

Declassified E.O. 12356 Section 3.3/NND

No.

785017

ACC

10000/109/1253
(VOL. II)

Declassified E.O. 12356 Section 3.3/NND

No.

785017

ARCHIVES, AC
JULY 1945 - MAY 1946

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

CLOSED SEE VOL.

III

742

298

29 May
Brig Lusk: Archon to see section
To see, especially
last para. of attached letter.

299
Appointment made for
9:30 am Monday 3rd June with yourself.
Oll. ⁷⁴¹

300

Archives Hs.

Please see folios ^{296 297} 296 + 2 + min 3. ²⁹⁸
740 ^{31/5} A. W. Knisely

275,

A/C.C.

1 274 for info. M.L. 9/14

Copy to E. E. in 6/14/14

200-2744

7/3/14

283,

Ex Comm.

1 283 + 284 for info, M.L. 11/15.

286

E.C.C.

See. Please see signal at 282.

11/15.

288

Archives Br.

Reply that I hope that copies are forwarded
will return that Bond J. D. will send his
erring report in December.

733

~~290~~

Ex. Commissioner.

See, Since the arrival of Signal (fo 282) we have

Archives Br.

288

Reply that I hope that upon the 3 examples
sent Nelson that Rome J.K. is will return his
cross group in Paris.

733

18/1/46

290
289

Ex. Commission.

Sir, Since the arrival of Signal (p 282) we have
received letter at 289. Copies of all correspondence
and best of missing files (to comply with para 4 of
Brig. Dunlop's letter) are being prepared and a covering
letter for your signature will be ready tomorrow.

291
Archives 15/5/46

Brig Dunlop writing today to inform

Ex Commission

292

Brig Dunlop has arranged to discuss the whole 20/5/46
matter on Monday 9am. May 27th on his return to Rome
18/1/46

255
To Executive Commissioner
From Hon. And.

This has now been
arranged between
meeting officer &
cc. Archives

11.3.46 Aggaram Red
Hon. And.

738

Executive Commissioner ~~255~~ 256

Requirements under p2 of letter 4/AB have
been fulfilled satisfactorily

M. H. S. S. S.
Major
Archives Br.

12.3.46

258

Executive Commissioner 252 d.

Herewith draft for immediate

distribution to all concerned, in connection with the files still held by Sub. Commissioners in A.C.

May we have your approval, for preparation under

your signature, please

~~Commissioner~~ May

11/12/2 253

We see that this is our last coordination

we would like to send our long comprehensive

direction than many shall after 11/12/2

Acting Chief Commissioner 254

Screening (i) of Region 4 files commences tomorrow

under my second officer Capt Cunnings with a

team of 10 operators - on a time-study basis -

Should any further points be discovered which

We see from that that in our last communication
 would like to send one long communication

directly from many that we 11/12/2

Acting Chief Commissioner 11/12/2

Screening (i) of Region 4 files commences tomorrow

under my second officer Capt Cunnings with a

team of 10 operators - on a time-study basis -

Should any further points be discovered which
 can be incorporated in the instruction, these will
 be added.

It is proposed to hold the order for a week -
 and re-submit.

11/12/2 major

11/12/2

249.

Ex Comm. Branch

Mem 248 notes - copy of fo 245 abstracted for

wfo. of this Branch

May 5, 1946

W. H. Harrison
Major
Archives Branch

435

232.

Ex. Commissioner - Mem 231 seen - Draft for letter to GS with two enclosures (Mem 228) handed to your P.A. today

9.2.46. Notes by KC 9/12
~~P.M. Harrison~~
ARCHIVIST mayr

Ex Commissioners

233.

Copy of Filing Procedures Economic Section
 (folio 239) filed for reference
26.2.46
~~P.M. Harrison~~
Archives mayr

234

Executive Commission

Notes on Conference at ANTICOLI together with
copy of B/Col White's Draft Report (nos 240-241) and
a copy of the notes have been sent to him
26.2.46
P.M. Harrison mayr
Archives Brazil 1937

772 (25/2)

Head Ex Comm.

240.

At 205 is letter from AFHQ records administration officer, further to their letter of 200 & ours of 187.

As the Commission has a number of members about 187.

Executive Commission

Notes on Conference at ANTICOLI together with
 copy of B/C of white's Draft Report (for 240-241) and
 a copy of the notes have been sent to him
 R. M. Harrison
 Archives Brazil 1033
 26.2.46

772/2512

Heads for Comm: 246.

At 245 is letter from AFHQ records administration
 officer, pointing to their letter of 200 & ours of 18.7.
 1 quarter from para 1 2a.c. knows about this,
 but he may wish to see it. Archives will also.
 1/3. JH. 113

247.

Those G 5 are now pulverine AFRA
 & future of a construction suggestion for delivery
 after 15 months gestation. 772/113

248.

by Harrison
 Archives Br.

See 1 245 and m's 246 & 247 above
 JH. 413

221.

Maj. Harrison,
Archives.

Ref. 220, confirming our conversation, Ex Commr does not wish any action taken on this.

M.W. Hind-Smith, Maj. RA.
C30 to Ex. Commr. 2/2.

222.

C30.

1. Ref. above, action already taken.

2. Two boxes were despatched at Col. Hancock's verbal confirmation on Saturday morning and are at Message Centre, MLWH, waiting Ex Commr's further instructions.

M.M. Harrison.
Major. 4/2.

Ex. Comm.

223.

Ref 220. Do you wish to see my
Harrison on this matter? See his 222 above.
H.H. 5/2

224

Deliv. to Capt Hodges.

178/613.

733

227.

Ex. Comm.

Ex. Commr. Please see folios 225-6 opposite. p. 6/2.

228.

ARCHIVES BE.

in accordance with 1 2 and 3.

Ref # 220. Do you
Harrison on this matter? See his # 222 above.
Hd. 5/2

224

Deliv. to Capt Hoagse.

NR 6/12.

733

227

Ex. Com.

En. Please see folios 2256 opposite p. 6/2

228

ARCHIVES BE.

I agree with 1 2 and 3.

NR 6/2

Action accordingly to GS.

(See note on F 226)

230

Ex. Com

Please see p. 229 and 171 A for information.

This conflicts with pars 1.2 and 3 of p. 226.

8 Feb.

231.

Archives/NO - together - I think we should still have them
transcribed.
NR 6/2

per Harrison

Major Archives.

56

Ex Com: Letter at 181 area, thank you. We had a similar one, of which I have had copies sent to G-1 (B) for the personnel files of the officers concerned. The point is indeed merited.

27 Dec 45
x 442⁰⁰

197

Miss S / What abt. the "nice letter"?

See p. min 192. Ex. (viii) has already seen 196.

Abel
CST 6/12/12

5

1-1112 2182

Please see 195 - as stated TFA & A have a copy.
198 & 199 So info - Ea. C. may like to see

BS 69/12.

101.

$$\sqrt{x-1}$$

9. 199 for income.

~~1-m²~~ 31/12.

سید علی

257.

200 for info. will pass to Archives to see. Our
183 & 187 refer. ~~Archives have seen~~

11/1

Archives

See p. viii 197.
Six (un)der already seen 196.

Chlorophyll

9

Please see 195- as stated TFA & A have a copy.
198 & 199 for info - Ea. C. may like to see

65 69/12. 732

101. /

 $\sqrt{x-1}$

p. 199 for infirm.

$$\frac{1-m^2}{1-m^2} \dots 31/12.$$

Ex. 100.

207

200 for info.
183 & 187 refer.

pass to Archives ~~to see~~. Our

Andersson never

Miss Sampson

202

Time presses or we should follow up with weekly

after 7/1.

28/3/10

2/17/54

203
223

Q. Ex. Com

50 x. Com

7. Folios 206-219 seen & relevant amendments to 210

in 213-215 duly noted.

Post address in May.
--- Carlsburg: 4/2/46

2x C.S. (through Archives) 178.
 1. 3 agree to the emission

2. Proprietary Control files are being called in they will be divided according to national interests and distributed.
3. Archives will get the letter out and will also bring action in the Proprietary Control files.

[Signature]

CAS.
 21 NOV 1945
 X 525

179.

CAS. (1) min 178 noted - copy taken of letter (fo. 175) for

Archives file - (2) Matter being dealt with McKernan
 28 Nov 1945 may
Archives

Archives.

180.

Please see min 3 of 178 above - the top copy of the original draft went to Hilary Jenkinson; AFHQ have as yet received no copy.

Executive Committee 181. H. 30/11. 731

Herewith copy of draft (fo. 167) amended as on fo. 14.

See A.S. H.S. Plans.

1-12-45

182. 186.

[Signature] 4/12.

185 for signature - 177 refers.

184 for info - any others?

180.
Believes.
Please see min 3 of 178 above - the top copy of the original draft went to Harry Tenkison; AFHQ have as yet received no copy.

Executive Committee 181. HS 30/12. 731

Herewith copy of draft (Co. 167) amended as on p. 4.
for A.F.H.Q. Plans.
1-12-45

182. 186.
Copy sent 4/12.
185 for signature - 177 refers.
184 for info - any offers? HS

Copy sent 18/12. 189.
188 for info. the S.A.C. is ~~present~~ in the chain.
HS 18/12.

Copy sent 20/12. 190.
Please see 191 for info. Will send up ~~brief~~ A & SC -
a nice letter. HS 20/12.

193. 194.
M.F.A & A SC. HS 22/12.
191 for info.

C. 50.

(151)

Ref 150. Folio 149 does not affect
A.C. records. An advance copy
of AFHQ's letter was given to me by Lt. Col
Forsman. Therefore Records Administration, on 26 Oct.
who told me that it did not apply to
A.C. See 152. All informed. Affirm.

2 Nov 51.

PAF 11/6/51

172.
C.D. 171 is info. because we can ~~not~~ ^{not}
alter the draft as proposed by Polad (A). Suggested
waiting for Polad (B). Archiving will probably take
to see. 19/11.

730

173

Min. S. rel. get comments of Colar B.
174.
1-11-51
2 of 11

175

could we please have your

176.

112.
 119 a 171 In info. because we can ~~not~~ ~~be~~ ~~reach~~
 after the draft as proposed by Polad (A). Suggested
 waiting for Polad (B). Archiver will probably like
 it. 19/4.
 See.

Min. S. 2414 get comments of Galax B.
1-11-12
20/11

174

Plants

could we please have you

921

~~4/20 Ex Comm~~

✓ Please see 175 & 171 in answer to our 170. ~~Sentence~~ Phrase
objected to by Colad (A) flapped. ~~Ex. can.~~ ^{You} will
probably wish to see. If at all.

26/11

57

4. Est. white. CAs

I agree to the excision of the 5th sentence ~~part~~.
sentence - of the inclusion of Italy. If you agree
with either check please write P. 1000 verbally,
or let us get the memo. issued. WJ/2/20

(140)

Capt Collins-

Re 222 memo 139 for action.

EDS 23/10

(141)

Capt. Braybrook.

Action taken.
aff.

22 out of 25. Thank you EDS 24/10

(146)

Capt Collins.

What is the score on 144 & 145. 7:23
I imagine you had copies direct?

EDS 26/10

(147)

Capt. Braybrook.

I don't know why Sardinia was getting
no heat up. I received their first cable about 5 pm
on 23 Oct and replied by cable at 9:30 am on 24 Oct.

Thank you
EBS 26/10

(146)

Capt Collins.

What is the score on 144 & 145.
I imagine you had copies fixed? 7:23

EBS 26/10

(147)

Capt. Baybuckle.

I don't know why Sardines are getting
so hot up. I received their first cable about 5 pm
on 23 Oct and replied by cable at 9.30 am. on 24 Oct.

See 148

is Oct.

Again, thank you!

aff.

EBS 26/10

150

Capt. Collins

Please see S.O. 10-0-0's minute attached.

Will you copy?

to 24.

NOTE CAPT COLLINS TAKEN
ACTION see 152.

Capt Collins.

Over to you. *20/10*

(136)

(137)

Capt. Baybrooke.

Thanks. I have a
copy. Lt. Conn. should see.

Conference fixed for 26 Oct and
Trooper informed.

20/10.

aff. 728

Ex. Com.

(138)

C.S.O.

Re see F 1352 min 136
F-102 *22/10* 907

(139)

Copy 4. Conference fixed for 26 Oct and
Troopers informed.

aff. 723

20/10.

(138)

Ex. 10m.

C.S.O.

Per rec F 1352 min 136

1-10-2 0213 22/10 407

(139)

CSE

Crikey!

~~DEF~~

Better tell AFHQ who will not be
amused at direct correspondence

Arrange for Dir Teohinlof's accommodation

MS/1111

(131)

Capt. Collins.

Folio 130 for information, and
appropriation action in sentence side-
lined at para 3.

18 October 1945.

ELB ~~for~~
CAPT.

(132)

P. Conway.

Folio 130 is the letter about which I
spoke to you yesterday. We cannot, of course,
prepare a reply unless we have had an
conference with AFMO.

19 Oct 45 ELB 4/10
14/10

723
Admin. Capt.

(133)

Archive.

Now do I intend to put in a report. Then

Please can learn what is in the Archives by

H. Conway

Folio 130 in the letter about which I spoke to you yesterday. We cannot, of course, prepare a reply until we have had our conference with AFHQ.

727

19 Oct 45
 P. J. 12/10
 EBS 11/10

affiliated
 Capt.

(133)

Archives

Now do I intend to put in a report. Then
 Please can learn what is in the Archives by
 (1) attending our meetings (2) looking at the contents

112 (281)

(134)

C.S.O.

minute 133 noted.

affiliated

20 Oct 45.

EBS 24/10

9265
ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

28 May 1946

Dr. Charles F. Delzell
c/o U.S. Embassy, Rome
APO 794, U.S. Army

Dear Dr. Delzell:

I am enclosing for your information a copy of a letter written to Admiral Stone, Chief Commissioner, Allied Commission, with reference to your interest in the records of the Commission.

perhaps it was not made plain that the records of the Commission, including the RUK Files are Allied property which may not be disposed of unilaterally. It is our present desire that all important documents may be microfilmed with copy to the U.S. Government and one to the British Government. The original files we propose to retain in Rome under joint control of the British and U.S. Embassies and available for research by any authorized and accredited agency.

I am sure that if you call on Admiral Stone or his British Deputy, Brigadier Lush, that they will offer you full cooperation, within the limits imposed by the classification of documents held by the Commission.

Sincerely yours,

728
A. L. HAMBIEN,
Brigadier General, U.S. Army,
Assistant Chief of Staff, G-5.

Incl: as above.

see M 312

9265
ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

767
C. L. 296
MAY 28 REM

28 May 1946

MAY 31 1946

Rear Admiral Ellery W. Stone USNR,
Chief Commissioner, Allied Commission,
APO 794.

Dear Admiral:

Dr. Charles F. Delzell, European Representative, Hoover War Library, Stanford University, has presented a personal letter from President Hoover to General John C.H. Lee soliciting his cooperation in making available information contained in records under control of the Allied Commission. General Lee is most sympathetic with the desires of the Hoover War Library and requests so far as is practicable that you extend to Mr. Delzell your full cooperation.

General Lee recognizes that many documents are still classified in a category sufficiently high to preclude view by other than official observers. He feels, as I am sure you do, that many such documents can now be down graded in classification, and would be glad to receive your recommendations thereon. He is well aware moreover that these documents are allied in nature and may not without joint agreement be disposed of. Further there is no intention at present to change the present plans of keeping these records in Rome, furnishing microfilm copies as desired to the British and United States Governments.

One of the principal uses of the files will undoubtedly be as source materials for research. The desire of The Hoover War Library to view the records is the first example of this use. The manner in which the research is conducted may well set a precedent for future agencies.

Mr. Delzell expresses a desire to meet your archivist and discuss objectives with a view of fruitful collaboration. I trust this can be arranged. 725

A copy of my letter is included for your information.

Sincerely,



A. L. HAMBLEN
Brigadier General, G.S.C.
Assistant Chief of Staff, G-5

Incl: as above

HEADQUARTERS ALLIED COMMISSION
APO 394
ARCHIVES BRANCH

21 May 1946

MAY 24 1946

MINUTES OF A CONFERENCE AT ARCHIVES BRANCH - 20th May 1946.

Present:

Major Harrison
Major Skay
Major Reynolds
Capt. Johnson
Capt. Cummings

C. I/c Archives Branch
Micro-Filming Section AFHQ
his successor
Micro-Filming Production Officer
Archives Branch Production Officer.

1. Major Skay explained that they were visiting Rome on Lt Col. White's suggestion whilst awaiting the decision of CGOC to discuss :-

- (a) the possibility of moving the Micro-Film Depot to Rome.
- (b) how much work was ready in Alcon Archives.
- (c) to ask C I M when the PX files would be able to be filmed.

2. Major Harrison stated the total files "boxed" (ready for filming) was 750,000 and 458,000 were awaiting wood boxes. Since no more than 14.5 boxes had been able to be supplied by the M F Depot, application to make a further 900 in Rome was now before the Executive Commissioner.

3. Capt. Johnson stated that he would look into the question of supplying boxes again but that such a large quantity would require a further contract, which might be more easily completed in Rome.

4. Major Skay said they planned to move to Rome about next September and it was agreed that a daily output of 25,000 documents per day would keep their six machines fully occupied. The Depot Staff at present numbered 100 but this could be considerably reduced.

5. Capt. Johnson asked whether there was available space in the present HQ AG building but since two Diesel Generators would have to be installed and approx. ten to fifteen thousand sq. feet space required. Major Harrison considered this was impracticable.

6. He stated however that inquiries were being made through the Subessec for a suitable building nearby and if these were successful, there might be available space in the basement for Micro-filming.

7. The conference closed and Capt. Cummings took the officers on a tour of the Archives rooms.

was 750,000 and 450,000 were mailing and so on. Since he was not able to make a further application to make a further 900 in Rome was now before the Executive Commissioner.

3. Capt. Johnson stated that he would look into the question of supplying boxes again but that such a large quantity would require a further contract, which might be more easily completed in Rome.

3. Major Skay said they planned to move to Rome about next September and it was agreed that a daily output of 25,000 documents per day would keep their six machines fully occupied. The Depot Staff at present numbered 100 but this could be considerably reduced.

Capt. Johnson asked whether there was available space in the present HQ AC building but since two Diesel Generators would have to be installed and approx. ten to fifteen thousand sq. feet space required. Major Harrison *7:2* considered this was impracticable.

He stated however that inquiries were being made through the Ambassadors for a suitable building nearby and if these were successful, there might be available space in the basement for Micro-filming.

4. The conference closed and Capt. Canning took the officers on a tour of the Archives rooms.

Handwritten: *Major Harrison*
M.M. HARRISSON, MAJOR
O.I/O ARCHIVES BRANCH

Handwritten: *see M296*

Handwritten: *(50)*

9265

294

HEADQUARTERS ALLIED COMMISSION
APO 394
OFFICE OF THE EXECUTIVE COMMISSIONER

Ref:- 19/AB.

17th May 1946

EXECUTIVE MEMORANDUM

MAY 17 1946

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 countersigned by such RECORDS OFFICER, who will make himself personally acquainted with instructions in M.EMC 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. 723

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.

DISTRIBUTION

"LIST 'A'"

ARCHIVES BRANCH (100 copies)

Brigadier,
Executive Commissioner.

(csc)

PA 23
200

293

Subj: ARCHIVES

EXECUTIVE COMMISSIONER'S
Office, Branch ~~or~~ Sub-Commission

The RECORDS OFFICER appointed under Exec.Memo No 9
is J.COMD.../G...MCMASTER... (NAME & NAME in BLOCK CAPITALS),
Room .42....., Tel. 284... 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.

W. HIND-SMITH

.....
AUTHORITY

Date 23 May 46.

722

HEADQUARTERS
LIAISON REGION LIAISON GROUP
ALLIED COMMISSION
APO 394

Copy 289

Office of the Chief Liaison Officer

LOMB/CLO/1

9 May 1946

SUBJECT: MISSING FILES (PROPERTY CONTROL & REGIONAL)

MAY 15 1946

TO : H.Q. ALLIED COMMISSION, Rome (Copy to C.D.O. Venezia)

277.

1. Ref. your 16/AB. of 29 April.

2. This letter, although dated 29 April and postmarked 1 May, addressed to me personally, was not, in fact, delivered here till yesterday 8 May.

3. I think there are a good many points therein which, in fairness to Major Harrison, had best be discussed by me personally with the Executive Commissioner.

4. In order however to give you my maximum assistance in the meantime, I should be very glad if you will let me have a note, as rapidly as possible, as to the subject matter of the missing files.

5. You will, I am sure, have in mind, that Venezia Region Property Control Division files were closed not on December 31st but much earlier. I think it was in the first weeks of November, when, with the sudden recall to Canada of Major E.B. Evans, the Region's last Property Control Officer departed. All Regional Property Control business was then transferred to the Rome Office, this on instructions of Finance Sub-Commission. I imagine that you have already approached Finance Sub-Commission on the subject of these files.

6. Major Evans address is: 1 Anvers Apts. Winnipeg,
Man: Canada

If no other solution is successful it might be worth writing to him in respect of the missing files.

721

signed:

JOHN K. DUNLOP,
Brigadier
Chief Liaison Officer

PA 12/5.

see 17290-291
192

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

9265 *AI* 284

HEADQUARTERS ALLIED COMMISSION

A P O 794

Office of the Executive Commissioner

ARCHIVES BRANCH

Ref :- 1/AB.

16 May 1946

SUBJECT :- Care and Custody of A.C. Records.

MAY 11 1946

TO :- G-5 AFHQ.

Reference your G-5 : 900.24 P.

After consultation with both Embassies, your proposed reply to signal W 85185 of 25 April from OCS has been slightly amended as Draft Cable herewith.

280
279
283
D. M. Harrison
Major

for Brigadier,
Executive Commissioner.

See m. 285.

