

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

785017

ACC

10000/109/1452

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

785017

10000/109/1452

CIVILIAN EMPLOYEES
JAN. - OCT. 1944

785017

HEADQUARTERS
ALLIED CONTROL COMMISSION
CMF
Office of the Chief of Staff

106

2 October

REF : 185/106/CA.

SUBJECT : Use of CMF - Civilians.

TO : Adjutant, HQ. ACC.

1. Reference Daily Bulletin No. 192, para. No.2.
2. The pass issued to Waltha Terrigliani has been lost.
May a new one please be issued.

Brigadier,
Chief of Staff,
for Acting Chief Commissioner.

5456

785017

HEADQUARTERS
ALLIED CONTROL COMMISSION
E.O. & M.O. SECTION
APO 934

105

REF : 153/104/CA.

2 October 44.

SUBJECT : Civilian Employees.

TO : C-1 (Civilian)

Enna Cristina Lucia Rinaldi.

Above - named Italian Civilian employee has requested to be released from employment with E.O. & M.O.S. this E.O., papers are returned herewith, would you please arrange for her to be struck off the pay roll as from 1 October 44.

gk

WILLIAM H. FIDDES
Colonel,
Deputy Executive
Commissioner.

5495

O/A

153 4
20
104
HEADQUARTERS
ALLIED CONTROL.COMMISSION
G-1 Section Civilian Personnel

30 September 1944

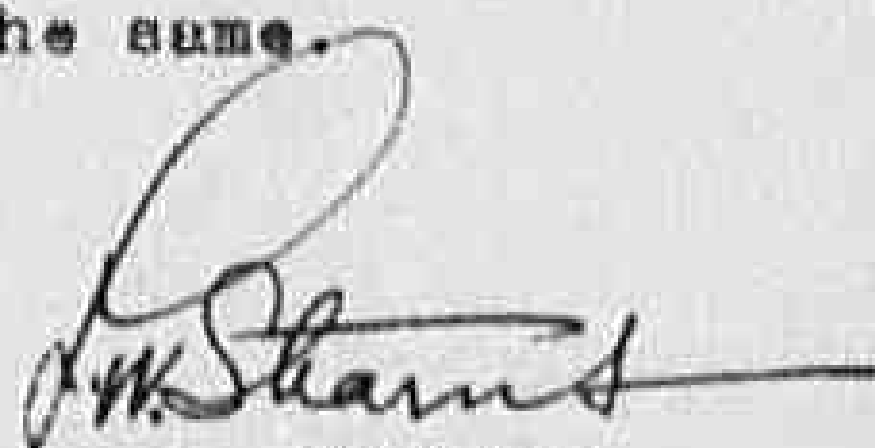
Ref/G-1/Civ.Pers./62

1 OCT Recd

SUBJECT ; Transfer of personnel

TO ; RC & MG

- 101
1. Reference your 153/CA/101, dated 29 Sept. '44.
 2. Request for transfer of Dr Rose Tomassy, from, Public Works and Utilities to Civil Affairs, approved.
 3. Title and Wages to remain the same.



L.W. STEARNS
Major, AGD
G-1 American.

Copy to:
Public Works & Utilities.
Files.

5454

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

785017

Att. to [unclear] 153
29 SEP Recd
attached for information
!!
Q 29/9
29/9 5483

785017

Friday

102

29 SEP 1964

Dear Mr. Warren

~~and~~ I would have been back safely on Wednesday evening if we had not had a motor car accident.

I came out of it really miraculously well, but I have a fracture of a small bone in my back.

Today they will plaster my back & then I will be able to move better & not in ~~as much~~ such pain. - I am sure to be able to come back to the

office on Monday Oct. -

I am awfully sorry about all this, please excuse my being absent from the office, but it's not my fault. -

Best greetings, sincerely yours

Walther Torrigiani

In case you need it my phone
no. is 63443 -

785017

REMARKS
MILITARY CONTROL DISTRICT
R.C. AND M.C. SECTION
AFC 394

101

Ref: 123/CA/101

Sept 29/44

SUBJECT: Col Allan De Lyce

TO : G-1

1. It is requested that the undersigned civilian employee be transferred from the Public Works and Utilities Sub-Commission to the Civilian Affairs Branch as Junior Administrative Assistant.

Dr. Ross Ramsey

2. It is requested that the above mentioned be included on the Civilian Pay Roll as from 30th September 1944.

W.G.S. Dallas

Majr

for BRIGADIER A. PIERRE

Colonel.

Deputy Executive Commissioner.

file 104

3491

PA

Tel. Ext. 353

153

160

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO / 39A

REFERENCE : G-1B/7/A
SUBJECT : Civilian Personnel
TO : Comarce Sub-Comm.

16 September 1944.

17 SEP Recd

Reference your ACG/5018/Comarce dated 15/9/44.

Will you please arrange for Miss Pelling to be transferred to Civil Affairs Branch for duty with Lt. Col. Shipp.

