1595

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

ACC

10000/105/354
(VOL. II)

AC
FEB

1596

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

10000/105/354
(VOL. II)

AC, EXECUTIVE MEMORANDUM
FEB. 1945 – MAY 1946

1597

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

HEADQUARTERS ALLIED COMMISSION
APO 394
OFFICE OF THE EXECUTIVE COMMISSIONER

Ref:- 19/AB.

17th May 1946

EXECUTIVE MEMORANDUM
NUMBER 9.

CARE AND CUSTODY OF ALLIED COMMISSION RECORDS.

1. In view of the frequent changes of military personnel in the Allied Commission and in order that the future custody and disposal of AC Records shall be assured, the following procedure will be immediately adopted:-

(a) A RECORDS OFFICER will be appointed by each Section or Independent Sub-Commission or Branch who will be responsible for all matters concerning ARCHIVES and the files of that Branch.

(b) The pro-forma attached to this Directive will be counter-signed by such RECORDS OFFICER, who will make himself personally acquainted with instructions in Ex.MEMO Nos. 7 and 8 and will contact O.i/C Archives Branch (Tel.Extn.530) upon any matters therein.

(c) Should this RECORD OFFICER become absent or released from duty, the Section or Sub-Commission will inform O.i/c Archives the name of his successor before the officer in question leaves.

2. In order that a true record of the whole of the Current Files in AC Headquarters can be obtained, Archives Branch will commence a complete list of all files connected with that office or function from the Master Copies of each Sub-Commission. A copy of this list will be checked and retained by the Records Officer of each Sub-Commission and a second copy held by Archives Branch.

3. In this way, future listing of Files handed in (para 9, Ex. Memo 7) will be unnecessary, the lists concerned merely being altered in both copies.

For the Chief Commissioner.

Brigadier,
Executive Commissioner.

DISTRIBUTION
"LIST 'A'"
ARCHIVES BRANCH (100 copies)

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

Subject ARCHIVES

C.A. Bechin
Office, Branch or Sub-Commission

The RECORDS OFFICER appointed under Exec.Memo No 9 is Major / Howard Reeves (RANK & NAME in BLOCK CAPITALS), Room 54, Tel. 358 who will be responsible for all matters in connection with the Files and Records of this Branch. A copy of Ex.Memo Nos. 7, 8, 9 has been handed to him.

Howard Reeves Maj
AUTHORITY C.A. Bechin.

Date 18 May 46.

Subject ARCHIVES

C.A. Bechin
Office, Branch or Sub-Commission.

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5699

Howard Reeves, Maj
AUTHORITY C.A. Bechin

Date 18 May 46.

1946

Civil Affairs Section

Civil Affairs Section

Room 31

HEADQUARTERS ALLIED COMMISSION.
APO 394
OFFICE OF THE EXECUTIVE COMMISSIONER.

Ref:- 19/AB.

28th February 1946. H.5

2 MAR 1946

EXECUTIVE MEMORANDUM
NUMBER. 8.

MICROFILMING OF A.C. RECORDS.

1. The examination of files received into the custody of Archives has resulted in the fact that instructions under Executive Memorandum No.7.dated 5 January 1946 are not sufficiently explicit.

2. Duplicates of correspondence,copies of directives and similar circulars originating in other offices are still being retained as well as extraneous matter which is of no retentive value.

3. As the microfilming of all Allied Commission records will shortly commence,the examination for discard of material under para 2 must be carried out as soon as possible.

4. Chiefs of Sub-Commissions,Branches and Chief Liaison Officers will therefore immediately arrange the following action upon files still in their possession:-

(a) Abstract from all files extraneous matters such as circulars, directives(other than those emanating from their own office) and duplicate copies of any document not deemed essential for recording.

(b) Remove all paper clips,staples,pins,etc from letters.

(c) Rebind all documents at the HEAD of the file,and not at the side,with steel or fibre fasteners (specimen attached above)

(d) Before closing down,furnish a report that all files transferred to outside bodies (i.e.UNRRA, etc.) have been so actioned and that a list of such files has been forwarded to Archives Branch in accordance with para 6,7,8 of Executive Memorandum No.7.

5. Archives Branch are authorized to refuse to accept any files in which the above instructions have not been carried out.

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

NUMBER. 8.

MICROFILMING OF A.C. RECORDS.

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(c) Rebind all documents at the HEAD of the file, and not at the side, with steel or fibre fasteners (specimen attached above)

(d) Before closing down, furnish a report that all files transferred to outside bodies (i.e. UNRRA, etc.) have been so actioned and that a list of such files has been forwarded to Archives Branch in accordance with para 6, 7, 8 of Executive Memorandum No.7.

5. Archives Branch are authorized to refuse to accept any files in which the above instructions have not been carried out.

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For the Chief Commissioner.

ALLIED COMMISSION HEADQUARTERS

Brigadier,
Executive Commissioner.

DISTRIBUTION.

LIST "A"
ARCHIVES BRANCH (50 copies)

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

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner.

Ref. : 1/AB.

EXECUTIVE MEMORANDUM
NUMBER 7.

5 January 1946.

CARE AND CUSTODY OF ALLIED COMMISSION RECORDS.

FUNCTION. 1. The function of the Archives Branch of the Office of the Executive Commissioner is to collect, arrange, index, safeguard and store records of Allied Commission (both Headquarters and field) in a manner most suitable for reference.

REVIEW. 2. All Offices of Headquarters A.C. will constantly review their current files with a view to sending those not essential for current work to Archives. Such files will always be available to the office concerned.

POLICY & ACTION FILES. 3. All offices will keep papers relating to questions of policy on special files. Action or Routine documents will not be filed in Policy Files, but will be transferred to Archives when they have not been required for use for three months. If the subject of such a transferred file revives and reference to previous correspondence is unnecessary, a continuation cover under the original number may be opened.

DUPLICATES. 4. No correspondence or documents will be destroyed other than duplicates of printed matter, copies of which are in the appropriate file.

DIRECTIVES. 5. Reference files containing only directives, orders or similar circulars which originated in other offices will NOT be sent to Archives. Archives Branch will see that the record copy of such documents is on the appropriate file of the originator.

TRANSFER. 6. Where any offices are amalgamated or absorbed or any functions are transferred to another office, policy files may be retained as long as necessary. Action and routine files will be dealt with as follows:-

a. If it appears that the matter in action will be closed within two or three weeks, that particular action will be concluded on and under the reference number of the original file, altered only by the substitution of the identifying letters of the new office.

b. Where the matter appears likely to continue beyond this period, a new file will bevopened and the cover conspicuously endorsed:-

"Continued from (file)..... of.....branch."

As soon, therefore as the files are independent, the original will be sent to Archives. It is unsound for an office to adopt files belonging to another office.

CLOSING DOWN. 7. When any Branch or Office is closing down or is absorbed, a complete list showing the disposition of ALL files emanating from that branch will be forwarded to Archives.

IT IS OF THE UTMOST IMPORTANCE that contact be made with Archives Branch before an Office or Branch closes or is absorbed, so that an Archives representative can call at that Office to discuss any questions relating to this procedure.

LOANING FILES. 8. In no circumstances will files or individual papers be transferred to any outside body. Any files which are temporarily essential to the efficient working of an outside body may be loaned to such a body for a period not exceeding three

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

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

1902

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As soon, therefore as the files are independent, the original will be sent to Archives. It is unsound for an office to adopt files belonging to another office.

CLOSING DOWN. 7. When any Branch or Office is closing down or is absorbed, a complete list showing the disposition of ALL files emanating from that branch will be forwarded to Archives.

IT IS OF THE UTMOST IMPORTANCE that contact be made with Archives Branch before an Office or Branch closes or is absorbed, so that an Archives representative can call at that Office to discuss any questions relating to this procedure.

LOANING FILES. 8. In no circumstances will files or individual papers be transferred to any outside body. Any files which are temporarily essential to the efficient working of an outside body may be loaned to such a body for a period not exceeding three months. The Officer borrowing the files will receipt a list of these and will forward this th the Archivist who will take steps to see these are returned on the stated date. (see Exhibit "A" attached)

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LISTING...9.....

LISTING. 9. Lists in quadruplicate(see Exhibit "B" attached) will be prepared by the sender showing by number and title all files transferred to Archives. One copy will be enclosed in a stout envelope inside the crate to which the files belong, and the other three sent to Archives under separate cover. A receipt will be obtained.

DISPATCH. 10. Files transmitted to Archives will be securely tied in bundles not exceeding 12" in height. Files from different offices or branches will not be included in the same bundle. Those to be transported to Headquarters will be securely crated; each crate containing a list of contents for checking.

For the Chief Commissioner.

Brigadier,
Executive Commissioner.

DISTRIBUTION.

List "A"
Archives Branch (50 copies)

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

Mag Auxiliary

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner.

Ref. : 1/AB. 4/4.2/CA

-8 CEN 1946

EXECUTIVE MEMORANDUM
NUMBER 7.

5 January 1946.

CARE AND CUSTODY OF ALLIED COMMISSION RECORDS.

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DIRECTIVES. 5. Reference files containing only directives, orders or similar circulars which originated in other offices will NOT be sent to Archives. Archives Branch will see that the record copy of such documents is on the appropriate file of the originator.

TRANSFER. 6. Where any offices are amalgamated or absorbed or any functions are transferred to another office, policy files may be retained as long as necessary. Action and routine files will be dealt with as follows:-

a. If it appears that the matter in action will be closed within two or three weeks, that particular action will be concluded on and under the reference number of the original file, altered only by the substitution of the identifying letters of the new office.

b. Where the matter appears likely to continue beyond this period, a new file will be opened and the cover conspicuously endorsed:-

"Continued from (file)..... of.....branch."

As soon, therefore as the files are independent, the original will be sent to Archives. It is unsound for an office to adopt files belonging to another office.

CLOSING DOWN. 7. When any Branch or Office is closing down or is absorbed, a complete list showing the disposition of ALL files emanating from that branch will be forwarded to Archives.

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IT IS OF THE UTMOST IMPORTANCE that contact be made with Archives Branch before an Office or Branch closes or is absorbed, so that an Archives representative can call at that Office to discuss any questions relating to this procedure.

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

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

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ALLIED COMMISSION ARCHIVES 86

LISTING...9.....

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For the Chief Commissioner.

H. S. Lee

Brigadier,
Executive Commissioner.

DISTRIBUTION.

List "A"
Archives Branch (50 copies)

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

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

EXHIBIT "A"

R E C E I P T.

.....
Office, Branch or Sub-Commission.

Received from/by the Archives Branch of Allied Commission the following:-

_____ bundles, numbered _____

_____ Files, numbered _____

_____

Date _____

_____
Authorising Officer.

.....

EXHIBIT "B"

ALLIED COMMISSION.

ARCHIVES GROUP.....(leave blank)

HEADQUARTERS OR REGION.....SUB-COMMISSION or Region or Province...Files relating to

FILE NO.	ORIGINATORS TITLE.	REMARKS.
		Show as the number of Volumes, whether or changed, if file was not opened, was destroyed, etc.

Consisted of the following:-

_____ bundles, numbered _____

_____ files, numbered _____

_____

Date _____ _____
Authorising Officer.

.....

EXHIBIT "B"

ALLIED COMMISSION.

ARCHIVE GROUP.....(leave blank)

HEADQUARTERS OR REGION.....SUB-COMMISSION or Region or Province...Files relating to

.....

FILE NO.	ORIGINATORS TITLE.	REMARKS.
		Such remarks as the number of Volumes, whether file was ever changed, if file was not opened, and if file was destroyed, etc.

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

No. 785016

File ✓
Copy to CPO ✓
4 4.2/CA
Ref. : 13168/F

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

9 NOV. 1945
8 November 1945

EXECUTIVE MEMORANDUM
NUMBER 6

HANDLING OF CIVILIAN SUPPLIES DRAWN FROM DEPOTS OF U.S. ARMY AND BRITISH ARMY

1. By directive of Allied Force Headquarters dated 9 September 1945 (file reference AG 400.38/021, GEG-O) theatre stocks will be used to the maximum extent possible in filling requirements of the Allied Commission for civilian supplies to be distributed in Italy. Theatre stocks of civilian supplies within the purview of this memorandum include foodstuffs, equipment, raw materials, salvage, scrap, and miscellaneous supplies.

2. All Sub-Commissions and their Officers or representatives in field offices arranging for release of surplus theatre stocks from depots of the U.S. Army or the British Army for AC account are responsible for obtaining signed receiving reports and for transmitting the same to the Chief Accountant. Copies of requisitions, telegrams, letters or informal memoranda authorizing deliveries of supplies ex army depots for AC account routed to the Chief Accountant will not relieve the Sub-Commission arranging for transfer of the supplies, of the primary responsibility of obtaining signed receiving reports. Civilian supplies drawn from theatre stocks may be issued for: (a) Italian Government use (e.g. Ministry of War, Ministry of Post and Telecommunications, etc.); or for (b) Italian civilian use or consumption. Both types of issues nevertheless are chargeable to the Italian Government, so that formal receivin reports must be obtained in the manner hereinafter outlined, to support the charge.

3. In the case of supplies drawn for use of Italian Governmental organizations, the Sub-Commission ordering delivery of the items ex army depots will obtain from the head of the recipient Ministry (or his designee) a receiving report acknowledging receipt of the goods, and transmit the same to the Chief Accountant.

4. In the case of supplies drawn for Italian civilian use or consumption, Istituto Nazionale per il Commercio Estero (ICE) has been designated receiving agent by the Italian Government. Arrangements will be made by the Sub-Commiss ordering the delivery of items ex army depots to insure that ICE is notified in advance of the delivery, which may be made either to itself or to a consign named by it. The practice of Sub-Commissions ordering delivery of goods to civilian consignees without advance notice to ICE, and without obtaining their concurrence as to the consignee will immediately be discontinued. Sub-Commissions handling the transfer of supplies ex army depots to ICE (or its designat consignee) will obtain a receiving report from ICE and forward the same to the Chief Accountant.

5. Receiving reports are required to be prepared on standard form F/F52, which may be procured from ICE or the Chief Accountant. When obtaining signed receiving reports on issues of army supplies representatives of the Sub-Commis[illegible] that the descriptions of commodities fully identify the items;

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

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5. Receiving reports are required to be prepared on standard form 569 F/F52, which may be procured from ICE or the Chief Accountant. When obtaining signed receiving reports on issues of army supplies representatives of the Sub-Commis should insure that the descriptions of commodities fully identify the items; that the quantities are shown in the ordinary commercial trade units of the particular commodity (weight, pair, feet, each, etc.); and that the form is signed by the recipient. Any U.S. shipping tickets or British issue vouchers that may be received by a Sub-Commission should be forwarded to the Chief Accountant together with the related receiving report rendered by ICE.