723

PA. 13/5.

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

Record Group 331,
Records of Allied Operational and Occupational Headquarters,
World War II

Records of the Allied Control Commission - Italy
1943 - 1947

Folder 10000/109/1253

Page stamped "719" and marked with handwritten number "283"
is declassified under project NND 897523.

REVISED DRAFT CABLE

TO : AGWAR WASHINGTON
INFO : CINC MED

American and British Embassies are willing to assume responsibility for administering and supervising the central depository for ALOM's records upon the abolition of ALOM. It is not intended to imply that the Embassies shall assume responsibility for microfilming but with adequate microfilming apparatus and staff assigned they will have no objection to assuming responsibility for completing work unfinished at the end of the military period.

SECRET

PRIORITY

DISTRIBUTION :

SACS
C/S MTO
US POLAD
BRIT POLAD
AG
NLO
G-5
AG RECORDS.

718

9265

282

27121
091010

H/2782

MAY 091400B

LOMBARDIA REG LIAISON GROUP C L O SIGNED DUNLOP ROUTINE
ALCOM ROME RPTD CLO VENEZIA (BY MAIL)

MAY 9 : 1946

277
RESTRICTED

RESTRICTED

Your letter 15/AB dated 29 April signed Lush post marked
1 May only reached this office yesterday 8 May. Think some misunderstan-
ding has occurred. Suggest leave matter till executive commissioners
visit here.

AC DISTACTION ~~EX-COMMISSIONER~~ 2 ARCHIVES OR.

INFO CHIEF COMMISSIONER

INFO: ~~E.C.~~
FILE

FLOAT 2

718

RESTRICTED

See 289

9 MAY 1946

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Executive Commissioner

ARCHIVES BRANCH

2 May, 1946

REF. :- 1/AB

MAY 3 1946

SUBJECT :- Care and custody of AC Records.

TO :- Displaced Persons Sub-Commission.

Reference your DPM/12/AM of 8 April 1946.

1. It has been ruled by AMHQ that Art. III (1) of SACRED/UNRRA agreement relates only to non-Italian displaced persons, and that all other documents will be dealt with strictly in accordance with my Exec. Memo. 7 of 5 January 1946.

2. The policy laid down under para 8 of that Memo will therefore continue, UNRRA undertaking to return all ALGOM papers in due course.

Brigadier,
Executive Commissioner.

717

HS. 445-

HS. 445-

Record Group 331,
Records of Allied Operational and Occupational Headquarters,
World War II

Records of the Allied Control Commission - Italy
1943 - 1947

Folder 10000/109/1253

Four pages stamped "714; 715; 716" and marked with handwritten
numbers "278; 279; and 280" are declassified under project NND
897523.

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

b. SO. Ex. Comm. is dealing with
280. & a meeting is being held
next week to discuss subject.
S. mem. 4/5

JS. 415

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

Copy

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

G-5 : 900.24 P

30 April 1946

SUBJECT : Archives.

MAY 3 1946

TO : Headquarters, Allied Commission,
APO 394.

Attached are copies of a signal received from CCS on the subject of Archives and of the proposed reply upon which your comments are requested after consultation with both Embassies.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

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

Encls: as above
(Cable W 65885 of 26 April '46)

Original of this forwarded by Maj Harrison to EC.

SECRET

See F-284

(500)

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

INCOMING MESSAGE

Filed: 262213Z
PRIORITY

PARAPHRASE UNNECESSARY
SECRET

AFSC N 186/27

FROM : AGWAR SIGNED WARHIS

TO : AFHQ

REF NO THIS MESSAGE : W 85885

26 April 1946.

For SACMED.

Reference your radio NAF 1128.

Can your message be interpreted to imply that American and British Embassies have concurred in assumption of responsibility for the archive and for microfilming project?

NOTE: NAF 1128 is FX 64393 MC OUT 338 8/4/46 G-5.
Has been relayed to CINC MED.

ACTION: G-5

INFORMATION: SACS
INFO

C/S MTO
XX

US POLAD BRIT POLAD AG

715

MC IN 3407 27 April 46

PARAPHRASE UNNECESSARY
SECRET

1016B Ref No W 85885

wa/H

See file 281

See 7-284

278

DRAFT CABLE

TO : AGWAR WASHINGTON

INFO: CINC MED

American and British Embassies are willing to assume responsibility for administering and supervising the central depository for AICOM's records on the assumption that a suitable building and staff will be provided. It was not intended to imply that they should assume responsibility for microfilming but with adequate microfilming apparatus and staff assigned they would have no objection to assuming responsibility for completing work unfinished at the end of the military period.

SECRET

PRIORITY

DISTRIBUTION:

SACS
C/S MTO
US POLAD
BRIT POLAD
AC
NLO
G-5
AG RECORDS.

714

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

Exp. Comm. File
271

29 April 1946

REF. :- 15/AB.

SUBJECT :- Missing Files (Property Control & Regional)

TO :- A.O. CHIEF LIAISON OFFICER, VENEZIA.

I refer to your letter of 13 April, File No. CLO/V/01/91.

Your Liaison Group has full responsibility for the disposal of the files of Venezia Region. This was made abundantly clear to Brigadier DUNLOP and all Northern Regional Commissioners at the last R.O.s' meeting in Milan.

Your office did not open or should not have opened as a completely separate organisation. It had certain residual responsibilities which it is your duty to carry out. The proper disposal of Archives is one of these responsibilities and you will make it your personal duty to trace the missing files, if necessary after consultation with Brigadier Dunlop who is now in Milan.

I dislike the tone of Major Harrison's letter which gives an impression of unwillingness to assist the Archives Office in its difficult task.

M. S. LUSH

Brigadier,
Executive Commissioner.

Copy to:

Brigadier Dunlop with copies of
CLO/V/01/19 and CLO/V/03/03

713

Major M.W. HARRISON
LIAISON OFFICER VENEZIA
NOT Major M.W. HARRISON
NMH

JS. 215

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Executive Commissioner
ARCHIVES BRANCH

Ref :- 1/AB.

12 April 1946

SUBJECT :- Care and custody of A.C. Records.

APR 1 1946

TO :- G-5 A F H Q

1. Reference copy of DPR/12/ADM of 8th April 1946 enclosed herewith, in order that the conditions of ALCOM's Memorandum No.7 may be maintained, it is requested that an additional clause be added to Para 1 Article III of SACRED/UNRRA agreement as follows :-

" Any documents relating to ALCOM shall be deemed the property of Allied Commission and shall be returned to Archives ALCOM when no longer required by UNRRA in accordance with the Memorandum No.7 issued by that Commission."

2. Copy of Memorandum No.7 is enclosed for reference.

M. S. LUSH

Acting Chief Commissioner

copy to: b. km.

712

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

275.

Ref: 9265/216/33

12 April 1946.

SUBJECT: Archives.

TO : American Embassy
British Embassy.

274

The enclosed copy of SACMED's cable NAF 1123 regarding the disposal of Allied Commission Files is forwarded to you for information.

A. W. Kelsely.

Brigadier,
Acting Chief Commissioner.

711

g

PA
12/2
88

Declassified E.O. 12356 Section 3.3/NND

No.

785017

Record Group 331,
Records of Allied Operational and Occupational Headquarters,
World War II

Records of the Allied Control Commission - Italy
1943 - 1947

Folder 10000/109/1253
Page stamped "710" is declassified under project NND 897523.

9265 *81*

E. L. Conner
274

FX C
APR 081845B

CIPHER



H/1803

APR 091000

ROUTINE

APR 9 1946

FREEDOM SIGNED SACRED

ACTION AGWAR WASHINGTON FOR COS

INFO: CABINET OFFICES WHITTMALL FOR BCS-C IN C MED

CIPHER TELEGRAM

SECRET. **SECRET**

REF F 605 F 630 AND NAF 1015. THIS IS NAF 1128.

ALCOM ROME
This message will not be distributed outside British or U.S. Government Departments or Headquarters. It is transmitted even in Cipher without being enciphered. (Messages marked O.T.P. need not be enciphered).

1. SUBJECT IS DISPOSITION OF ORIGINAL RECORDS OF THE ALLIED COMMISSION. AFTER LONG DISCUSSIONS

AND DETAILED EXAMINATION OF THE RECORDS OF THE ALLIED COMMISSION IT IS THE CONSIDERED OPINION HERE THAT THIS SHOULD NOT BE TREATED IN THE SAME CATEGORY AS RECORDS OF PURELY MILITARY NATURE. THE RECORDS ARE BEING CURRENTLY USED EXTENSIVELY BY THE U.S. AND BRITISH EMBASSIES. IT IS OUR OPINION THAT THEY MUST REMAIN ACTIVE FOR PERIOD OF FIVE OR MORE YEARS FOR CONTINUED USE BY THE EMBASSIES UNDER THE ITALIAN GOVERNMENT AND OTHER AUTHORIZED AGENCIES. AS RECORDS OF AN INITIAL REPORT IN ALLIED MILITARY GOVERNMENT THEY WILL BE OF PERMANENT PRIMARY INTEREST FOR HISTORICAL AND RESEARCH IN SOCIAL POLITICAL AND ECONOMIC FIELD RATHER THAN OF STRICTLY MILITARY INTEREST.

2. IT IS ESTIMATED THAT THE RECORDS OF THE ALLIED COMMISSION AMOUNT TO APPROXIMATELY ONE HALF THE TOTAL RECORDS OF THE ALLIED FILES IN THE THEATRE. THE FILES NOW CONTAINING APPROX 8 MILLION PAGES CAN OVER A REDUCTION PERIOD OF 16 MONTHS BE REDUCED BY MORE THAN A QUARTER USING A FORCE OF 17 OFFICERS AND MEN AND 20 LOCAL EMPLOYEES. TO MICROFILM WITHOUT REDUCTION WOULD BE MOST UNECONOMICAL AND IMPEDE RESEARCH EFFORTS.

3. IN VIEW OF THE ABOVE IT IS RECOMMENDED THAT:-

- THE ORIGINAL DOCUMENTS AS PROPERLY ARRANGED ARCHIVES BE PLACED IN A CENTRAL DEPOSITORY AND THAT MICROFILM COPIES BE SENT TO THE WAR DEPARTMENT AND WAR OFFICE.
- ROME BE DESIGNATED AS THE LOCATION OF THE CENTRAL DEPOSITORY.
- THE DEPOSITORY BE IN CHARGE OF A SMALL STAFF UNDER JOINT CONTROL OF THE U.S. AND BRITISH EMBASSIES.

g D. THE MICROFILMING BE UNDERTAKEN AS A SEPARATE PROJECT TO COMMENCE WHEN THE REDUCTION TO ARCHIVE FORM IS UNDER WAY AND TO CONTINUE IF NECESSARY AFTER THE END OF THE MILITARY PERIOD.

SECRET

(csc)

(over)

71

See h. 275

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

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Executive Commissioner

ARCHIVES BRANCH

Ref :- 1/AD.

SUBJECT :- Archives.

TO :- G-5 Section AFM.

2 April 1946

1. Reference your G-5: M3.3-1 of 21 March 1946.
2. The Staff Study is returned herewith duly initialled as concurred by Executive Commissioner.
3. POLADS (A) and (B) have been approached and state that, as far as they are aware, no objection by the two Embassies is expected upon the proposed course.

H.M. Harrison

H.M. HARRISON,
Major,
Archivist.

703

(CSO) H. 3/4.

Ex Com. File
 100 2 1946 77

ALLIED FORCE HEADQUARTERS
 C-1 Section
 APO 54

20 March 1946

SUBJECT: ALLIED Archives

TO : Chief of Staff

I. Discussion

1. Normally, military records of a campaign are filed in the Archives of the Government concerned; but, in the case of an integrated Headquarters, the records do not belong to either nation separately. To meet this difficulty it was proposed that records of integrated formations of this Theater should be micro-filmed in duplicate one copy to go to U.S. Records and one to British Records. This Headquarters proposal was contained in LHM 1045 (TAB A) which was approved by LHM 605 (TAB B). Instructions as to the disposal of the original copies of the records were contained in LHM 630 (TAB C) but this signal did not deal with ALLIED records, which constitute a special problem.

2. ALLIED records while produced under military auspices and in connection with military operations are in essence records of civil government. They will be required for reference in Italy for at least five and possibly ten years by the British and U.S. Embassies, the Italian Government, UNRRA and others. A substantial part is already in extensive use by both Embassies.

3. The records will be required for research not only in connection with current problems; but, in the future, more reference is likely to be made to them in connection with social, political and economic matters than on purely military questions. They should be located in a depository where they will be conveniently accessible for these purposes.

4. ALLIED records in bulk almost equal in volume the aggregate of all the records of the whole of the rest of the theater and it is proper that they should receive special treatment if that is otherwise merited.

II. Action Recommended

1. That a LHM signal as at TAB D be detached to the

C.O.S.

III. Comments

AC

703

0410

703

ALGERIA records, which constitute a special problem.

2. ALGERIA's records while produced under military auspices and in connection with military operations are in essence records of civil government. They will be required for reference in Italy for at least five and possibly ten years by the British and U.S. Embassies, the Italian Government, UNRRA and others. A substantial part is already in extensive use by both Embassies.

3. The records will be required for research not only in connection with current problems; but, in the future, more reference is likely to be made to them in connection with social, political and economic matters than on purely military questions. They should be located in a depository where they will be conveniently accessible for these purposes.

4. ALGERIA's records in bulk almost equal in volume the aggregate of all the records of the whole of the rest of the theater and it is proper that they should receive special treatment if that is otherwise merited.

II. Action Recommended

- 1. That a MAP signal as at TAB D be despatched to the C.C.S.

III. Concurrences

AC (initial)
 ALGERIA (initial)

A.L. HARTMAN
 Brigadier General, C.S.C.
 Assistant Chief of Staff, G-5

Incls: Tabs as above

THIS IS NAF _____

Reference FAN 605, FAN 630 and NAF 1015.

1. Subject is disposition of original records of the Allied Commission. After long discussions and detailed examination of the records of the Allied Commission it is the considered opinion here that they should not be treated in the same category as records of purely military nature. The records are being currently used extensively by the U.S. and British Embassies. It is our opinion that they must remain active for period of five or more years for continued use by the Embassies, UNRRA, the Italian Government and other authorized agencies. As records of an initial effort in Allied military government they will be of permanent primary interest for historical and research in social, political and economic field rather than of strictly military interest.

2. It is estimated that the records of the Allied Commission amount to approximately one half the total records of the Allied files in the theater. The files now containing approximately eight million papers can over a reduction period of sixteen months be reduced by more than a quarter using a force of seventeen officers and men and twenty local employees. To microfilm without reduction would be most uneconomical and impede research efforts.

3. In view of the above it is recommended that:

(a) The original documents as properly arranged archives be placed in a central depository and that microfilm copies be sent to the

War Department and War Office.

initial effort in Allied military government. The primary interest for historical and research in social, political and economic field rather than of strictly military interest.

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3. In view of the above it is recommended that:

- (a) The original documents as properly arranged archives be placed in a central depository and that microfilm copies be sent to the War Department and War Office.
- (b) Room be designated as the location of the central depository.
- (c) The depository be in charge of a small staff under joint control of the U.S. and British Embassies.
- (d) The microfilming be undertaken as a separate project to commence when the reduction to archive form is under way and to continue, if necessary, after the end of the military period.

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

9265 *41*

270

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

G-5: 313.3-1

27 March 1946

27 1946

SUBJECT: Alcom Archives

TO : Headquarters, Allied Commission
(Attn: Archives Branch for Major Harrison)
APO 394

269

Copy of the Staff Study herewith as requested.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

[Signature]

A. L. HANDLEN
Brigadier General, G.S.C.
Assistant Chief of Staff, G-5.

Encls:

G-5 ltr dtd 21 Mar,
G-5 Staff Study dtd 20 Mar,
Draft cable

*Original copy being
submitted by Archives Br
on their file*

Noted.

*Free
28/3*

[Signature] 28/3

9265
2

269

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

G-5: 313.3-1

21 March 1946

SUBJECT: Archives.

TO : Headquarters, Allied Commission,
APO 394.

263-268

1. Enclosed is a Staff Study for your concurrence.
2. You will note that para 3 c. of the draft signal proposes that the Archives should ultimately come under the joint administrative control of the two Embassies. Before concurring you will please satisfy yourself that the Embassies have no objection to the course proposed.
3. You may consider it desirable to ask the Embassies to communicate respectively with the State Department and the Foreign Office so that these departments may be prepared when the CCS refers the matter to them.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

A. L. HAMBLEY
Brigadier General, G.S.C.
Assistant Chief of Staff, G-5

1 Encl:
as above.

5-2-273

705

9265
ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

268
20 March 1946

SUBJECT: ALCOM's Archives

TO : Chief of Staff

I. Discussion

1. Normally military records of a campaign are filed in the Archives of the Government concerned but in the case of an integrated Headquarters the records do not belong to either nation separately. To meet this difficulty it was proposed that records of integrated formations of this Theater should be microfilmed in duplicate one copy to go to U.S. Records and one to British Records. This Headquarters proposals were contained in NAF 1015 (TAB A) which was approved by FAN 605 (TAB B). Instructions as to the disposal of the original copies of the records were contained in FAN 630 (TAB C) but this signal did not deal with ALCOM's records, which constitute a special problem.

2. ALCOM's records while produced under military auspices and in connection with military operations are in essence records of civil government. They will be required for reference in Italy for at least five and possibly ten years by the British and U.S. Embassies, the Italian Government, UNRRA and others. A substantial part is already in extensive use by both Embassies.

3. The records will be required for research not only in connection with current problems; but, in the future, more reference is likely to be made to them in connection with social, political and economic matters than on purely military questions. They should be located in a depository where they will be conveniently accessible for these purposes.

4. ALCOM's records in bulk almost equal in volume the aggregate of all the records of the whole of the rest of the theater and it is proper that they should receive special treatment if that is otherwise merited.

II Action Recommended

1. That a NAF signal as at TAB D be despatched to the C.C.S.

704

269

III Concurrences

AG _____

ALCOM _____

A. L. HAMBLIN
Brigadier General, G.S.C.
Assistant Chief of Staff, G-5

Incls:
Tabs as above

703

THIS IS NAF

Reference FAN 605, FAN 630 and NAF 1015.

1. Subject is disposition of original records of the Allied Commission. After long discussions and detailed examination of the records of the Allied Commission it is the considered opinion here that they should not be treated in the same category as records of purely military nature. The records are being currently used extensively by the U.S. and British Embassies. It is our opinion that they must remain active for period of five or more years for continued use by the Embassies, UNRRA, the Italian Government and other authorized agencies. As records of an initial effort in Allied military government they will be of permanent primary interest for historical and research in social, political and economic field rather than of strictly military interest.

2. It is estimated that the records of the Allied Commission amount to approximately one half the total records of the Allied files in the theater. The files now containing approximately eight million papers can over a reduction period of sixteen months be reduced by more than a quarter using a force of seventeen officers and men and twenty local employees. To microfilm without reduction would be most uneconomical and impede research efforts.

3. In view of the above it is recommended that:

a. The original documents as properly arranged archives be placed in a central depository and that microfilm copies be sent to the

265

War Department and War Office.

- b. Rome be designated as the location of the central depository.
- c. The depository be in charge of a small staff under joint control of the U.S. and British Embassies.
- d. The microfilming be undertaken as a separate project to commence when the reduction to archive form is under way and to continue, if necessary, after the end of the military period.

-11-

TO : Executive Commissioner
SUBJECT : Microfilming

A telephone conversation with Lt.Col. White yesterday afternoon was as follows :

1. He does not think that a Staff of 30 (15 Civilians) over a period of 2 years would be acceptable as much as an increased Staff for a shorter period.
2. Lt.Col. Jackman has discussed the micro-filming angle with him this week and they have reached a tentative agreement that Archives should have an individual Unit in Rome.
3. A civilian Staff for this could possibly be obtained from the Italian Film Companies whilst equipment will be able to be obtained from the Micro-Filming Unit.
4. Lt. Col. White will be in Rome for the Conference on Wednesday and Thursday next and hopes to discuss the matter further then.

As a reversal of policy is again outlined under para 2 and it is presumed that Lt.Col. Jackman will still not accept any responsibility of micro-filming in Rome, it is urgently requested that you would kindly make a tour of the Archives Branch with Lt.Col. White before he returns to Caserta next week to see for yourselves the situation as it now stands.

2 March 1946

F. J. Harrison
F. J. HARRISSON
Major, G.S.
Archivist

12

*I agree - arrange - (Gran 12/13)
(P.A. has arranged for 15.00hrs THURSDAY 7th)*

To Executive Commissioner

703

I saw Lt/Col WHITE for a moment yesterday evening. He said that he was returning with Brigdr. Parsons at 14.00 hrs tomorrow Thursday, and regretted being unable to accompany you to see Archives Branch at 15.00hrs. He said that the draft for the CCoS signal had been completed and was with

As a reversal of policy is again outlined under para 2 and it is presumed that Lt.Col. Jackman will still not accept any responsibility of micro-filming in Rome, it is urgently requested that you would kindly make a tour of the Archives Branch with Lt.Col. White before he returns to Caserta next week to see for yourselves the situation as it now stands.

2 March 1946

N.M. Harrison
N.M. HARRISSON
Major, G.S.
Archivist

12

I agree - arrange - (to see) 11/13
(P.A. has arranged for 15.00 hrs THURSDAY 14)

To Executive Commissioner

703

I saw Lt/Col WHITE for a moment yesterday evening. He said that he was returning with Brigdr. Parsons at 14.00 hrs tomorrow Thursday, and regretted being unable to accompany you to see Archives Branch at 15.00hrs. He said that the draft for the CCOS signal had been completed and was with Lt/Col JACKMAN for his attention and that it would be coming here within a few days. I hope that he may see you during today's Conference.

6 March 1946

N.M. Harrison
N.M. HARRISSON
Major, G.S.