FOR THE ESTABLISHMENTS OFFICER

Admiral Thair

J. L. JONES
Lt. Colonel
G-1(B)

12

Copy to: Civil Affairs Branch. ✓

18/9

5420

153
HEADQUARTERS
ALLIED CONTROL COMMISSION
(G-1 Civilian Personnel)
APO 394

99
11 September 1944

12 SEP Recd

SUBJECT: Reclassification

TO : Civil Affairs Branch

Classification Questionnaire

- XXXX
1. Reference your ~~letter~~ dated 11 Sept. '44.
 2. Approval is granted for the reclassification of Scudder, Helen
to the status of Sr. Admin. Asst. salary
to range from _____ to 6000 per ~~day~~ month.

Sgt M. R. Panelli
M. R. PANELLI
Capt, CAC
G-1 Civilian Personnel.

XXXX It is the policy of this Headquarters, as determined by the Civilian Personnel Policy Board, that salaries of civilian employees will be increased gradually, in accordance with their performance, rather than immediately increased to the maximum on completion of the seven day probationary period.

cc. A. H. ...
1/19
PIA
1/19

153
98
HEADQUARTERS
ALLIED CONTROL COMMISSION
(G-1 Civilian Personnel)
APO 394

11 September 1944

12 SEP Recd

SUBJECT: Reclassification

TO : Civil Affairs Branch

XXXX

1. Reference your ~~letter~~ Classification Questionnaire dated 11 Sept. '44
2. Approval is granted for the reclassification of Rinaldi, Tola
to the status of Sr. Admin. Ant. salary
to range from _____ to 6000 per ~~day~~ month.

M. R. Panelli
M. R. PANELLI
Capt., CAC
G-1 Civilian Personnel.

XXXX It is the policy of this Headquarters, as determined by the Civilian Personnel Policy Board, that salaries of civilian employees will be increased gradually, in accordance with their performance, rather than immediately increased to the maximum on completion of the seven day probationary period.

5408

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

Ref/153/97/OA.

11 September 1944.

SUBJECT: Overpayment of Civilian Employees.

TO : Hq. Commandant.

1. The points raised in your letter of 5 Sept. 44 regarding overpayment to :

Scudder Helen
Rinaldi Ida

have been considered.

2. These civilian employees were engaged by Col. Fiske in agreement with Capt. Panelli as "Secretary Executive" at 200 Lire per day as per R.A.A.C. General Order No. 4 dated 27 June 44.

3. As these employees services are of considerable value to this Section it is not considered fair to withdraw the agreement made and request them to continue employment at a reduced salary, classification questionnaires are therefore submitted appointing them as "Senior Admin. Assistants" which will maintain their salary at 6,000 lire per month which they fully deserve.

4. The 263 Lire overpaid to Mrs. H. Scudder for period 1 - 15 July will be deducted on the next pay sheet.

11/17
5807
NORMAN E. FISKE,
Colonel,
Deputy Executive
Commissioner.

Mr. Brown

96

Mrs. Sudder was
overpaid 263 hrs and
it should be deducted
from pay period 1-15 July.
Lgt Day

5486

153
HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

95
5 September 1944

5 SEP Recd

SUBJECT: Overpayment of Civilian Employees

TO : Col. N.L. Fiske, R.C. and M.G. Section, Hq. ACC.

1. The following named employee has been overpaid 263 lire for the period of July 1 to July 15.

Scudder, Helen

2. It is suggested that this overpayment be deducted from her next pay.

3. The following employees according to the payroll on which payment was made are being paid in excess of the maximum permissible;

6,000 PM
6,000 PM
Not CAB

Scudder, Helen - Sec.	280/day	Max Per 150/day
Rinaldi, Ida - Sec.	175/day	Max Per 150/day
Handamis, Eng. - Sec	200/day	Max Per 150/day

4. APA has requested that these excess payments be reduced to conform with AFHQ Adv. Adm. Echelon Adm. Instr. No. 24, dated 17 July 1944.

Lawrence E. Kearin
LAWRENCE E. KEARIN,
Captain, Infantry.

5455

all 97

785017

Tel. Ext. 292

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

REFERENCE : 16007/2/G-1

30 August 1944

SUBJECT : Allied Civilian Personnel

TO : Civil Affairs Branch
Public Relations Branch
Industry Sub Commission
Commerce " "
Finance " "

May the under mentioned Civilian Personnel please be asked to report to Major A.S. FARRAR Room 10, Ground Floor, at an early date, in order that complete documentation may be effected.

Miss P. RUSSELL
Miss V.E.H. BETT
Miss V. BURTHWELL
Miss A.C.P. PHILLING M.B.E.
Miss H. du TOIT

FOR THE ESTABLISHMENTS OFFICER.

RCH/po.

