "A" is issued as a guide to originators and in no way prevents them from giving a message a higher classification if considered desirable. The responsibility for the correct security classification of a message rests entirely with the originator. Where doubt exists, the message should be classified.

5. Originators of messages will continue to be guided by US Army Regulations 380-5 and by War Office pamphlet "Classification and Handling of Protected Documents, 1944" to which Appendix "A" will be considered as a supplement. 860

6. No relaxation of existing rules is permitted in messages to any part of the operational zone, or the subject matter of which concerns the war against Japan. When one or more of the addressees of a multiple address message is located in the zone of operations the whole message will be governed by the security rules applicable to the operational zone and will accordingly be dispatched in this manner to all addressees, including those who may be in the non-operational zone.

7. An unclassified message referring to a previous cipher message will quote only the reference number and date (but NOT the time of origin) of the cipher message. The text of such an unclassified message will consist only of one of the following stereotyped phrases:

691

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

Ltr, ref'd, SS 302.5/215 271-0,
dated 20 July 1945 (Cont'd)

- a. Acknowledged
Agreed
Approved
Confirmed
Cited
Received
Pending action
Under consideration
Yes or No
- b. .. Request for a reply to be expedited.

NOTE: When an unclassified message refers to a previous cipher message enciphered in "One Time Pad/System," the restrictions in this paragraph will NOT apply.

8. No restriction is placed on who may originate unclassified messages which are covered by the provisions of this instruction. The provisions of US Army Regulations 300-5, paragraph 51 b (2) and of War Office pamphlet "Classification and Handling of Protected Documents, 1944," paragraph 17 (b) and (c) still apply to messages which would normally be classified but which are of such urgency that the delay caused by ciphering cannot be tolerated.

2. Originators of unclassified messages will include the instruction "UNCLASSIFIED" as the first word of the text. This instruction authorizes transmission in clear by any means including radio and commercial agencies. "Signatures" will not be used in the texts of unclassified messages.

10. Documents as well as messages relating to subjects listed in Appendix "A" may similarly be treated as unclassified. Such documents, however, need not bear the instruction "UNCLASSIFIED".

BY COMING OF FIELD MARSHAL LINDLER:

2 Incl
Appendix "B" - list of
subjects which may be
Unclassified

D. W. CHRISTENSEN
Colonel, INF
Adjutant General

[illegible]

Plus
2 - War Office, LONDON
2 - SAC, WASHINGTON
2 - 21 Army Group
2 - G2 JAG
2 - GOC Malta
2 - GOC Gibraltar

2 - USRT
2 - HJCB
2 - CCH

APPENDIX "A" to AFHQ 1st
AG 311.5/215 CBI-O, dtd
20 July 1945

LIST OF SUBJECTS WHICH MAY BE UNCLASSIFIED

ABSENCES	
ACCIDENTS	- Traffic; injuries to personnel
ACCOMMODATION	- Requisitioning, billeting, inspection.
ACCOUNTS	- Unit and Regimental.
AIRCRAFT	- Movements of individual aircraft in the non-operational zone (providing secret types are not involved). Accidents to.
APPOINTMENTS	- Of individuals below the rank of Brigadier/Brigadier General.
BURIALS	- Graves registration. Arrangements for burials.
CASUALTIES	- Below the rank of Brigadier/Brigadier General.
CIVIL AFFAIRS	- Routine matters connected with civil administration, civil supply and Displaced Persons.
CORRESPONDENCE	- Routine correspondence concerning any items covered by this list.
COURTS OF INQUIRY	- Convening of and attendance of witnesses (providing no mention is made of the subject matter, unless it falls within the scope of this list).
DISCHARGES	
EDUCATION	
EFI/FX	- Routine correspondence, supplies for.
ENGAGEMENTS/ENLISTMENTS	- And re-engagements.
ENTERTAINMENT	
HEALTH	- Of individuals (providing there is no mention of the nature of the disease).
HOSPITALS	- Routine administration.
INJURIES	- Individuals, inspections, routine accommodation and stores. (See ACCIDENTS).
LABOUR	- Local employment of civilians.

APPENDIX "A" (Cont'd)