11/13

-14-

To Executive Commissioner

Referring to your inspection of Archives Branch yesterday, herewith copy of letter to HQ Commandant requesting the rooms we need. I have written this in order to place our requirements on record. May we have your approval, please.

N.M. Harrison
N.M. HARRISSON
Major, G.S.

March 1946

H.Q. Commandant
H.Q. Commandant
Please comment.

11/13

25 February 1946

-7-

Executive Commission

SUBJECT : Microfilming

1. Further to your conference yesterday with Lt. Col. White at which it was thought that a Staff of not more than 30 (15 Civs) would be allowed for Archives, we have gone most carefully into this figure.
2. The result shows that it can be done, but only allowing the files to be cleaned on extraneous matters and rebound for micro-filming with an Establishment of 6 Officers, 9 EM/BORs and 15 Civilians.
3. Even then, to complete the 8 million documents, a period of 80 weeks net (or 2 years gross) will be required with everybody except 4-~~far~~ Recorders doing this work.
4. Whilst this was being discussed this morning, Lt.Col. Jackman telephoned and made the following statements :
 - a) That he would at this late period accept the files cleaned and bound ready for micro-filming and NOT necessarily screened, providing a letter was received stating that screening was impossible.
 - b) That he would adapt the quantity of filmed documents to whatever we were able to send.
 - c) That all files sent in sequence will be returned after micro-filming within 7 days.

Lt. Col. Jackman stipulated however that micro-filming must be done at his plant in Caserta otherwise he cannot accept the micro-filming of Allied Commission records at all.

5. Bearing in mind the limited Staff, the time it will take to microfilm and the fact that Lt.Col. Jackman refuses to accept the filming if it is done in Rome, it is suggested that his offer should be accepted.

6. Lt. Col. Jackman is calling on Brig. Parsons to-day to report to G-5 the subject of our telephone conversation.

Executive Commission

T.M. Harrison
Major

W.M. HARRISON
Major, G.S.
Archivist

693

documents now be

ever we were able to send.

c) That all files sent in sequence will be returned after micro-filming within 7 days.

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6. Lt. Col. Jackman is calling on Brig. Parsons to-day to report to G-5 the subject of our telephone conversation.

F.M. Harrison
Major.

N.M. HARRISON
Major, G.S.
Archivist

693

8.

Executive Commission

May the draft- Exec. Memo opposite now be released, please, in order to expedite para 3 above
~~N.M. Harrison~~ Major.

9.

Archive

Please speak at my meeting tomorrow.

NR 25/2

Spoke at

10.

Ex. Commission Conference on 26 Feb from Progress Note
as NMH/L9 opposite
~~N.M. Harrison~~ Major.

Executive Commission

After an extensive examination of the situation regarding microfilm and storage of AC files, we have arrived at a Staff figure which should be sufficient to cope with the operations of this Branch over a 3 year period.

These are approximately 8 million documents either in the AC files or to come in based upon a cubic foot area of 2,300 sheets. Then there are 8 operations in Archives Branch as follows :

1. Recording, checking against documents, preparing for storage.
2. Storing, searching for files, cataloguing for reference.
3. Filing cardexing for cross reference and functionalising.
4. "Cleaning" files ready for Micro screening. Numbering.
5. Screening every file before microfilming.
6. Microfilming.
7. Replacing extracted matter under 5 in consecutive numbers.
8. Filing the now complete matter for permanent storage.

The most difficult one to assess is No.5 "Screening".

At a broad estimate the total numbers required will be as follows:

	OFFs	NCOs	OR/EM	CIVs
Operations other than screening (present establishment is OFFs 6 OR/EM 6)	6	6	10	28
Screening	6			6 Senior Admin 3 Clerks
Total	12	6	10	37

There are THIRTY EIGHT Functions in HQ AC, not counting the Sub-Branches (Transportation have 5 of these) and few, if any, can be co-ordinated from a Screening point of view.

Screening itself constitutes such care that only really responsible Officers can attempt this, Senior NCOs might be trained to carry out the more general files screening but no Italian staff should be employed on this work.

From present time study, Screening cannot be conscientiously completed at a higher rate than 2,000 sheets per day (8 hours) since its tedious monotony causes a slackening towards the end of the day.

The staff required for actual microfilming must be assessed by the M.F. Unit upon a basis not more than 12,000 documents per day which would, we think, require 4 cameras and their staff.

As regards NCOs and ORs we have up to now received several applications

Operations other than screening
(present establishment is ORFs 6
OR/EM 6)

6

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Screening

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6 Senior Admin

3 Clerks

Total

12

6

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6

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The staff required for actual microfilming must be assessed by the M.P. Unit upon a basis not more than 12,000 documents per day which would, we think, require 4 cameras and their staff.

As regards NCOs and ORs we have up to now received several applications to transfer to Archives and these would consider remaining in a civilian capacity if the salary was sufficiently satisfactory to compare with their employment at home.

23.2.46

W. H. Mason
— my

Executive Commissioner

The amended draft Executive Memorandum was made before a telephone message was received from Lt. Col. White. It is suggested that this Memorandum be held until next Monday in order that any further points may be included upon his visit.

The telephone message was as follows:

Lt. Col. White has submitted a complete report to Brig. Parsons of the situation regarding microfilming A.C. records from the correspondence we have sent to him.

In this he has recommended :

- a) That a cable be sent to Chiefs of Staff, Washington.
- b) that a Camera Section of MFU be installed in Rome.

Lt. Col. White will be probably in Rome this week-end and will bring with him a copy of this report for your information.

19 Feb

DM Harrison
may

Another staff study !!!

- 5 -

118/2872

A further telephone message from Lt. Col. White this morning said...

Brig. Parsons wishes a cable be sent to Chiefs of Staff as soon as possible asking for the approval of the following:

1. Appointment of personnel for Archives over the period of preparing and operation of micro-filming all Records (possibly 3 years) with final allocation of a staff of "guardians" of the Archives in Italy until their final disposition.
2. Approval of a separate micro-filming Unit for AC to be operated in Rome as and when required

697

19 Feb

Another staff study

!!!

- 5 -

118/2872

A further telephone message from Lt.Col. White this morning said...

Brig. Parsons wishes a cable be sent to Chiefs of Staff as soon as possible asking for the approval of the following:

1. Appointment of personnel for Archives over the period of preparing and operation of micro-filming all Records (possibly 3 years) with final allocation of a staff of "guardians" of the Archives in Italy until their final disposition.

2. Approval of a separate micro-filming Unit for AC to be operated in Rome as and when required.

Lt.Col. White has asked that figures be worked out showing the necessary staff for the next 3 years in time for him to take back to Caserta. He will arrive late on Saturday, and returns on Sunday afternoon.

I am going into this at once and hope to be able to prepare something for your examination on Saturday morning.

to Mr. Parsons map

20 Feb

MS/22/2

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Executive Commissioner

(Archives Branch)

260
NHH/lg

8 March 1946

Ref. : 4/AB

SUBJECT : Office Space Archives

TO : HQ Commandant

The recent application for a block of offices on the first floor at present occupied by Agriculture Sub-Commission is, it is understood, likely to be diverted in favour of IGCR.

The following points should be brought to your notice.

(a) Room 14, 1st Floor is the Central Room of Archives Branch. All directive planning emanates from here as well as the issue of "Stored" files for this Headquarters, and it is impossible to change this since it has been fitted with steel furniture for the purpose.

(b) Owing to space restrictions, the only other rooms available for Administration and Operational work were the Large Conference Room and a block of offices at the very end of the First Floor Annexe vacated by Labour and too small to house the personnel under (c).

(c) The latest Operation (Microfilm preparation) has resulted in an immediate set-up of 20 Officers, ORs and Civilians who work to a fixed output of 20,000 documents per day.

(d) The use of part of the Large Conference Room is hampering output by the time taken to transport files to and from Storage, bad light and risk of confusion with another Branch of the work (i.e. Regional Files arriving for checking from Northern Italy).

The delay which at present occurs through trying to operate a Branch from three different and widely distributed parts of the Building is seriously affecting output in (c). Enquiries for files are also held up, since there is no central Enquiry Room where this could be handled and which should be next door to Room 14. The Admin. Officer and Typing Pool require also to be as near to Room 14 in order to be in constant touch with the O i/c.

693

On the other hand it is understood the reason why IGCR require these rooms is to prevent or restrict unauthorized people from wandering about the building.

Since Displaced Persons Sub-Commission have been operating successfully for some years on the 6th floor, this argument cannot be understood.

259

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Executive Commissioner

(Archives Branch)

-2-

What is requested, please, is :

- (1) Room for O i/c and Secretary next to Room 14 (Room 16)
- (2) Room for Admin. Officer and Secretary opposite to Room 14 (Room 7)
- (3) Large Room for File Searching and Enquiries as near to Room 14 and adjoining that of the Admin. Officer who will operate this (Room 9)
- (4) Two large Rooms for the Microfilm Preparation Section and their Staff (Rooms 18 and 22)

N.M. Harrison

N.M. HARRISSON
Major, G.S.
Archivist

Copy to : Executive Commissioner

695

NOTES for
MEETING
Munich 9

MEM/18 258
SITE OF ARCHIVES AT 25 FEBRUARY 6

When I took over last November, there was a letter upon the files which stated that the AFHQ Instructions under two Circulars 8 and 9 did NOT apply to the microfilming of Aloxa Archives.

Representations for filming however commenced upon the return of the Officer in Charge AFHQ Film Unit early this month from Washington and about 14 days after the original instructions were again applied by a letter which ruled out the previous waiving of these orders last October.

Archives work was at that time proceeding with a minimum staff and mainly concentrating upon the checking in, storing and stock-taking of the files expected to be received from all sources. Also arrangements to card-index all the files for functional reference had commenced.

The demand to prepare files for micro-filming by a certain Target date (viz. April 15th) came rather as a shock to the Branch, which was accentuated when it was known that constituted the preparation of files for actual micro-filming.

Besides the fact that every document should be scrutinized and a decision taken as to whether it should be filmed or not (from an historical point of view) the state of the files presented altogether a very unsatisfactory condition, loose papers, pins and clips and in many cases duplicate copies of correspondence were found.

Such extraneous matters would have all to be removed and the loose papers bound into the cover of the files before Microfilm Unit would accept them.

A time study by the Officer in charge of this work, confirmed by Team studies over a fortnight by trained personnel, produced a basic rate per hour and quickly showed that what was termed "cleaning" the files would have to be done (and done at once) over and above "screening".

A careful estimate of the cubic footage of material produced the alarming total of approximately eight million papers.

It was apparent that with all the trained staff to be found, both these operations would need three to four years work before records would be completely ready for filming, although a beginning could be made shortly.

The problem was how to produce a steady output to cope with the stated Micro-film rate of 40,000 photos a day and to make the preparation so that by target date sufficient papers would be ready to have one week's supply always in hand in case of breakdown of the system.

In most cases of Regional files, the work of screening could not be

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A careful estimate of the cubic footage of material produced the alarming total of approximately Eight Million papers.

It was apparent that with all the trained staff to be found, both these operations would need three to four years work before records would be completely ready for filming, although a beginning could be made shortly.

632

The problem was how to produce a steady output to cope with the stated Micro-film rate of 40,000 photos a day and to make the preparation so that by target date sufficient papers would be ready to have one week's supply always in hand in case of breakdown of the system.

In most cases of Regional files, the work of screening could not be attempted as most of the people concerned with the files had one home whilst the functions at Headquarters were many of them preparing to close down at the end of February or transfer their operations to UNRRA or ATRQ.

There was also the fact that only a limited (50) Establishment could be expected to be approved by OOS Washington.

The Officer i/o Film Unit has to-day stated however that he would be prepared (since by now it would be too late to begin) to make the idea of Screening files provided this was explained in a letter to ATRQ by Alcon.

He would also accept a much lower supply than 40,000 per day, even to 10,000 if this would assist.

He must however insist upon all material being sent to Caserta for filming.

-2-

The situation therefore resolves itself as follows :

1. In the time available NO screening can be attempted.
2. By using 6 teams of 3 (1 AM/BOX and 2 Italians), plus 2 officers, an output of 20,000 is to be targeted every day of cleaning files. At a minimum it will require 1 year and eight months to complete the eight million papers, always providing that the files are all available for this work and that no hitches occur.
3. The proviso that Filming must be done at Caserta is in its way a better idea than to have a separate Film Section in Rome, since the Officer i/c refuses to film in any other way and since more staff would be wanted to run the Film Unit (and technical men at that) all requiring training, which will take more time.
4. Premises for this work would also have to be found, before the present Alcon premises are vacated.

The approval therefore is :

- (a) For a staff of 30 persons (half Italian Civilians) to be agreed as Archives Establishment for two years with a drastic reduction in ensuing years. (probably 50%).
- (b) Fresh premises for Archives to be ready in time to move to (with suitable shelving and security) before Alcon closes down.
- (c) Should a fifty per cent American Staff be unavailable, that British personnel be approved to complete the number required (15).

25 Feb 1946

W. Harrison
W.M. HARRISON
Major, G.S.
Archivist

693

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

9265 A1

HEADQUARTERS ALLIED COMMISSIC

APO 394

Office of the Executive Commissioner
Archives Branch

251

Ref : VAB

MAR 19 1946

Dear White

Many thanks for the draft MAT air letter on Archives which Harrison has shown me and which I have carefully examined.

The only suggestion I have to make is that the redaction - para. b line 6 - appears rather ambitious and I think that a maximum of 5 is all that we can expect at this state of the proceedings.

Yours

Signe
J. L.

16/3/46

Lt. Colonel S.H. White
G - 5 Section
A.F.H.Q.
G.M.F.

692

Copy to Ex Comm. Archives File

(Maggie)

PA
19/3

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

9265 40

Ex. Commr.

250

8/39/5/19

H/34

011530

KENYINEMARCHO21015

ROUTINE

AMG 13 CORPS

ALCOM

238

UNCLASSIFIED

Ref your signal 1369 dated 23 Feb 46. Approximate number of files is 2000.

AC DIST

ACTION: ARCHIVES BR.

INFO: CHIEF COMMISSIONER

EX COMMISSIONER

FILE 2

FLOAT

HEADQUARTERS

2 MAR 1946

691

PA
5/3

9265 96

245

ALLIED FORCE HEADQUARTERS

APO 512

ALLIED FORCE RECORDS ADMINISTRATION,
AG SECTION,
ALLIED FORCE HEADQUARTERS,
S.M.S.

28 February 1946.

Ref 1- AFRA/1/100

SUBJECT :- Records of Allied Commission.

TO :- The Ofc in Charge of the Executive Commission,
HQ. Allied Commission,
ROME. 235

1. Re: Response your letter 9265/233/33 12 Jan 46. The Allied Force Records Administrator gave a verbal reply to your letter of 9 January 46 when he met the Executive Commissioner in Rome on 22 January 46.

2. The Allied Force Records Administrator whilst in the United States tried without success to arrange a personal interview with the Secretariat of the Combined Chiefs of Staff. He did, however, have long discussions with the Records Management Branch, M.I.G. and Historical Section, M.D. on the subject of Records Administration as applicable to AFRA and both parties were satisfied with the Allied Force Records programme and the progress made.

3. As a result of these discussions a Col. G.H. Clarke - Deputy Director, Historical Division War Department, Special Staff, Washington D.C. visited AFRA, AFRA/1/100 and Allied Force Headquarters, S.M.S. to discuss Records and Manpowering programmes and to express his complete agreement with our organization.

See Min 246 249

T.P.V. Gaetman 693
Lt.-Col. AFRA,
Allied Force Records Administrator

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

244

SUBJECT: Disposal of Records.

If you are issuing a memo to your sub-sections on disposal of records, it is suggested that the following points be included.

1. Historical Records. The records of staff sections etc. are required for two main purposes.

(a) The compilation of the official Histories of the War, the proposed War Office Monographs on "Q" subjects (see Memo DWHQ/40 of 25 July 1945) and research work in the future on special subjects e.g. malaria control, petroleum supply etc.

(b) The settling in the future of legal and administration problems e.g. financial, which will arise as a result of the activities in this theatre.

2. Screening and evaluation of records. It is impossible to lay down hard and fast rules as to what material should be kept or destroyed. As a guiding principle however, the two uses for the records mentioned in 1 (a) and (b) above should be borne in mind. No papers should be destroyed which would be needed for either of those two purposes. The files of a section must reflect the complete activities of that section. Therefore all papers which that section itself produced, all papers from higher or lower echelons on which that section took action, and all "information" copies of cables or papers which have a direct bearing on the sections activities must be kept.

In general the following types of documents can be destroyed: -- minor transactions which have been completed (e.g. a request for, loan, and return of a vehicle), information copies of cables etc., which do not have a direct bearing on the activities of the section, circulars, orders and memos produced by some other section or H.Q. Appendix "A" to AFHQ Circular No. 8 gives further instructions as to the disposal of particular classes of records.

D/A.F. Records Administrator.

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

LB/88
25 FEB 14 45

9265 20
Ex. Comm. 243
G/9826
26 FEB 09 00
PRIORITY

ALCOM LC BAKI

HQ ALCOM ARCHIVES BRANCH

FEB 26 1946

UNCLASSIFIED.

REFERENCE YOUR LETTER 19/AB DATED 9 FEBRUARY 46 AND YOUR HQ SIGNAL NUMBER 1369 DATED 25 FEBRUARY 46.

1. NUMBER OF FILES AT PRESENT USED BY THIS OFFICE IS 190 INCLUDING 11 FILES CONTAINING ORDERS, CIRCULARS ETC.
2. THIS OFFICE ALSO IN POSSESSION OF FILES HANDLED OVER BY LEGAL OFFICE, SENIOR TN OFFICER AND PORT LIAISON OFFICE WHEN THESE CLOSED DOWN.
3. FILES MENTIONED IN PARA 3 2 TOTAL APPROXIMATELY 600. THESE WILL BE RESPATCHED TO YOU IN NEAR FUTURE.

AC DIST

ACTN: ARCHIVES BR.
INFO: CHIEF COMMISSIONER
EX COMM.
FILE 2
FLOAT

688



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

9265 96

Ex. Comm.

242

PR/ADM/3148

FEB 251300 A

G/9827

FEB 260900

ROUTINE

AC CLO PIEMONTE

HQ ALCOM FOR ARCHIVES

FEB 28 1946

UNCLASSIFIED.

Para 1. Ref your signal 1369 dated 23 Feb.

Para 2. Reminder of Piemonte Region files numbering
1766 in 21 boxes are now on route to archives branch by road.

AC DIST.

ACTION: ARCHIVES BR

INFO: CHIEF COMMISSIONER

EX COMM

FILE 2

FLOAT

687



(miss 3)

HEADQUARTERS ALLIED COMMISSION

APO 394

ARCHIVES BRANCH

NMH/lg

NOTES ON CONFERENCE AT ANTICOLI - Sunday 24 Feb 46

Present : Brig. Lush
Lt. Col. White
Major Harrison

1. Lt. Col. White presented a copy of the draft he had prepared for Brig. Parsons giving the complete history of Phase "3" (Microfilming) as it applied to Alcom Records. This was completely agreed by Brig. Lush.

2. Lt. Col. White also stated that he had received a telephoned agreement from Lt. Col. Jackman to set up a section of the Micro Unit in Rome.

3. The figures as presented to Brig. Lush on Saturday (Offs 12, NCOs 6, ORs 10, CIVs 37) were considered by him to be too ambitious and referred back for reduction.

Major Harrison revised these to OFFs 10 - S.NCOs 5 - ORs 5 - CIVs 27 by transferring the duties of Cardex Officer/NCO to a later date in the operations.

4. Major Harrison suggested that reductions could be made by either reducing the amount of files to be screened - i.e. to only clean Regions but to clean and screen Headquarters files (this was not generally favoured) or on the other hand to include the O i/c and Admin Officer in the number of Screening officials.

After discussion it was finally ordered by Brig. Lush that :

a) Major Harrison should telephone to-morrow Monday, if possible, the "all-round" figure required for Archive micro-filming preparation to Lt. Col. White and should attend on Tuesday 26th at his Executive Meeting and inform Polads (A) and (B) upon the whole matter, in order to obtain their concurrence.

b) That he should review the total staff, not as a chain, but in the light of getting everything up to "micro-film level", so that the MF Unit would have no complaint that Alcom were not ready to begin as soon as they had installed the Rome Unit.

c) That every effort should be made to prepare matter for filming, and the Cardex should be done at a much later date.

d) That both he and Lt. Col. White were of the opinion that not more than a total of THIRTY (15 Civilian Italians) would be permitted and that we must work out our operations accordingly.

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- c) That every effort should be made to prepare matter for filming, and the Cardex should be done at a much later date.
- d) That both he and Lt. Col. White were of the opinion that not more than a total of THIRTY (15 Civilian Italians) would be permitted and that we must work out our operations accordingly.
- e) That micro-filming should not be expected to take more than 8-10 months to complete (without Property Control) from the date agreed by the CCoS. (Based upon MF Unit only doing 12,000 per day, it will actually take 500 days to do six million).
- f) He asked Lt.Col. White to ask in his cable for approval of Archives to continue to function after the Peace Treaty as well as the closure of Alcom. Simultaneously for the Embassies to support the cable by sending copies to their Governments at the same time.
- g) Also to add permission for suitable premises in Rome for Archives should present offices be vacated.
- h) In both their opinions, the total Staff should not exceed 30, half of which to be Italian Civilians.

-2-

5. It was also noted that should American Officers available for the new Establishment not be sufficient, steps should be taken to approach AFHQ for permission to retain British Officers to carry out the work of micro-film preparations and recording.

6. It should be recorded that there was a possibility of R U K files being placed in the custody of HQ Alcom. If these are able to be micro-filmed first, it would permit Alcom more time to bring their files up to M F level.