Miss R. has been to
see Maj F. has
filled in a for

At Farrar's
J.L. JONES,
Lt. Colonel,
G-1 (B)

785017

153 2

93

Tel. Ext. 292

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

REFERENCE : 16007/2/G-1

30 August 1944

1 SEP Recd

SUBJECT : Allied Civilian Nationals Employed with
Allied Control Commission.

TO : Distribution below.

1. In order that a complete record of Allied Civilian Nationals employed with this formation may be maintained, it is requested that Heads of Sections, Branches and Sub Commissions, who have such Civilians under their control, issue instructions for the attached proforma to be completed and returned to this office at an early date.
2. The term Allied Civilian National only applies to American and British male and female personnel who are actually assigned to this formation for duty and does not include members of Ministries, Red Cross or Relief Organisation who are only attached.
3. It is further requested that proformas be completed by civilian Personnel of similar status who are assigned at any future date.

FOR THE ESTABLISHMENT'S OFFICER.

G. D. Jones
G. D. JONES
Lt. Colonel,
G-1 (B)

RUE/pc.

DISTRIBUTION:

Vice President Admin. Section
" " Economic Section.
" " Political Section.
Secretary General.
Director, Civil Affairs Branch.
" Internees and Displaced Persons Sub Commission.
" Italian Refugees Branch
" Security Branch
" Communication Sub Commission
" War Materials Disposal and I.P.W. Sub Commission
" P.R.D.
Col (A)
Col (A)
Col (B)
HQ. Commandant.
Adjutant.

See 94

3

785017

153 / PC-ME
Civil Affairs Branch

AMENDMENT NO. 5 TO
AFHQ ADV ADM ECHELON ADM INSTR NO. 24

2019/92

23 AUG Recd

RATES OF PAY FOR CIVILIANS DIRECTLY EMPLOYED BY ALLIED FORCES.

1. Destroy Appendix "A" forwarded with Amendment No. 3 of 1 Apr., 44.
2. Substitute attached Appendix "A" which incorporates all additions and alterations to basic Wage Rates for NAPLES Area up to 14 July, 44.
3. These rates supersede those given in Appendix "A" to the publication "Instructions Regarding Employment of Civilian Labour (Italy and Sicily)", (The Green Book), notified in AAI Routine Order No. 39/44, which are being amended shortly to conform with the new Appendix to this instruction.

/s/ NICHOLS, Maj.
for Major-General,
Chief Administrative Officer

HQ AAI.
17 July, 44

(This copy issued by
Labor Sub-Commission, A.C.C.)

5402

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CLERICAL & SUPERVISORY GRADES

	Min	Max		Min	Max	
Accountant:						
Assistant Purchasing Agent	2,100	4,500	per month			
Assistant to Port Labour Officer	2,600	5,500	" "			
Band leader	100	150	per day			
Bookkeeper (Male)	3,000	5,500	per month			
Bookkeeper (Female)	2,000	4,000	" "			
Cashier, Chief (Male)	1,800	3,500	" "			
Cinema Manager	2,500	3,500	" "			
Chief Clerk, R. N. Labour Office	85	120	per day			
	2,100	4,000	per month			
			plus			
			overtime			
Clerk, Office, Male	70	110	per day			
Clerk, Office, Female	60	90	" "			
Draughtsman, Chief	2,500	4,500	per month			
Draughtsman	2,000	4,000	" "			
Electrical Engineer	4,000	9,600	" "			
Executives, business analysts, exporters, etc.	5,000	9,600	" "			
Interpreter, general	70	120	per day			
Interpreter, technical	100	190	" "			
Teacher, language, whole time	100	190	" "			
Junior Administrative Assistants, Clerk Supervisors	2,100	4,500	per month			
Professional Man (Doctor, lawyer, dentist, construction, civil mechanical engineer)	4,000	9,600	" "			
Senior Administrative Assistants, sub-professional workers, junior executive officers, etc.	3,600	6,000	" "			
Shop Superintendent	3,000	5,000	" "			
Supervisor of labour (Navy)	70	150	per day			
Telephone Operator, English Speaking (Female)	55	110	" "			
Telephone Operator, Non-English Speaking (Female)	40	75	" "			
Typist (Male)	40	110	" "			
Typist (Female)	30	90	" "			
Typist, shorthand, (Stenod.) English speaking (Male or Female)	80	120	" "			
Warehouseman Superintendent	2,500	4,000	per month			

5481

CLASSIFIED ARTISAN & SKILLED GRADES

Parent:	(artisan and skilled labour) 10 lire per day more than highest paid man under his supervision.
Chief Foreman:	(artisan and skilled labour) 10 lire per day more than highest paid foreman under his supervision.