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

6. It is important that the requirements of this memorandum be brought to the attention of all officers or other personnel of Sub-Commissions arranging for the distribution of such supplies in Italy. Heads of Sub-Commissions will see that the foregoing requirements are notified to all officers and other personnel under their jurisdiction, and that appropriate arrangements are made for carrying out the prescribed procedure.

7. This memorandum has no relation to surplus stocks of the U.S. Army to be disposed of direct by the Office of the Army and Navy Liquidation Commission for which separate accounting is rendered by that organization outside of the accounts of the Allied Commission.

For the Chief Commissioner

Brigadier, Colonel
Executive Commissioner.

DISTRIBUTION

List "A" Groups 1 and 2
AFHQ G-5 Section (30 copies)
Chief Accountant (30 copies)

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

4/4.2.C-A

HEADQUARTERS ALLIED COMMISSION
APO 394
OFFICE OF THE EXECUTIVE COMMISSIONER

EXECUTIVE MEMORANDUM
NO. 5

1 July 1945

1 - LUG 1945

PREPARATION OF ELECTORAL LISTS

1. The Schedule to this Executive Memorandum is a brief description of the procedure for preparing the electoral lists, with 2 Appendices.

2. The Chief Civil Affairs Officer has fixed 15 July as the date upon which the preparation of the electoral lists in Military Government Territory will commence. This excludes Venezia-Giulia Region, but includes the provinces of Bolzano and Udine for which supplemental instructions will be issued.

3. The Chief Civil Affairs Officer directs that the preparation of the electoral lists be completed as a first priority, and so as to conform to the utmost extent possible to the prescribed time-limits.

4. The actual work of compiling the lists is a matter for the Italian agencies concerned. It is the function of officers of Allied Military Government to ensure that the requisite Italian agencies are properly constituted and that they set to work promptly and proceed expeditiously.

5. At the same time, the lists must be prepared with impartiality and accuracy so that the Italian people can and shall have confidence in them. These considerations are emphasized by the number of political appointments to public office which the circumstances of the North have required. In this connection, special attention is drawn to para 4 of the Schedule as to disqualifications for Fascism.

6. RCs and PCs will give their immediate attention to the proper constitution of the local government agencies prescribed by Executive Memorandum No. 39, with particular reference to:--

(a) the Prefect. In those cases where the formal confirmation by Allied Military Government of the appointment of a Prefect has not yet been given, this must be forthcoming before 15 July:

(b) the Vice Prefect Inspector. The Prefect should make available adequate transportation facilities for this official.

(c) the Electoral Office in the Prefecture. A suitable and competent official must be available to be designated to take charge of it:

(d) Sindaci. In those cases where confirmation of any CLN appointment has been withheld in order to see if the appointee is really suitable, the formal appointment must no longer be delayed:

(e) Communal Secretaries. Where qualified officials are not available, the fullest use must be made of local candidates capable of discharging the office as "reggenti" and of the device of combining small communes under one Secretary:

(f) Provincial Deputation. The immediate appointment of this body is urgent.

7. PCs will require their Prefects to keep them closely informed of all action taken and to report progress to them at regular intervals. It will be noted from para 27 (a)(iii) of the Schedule that Sindaci must report progress to the Prefect every 15 days.

8. Any recommendations that the Prefect wishes to make for an extension of the time-limits in a particular Commune (see para 27(c) of the Schedule) must 5693 the PC's hands on or before 25 July. PCs will immediately transmit such recommendations to Regional HQ with their observations. Further instructions will be issued to RCs as to how these recommendations will be determined. Applications for extensions must only be recommended in cases of absolute proved necessity on account of war conditions.

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

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(f) Provincial Deputation. The immediate appointment of this body is urgent.

7. PCs will require their Prefects to keep them closely informed of all action taken and to report progress to them at regular intervals. It will be noted from para 27 (a)(iii) of the Schedule that Sindaci must report progress to the Prefect every 15 days.

8. Any recommendations that the Prefect wishes to make for an extension of the time-limits in a particular Commune (see para 27(c) of the Schedule) must 5693 the PC's hands on or before 25 July. PCs will immediately transmit such recommendations to Regional HQ with their observations. Further instructions will be issued to PCs as to how these recommendations will be determined. Applications for extensions must only be recommended in cases of absolute proved necessity on account of war conditions.

9. Officers of Local Government Sub-Commission will visit every province during July (where they have not already done so, to advise further.

BY COMMAND OF THE CHIEF CIVIL AFFAIRS OFFICER:

MS Lush

M. S. LUSH, Brigadier
Executive Commissioner

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SCHEDULE

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB-COMMISSION

Ref: AC/45/4/LG

25 June 1945

Preparation of Electoral Lists - Brief Description of the Procedure.

1. Annexed are :-

a) Appendix "A" indicating the action to be taken by the Italian Agencies involved and the time limits fixed for each step.

b) Appendix "B" giving a list of the local government and judicial agencies on whom duties are imposed, with notes on the more specialised ones.

The Appendices are intended as a convenient means of reference: the description set out below gives, it is thought, the information mostly required by RCs and PCs.

THE FRANCHISE

2. Before one can describe how voters will be registered, it is necessary to ascertain who are to be registered and how they are defined, i.e. the franchise. All Italian citizens, men and women, who have reached the age of 21 by 31 December 1944 are qualified to be registered. The phrase "qualified to be registered" is to be noted. The franchise is a qualification to be registered and NOT a qualification actually to vote. The right of an individual to vote is determined solely by reference to the Electoral Lists which are final and conclusive on this point.

3. To the broad and simple qualification described above there are a number of exceptions - lunatics, habitual drunkards, bankrupts, brothel-keepers, registered prostitutes, persons in receipt of public assistance, persons subject to police "ammonizione" or "confino" or to preventive detention, and those sentenced for quite a number of specified crimes and certain fascists.

4. The extent to which Fascism is a disqualification deserves special attention. There are three classes :-

a) Certain high ranking officials of the former NPF have been declared incapable of voting from the Secretary of the Party down to the "Federale" and to the "Segretari Politici" of Communes of 20,000 inhabitants or more. Officers of the MVSN in effective permanent service and above the rank of Centurione are likewise disqualified.

b) Those whom the special Provincial Commission set up under Art.8 of DLL.159 has sentenced to ineligibility for public office [illegible]

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b) Those whom the special Provincial Commission set up under Art.8 of DLL.159 has sentenced to ineligibility for public office or loss of civil rights.

c) Those Fascists convicted by the regular criminal courts for the fascist crimes found in Title I of DLL.159.

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/These are the only.....

These are the only disqualifications on the ground of fascism: any tendency on the part of Prefects, Sindaci and others to exclude persons considered to be fascists on other grounds than these must be rigorously suppressed.

5. Let it be emphasized that the Provincial Commission set up under Art.8 abovementioned is NOT the same as the Provincial Epuration Commission, which is an entirely distinct body with distinct functions.

6. It is also necessary to determine the particular Electoral List in which a qualified citizen is to be registered. The citizen must be registered in the list of the Commune in which he has his permanent residence and in whose register of permanent population or "anagrafe" he is inscribed. That is the rule; but there are the following exceptions to it.

a) Refugees and evacuees will be registered in the Commune in which they are temporarily living but they can opt for their Commune of permanent residence:

b) Apart from refugees, a citizen may be living in a Commune different from that in whose register of population he is inscribed. If he has lived in the Commune in question for at least 6 months, he can, if he wishes, claim to be registered there:

c) The citizen can also, if he wishes, claim to be registered in the Commune where he has the principal seat of his personal business or interests.

PREPARATION OF THE LISTS

7. With the foregoing rules in mind, the procedure for preparing the Lists is seen to be logical and comprehensible. It falls into 5 main stages :-

A. There has to be ascertained those who are prima facie entitled to be registered in the Commune. This is the task of the Sindaco and Segretario Comunale.

B. Those affected by one or another of the disqualifications have to be ascertained and struck out: this is primarily the task of a number of agencies in possession of the requisite information, who have to furnish it to the Commune.

C. The list of names so obtained has to be published as the Electoral Lists and then reviewed and approved by an independant authority, the Electoral Commission. The Lists now become definitive.

D. Steps must now be taken for registered electors to opt for another Commune under Para.6 (b) and (c) above. Refugees and evacuees who wish to do so under para.6 (a) must do it at Stage A.

E. Finally, the Commune has to be divided into Polling Districts ("Sezioni Elettorali") and a Polling Place specified for each district. This will not be necessary in village Communes, of

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E. Finally, the Commune has to be divided into Polling Districts ("Sezioni Elettorali") and a Polling Place specified for each district. This will not be necessary in village Communes, of course. It is to be noted that Stage E, though the last to be enumerated here, is actually carried out contemporaneously with Stage C.

8. The Elector does not have to apply to be registered, but he may if he wishes. Provision has been made for this and for letting the public know, at the very beginning, of their right to put in such an application. It is wise to apply. It is a help to the authorities - and to the citizen - in ensuring that he will be able to exercise his vote.

/Stage A .....

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Stage A - Ascertainment of Qualifications :

9. The immediate tasks of the Sindaco are two:

a) he must publish a notice in the prescribed form at the Municipio and other public places stating that the preparation of the Lists has been started and that citizens can apply to be registered.

b) he must proceed to compile the "Elenco". (It is convenient to keep to the Italian word for this document, as the only adequate English translation is "list" and that word is required in another connection.

10. The "Elenco" is made up by copying from the register of permanent population particulars of all Italian citizens of the right age. It is evident that this automatically gives the names of those who are "prima facie" qualified, subject to (a) any defects in the register of population, and (b) the addition of refugees and evacuees. It will now be seen how the register of permanent population is the absolute root and basis for all subsequent operations and how important it is that it should be in order and brought up-to-date. If it is not, however, the Sindaco is allowed to refer to any type of official record, such as registers of births, marriages and deaths, conscription lists, etc.

Stage B - Ascertainment of Disqualifications :

11. Here the undermentioned bodies have to take the initiative :

a) Public Assistance Institutions and ECA have to send the commune a list of those chargeable to them who belong to that commune.

b) The Police Authority (i.e. the Questura) has to send a similar list of brothel-keepers and those subject to "ammonizione" or "confino".

c) The President of the Provincial Commission under Art.8 of DLL.159 has to send a similar list of those deprived of civil rights under that Articlo.

12. There is a fourth source of official information as to disqualifications, namely, the Judicial Records Offices (Casellario Giudiziale) of the various Tribunali, but in this instance it is the Sindaco who has to take the initiative. The reason is that convictions are registered according to place of birth. The Sindaco, therefore, has to make extracts from the "Elenco" according to birthplace and send these to the Records Office of the Tribunale within whose jurisdiction the persons enumerated in each extract were born. The Records Office returns the extract with the proper certificates of conviction, if any, annexed. In this way are ascertained disqualifications for ordinary criminal offences, for fascist crimes under Title I of DLL.159, declared lunatics, habitual drunkards, bankrupts and persons under preventive detention.

Stage C - Compilation and Approval of the Lists :

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Stage C - Compilation and Approval of the Lists :

13. From his "Elenco", as amended by the various returns from the authorities just referred to - and after deciding upon any application to register he may have received - the Sindaco now constructs the Electoral List and sends it in duplicate to the Electoral Commission for examination and approval.

14. The Electoral Commission is very important. There must be one for every judicial district or "Mandamento" in the Province. Its President is

/ex-officio the President....

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ex-officio the President of the Tribunale, or if there is none, the Pretore. There are four other commissioners. One is appointed by the Prefect. The others are three citizens of the "Mandamento" to be appointed by the Deputazione Provinciale.

15. Sub-Commissions will also be appointed in the ratio of one for every 50,000 (or fractions of 50,000) inhabitants of the "Mandamento".

16. Before sending the Electoral List to the Commission, the Sindaco must deposit it at the Municipio and give public notice to that effect. During this time, objections to the entry or omission of a name may be made. The list is then sent up, with all applications to be registered, all objections, and a complete record of the Sindaco's proceedings.

17. The Electoral Commission examines all these documents and decides on the validity of the Lists. They can add names as well as strike them out. Its decisions are notified the commune and the Sindaco makes the necessary alterations in the list deposited at the Municipio. It is now deposited for public inspection at the Communal Secretary's office and public notice of this is given.

18. The Lists are now definitive, i.e. they cannot now be altered except by reason of (a) the death of an elector, (b) the loss of Italian citizenship, (c) conviction for a disqualifying crime, and (d) by decision of the Courts on an appeal.

19. There is, however, another class of alteration which may be made in the list even as late as 10 days before the date of an election, and that is in the case where the Provincial Commission, under Art.8 of DLL.159, decrees a fascist ineligible for public office or to lose his civil rights. The reason for allowing such declarations to have effect on the Electoral List up to so late a date as 10 days before an election is to be found in the delays which are likely to be encountered in constituting these Provincial Commissions and the long time they are likely to take in completing their tasks. It is, however, most important that alterations in the Lists for this cause subsequent to their becoming definitive should be reduced to the absolute minimum, and that every effort be made to constitute the Commissions under Art.8 of DLL.159 and to get them to work immediately.

20. There is a right of appeal to the Courts against the decisions of the Electoral Commission by any citizen and by the Procuratore del Regno of the provincial capital.

Stage D - Transfer of Registrations :

21. The elector can now apply to have his registration transferred to:-

i) the Commune in which he has been in fact residing for the last 6 months - see para.6 (b); or

ii) The Commune in which he has the principal place of his personal business or interests - see para.6 (c).

All he has to do is :-

a) apply to the Commune where he is now registered for that entry to be cancelled and for the Sindaco to send him the proper Declaration of Cancellation :

b) apply to the Commune where he wants to be registered,

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b) apply to the Commune where he wants to be registered, sending the Declaration of Cancellation with his application.

/ Stage E .....

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Stage E - Polling Districts and Polling Places :

22. As soon as the Sindaco has completed his Electoral Lists for submission to the Electoral Commission, he can - and must - take action on this subject. He is required to make and publish a "deliberazione" - or, as we might say in English, an ordinance - defining the boundaries of the polling-districts and the polling place for each district. The ordinance is placed on deposit for 10 days so that any citizen who desires may file an objection. Then the ordinance and the objections are sent up to the Electoral Commission for approval or amendment.

23. Each polling district should include from 100 (in exceptional cases 50) to 1,000 electors. Up to 4 polling places (i.e. for 4 districts) can be had in one building: but not more than 2 may be accessible from the same street. The Prefect can dispense with this restriction as to access, where necessary; and he can also authorise up to 8 polling places in one building.

WOMEN

24. Women have the same qualifications as men but they must be entered on a separate Electoral List. The Lists for men and women should be prepared at the same time, however, and the procedure for them both should go forward contemporaneously. For practical purposes the Lists can be regarded as one List in two parts - one for men and the other for women.

