

Declassified E.O. 12356 Section 3.3/NND

No.

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

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ADMIN MEMORANDA, MITOUSA
APR. 1945 - JAN. 1946

RESTRICTED

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 912

JAN 9 1946

5 January 1946

ADMINISTRATIVE MEMORANDUM

NUMBER 1

LEND-LEASE

1. In order to effect the necessary changes in reporting Lend-Lease transactions required as a result of the discontinuance of certain special staff sections MTUSA, and the transfer of such responsibilities to other sections, Administrative Memorandum Number 2, dated 3 April 1945, subject: Lend-Lease, is amended as outlined below:

a. Paragraph 3. References

delete

- (b) War Department Memo 35-44 dated 22 September 1944
(Reproduced by WD Memo 35-45 dated 21 August 1945)

add

- (d) War Department Memo 35-45 dated 20 August 1945
(Reproduced by MTUSA, 29 August 1945)
- (e) War Department Memo 35-45 dated 21 August 1945
(MTUSA letter AG 400.3295/424 D-O dated 10 October 1945)
- (f) War Department Memo 35-45 dated 3 October 1945
(MTUSA letter AG 400.3295/424 LHB-O dated 10 October 1945)
- (g) War Department Memo 35-45 dated 22 October 1945
(MTUSA letter AG 400.3295/424 LHB-O dated 31 October 1945)
- (h) War Department Memo 35-45 dated 8 November 1945
(Reproduced by MTUSA, 5 January 1946)

1354

b. Paragraph 6c (1) is revised to read, "Original and one copy through channels to the appropriate Base Section or Major Command for accounting purposes as set forth below."

c. Paragraph 8 is revised to read, "Base Section or Major Command will:"

d. Paragraph 9a is revised to read, "Segregate receipts received from issuing agencies in accordance with paragraph 6c above by services and by countries and forward them to the appropriate Special Staff Section of Peninsular Base Section with a covering letter."

e. Paragraph 9 is revised to read, "The Chief of each Service or Special Staff Section of Peninsular Base Section will:"

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1 space left

(h) 4

Declassified E.O. 12356 Section 3.3/NND No. 785017

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Re NTUSA Ann Memo Number 1 (cont'd).

2. It will be noted that the above revisions change the routing of Shipping Tickets covering Lend-Lease Transfers from the Special Staff Sections NTUSA to the Special Staff Sections P.R.S. where the Report of Lend-Lease Transfers, Form No. DDATB will be prepared and forwarded to the Office of the Fiscal Director NTUSA.

3. Special attention is directed to the procedure prescribed in War Department Memo 35-45 dated 22 October 1945 transmitted as attachment to NTUSA Letter AG 100.3395/121 LHB-2 dated 31 October 1945 which specifies the preparation of two series of Forms DDATB, Report of Lend-Lease Transfers, for each reporting period. The first series will reflect transfers accomplished prior to 2 September 1945 while the second series will reflect transfers accomplished on or subsequent to 2 September 1945. The effective cut off date for Lend-Lease is definitely interpreted to be 0001 hours, 2 September 1945.

4. The second series of Forms DDATB referred to in paragraph 3 above are further divided into four sections as described in War Department Memo 35-45 dated 2 November 1945. The headings of the respective sections will be as follows:

Section 1. Material Transferred Under Authority of Presidential Policy Applicable to "Hardship" Cases.

Section 2. Material Transferred for the Purpose of Maintaining Lend-Lease Equipment.

Section 3. Material Previously Programmed and Subsequently Transferred in Accordance with Current Agreement Between United States and Recipient Foreign Government.

Section 4. Material Transferred Under "Q" Requisitions.

5. Present procedure prescribes the preparation of Forms DDATB on a cumulative basis. Because of the transfer of the preparation of this report from NTUSA to P.R.S. it may not be possible for all the Services of P.R.S. to prepare DDATB on a cumulative basis. In such event the Services of P.R.S. may prepare Forms DDATB on a non-cumulative basis. The first reports to be submitted will be for the bi-monthly period of November and December 1945, which are due in the Office of the Fiscal Director NTUSA, AGO 512, on or before the 15 January 1946.