- LEAVE - General and individual. (See SHIPPING).
- LOCATIONS - Of any units or formations except those under orders to proceed to the Pacific-Far East area.
- LOSS - Of stores and vehicles, excepted for protected items.
- MAILS - If ships or shipping movements are mentioned, see SHIPPING.
- MAINTENANCE - Except of protected equipment. 207
- MEALS - Awards and decorations after promulgation.
- MEDICAL - And DENTAL. Issues of stores and inspections. (See MEDICAL).
- MOVEMENTS - Of individuals below the rank of Brigadier/Brigadier General and units except those under orders to proceed to the Pacific-Far East area.
- PAY - Rate of pay, allotments, allowances of individuals below the rank of Brigadier/Brigadier General.
- PERSONNEL
 - OFFICERS - Routine postings, assignments, attachments, promotions and transfers, below the rank of Brigadier/Brigadier General.
 - ORGS/EN - Postings, assignments, attachments and transfers. Discipline. Private affairs (except of very personal matters).
- PRESS & RADIO - Subject to censorship.
- PW - Names of Allied PW, administrative arrangements for repatriation. (See MOVEMENTS).
- RECREATION - Facilities and training.
- SHIPPING - For Naval and Shipping purposes the non-operational zone comprises:
 - The North Atlantic, Caribbean, Gulf of Mexico, Arctic Ocean, Baltic and North Seas, Mediterranean, Black and Red Seas, South Atlantic Ocean East of 74° West to longitude of Capetown, and the North and South Pacific Oceans East of 120° West.
 - Movements, positions, arrivals, departures, damage and loss (except due to enemy action) in the non-operational zone of minor warships and merchant ships including troopships carrying less than 550

APPENDIX "A" (Cont'd)

troops.
Note (a) Normal security instructions apply to messages about movements of major warships (to include destroyers), neutral ships suspected of trading with the enemy and troopships carrying more than 550 troops in any zone.

(b) Capetown, Aden and Balboa are included in the operational zone.

STATIONERY

- Non-protected documents, books, army forms and printed matter.

STONES)
SUPPLIES CLOTHING)
EQUIPMENT)

- Demands for all commodities and non-protected technical stores and spare parts required for maintenance.

TRAINING

- Courses of instruction, allotment of vacancies. (except for courses of a secret nature).

TRANSPORT

- Non-protected vehicles - damage (other than by enemy action), defects, movements, repairs and replacements.

UNITS, FORMATIONS & ORGANIZATIONS

- Designations, provided that designations of units and their next higher formations or organizations are not linked or grouped together in the texts of messages in such a way as to reveal order of battle or chain of command.

WELFARE/SPECIAL SERVICE

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

3/10/0A ✓
CC of Staff Aff Sect
IA
HEADQUARTERS ALLIED COMMISSION
AFC 394
Office of the Executive Commissioner

1.33/ZS

18 July 1945
21 LUG 1945 *LA*

SUBJECT: CAL/LAC Cable Series.

TO : See Distribution below.

gpm
1. Headquarters Allied Commission has officially been placed on the distribution list for all communications in the CAL/LAC series. This action has been initiated to insure that the Allied Commission is fully informed as to Washington's views on all matters involved in subject cables.

2. No Branch, Division or Sub-Commission of the Allied Commission will enter into any communication other than with AFHQ, on any matters arising in the CAL/LAC series.

3. The CAL/LAC cable series is used for communications between AFHQ and Washington on Civil Supply matters, such as exports, imports, civilian relief supplies, etc. CAL cables originate in Washington, are addressed to AFHQ for action and repeated to Troopers and ALCC for information. LAC cables originate in AFHQ, are addressed to Washington for action and repeated to Troopers and ALCC for information.

W. H. Anderson
Director,
Executive Commissioner.

DISTRIBUTION: "A" Group I
Serials 1-2*
49-53 & 57

800

162

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref : 3/18/CA

5 Jan 45

SUBJECT : Reports and Returns

TO : All CA Sub-Commissions

Attached please find complete and up-to-date list of returns due to this Section.

H. E. Fuson
H. E. FUSON, Major,
for CSD CA Section

809

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

RETURN TO CIVIL AFFAIRS SECTION FOR CA SUB-COMMITTEE

SUBJECT	CA MEMORANDUM	ORIGINATING MEMORANDUM	DATE INFO	NO. OF COPIES	REMARKS
Flora's Strength	2/18/CA 9 Oct 44	01-3/37/0 A 6 Oct 44	3rd & 1944 each month	5	4 copies to C1-11 on 1st & 20th
CA's Strength	2/18/CA 18 Mar 44	16008/1-1 B 15 Jul 44	3rd each month	3 - 11.2 3 of National Pool	2 Copies of each to C1-11 on 4th
Sub-Com's Monthly Report	2/18/CA 19 Aug 44	497/71/CA 8 Aug 44	Summary-10th Report - 1st	1 1/2	1 Copy of complete CA Summary 45 Copies of report to Ex. Comm. by 15th.
Civilian Requisitioned Vehicles	5/63/CA 16 Sep 44	CA/141/A 14 Sep 44	4th each month	3	2 Copies to C-11 by 6th
Quarterly Return Flora's recommended for advancement	1/18/CA 14 Sep 44	0-18/34/A 12 Sep 44	27 Sep, 1944 Maro & Jan	3	2 Copies to C-11 on 1st Jan, Apr, July and Oct.

CA Section

Copies to : All CA Sub-Comms for information and reference.

2073