lire

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Draughtsman, Chief	100	per day
Draughtsman	60	" "
Electrical Engineer	2,500	per month
Executives, business analysis, exporters, etc.	2,000	" "
Interpreter, general	4,000	" "
Interpreter, technical	5,000	" "
Teacher, language, whole time	70	per day
Junior Administrative Assistants, Clerk Supervisors	100	" "
Professional Men (Doctor, lawyer, dentist, construction, civil)	180	" "
mechanical engineer)	2,100	per month
Senior Administrative Assistants, sub-professional workers, junior executive officers, etc.	4,000	" "
Shop Superintendent	3,600	" "
Supervisor of labour (Navy)	3,000	" "
Telephone Operator, English Speaking (Female)	70	per day
Telephone Operator, Non-English Speaking (Female)	55	" "
Typist (Male)	40	" "
Typist (Female)	60	" "
Typist, shorthand, (Steno.) English speaking (Male or Female)	80	" "
Warehouseman Superintendent	2,500	per month

CLASSIFIED ARTISAN & SKILLED GRADES

Foreman: (artisan and skilled labour) 10 lire per day more than highest paid man under his supervision.

Chief Foreman: (artisan and skilled labour) 10 lire per day more than highest paid foreman under his supervision.

	Min	Max
Armament Mechanic	80	120
Anti-Material Labourers (Male)		70
Anti-Material Labourers (Female)		55
Apprentices, all grades	30	60
Artisan's Mate (Helper)	40	90
Armature Winder	70	150
Armourer	90	130
Armedalt Layer	50	100

(To page 2)

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Page 2

	Min	Max	per day
Barber	70	100	
Baker	80	105	
Battery Worker	80	120	
Blacksmith	80	110	
Boilermaker	80	110	
Boilerman	80	105	
Bookbinder	85	110	
Bookbinder's Assistant	70	85	
Boot Machineist	80	105	
Boot Machine Operator Mechanic	90	110	
Brakeman	80	105	
Bricklayer	80	105	
Butcher	70	95	
Caretaker (Cemetery)	80	120	
Carpenter	80	105	
Caulker	80	105	
Closers (Female) (Boot repairing)	60	85	
Clothing Classifier	55	65	
Checker	65	80	
Checker, Railway goods yard.	80	100	
Coach Builder	80	105	
Cobbler	80	110	
Coppersmith	80	120	
Composer	90	110	
Compositor's Assistant	80	90	
Compositor, Chief	100	120	
Chainman	80	100	
Concretor	70	105	
Cooper	80	105	
Charcoal Maker	80	105	
Chauffeur Mechanic	80	110	
Chauffeur or Driver	70	90	
Chauffeur or Mechanic	80	100	
Cutters (Male)	75	110	
Cutters (Female)	70	90	
Coke Maker (Foundry)	80	105	
Dental Mechanics	90	110	
Drier; m/c and Preparers (Male).	70	90	
Drier, m/c and Preparers (Female).	50	60	
Driver, Truck.	80	100	
Driver; Truck and Trailer	85	120	
Driver; Mechanic, Truck.	85	105	
Driver; Crane or Winch.	80	100	
Driver; M.E., Electric.	80	100	
Driver; Engine, Loco.	80	110	
Driver, Steam Roller or L.O. Stationary	80	100	
Electricians	85	120	
Elevator repairer mechanic	85	120	

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Page 3

	Min	Max	per day
Joiner	35	110	
Laboratory & Dispensary Assistant (Male)	90	110	
Laboratory & Dispensary Assistant (Female)	80	100	
Life Savers	70	90	
Lighthouse Keeper		30	
Linenman	90	120	
Lithotype Operator	90	130	
Lithographer	90	130	
Lithographer's Assistant	30	90	
Machine Minders	70	90	
Machine Minder's Assistant	50	70	
Machinist	80	120	
Markers & Sorters (Female)	55	70	
Masons	80	110	
Mechanics: Instrument, Sewing Machine, Typewriter, Wireless	90	120	
Mechanics: Marine Engineer (2M)		120	
Mechanics, Marine Instrument (RM)		120	
Mechanic, MT	90	120	
Mechanic's Assistant	20	90	
Messenger, English speaking (under 17)	90	70	
Messenger, English speaking (over 17)	80	120	
Motion Picture Operator	80	120	
Molders		100	
Nurses (Hospital)	80	100	
Occupational Therapist	80	100	
Packer, male	55	70	
Packer, female	50	60	
Painter, Vernisher, Signwriter	85	105	
Parquet Layer	80	100	
Pavement Layer	80	100	
Pattern Maker	80	110	
Permanent Way Inspector	75	95	
Pier Supervisor	95	125	
Plasterer	85	105	
Plaster (Printing)	90	110	
Platelayer, Railroad	70	90	
Pointsmen	60	80	
Plumber	30	105	
Printer	90	120	
Pressers, Machine (Male)	80	110	
Pressers, Machine (Female)	60	90	

Hoffman Steam Press

Quarryman
 Railway goods-yard checker
 Rigger
 Sheet Heater

• **Editor: Stan Pross**

(To Page 4)