TIME LIMITS

25. Appendix "A" shows that from the "fixed date", which the Chief Commissioner will determine as the day on which the preparation of the Lists is to start, to the date when the Lists become definitive is 100 days - provided, of course, that the time limits are strictly kept. This is not likely, and, in fact, the Prefect is empowered, within 10 days of the "fixed date" to propose extensions of the time limits for Communes which cannot possibly keep to them. Nevertheless, every effort should be made to adhere to the time-table prescribed, and extensions should only be allowed in cases of absolute and clearly-proven necessity.

26. The date for compilation of the Lists by the Sindaco ("Appendix A", para.14) is important. This must be done by 60 days from the "fixed date" at the latest. If, however, the compilation can be finished earlier, then subsequent time limits run from the actual completion of the Lists and the total time is thereby shortened.

THE PREFECT

27. The Prefect's main functions are :

a) to supervise generally the preparation of the Lists. This he does:
   i) through the Vice-Prefect Inspector;
   ii) through the Electoral Office, which must be constituted in each Prefecture under a Consigliere or 1st Segretario,
   iii) from the progress reports which the Sindaci must submit to him every 15 days.

b) to determine alterations in the areas of the Electoral Commissions

c) to recommend extensions of the time limits for particular Communes.

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Commission for approval of amendment.

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   iii) from the progress reports which the Sindaci must submit to him every 15 days.

b) to determine alterations in the areas of the Electoral Commissions.

c) to recommend extensions of the time limits for particular Communes.

d) to secure the proper and timely appointment of Electoral Commissions and Sub-Commissions.

e) to appoint a Comissario to take over from any Commune which falls behind the time-table.

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APPENDIX A

TABLE showing action to be taken by Italian agencies, with time-limits

Notes: (i) The figures in col. 4 are obtained by adding together, step by step, the maximum period al
from the "fixed day".
(ii) The citizen is not required to lodge the various applications, objections and appeals ment
he does, time-limits for doing so are fixed.

ACTION BY	BRIEF DESCRIPTION OF ACTION TO BE TAKEN	DA ALLO
	A - Ascertainment of qualifications	
1. Sindaco & Segretario Comunale	1. Publish Notice that application to be entered on Electoral List may be made.	Immed
2. Prefect	2. Recommend extension of time-table for Communes where, by reason of the war, adherence to time limits is absolutely impossible.	10 "fi
3. "	3. Decree variations in areas of jurisdiction of Electoral Commissions, where situation of places and difficulties of communication make changes advisable	
4. Sindaco & Segretario Comunale	4. Compile (from register of permanent population or other official records) the "elenco" of Italian citizens over 21 with permanent residence in Commune)	20 "fi
	B - Ascertainment of Disqualifications	
5. Public Assistance, Institutions & ECA	5. Notify Segretario Comunale of paupers belonging to Commune.	
6. Provincial Commission under DLL 159 Art. 8	6. Notify Sindaco of those fascists disqualified from public office or exercise of political rights.	
7. Questore	7. Notify Sindaco of residents in Commune who are brothel-keepers - registered prostitutes - subject to "ammonizione" or "confino"	
8. Any qualified citizen	8. May make application to Town Hall to be entered on Electoral List.	
9. Sindaco & Segretario Comunale	9. Publish notice of applications received.	

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	BRIEF DESCRIPTION OF ACTION TO BE TAKEN	DAYS ALLOWED	CUMULATIVE DAYS FROM "FIXED DATE"
	A - Ascertainment of qualifications		
etario	1. Publish Notice that application to be entered on Electoral List may be made.	Immediately	0
	2. Recommend extension of time-table for Communes where, by reason of the war, adherence to time limits is absolutely impossible.	10 from "fixed date"	10
	3. Decree variations in areas of jurisdiction of Electoral Commissions, where situation of places and difficulties of communication make changes advisable	"	"
eterio	4. Compile (from register of permanent population or other official records) the "elenco" of Italian citizens over 21 with permanent residence in Commune)	20 from "fixed date"	20
	B - Ascertainment of Disqualifications		
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mission 59 Art. 6	6. Notify Sindaco of those Fascists disqualified from public office or exercise of political rights.	"	"
	7. Notify Sindaco of residents in Commune who are brothel-keepers - registered prostitutes - subject to "ammonizione" or "confino"	"	"
citizen	8. May make application to Town Hall to be entered on Electoral List.	"	"
eta	9. Publish notice of applications received.	"	"

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10.	Refugees & Evacuees	10. May apply to Commune of temporary residence, if they desire to be registered in Commune of permanent residence	20 fr "fixed d
11.	Sindaco & Segretario Comunale	11. Transmit applications of refugees and evacuees to Communes of permanent resident--note names for exclusion from Electoral Lists of Commune of temporary residence.	Immedia
12.	Sindaco & Segretario Comunale	12. Send extracts from "Elenco" to the Judicial Records Offices ("Cancellario Giudiziale") of the Tribunali, containing particulars of those born within the jurisdiction of each Tribunale--or, in case of difficulty, to the Central Judicial Records Office of the Ministry of Pardon and Justice.	5 fro complet of "Ele
13.	Judicial Records Offices of Tribunali and of Ministry of Pardon and Justice.	13. Return extracts to Commune, with certificates of disqualifying convictions, etc.	15 fro receipt extrac
		C. - Completion and Approval of Lists	
14.	Sindaco & Segretario Comunale	14. Completion of Electoral Lists in duplicate.	60 fro "fixed
15.	"	15. Notify applicants for registration whom Sindaco has rejected.	" "
16.	"	16. 1 copy Electoral List to be deposited with Segretario Comunale — notice thereof to be published and Prefect to be notified.	3 fro complet but wit of "fi
17.	Any citizen	17. May lodge with Commune objections against Deposited Electoral Lists (to be decided by Electoral Commission or Sub-Commission).	10 fro publics of dep
18.	Sindaco & Segretario Comunale	18. Forward to Electoral Commission (a) "Elenco", (b) 2nd copy Electoral List, (c) Applications to be registered, (d) Objections received and (e) Record of Commune's proceedings.	5 fro last d appe
19.	Prefect, President of Tribunale, and Deputazione Provinciale	19. Constitute Electoral Commissions and Sub Commissions	within "fix

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10. May apply to Commune of temporary residence, if they desire to be registered in Commune of permanent residence	20 from "fixed date"	20
11. Transmit applications of refugees and evacuees to Communes of permanent resident--note names for exclusion from Electoral Lists of Commune of temporary residence.	Immediately	--
12. Send extracts from "Elenco" to the Judicial Records Offices ("Casellario Giudiziale") of the Tribunali, containing particulars of those born within the jurisdiction of each Tribunale--or, in case of difficulty, to the Central Judicial Records Office of the Ministry of Pardon and Justice.	5 from completion of "Elenco"	25
13. Return extracts to Commune, with certificates of disqualifying convictions, etc.	15 from receipt of extract	40
C - Completion and Approval of Lists		
14. Completion of Electoral Lists in duplicate.	60 from "fixed date"	60
15. Notify applicants for registration whom Sindaco has rejected.	"	"
16. 1 copy Electoral List to be deposited with Segretario Comunale -- notice thereof to be published and Prefect to be notified.	3 from completion of List: but within 60 days of "fixed date"	"
17. May lodge with Commune objections against Deposited Electoral Lists (to be decided by Electoral Commission or Sub-Commission).	10 from publication of notice of deposit of lists	70
18. Forward to Electoral Commission (a) "Elenco", (b) 2nd copy Electoral List, (c) Applications to be registered, (d) Objections received and (e) Record of Commune's proceedings.	5 from last day for lodging appeals	75
19. Constitute Electoral Commissions and Sub Commissions	within 75 days of "fixed date"	60

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20.	Electoral Commission	20. Hold first meeting of Electoral Commission or Sub Commission	5 f recei
21.	"	21. Amend and approve the Electoral List--notify Commune of decisions in individual cases and return the List.	15 f recei
22.	Sindaco & Segretario Comunale	22. Make necessary amendments to Deposited Electoral Lists--notify electors affected by decisions of Electoral Commission or Sub-Commission.	10 recei Comm
23.	Sindaco & Segretario Comunale	23. Publish notice of deposit of Definitive Electoral Lists.	for
24.	"	24. Deposit Definitive Electoral Lists with Segretario Comunale for public inspection.	Immed tion Depos
25.	Any citizen : and the Procuratore del Regno at the Provincial capital	25. May appeal to Court of Appeal and thence to Court of Cassation. (N.B. --the time limits for appeals are not stated here, because pending appeals do NOT affect the Definitive Electoral Lists, until finally decided)	
		D - Transfers of Registration	
26.	Any registered elector	26. May apply for cancellation of registration in Commune from which it is desired to transfer	15 f publi Defin
27.	Sindaco & Segretario Comunale	27. Cancel registration and send applicant a Declaration of Cancellation	Imme
28.	"	28. Send to Electoral Commission or Sub Commission a list of cancellations to be made	10 last catio tion
29.	The elector concerned	29. Apply to be registered in Commune to which it is desired to transfer, forwarding the Declaration of Cancellation above-mentioned	15 last

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20. Hold first meeting of Electoral Commission or Sub Commission	5 from receipt of List, etc.	80
21. Amend and approve the Electoral List--notify Commune of decisions in individual cases and return the List.	15 from receipt of List, etc.	90
22. Make necessary amendments to Deposited Electoral Lists--notify electors affected by decisions of Electoral Commission or Sub-Commission.	10 from receipt of List from Communes	100
23. Publish notice of deposit of Definitive Electoral Lists.	for 10 days	110
24. Deposit Definitive Electoral Lists with Secretaire Communale for public inspection.	Immediately on completion of amendments in Deposited Lists.	----
25. May appeal to Court of Appeal and thence to Court of Cessation. (N.B. --the time limits for appeals are not stated here, because pending appeals do NOT affect the Definitive Electoral Lists, until finally decided)	--	----
D - Transfers of Registration		
26. May apply for cancellation of registration in Commune from which it is desired to transfer	15 from publication of Definitive List	115
27. Cancel registration and send applicant a Declaration of Cancellation	Immediately	----
28. Send to Electoral Commission or Sub Commission a list of cancellations so made	10 from last day for applications for cancellation	125
29. Apply to be registered in Commune to which it is desired to transfer, forwarding the Declaration of Cancellation above-mentioned	15 from last day for appli-	130

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30.	Sindaco & Segretario Comunale	30. In the Comune to which it is desired to transfer -- (a) if the Electoral Lists have NOT yet been completed (see para.14 above) register the elector in the ordinary way; (b) if the Electoral Lists HAVE been completed (see para 14 above) register the elector by publishing a Supplemental List.	Supplement to be pu at monthly
		E - Division of Comune into Polling-Districts ("Sezioni Elettorali") (N.B.-- This process is contemporaneous with Stage C, paras. 14-23 above)	
31.	Sindaco & Segretario Comunale	31. Publish Decision as to division of Comune into polling-districts, boundaries of polling districts, and polling-places for each district--notify Prefect-- complete Electoral Lists for each District.	15 completi
32.	"	32. Decision of Sindaco to be deposited for public inspection.	for
33.	Any citizen	33. May lodge objections to Sindaco's Decision at Town Hall, for transmission to Electoral Commission.	10 publicat
34.	Sindaco & Segretario Comunale	34. Forward Decision, Polling District Lists and objections to Electoral Commission	5 last day obje
35.	Electoral Commission	35. Decide objections and approve Polling-District Lists.	15 receipt etc.

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rio	30. In the Commune to which it is desired to transfer -- (a) if the Electoral Lists have NOT yet been completed (see para.14 above) register the elector in the ordinary way; (b) if the Electoral Lists HAVE been completed (see para 14 above) register the elector by publishing a Supplemental List.	Supplemental lists to be published at monthly intervals	—
	E - Division of Commune into Polling-Districts ("Sezioni Elettorali") (N.B.-- This process is contemporaneous with Stage C, paras. 14-23 above)		
rio	31. Publish Decision as to division of Commune into polling-districts, boundaries of polling districts, and polling-places for each district--notify Prefect-- complete Electoral Lists for each District.	15 from completion of Lists	75
	32. Decision of Sindaco to be deposited for public inspection.	for 10 days	85
	33. May lodge objections to Sindaco's Decision at Town Hall, for transmission to Electoral Commission.	10 from publication of decision	"
rio	34. Forward Decision, Polling District Lists and objections to Electoral Commission	5 from last day for lodging objections	90
ion	35. Decide objections and approve Polling-District Lists.	15 from receipt of Decision etc.	105

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APPENDIX B

ITALIAN AGENCIES involved in preparation of electoral lists

Generally at all Stages

Sindaco
Segretario Comunale
Prefect
Vice Prefect Inspector
Electoral Office - to be organised in each Prefecture in charge of a specially designated official.

Stage A - Ascertainment of Qualifications

Public Assistance Institutions (e.g. hospitals, workhouses, orphanages, etc.)
Ente Comunale D'Assistenza (ECA)
Provincial Commissions appointed under DLL. 159 of Oct 3 - consisting of a Magistrate and two persons qualified to be jurors at Courts of Assize
Questore, and local branches of the Questura.

Judicial Records Offices at Tribunali

The Central Judicial Records Office of the Ministry of Pardon and Justice

Stage C - Completion and approval of lists

Deputazione Provinciale - to appoint 3 out of 4 members of Electoral Commissions and Sub-Commissions
Presidents of Tribunali - to preside over Electoral Commissions and to appoint chairmen of Sub-Commissions.
Pretori - to act instead of the President of the Tribunali where there is no such Court in the 'mandamento'
Magistrates, serving or retired - to preside over Electoral Sub-Commissions.

Appeals to the Courts

Court of Appeal
Court of Cassation
Procuratore del Regno of the Provincial Capital.

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HEADQUARTERS ALLIED COMMISSION
Office of the Executive Commissioner
APO 394

Executive Memorandum)
Number 61/45) Cancelling Executive Memorandum No.61, dated 13 December 1944.

6 June, 1945.

8 GIU. 1945

MILITARY TRAVEL AUTHORISATIONS

1. Persons leaving Italy (including Sicily and Sardinia) for destinations abroad must be in possession of Military Travel Authorisations with the exception of those referred to in paragraph 2.

2. The persons referred to below may leave Italy without Military Travel Authorisations :

(a) A person who is travelling by direct means (i.e. not transiting other territories on the way) to :

United States of America
United Kingdom
Malta, Gibraltar and other territories to which British visa regulations apply.
Egypt.

provided such person is in possession of a visa as applicable (Egyptian visas are granted in Italy by British Consulates).

(b) A person who is listed in Appendix "A" to this Memorandum.

3. A person requiring a Military Travel Authorisation will make application for such authorisation to the agencies indicated :-

Classification of Applicants	Agency to whom application must be made
(a) Displaced Persons (those persons who wish to return to the states to which they belong)	Consulate of the state to which they belong, or nearest office or camp maintained by Displaced Persons and Repatriation Sub-Commission.
(b) (i) Diplomats (ii) Consular Officers (iii) Vatican Officials (iv) Members of Special Economic and Political Missions	Liaison Division, HQ. Allied Commission.
(c) Applicants not falling within groups (a) and (b).	(i) Nearest Allied Commission. Allied Military Government Officer (ii) Questore of the Province in which applicant finds himself.