6. In order to recover the cost of intra-theater transportation of materials and equipment transferred under the terms of lend-lease or transferred on a cash reimbursable basis subsequent to the termination of lend-lease it will be necessary to add three and four tenths percent (3.4%) to the cost of all materials transferred. This increase plus the increase of twenty-five percent (25%) added to cover transportation costs to the theater amounts to a total increase of twenty-eight and four tenths percent (28.4%) which is to be added to the cost of all material transferred. The Office of the Fiscal Director NTUSA has added the percentages stated above to the cost of all material transfers reported up to and including the 31 October 1945. The various Services of P.R.S. are requested to add the same percentage increase to all transfers of material and equipment transfers

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Hq. HHCUSA Am Memo Number 1 (cont'd).

reported on Forms DDAG for the months of November and December 1945 and all subsequent bi-monthly reports.

BY COMMAND OF LIEUTENANT GENERAL LEE:

Edward R. Sargent
EDWARD R. SARGENT
Colonel, AGD
Adjutant General

DISTRIBUTION:

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HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER

5)

20 December 1945

DEC 26 1945

CHRISTMAS BONUS (1945) FOR ITALIAN CIVILIANS EMPLOYED BY THE
UNITED STATES IN ITALY, SICILY AND SARDINIA

1. General - Following the established policy of keeping conditions of employment and wage scales for Allied Force employees in step with those prevailing in Italian industry, a Christmas Bonus will be paid Italian Civilian employees of the United States for Christmas 1945.

2. Entitlement and Rate - Italian civilian employees in the employ of the United States on 20 December 1945 are entitled to receive a Christmas Bonus.

The amount of the bonus for each employee will be two days' current basic pay and cost of living bonuses for each completed month of continuous service during the year of 1945 with the present employing unit or the predecessors thereof.

For the purpose of this computation all Italian Civilian employees in employ as of 20 December 1945 will be deemed to be continuing in employment for the balance of the month of December.

BY COMMAND OF LIEUTENANT GENERAL RIDGWAY:

Edmund R. Sengert
EDMUND R. SENBERT
Colonel, AGO
Adjutant General

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HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

Ex. Commissioner

ADMINISTRATIVE MEMORANDUM)

NUMBER 4)

20 May 1945

SCALE OF ACCOMMODATIONS AND STANDARDS OF CONSTRUCTION
FOR ENEMY PERSONNEL IN LABOR CAMPS MAY 28 1945

1. Tent facilities for enemy personnel housed in small groups at other than regular PW enclosures are authorized within the limit of the following scale, when no existing buildings are available:

Type of Accommodation	Unit	Amount	Electric Lights Watts per sq ft
*Kitchen	sq ft/person	3	.5
*Offices	" " "	1	.5
*Storerooms	" " "	1	.5
Latrines	" " "	1	.2
Showers w/screen	" " "	1.25	
*Dispensaries 20' x 40'	Per 1 " per	1	.5

2. Living space - Construction of buildings either site constructed or portable for living space is not authorized. Heavy tentage when available supplemented by shelter halves will be used.

3. Kitchens - Space allowance includes space for supplies. Water taps are authorized on basis of two maximum per kitchen depending on size of kitchen.

4. Insect screening is authorized for the following facilities:

a. Kitchens.

b. Latrines - latrine boxes will be made flyproof.

Note: Cloth screening or salvage mosquito bar material is suitable.

5. Water Supply - Effort will be made to locate installations to take advantage of existing water supply systems. Where no existing system is available and the permanency of the installation warrants, water supply system consisting of wells, pumps, elevated tanks, etc, may be constructed. Such systems will be designed if possible on the basis of total maximum consumption rate of 10 gallons per man per day for camps.

6. Electric lighting is not authorized for living quarters. Where authorized, it will be provided from local sources where power is available and lines are adjacent to site.

COPY TO FILE 58/52

- 1 -

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2 MAY 1945

Declassified E.O. 12356 Section 3.3/NND No. 785017

R E S T R I C T E D

Hq MFCUSA Adm Memo # 4 (cont'd)

7. Where tentage is not available, sandwich type construction of chicken wire and roofing paper may be used to provide facilities listed in paragraph 1 and marked by (*).

BY COMMAND OF GENERAL MCMAHNEY:

C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

DISTRIBUTION:

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R E S T R I C T E D

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HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER 2)

3 April 1945

APR - 6 1945

LEND - LEASE

General	I
Transfer Procedure	II
Reporting Procedure	III
Transfers to Brazilian and French Troops	IV
Return of Lend-Lease Material	V
Diversion of Searched Shipments	VI
Effective Date	VII

Administrative Memorandum Number 12, this headquarters, 1943, and any other directives or instructions heretofore issued which are in conflict with the provisions below are rescinded.