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Page 4

	Min	Max
Stone hand cutter	85	105 per day
Stone hand cutter (Assistant)	80	100
Tailors (With Machine)	80	110
Tailors (Without Machine)	60	90
Tailoresses (With Machine)	60	80
Tailoresses (Without Machine)	50	70
Tent maker (with machine)	90	110
Tent maker (without machine)	70	90
Tentmender	70	90
Tile Layer	80	100
Tine Keeper	70	120
Tinsmith	20	105
Toolmaker	80	110
Track Walker (Railroad)	70	90
Trimmer Coal	70	90
Turner	80	110
Truck Master	100	120
Truck Master's Assistant	90	110
Tyre Treader	80	120
Upholsterer	80	105
Vulcanizer	80	105
Warehouseman or Storekeeper	80	120
Washer Hand (Female)	50	50
Washer Machine (Male)	70	90
Washer Machine (Female)	50	60
Watchman	60	70
Welder	55	120
Wheelwright	80	100
Wireless Operator (Sender & Receiver)	3,000	4,500 per month

UNCLASSIFIED GRADES

Foreman or Ganger, unskilled: 10 Lire per day more than rate paid to his men

Chief Foreman, or Chief Ganger: 10 Lire per day more than rate paid to Ganger or Foreman.

	Min	Max
Unskilled Labour (Male)		65 per day *
Unskilled Labour (Female)		50
Boys up to 17		35

* Labourers on main drains 10 Lire per day

Wire Layer	100	60
Time Keeper	120	70
Tinsmith	105	80
Toolmaker	110	80
Track Walker (Railroad)	90	70
Trimmer Coal	90	70
Turner	110	80
Truck Master	120	100
Truck Master's Assistant	110	90
Tyre Treeder	120	80
Upholsterer	105	80
Vulcaniser	105	80
Warehouseman or Storekeeper	120	80
Washer Hand (Female)	60	50
Washer Machine (Male)	90	70
Washer Machine (Female)	60	50
Watchman	70	60
Welder	120	85
Wheelwright	100	80
Wireless Operator (Sender & Receiver)	4,500	3,000
	per month	

UNCLASSIFIED GRADES

Foreman or Ganger, unskilled: 10 Lire per day more than rate paid to his men

Chief Foreman, or Chief Ganger: 10 Lire per day more than rate paid to Ganger or Foreman.

	<u>Min</u>	<u>Max</u>
		65 per day *
		50
		35

Unskilled Labour (Male)
Unskilled Labour (Female)
Boys up to 17

* Labourers on main drains 10 Lire per day extra whilst actually employed on drains.

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HOTEL GRADES

	Min	Max	per month
Hotel Manager	3,900	7,400	
Assistant Cook	1,500	2,100	
Assistant Waiters	2,100	2,600	
Cashiers (Female)	1,800	2,400	
Chambermaid	2,100	2,700	
Cook	2,700	3,600	
Dishwasher	1,600	1,900	
Elevator Operator	1,700	2,100	
Randyman	1,900	2,400	
Head Cook	2,900	4,400	
Head Waiter	3,400	4,400	
Housekeeper (Female)	2,400	3,400	
Ironing Women	1,600	2,000	
Linen Keeper	1,900	2,400	
Porter	2,400	2,900	
Skilled Labour (permanent)	2,700	3,000	
Waiter	2,700	3,100	
Waitresses	2,200	2,600	
Washer (Male)	2,000	2,500	
Washer (Female)	1,500	1,800	

(These minimum and maximum wages include additional 900 Lire per month which will be deducted for food provided)

MESSERS

	Min	Max	per month
Assistant Cook	1,800	2,100	
Assistant Waiter	2,100	2,600	
Cook	2,700	3,600	
Dish Washer	1,600	1,900	
Randyman	1,900	2,400	
Head Cook	2,700	4,400	
Head Waiter	2,700	4,400	
Orderly (British Mess)	2,200	3,000	
Writer	2,700	3,400	

(These minimum and maximum wages include additional 900 Lire per month which will be deducted for food provided)

MARINE GRADES

	Min	Max
--	-----	-----

1,800
1,700
1,900
2,900
3,400
2,400
1,600
1,900
2,400
2,300
2,700
2,200
2,000
1,500

Handyman
Head Cook
Head Waiter
Housekeeper (Female)
Ironing Women
Linen Keeper
Porter
Skilled Labour (permanent)
Waiter
Waitresses
Washer (Male)
Washer (Female)

MESSERS

Min	Max	per month
1,800	2,100	5479
2,100	2,500	
2,700	3,500	
1,600	1,900	
1,900	2,400	
2,700	4,400	
2,700	4,400	
2,400	3,000	
2,700	3,400	

(These minimum and maximum wages include additional 900 Lire per month which will be deducted for food provided)

Assistant Cook
Assistant Waiter
Cook
Dish Washer
Handyman
Head Cook
Head Waiter
Orderly (British Mess)
Waiter

MARINE GRADES

Min	Max	per day
60	140	
70	70	
80	90	
	100	
	110	
2,000	4,000	per month
	80	per day
	90	
	100	
	110	
	120	
	130	
	140	
	150	
	160	
	170	
	180	
	190	
	200	