P. M. Harrison
—Majr.

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DRAFT

I. Discussion

1. History

a. At flag A 1 is AFRA circular No 8 of 18 July 1945 containing the general instructions for the closing and preservation of Allied Military records of integrated formations. The CCS directive, which is recited in para 1 appears to be, that prior to the inactivation of a Headquarters (or the withdrawal of one of the Allies from it) a duplicate set of records will be prepared, one for each of the US and Br Governments.

b. Circular No 8 was thereupon drafted to carry out the CCS directive. It is obvious that the circular is intended to deal primarily with the records of military formations. Circular No 8 was amended on 10 August by Circular No 9, at Flag A 2.

c. On receipt of an advance copy of circular 8 Alcom on 15 July (at flag B 1) after protesting that the directive was unsuited to its needs, requested that its views might be referred to the respective governments. In this attitude Alcom was supported by Polad B (flag B 2).

d. At flag C is a Staff Study of Alcom's request made 23 September as a result of which it was decided not to forward Alcom's views to higher authority and the draft of a proposed directive (at flag D) was sent to Alcom for its comments. Alcom was so disturbed by the contents of this directive that it telegraphed for Mr. Hilary Jenkinson the British Government's adviser on Archives under whose guidance Archives of Alcom had been organized and also ~~for~~ a representative of the United States Record Office, who was in Europe in order to consult over the proposals. (The latter could not attend).

e. On 25 October a meeting with AFHQ representatives was held at Rome which was attended by Col. Jackman of AFRA, Brig. Parsons of G-5, Mr. Hilary

Copy for Executive
Commissioners file
26/4/46 240
handed to Conference

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e. On 25 October a meeting with AFHQ representatives was held at Rome which was attended by Col. Jackson of AFRA, Brig. Parsons of G-5, Mr. Hilary Jenkinson and Brig. Lush. It decided that the letter at flag D would not be sent out; that Alcom's files needed special treatment; it was recognised that Alcom's files would require considerable treatment before they were ready for filming and that they would not be ready by the time AFHQ filming ceased; that a detachment of the filming unit could be sent to Rome to film Alcom's files when they were ready at some later date. The ultimate responsibility for holding the files was not agreed and Alcom again pressed for reference to the Governments.

A letter from AFHQ at flag E confirms the agreement to send a detachment of the film unit to Rome.

f. In pursuance of the decisions of this meeting AFRA on 6 November (at flag F 1) informed Alcom that a directive of 25 October at flag F 2 laying down dated for filming did not apply to Alcom.

g. At flag G is FAN 630 which detailed how records of various integrated formations should be dealt with.

h. At flag H 1 is a submission of Alcom's case dated 4 December and a supplementary letter thereon dated 15 December, (flag H 2) and Alcom strongly presses for submission of the cases to the CCS. These letters were referred by G-5 on 13 December to AFRA for reply.

i. On 23 December at flag I AFRA wrote that Col. Jackman would discuss the matter with CCS while he was in Washington. Col. Jackman returned from Washington in the second half of January. No reply has been given to Alcom to its letters of 4 & 15 December, and there is no information that Alcom's case as presented in those letters has been presented to the CCS. Meanwhile AFRA is pressing Alcom to send its files to AFHQ for filming.

k. At flag K is a letter from Alcom dated 31 January pressing for a decision, attached to which was a draft telegram sent to Alcom (from AFRA ?) for comment. Alcom took objection to the wording of the telegram which presumed the acceptance of the unacceptable principle decision and raised only subsidiary questions. Alcom's action was supported by both Embassies also at flag K.

l. At flag L is a letter from Alcom of 11 February stating that the AFRA letter of 6 November (at flag F) had been withdrawn and protesting that compliance with the provisions of circulars 8 & 9 were impracticable, agreeing to the filming, but stating that the files could not be quickly screened and pressing for filming in Rome as previously agreed.

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2. Argument

a. Alcom is a separate formation and not a part of AFHQ. It has its own

WE/TO.

b. Paragraph 1 of circular 8 at flag A suggests that the CCS requirements will be fully met provided that the filming is completed before Alcom itself is inactivated (or ceases to be integrated).

c. FAN 630 contains no disposal instructions of Alcom's records. No CCS ruling has yet been obtained.

d. Both Embassies have made representation to their respective governments.

e. Neither of the Embassies nor Alcom will be satisfied until the future location of Alcom Assets is referred to the respective Governments. Even if ATHQ fully accepted their view, reference would still be necessary in order to obtain Treasury sanction for the expenditure involved.

f. That Alcom's records, though arising out of Military Operations are, in essence, records of Civil Government and are of greater interest to the social historian, the politician, the economist, government officials, and commerce than to the military strategist and in any case the files are wanted and will for some considerable time be wanted for current work even after Alcom ceases to exist.

g. The total number of files in Alcom is estimated to be 150,000 containing a possible 10 million papers. Attention is called to the wording of the certificate in circular g. The proper screening of 10 million papers is a matter which must take months. If the screening is waived, the photographic record will bear no relation to the final form of the archives which will be a source of confusion and error and involve considerable waste of material and labour. The extent by which the records may diverge is shown by the fact that it is quite possible that after screening the number of papers may be reduced to 4 million.

h. Apart from the necessity for screening, another difficulty of complying with the provisions as to filming is that on the closing down of the Property Control Division 10,000 files have at the urgent requests of the Embassies been distributed on loan to consular offices all over Italy to enable consuls to deal with the restoration of sequestered estates of Allied nationals to their owners or next of kin. The Embassies estimate that these files will be required for about a year.

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i. The estimated time for which files would be required for filming at AFHQ is three weeks. If filmed in Rome 3 days. In addition there will be an enormous amount of work in packing and carriage and risk of damage and loss in transit.

k. It is believed that Alcom's records are nearly if not quite half of the the records in the whole theatre. They are certainly the largest single factor. It is reasonable and economical of time and labour that they should be photographed in situ. The Film Unit is mobile and organised to go to records; it

is unreasonable that a large quantity of records should be ordered to be moved merely for the convenience of the film unit.

II. Action recommended

1. That a case be submitted to the US and Br Governments for a decision as to the future location of Alcom records.
2. That arrangements be made for a detachment of the Film Unit to be attached to Alcom to undertake progressive filming of Alcom files in Rome as they can be made available. Alcom to complete filming within a reasonable time.

III. Consurrence

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

683

4

COPY

HEADQUARTERS ALLIED COMMISSION

APO 394

ECONOMIC SECTION

Ref. : ES 1.08

CH/Ls

SUBJECT : Filing Procedures

23 February 1946

TO : Supply Group
 Food & Agriculture Sub-Commission
 Industry & Utilities Sub-Commission
 Transportation & Shipping Sub-Commission

1. Further to previous oral instructions, each Sub-Commission or Branch whose work will eventually be carried out by UNRRA is requested to start and maintain parallel files on UNRRA matters and on joint UNRRA/AC matters handled by the Sub-Commission or Branch.

2. No specific instructions are considered necessary as to the method by which this will be accomplished since the Sub-Commissions and Branches are free to use their previous system subject to the provisions of para 3. However, for your guidance, the solution used by Economic Section has been to use registry books for the Bureau of Requirements and Distribution identical with those used by the Economic Section; to use the same system of file references, substituting "RD/" for "ES/"; and to cross-reference policy correspondence or combined AC/UNRRA correspondence so that copies of extracts thereof may be found in both sets of files.

3. It is desired that, whatever system of filing classification is adopted in each Sub-Commission/Sub-Bureau, an identifying symbol be used as integral part of the file reference, as follows :

RD/	- Bureau of Requirements & Distribution
SUP/	- Sub-Bureau of Supply Operations
RASUP/	- Sub-Bureau of Relief Supply
RILB/	- Sub-Bureau of Industrial Rehabilitation.

The symbol will be inserted according to the assignment of the originator of a particular communication; for example, the Director of Ports & Shipping Division will prepare UNRRA letters under the "SUP/" file symbol, whether for his own signature or for that of any higher official.

4. It is the intention of this Section, under the provisions of para 8, Executive Memorandum No. 7, reference 1/AB, Office of the Executive Commissioner, dated 5 January 1946, to accomplish a borrowing of files of units being formed for transfer to UNRRA. Consequently, it is the responsibility of the heads of these units to prepare now for the forthcoming transfer of files. It will be necessary to sort out immediately those files which will clearly not be required in the future.

Distribution identical with that of the original, substituting "RD/" for "ES/"; and to the same system of file references, substituting "RD/" for "ES/"; and to cross-reference policy correspondence or combined AG/UNRRA correspondence so that copies of extracts thereof may be found in both sets of files.

3. It is desired that, whatever system of filing classification is adopted in each Sub-Commission/Sub-Bureau, an identifying symbol be used as integral part of the file reference, as follows:

- RD/ - Bureau of Requirements & Distribution
- SUPOP/ - Sub-Bureau of Supply Operations
- RESUP/ - Sub-Bureau of Relief Supply
- REHAB/ - Sub-Bureau of Industrial Rehabilitation.

The symbol will be inserted according to the assignment of the originator of a particular communication; for example, the Director of Ports & Shipping Division will prepare UNRRA letters under the "SUPOP/" file symbol, whether for his own signature or for that of any higher official.

4. It is the intention of this Section, under the provisions of para 8, Executive Memorandum No. 7, reference 1/AB, Office of the Executive Commissioner, dated 5 January 1946, to accomplish a borrowing of files of units being formed for transfer to UNRRA. Consequently, it is the responsibility of the heads of these units to prepare now for the forthcoming transfer of files. It will be necessary to sort out immediately those files which will clearly not be required in the UNRRA operations. The balance should be carefully screened in order to determine whether they will be needed in toto for several months or whether a few documents can be abstracted or borrowed.

FOR THE ACTING VICE PRESIDENT:

(Sgd) PLUMER HOLTSTEIN
Chief Staff Officer

Copies to: Executive Commissioner
Maj. Harrison, Archives Branch

9265 - 46

238

TO ALCON

FEB 26 1916

AND BEING PROVIDED, ALCON LO 2 DISTRICT, ALCON LO BOLSAO, ALCON LO
SICILY, ALCON LO BARI, ALCON LO NAPLES, ALCON LO (TH) ANICIA, ALCON LO LIVORNO
ALCON LO BOLOGNA, ALCON LO LOMBARDIA, ALCON LO PISANO, ALCON LO LIGURIA, AND
XXXXXXXXXX VENETIA GIULIA.

1369

UNCLASSIFIED

236

REF MY LATER NUMBER ONE THIS LAST WEEK WAGON QUARTER FORTY
NINETEEN FORTY SIX PD IMPORTANT THAT ROUTE CALLED FOR WENT QUART
AROUND BRANCH THIS NOW QUART BE THE RIGHT FORTY NINETEEN FORTY
SIX PD SIGNAL IF NECESSARY PD

See 7-27-10

673

PRIORITY

Office of the Executive Council

[Handwritten mark]

300

[Handwritten mark]
25/2

237

Ref: 9265/33

18 February 1946

SUBJECT: Inventory of Files.

TO : Archives Br.

236

Ref your 19/AB dated the 9th February.

The attached completed pro forma is submitted as requested.

C. R. BRAYBROOKE

Chief Staff Officer
to Executive Commissioner

678

1A
20/2

OFFICE OF THE EXECUTIVE COMMISSIONER

N/21236

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

9th February 1946.

Ref No:- 19/AB.

SUBJECT:- Inventory of Files.

To:- Distribution as below.

In order to ascertain the amount of space required to house Allied Commission files and to assess the total number of files to be Micro-filmed, returns as per attached pro-forma will be rendered direct to Archives Branch not later than 28th February 1946.

FOR THE CHIEF COMMISSIONER.

see 237

TR.

905 files

Brigadier.
Executive Commissioner.

677

DISTRIBUTION.
"A"

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

235

Ref: 9265/235/EC

18 February 1946

SUBJECT: Records of Allied Commission.

TO : Allied Force Records Administration
A.G. Section
AFHQ.

203

It would be appreciated if an early reply could be forwarded to our 9265/EC of 8 January 1946.

For the Chief Commissioner

B. SAWYERSON

Brigadier
Executive Commissioner

675

PA
1946
2

Declassified E.O. 12356 Section 3.3/NND No. 185017

9265

11 February 1946.

Ref: 1/AB.

SUBJECT: Microfilming of AC Records and disposition.

TO : Allied Force Headquarters.
Attn: G-5 Section.

1. A letter from Lt. Col. Jackman, Records Administrator, dated 6 Nov 1945 stating that the instructions under Circulars AFHQ Nos. 8 and 9 were not applicable to the documents of Allied Commission has now been withdrawn and it is difficult to understand in exactly how far action is expected to be carried out bearing in mind the following points:

- (a) Screening. It has been agreed by the Records Administrator in a draft forwarded through one of my Staff Officers last week that AC records of a Regional nature should not be divided into Transitory and Permanent Records by reason of their historical value being disturbed by personnel unacquainted with the complete story.

This "screening" constitutes one of the main functions of Circular No. 8.

Although these Regional Files total over 50% of AC Archives, those of HQ contain even more valuable matter equally impossible to segregate since the officers concerned have left this theatre, in some cases (such as early planning for AC) many months ago.

- (b) Shipment to M.F. Unit. To micro-film AC Archives at CASERTA will require the packing, shipment and return of some hundreds of thousands of files over a distance of 150 miles with the constant risk of breakdown and pilferage which would upset any continuity of file series being maintained in the order outlined by the Film Unit.

675

6

2. To overcome these difficulties and the consequent waste of working hours within the Microfilm Unit, the following amendments are suggested:

- (a) All Allied Commission Archives shall be microfilmed, it being agreed that steps are first taken within the Commission to eliminate wherever possible, matter which is inapplicable.
- (b) To destroy nothing "transitory" so that future claims of a non-historical nature can be always investigated.

-2-

233

- (c) To instal y) six of the Microfilm Units. Cameras with their staff in ROME in accordance with Lt.Col. Jackman's agreement (your letter of 22 Oct 45 refers). The remaining operations (film check, retake, film storage) to be completed in the usual manner at the Microfilm Unit.

The staff of (say) 2 officers and 15/20 operators could be accommodated at one of our Hotels for the requisite period.

3. Attached is copy of AFHQ letter AL 313 - AFRA of 5 Oct 1945 as requested by you.

Brigadier,
Acting Chief Commissioner.

72

3344

926586

ARCHIVES BR

229

ALLIED FORCE HEADQUARTERS
APO 512

ALLIED FORCE RECORDS ADMINISTRATION,
AG SECTION,
ALLIED FORCE HEADQUARTERS,
C.M.F.

4 February 46.

Ref :- AFRA/I/109

FEB 6 1946

SUBJECT :- Records.

TO :- HQ.,
Allied Control Commission,
ITALY.

70 & 72 file 63/EC attached

As a result of recent conferences held between Executive Commissioner and his staff and the Allied Force Records Administrator, decisions have been made by which the provisions of Allied Force Headquarters Circulars 8 and 9 now apply to A.C.C., ITALY.

This office letter referring dated 6 November 1945 is, therefore, withdrawn.

171A.

5 FEB 1946

R.H. JACKMAN,
Lieutenant Colonel, AGD
Allied Force Records Administrator.

6731
see M.230

HEADQUARTERS
ALLIED COMMISSION
(Archives.)

To : Brigadier LUSH.

FEB 6 1946

Subject : Report on visits to Micro-film Unit Feb 5th and Jan 28th. 1946

After the visits of myself, my Admin. Officer and Chief Clerk to the above Unit, the following points were noted :-

1. That the M.F. Unit is so carefully organised that they can see a completion of their present work about the first week in April.
2. That a section of their (Italian civilians) have been especially trained in the work and these will either become idle or may have to be dismissed if the work stops.
3. That A.C. Archives, constituting (according to Lt. Col. Jackman) 48% of the whole of the Staff Records, will be expected to contribute film matter by that date.
4. That once filming is commenced, a steady flow of material must be maintained, as the Film Unit is on a chain-operation basis and to hold up one function is to delay the whole set-up.

In order to comply with pars. 3 and 4, two main difficulties are to be expected.

- (a) The responsibility of Screening Files before dispatch - and for that matter, deciding whether certain files should be filmed or not, upon an A.C. Historical basis.
- (b) The guarantee of a "steady flow of material" bearing in mind that 150 miles separates the mountain from Mahomet (AC= Mountain) and, since it is proposed by the M.F.U to film by Subject Matter (within the series of files) the risk of a transport breakdown will interfere with the continuity of certain specific reels.

Now it has been verbally agreed by the Executive Commissioner that Allied Commission will accept the responsibility of carrying out sub.par. (a).

But that on no account can such be carried out in the Regional files and such of the Sub-Commissions already closed down and passed into Archives.

Since, at a rough guess, Regional files constitute fifty per cent of the files of A.C., to screen Headquarter documents is to only add a middle of the road.

673

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- (a) The responsibility of Screening Files before dispatch - and for that matter, deciding whether certain files should be filmed or not, upon an A.C. historical basis.
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But that on no account can such be carried out in the Regional files and such of the Sub-Commissions already closed down and passed into Archives.

Since, at a rough guess, Regional files constitute fifty per cent of the files of A.C., to screen Headquarter documents is to only adopt a middle of the road policy.

The three points for decision, I would suggest are as follows :-

- (1) to film ALL the Archives, both Headquarters and Regional, subject to a general check by the Branch or Sub-Commission concerned.
- (2) to destroy NO transitory papers, so that future claims can be examined at any time.
- (3) instead of the risk of moving Files to Caserta, to instal (say) six of the CAMERAS in Rome, completing the remainder of the operations (Check-Retake-Store film) at the Unit. (Example. Film Companies do not "shoot" their pictures on the Studio lot) and in this case, I suggest, Lt/Col Jackson could easily send a couple of Officers and 15-20 operators to Rome to be housed in one of the A.C. Hotels for 3 months.

N.M. Harrison
N.M. Harrison
Archivist.

(EC) 6.2.46

672

See him

Suggested Draft by Lt.Col JACKMAN

for presentation in Letter Form under the signature
of the Executive Commissioner for transmission to
A. F. H. Q.

1. Files of Allied Commission come under two categories :-
 - (a) Headquarter Files
 - (b) Regional Files.
2. Headquarter files can and will be screened before Shipment to Micro-film Record Depot.
3. Regional files cannot, since personnel with knowledge of files have departed this theatre.
4. It would appear to be extremely dangerous to permit personnel with limited or no A.C. background to screen such important documents - i.e. Regional files pertaining to Civil Government affairs affecting the whole Italian nation. As first experiment of its kind in Military history - imperative we complete as far as possible.
5. Far better to be safe and microfilm transitory papers, thus assuring retention of all important documents rather than risk destruction of some of these through the screening by inexperienced people.

The above was handed to Capt. Rowlands by Lt/Col Jackman at his visit on Monday to the Film Unit.

If it is decided to film ALL the Archives, para. 2 will require amendment.

N.M. Harrison Major

2726
JAN 310915A

Ex Comm 220
G/ 8407
JAN 311600A
ROUTINE

LOMBARDIA REGION LIAISON GROUP ACLO HQ NUMBER TWO DISTRICT HANCOCK SIGNED HADGES.
HQ ALCOM FOR ATTENTION ARCHIVES.

RESTRICTED.

Reference G-1 B/ 188. Office of ACLO now to remain open until
APRIL. Please arrange for all records forwarded to archives on
16 JANUARY to be returned to AC LOMBARDIA immediately.

	<u>AC Dist</u>
Action	ARCHIVES
Info	Chief Commissioner Exec Commissioner File (2) Flat

see 221-224

9265 RE 219
HEADQUARTERS ALLIED COMMISSION
Office of Political Adviser (A)

To : Executive Commissioner

Subject: Disposal of Allied Commission Archives

I refer to the draft cable of January 23 on this subject regarding which Mr. Jones has already informed Major Harrison informally of Polad (A)'s views. In discussing this matter with Major Harrison, Mr. Jones pointed out that the sentence stating "upon inactivation of Allied Commission, records would be loaned to British Embassy in custody of Military Attache for present and future use by American and British Embassies" etc., should be amended especially insofar as the statement that the records would be loaned to the British Embassy in custody of the Military Attache is concerned, since it is not believed that this was in any way the agreed plan for disposition of these archives. I concur in the amendment suggested by Polad (B) and in the redraft of the telegram as given by him as attachment to his memorandum of January 28 on this subject.

215 214
Robert McBride
Robert McBride
Assistant Political Adviser (A)

Rome, January 31, 1946

Copy to Polad (B)

663

M 222

HEADQUARTERS ALLIED COMMISSION
APO 394
ARCHIVES BRANCH

24 January 1946

C O N F E R E N C E

Present : Brig. Lush
 Brig. Carr
 Lt. Col. Jackman
 Major Harrison

1. Lt. Col. Jackman stated that his visit to Archives Branch had shown that Phase 1 (Records) and Phase 2 (Storing) had in the main been completed, although there were still many boxes of documents arriving from several Northern Regions awaiting disposal.

2. He felt that before Phase 3 (Microfilm) be commenced, that files should be rearranged on a functional basis.

3. Brig. Lush here stated that since his visit to England certain factors had been brought to his notice (the preservation of the continuity of files) which precluded this being done. The ensuing discussion brought up the fact that the merging of certain Southern Regions (due to various reasons) had actually destroyed this continuity and Brig. Lush said he would bear this in mind.

4. Lt. Col. Jackman suggested that the American staff for Archives on a 50% basis could probably be best recruited through G-5 American Civilian Branch. He could contact them if we wished.

5. Lt. Col. Jackman produced a draft signal for disposal to Combined Chiefs of Staff. He said his trip to Washington had resulted in little success.

Brig. Lush made the addition of the words "present and" on lines 4 & 6 and Major Harrison was instructed to take copies to both British and American Embassies for their concurrence.

The American Archivist at Washington is a Mr. Solon J. Buck.