4. Application forms for Military Travel Authorisations will be completed in

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MILITARY TRAVEL AUTHORISATIONS

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Malta, Gibraltar and other territories to which British visa regulations apply,
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provided such person is in possession of a visa as applicable (Egyptian visas are granted in Italy by British Consulates).

(b) A person who is listed in Appendix "A" to this Memorandum.

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(a) Displaced Persons (those persons who wish to return to the states to which they belong)	Consulate of the state to which they belong, or nearest office or camp maintained by Displaced Persons and Repatriation Sub-Commission.
(b) (i) Diplomats (ii) Consular Officers (iii) Vatican Officials (iv) Members of Special Economic and Political Missions	Liaison Division, HQ. Allied Commission.
(c) Applicants not falling within groups (a) and (b).	(i) Nearest Allied Commission Allied Military Government officer (ii) Questore of the Province in which applicant finds himself.

4. Application forms for Military Travel Authorisations will be completed in duplicate. They will be typewritten or written in ink in block capitals where no typewriter is available. Two full face and two profile photographs of passport size must be attached to the forms as indicated thereon.

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5. An agency receiving an application will satisfy itself as to the identity of the applicant and as to the reasons for the proposed journey, and will ensure that the application forms are fully and properly completed. It will note in the "Remarks" section on the back of the forms (or attach a report as may be necessary) any information available locally concerning applicant, and it will add any comments of its own. Otherwise the forms will be endorsed "Nothing known against" (Nulla Osta). The receiving agency will then countersign the forms and append its office stamp.

6. A Military Travel Authorisation is an authorisation to leave Italian territory. It does not authorise entry into the country of intended destination, whose visa requirements must be met.

7. Application forms completed by persons in the category referred to in paragraph 3 (a), will be forwarded to Headquarters, Allied Commission (Public Safety Sub-Commission) through the channels indicated :-

AC/AMG Officers	-	Regular AMG/AC channels.
Questori (Italian Government territory)	-	Ministry of Interior.
Questori (Allied Military Government territory)	-	Allied Military Government.

8. Military Travel Authorisations will be issued only to approved individuals proposing to travel in the Allied interest, and to :-

(a) Scholars, artists and members of the learned professions who are nationals of Italy or of one of the United Nations, if the journey is approved for the purpose of free trade in knowledge of learning between the people of Italy and the United Nations. Ecclesiastics and journalists will not be considered in this category.

(b) Officials serving at posts in the Vatican who are appointed to posts outside Italy involving permanent change of station.

(c) Approved refugees and repatriates.

9. The reasons for the refusal of Military Travel Authorisations will not be communicated to applicants and no attempt will be made to indicate the time which may elapse before applications are decided.

10. Application forms for Military Travel Authorisations will be made available to Questori in Allied Military Government territory, by Regional Public Safety Officers, and to Questori in Italian Government territory by the Ministry of Interior. Application forms may be obtained from Public Safety Sub-Commission.

11. Authority : AFHQ letter AG.371.2/013 GEG - O, dated 14 May, 1945.

for Brigadier
Executive Commissioner.

DISTRIBUTION :

"A" (plus 42, 43, 46 and 47)
AFHQ G-2 (C1) Section

6. A Military Travel Authorisation is an authorisation to leave Italian territory. It does not authorise entry into the country of intended destination, whose visa requirements must be met.

7. Application forms completed by persons in the category referred to in paragraph 3 (c), will be forwarded to Headquarters, Allied Commission (Public Safety Sub-Commission) through the channels indicated :-

AC/ACS Officers	-	Regular AMG/AC channels.
Questori (Italian Government territory)	-	Ministry of Interior.
Questori (Allied Military Government territory)	-	Allied Military Government.

8. Military Travel Authorisations will be issued only to approved individuals proposing to travel in the Allied interest, and to :-

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DISTRIBUTION :

"A" (plus 42, 43, 46 and 47)
AFHQ G-2 (C1) Section
15 Army Group GSI (b)
Ministry of Interior
Ministry for Foreign Affairs
Commanding General CC.RR.
Commanding General GG.SF.

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APPENDIX "A"

Executive Memorandum)
)
Number 61/45)

6 June 1945.

With reference to paragraph 2 (b), the persons listed below may leave Italy (including Sicily and Sardinia) for destinations abroad without Military Travel Authorisations :-

(a) ALLIED service personnel on duty.

(b) ALLIED Diplomate and Consular officials.

(c) British and United States Civilians employed by and travelling on duty for, the following Governmental agencies :

(1) UNRRA.
(2) Office of War Information.
(3) Psychological Warfare Branch.
(4) War Shipping Administration.
(5) Ministry of War Transport.
(6) Any of the Service Ministries in the United Kingdom or United States providing they are in possession of Service identity cards; for example, technicians in possession of AGO cards, who are assigned to this theatre.
(7) Combined Economic Warfare Agencies.
(8) Foreign Economic Administration.

(d) British and United States civilians employed by, and travelling on duty for, any of the following organisations :

(1) The Council of Voluntary War Work, which embraces : Catholic Women's League - Church Army - Church of Scotland Huts - Church of Christ Scientist - Jewish Hospitality Committee - Salvation Army - The H - YMCA - YWCA.
(2) American or British Red Cross.
(3) USO
(4) ENSA
(5) NAAFI
(6) Allied Commission (Italy)
(7) AFHQ
(8) American Field Service
(9) Friends Ambulance Unit.

(e) War correspondents accredited to AFHQ.

(f) Merchant seamen serving in Allied or Allied - operated merchant ships.

(g) Merchant seamen, other than Italian, leaving Italy to join ships elsewhere.

(h) Persons in possession of Joint Chiefs of Staff permits or Allied Force Permits valid for Italy, provided that these documents are not inscribed "for single journey only", or of Allied Expeditionary Force permits valid

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Italy (including Sicily and Sardinia) for destinations abroad without Military Travel Authorisations :-

(a) ALLIED service personnel on duty.

(b) ALLIED Diplomats and Consular Officials.

(c) British and United States Civilians employed by and travelling on duty for, the following Governmental Agencies :

(1) UNRRA.
(2) Office of War Information.
(3) Psychological Warfare Branch.
(4) War Shipping Administration.
(5) Ministry of War Transport.
(6) Any of the Service Ministries in the United Kingdom or United States providing they are in possession of Service identity cards; for example, technicians in possession of AGO cards, who are assigned to this theatre.
(7) Combined Economic Warfare Agencies.
(8) Foreign Economic Administration.

(d) British and United States civilians employed by, and travelling on duty for, any of the following organisations :

(1) The Council of Voluntary War Work, which embraces :
Catholic Women's League - Church Army - Church of Scotland Huts - Church of Christ Scientist - Jewish Hospitality Committee - Salvation Army - Toc H - YMCA - YWCA.
(2) American or British Red Cross.
(3) USO
(4) ENSA
(5) NAAFI
(6) Allied Commission (Italy)
(7) AFHQ
(8) American Field Service
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(f) Merchant seamen serving in Allied or Allied - operated merchant ships.

(g) Merchant seamen, other than Italian, leaving Italy to join ships elsewhere.

(h) Persons in possession of Joint Chiefs of Staff permits or Allied Force Permits valid for Italy, provided that these documents are not inscribed "for single journey only", or of Allied Expeditionary Force permits valid for entry into territory controlled by SHAEF.

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HEADQUARTERS ALLIED COMMISSION
Office of the Executive Commissioner
APO 394

24/4.2/CA

AC/14080/5/1/PS

30 April, 1945

Executive Memorandum) Cancelling Executive Memorandum No.77
dated 31 August, 1944.

NUMBER 77/45)

CONTROL OF MOVEMENT
(Civilian and Italian Armed Forces)

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8	Issue of Passes in Special cases	6-7-8
9	Issue of Semi-permanent passes	8
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12	Issue of Travel Tickets	9
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	Appendix "A"	
	Appendix "B"	

1. Introduction.

In the interests of security a wide and effective system of control of civilian movement must be maintained. The instructions contained herein must be strictly followed by all concerned at all times.

Each Sub-Commission and Section at Headquarters will appoint an officer to deal with questions relating to the issue of passes which arise within the Sub-Commission or Section. (As to the issue of passes, see paras.5 (a) (vi) and (vii), and 7 (b)).

Travel into the Army Zone is prohibited unless such travel is approved by the Senior Civil Affairs Officers, Allied Military Government, Armies or the Regional Commissioners concerned.

In general, the issue of passes will be a public safety responsibility. Passes improperly issued must be impounded and forwarded to Headquarters Allied Commission with covering reports.

2. Definitions.

Three zones and two dividing lines affect civilian travel in Italy as defined in Sub-paragraphs (a) to (e) below (see also Appendix "A").

(a) Army Zone. The territory which lies forward of the Rear Army Security Control Line will, for the purposes of this memorandum, be described as the "Army Zone".

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CONTROL OF MOVEMENT
(Civilian and Italian Armed Forces)

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	Appendix "B"	

1. Introduction.

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(b) Rear Army Security Control Line. The line of demarcation between the Army Zone and the Restricted Zone. Special posters are exhibited on all roads which cross the line. A 24 hour system of control is maintained. This control is a military responsibility.

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(c) Restricted Zone. The territory which lies between the Rear Army Control Line and the Restricted Line, and such other territory as may be declared to be a Restricted Zone.

(d) Restricted Line. The line of demarcation between the Restricted Zone and the Free Zone.

(e) Free Zone. The territory not included within the Army Zone or the Restricted Zone.

Circulation is free on the islands of Elba, Sicily and Sardinia, but civilians travelling between the islands and between the islands and the mainland must be in possession of movement passes (See para.5 (c) (iv)).

3. Details concerning the Rear Army Security Control Line and Restricted Line, and other territorial boundaries mentioned in this Memorandum, are given in Appendix "A". They are also shown diagrammatically in Appendix "B". Details of the Rear Army Security Control and Restricted Lines must be published locally as may be necessary. This will be an Allied Military Government responsibility in Allied Military Government territory, and an Italian Government responsibility in the territory under control.

4. Enforcement Orders.

The restrictions relating to civilian movement will be enforced by means of the following orders which will be issued by Allied Military Government and the Italian Government as indicated below :-

(a) Allied Military Government Territory.

(i) Army Zone - Proclamation No.1 or such other Special Orders as may be issued.
(ii) Restricted Zone - General Order No.24 (Revised)
(iii) Elba - Orders issued by Prefetto.

(b) Italian Government Territory.

Movement between Sicily, Sardinia and Mainland.

Orders issued by the Prefetti on the instructions of the Ministry of Interior.

5. Restrictions and Authority for issue of Passes.

(a) Army Zone and Rear Army Security Control Line.

(i) Civilians are forbidden to travel more than specified distances from their place of residence, or enter or leave the zone, unless in possession of a pass issued by the Senior Civil Affairs Officer, Allied Military Government, Fifth or Eighth Army. When, however, a province within the Army Zone has been handed over to Regional Control, the competent authority to issue a pass is the Regional Commissioner concerned and not

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(c) Free Zone. The territory not included within the Army Zone or the Restricted Zone.

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(i) Civilians are forbidden to travel more than specified distances from their place of residence, or enter or leave the zone, unless in possession of a pass issued by the Senior Civil Affairs Officer, Allied Military Government, Fifth or Eighth Army. When, however, a province within the Army Zone has been handed over to Regional Control, the competent authority to issue a pass is the Regional Commissioner concerned and not the Senior Civil Affairs Officer, Allied Military Government, Fifth or Eighth Army.

(ii) Applications for entry into the Army Zone should be referred by Regional Commissioners and Senior Civil Affairs Officers to G-2 (Cl)/GSI(b) Army for checking against security records. For movement out of the Army Zone or between points within the Army Zone the security

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check should be carried out by the nearest CIC Det/FS Sec.

(iii) Civilians resident outside the zone who wish to cross the control line into the Army Zone will make application for passes to the Questura or Allied Military Government/Allied Commission office at the point of departure.

(iv) Regional Commissioners will refer all applications which originate in Allied Military Government territory direct to the Senior Civil Affairs Officer or Regional Commissioner concerned within the Zone for his approval (See preceeding sub-paragraphs).

(v) In Italian Government territory, Questore will submit recommended applications to the Ministry of Interior, Direzione Generale delle Pubblica Sicurezza, who, if satisfied that the journeys will directly benefit the war effort, will forward such applications to Headquarters Allied Commission for onward transmission to Senior Civil Affairs Officer/Regional Commissioner concerned.

(vi) Applications for passes which originate in Headquarters Allied Commission will be submitted through Sections, or, in the case of Independent Sub-Commissions, by the Sub-Commission concerned, to Public Safety Sub-Commission who will be responsible for such applications being transmitted in a proper form to the Senior Civil Affairs Officer/Regional Commissioner.

(vii) Applications will be accompanied by completed standard passes which, if approved, will be signed by the Senior Civil Affairs Officer/Regional Commissioner and returned to office of origin. The passes will be completed by the Ministry of Interior, or in the case of Headquarters Allied Commission by the Sub-Commission concerned. Books of passes may be held by Sections and Independent Sub-Commissions for this purpose.

(viii) Documents in Italian will not be transmitted unless accompanied by a translation.

(ix) The issue of passes will be strictly limited to those cases in which the journeys will directly benefit the Allied cause and applications must not be forwarded to Senior Civil Affairs Officers/Regional Commissioners except in such cases.

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(x) Where, in cases of extreme urgency, the procedure outlined in Sub-paragraph (a) (ii) would be impracticable owing to the time factor, the passes may be issued at the point of departure providing prior approval is ob-

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Government/Allied Commission office at the point of departure.

(iv) Regional Commissioners will refer all applications which originate in Allied Military Government territory direct to the Senior Civil Affairs Officer or Regional Commissioner concerned within the Zone for his approval (See preceeding sub-paragraphs).

(v) In Italian Government territory, Questore will submit recommended applications to the Ministry of Interior, Direzione Generale della Pubblica Sicurezza, who, if satisfied that the journeys will directly benefit the war effort, will forward such applications to Headquarters Allied Commission for onward transmission to Senior Civil Affairs Officer/Regional Commissioner concerned.

(vi) Applications for passes which originate in Headquarters Allied Commission will be submitted through Sections, or, in the case of Independent Sub-Commissions, by the Sub-Commission concerned, to Public Safety Sub-Commission who will be responsible for such applications being transmitted in a proper form to the Senior Civil Affairs Officer/Regional Commissioner.

(vii) Applications will be accompanied by completed standard passes which, if approved, will be signed by the Senior Civil Affairs Officer/Regional Commissioner and returned to office of origin. The passes will be completed by the Ministry of Interior, or in the case of Headquarters Allied Commission by the Sub-Commission concerned. Books of passes may be held by Sections and Independent Sub-Commissions for this purpose.