I -- GENERAL

1. Definition - Lend-Lease is the transfer to an Allied Government under the provisions of the Lend-Lease Act, of defense articles, facilities, information, or services. The provisions of this memorandum are not to be confused with Reciprocal Aid (supplies and equipment received by the US Forces from an Allied Government), which is the subject of Administrative Memorandum Number 13, this headquarters, 1943. Transfers to the Italian Government or to any department or division thereof are not Lend-Lease, and are not included in this memorandum.

2. Statutory Requirements - In accordance with the Lend-Lease Act of 11 March 1941 (Public Law 11, 77th Congress; 55 Stat. 31; 22 US 411, and following sections), the War Department is required to maintain complete records of all defense articles, facilities, information, or services transferred to foreign governments under the provisions of the act.

3. References

- War Department Circular Number 205, dated 29 May 1944, paragraph 11b.
- War Department Memo 35-44 dated 22 September 1944.
- War Department Memo 55-44 dated 29 August 1944.

4. Purpose - Final accounting for all Lend-Lease transfers is accomplished in Washington. The purpose of this memorandum is to define the records which will be maintained in the theater, establish the procedures for the transfer of Lend-Lease aid within the theater, and prescribe the reports required.

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1350

Declassified E.O. 12356 Section 3.3/NND No. 785017

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Hq MTOUSA Adv Memo # 2 (cont'd)

II - TRANSFER PROCEDURE5. Authority

a. All transfers of US property, facilities, services, or information to a Lend-Lease government within this theater will be as authorized and directed by the Commanding General, MTOUSA.

b. Authority is granted to subordinate commanders to make emergency transfers.

c. Except in cases of operational necessity prior approval will be obtained from the Munitions Assignment Board for Lend-Lease transfers. Requests for such approval will be submitted by this Headquarters to "International Division, AFM, Washington, D.C."

6. Receipt

a. All Lend-Lease transfers except as specifically mentioned in paragraph 7 below will be acknowledged by a receipt signed by an officer or other authorized representative of the receiving government.

b. Normally such receipt will be in the form of a Shipping Ticket (GMC Form 432), but any other written evidence of transfer and receipt such as Tally Sheet, Issue Voucher, Manifest, or other document will be acceptable.

c. Receipt will contain the following information:

- (1) Country and Organization or Service to which transferred.
- (2) US Issuing Agency.
- (3) Date of transfer.
- (4) Authority for transfer.
- (5) Description of article, service or information transferred.
(Standard US nomenclature will be used when possible)
- (6) Condition. New or Used - Such information as will assist in fixing value.
- (7) Quantity transferred.
- (8) Certificate of US issuing officer as to correctness.
- (9) Signature of officer or other authorized representative of receiving country.

d. Receipts will not be finally priced by the issuing agency, but estimated values may be indicated to assist in final evaluation.

e. Receipts will be disposed of as follows:

Declassified E.O. 12356 Section 3.3/NND No. 785017

RESTRICTED

AFHQ MEMO, Air Memo # 2 (cont'd)

(1) Original and one copy through normal channels to the appropriate Base Section or AFHQ/ITC for accounting purposes as set forth below.

(2) One copy retained by issuing agency.

(3) One copy to receiving agency of Allied Government.

7. Exceptions - The normal method of receipt and accounting described in paragraph 6 will not be followed in case of the following transfers.

a. Common pool petroleum products - Accounting is accomplished on the basis of reports of AFHQ Petroleum Section, and receipts for separate transactions are not required.

b. Army Air Force Technical Supplies - Accounting will be accomplished in accordance with WD Letter 31 492 (9 June 1943) OB-S-D-M 23 June 1943, Subject: "Policy relating to Supply of Maintenance Parts for American Built Aircraft and Aeronautical Equipment Operated by Allied Forces."

c. Transportation furnished by Air Transport Command - Accounting is accomplished in accordance with paragraph 7 of WD Memo 35-44.

d. Marked Shipments - Shipments consigned to consignees of overseas theaters or separate bases earmarked for transfer to a specific Lend-Lease government after arrival are known as earmarked shipments or Commanding General Shipments. Accounting is accomplished in Washington.

e. Ocean Transportation furnished by the War Shipping Administration - Accounting is accomplished in accordance with WD Memo 25-44 of 29 August 1944.

f. Hospitalization of Allied Personnel - Rolls of Allied patients in US hospitals will be submitted as directed in Section III, Circular letter Number 1, Headquarters, AFHQ, Office of the Surgeon, dated 1 January 1945.

g. Transfers to Brazilian and French Troops - See special instructions in paragraph 12 below.