6. Major Harrison was asked to visit MICROFILM UNIT at the earliest possible moment, and Brig. Lush expressed a wish to see the plant himself at a later date.

668

2. He felt that before Phase 3 (Microfilm) be commenced, that files should be rearranged on a functional basis.

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The American Archivist at Washington is a Mr. Solon J. Buck.

6. Major Harrison was asked to visit MICROFILM UNIT at the earliest possible moment, and Brig. Lush expressed a wish to see the plant himself at a later date.

7. The meeting was concluded.

Subsequently neither Embassy concurred in
a re-draft was sent to G-5

1.2.46

11/12

J. Harrison major

see M222

(RC)

668

9265

217

QUARTERS ALLIED COMMISSION
APO 394
ARCHIVES BRANCH

NMH/lg

Ref. 1/AB

1 February 1946

SUBJECT : Micro-filming of AC Archives

FEB 1 1946

TO : Brigadier Lush

Sir,

216

Since rendering my report of the visit to Micro Film Unit
I have telephoned Lt. Col. Jackmann as follows :

" Whilst it is agreed that Allied Commission will accept
the rejection or acceptance of certain files for micro-filming,
on the other hand no action can be taken by the Commission to
scrutinize correspondence within files sent for filming, since
the necessary Staff is not available."

Lt. Col. Jackmann said he would consider this in the light
of MTOUSA Circular No. 8 and would discuss any points when Capt.
Rowlands visited the plant next Monday.

N.M. Harrison
N.M. HARRISSON, Major
Archivist

667

222 7222

(EC)

HEADQUARTERS
ALLIED COMMISSION
APO 394

Ref: 1/AB

31 January 1945.

SUBJECT: Micro-Filming of A.C. Archives.

TO : Brigadier LUSH.

At a visit to AFHQ Micro-Filming Unit on Monday 28 January 45, and in a series of talks with Colonel SCHOCART (A), Lt. Col. JACKMAN (A), and their staff officers, the following points arose:-

1. MILITARY RECORDS.

It was established that A.C. Archives constitute a Section (Over 48%) of the Combined Military Records and as such, are liable for micro-filming.

2. SCREENING & REGIONAL FILES.

In accordance therefore with AFHQ/FRA Instructions of July/Oct 1945, certain files, especially Admin and General series will require "screening" - (film or discard). Those already received from REGIONS must of necessity be dealt within Archives in collaboration with M.F. Unit who agree that the policy of "over-filming" rather than under recording, shall be adopted in the Regional Case.

3. H.Q.A.C. and SUBCOMMISSIONS

On the other hand, bearing in mind that Headquarters files (Rome) will not be required for filming until about June or later, it is suggested that these Offices shall assume this responsibility before handing over their files and before their respective Branches close down.

4. DIRECTIVE

A suggested short Directive is being prepared for your approval for immediate distribution covering this responsibility.

5. TARGET DATE

In order that the Micro-Filming Unit shall not have to stand off their staff through lack of work, AC Archives should commence to furnish matter for filming by APRIL 15 or if possible before. From then onwards, a steady supply of documents must continue at a prearranged rate.

663

2. SCREENING •
REGIONAL FILES.

In accordance therefore with AFHQ/AFPA Instructions of July/Oct 1945, certain files, especially Admin and General series will require "screening" - (film or discard). Those already received from REGIONS must of necessity be dealt within Archives in collaboration with M.F. Unit who agree that the policy of "over-filming" rather than under recording, shall be adopted in the Regional Case.

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663

5. TARGET DATE

In order that the Micro-Filming Unit shall not have to stand off their staff through lack of work, AC Archives should commence to furnish matter for filming by APRIL 15 or if possible before. From then onwards, a steady supply of documents must continue at a prearranged rate.

6. PLANNING

Close contact must be maintained between Rome and Caserta in the interim in order to plan every operation for the success of Para. 2.

7. REGION 4

Since a good build-up of documents must be assured, it is proposed to move a whole Region's documents at a time and the selection of Region 4 as a commencement has been agreed. (Southern Region presents too many problems to permit this as the first Region to film).

8. TRANSPORT

Special packing cases and (Possibly) transport will be supplied by the M-f Unit and a shuttle service should be worked out to guarantee no accident in Road Transport interferes with the continuity of delivery.

H.M. Harrison
H.M. Harrison Major
Archivist.

316/2/45

Office of British
Political Adviser

(215)

Executive CommissionerSubject: Disposal of Allied
Commission Archives

I concur in the draft cable from Allied Force Headquarters to the Combined Chiefs of Staff, except for the suggestion that the Allied Commission's archives be "loaned to the British Embassy in custody of the Military Attache". There is no warrant for such an arrangement and I should expect it to be unacceptable to the United States and British Governments alike.

I therefore recommend that the passage in question be amended to read as follows:

"Upon inactivation of Allied Commission, records would be deposited in joint custody of British and American Embassies for present and future use by those Embassies and by other persons or agencies e.g. Italian Government as may be jointly authorized by United States and British Ambassadors. Suitable repository should be furnished by Italian Government, possibly under Peace Treaty, and provided with suitable immunities but custodian staff should be mixed British and American paid by respective Governments and attached to Embassies".

A redraft of the telegram incorporating this amendment is attached.

28.1.46

See 212
219

H. A. C. Kopelman

Political Adviser (P)

665

Redraft, with suggested amendment, of Cable for
Combined Chiefs of Staff dated 23rd January 1946

Restricted

This proposed solution to Microfilming and dis-
position of Combined British-American records of
Allied Commission of Italy. (Signed SACRED cite PHAG)

Problems presented by these records are unique
in many respects, viz: although classified as
military records they parallel every division of
normal civil administration of Italy, as the Allied
Commission's activities covered the whole of
Italian affairs and thus affected the whole Italian
people. This embraced such activities as agri-
cultural reconstruction, public works, utilities and
communications, finance, banking and currency,
commerce, education, civil laws, politics and administra-
tion etc. The advance of the Allied Military Forces
through Italy necessitated the frequent opening and
closing of many regional and provincial AMG offices
as the war progressed up the peninsula. To protect
records created by these and other Allied Commission
subsidiaries, a central repository was created wherein
they could be assembled, arranged, screened and pre-
served for use of the Commission, Embassies and other
authorised agencies, and for microfilming. Time
element involved in collecting and processing, plus
current need and use of records, precludes micro-
filming until latter portion of combined microfilming
programme. Propose after microfilming to return
records to Allied Commission on loan for their subse-
quent use and reference and also for use of British
and American Embassies and other authorised agencies.
Upon inactivation of Allied Commission, records would
be deposited in joint custody of British and American
Embassies for present and future use by those Embassies
and by other persons or agencies e.g. Italian Govern-
ment as may be jointly authorized by United States
and British Ambassadors. Suitable repository should
be furnished by Italian Government, possibly under
Peace Treaty, and provided with suitable immunities
but custodian staff should be mixed British and American
paid by respective Governments and attached to Embassies.

Considered

214

664

664

- 2 -

213

Considered imperative that these records remain here until they have fulfilled their present purpose as they are of paramount importance to the authorized representatives of the Allied Governments and Italy who are concerned with past, present and future affairs for Italy. Above concurred in by British and American Embassies here. Request concurrence.

Allied subject CEM your PAM 630 of 1st December directed ultimate disposition of records of certain installations this theatre. Not included were records of Allied Commission in Italy.

212

Ref: 9265/212/EC.

31 January 1946.

Lieut.Colonel WHITE has at last returned from ILAP and I understand has already left to join you. He has done invaluable work here and I do hope you will find him of as great assistance as I have here.

I have charged him particularly to speed up at your end the question of the archives of the Allied Commission. I was very much distressed to learn on my return from LONDON that no action had been taken regarding the future of these archives in spite of the submission by us of several memoranda beginning as long ago as April 1944. It is true that Colonel JACKMAN has taken an active interest in the microfilming process and that is going ahead well, but we must, and I repeat must, have a decision on the future of these archives because it is essential that we should work out plans for storage, staff and so on. The attached draft signal prepared by JACKMAN has not found concurrence in the Embassy for the reasons explained in HARRISON's note.

I do ask you to give this matter very early consideration and to extract from the proper quarters a firm decision. It would be a disaster if the archives of this Commission suffered extermination.

/Sgt/ M. S. LUSH

Brigadier F.G.A. Parsons,
Acting Asst Chief of Staff,
G-5 Section,
ALLIED FORCE HEADQUARTERS.

BSL/JG.

P.S.

See 213-215 662
Attached is copy of your signal amended in accordance with Embassy's suggestions, with which I agree.

HEADQUARTERS ALLIED COMMISSION

A P O 394
rchives Branch.)

211

To Brigadier LUSH

Subject. Future of Archives.

210

Mr MALCOLM of the British Embassy telephoned yesterday afternoon upon the subject of the Draft Cable to Chiefs of Staff proposed by Lt.Col JACKMAN.

He had been in touch with Mr WESLEY JONES and the points that had occurred to them were as follows :-

1. Second page, Line 4. It is not understood why Archives should be "loaned to British Embassy in custody of a Military Attache." Archives are a joint American and British responsibility and in his opinion the C C O S would not approve.
2. Financial liability should also be mentioned.
3. In their opinion both Embassies thought that a building should be negotiated through the Italian Government, either on lease or as a gift and the Archives administered there by a combined American and British staff for as long as these as required in Italy.
4. Final disposition to be as directed either by U.N.O or the Governments concerned.
5. Mr Malcolm concluded with a promise that he might possibly be able to discuss these points with you yesterday evening.

Mr WESLEY JONES telephoned late this morning to say he was leaving on a trip and would not be back for a week but that Mr MACBRIDE would deputise in his place, should this be necessary.

I read over the points outlined above and he concurred that these had been discussed by him with Mr Malcolm.

He asked that a copy of the final Draft Cable be forwarded to Mr Macbride for information and concurrence.

Saturday
26 January 1946.

N.M. Harrison
N.M. Harrison. Major
Archivist.

See 212

COPY.AFHQ MESSAGE FORM.

23 Jan 46

(210)

TO : AGWAR P () COMBINED CHIEFS OF STAFF (ACT)
WAR OFFICE FOR ATTENTION FOREIGN OFFICE (INFO)

RESTRICTED.

This proposed solution to microfilming and disposition of Combined British-American records of Allied Commission of Italy. Problems presented by these records are unique in many respects, viz., although classified as military records they parallel every division of normal civil administration of Italy, as the Allied Commission activities covered the whole of Italian affairs and thus affected the whole Italian people. This embraced such activities as agricultural reconstruction, public works, utilities and communications, finance, banking and currency, commerce, education, civil laws, politics and administration, etc. The advance of the Allied military forces through Italy necessitated the frequent opening and closing of many Regional and Provincial AMG offices as the war progressed up the peninsula. To protect records created by these and other Allied Commission subsidiaries, a central repository was created wherein they could be assembled, arranged, screened and preserved for use of the Commission, Embassies and other authorized agencies, and for microfilming. Time element involved in collecting and processing plus current need and use of records, precludes microfilming until latter portion of combined microfilming program. Propose after microfilming to return records to Allied Commission on loan for their subsequent use and reference and also for use of British and American Embassies and other authorized agencies. Upon inactivation of Allied Commission, records would be loaned to British Embassy in custody of Military Attache for present and future use by American and British Embassies, authorized elements of the Italian Government and other proper agencies. Considered imperative that these records remain here until they have fulfilled their present purpose as they are of paramount importance to the authorized representatives of the Allied Governments and Italy who are concerned with past, present and future affairs for Italy. Above concurred in by British and American Embassies here. Request concurrence Allied subject: Your PAN 630 of 1 December directed ultimate disposition of records of certain installations this theater. Not included were records of Allied Commission in Italy.

661

Lu 210²¹¹ 212

209

Ref: 9265/209/ED.

30 January 1946.

See 207

I have heard from Lieut. Colonel WHITE that you are very perturbed at a rumour that we were changing the system of archives from a Regional or territorial to a functional basis. I have discussed with HARRISON, the new Archives Officer, the re-arrangement of AO archives under "functions" and am happy to be able to set your mind at rest.

There is no intention of disturbing the original continuity of files in any way as handed over by COLLINS to HARRISON.

Instead, and this is most necessary, it is planned to augment the existing method of listing the documents by a simple but complete filing card system embracing every file.

This will answer the purpose of a Search Bureau as well as providing a quick means of collecting data of any specific function for any purpose at any time.

HARRISON admits that only after an exhaustive examination of the subject was it seen that the system carried out by Captain COLLINS under your expert direction has proved itself to be the only permanent system and should, under no circumstances, be altered.

31 5 1946

Hilary Jenkinson, Esq.,
Public Record Office,
Chancery Lane,
LONDON, W.C.2.

660

PA 30/1

MSL/JG.

(100 copies) for house 207

3/4/79 [unclear] 9 Jan
141 [unclear] [unclear]

From [unclear] [unclear]

• See Page 198

The [unclear] [unclear] the [unclear] [unclear]
advice on [unclear] [unclear] [unclear] [unclear] [unclear] [unclear]
this afternoon. He has heard that [unclear]
to [unclear] [unclear] by the [unclear] to deal
with [unclear] [unclear] by breaking up
the [unclear] [unclear] and is [unclear] [unclear]
subjects - so as to get a [unclear] [unclear]
classification throughout [unclear]. He is
extremely [unclear] - [unclear] the idea
may be [unclear] [unclear] [unclear] the
[unclear] is quite [unclear] to [unclear]
[unclear] - one cannot [unclear] without
destroying some other form of [unclear]
between the files. Every [unclear] 209
[unclear] of something. [unclear]
[unclear] [unclear] files. If [unclear] [unclear]
[unclear] into [unclear] [unclear] to the [unclear]
[unclear] [unclear] [unclear] [unclear] the [unclear]
of the [unclear] of [unclear] as the [unclear] [unclear] [unclear]
[unclear] [unclear] [unclear] [unclear] [unclear] 653

extremely difficult. It would then be following the history of local governments in any particular region. The first principle of records is that they must be kept in the form in which they were found. A rearrangement defeats the historical value of things as they occurred. It is true that the connecting threads between cause and effect as between state and region and community are scientifically made without the rearranging the files. A tabular system of indexing. In no records should the files be under the records goes to be destroyed. The skill of the archivist is shown by the indexing and inter-relating of documents.

Mr. Jackson heard of these proposals by the back door and he has no official view of the proposal and does not know what to do with it. He does not want to appear to interfere in what is not strictly his concern, but in regard to the proposal as quite antithetical to the future development of the record and the state as and historical will greatly regret.

It is worth to note that no action should be taken at this time. I can think of cases for the filing of the records in the files in which records are made, with the files in which they are made.

ALLIED [REDACTED] COMMISSION
INTER-OFFICE MEMORANDUM

208.

SUBJECT: Archives of Allied Commission

FILE No. I/AB

TO : Brigadier LUSH

28 January 1946

Lt. Col. JACKMAN stated on telephone this morning that he proposed visiting H.Q. A.C. next Thursday (Jan. 24) for purpose of discussing various points before dispatching Cable to Allied Chiefs of Staff respecting future of Archives.

I have made arrangements to accommodate him at the FLORA Hotel on Wednesday evening.

Mr HALFORD (POLAD Br.) telephoned today asking how the situation stood and I have promised to keep him advised as to what occurs.

N.M. Harrison
N.M. HARRISSON
Major
Archivist.

Seen by [signature] 25

PA 65

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

Ref: 9265/206/33

24 January 1946

SUBJECT: Records of Allied Commission.

TO : Allied Force Records Administration
A.G. Section
A.F.R.Q.

1. It would be appreciated if an early reply could be forwarded to this HQ's 9265/205/33 dated 15 January 1946 further to 9265/33 of 8 January 1946.

Brigadier
Executive Commissioner

657

See 235

PA
24/1

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

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

205

Ref: 9265/205/EC

15 January 1946

SUBJECT: Records of Allied Commission

TO : Allied Force Records Administration
A.G. Section
AFRA.

200

1. Reference your AFRA/109 of 28 December 1945.
2. It would be appreciated if an early reply could be forwarded to this HQ's 9265/EC of 8 January 1945.

203

B. SAMSON

Brigadier
Executive Commissioner

See 206

658

BU
24/11
B

Noted
H.M.

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

9265 86

204

File Copies

TROOPERS FOR CIVIL AFFAIRS BRANCH

138

10 Jan 46

PRIORITY

UNCLASSIFIED PD

PLEASE PASS FOLLOWING MESSAGE TO BRIGADIER LUSH PD

BEHIND SUBJECT ARCHIVE'S ADDED COMMISSION PD COLONEL JACKMAN

NOT BEHIND NOT RETURNING FROM WASHINGTON BEFORE FIFTY-SEVEN

JANUARY

PD MESSAGE AIDS

655

Ex. Commissioner

289

J. P. CARLISLE

J/Comd.

PA to Ex. Com

[Handwritten signature]

QUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

203

Ref: 9265/EC

8 January 1946

SUBJECT: Records of Allied Commission.

TO : Allied Force Records Administration
A.G. Section
A.P.H.Q.

200.

1. Ref your AFRA/109 of 28 December 1945.

2. It would be appreciated if the results of the discussions between the Combined Chiefs of Staff and the Allied Force Records Administrator as regards the record of the Allied Commission could be forwarded to this H.Q. as soon as possible.

~~6/12/15/11~~

B. GAMPSON

Brigadier
Executive Commissioner

65

See 201

PA
EP

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

1911

9265/PA 0
ALLIED FORCE HEADQUARTERS
APO 512

Ex Comm R
200

Allied Force Records Administration,
AG Section,
A.F.H.Q.

28 December 1945.

Ref: AFRA/109.

DEC 31 1945

SUBJECT:- Records of Allied Commission.

To: H.Q. Allied Commission, /
APO 394.
Office of the Executive Commissioner.

- 187
1. Reference your 9265/187/EC of 15 Dec 45 and your 9265/183/EC of 4 Dec 45, addressed G-5, all received in this section 20 Dec 45.
 2. The subject of the Records of the Allied Commission is being discussed with the Combined Chiefs of Staff by the Allied Force Records Administrator who is now in Washington, and expected to return to this Theatre early in the New Year.
 3. The results of the discussion will be communicated to you in due course.

183.
N.B.E. AYLING, Capt., R.A.,
for Allied Force Records Administrator.

Copy to: G-5, A.F.H.Q.

653

B/KO
AH

See in 201-2. 8 F. 203. 205

11/201

PA
H

(MISS E)

HEADQUARTERS
ALLIED COMMISSION
APO 394
(Archives Branch)

27 December 1946

DEC 28 1946

Ref: 1/AB

SUBJECT: Future of Archives and Property Control files.

TO : Brigadier M.S. LUSH.

I telephoned Captain AYLING (AFHQ Records) this afternoon who stated that the question of the Memorandum and its micro-filming are being represented amongst other matters at WASHINGTON by Col. JACKMAN.

He is expected to return on January 1st, when a ruling upon these subjects can be given. In the meantime they are acknowledging our letter.

I had visited Mr. Angus MALCOLM (British Embassy) earlier in the day and explained our position.

Whilst not expecting much practical difficulty in the idea of taking Archives Staff under their wing, (apart from the question of accomodation in Rome) he suggested that we should first obtain the agreement of AFHQ as to future policy.

I later telephoned him what Captain Ayling had said and he agreed that 'the ball was with us'.

I called on the American Embassy and, at Mr. Divenuti's suggestion, contacted Mr. AINSWORTH. He was of the same opinion as to the future of Archives and promised to inform Mr. Wesley JONES (Pol.Ad.) how things stand with Property Control.

PROPERTY CONTROL. British "case" files for Region IV (Rome) were handed to Lt.Col. LAIDLEY this afternoon and receipts obtained.

American "cases" are ready and will be accepted by Mr. Ainsworth when a question in their internal policy has been settled.

French Embassy (M. GABRIEL, Attaché Commercial) will be contacted this week.

I will telephone Captain AYLING again next Tuesday (Jan 1.) re Col. JACKMAN's return.

N.M. Harrison
N.M. HARRISSON
Major
Archivist.

652

See M. 201

MINUTES OF THE MEETING OF THE ARCHIVES COMMITTEE

December 21st, 1945.

PRESENT Brigadier M.S. LUSH (Chairman) Executive Commissioner.
Brigadier N. CARR Civil Affairs Section.
Lt.Col. W. Jones G-1 (B)
Major Harrisson Archivist.
Captain Barnes G-1 (A)
Lieutenant Durber Economic Section.

1. MINUTES of the last Meeting held on December 7th were approved and signed.

2. BUSINESS ARISING OUT OF THE LAST MINUTES.

Future of Archives. Covering letter to AFHQ (No 9265/187/EC) concerning Draft to be followed up. Major Harrisson to contact Col. GLENN, (successor to Brigadier PARSONS) - G.5, for latest developments.

Send copies also to British and American Embassies as well as to Mr. Hilary JENKINSON asking from the latter the name of his "opposite number" in Washington.

Security Classification. Check date of release of new Directive.

(Off. Memo 8 - 21/12/45)

Property Control. Date of release of documents to Embassies should not be later than January 1, 1946. Receipts to be obtained.

3. STAFF.

Chairman noted that up to the present the instructions issued at the last Committee Meeting had not been carried out. That a second Officer had been assigned, but no further clerks were apparently forthcoming. AG(1)(A) and (B) were asked to immediately attend to this, so that by January 1st the addition of 4 (3 American and 1 British) could be allotted to complete the quota. The Chairman added that Archives Branch was to receive full support upon the question of Staff and their requirements treated as a first priority in the new Establishment A.C.

As a basis for the allocation of Civilian Staff, the ratio of 6 Army Personnel to 10 Civilians was agreed until the 1946 Plan materialised.

Archivist presented format of next year's plan. He outlined the vital change-over from REGIONAL to FUNCTIONAL together with an approximate time schedule.