(viii) Documents in Italian will not be transmitted unless accompanied by a translation.

(ix) The issue of passes will be strictly limited to those cases in which the journeys will directly benefit the Allied cause and applications must not be forwarded to Senior Civil Affairs Officers/Regional Commissioners except in such cases.

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(x) Where, in cases of extreme urgency, the procedure outlined in Sub-paragraph (a) (ii) would be impracticable owing to the time factor, the passes may be issued at the point of departure providing prior approval is obtained from the Senior Civil Affairs Officer or Regional Commissioner concerned by signal or telephone. In such cases details of the issue of such passes will be forwarded immediately to the Senior Civil Affairs Officer/Regional Commissioner of the area of destination. The back of every such pass issued will bear the following endorsement :

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"I certify that prior approval for the issue of this pass was obtained from ..... on ..... vide .....and details of the pass have been forwarded to Senior Civil Affairs Officer/Regional Commissioner concerned in accordance with Executive Memorandum No.77.

(Office) Name .....
Date .....(Stamp) Rank .....

(xi) When the Senior Civil Affairs Officer, Fifth or Eighth Army, requests the presence of a civilian in Army Zone, the Sub-Commission dealing with this matter will apply for a movement of civilian pass to Public Safety who, before issue of a pass, will obtain from the Adjutant a permit for the civilian to travel by W.D. transport.

(xii) Allied Naval, Military and Air Force officers on the staff of the Allied Commission who wish to visit the army Zone will obtain clearance from the Senior Civil Affairs Officer of Fifth or Eighth Army as the case may be.

(xiii) The validity of passes to enter the Army Zone will not be extended except by Public Safety Officers, Allied Military Government/ Allied Commission.

(xiv) The Headquarters of Allied Military Organisations employing civilians who are required to enter the Army Zone in order to perform their duties may, if they prefer, make applications for passes for such civilians direct to Public Safety Sub-Commission of the Allied Commission.

(b) Restricted Zone and Restricted Line.

(i) No civilian may travel from one province to another or cross the Restricted Line unless in possession of a pass.

(ii) The issue of passes will be limited to persons who show good and sufficient reasons why they wish to travel, whether on official matters, business or family grounds. Passes will not be issued to places in Allied Military Government territory for political purposes.

(iii) In Allied Military Government territory, South of the Rear Army Security Control Line, Regional Commissioners may authorise specified officers of the Questure to issue passes as may be required, but they are responsible for ensuring that these instructions are fully understood by the officers concerned.

(iv) In Italian Government Territory, passes to places South of the Rear Army Security Control Line will be issued by the Questure at the point of departure.

(v) Passes will not be issued to points within 10 km to the South of the Rear Army Security Control Line where there

Date .....(Stamp) Rank .....

(xi) When the Senior Civil Affairs Officer, Fifth or Eighth Army, requests the presence of a civilian in Army Zone, the Sub-Commission dealing with this matter will apply for a movement of civilian pass to Public Safety who, before issue of a pass, will obtain from the Adjutant a permit for the civilian to travel by W.D. transport.

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(iii) In Allied Military Government territory, South of the Rear Army Security Control Line, Regional Commissioners may authorise specified officers of the Questure to issue passes as may be required, but they are responsible for ensuring that these instructions are fully understood by the officers concerned.

(iv) In Italian Government Territory, passes to places South of the Rear Army Security Control Line will be issued by the Questure at the point of departure.

(v) Passes will not be issued to points within 10 km to the South of the Rear Army Security Control Line, where there is any reason to suppose that the applicant intends to make a further application to enter the Army Zone when he arrives at his destination, unless good grounds exist for entering the Army Zone in which case the application will be made in the first instance for the standard movement of civilian pass.

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(vi) Public Safety Sub-Commission will ensure that the Ministry of the Interior makes these instructions known to all questori and that the Ministry takes steps to ensure that passes are only issued in accordance with them.

(c) Restriction of travel between Elba, Sicily, Sardinia and the Mainland.

Passes may be issued as under sub-paragraph (b).

(d) Commune of Naples.

Freedom of movement exists between the Commune of Naples and the surrounding Italian Government territory, subject of course to the general instructions contained in this memorandum. The Questore, Naples, will submit applications for travel into the Army Zone to the Ministry of the Interior (See sub paragraph (a) (v)).

6. Refugees.

Passes must not be issued to refugees except when coordinated with the Regions concerned, or in accordance with policy laid down by Displaced Persons & Repatriation Sub-Commission.

7. Passes.

(a) Form of Pass.

The standard document of Civilian pass (yellow form with blue duplicate) will be used. No other form of pass is permitted with the exception of the authorization mentioned in para 8 below. (The colour of the pass may vary slightly from time to time owing to difficulties in obtaining yellow paper).

(b) Instructions as to the issue of passes.

It is necessary that uniformity shall be observed in the wording of facilities granted and therefore the following instructions will be strictly followed :-

(i) All passes must be signed by an officer who will be responsible for them being fully and properly completed, and issued in accordance with relevant instructions. Facsimile signature stamps will not be used.

(ii) Passes should be typewritten or written in ink. Indelible pencil may be used but the use of blacklead pencils is forbidden.

(iii) The holders FULL name, address and identity card number must be shown.

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(iv) Separate passes must be issued in respect of each person, except in the case of organised parties of refugees (para 6); in which case one pass may be issued with a nominal roll giving, name, address and

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(d) Commune of Naples.

Freedom of movement exists between the Commune of Naples and the surrounding Italian Government territory, subject of course to the general instructions contained in this memorandum. The Questore, Naples, will submit applications for travel into the Army Zone to the Ministry of the Interior (See sub paragraph (a) (v)).

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Passes must not be issued to refugees except when coordinated with the Regions concerned, or in accordance with policy laid down by Displaced Persons & Repatriation Sub-Commission.

7. Passes.

(a) Form of Pass.

The standard Movement of Civilian pass (yellow form with blue duplicate) will be used. No other form of pass is permitted with the exception of the authorization mentioned in para 6 below. (The colour of the pass may vary slightly from time to time owing to difficulties in obtaining yellow paper).

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(ii) Passes should be typewritten or written in ink. Indelible pencil may be used but the use of blacklead pencils is forbidden.

(iii) The holders FULL name, address and identity card number must be shown.

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(iv) Separate passes must be issued in respect of each person, except in the case of organised parties of refugees (para 6); in which case one pass may be issued with a nominal roll giving, name, address and identity card number attached. Such roll will bear the office stamp and the signature of the issuing officer.

(v) In authorising travel to a Provincial capital, the name of the capital will be followed by the word "city", eg, Florence City, Pisa City, in order that the pass may not be used for travel in other parts of the province.

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(vi) The precise nature of the journey must be clearly defined.

(vii) Particulars of motor vehicles will not be recorded on passes unless circulating permits covering the use of the vehicles and motor fuel ration coupons have been issued for the journeys in question.

(viii) The validity of passes shall not exceed the minimum time required to complete the proposed journeys and to transact the business of the holders. In the case of travel into the Army Zone, passes will be made out for one specific journey and will not be made out for indefinite periods.

(ix) All amendments (e.g., with regard to routes, validity, etc), will be made by way of endorsements on the back of the pass. The endorsement will be worded simply and clearly so that no question of ambiguity arises. The office of issue must be informed of any endorsements.

8. Issue of Passes in Special Cases.

(a) Officials of the Central Italian Government Travelling on Duty.

(i) Applications for passes will be made to the Ministry of Interior (Direzione Generale della Pubblica Sicurezza), who will issue passes to places SOUTH of the Rear Army Security Control Line.

(ii) Applications for passes to places in the Army Zone will be referred by the Ministry of Interior to Public Safety Sub-Commission. Applications will be accompanied by completed standard passes as provided in para 5 (vii).

(b) Special Passes for Ministers of the Central Italian Government.

Standard passes for Ministers of the Central Italian Government will be prepared by the Ministry of Interior who will forward them (with duplicates) to Public Safety Sub-Commission. The passes will cover movement anywhere south of the Rear Army Security Control Line. They will be valid for a period of three months, expiring 31 March, 30 June, 30 September and 31 December and will bear the following endorsement on the back :

" S..... (name and title of holder) is hereby authorised to proceed to any part of Italy to the rear of the Rear Army Security Control Line. He should be given every facility and courtesy."

The passes will be signed by Public Safety who will forward them to Allied Forces Headquarters, G-2 Section, for counter signature.

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(viii) The validity of passes shall not exceed the minimum time required to complete the proposed journeys and to transact the business of the holders. In the case of travel into the Army Zone, passes will be made out for one specific journey and will not be made out for indefinite periods.

(ix) All amendments (e.g., with regard to routes, validity, etc), will be made by way of endorsements on the back of the pass. The endorsement will be worded simply and clearly so that no question of ambiguity arises. The office of issue must be informed of any endorsements.

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" S..... (name and title of holder) is hereby authorised to proceed to any part of Italy to the rear of the Rear Army Security Control Line. He should be given every facility and courtesy."

The passes will be signed by Public Safety who will forward them to Allied Forces Headquarters, G-2 Section, for counter signature.

(c) Italian Armed Forces.

(i) When in uniform and on duty.

Members of the Italian Armed Forces when travelling in uniform on duty must be in possession of proper movement orders (Foglio di Viaggio) and identity documents. If such personnel are travelling in a group a nominal roll will be attached to the movement order. Movement of Civilian passes will not be necessary, but, in the case

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of movement into the Army Zone the movement orders must be countersigned by the General Staff (Br) or any General Staff Section (US), or as indicated below :-

Land Forces.

Military Mission Italian Army Liaison Officers
Public Safety Sub-Commission (Carabinieri).

Naval Personnel.

Navy Sub-Commission
Flag Officer, Northern Area, Mediterranean.
Flag Officer, Taranto, Adriatic.
British Naval Officers in charge of the rank of Captain or above.

Air Force Personnel.

Air Force Sub-Commission.

The Countersignature will be accompanied by the office stamp of the officer countersigning.

(ii) Then in uniform on leave.

Personnel proceeding on leave in uniform to places south of the Rear Army Security Control Line may use leave passes (Biglietto di Licenza) in lieu of standard movement of civilian passes.

(iii) When in civilian clothes whether on duty or not.

Personnel in civilian clothes whether on duty or not are subject to the same restrictions as civilians.

(iv) Demobilization.

Demobilization papers will be regarded as proper credentials for movement South of the Rear Army Security Control Line for the original journey home on discharge.

(v) The Italian Service Ministries have instructed Italian Service Commanders that leave will not be granted to pl[illegible] in the Army Zone except in the case of combat troops. Standard movement passes will be issued to each individual in such cases by British Liaison Units attached to combat groups or Military Mission Italian Army Liaison Officers.

(vi) Italian Military Personnel found committing breaches of Orders relating to movement may be tried before Allied

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Land Forces.

Military Mission Italian Army Liaison Officers
Public Safety Sub-Commission (Carabinieri).

Naval Personnel.

Navy Sub-Commission.
Flag Officer, Northern Area, Mediterranean.
Flag Officer, Taranto, Adriatic.
British Naval Officers in charge of the rank of Captain or above.

Air Force Personnel.

Air Forces Sub-Commission.

The Countersignature will be accompanied by the office stamp of the officer countersigning.

(ii) When in uniform on leave.

Personnel proceeding on leave in uniform to places south of the Rear Army Security Control Line may use leave passes (Biglietto di Licenza) in lieu of standard movement of civilian passes.

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Personnel in civilian clothes whether on duty or not are subject to the same restrictions as civilians.

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Demobilization papers will be regarded as proper credentials for movement South of the Rear Army Security Control Line for the original journey home on discharge.

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(vi) Italian Military Personnel found committing breaches of Orders relating to movement may be tried before Allied Military Courts.

(d) Italian Police Personnel. (excluding Carabinieri personnel - see 8 (c) (i) above).

Police personnel are subject to the same restrictions as military personnel.

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Individual Police Officers moving into the Army Zone on duty will be in possession of civilian movement passes. In the case of formed bodies moving into the Army Zone, the necessary orders will be obtained by Public Safety Sub-Commission.

(e) Diplomatic Corps.

Members of the Diplomatic Corps requiring passes will apply to the Ministry for Foreign Affairs who will issue passes for journeys South of the Rear Army Security Control Line.

Applications for passes to cross the Rear Army Security Control Line will be referred by the Ministry for Foreign Affairs to the Ministry of Interior who will deal with such applications as in para 5 (a) (v).

(f) Vatican Officials, Knights of Malta.

Applications for passes for Vatican Officials and officials of the Sovereign Order of the Knights of Malta will be dealt with by Liaison Division, Headquarters Allied Commission, in the manner outlined in para 5.

(g) Journalists.

Bona fide Italian journalists are issued by the Public Relation Officer, Headquarters Allied Commission, with a green card "TESSERA DI RICONOSCIMENTO". This card bears an endorsement on the back to the effect that "The bearer is permitted to travel in liberated Italy to circulate after curfew and to enter official premises occupied by Allied Commission in Liberated Italy. This pass does not apply to Army Areas." This tessera and endorsement will be considered to be the equivalent of the standard movement of civilian pass in the Restricted and Free Zones, but a standard pass will be required in addition to the Tessera to enter the Army Zone.

(h) Military Railway Services (MRS)

Personnel of the Italian State Railways (ISR) and Contractors under the direction of the MRS and ISR may apply for passes to the MRS who are authorised to issue standard movement passes in accordance with this Memorandum.

9. Issue of Semi-Permanent Passes.

In the case of persons living near a Provincial boundary and whose place of employment is in, or partly in, an adjoining Province or Provinces, a semi-permanent pass may be issued and such passes shall expire on 31 March, 30 June, 30 September and 31 December annually, and then become renewable upon further application. Such passes may also be issued to all persons who have sufficient reason for frequent travel

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

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10. Supplies of Passes.

Supplies of passes may be obtained upon application to Public Safety Sub-Commission. Questore in Allied Military Government territory will obtain supply from Regional Commissioners. In Italian Government territory from the Ministry of the Interior. (Direzione Generale della Pubblica Sicurezza).

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11. Emergency Passes issued by Military.

It has been agreed with Headquarters 15 Army Group that if a responsible Allied Military authority has occasion to employ a civilian on a particular operational or intelligence task requiring the issue of a pass, and if it is impracticable, owing to the time factor or other circumstances, for the appropriate Allied Commission/Allied Military Government pass to be obtained, the military authority concerned may make out a temporary pass for the purpose. There will rarely be occasion for the issue of this type of authorization.

12. Issue of Travel Tickets.

Transport tickets must not be issued by the railway authorities or other travel agencies to places within the Army or Restricted Zone unless the persons applying for tickets are in possession of civilian movement passes to their intended destination. This will be a Ministry of Interior responsibility in Italian Government territory, and an Allied Military Government responsibility elsewhere.