Assistant Bo'sun (Navy)
Boatman
Cooks and Stewards aboard ship
Coxswain (Helmsman)
Diver
Draughtsman (Marine)
Lineerman (Navy)
Pumpman (Navy)
Rope Splicer
Sailmaker
Salvage Hand
Salvage Hand (Master)
Security Patrol Officer & Deputy Harbour Master
Shipwright
Stoker & Fireman

(Plus 35 Lire per hour under water)
(5 Lire per hour extra whilst tending diver)

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SEA-GOING RATES (SCHOONERS)

Master
1st Officer
2nd Officer
3rd Officer
Chief Engineer
1st Engineer
2nd Engineer
3rd Engineer
Bo'sun
Cook
Seaman

L. 250 per day
200
180
170
250
200
180
170
140
130
120

HARBOR RATES - TUGBOATS & 12' CRAFT

Master
Mate
Engineer
Cook
Seaman

L. 180 per day
140
140
110
110

BARGES & LIGHTERS

Barge
Master Barge

Lira	
Min	Max
70	90
80	110

NOTES:-

1. For female rates where not specified, 15% shall be deducted from the male rate in the same classification.
2. The daily rates of pay may be increased if necessary not more than 10 Lira for all classes of labour engaged on night shifts and overtime, if applicable, will be paid on this increased rate.
3. The cost of food when issued will be deducted as follows:-
(a) One Lira per meal for dehydrated soup.

HARBOUR RATES - TUGBOATS & '2' CRANE

L. 180 per day
140
140
130
120

BARBERS & LIGHTERS

Lire	
Min	Max
70	90
80	110

Master
Mate
Engineer
Cook
Seaman

Bargeman
Master Bargeman

- NOTES:-
1. For female rates where not specified, 15% shall be deducted from the male rate in the same classification.
 2. The daily rates of pay may be increased if necessary not more than 10 Lire for all classes of labour engaged on night shifts and overtime, if applicable, will be paid on this increased rate.
 3. The cost of food when issued will be deducted as follows:-
 - (a) One Lire per meal for dehydrated soup.
 - (b) Ten Lire per meal or thirty Lire per day for rations.

12 JULY 44

WGM

153
HEADQUARTERS ALLIED CONTROL COMMISSION
Office of the Acting Chief Commissioner
APO 394

88
EWS/ajp

22 August 1944

23 AUG Recd

Subject: Allied Civilians Reporting for Duty with Hq. ACC

To : Vice Presidents

Economic Section
Political Section
Administrative Section
RO & NO Section

1. It is directed that all allied civilians reporting for duty with the Allied Control Commission be directed to register with the Adjutant General's Office and to leave with the Adjutant copy of their travel and other applicable orders with reference to their assignment to ACC.

2. It is requested that heads of sections ensure that the above instructions are carried out with respect to allied civilians reporting to their sections.

ELMER W. STONE
Captain, USNR
Acting Chief Commissioner



5478

c.c. Est. Br.
Adj Sec.
G-1 (A)
G-1 (B)

785017

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

Phone:
Ext. 289

87

Ref/153/87/CA.

19 August 1944.

SUBJECT: Feeding of Civilians.

TO : HQ Comdt (Office Space Section)

1. Reference Daily Bulletin No. 206, para. 5.
2. The following civilians employed by Civil Affairs Branch are desirous of partaking of the soup meal :

Sig. na Walthe Torrigiani.
" Emilia De Angelis.
" Liliana D'Alvise.
" Ida Rinaldi.
Sig. Giorgio Ernesti.

5477

NORMAN E. PIERCE,
Colonel,
Deputy Executive
Commissioner.

1/A

785017

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

86

18 August 1944

Ref/153/V/OA.

TO : Employment Officer.

FRANCARDI, FRANCO

The above mentioned civilian employee wishes to terminate his employment as from the 15 August 44 exclusive. May authority be given for his release.

NORMAN E. FISKE,
Colonel,
Deputy Executive
Commissioner.

5476

HEADQUARTERS
ALLIED CONTROL COMMISSION
(G-1 Civilian Personnel)
APO 394

16 AUG Recd

16 Aug., 1944.

SUBJECT: Employment of Civilians.

TO :

Civils Affair Branch

1. Ref your

153/86/CA

dated

16 Aug. 44.

2. Approval is given to the employment of

Ernesti

Giorgio as a

Clerk (male)

at a rate not exceeding 110 Lire per day/month.

3. The minimum rate which is 40 Lire per day/month will be paid for the first seven days, and may be increased commensurate with his or her skill and ability within the limits set out in para 2 above.

4. Your attention is directed to Advance Headquarters Administrative Instruction No. 1, dated 1 July 1944.

5. Please have applicant report to Room 11 for necessary action, as soon as possible.

M. R. Panelli

M.R. PANELLI
Capt, CAC,
G-1, Civilian Pers.