The Plan was approved generally and it was agreed that on January 1st "stocktaking" should be commenced as the preliminary phase of the change-over.

The Chairman noted several points in connection with this:

- (a) UNRRA would require files from several Functions.
- (b) Embassies would want Advisory Files from Sub-Commissions as well as those of Property Control.
- (c) All transfers of functions to Offices outside the Committee.

651

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Meeting 24/1/46
24/1/46
24/1/46

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- (a) UNRRA would require files from several Functions.
- (b) Embassies would want Advisory Files from Sub-Commissions as well as those of Property Control.
- (c) All transfers of functions to Offices outside the Commission must only be on a loan basis.

The Archivist was therefore instructed to prepare a revised draft of Executive Memo No 3, covering these points.

5. FUTURE OF ARCHIVES.

Archivist was requested to raise question of long term policy with British and American Embassies and to send a letter to both Embassies asking that the Archives Staff be taken care of as and when Allied Commission closes.

6. NEXT MEETING.

Progress Report requested early in the New Year.

.....Chairman.

H. H. Stevenson
Secretary.
May

9265
; Archives Committee

SUBJECT : The 1946 Pl .

DEC 27 1945

1. Further to my report upon the re-classification of the Archives Branch at the last Meeting into two separate functions, this can now be shown in further detail.

2. The duties of the Branch resolve into

(a) RECEIVING and RECORDING FILES

(b) STORING, STRIPPING AND SEARCHING for FILES.

For Purposes of simplification, the Branch can be divided into two Section:

Section
R (a) duties.

Section
S (b) duties.

3. STAFF. In order that the increased Staff can be fairly allotted against files (2000 per clerk), it becomes necessary to review the present method of "R" and the ultimate functions of "S" Sections.

At the moment, files are received by "R" and stored ("S") in different ways, those of AC Headquarters being placed under Sub-Commission or Sections of AC, whilst those received from the REGIONS are kept within the Region, although placed in an alphabetical Sub-Commission order, but in a Separate Room.

The trouble in finding a particular file occurs, in that every Region has not always a file for all the Sub-Commissions, (Emilia has no Engineering Division and Region IV no Hemp Division etc.) and that constant reference to a Card Index is necessary, with consequent delay in Searching.

Also, to allot an increase in staff under this system would be only haphazard, since no one can tell exactly where the most work will occur or where clerks can best be employed without a time-lag occurring.

4. REVIEW. The time has come therefore for a complete Stock-taking of the whole of the Files received and stored in Archives, as well as a visit to all HQ Sub-Commissions and Sections to assess the probable number of Files still to come.

5. CONTINUITY So that no time-lag shall occur, the work of "R" need not be altered in any way; files can continue to be received, checked and stored under the present "S" set-up until the new Plan is adopted, when the only difference from "R's" point of procedure will be another series of numbers upon the File Index, governed by the arbitrary cipher allotted to the Sub-Commission to which the files refer.

6. NEW PLAN. But where "S" is concerned, it is proposed to change the whole set up of the system by merging all Regional and Provincial Files into the Sections or Sub-Commissions con-

"S" Sections.

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6. NEW PLAN. But where "S" is concerned, it is proposed to change the whole set up of the system by merging all Regional and Provincial Files into the Sections or Sub-Commissions concerned and allotting to each Group a number in alphabetical order, (i.e. all files for Commerce will be found under COMMERCE No.8 and so on)

7. The advantages are obvious both from a functional as well as an historical point of view, in that
 - (a) Any file relating to a specific subject can be found under that subject (Coal, Shipping, Finance)
 - (b) The history of any such Section or Sub-Commission can be traced from Headquarters right down to the actual Province where the story first started, without going to two places for it.
 - (c) Clerks can be allotted against the actual number of Files in that particular Section of Archives (Coal Section 20,000 Files will have ten clerks) and in many cases where clerks have been brought in from the Sub-Commission itself, they may remember something of the case in point.

8. SPACE AND ACCOMMODATION. By Stocktaking and planning upon the new "S" lay-out, space can be assessed almost down to a filing section, and when necessary to move to another building, this can be done by Sections or Sub-Commissions exactly as it would if the Archives Sub-Section were an active Sub-Commission.

9. MICRO FILING. Directly the merging is finished, steps can be taken to prepare the files under each sub-section for Micro filming and a Progress Chart kept for the work done. To commence this before merging would be disastrous and of no possible use in that the sub-section must be working satisfactory before any files are taken away for this purpose, and too much irrelevant matter ^{will} be in the files anyway.

10. PERIOD. The work of "R" up to and including Northern Regions excepting Venezia Giulia and with the addition of clerks at 2000 files, is estimated to take six months to complete. That of "S" cannot be at this moment assessed with any amount of certainty, although the sooner it is commenced the better.

It is therefore proposed, with the approval of the Committee to begin stock taking on Jan 1st., collect clerks as required and to report to the Committee in the New Year how the situation works out.

N.M. Harrison

N.M. HARRISON
Major
Archivist.

20 Dec. 1945

1946

PROGRAMME.

643

"R"	"S"
1. Continue Recording, checking etc. for (a) Property Control files for	1. Commence stocktaking of Files at present in Archives.

20 Dec. 1945

1946

PROGRAMME.

643

N.M. HARRISON
Major
Archivist.

"R"	"S"
1. Continue Recording, checking etc. for (a) Property Control files for Various Embassies 1 month (b) Region 8 {Toscana} 10 {Liguria} 11 {Lombardia} 12 {Venezia} 13 {Piemonte} 6 months 2. Possible Spring Tour of Northern Regions contacting Liaison Officers in Regions 3. Staff to assist "S" in the Merger of Files under Sections and sub-Commissions. (see "S" 2) 4. When all Records have been received and recorded, to be absorbed into "S" staff.	1. Commence stocktaking of Files at present in Archives. 2. Visit and assess all Sections, Branches and Sub-Commissions in HQ A.C. as to "files to come". 3. Merge Region Files and group all into Sub-Commission concerned. 4. Accomodation review and if necessary move to another building. 5. Rebind Files where necessary and prepare for Micro-film. 6. Micro-film and Narration of A.C.

TV (uln)

THE SOCIETY OF AMERICAN ARCHIVISTS

SOLON J. BUCK, PRESIDENT
THE NATIONAL ARCHIVES
WASHINGTON 25, D. C.

December 1, 1945

Chief Commissioner
Allied Commission
APO 194
New York, New York

Dear Sir:

As secretary of the Society of American Archivists I write to inform you that the Society at its business meeting in Indianapolis, Indiana, on November 6, 1945, voted the following resolution:

Voted, to approve the resolutions offered by Captain William D. McCain, a member of the committee on international relations, as follows:

Resolved, that the Society of American Archivists expresses its sincere appreciation to the British archivists officers, Major Harry E. Bell, Captain Humphrey Brooke, and Captain Roger Ellis, who labored tirelessly and diligently in Italy during the recently terminated conflict, for their energetic and resourceful efforts to aid the numerous Allied intelligence agencies of the Mediterranean Theater of Operations in their records problems and to provide for the care and protection of the local and national archives of Italy.

Resolved further, that the Society of American Archivists expresses its appreciation to Major Brooke, Captain Brooke, and Captain Ellis for their courteous and cooperative attitude toward their American colleagues, who is a member of this Society, during his work with Italian archival problems in 1944 and 1945.

Resolved further, that copies of these resolutions be transmitted to the officers concerned, to the Chief Commissioner, Allied Commission, Rome; to the Director, Subcommittee for Monuments, Fine Arts, and Archives, Rome; and to Mr. Hilary Jenkinson, Secretary

ADDRESS COMMUNICATIONS TO
LESTER J. CAPRON, SECRETARY
P. O. BOX
WILLIAMSBURG, VIRGINIA

DEC 19 1945

9265
Ex Comm
Chief
194

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Sincerely yours

Lee M. 1923.4.5
Katherine J. Cappon
Secretary

Ref: 9265/RC.

18 December 1945.

SUBJECT: Files in connection with the Office of the
Economic Commissioner, Northern Italy.

TO : Economic Commissioner,
Northern Italy,
c/o AMB Lombardia Region.

1. I refer to our conversation of the other day on the subject of archives.
2. With the creation of the above office it is important that the files of the abolished Office of the Representative of the Chief Commissioner should in no case be continued by the new Office of the Economic Commissioner, otherwise such confusion will result as to danger for all time the administrative origin of these files.
3. The trouble is that it is the concern of no individual to look after unwanted records. Some of the "old" files of the Office of the Representative of the Chief Commissioner are sure to be needed by the new Office but the majority, being of no current value, tend to be thrown aside, those needed occasionally being abstracted from their order and never returned and the files themselves considerably damaged and the papers lost.
4. There is also a tendency to remove documents from the old files which concern outstanding matters of the abolished Office and merge these into the new filing system, thus destroying the continuity and history of the original Office.

THIS MUST NOT BE PERMITTED.

5. Consequent upon the activation of the Office of the Economic Commissioner, Northern Italy, the files of the abolished Office of the Representative of the Chief Commissioner will be CHIEF. The Office of the Economic Commissioner will open new file series covering all aspects of his work, keeping for "reference purposes" only such files of the abolished office as may concern those matters still to be completed. The remainder of the closed file series will be prepared for and transmitted to Archives Branch, HQ AC, in accordance with Net Item No. 3 of 20 March 45, (copy attached) with file lists carefully annotated to show those files which have been retained and for what length of time they are likely to be

647

3. The trouble is that it is the concern of no individual to look after unwanted records. Some of the "old" files of the Office of the Representative of the Chief Commissioner are sure to be needed by the new Office but the majority, being of no current value, tend to be thrown aside, those needed occasionally being abstracted from their order and never returned and the files themselves considerably damaged and the papers lost.

4. There is also a tendency to remove documents from the old files which concern outstanding matters of the abolished Office and merge these into the new filing system, thus destroying the continuity and history of the original Office.

THIS MUST NOT BE PERMITTED.

647

5. Consequent upon the activation of the Office of the Economic Commissioner, Northern Italy, the files of the abolished Office of the Representative of the Chief Commissioner will be closed. The Office of the Economic Commissioner will open new file series covering all aspects of his work, keeping for "reference purposes" only such files of the abolished office as may concern those matters still to be completed. The remainder of the closed file series will be prepared for and transmitted to Archives Branch, HQ AF, in accordance with Stat Book No. 5 of 20 March 45, (copy attached) with file lists carefully annotated to show those files which have been retained and for what length of time they are likely to be kept before being sent to Archives for restitution in their original series.

6. If any of the files sent to Archives are subsequently required for reference purposes by the Office of the Economic Commissioner, these will be sent by Archives Branch on application. Clear and concise descriptions of the files required will be given by the office making the request. The speed and facility with which Archives Branch can meet these requests will be governed almost entirely by the care given to the packing, listing and transmitting of such records in the first place.

For the Chief Commissioner:

W. S. LUSH

Brigadier,
Executive Commissioner.

1081/46.

Copy to: Economic Section,
Archives Branch.

(Miss S.)

PA 19/12/47

HEADQUARTERS
ALLIED COMMISSION
APO 394

DEC 17 1945

A meeting of the Archives Committee will be held at 10.00 hours on Friday 21 December 1945, in the Executive Commissioner's room, 3rd floor, H.Q. A.C.

A G E N D A

- | | |
|--|--------------------------|
| 1. Approval of Minutes of the last meeting. | Chairman |
| 2. Business arising out of last Minutes. | Chairman |
| 3. Property Control Progress.
(Release date to Embassies) | Archivist |
| 4. Report of General Progress to date. | Archivist |
| 5. Plan outline for 1946. | Archivist |
| 6. Staff increases to date.
(Civilian jobs in Italy for discharged soldiers.) | Establishment
Section |
| 7. Any other business. | |

17 Dec 45.

N.M. Harrison
N.M. HARRISSON
Major G.S.
Archivist.

Distribution.
Brigadier Lush
Major Harrison
Lt. Durbar
Mr. L. Wickersham
(Maj. Bell in hospital)

(Chairman)
(Archives)
(Economic Sec.)
(Establishment Sec.)
(M. & F.A. S/C)

6. Staff increases to date.
(Civilian jobs in Italy for discharged soldiers.)
7. Any other business.

17 Dec 45.

N.M. HARRISSON

Major G.S.
Archivist.

Distribution.

Brigadier Lush
Major Harrison
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Mr. L. Wickersham
(Maj. Bell in hospital)

(Chairman)
(Archives)
(Economic Sec.)
(Establishment Sec.)
(M. & F.A. S/C)

643

See Mr. Reg.

Noted. 17 1/2.

Blu 20/12 / 1/12/45.

17 1/2

(Miss)

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

12654

167

Ref : 9265/187/EC

15 December 1945

SUBJECT : Archives of Allied Commission

TO : AMT for G-5

Reference is made to your AG 343 - AFRA of the 5 Oct and Circ No 8 - AFRA - of the 18 July.

- 1 You will remember that, at a meeting at AG on the 26 Oct which was attended by Col JACKMAN and which Mr. Hilary JENKINSON, the War Office Adviser on Archives, came specially from England to attend, the problems and difficulties of preparing and micro recording AG records were discussed.
- 2 This HQ has recently under cover of letter 9265/183/EC of 4 Dec submitted to you a Memorandum upon "The future of the Archives of the Allied Commission".
- 3 Now that you have had to study the report, it may be useful to you if this Commission commented upon the salient points. Not only this Commission, but both Embassies here and Mr. Hilary JENKINSON on behalf of the War Office are very strongly of opinion that AG records, though they root from military operations and to that extent and in that sense are military records, are in essence Records of a Civil Government. Of necessity AG records will have to be dealt with in a different way to that in which the purely records are dealt with. Many of the files will continue to be required for reference for current work even after the close of AG.
- 4 These records have to serve three purposes: to be available to those who will continue the administration of Italy; to be available to the historians charged to record the History of the War in Italy and in particular the History of this Commission and lastly to the research student of the distant future.
- 5 The Commission has already, from closed Regions only, some 40,000 files as many more will probably be shortly received from North Italy. The HQ of Allied Commission is likely to bring the total files to the neighbourhood of 100,000; the papers to be handled may exceed 10 million. The work of indexing, storing and preparing these files for photography is an immense task. There is of necessity a large amount of reduplication in the files, as letters of instruction will be found on many files. The whole can if necessary be photographed, but if this is done it will not only represent a considerable waste but the films will bear no relation to the final form of the files after they have been reduced and in many instances re-arranged.

 PA
 17/12
 1945

- 6 On the other hand the work of reduction will take time; if photography is delayed until the initial stages of this is completed, there will be not merely a saving of film, but a smaller and more intelligible mass for the student or historian to work and one which will bear some relation to the final form of the files.
- 7 Both Embassies are proposing to make representations to their respective Governments and it is requested that if the proposals of the Memorandum are not acceptable, the whole question may be referred to the Combined Chiefs of Staffs for examination on a Governmental level.
- 8 In the meantime work is continuing in full agreement with your Micro Film Department and considerable progress has been made.

FOR THE CHIEF COMMISSIONER

S/ M.S. LUSH

Brigadier,
Executive Commissioner.

COPY TO: CA SECTION
ARCHIVES BRANCH

HEADQUARTERS
ALLIED COMMISSION
APO 394

9260

184

DEC 8 1945

A meeting of the Archives Committee will be held at 10.00 hours on Friday 7 Dec. '45.
in the Executive Commissioner's room, 3rd floor, H.Q., A.C.

A G E N D A

1. Minutes of meeting held on 16 Oct '45.
2. Business arising out of the minutes.
3. Accommodation and Staff.
4. Property Control Archives.
5. Any other business.

P/A-
no one
is going.

N.M. Harrison Major.

N.M. HARRISSON.
MAJOR, G.S.
Secretary.

(MISS S)

PA
5/12
L

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

Ref: 9265/183/20

183
4 December 1945.

SUBJECT: Archives of Allied Commission

TO : G-5 AFHQ.

1. Attached please find paper on the future of the archives of Allied Commission.

2. This paper has been approved by the American and British Political Advisors in this headquarters, and a copy has been sent to Mr. Hilary Jenkinson of the Public Record Office.

167
F. H. McCLELLAN

Brigadier,
Executive Commissioner.

167
4. 11

475/45

Executive Commissioner
ALLIED COMMISSION.

NOV 28 1945

Subject: Archives of the
Allied Commission

170

I concur in the draft attached to your memorandum 1/AB of the 7th November and with the Political Adviser (A)'s comment in his memorandum of the 16th November.

2. The Property Control Archives are urgently needed by the officers in the respective Embassies who have taken over the work of the Property Control Division, and I presume that steps are being taken to distribute the appropriate archives to the various Missions.

22.xi.45

Halim
Asst. Political Adviser (ER)

Copy to Polad (A)
British Embassy.

See 12.16.47

643

P.C.

(1150 5)

9265
171
HEADQUARTERS ALLIED COMMISSION
APO /394
Office of Political Adviser (a)

November 16, 1945

NOV 19 1945

SUBJECT: Archives of the Allied Commission

TO : Executive Commissioner.

The draft statement attached to your letter of November 7 (Ref.1/AB appears to summarize the various views of the Commission stated at our meeting on October 26, and I approve of it with one exception.

I cannot agree to the phrase "the place of custody to be presumably either in the United States or in Great Britain", which appears in paragraph 11 (b), in describing the location of the ultimate repository. In view of the statement in paragraph 10 that the ultimate disposal of the archives should be decided at a governmental level, it appears unnecessary to make any prediction in paragraph 11 as to where the place of custody ultimately will be, particularly since in our opinion it is not to be excluded that the archives will remain permanently in Rome.

J. Wesley Jones
Political Adviser (A)

Wait to
Polad B.

C.C.: Polad (B)

Original passed to ARCHIVES for submission on their file. 6/4/2

See folio 175.
in 176

9265
ALLIED FORCES HEADQUARTERS
APO 512

6 November 1945

.171A

SUBJECT: Records.

TO : Allied Control Commission, Italy.

1. Reference is made to letter, this Headquarters, File AG 313 AFRA-O, Subject: Disposition of Combined British - American Records, dated 25 October 1945. A copy of this letter is attached.

2. Confirming the decision reached at a conference held in your office, 26 October, it is agreed that the provisions of the above cited letter do not at this time apply to the records of the Allied Control Commission, Italy.

/s/ R.H. Jackson
Lieutenant Colonel, ACD
Allied Force Records Administrator

1 Incl:
Ltr. AFHQ, dtd 25 Oct 45
Sbj: Disposition of Combined
British-American Records.

See 229 641

NOTE

641-6451 - written 26 Oct 45
After an exhaustive search thro
files of EXEC.CMP, and records of
ARCHIVES, it would appear that either:
NO minutes were kept of this meeting
or that no copies were sent to the
persons who attended.
the first appears more likely.

12-1-48

A. H. Jackson

9265 *ap*

170

Ref. 1/AB.

6 November 1945

SUBJECT: Archives of the Allied Commission.

NOV 19 1945

TO : Political Adviser (A)
" " (B)

167

In accordance with the arrangements made at our meeting on 26th October, 1945, I enclose a draft statement which it is proposed to send to AFHQ setting out the views of the Commission regarding the future treatment and ultimate disposal of its records.
would

I should be grateful if you kindly let me know if you have any comments on the draft.

MS LUSH

Brigadier,
Executive Commissioner.

See folio 175

640

9265

169

Ref. 1/AB

6 November 1945

NOV 19 1945

167

Enclosed is a copy of the draft which I have sent to the Embassies for their comment before sending it to AFHQ. I'm reasonably confident that our plan will be accepted, but should there be any major alterations I will keep you informed.

I should like to take this opportunity of expressing my gratitude to you for coming out here, and my appreciation of your help and guidance.

NOTE

Draft at folio 167 has apparently been abstracted before files were handed in to Archives.

Copy of this Draft appears on folio 130 of Vol 1 of Archives File 1/AB

pl MS LUSH.

633

Mitkoussoy
Major
Archivist

2/Jan 1946

9265 *Exe CB n m*
168

26216
NOV 7/1400

Q/3214
NOV 9/1015
ROUTINE

TROOPERS
AING FOR ALCON QIR JJSK

UNCLASSIFIED

Your 8038.

Records arrived Captain DUFF 17th October.

DIST

ACTION	ARCHIVES
INFO	CHIEF COMMISSIONER
	EX COMMISSIONER
	FILE (2)
	FLOAT

HEADQUARTERS
2 NOV 1945
A. J. C.

638

PA. 8 10/11

? *of 107*
(CAPT GRAYBROOKE)

9265 From: Sg. F.C.A. Parsons.

ALLIED FORCE HEADQUARTERS
G-5 Section
APO 512

COPY

162

19th October, 1945

NOV 4 1945

Dear Lush,

Thank you for your letter asking for the A.F.H.Q. draft instruction on the handling of Allied Commission's Archives.

The draft is attached. I have spoken to Lt. Colonel Jackson, who is handling the microfilming. He is fully prepared to discuss ways and means whereby the microfilming of your Archives can be carried out as conveniently as possible at the meeting on 25th October. For instance, although the draft letter does not say so, he is prepared to set up a plant in Rome which will mean that the files will only be kept for a day or two before they are returned to your Archives.

Yours sincerely,

(Sgd) F.C.A. Parsons.

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(CAPT DRAY BROOK) *DRB*

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

9265

COPY

161

ALLIED FORCE HEADQUARTERS
APO 512

5 October 1945

NOV 4 1945

AG 313 - AFRA

SUBJECT: Records of AG Italy.

TO: Executive Commissioner
Allied Commission, Italy
APO 394, U.S. Army

1. Reference is made to letter, 1/AB, dated 15 July 1945, Subject: 'Disposal of records', and letter 1/AB, dated 20 August 1945, Subject: Disposal of Records - Land Forces Sub-Commission".