13. Military Travel Authorisation (to travel outside Italy).

Applications for Military Travel Authorisations will be dealt with in accordance with the instruction contained in Executive Memorandum No.61.

14. Check Posts.

(a) In Allied Military Government Territory.

In the Army Zone and in territory outside that Zone administered by Allied Military Government, every effort will be made to enforce the above restrictions by means of a widespread system of "snap" check posts, which will be established for a few hours daily at irregular times and at varying points. The responsibility for arranging such checks will rest with the Military Security Authorities.

The object of these check posts will be :-

(i) To turn back those seeking to move outside the prescribed limits without a pass.

(ii) To take action against those who have committed serious and flagrant breaches of the regulations.

(iii) To question or detain for investigation persons whose conduct or "story" is suspicious.

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(b) Italian Government Territory.

In the territory administered by the Italian Government a similar system of "snap" check posts will be established. In this instance, however, the object will be limited to

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

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(iii) To question or detain for investigation persons whose conduct or "story" is suspicious.

5680

(b) Italian Government Territory.

In the territory administered by the Italian Government a similar system of "snap" check posts will be established. In this instance, however, the object will be limited to :-

(i) Briefly questioning those passing the point with a view to discovering suspicious individuals who should be subject to further interrogation and investigation, and

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

(ii) Instilling a sense of insecurity in the minds of agents or other undesirable individuals so that they may hesitate to move about or even abandon their mission.

(c) Organisation and Composition.

This system of check posts will be organized by Army, Corps, District and Base Section Headquarters and not by Allied Military Government/Allied Commission, both in Military Government and Italian Government territories.

These check posts will normally be manned by appropriate combinations, according to circumstances, of Field Security and Counter Intelligence Corps personnel, Italian Army Intelligence (Security Police), Carabinieri and Guardia di Finanza.

Every effort will be made by Allied Commission officers to ensure the fullest co-operation of the Italian Police in connection with these duties.

15. Amendments.

Any future alterations to these regulations, which are now to be considered as standard, will be issued in the form of amendments to this Memorandum.

Brigadier,
Executive Commissioner.

DISTRIBUTION :

"A" (Plus 42, 43, 46, & 47)
AFHQ, G-2 Section
15 Army Group (GS^{1} (b)).
Military Railway Services, Italy.
Ministry of Interior.
Ministry for Foreign Affairs.
Commanding General CC.PR.
Commanding General CC.FF.

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Commanding General GC.FF.

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Executive Memorandum)

Number 77/45)

Dated 30 April, 1945.

APPENDIX "A"

1. With reference to paragraph 3. of Executive Memorandum No.77, details relating to the Rear Army Security Control Line and Restricted Line and other territorial boundaries mentioned in the memorandum are given below :-

(a) Rear Army Security Control Line.

PORTO CORSINI, RAVENNA, FORLI, PONTASSIEVE, FLORENCE, PRATO, PISTOIA, PESCIA, LUCCA, MASSAROSA, VIAREGGIO.

(b) Restricted Line

Northern Boundaries of Provinces of VITERBO, RIETI, and TERAMO.

(c) Territory under the jurisdiction of AGC (5th Army, 8th Army and IV Corps).

	5th Army	8th Army	IV Corps
Provinces of	FLORENCE PISTOIA LUCCA		

(d) Territory under the jurisdiction of ALC (Regional Commissioners)

	TOSCANA	ULBRIA-MARCHE	EMILIA
Provinces of	LIVORNO PISA AREZZO SIENA GROSSETO	PESARO ANCONA MACERATA ASCOLI PERUGIA UMBRIA	FORLI RAVENNA FERRARA

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And the commune of NAPLES (which includes the PORT and city of NAPLES).

(e) Territory under Italian Government Jurisdiction.

The islands of SICILY and SARDINIA, and all territory SOUTH of the northern boundaries of the provinces of VITERBO, RIETI and TERAMO with the exception of commune of NAPLES (which includes the Port and city of NAPLES).

2. Amendments to this Appendix will be circulated as and when changes are made in these boundaries.

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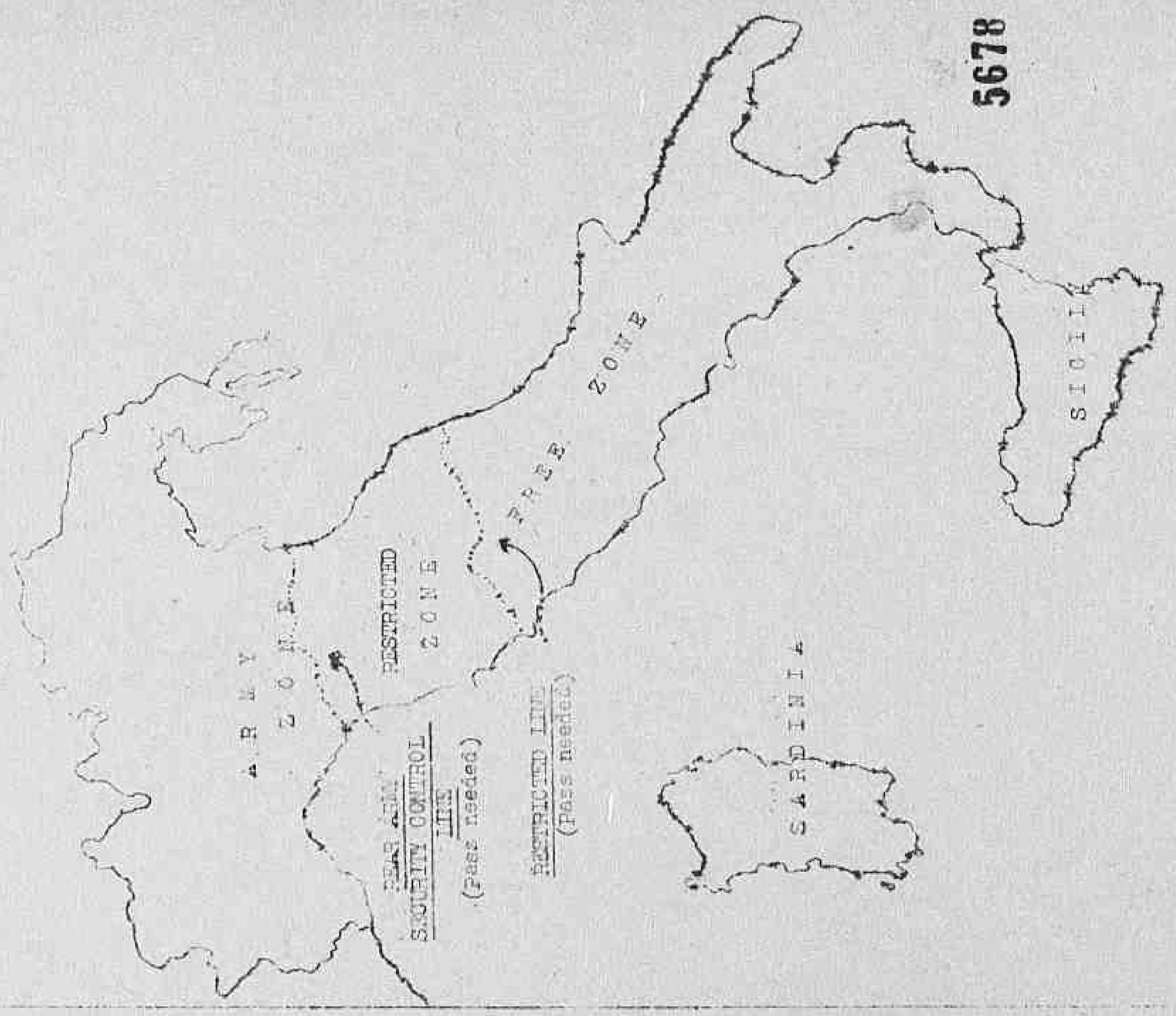
APPENDIX "5"

Executive Memorandum)
Number 77/45)
Dated 30 April, 1945.



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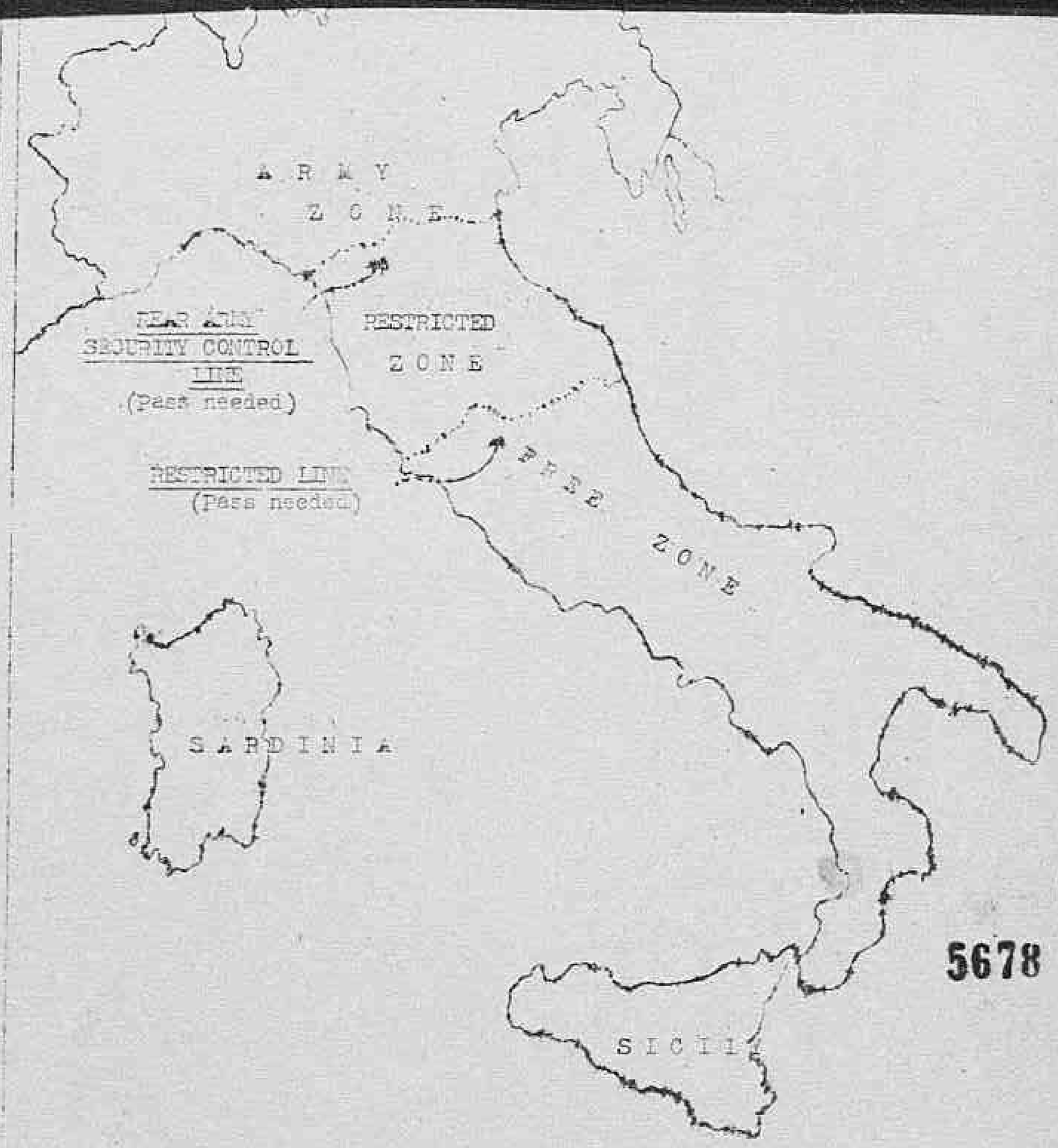

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N.B. Passes are required for movement between Elba, Sicily, Sardinia and the mainland.

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4/4-2/CA

Civil Affairs Section

HEADQUARTERS ALLIED COMMISSION
APO 394

Ref: P.22.91.CS

19th April, 1945

23 APR

EXECUTIVE MEMORANDUM)
NUMBER 35/1944) (Revised)

POSTAL SERVICES

Executive Memorandum No.35 of 1st March, 1944 is hereby cancelled and the following is substituted therefor.

1. In order that Postal Services introduced in Allied Military Government (A.M.G.) territory shall be on a uniform basis, the following instructions will be observed.

2. All postal services are normally suspended when areas are liberated and correspondence in course of post must be held at the disposal of Censorship.

3. Post Office Provincial Directors will be instructed to "freeze" and record all postage stamps and other "carte valori" on hand at Post Offices. In particular postage stamps of the Republican Government will not be sold. A "Guide to the restoration of Postal Services", which contains instructions to Provincial Directors as to the work necessary prior to such restoration, is issued by the Communications Sub-Commission.

4. Post Office Financial Services.
It is usually necessary to restore certain of these services on a local or provincial basis prior to the re-introduction of postal deliveries. Relative instructions are contained in Executive Memorandum No.36 and the Guide referred to in para. 3 above.

5. Prisoner of War Correspondence and International Red Cross Messages.
When Post Offices have been opened for Financial Services, Provincial Commissioners may authorise mail from Italian Prisoners of War and International Red Cross Committee. Messages received through A.M.G. channels to be distributed to Post Offices in the Province for delivery to "callers". A house to house delivery by postmen of such correspondence is not usually permitted for reasons of Security at this stage. Correspondence addressed to Prisoners of War and International Red Cross Committee. Messages posted at Post Offices in the Province should be made up in packets or bags containing only such items and addressed to the Allied Censor Control Officer at the Provincial Capital. These bags or packets may be conveyed to the Provincial Capital by the same means as are used for the conveyance of documents relating to the Financial Services. If there is no Allied Censor Control Officer at the Provincial Capital the Communications Sub-Commission should be consulted as

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55/1944)

POSTAL SERVICES

Executive Memorandum No.38 of 1st March, 1944 is hereby cancelled and the following is substituted therefor.

1. In order that Postal Services introduced in Allied Military Government (A.M.G.) territory shall be on a uniform basis, the following instructions will be observed.

2. All postal services are normally suspended when areas are liberated and correspondence in course of post must be held at the disposal of Censorship.

3. Post Office Provincial Directors will be instructed to "freeze" and record all postage stamps and other "carte valori" on hand at Post Offices. In particular postage stamps of the Republican Government will not be sold. A "Guide to the restoration of Postal Services", which contains instructions to Provincial Directors as to the work necessary prior to such restoration, is issued by the Communications Sub-Commission.

4. Post Office Financial Services.

It is usually necessary to restore certain of these services on a local or provincial basis prior to the re-introduction of postal deliveries. Relative instructions are contained in Executive Memorandum No.36 and the Guide referred to in para. 3 above.

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6. Local Services.

Except in the case of the largest towns it is rarely worth while introducing a local postal delivery service, prior to the restoration of ordinary postal services. If such a service is proposed and the agreement of the Security and Censorship authorities has been obtained it should normally be confined to a collection and delivery of postcards within the Provincial

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Capital and possibly other large towns in the Province. Notices should be printed and exhibited in advance of the opening date. The rate of postage for a service of this kind is the current rate for local delivery in force in Italian Government territory and should be verified at the time.