Copy to:

Employment Officer
S/C in Reference.

5475

XXX It is the policy of this Headquarters, as determined by the Civilian Personnel Policy Board, that salaries of civilian employees will be increased gradually, in accordance with their performance, rather than immediately increased to the maximum on completion of the seven day probationary period.

HEADQUARTERS
ALLIED CONTROL COMMISSION
E.C. & M.C. Section
APO 894

84

Rac/153/84/CA.

16 August 1944.

SUBJECT: Employment of Civilians.

TO : Capt. Paralli, Employment Officer.

GIUSEPPE GIORGIO

1. It is desired to employ the above named civilian as clerk in Civil Affairs Branch. He speaks a certain amount of English.
2. Would you please have him screened and if satisfactory included on Civilian Pay Roll at 80 lire per day.

NORMAN E. FISKE,
Colonel,
Deputy Executive
Commissioner.

5474

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

1 August 1944

OFFICE MEMORANDUM)
NUMBER 15)

CIVILIAN PERSONNEL

(Employment and Payment Procedure)

- I -

This memorandum supersedes Office Memorandum No. 8 (Administrative Instructions 1A), this Headquarters, dated 1 July 44. The Civilian Personnel Office has now been established under the operational control of the G-1 Section and under the policy direction of the Civilian Personnel Policy Board. These offices are located in Room 11, ground floor, Ministero delle Corporazioni Building, Telephone No. 411, and is under the direction of an Acting Supervisor and Assistant Supervisor. This office will perform civilian personnel functions, including the recruitment, selection, classification and reclassification, hiring, and placement of civilians within the Allied Control Commission.

- II -

Recruitment Procedure

Recruitment at the present time is divided into three categories:

- (1) Response to newspaper advertising
- (2) Casual applicants
- (3) Those referred by sections and subcommittees.

At present the first two methods are the principal sources of personnel; however, it is believed that the third source (namely, those referred to the office directly by the sections and subcommittees) should prove the most profitable. Accordingly, it is encouraged that all sections and subcommittees having direct professional contacts with corresponding agencies in the Italian Government make known to them their civilian personnel needs. It is reported that there is a large number of highly qualified unemployed who formerly worked for the Italian Government and local commercial agencies. In view of the impending reduction of approximately 750 MM/CR of this Headquarters, it is imperative that all possible means of recruitment be fully exploited.

- III -

- I -

This memorandum supersedes Office Memorandum No. 8 (Administrative Instructions Ia), this Headquarters, dated 1 July 44. The Civilian Personnel Office has now been established under the operational control of the G-1 Section and under the policy direction of the Civilian Personnel Policy Board. These offices are located in Room 11, ground floor, Ministero delle Corporazioni Building, Telephone No. 431, and is under the direction of an Acting Supervisor and Assistant Supervisor. This office will perform civilian personnel functions, including the recruitment, selection, classification and reclassification, hiring, and placement of civilians within the Allied Control Commission.

- II -

Recruitment Procedure

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- (1) Response to newspaper advertising
- (2) Casual applicants
- (3) Those referred by sections and subcommittees.

At present the first two methods are the principal sources of personnel; however, it is believed that the third source (namely, those referred to the office directly by the sections and subcommittees) should prove the most profitable. Accordingly, it is encouraged that all sections and subcommittees having direct professional contacts with corresponding agencies in the Italian Government make known to them their civilian personnel needs. It is reported that there is a large number of highly qualified unemployed who formerly worked for the Italian Government and local commercial agencies. In view of the impending reduction of approximately 750 EM/CE of this Headquarters, it is imperative that all possible means of recruitment be fully exploited.

- III -

Hiring

All sections and subcommittees, or other sub-divisions, will report their civilian personnel needs direct to the Civilian Personnel Office. Such requests will be made in writing, giving adequate job description -- that is, the type of work to be performed, the language requirements, and any other information that is pertinent to the position to be filled. Civilian Personnel will refer one or more qualified applicants for interview and final selection by the section or subcommittee concerned. After the interview, the applicants will be returned to Civilian Personnel. Those who are accepted will be screened by the Security Officer and placed on the civilian payroll. All civilian employees will be formally cleared through Civilian Personnel. In those cases where the individual is recruited independently of Civilian Personnel, the section or subcommittee concerned will send the individual together with a letter requesting employment to Civilian Personnel. This letter should include a job description sufficiently complete to justify the recommended classification and salary. Civilian Personnel will approve the employment and establish the rate of pay. Disagreements will be

- 1 -

referred to the Civilian Personnel Policy Board. At present the section is interviewing an average of ninety (90) applicants (less than 10% qualified) per day. From this source there is being built up a reserve of potentially qualified civilians for future placement in Allied Control Commission.