III - REPORTING PROCEDURE

8. Base Sections and AFHQ/ITC will:

a. Aggregate receipts received from issuing agencies in accordance with paragraph 6c above by services and by countries and forward them to the appropriate Special Staff Section of this headquarters with a covering letter.

b. Verify the authority for transfer.

9. The Chief of each Service will:

a. Price the article, service or information or otherwise handle in accordance with Section III of WD Memo 35-44.

b. Extend and total the dollar value.

c. Summarize the dollar value by purpose classification (See inclosure Number 1) and by country.

d. Certify that the report is correct and in agreement with the records of that command.

Declassified E.O. 12356 Section 3.3/NND No. 785017

RESTRICTED

Hq USMIA Adm Memo # 2 (cont'd)

9. Submit the summarized report to the Fiscal Director on Form DDA-73 (See Enclosure Number 2).

10. The first report required in paragraph 9a above will cover the months of January and February 1945 and will be submitted to the Fiscal Director not later than 15 April 1945. Thereafter reports will be submitted bi-monthly on the 15th of May, July, September, November, January, and March covering the two previous calendar months.

11. The Fiscal Director will consolidate the reports and submit bi-monthly reports to International Division, ASF, in accordance with WD Memo 35-44.

IV - TRANSFERS OF BRAZILIAN AND FRENCH TROOPS

12. Land-Large transfers to Brazilian and French Troops in the theater will be accomplished and accounted for as follows:

- a. Marked Shipments - See paragraph 7d above.
- b. Initial issue of T/O and E Equipment in accordance with paragraphs 5, 6, 8, 9, 10, and 11 of this memorandum.
- c. Initial issue of ammunition - In accordance with paragraphs 5, 6, 8, 9, 10, and 11 of this memorandum.
- d. Ammunition Expenditure - Expenditures will be reported to PEBARK in the Ammunition Supply Report, and accounting will be accomplished in Zone of Interior.
- e. Monthly Material Status Report Items - Losses will be reported in the Monthly Material Status Report and accounting accomplished in Zone of Interior.
- f. Common Pool Petroleum Products - In accordance with paragraph 7a above.
- g. ASF Technical Supplies - In accordance with 7b above.
- h. Reutilization - In accordance with paragraph 7f above.
- i. Subsistence, Maintenance and Replacements
 - (1) Accounting is accomplished on the basis of a per capita per diem charge.
 - (2) Issues will be made through normal US supply channels, and such receipts and records will be maintained as are required from comparable US organizations in similar circumstances.
 - (3) The Adjutant General will report to the Fiscal Director not later than the 15th of May, July, September, November, January and March, the average daily strength of Brazilian and French troops in the theater for the two previous calendar months.

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MEMORANDUM FOR THE RECORD (cont'd)

(4) Fiscal Director will multiply the average daily strength by the established per capita per diem figure by the number of days in the period and include the dollar value in the bi-monthly report on Form DDA-7B under purpose classification 99 - Undistributed.

V -- RETURN OF LEND-LEASE MATERIAL

13. The principles set forth herein for the transfer and accounting of Lend-Lease material transferred to an Allied Government will govern in the case of the return to the US of such Lend-Lease material. This is not to be confused with Reciprocal Aid. (See paragraph 1 above)

14. A separate report on the Return of Lend-Lease Material will be made by the Fiscal Director on Form DDA-7B. The heading of the report will be changed to read "Report of Credit on Returns".

VI - DIVERSION OF EMERGENCY SHIPMENTS

15. Emergency Shipments which are diverted from the country for which originally intended will be reported separately by the Base Section or AAF/SC on Form DDA-7B. (See Inclosure Number 3)

VII - EFFECTIVE DATE

16. These instructions will be effective as of 1 January 1945.

BY COMMAND OF GENERAL HENRY:

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

3 Incls:

- #1 - Purpose Classification for Lend-Lease Transfers
(Incl 3 to WD Memo 35-44)
- #2 - Form DDA-7B (Incl 1 to WD Memo 35-44)
- #3 - Form DDA-7B (Incl 2 to WD Memo 35-44)

DISTRIBUTION:

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Incl 71 to HQ MIOUSA Adm Memo # 2

1. 010 Ammunition

(Include all types of ammunition, components for ammunition, explosives and propellants, pyrotechnics, aircraft bombs, mines, grenades, rockets, destructors).