7. Exceptional Post-card service to largest cities.
In order to satisfy the natural desire for news of relatives and to remove excuses for the large amount of illicit travel and conveyance of communications which often follows the liberation of a large city, agreement in principle has been obtained to a 25 word postcard service with the rest of Liberated Italy (where postal services are in operation) being opened in the following places as soon as possible after their liberation:-
Bologna, Genoa, Milan, Turin, Verona, Venice.
15 Army Group will advise the Allied Commission and Army concerned when such services can commence. The Postal Officer of the Region concerned will visit the city as early as possible to make the technical arrangements relating to the service.

8. Restoration of Postal Service with other Provinces.
The restoration of ordinary postal communications between the Province concerned and other parts of Italy where postal services are in operation requires the approval of 15 Army Group which must be sought through Communications Sub-Commission.

9. International Posts.
No steps will be taken locally in connection with the introduction of foreign posts. All arrangements will be made and the relative instructions issued by AC. HQ. Normally the Foreign mail service is resumed at the same time as ordinary postal communication with the Italian system is restored.

10. Transport Contracts.
If, in connection with the introduction of internal mail, it is necessary to fix new contracts with private firms for the conveyance of mails, such contracts should only be placed after full discussion with the Provincial Directorate and should be on short-term basis (say three months), with Post Office option to cancel or renew.

11. Assistance.
In any case of doubt or uncertainty on Postal matters, the question should be referred to the Communications Sub-Commission which will render all assistance possible, and if desired, will lend a postal officer for consultation.

12. Delivery Agencies.
Prior to the war certain classes of correspondence could be delivered by authorised agencies other than the State Postal Monopoly, upon payment of appropriate fees. For censorship and security reasons steps must be taken to prevent the operation of such agencies for the collection and delivery of correspondence. They may, however, be permitted to act independently of the Post Office, as agents for publishers, and deliver daily newspapers

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

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NORMAN E. FISKE
Colonel,
A/Executive Commissioner

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Civil Affairs Section

HEADQUARTERS ALLIED COMMISSION
APO 394

21 MAR 1945

Ref: 106/5/EST - 138/EST.

17 March 1945.

20 MAR 1945

EXECUTIVE MEMORANDUM
NUMBER 1

Amended. Dis Pl. 26/3.

AMENDMENT No.1.

Executive Memorandum No.1, HQ Allied Commission, 12 February 1945, is amended by adding thereto the following:

"7. Wherever, in the preceding paragraphs, reference is made to the travel of nationals of countries not receiving lend-lease, whose travel is sponsored and for whom travel orders are issued by AC, such reference will be interpreted to include the travel of nationals of countries receiving lend-lease, whose travel is sponsored and for whom travel orders are issued by AC, when such nationals are directly employed by AC, and are paid from AFA funds at the rates laid down for locally employed Italian civilians, and when the travel performed is in the interest of AC, rather than of the nation of which the traveller is a citizen."

Brigadier,
Executive Commissioner.

Distribution "A",
Plus 150 copies for Finance Sub-Commission.

All offrs. to see

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Civil Affairs Section

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

Rec

W.D

Ref. 547/39/20

7 March 1945

11 MAR 1945

EXECUTIVE MEMORANDUM)
:
NUMBER 4)

ALLIED MILITARY RELATIONS WITH SAN MARINO

1. The Allied Commission's responsibility for maintaining liaison with the Republic of San Marino is vested in the Regional Commissioner, Emilia Region. Accordingly, the Region has assigned a Resident Political Liaison Officer at San Marino. This officer is the only accredited representative and agent of the Allied Commission with the Government of San Marino.

2. It is directed that all AC/AMG personnel having official business with the Republic of San Marino conduct such affairs through the Resident Political Liaison Officer.

For the Chief Commissioner.

M.S. HUSH,
Brigadier,
Executive Commissioner.

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All Off. Cases P.K.
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HEADQUARTERS ALLIED COMMISSION
APO 394

Ref: IPW/46/2

18 MAR 1945

13 March 1945

EXECUTIVE MEMORANDUM)

NUMBER 3)

18 MAR 1945

REPATRIATION OF ITALIAN NATIONALS TO ITALY.

1. This Memorandum sets out the classes into which Italian Nationals held as Prisoners of War and Internees are divided, and the procedure which must be followed in making application for their repatriation.

2. There are two main classes:

(a) Italian Prisoners of War i.e. members of the Italian Forces in Allied hands and Italian Merchant Seamen who have been interned by any of the Allied nations.

(b) Civilians and groups of civilians living or interned outside Italy.

ITALIAN PRISONERS OF WAR AND MERCHANT SEAMEN.

3. WAR MATERIALS DISPOSAL AND ITALIAN PRISONERS OF WAR SUB COMMISSION is responsible for the handling of all questions concerning the repatriation of Italian Prisoners of War and Italian Merchant Seamen.

4. The following are the categories in which Prisoners of War or Merchant Seamen may be repatriated.

(a) Entitled Repatriates.

Sick, wounded, those who are 60 years of age or over, those who are over 50 years of age and have been two years in captivity. These Prisoners of War are now being repatriated automatically as shipping becomes available and will be demobilized on arrival in Italy.

(b) Compassionate cases.

Cases where Prisoners of War are required to take care of a family who have no other means of support, on conditions similar to those under which an Allied soldier would be posted home. Such cases are comparable to those of men of military age exempted from service, and will be demobilized on arrival in Italy.

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(c) Priority workers.

Workers who are required by a U.S. or British agency or by an Italian Government agency for important work as a direct contribution to the Allied War Effort. Such cases are comparable to those of men of military age exempted from service as key workers, and will be demobilized on arrival in Italy.

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(c) Priority workers.

Workers who are required by a U.S. or British agency or by an Italian Government agency for important work as a direct contribution to the Allied War Effort. Such cases are comparable to those of men of military age exempted from service as key workers, and will be demobilized on arrival in Italy.

(d) Effective Members of the Italian Armed Forces.

Prisoners of War who are required for active service with the Italian Armed Forces. Approval must first be obtained from the Service Sub-Commission concerned.

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PROCEDURE TO BE FOLLOWED IN DEALING WITH ITALIAN PRISONERS OF WAR AND MERCHANT SEAMEN.

5. All applications and enquiries regarding repatriation within classes 4 (a) and (b) will be forwarded direct to the Italian High Commissioner for Prisoners of War, Corso Vittorio Emanuele 110, Rome.

6. Requests will only be submitted under 4 (c) when responsibility is accepted by the Director of the Sub-Commission, Regional Commissioner or the Italian Government agency, submitting the case that the Prisoner of War concerned will fill and is qualified to fill the appointment for which he has been requested. Requests under 4 (c) made by an Italian Government agency will in the first place be submitted to the Italian High Commissioner for Prisoners of War.

7. All requests for repatriation under 4 (d) will be initiated by the service Ministry concerned to the appropriate service Sub-Commission. The requests will give full particulars of the personnel required and their proposed employment in the Armed Forces. After approval by the service Sub-Commission concerned the requests will be returned to the service Ministry for submission to the Italian High Commissioner for Prisoners of War. Prisoners of War will not be absorbed into the Armed Forces in ITALY by any other means.

8. The Italian High Commissioner for Prisoners of War will check and collate all applications and requests made to him and will forward them to War Materials Disposal and Italian Prisoners of War Sub-Commission which will, if it approves, make formal application to higher authority.

9. In all cases under the above conditions repatriated Italian Prisoners of War of military age will only be demobilized or released from service for other duties provided the service Ministry concerned does not require their retention in the Armed Forces.

CIVILIANS LIVING OR INTERNED OUTSIDE ITALY.

10. The DISPLACED PERSONS AND REPATRIATION SUB-COMMISSION will be responsible for the handling of all applications for the repatriation of civilians and groups of civilians living or interned outside ITALY.

11. The following are the conditions on which applications may be made for repatriation of civilians to ITALY.

(a) Compassionate cases.

Cases where civilians are required to return to ITALY to take care of a family who have no other means of support. All cases on compassionate grounds will however be considered on their

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Cases where civilians are required to return to ITALY to take care of a family who have no other means of support. All cases on compassionate grounds will however be considered on their merits.

(b) Priority workers.

Cases where civilians are necessary to the war effort and will be a direct contribution thereto.

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12. All requests ~~from Sub-Commissions or Regional Commissioners for repatriation~~ of civilians or groups of civilians under para 11 (a) and (b) will be forwarded direct to DISPLACED PERSONS AND REPATRIATION SUB-COMMISSION who will be responsible for screening all applications and approving them prior to forwarding them to higher authority. Directors of Sub-Commissions and Regional Commissioners will be responsible for insuring that the applications they submit are warranted by the circumstances and facts put before them. In applications under 11 (b) the civilian for whom the application is made must be qualified to hold the appointment for which he is asked and will fill the appointment after repatriation.

M S Lush

M. S. LUSH,
Brigadier,
Executive Commissioner.

Distribution:

List A - Groups I & II.

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Civil Affairs Section

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HEADQUARTERS ALLIED COMMISSION
APO 394

Ref. LS/13.03 26 February 1945

EXECUTIVE MEMORANDUM }
NUMBER 2 }

HANDLING OF IMPORTED SUPPLIES BY ISTITUTO NAZIONALE PER IL COMMERCIO ESTERO (ICE)

1. The Italian Government has announced its intention of appointing by decree (at present in process of issuance) the Istituto Nazionale per il Commercio Estero, known as ICE, to receive, handle and account for all imported supplies with the exception of foodstuffs, medical supplies, coal and POL, and agricultural supplies normally warehoused and distributed by the Federazione dei Consorzi Agrari or its agents.

2. The procedure for the handling of these imports (hereinafter called miscellaneous supplies) through ICE is set out in the attached appendix "A", but the general principles to be observed by all Sub-Commissions may be summarized as follows:

3. Sub-Commissions should agree their distribution program with the relative Italian Ministries at the time the goods are requisitioned. When notification is received that the goods are expected, the Italian Ministry concerned and not the AC Sub-Commission or Regional Division should give the necessary disposal instructions to ICE.

4. ICE will be responsible for checking the goods off the ship (except in ports where for military reasons they are excluded, in which cases they will have to take delivery from AC/AMG warehouses). ICE will deliver the goods according to the instructions to be given to them by the interested Italian Ministry, will fix the sale price (in conjunction with the Ministry) and will collect the sale proceeds from the customer. They will account to the Ministry of the Treasury for such proceeds and will submit to the Chief Accountant AC such receiving reports and other accounts as may be required by him.

5. Apart from future imports of miscellaneous supplies to be received by ICE direct from shipside there are already quantities of goods of the category covered by this Executive Memorandum in AC/AMG warehouses. These will be distributed by ICE in the same way as goods to be received by sea. The procedure (as set out in Appendix "A") will of necessity differ slightly, but the main principles will remain the same and disposal instructions should be given to ICE by the interested Italian Ministry.

6. In the early stages of ICE's operations it is appreciated that emergencies may arise whereby delivery of imported supplies covered by this Executive Memorandum may sometimes require to be

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6. In the early stages of ICE's operations it is appreciated that emergencies may arise whereby delivery of imported supplies covered by this Executive Memorandum may sometimes require to be made by AC/AMG themselves either from shipside or warehouse instead of by ICE. In such cases ICE will be responsible for billing the customer and collecting the proceeds of sale, although delivery was made by AC/AMG. In order that ICE may be in a position to do this, the Sub-Commission making the delivery must notify them. The procedure for doing this is laid down in the attached Appendix "A".

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7. As explained in Appendix "A" notification to ICE and to Italian Ministries of expected arrival of supplies and authority to ICE to accept same from shipside or AC/ANC warehouse will always be given by the relative Section or Sub-Commission on the same standard form, specimen of which is attached as Appendix "B".

8. The procedure as set out in this Executive Memorandum and attached Appendices will come into force at once. Insofar as Appendix "A" mentions particular AC officers now serving in the South, it will have to be adapted when withdrawal from the South takes place. It is intended to print a supply of the form shown as Appendix "B"; until this is done, Sub-Commissions and other Divisions concerned should use typewritten forms drawn up to contain the same information.

M.S. LUSH,
Brigadier,
Executive Commissioner.

DISTRIBUTION
List "A" - Group 1 & 2.
A.F.H.Q., G-5 Section (30 copies)
Chief Accountant (20 extra copies)

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14. ICE will submit to the Supply and Resources Division a statement as at the end of each month showing the quantities of each type of merchandise warehoused by them pending receipt of disposal instructions; the Supply and Resources Division will in turn notify the interested Sub-Commissions.

15. ICE may take delivery from AC/AMG warehouses (a) of goods which were already in the warehouses prior to their taking over the receipt and distribution of imports, (b) where for any reason ICE representatives are not allowed in the dock area to check the goods, as may be the case in certain ports in military areas; in such cases delivery must be taken by ICE ex AC/AMG warehouses, and (c) in any cases where for exceptional circumstances imports have been received by AC/AMG.

16. In the case of goods warehoused in the circumstances described in the preceding paragraphs it will be necessary for AC/AMG to authorise the warehouse to release the goods to ICE. It will be the responsibility of the interested Sub-Commissions or Regional Division to do this by means of the same Notification Note as for imports, made out in sextuplicate (Form F/F/60 Appendix "E"). The original copy will be given to ICE as authority to take delivery; the duplicate will be sent to the interested Italian Ministry for disposal instructions; the triplicate will be retained by the issuing Sub-Commission or Regional Division, the quadruplicate will be sent to the Transportation Sub-Commission (Port and Warehouse Division); the quintuplicate to the Chief Accountant, and the sextuplicate to the Supply and Resources Division who will see that the landed cost is communicated to ICE.

17. Upon presentation of the Notification Note, and on receipt of the goods, ICE will give a receiving report to the warehouse in the usual form and as provided for in the accounting instructions.

EMERGENCY DELIVERIES BY AC/AMG DIRECT TO CUSTOMERS FROM SHIP SIDE

18. In early stages of the handing over to ICE and in emergency cases it may happen that goods are received from ship side by AC/AMG officers and despatched direct to the customer by AC/AMG means instead of being handled by ICE. In such cases the responsibility for agreeing the price with, and collecting the lire proceeds of the sale from, the customer will remain with ICE although they have not actually made delivery themselves. In order that ICE may be in a position to do this they will require notification of the delivery and the AC/AMG officer or Regional Division responsible therefor will:

(a) Make out the usual form of Notification Note as provided in para. 15 as though they were instructing ICE to make delivery from AC/AMG warehouse; they will, however, endorse the Notification Note with a statement that delivery has already

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goods which were already in the warehouses prior to their taking over the receipt and distribution of imports, (b) where for any reason ICE representatives are not allowed in the dock area to check the goods, as may be the case in certain ports in military areas; in such cases delivery must be taken by ICE ex AC/AMG warehouses, and (c) in any cases where for exceptional circumstances imports have been received by AC/AMG.