2. It is the decision of this headquarters that the records of Land Forces Sub Commission are an integral part of the complete body of records of the Allied Commission and shall form part of its Archives.

3. It is also the decision of this headquarters that the complete body of records created and accrued by the Allied Commission and/or any of its instrumentalities are, de facto, military records and as such come within the scope of the directive of the Combined Chiefs of Staff prescribing disposition of Allied Records, and of AFHQ Circulars, number 8 and 9, 1945.

4. The following policy will therefore govern relative to records of AG:

a. The present AG Archives will be continued until inactivation of Headquarters, Allied Commission but its mission will be expanded to the extent necessary to meet and comply with the full requirements of AFHQ Circular 8 and 9, 1945, viz., the collection, preparation and shipment of the inactive records for microfilming.

b. This project must begin at once and on a scale sufficient to insure preparation and shipment of the available records within a reasonable period of time. It is understood that presently only 1 officer and 1 OR is engaged in this activity.

c. It is recognized and approved, that certain important blocks of the AG records should be returned to the AG after microfilming and should remain in Rome for an indefinite period for use by the AG, United States and British Embassies and other authorized military and/or civilian agencies and that the remaining blocks of records (those not required for use) should be retired, after microfilming, to dead storage in the Allied Force Microfilming and Records Depot - pending disposition instructions from the Combined Chiefs of Staff. Upon inactivation of the AG, the important records required will pass to the joint temporary custody of the British and American Embassies where they would remain until they had served their purpose; the balance will be returned by AG to the Allied Force Depot. During the interim that the records are in custody of the Embassies they would be made accessible to authorized

military/.....

- 2 -

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military and/or civilian agencies as required. They would then be released by the Embassies to the Allied Force Microfilming and Records Depot or shipped direct to the repository designated by the Combined Chiefs of Staff, whichever is applicable at that time.

4. Prior to dispatch of each separate shipment of records from the AG to the Allied Force Depot for microfilming, the AG will submit a listing to the Allied Force Records Administrator specifically recommending and identifying the categories of records which should be returned to the AG for future use and those which should be retired to dead storage. This listing will be passed to the British and American Embassies for written concurrence prior to its dispatch. Because all Allied Military records are considered to be the joint property of the British and American Governments, strict accountability and responsibility for their safe custody must be maintained. Therefore, they will be returned to the AG on a "loan" basis and proper receipt secured by the Allied Force Records Administrator from the custodian. Upon inactivation of the AG and the passing of the records to the joint custody of the Embassies a new receipt would be secured by the Allied Force Records Administrator from the new custodian.

BY COMMAND OF THE ACTING SUPREME ALLIED COMMANDER:

O.W. CHRISTENSEN
Colonel, AGO
Adjutant General.

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R E S T R I C T E D 9263

DCK/fs
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ALLIED FORCE HEADQUARTERS
APO 512

CIRCULAR)
:
NUMBER 8)

16 July 1945

ALLIED FORCE RECORDS ADMINISTRATION

NOV 4 1945

References	I
General Objectives	II
Organization and Responsibilities	III
Preparation of Records for Shipment	IV

I--- REFERENCES

WFOUSA Circular Number 64, 29 April 1945, "Records Administration Program."

Part II of "Submission of War Diaries and Preservation of Documents of Historical Value", Instructions in Force in the Mediterranean Theater.

II-- GENERAL OBJECTIVES

1. The Combined Chiefs of Staff, in anticipation of the concern of both the United States and the United Kingdom to secure custody of records of a combined British-American nature created in the course of this war, have directed the commanders of appropriate headquarters to take steps to insure that, prior to or upon the inactivation of their respective headquarters or upon withdrawal of representatives of one of the Allies from such headquarters, a duplicate set of the records of a combined nature of these headquarters will be available for ultimate release to the Governments of the United Kingdom and the United States.

2. The foregoing directive applies to the records of all general, special and other staff sections, to the boards, commissions, and committees of this headquarters, and to the combined (Allied) air and ground headquarters under the jurisdiction of Allied Force Headquarters which function as a British-American agency.

3. The principles of the War Department Records Administration Program as affecting American units of WFOUSA have been defined by WFOUSA Circular Number 64, 1945. A corresponding program affecting purely British Army establishments has been provided by Part II of, "Submission of War Diaries and Preservation of Documents of Historical Value," attached hereto as Appendix A, and Air Ministry ⁶³⁴ Orders A.903/42 and A.1007/43 dealing with similar Royal Air Force documents.

4. The program herein established takes into account the foregoing procedures approved by the War Department and the War Office and does not contemplate that these procedures be abandoned or altered. Noncurrent records of permanent value and the permanent records of disbanded, inactivated, or transferred organizations will continue to flow in orderly shipments to England or to the United States, in accordance with established procedures, but provisions are now made for the duplication of records of this headquarters or any of its subordinate establishments which reflect a combined British-American function, operation, or transaction.

R E S T R I C T E D

AFHQ Circular #8 (cont'd)

III- ORGANIZATION AND RESPONSIBILITIES

5. Allied Force Organization for Records Administration

a. Allied Force Records Administrator -- To administer a program which will insure the proper disposition of mixed records of the character indicated above, there is established at this headquarters, the Office of the Allied Force Records Administrator, who will:

(1) Organize and administer a program for the disposition (destruction) of nonrecord (valueless) material and the preservation and duplication, by photographic or other processes of the permanent records of the offices or agencies defined in paragraph 2, above.

(2) Establish and operate an Allied Force Microfilming and Records Depot to receive, process, and reproduce the permanent records of a "combined" nature.

b. Records Officers - The organization for this program will comprise records officers appointed in each general, special, or other staff section of Allied Force Headquarters; for each board, commission or committee controlled by this headquarters; and for each Allied (combined) air and ground headquarters under the jurisdiction of AFHQ. Their names will be reported to the Allied Force Records Administrator not later than 1 August 1945.

(1) Record Officers will bear in mind at all times that they are regarded as custodians of the records of the Governments of Great Britain and the United States and that they are personally responsible for their safe keeping. Past experience has shown that irreparable harm has been done by indiscriminate destruction of permanent records of historical, legal or administrative significance. Therefore, the greatest care will be exercised in the screening and evaluation of files included in this program, to insure preservation of records of enduring value. Doubtful cases will be referred to the Allied Force Records Administrator for decision.

(2) Each officer will be familiar with MTOUSA Circular 64, 1945 and Appendix A hereof, and will be guided by these directives in so far as exclusively American or exclusively British records are concerned. Provisions of this circular will apply to all combined or integrated British and American records.

(3) Copies of all directives issued by records officers, which affect the Allied Force Records Administration Program, will be furnished to the Allied Force Records Administrator. No instructions in conflict with this directive or with Appendix A will be issued.

(4) Direct correspondence between records officers and the Allied Force Records Administrator is authorized.

6. Procedures to Conform with Requirements of the Combined Chiefs of Staff

a. The records maintained in any instrumentality of this headquarters, or in any subordinate establishment of this headquarters, normally fall into one, two, or all of the following categories:

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AFHQ Circular #8 (cont'd)

- (1) Records of exclusively British concern.
- (2) Records of exclusively American concern.
- (3) Records of a combined British and American character.

b. One of the most important functions of each records officer is to identify the records of his agency that reflect a combined British-American function, operation, or transaction. Except in the most extraordinary circumstances, this process will not involve the rearrangement of files or the disruption of existing file systems. The integrity of all files must be preserved.

c. Upon completion of the identification of the categories defined by subparagraph a, above, the records officer will proceed by:

- (1) The organization of the files to facilitate their disposal (destruction), retirement (storage), or microfilming.
- (2) The destruction of valueless records (nonrecord material) in accordance with War Department and War Office directives.
- (3) Shipment to Allied Force Microfilming and Records Depot, for microfilming, all noncurrent records reflecting a joint British-American function, operation, or transaction considered to be of permanent value.
- (4) Shipment of all noncurrent records that are strictly American in character and of permanent value, to the MFOUSA Records Depot.
- (5) Shipment of records no longer required for current use that are strictly British in character, to GHQ 2nd Echelon, CEF.

d. The permanent records of an inactivated, disbanded, or transferred organization will be shipped to the appropriate temporary records repository in the same manner as indicated for noncurrent records in subparagraphs c(3), (4), and (5), above.

e. Requests for authority to dispose of (destroy) records, the destruction of which is not authorized by the War Office or the War Department, may be submitted by the appropriate records officer for review and recommendation of the Allied Force Records Administrator. 633

7. Precautionary Measures

a. The manner of dealing with the records of integrated organizations as prescribed by this circular offers a number of problems that must be recognized at the onset by personnel responsible for deciding upon the disposition of each category of records as defined in subparagraph 6a, above. When these records are divided into their various categories (exclusively British, exclusively American, those of a combined nature) and revert to the custody of the agencies described in paragraph 6c(3)(4) or (5) above, it may be presumed that the division will be permanent and that the records will never again be reassembled in their original state. All concerned must consider the factors involved and submit their alternative recommendations to the Allied Force Records Administrator whenever there is a strong argument against the categorical division.

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R E S T R I C T E D

AFHQ Circular #8 (cont'd)

b. In any case, a record will be maintained by each records officer affected by this program to account for the division, disposition and whereabouts of all records that compose the files of the organization. Upon inactivation or disbandment of any organization affected by the provisions of this circular, or upon its transfer from the control of this headquarters, a copy of this record will be filed with the permanent records and shipped to the agency described in paragraph 6c(3) above.

IV-- PREPARATION OF RECORDS FOR SHIPMENT

8. Shipment of exclusively British or Exclusively American Records - The records that are identified for shipment to either the American or British temporary records depot or repositories will be arranged, indexed, and boxed in accordance with the instructions contained in the appropriate reference directives (see AFHQ Circular Number 64, 1944, and Appendix A hereto).

9. Shipment of Combined British-American Records to Allied Force Records Depot.

a. The records that are identified for shipment to the Allied Force Microfilming and Records Depot, AFO 512, US Army, located at Santa Maria, Italy, for reproduction, will be carefully screened to eliminate valueless (nonrecord) materials and to insure a uniform arrangement of the folders or binders (see paragraphs 6c(1) and (2), below.) Wrinkled or torn documents will be smoothed or mended, and staples or paper clips will be removed in so far as possible. The titles or symbol designation of each file must appear on its cover or binder.

b. Records may be shipped to the Allied Force Microfilming and Records Depot in any suitable container. The files will be packed with folders upright and in the logical sequence of the file scheme employed. A list of the contents of each box will be placed in an envelope inside the box, and identical duplicate lists for all boxes in the shipment will be fastened together and forwarded immediately, by mail, to the Allied Force Records Administrator AFHQ in sufficient time to arrive prior to the shipment. Boxes will be serially numbered for each shipment, to show for each box, "Box No. _____ of _____ boxes; and the words "FOR MICROFILMING" will appear in a conspicuous place on each box.

c. (1) In order that the flow of records to the Allied Force Microfilming and Records Depot may begin at once, records of a "combined" nature maintained by large offices or establishments will be arranged in separate six-months blocks, if such arrangements does not disturb the normal file sequence. The earliest six-months block of noncurrent, permanent records will be packed and shipped to the depot forthwith, and the succeeding six-months blocks will be transmitted as soon thereafter as circumstances permit.

(2) The foregoing instructions do not prohibit the inclusion of records in one shipment, the date span of which is longer or less than six months. It is recognized that in some installations it may be impracticable to "break" files in this manner. Where small quantities of noncurrent records are involved, they may be packed and shipped to the depot without regard to the length of the period they cover.

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AFHQ Circular #8 (cont'd)

d. Extreme caution will be exercised to insure that the noncurrent records shipped are, per se, noncurrent, i. e. that all transactions within the file or binder are completed. Once a file or binder has been microfilmed it is permanently closed and under no circumstances will additional papers ever be interfiled within it -- new folders will be opened in lieu thereof. To include new papers within a microfilmed folder would render the filmed duplicate impotent.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

OFFICIAL:

W. D. MORGAN
Lieutenant General
Chief of Staff

C. W. Christensen
C. W. CHRISTENSEN
Colonel, AGD
Adjutant General

DISTRIBUTION:

D

1 Inclosure:
Appendix "A"

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APPENDIX "A" to AFHQ Circular #6

E-X-T-R-A-C-T

156
SUBMISSION OF WAR DIARIES AND PRESERVATION OF DOCUMENTS
OF HISTORICAL VALUE

INSTRUCTIONS IN FORCE IN THE MEDITERRANEAN THEATER

(These instructions are applicable to British,
Indian and Colonial troops only)

* * * * *
II ----- DISPOSAL OF RECORDS OF UNITS AND FORMATIONS AT HOME AND ABROAD 1942
(As applicable in the Mediterranean Theater)

(Superseding the Parliamentary Schedule issued with Army Orders for March 1923, and Appendix X of - Instructions for Dealing with Documents and Correspondence in Military Offices, 1934).

1. All documents coming within the scope of this pamphlet will first be examined by a competent officer, warrant officer or senior NCO with an intimate knowledge of the records, who will withdraw for preservation and disposal, as in para 3 below, any documents of files containing matter likely to be of value as a precedent, or to be of historical, technical or legal importance as indicated in para 2 below. Other documents will be dealt with in accordance with the instructions on the following pages.

Papers of like nature to those covered by this pamphlet will be deemed to be included, notwithstanding any technical discrepancy in the name given to them.

In the case of correspondence, the retention periods categorized in the following pages will commence from the date of the last letter or minute.

2. The following classes of documents will be preserved:

- (a) Papers relating to:
 - (i) Armies, corps, divisions, etc.
 - (ii) New formations, etc., e.g. Reconnaissance Corps, Pioneer Corps.
 - Occupation of historical buildings and sites.
- (b) Papers containing decisions on important matters of departmental policy.
- (c) Papers (including duplicates and copies) in connection with military operations, e.g. initiation and execution of military operations and all correspondence and reports in regard thereto; war diaries; maps and plans relating to operations; operation orders; reports and instructions; defence schemes; orders of battle; location statements; situation reports; reports on wear and tear of guns; gun and ammunition statements; ammunition expenditures; notes on engineering work;

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APPENDIX "A" to AFHQ Circular #8 (cont'd)

field defenses; demolitions; devices; reports on new weapons; feeding and fighting strength; nominal rolls of officers; courts of inquiry (affecting the unit).

- (d) Soldiers' documents (Field Conduct Sheets (AF B 132))
- (e) One complete set of Part I, II Orders.
- (f) Medical documents, e.g. reports and returns concerned with the incidence, investigation and treatment of wounds and disease; important sanitary administrative measures and sanitary appliances; important administrative measures dealing with the care and evacuation of sick and wounded and of appliances in connection with transport and treatment; hospital organization and administration - personnel, equipment and economy.

3. Selection and disposal of documents:

- (a) For the period of the emergency, boards of officers will not be assembled for the examination of documents; and King's Regulations, 1940, para 1774, has been suspended.

Units and Formations at Home

- (b) Units and formations at home are requested to make full use of the War Office Records Repository at Droitwich. Except in cases where separate instructions are laid down for their disposal (war diaries, soldiers' documents and medical documents, see sub-para (f) and (g), below), all records that are not required for current use, including those for permanent preservation categorized above, and also those which have to be retained until the expiration of the statutory period categorized in the following pages, should be sent to that repository. The examination of the documents should be made as frequently as possible and not more than one month should elapse between examinations.

Records of units about to be disbanded will be examined and weeded out before dispatch to the repository, special care being taken to preserve any documents, registers, etc., likely to be of assistance to the Records branch in replying to any inquiries arising after disbandment, even though due for destruction under the regulations.

Units and Formations Abroad

- (c) Units and formations abroad are required to hold monthly examinations of documents, and the following extract from Field Service Regulations Volume I, Chap. XVIII, Sec. 171, is reproduced for convenience and reference.

.....Documents retained in an office will be as few as possible. With this object a review of correspondence in files will be held every month at which papers, maps, etc., will be sorted out into three categories:

- (I) Those required for current use and local reference.

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APPENDIX "A" to AFHQ Circular #8 (cont'd)

(II) Those no longer required but likely to be of historical value on questions likely to arise in the future.

(III) Those not coming within category (I) or (II).

Category (I) will be retained. Category (II) will be indexed and sent to GHQ 2nd Echelon, CTF, and Adv 2nd Echelon (Indian), CTF, as applicable, for onward transmission. Category (III) will be destroyed, subject to the provision as to periods of retention as categorized in this pamphlet.

(e) Secret - Accountable documents and - Security B - documents should be returned to the Under Secretary of State, The War Office (C.2.c).

(f) When no longer required, soldiers' documents (see para 2 (d) above) should be sent to GHQ 2nd echelon concerned.

(g) When no longer required, medical documents (see para 2 (f) above) should be sent to the Medical History of the War Committee, The War Office (A.M.D.2).

Item No. and Class of Documents

Period after which
Documents may be destroyed

PART I

DOCUMENTS COMMON TO ALL MILITARY OFFICES IN UNITS AND FORMATIONS BOTH AT HOME AND ABROAD

- | | |
|--|-------------|
| 1. Application for, or transmission of, Forms, Circulars, Publications, Returns, Books or Maps. | Forthwith. |
| 2. Covering Letter, Letters of Acknowledgement, Reminders, or Requests for Observation. | Forthwith. |
| 3. Anonymous or Unintelligible Letters. | Forthwith. |
| 4. Obsolete Card Indexes. | Forthwith. |
| 5. Minor correspondence, unregistered papers, books, etc., the value of which ceases on settlement of the matter involved. | Six months. |
| 6. Returns which are required for temporary purposes only or have been consolidated in other returns. | Six months. |
| 7. Duplicates and copies of documents filed elsewhere. | Six months. |
| 8. Telegrams of an unimportant and ephemeral character. | Six months. |
| 9. Other Papers, whether registered or unregistered, of a purely routine nature. | One Year. |

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R E S T R I C T E D

R E S T R I C T E D

APPENDIX "A" to AFM Circular #8 (cont'd)

Item No. and Class of Documents	Period after which Documents may be Destroyed
10. Attendance books.	Three years.
11. Letter books. (These contain copies of outgoing letters. All important letters are included in registered papers, and will be preserved).	Three years.

PART V

DOCUMENTS OF A UNIT OR FORMATION, WHICH ARE NOT NORMALLY TRANSMITTED TO A RECORD OFFICE

- | | |
|---|---------------|
| 135. Circular letters and memoranda received from a higher formation. | One year. |
| 136. Correspondence and telegrams of a routine or temporary nature. | One year. |
| 137. Duplicates and copies of letters and documents, copies or originals of which are filed in a more accessible form either with a higher formation or elsewhere. | Six months. |
| 138. (a) Registers of letters received and dispatched.

(b) Any other registers, provided that the information therein is known to be in the possession of the next higher formation or elsewhere in an accessible form, e.g. Register of Horses; Register of Inoculations. | Two years. |
| 139. Routine documents of an administrative nature connected with the daily duty of a Unit or Formation, e.g. Guard Reports, Morning Sick Reports, Minor Offence Reports, Orderly Officers' Reports. | Three months. |
| (Reports that contain matters of importance will be preserved).
Transport work tickets. | One year. |
| 190. Nominal Rolls the originals of which have been sent to higher formations, and formal correspondence in connection therewith. | One year. |
| 191. Orders (not including Operation Orders) of which the Unit or Formation is not the author.
(The original orders will be preserved). | One year. |

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APPENDIX "A" to AFM Circular #8 (cont'd)

Item No. and Class	Documents	Period after which Documents may be Destroyed.
192.	Papers relating to Courts Martial. (Papers dealing with cases which have not been sent either to the Judge-Advocate-General or to the Record Office concerned will be preserved).	One Year.
193.	Proceedings of Courts of Inquiry (not ordered by higher authority) where no question of financial or disciplinary action is outstanding and where the subject of inquiry is of temporary interest only.	One year.
194.	Returns and reports, the originals of which have been sent to a higher formation, e.g. Ammunition Returns, Progress Reports, Strength Returns (if not concerned with military operations).	One year.
195.	Minor correspondence and subsidiary papers:	
A.	Agriculture--Agricultural officers; cultivation of land by soldiers, etc.	Three years.
B.	Accommodation and welfare of troops--Accommodation in billets and camps	Three years.
	Formation of canteens and messes; Recreation and Amusements, etc.	Six months.
C.	Discipline--Maintenance and breaches of; Police Reports regarding escaped prisoners, suspects, absentees and deserters; releases from prisons, etc.	One year.
D.	Establishment and Strength--Appointments; Discharges; Dispersals; Demobilization; Personnel; Promotions; Releases; Reductions; Reinforcements; Reversions; Transfers, etc.	Three years.
E.	Finance--Authorized Expenditure; Allowances; Allotments; Accounts for work done by local contractors; Claims; Income Tax; Mess Accounts; Pay; Pay of Officers' Servants, etc.	Three years.
F.	Funerals--Arrangements for, etc.	One year.
G.	Inspections--Copies of reports on, etc.	Six months.
H.	Interior Economy--Fuel; Messing, etc.	One year.
J.	Leave--Ordinary, Special and Sick.	Three years.
K.	Medical--Admittances to and Discharges from hospital; Incineration; Medical Categories; Sanitary Matters; Traveling Boards, etc.	Three years.
L.	Personal Matters of Officers and Other Ranks--Attestations; Affiliation Orders; Alien Parentage; Commissions; Inquiries re whereabouts; Copies of Notification of Death (A.F. B 2020); Movement Orders; Service Chevrons; Trade Tests; Under-age Soldiers; Receipts for men's documents; Acting Rank, etc.	Three years.

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*Correspondence only.