2. 020 Ordnance Material

(Include all small arms and infantry weapons, aircraft armament, anti-aircraft weapons, tank and self-propelled artillery armament, field artillery, railway and seacoast artillery, fire control equipment and spare parts and accessories for all such items).

3. 110 Aircraft

(Include all types of complete aircraft with armament, radio and spare parts and accessories).

4. 120 Aircraft Engines, Spare Parts and Accessories

(Include all spare engines and engine parts, spare propeller parts, all other spare parts and accessories when supplied separately from the complete aircraft.)

5. 130 General Aeronautical Supplies

(Include all other aeronautical supplies of any nature).

6. 210 Ordnance Vehicles

(Include all Ordnance vehicles as Tanks and Other Combat Vehicles, landing vehicles, tractors, tractor cranes, combat service vehicles, other Ordnance special vehicles and all spare parts and accessories for such vehicles).

7. 220 Other Vehicles

(Include all trucks, automobiles, all other vehicles other than Ordnance vehicles and all spare parts and accessories for such vehicles).

8. 330 Ocean Transportation of Property

(Include all transportation furnished as Lend-Lease aid for cargo carried on vessels owned by or under bare-boat charter to the War Department).

1347

9. 410 Quartermaster Equipment, Supplies and Material

(Include all items of Quartermaster supply other than agricultural products).

10. 420 Medical Equipment, Supplies and Material

(Include all items of Medical Department supply).

11. 430 Signal Equipment, Supplies and Material

(Include all items of Signal Corps supply).

Declassified E.O. 12356 Section 3.3/NND No. 785017

Incl #1 to 16 WCMH Lds Memo # 2 (Cont'd)

12. 440 Chemical Warfare Equipment, Supplies and Material

(Include all items of Chemical Warfare Service supply).

13. 450 Engineer Equipment, Supplies and Material

(Include all items of Corps of Engineers supply).

14. 460 Transportation Equipment, Supplies and Material

(Include all items of Transportation Corps supply).

15. 500 Facilities and Equipment

(Include all land, appurtenances, buildings, or other structures, production, service or storage facilities, machine tools or other machinery and equipment not specifically identifiable by supplying service and all operation or maintenance expense incurred in connection with facilities or equipment furnished).

16. 610 Agricultural Products -- Foodstuffs

(Include all dairy products, eggs, meat, fish, fowl, fruits, vegetables, nuts, grain and cereal products, sugar chocolate, lard, fats, oils, and all other foodstuffs).

17. 620 Agricultural Products -- Other than Foodstuffs

(Include all agricultural items not classified under 610 above).

18. 640 Gasoline19. 650 Petroleum Products other than Gasoline20. 660 Miscellaneous Services and Expenses

(Include all miscellaneous expenses which may be incurred for the benefit of a Lend-Lease government such as storage, transportation (rail and other transportation, except transportation furnished on aircraft operated by or for the Air Transport Command, and ocean transportation), packing and handling, salvage and reclamation, administrative and overhead communications, utilities, rent).

21. 821 Ocean Transportation of Personnel

(Include all transportation furnished as Lend-Lease aid for personnel on vessels owned by or under bare-boat charter to the War Department).

Declassified E.O. 12356 Section 3.3/NND No. 785017

Acl #2 to Hq MTOUSA Adm Mem #2

REPORT OF IND-1346 USE TRANSFERS

I.D.
Form No. DDA 70

Organization reporting

Country _____

Branch of service _____

Purpose classification		Military Use		Civilian Use	
No.	(1) Description	(2) This period	(3) To date	(4) This period	(5) To date
NOTE 1 - See paragraph 9 for instructions for preparation of form					
TOTAL					

REPORT OF INMATE TRANSFERS

Organization reporting:

Dato: 11/01/2015 15:00

Period t

[illegible]

Declassified E.O. 12356 Section 3.3/NND No. 785017

Form No. DD-70

REPORT OF DIVISIONS OF COMMODITY GENERAL SHIPMENTS

Government diverted from

Grasshopper rearing

Government diverted to

branch of service

[illegible]

NOTE 1 - See paragraph 15.

Declassified E.O. 12356 Section 3.3/NND No. 785017

Organization reporting

Date: _____

Branch of service

Period

Military Use		Civilian Use		Total	
Period	(3) To date	(4) This period	(5) To date	(6) This period	(7) To date
NOTE 1 - See paragraph 15.					

1036