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(a) Make out the usual form of Notification Note as provided in para 15 as though they were instructing ICE to make delivery from AC/AMG warehouse; they will, however, endorse the Notification Note with a statement that delivery has already been made to the consignee as stated thereon and that it is submitted for information only. Distribution of the Notification Note will be the same as in normal circumstances (see para 15).

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(c) Obtain a receiving report from the consignee in quintuplicate to be distributed as provided in the accounting instructions. The receiving report must state clearly the name of the ship on which the goods arrived, the number of cases with the markings of each case and the nature of the goods.

(c) Obtain from the Port Liaison Officer a copy of the ocean manifest relating to the cargo and send this to the Chief Accountant attached to the copy Notification Note and Receiving Report.

(d) Notify Supply and Resources Division of the delivery with a request that they notify ICE of the landed costs.

DELIVERIES BY AC/AMC DIRECT TO CUSTOMER FROM WAREHOUSE

19. Starting immediately, ICE will be responsible for collecting the proceeds of sales in respect of all deliveries to be made in future from AC/AMC warehouses direct to customers even though, as may occur in the early stages of the handover, delivery is made by AC/AMC and not by ICE. In these cases procedure will be the same as for similar direct deliveries from ship side as set out in the preceding paragraph, except that the receiving report will quote the warehouse from which delivery was made instead of the name of the ship, and no copy of the ocean manifest will be obtained.

CHANNELS OF COMMUNICATION

20. In case of necessity ICE will communicate direct with the Sub-Commission which has requisitioned the imported goods, as notified to them by Supply and Resources Division (See para 5), or, on matters of warehousing and transport, with Port and Warehouse Division of the Transportation Sub-Commission. On general matters they will communicate with Supply and Resources Division and on accounting matters with the Chief Accountant's department.

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APPENDIX "A"

PROCEDURE FOR NOTIFICATION OF EXPECTED ARRIVAL BY SHIPS OF SUPPLIES TO BE DISTRIBUTED BY ICE AND DISPOSAL INSTRUCTIONS.

1. Supply and Resources Division of Economic Section will, as at present, notify the requisitioning Sub-Commission that the requisition has been approved by AFHQ.

2. The requisitioning Sub-Commission will inform the Italian Ministry concerned that the requisition has been approved by AFHQ, giving details of the commodities ordered and will agree with the Ministry plans for the subsequent disposition and use of the requisitioned commodity.

3. Supply and Resources Division receive notification from Washington that the requisition has been accepted and a shipping number allotted. They will on receipt of this notification inform the Sub-Commission concerned who will in turn inform the interested Italian Ministry.

4. It is hoped that arrangements can be made with Washington and London to notify AC when the requisitioned commodities are called forward for shipment. If this proves possible the Sub-Commissions and Ministries concerned will be duly notified. Until and unless such arrangements are made the next information as to the progress of the requisition will be when the list of scheduled arrivals for the next ten day maintenance period is received from AFHQ. On the basis of this document Supply and Resources Division will notify the interested parties as set out below; in many cases however a copy of the ocean manifest is received by the Supply and Resources Division and in such cases the notification to the interested parties will be based on the manifest and will carry reference to the requisition numbers. Where no manifest is received it will not be possible to include reference to the requisition number in the notification to interested parties.

5. All authorizations for release of miscellaneous supplies will be made by a "Notification Note" Form F/F/60 (Appendix "B"). On receipt of the scheduled arrivals or the ocean manifest, the Supply and Resources Division will prepare a Notification Note in sextuplicate. The original will be forwarded to ICE as notification to prepare for reception of goods (see para 7); the duplicate and triplicate will be forwarded to the interested Sub-Commission; the quadruplicate will be sent direct to the Transportation Sub-Commission (Port and Warehouse Division); the quintuplicate will be sent to the Chief Accountant, and the sextuplicate will be retained by the Supply and Resources Division. Supply and Resources Division will be responsible for notifying ICE of the approximate landed cost either on the Notification Note or later.

6. The Sub-Commission handling such supplies will transmit

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as at present, notify the requisitioning Sub-Commission that the requisition has been approved by AFHQ.

2. The requisitioning Sub-Commission will inform the Italian Ministry concerned that the requisition has been approved by AFHQ, giving details of the commodities ordered and will agree with the Ministry plans for the subsequent disposition and use of the requisitioned commodity.

3. Supply and Resources Division receive notification from Washington that the requisition has been accepted and a shipping number allotted. They will on receipt of this notification inform the Sub-Commission concerned who will in turn inform the interested Italian Ministry.

4. It is hoped that arrangements can be made with Washington and London to notify AC when the requisitioned commodities are called forward for shipment. If this proves possible the Sub-Commissions and Ministries concerned will be duly notified. Until and unless such arrangements are made the next information as to the progress of the requisition will be when the list of scheduled arrivals for the next ten day maintenance period is received from AFHQ. On the basis of this document Supply and Resources Division will notify the interested parties as set out below; in many cases however a copy of the ocean manifest is received by the Supply and Resources Division and in such cases the notification to the interested parties will be based on the manifest and will carry reference to the requisition numbers. Where no manifest is received it will not be possible to include reference to the requisition number in the notification to interested parties.

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6. The Sub-Commission handling such supplies will transmit the duplicate copy to the Italian Ministry requesting them to give the necessary final disposal instructions to ICE. In early stages of the hand over to ICE and in emergency cases where the time element makes the above procedure impracticable it may be necessary for AC and not Italian Government to give the disposal instructions to ICE, this is dealt with in paras 13 & 19 below.

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7. For security reasons only very general information as to the expected arrivals can be given to ICE. In order that the ICE agency or port representatives may be in a position to arrange for the reception of the goods without receiving such detailed information as may constitute a breach of security, ICE should appoint a liaison officer to work continually with the AC port liaison officer. The AC port liaison officer will be responsible for obtaining all necessary information before the arrival of the ship, as at present, and will bring the ICE liaison officer into the picture as early as security permits.

8. Immediately on receipt of notification from the Supply and Resources Division of the expected arrival, ICE will notify their liaison officer in the expected port of arrival. This officer will keep in close contact with the port liaison officer of the Transportation Sub-Commission and should make the necessary arrangements for warehousing should this be necessary.

9. Shipping branch of Movements Division, Transportation Sub-Commission will inform ICE of arrivals and diversions of all vessels carrying civilian supplies. ICE will pass this information to the Ministries and Sub-Commissions interested and will obtain final disposal instructions in the light of this information.

10. Regional and provincial officers will give every assistance to the ICE agencies including placing at their disposal facilities for letter and telegraphic communication internally and with ICE Head Office in Rome through HQ AC.

RECEIPT AND ACKNOWLEDGEMENT OF IMPORTED GOODS

11. Under authority from AMG ICE representatives have the necessary authority to enter port offices and to obtain the information as to off-loading programs necessary to them. ICE will on receipt of this information arrange for their representatives to check the cargo off the ship and dispose of same in conformity with the instructions issued by the interested Italian Ministry. Should such instructions not have been received, ICE will arrange for warehousing through the local Port and Warehousing Division or such Italian agency as may be operating the warehouse at the port.

12. ICE will submit to the Port Liaison Officer or Zone Supply Officer a Receiving Report in a specified form. The Port Liaison Officer or Zone Supply Officer will be responsible for forwarding this Receiving Report to the Regional Supply Accountant. This Receiving Report and the whole accounting procedure is dealt with in separate instructions.

13. The Chief Accountant will transmit to Supply and

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will be responsible for obtaining all necessary information before the arrival of the ship, as at present, and will bring the ICE liaison officer into the picture as early as security permits.

8. Immediately on receipt of notification from the Supply and Resources Division of the expected arrival, ICE will notify their liaison officer in the expected port of arrival. This officer will keep in close contact with the port liaison officer of the Transportation Sub-Commission and should make the necessary arrangements for warehousing should this be necessary.

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13. The Chief Accountant will transmit to Supply and Resources Division a monthly schedule of Receiving Reports received from ICE.

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APPENDIX "B"

Form F/F/60

ALLIED COMMISSION

NOTIFICATION NOTE

Ref.....

No.....

FROM.....
(Name of AC/AMG issuing note)

Date.....

TO: Istituto Nazionale per il Commercio Estero
Ministry of.....
Sub-Commission.....
Transportation Sub-Commission.....
Chief Accountant, AC
Other (Specify).....

1. This note constitutes the authority for Istituto Nazionale per il Commercio Estero (ICE) to take delivery of undermentioned goods which

(a) are expected to arrive at the port of.....
during the period..... to.....; or

(b) are available in the warehouse situated at.....

(NOTE: Strike out whichever not applicable)

2. Delivery will be made against receiving Report to be handed by ICE to Port Liaison Officer or Zone Supply Officer in the case of (a), and to the warehouse in the case of (b).

Requisition Number	Commodity	Trade Unit (Specify)	Approx. landed Cost per Unit	Number of Cases, Boxes, etc. in lot	Weight	Identification Markings

5669

3. The above goods were requisitioned by.....

4. For the purpose of fixing the sale price the approximate landed cost per unit is quoted above. If the cost is unknown at the time of completing this document the word "later" will be inserted in the appropriate column.

.....
(Name and rank of issuing Officer.)

Special instructions for disposition of supplies:
.....

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TO: Istituto Nazionale per il Commercio Estero
Ministry of.....
Sub-Commission.....
Transportation Sub-Commission.....
Chief Accountant, AC
Other (Specify).....

1. This note constitutes the authority for Istituto Nazionale per il Commercio Estero (ICE) to take delivery of undermentioned goods which

(a) are expected to arrive at the port of..... during the period..... to.....; or

(b) are available in the warehouse situated at.....

(NOTE: Strike out whichever not applicable)

2. Delivery will be made against receiving Report to be handed by ICE to Port Liaison Officer or Zone Supply Officer in the case of (a), and to the warehouse in the case of (b).

Requisition Number	Commodity	Trade Unit (Specify)	Approx. Landed Cost per Unit	Number of Cases, Boxes, etc. in lot	Weight	Identification Markings

5669

3. The above goods were requisitioned by.....

4. For the purpose of fixing the sale price the approximate landed cost per unit is quoted above. If the cost is unknown at the time of completing this document the word "later" will be inserted in the appropriate column.

.....
(Name and rank of issuing Officer.)

Special instructions for disposition of supplies:
.....
.....
.....
.....

.....
(Name and title)

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4/42/CA

HEADQUARTERS ALLIED COMMISSION
APO 394

23 FEB 1945

23 February 1945

Executive Memorandum No. 30 } Amendment No. 1

APPOINTMENT OF PREFECTS IN NORTHERN ITALY

1. Under the provisions of Executive Memorandum No. 30, para 1(d) PREFECTS of Provinces in Military Government Territory are appointed or removed by order of RC, but only with prior approval of HQ AC.

2. Prior consent of AC is not required for VICE PREFECTS and officials of junior rank in Prefectures. These are appointed by the Prefect with the approval of the RC, who places his "visto" on the Prefect's order of appointment.

3. Para 1(d) of Executive Memorandum No. 30 is hereby amended to authorize RC's EMILIA, LIGURIA, LOMBARDIA, PIEMONTE and VENEZIA Regions to appoint and remove Prefects Regect without first obtaining the approval of HQ AC.

4. Any such appointment or removal is, however, to be reported as soon as possible to HQ AC with full particulars of the person appointed or the reasons for the removal.

Brigadier
Executive Commissioner

Distribution "A"

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

4/E.2/CH

INFORMATION

HEADQUARTERS ALLIED COMMISSION
APO 394

12 February 1945

EXECUTIVE MEMORANDUM)
)
NUMBER 1)

PAYMENT FOR AIR TRAVEL WITH MATS AND ATC OF NATIONALS OF COUNTRIES NOT RECEIVING LEND-LEASE FACILITIES

1. Instructions have been received that in future (a) the transport by MATS or ATC of nationals of countries receiving lend-lease facilities will be charged against lend-lease account, and (b) the transport of nationals of countries not receiving lend-lease will be paid for in cash.

2. AC is not concerned with the accounting for the transport referred to in 1 (a) above, which will be handled by the U.S. transport agencies concerned.

3. With regard to 1 (b), the individuals to be transported fall under two categories, (a) individuals whose travel orders are not obtained by AC, and (b) individuals whose travel is sponsored and travel orders issued by AC, (e. g. Italians travelling on AC business, or nationals of countries not receiving lend-lease transported by Displaced Persons and Repatriation Sub-Commission).

4. AC is not concerned with the procedure for the transport referred to in 3 (a), as payment of the transport charges will be made by the agency sponsoring the travel.

5. With regard to 3 (b), namely nationals of countries not receiving lend-lease whose travel is sponsored and whose travel orders are made out by AC, the payment of the transport charges will be made by AC. The procedure will be as follows:-

(a) Establishment Section, Regional Executive Officer or other Office or Officer responsible for issuing the travel order will give the individual for whom the ticket is required an extra copy of the orders. The Establishments Section, Regional Executive Officer etc. will ascertain the price of the ticket and indorse it on the extra copy of the travel orders.

(b) The traveller will present this extra copy of the travel orders to the Headquarters Commandant or Regional Headquarters Sub-Accountant. The latter will pay over the price of the ticket as shown on the copy of the travel orders, which he will retain as a supporting document

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EXECUTIVE MEMORANDUM)
)
NUMBER 1)

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(a) Establishment Section, Regional Executive Officer or other Office or Officer responsible for issuing the travel order will give the individual for whom the ticket is required an extra copy of the orders. The Establishments Section, Regional Executive Officer etc. will ascertain the price of the ticket and indorse it on the extra copy of the travel orders.

(b) The traveller will present this extra copy of the travel orders to the Headquarters Commandant or Regional Headquarters Sub-Accountant. The latter will pay over the price of the ticket as shown on the copy of the travel orders, which he will retain as a supporting document to his cash book.

(c) The Sub-Accountant issuing the funds will charge the payment to "Air transport paid for nationals of countries not receiving lend-lease".

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6. For purposes of reference the countries receiving lend-lease are:

Argentina	Australia
Belgium	Bolivia
Brazil	Canada
Chile	China
Colombia	Costa Rica
Cuba	Czechoslovakia
Dominican Republic	Ecuador
Egypt	El Salvador
Ethiopia	France
Greece	Guatemala
Haiti	Honduras
Iceland	India
Iran	Iraq
Liberia	Mexico
Netherlands	New Zealand
Nicaragua	Norway
Panama	Paraguay
Peru	Poland
Saudi Arabia	South Africa
Turkey	United Kingdom
U.S.S.R.	Uruguay
Venezuela	Yugoslavia

Brigadier,
Chief of Staff.

Distribution "A"
Plus 150 copies for Finance Sub-Commission

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

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