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APPENDIX "A" to AFHQ Circular #8 (cont'd)

Item No. and Class of Documents	Period after which Documents may be destroyed.
M. Stores and Supplies--Clothing; Equipment; Forage; Handing over Certificates; Indents; Office Accessories; Rations; Salvage, Quarterly Stocktaking, etc.	Eighteen months.
N. Training--Course of Bombing, Musketry, Signalling, etc.	Six months.
O. Transport--Entraining and Embarkation Arrangements; Mechanical and Horse Transport; Repairs to Vehicles, etc.	One year.
196. Copies of the following documents, the originals of which have been duly audited:	
Equipment Ledgers (with duplicate vouchers). Returns of Medicines (With duplicate vouchers). Abstract of Hospital Stoppages; Diets and Extras (A.F.F 735). Clothing Ledgers (with A.F.W 3068 - Transfer; Clothing and Necessaries Statement; W3505-- Company Summary of Issue of Clothing and Necessaries; and W3506--Company Indent of Clothing and Necessaries).	
	Forthwith.

NOTES ON AFHQ'S PROPOSALS FOR THE RECORDS OF ALLIED COMMISSION.

1. Has AFHQ the authority to issue instructions as to AC Archives? The records are undoubtedly military records in the sense that the Commission forms part of a military chain of command. But it is doubtful whether they constitute military records within the customary use of the expression.

2. The plans of AC and those of AFHQ are widely divergent in conception. AC are based fundamentally on the treatment of the records from a proper archival point of view; AFHQ plans seem to regard microfilming with all speed as the paramount consideration.

3. Washington have already approved in broad outline the plans prepared by AC. Are AFHQ empowered, without consulting Washington, to superimpose a plan of their own which would alter the whole direction of our policy and work?

4. AC plans contemplated the preservation of practically all records for the time being; the 1st phase of these plans envisaged little more than rendering "First Aid" to all records, up to a common standard.

AFHQ plans are based upon a policy of microfilming with a minimum of delay. Generally speaking, our records are not in a condition for this to be done at present, and it seems that one of three courses is open:-

- (a) Microfilm everything, immediately after Archives Branch has given "First Aid" treatment.
- (b) Jettison our plans completely, and draw up fresh plans designed to meet the demand for early microfilming.
- (c) Continue our present programme, and tell AFHQ that they cannot begin microfilming until at least a portion of our records have been given complete Archive treatment as we understand it.

Arguments For and Against these alternatives are as follows:-

- (a) FOR - Completion of microfilming at an early date.

AGAINST - "First Aid" treatment does not extend beyond identifying, listing and arranging. No physical cleaning-up is undertaken at this stage. Conservation of everything is our first consideration. It is realistic much material which must be retained at least for a few years is likely to be of no permanent value. Microfilming at this stage would be a gross waste of time, man-power, and material. In fact, it is doubtful whether some of the records could even be microfilmed until considerable attention has been paid to the purely physical condition of the papers.

- (b) FOR - Completion of microfilming at an early date.

AGAINST - A new programme, designed specifically to put the records in satisfactory shape for early microfilming, would necessitate an immediate and very great expansion of Archive work. After the physical element had been completed

- (c) Continue our present programme, and tell AFHQ that they cannot begin microfilming until at least a portion of our records have been given complete Archive treatment as we understand it.

Arguments For and Against these alternatives are as follows :-

- (a) FOR - Completion of microfilming at an early date.

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- (b) FOR - Completion of microfilming at an early date.

AGAINST - A new programme, designed specifically to put the records in satisfactory shape for early microfilming, would necessitate an immediate and very great expansion of Archive work. After the physical cleaning had been completed, a large volume of work would remain to be done in annotating the records in much greater detail than is done at the present stage. Without detailed explanations on the administrative aspect, of the records would be almost unintelligible. Nothing would be destroyed at this stage. The amount of time and money expended on material doomed for ultimate destruction would be even greater than in alternative (a). Difficulties on points of detailed Archive administration could be arranged in a museum.

- (c) FOR - At the end of Phase 3 of the AC plans, the records to be preserved microfilming would have been considerably reduced in bulk, would have proper treatment for physical tidiness and preservation, and would have been properly and adequately indexed and annotated.

One of the fundamental points in AC plans was the conservation of the records in a single body in one place. AFHQ's proposals seem ill-designed to safeguard this point.

9265 91
HEADQUARTERS
ALLIED COMMISSION
PC 394
(Archives Branch)

(152)

Ref 1/AR.

5th November, 1945

NOV 5 1945

SUBJECT : Disposition of Combined British-American Records.

TO : *Executive Committee*

A copy of AFHQ letter reference AG 313 AFRA-C, dated 25th October 1945, with heading as above, was sent to you on 30th October 1945

The provisions of that letter do not apply to Allied Commission, and your copy of the letter should be destroyed forthwith

A.J. Collins
A.J. COLLINS,
Captain, R.E.
Archivist.

627

9265 ~~78~~
ALLIED FORCE HEADQUARTERS
APO 512

DCR/WD

AG 313 AFRA-C

25 October 1945

149
OCT 31 1945

SUBJECT: Disposition of Combined British - American Records.

TO: All Concerned.

Prior to 1 January 1946, all combined British-American records now in the possession of any headquarters, general, special or other staff sections, boards, commissions and committees in this theater, will be processed and shipped without further delay to the Allied Force Microfilming and Records Depot in accordance with instructions contained in AFHQ Circulars Numbers 8 and 9; except those specifically exempted, as follows:

a. Current records of active staff sections, boards, commissions and committees of AFHQ and combined (Allied) air and ground headquarters and other installations under the jurisdiction of this headquarters (non-current records will be processed and shipped without delay).

b. Records which have been signed for and charged out to installations on the official loan certificate of the Allied Force Records and Microfilm Depot (see letter this headquarters, AG 313 AFRA-C, dated 3 October 1945, subject: "Historical Records of the Mediterranean Theater").

c. Organizations, installations or agencies which can present adequate written justification to the Allied Force Records Administrator for retention of certain blocks or series of records required for future use. Lack of duplicate copies of records will not ordinarily be considered sufficient justification. Small groups may be reproduced by typewriting; large groups by photocopy or similar methods. In the absence of written requests for retention, records will be considered non-essential to the needs of the agency concerned and will be ordered by this headquarters for shipment to the Allied Force Depot on or before 1 January 1946.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

628

[Signature]
C. W. CHRISTENSEN
Colonel, AGP
Adjutant General

See F. 171A

DISTRIBUTION:

"C"

~~DIST~~
ACTION: - ARCHIVES OR (2)
INFO - CHIEF COMMR
- EX COMMR
- ESTAB. SEC

see DISTRIBUTION ATTACHED.

(CAPT GRAYBROOK) *[initials]*

AG 313 AFRA-O of 25 Oct

DISTRIBUTION:

SO & CC

Air Jones s/c

Ex Comm

PR Br

CA Sec

Econ Sec

ALL REGIONS

Estab Sec

AMG NAPLES

E Off (A)

LIVORNO

E Off (B)

Yereje Giulia

G1 (A)

G1 (B)

2675 Regt

HQ Brdt

adft a.c.

Navy s/c

Land Jones s/c

0 5 2 5

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

148

MMIA LO SARDINIA

7599

24 OCT 45

PRIORITY

144

UNCLASSIFIED.

REFERENCE YOUR Y 709 DATED TWO THREE OCTOBER PD

BARREN TO MMIA LO SARDINIA FROM HQ ALOOM CITE AGEXC BARREN

FILES SHOULD BE SENT TO ARCHIVES BRANCH AT THIS HQ PD

SEE ESTABLISHMENT MEMORANDUM NUMBER THREE DATED TWO ZERO MARCH ONE NINE FOUR FIVE
FOR INSTRUCTIONS AS TO PREPARATION AND DESPATCH

(a copy of which I sent to Sardinia immediately
under separate cover, in case they can't find
their copy. aff).

623

e/c JLG rise
LPS
26/10

PA
26/10

Office of Ex. Comm.
(Archives).

530

gl

Declassified - 12356 Section 3.3/NND No. 785017

✓
9265

Ex Conn

145

Y 713
OCT 250900A

G/1966
OCT 251100A
PRIORITY

MIA LO SARDINIA
ALCOM ROME

UNCLASSIFIED.

Request immediate reply to our Y 709 of 22 October 1945 regarding disposition of files left with this office when AC departed from SARDINIA.

DIST

ACTION: Archives
INFO: Chief Commissioner
Ex Commissioner 2
File 2
Float

HEADQUARTERS

25 OCT 1945

4.11 C.

623

See 146

EDIT BRAYBROOK (E) 26/10

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

9265 91

Exp. Comm.
(144)

Y 709
OCT 23

C/1798
OCT 23 1400
PRIORITY

ROMA LO BARBISIA
ALCON ROME

OCT 23 1945

UNCLASSIFIED.

Last April when AG departed from SAUDINIA they left a quantity of files with this office. Early November this office will close with no successor. Request to be advised at once what disposition should be made with above mentioned records.

DIST

ACTION ARCHIVES BR.
INFO CHIEF COMMISSIONER
EX COMMISSIONER 2
FILE & FLOAT 3 622

RECEIVED
23 OCT 1945
A. C.

See 1513 list
Lucas

(PMT DRP/3000K) *285* *11/10*

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

Ref: 9265/42

23 October, 1945.

SUBJECT: Accommodation - Archives.

TO : HQ Commandant.
Archives Branch.

I am directed by the Executive Commissioner to inform you that the Chief Commissioner has approved the use of the Big Conference room permanently for Archives. This precludes its use for any other purpose. Archives can take possession on 27th October. Please arrange and inform all concerned.

J. P. Carls

J/Comm.,
PA to Executive Commissioner.

NSM/JG.

621

11/3 25/10

Exec. Comm.
P.T.O.

OCT 20 1960

OCT 20 1960

142

Chief Commissioner

One of the most important residual responsibilities of the A.C. will be the organization, con- & coordination of its archives. De archiving a conference on their future disposal with the Embassy & APH & on Oct 26 - 27 will keep you fully informed.

In the meantime they have to be sorted, indexed, registered & arranged. There for 4 months been trying to find a suitable

~~place for the~~ accommodation in which to do this. Then

620

remains one room - the Big Conference room at the HQ.

It is very seldom used for conferring & if it is it is

acoustic properties preclude any successful meeting

25/10

It has easily 29 days in the month. I would

be indebted to you very much for your

archive office & his excellent staff

Do you offer?

L

yes

ms

9265
INCOMING MESSAGE

HEADQUARTERS ALLIED COMMISSION

135

Originator's Reference: 21978IC A 2 B

Date/Time of Origin: OCT 181800Z

Message Centre No: G/1466

Date Time Rec'd: OCT 191400H

Precedence: PRIORITY

FROM: TROOPERS

TO : HQ ALCOM

OCT 19 1945

UNCLASSIFIED

Ref your clocrittelgram No 7090 Unclassified. Subject Allied Commission Archives. JENKINSON will attend. Am endeavouring to secure Mr SARGENT CHILD'S ^{CHILD U.S(?)} now in GERMANY. Important to know soonest suggested date of conference which should depend on availability SARGENT CHILD.

Dist

Action - Exec Commr 2
Info - Chief Commissioner
Archives
File 2
Float

ACTION

619

HEADQUARTERS
17 OCT 1945
ALCOM

For (CAPT BRAY BROOKS) *ab*
10/10

See 136-134.134

9265-0
HEADQUARTERS ALLIED COMMISSION
Office of Political Adviser (A)

Ex. Comm. R

(130)

October 15, 1945

To: Executive Commissioner

OCT 17 1945

Subject: Archives of the Allied Commission

With further reference to the Executive Commissioner's communication of August 16th, I should like to inform you that the Department of State has now indicated its agreement that the archives of the Allied Commission be disposed of along the general lines outlined in your communication under reference.

The Department of State adds that these archives should be readily available for consultation and satisfactory security should be maintained. In this connection, it is noted and it is hoped that the Italian Government may provide a safe place for storing the archives.

In continuing, the Department of State asserts that it is naturally interested in the solution of this problem, but before authorizing personnel to study these archives or to maintain custody over them, it requires further information concerning the extent of the records involved and the type of staff required to arrange them properly. Therefore, it requests a brief report as soon as possible on the volume and the general character of the principal types of archives concerned, especially as to those categories which are of current value for the purposes of consultation, as well as those which should be permanently preserved and those which might well be disposed of.

Robert H. McBride

Robert H. McBride
Assistant Political Adviser (A)

618

Copy to Political Adviser (B)

RMCB/jb

131-134
See Memo OCT 1945

See (CMT BRATTON) 2410

926540
HEADQUARTERS
ALLIED COMMISSION
APO 394
(Archives Branch)

Brigadier Lush

File

129

A meeting of the Archives Committee will be held at ¹⁵⁰⁰~~1400~~ hours on ^{Tuesday.}~~Monday~~
¹⁶~~15~~ Oct 45 in the Executive Commissioner's room, 3rd Floor, HQ., AC.

A G E N D A

1. Minutes of meeting held on 8 Aug 45.
2. Business arising out of the Minutes.
3. Report of the Archivist.
4. Any other business.

L
A. J. Collins

A.J. COLLINS,
Captain, R.E.
Secretary.

617

W (CPT BRINKER) *25*
18/10

128

MINUTES OF MEETING OF THE ARCHIVES COMMITTEE - 3th A' EST 1945.

PRESIDENT : Brigadier Lush (Chairman)

Lt. Col. White
Lt. Col. Talbot
Major Bell
Capt. Guarino
Capt. Lee
Capt. Montant
Capt. Collins

1. MINUTES of the meeting held on 29th June 1945 were approved and signed by the Chairman.

2. BUSINESS ARISING OUT OF THE MINUTES -

(a) The Chairman said that he would raise the question of the records of the Service sub-Commissions at the Vice-Presidents' meeting to be held immediately following the Archives Committee

(b) The Archivist stated that P.H.B. had not included a further item in the weekly Bulletin, and that Major Bergin would speak to Brigadier Lush on this point. The Chairman said that another item must appear, and asked for a draft to be submitted to him.

3. DISCUSSION OF THE ARCHIVIST'S MEMORANDUM -

The Chairman stated that he appreciated the fundamental nature of the accommodation question - a subject to which he would return later.

So far as Regions were concerned, each Region would appoint a Regional Records Officer and two competent clerks. The officers would visit this R.Q. for a day or two to receive instruction in the work of Archives so that they could properly prepare their records for the Archives. The Regional Records Officers and their staffs would accompany their records to E.Q. and would remain to work under the direction of the Archivist until their own records had been dealt with. The Chairman said that he would bring these points to the notice of the Regional Commissioners at a meeting which would be held in a few days time.

At this point, Col. Jones was called to the meeting; the Chairman explained the above staffing proposals to him and asked him to bear them in mind, and to make the necessary arrangements in consultation with the Archivist.

With regard to Toscana and Southern Regions, the Chairman felt that staff who had worked in these Regions should be brought into E.Q. to deal with the records. Two competent clerks from Toscana, and an officer from Southern Region would probably suffice. Lt. Col. White mentioned that requests had already been received from sub-Commissions for access to Toscana files. Capt. Collins said that no staff could be employed on either of these sets of records until working space had been made available.

Concerning packing arrangements, the Chairman said that a uniform crate should be constructed and shown to the Regional Records Officers. The Archivist said that the boxes in which A.M.O. currency was sent into Italy were eminently suitable and probably available in adequate quantities; he will discuss the matter with Finance sub-Commission.

Cap 648

3. DISCUSSION OF THE ARCHIVIST'S PROPOSALS

The Chairman stated that he appreciated the fundamental nature of the accommodation question - a subject to which he would return later.

So far as Regions were concerned, each Region would appoint a Regional Records Officer and two competent clerks. The officers would visit this H.Q. for a day or two to receive instruction in the work of Archives so that they could properly prepare their records for the Archives. The Regional Records Officers and their staffs would accompany their records to H.Q. and would remain to work under the direction of the Archivist until their own records had been dealt with. The Chairman said that he would bring these points to the notice of the Regional Commissioners at a meeting which would be held in a few days time.

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Accommodation was discussed at length. Lt. Col. White said that the office space sub-Committee had made certain recommendations as to space for the Archives, but no action on the proposed lines had been taken. Brig. Lush suggested that the large Conference Room might be made available by the time the Regional records started coming in. Lt. Col. White felt that by that time, it might be possible also to allocate space at present occupied by sub-Commissions.

So far as the prospect of new premises was concerned, Captain Guarino stated that he was in touch with H.M.C. A villa which appeared to be very suitable had been offered by H.M.C. to an Allied unit, and had been accepted by them. Brig. Lush said that he would speak to Brig. Low about this. Captain Guarino was instructed meanwhile to maintain close contact with H.M.C. and endeavour to find premises which would be available for purchase or lease.

Captain Lee was asked to discuss accommodation at H.Q. with Col.

Robertson, with whom the Chairman wished to speak on the subject.

The Archivist was instructed to write to A.F.H.Q., pointing out the problems arising from the impending of the Northern Regions, and asking for an early decision to be obtained from the A.A. and H.A. Governments regarding the Commission's proposals for the disposal of its Archives.

Cap 6148

127

The draft instructions to Regions, and the draft item for the Daily Bulletin were approved, subject to certain modifications. Captain Collins was instructed to prepare revised drafts for the Chairman's consideration.

The arrangements suggested for the records of sub-Commissioners at H.Q. were approved also.

Archives Branch will maintain liaison with Establishment Section on all matters affecting the movements and use of personnel in connection with the preparation of records for Archives.

CHAIRMAN.

Declassified E.O. 12356 Section 3.3/NND

No.

785017

92659
E. Commissioner

126

TROOPERS

7090

13 October 45

ROUTINE

PRIORITY

OCT 15 1945

UNCLASSIFIED ID

SUBJECT ALLIED COMMISSION ARCHIVES ID IMPORTANT CONFERENCE TO BE HELD PROBABLY

ABOUT TWO FIVE OCTOBER ID

PAREN TO TROOPERS FOR POLICE FROM MR. ALCOH CITE AGED PAREN

COULD ARRANGEMENTS BE MADE FOR MILARY JENKINSON AND AMERICAN COLLEAGUE TO ATTEND ID

EXACT DATE WILL BE NOTIFIED LATER

HERE

1st Dist

Archives Officer (2)

614

Office of Ex Commissioner

(CSO)

9265 *ad*
ALLIED FORCE HEADQUARTERS
APO 512

125
RIF/cwn

Ex. Commr

AG 313 AFRA-0

3 October 1945

SUBJECT: Historical Records of the Mediterranean Theater

OCT -5 1945
(6470/50)

TO: All Concerned

1. Reference is made to AFHQ Circular 8, of 18 July 1945, as amended.
2. The Combined Chiefs of Staff have directed that the combined British-American records of permanent value of the various theaters be preserved, and film copies furnished to the American and British Governments. In the Mediterranean Theater the Allied Force Records Administration is responsible for this work. The duplication of the integrated records will be done by microfilming and the original paper records will be finally disposed of under directions of the Combined Chiefs of Staff. Pending final disposition the Allied Force Records Administration is responsible for the custody of the original records.
3. It is appreciated that certain Headquarters and Staff Sections will not be able to retire all their allied records to dead storage immediately, due to continuation of certain functions of these organizations, after withdrawal of either the American or British contingent or upon reorganization or reconstitution. Such records will therefore be shipped to the Allied Force Microfilming and Records Depot for microfilming and then may be returned to the originating sections or their successors. Further, it may be found that sections require to refer to records which have been placed in dead storage.
4. a. A "charge out" system will therefore be instituted to deal with these requests. Records will not be charged out to sections etc. unless there is strong and adequate justification. Records will only be charged out for the shortest possible time and will be returned to the Allied Force Microfilming and Records Depot as soon as possible after completion of the necessary work.

b. When records are required, application in writing will be made to the Allied Force Records Administration, AFHQ, giving the following information:

- ? Comments of Archives?
P.A. *File*
5/10
- (1) Reason for requiring the records.
 - (2) Full identification of the records required, stating the Headquarters, Staff Section and blocks of files required.
 - (3) Where these records are required.
 - (4) Period for which the records are required.

5. It must be clearly understood by any officer initiating such a request that these records are the joint property of the American and British Government.

DIST

ACTION: ARRIVES 31 (2)

INFO - CHIEF COMMAND

BY COMMAND
ESTABLISH SEC

5 OCT 1945

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

AFHQ ltr, AG 313 AFMA-0,
dtd 3 Oct 45 (Cont'd)

and that such officer will be held personally responsible for the safe custody of the records while in his keeping. Under no circumstances will any documents be removed from these files, nor will papers be marked, defaced or altered in any way.

BY COMMAND OF THE ACTING SUPREME ALLIED COMMANDER:

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

DISTRIBUTION:
"A"
"B"

048

9265

124

Tel: 478603.

Ref: 1/AB.

1 October 45.

SUBJECT: Disposal of Records.

TO : C-5 Section,
A.P.H.Q.

Reference this HQ letters 1/AB dated 13 August 45 and 7 September 45 respectively.

I am directed to ask if you will please inform us whether a reply in this matter has yet been received from Washington and London.

For the Chief Commissioner:

H. H. C. C.

Brigadier,
Executive Commissioner.

612

Copy to: Archives Branch.

Handwritten signature/initials
10



C.A.2(b)/DO/L/2

C.A.2(b)
The War Office.

HOTEL VICTORIA.
FORT UMBERLAND
AVENUE
LONDON, W.C.2.

11 September, 1945.

27 Dear *Inspector*,

As you know, we are writing a monograph on CA. and AMG. in Italy, and the records we possess of the early days of the campaign are few and far between. Capt. Duff is engaged on the work, and we have found it necessary to send him out to you to get hold of the first hand information he requires.

I would be most grateful if you would ask your people to help him to find the relevant archives.

Yours

Frank S. Frank

Brigadier M.S.Dish, CB. CBE. MC.
Chief of Staff,
Main H.Q.,
Allied Commission for Italy,
C.M.F.

(PA)

PA 2/1/9
611