- IV -

Notes of Pay

The following rates of pay are extracted from Amendment No. 5, AFHQ, ADV Adm Echelon Adm Instr No. 24, dated 17 July 44. They are reproduced here for the information and guidance of all concerned. Complete pay tables are available for examination in the Civilian Personnel Office.

	Min Rate	Max Rate
Accountant	2,100	4,500 per month
Assistant Purchasing Agent	3,000	5,500 " "
Bookkeeper (male)	2,000	4,000 " "
Bookkeeper (female)	1,800	3,500 " "
Cashier, Chief (male)	2,500	3,500 " "
Clerk, Office (male)	70	110 per day
Clerk, Office, (female)	60	90 " "
Draughtsman, Chief	2,500	4,500 per month
Draughtsman	2,000	4,000 " "
Executives, business analysis, exporters, etc.	5,000	9,600 " "
Interpreter, General	70	120 per day
Interpreter, Technical	100	150 " "
Junior Administrative Assistants, Clerk Supervisors	2,100	4,500 per month
Professional Man (doctor, lawyer, dentist, civil	4,000	9,600 " "
mechanical engineer, construction)	3,600	6,000 " "
Senior Administrative Assistants, sub-professional	70	110 per day
workers, junior executive officers, etc.	55	75 " "
Telephone Operator, English-speaking (female)	70	110 " "
Telephone Operator, Non-English-speaking (female)	60	90 " "
Typist (male)	80	120 " "
Typist (female)		
Typist, shorthand, (steno), English-speaking		
(male or female)		

- V -

Reclassification

Reclassification is the process whereby, in accordance with his official duties, an employee's title is changed and a consequent change in salary results. To accomplish this, the employee will be sent to Civilian Personnel with a letter requesting his reclassification. Such request will contain a job description sufficiently detailed to justify the recommended action. Civilian Personnel will refer to the Civilian Personnel Policy Board requests for reclassification for positions falling in the top executive and professional classes, maximum 9600 rate per month.

Accountant	2,100	4,500	per month
Assistant Purchasing Agent	3,000	5,500	" "
Bookkeeper (male)	2,000	4,000	" "
Bookkeeper (female)	1,300	3,500	" "
Cashier, Chief (male)	2,500	3,500	" "
Clerk, Office (male)	70	110	per day
Clerk, Office, (female)	60	90	" "
Draughtsman, Chief	2,500	4,500	per month
Draughtsman	2,000	4,000	" "
Executives, business analysis, exporters, etc.	5,000	9,600	" "
Interpreter, General	70	120	per day
Interpreter, Technical	100	150	" "
Junior Administrative Assistants, Clerk Supervisors	2,100	4,500	per month
Professional Man (doctor, lawyer, dentist, civil	4,000	9,600	" "
mechanical engineer, construction)			
Senior Administrative Assistants, sub-professional	3,600	6,000	" "
workers, junior executive officers, etc.	70	110	per day
Telephone Operator, English-speaking (female)	55	75	" "
Telephone Operator, Non-English-speaking (female)	70	110	" "
Typist (male)	60	90	" "
Typist (female)			
Typist, shorthand, (steno), English-speaking	80	120	" "
(male or female)			

- V -

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Reclassification is the process whereby, in accordance with his official duties, an employee's title is changed and a consequent change in salary results. To accomplish this, the employee will be sent to Civilian Personnel with a letter requesting his reclassification. Such request will contain a job description sufficiently detailed to justify the recommended action. Civilian Personnel will refer to the Civilian Personnel Policy Board requests for reclassification for positions falling in the top executive and professional classes, maximum 9600 lire per month.

In those cases in which dismissal is desired, the employee will be sent to Civilian Personnel with a memorandum detailing the reasons for discharge. At the same time a final payroll form should be completed. Passes, badges, and other papers of ACC identification will be picked up by Civilian Personnel on clearance of the final payroll.

- VI -

Payment Procedure

Employees will be paid twice a month through the civilian paymaster. Headquarters Commandant's Office. Payrolls will be submitted to Headquarters

- 2 -

82
Headquarters, AOC
Office Memo 15, 1 Aug 44, cont'd

Commandant as of the fifteenth and last day of each month on the standard payroll form which will be obtained from the paymaster, Headquarters Commandant. The dates for submission and payment will be announced in the Daily Bulletin. It is the responsibility of the section or subcommission concerned that payrolls show proper classification, that salaries are in accordance with Amendment No. 5 to AFHQ Adv Adm Echelon Adm Instr No. 24, dated 17 July 44, and that all employees have been cleared through Civilian Personnel. Civilian Personnel will post-audit payrolls and will also be prepared to pre-audit on request any rough-draft payroll to insure that salaries and classifications are correct.

By order of Captain STONE (USNR):

E. L. Clough
E. L. CLOUGH *July 44*
Colonel, AOC
Executive Officer

DISTRIBUTION:
"C" - Modified

5472

785017

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

Phone:
EXT. 289

11 August 1944

REF/153/81/CA.

SUBJECT : Use of GBT - Civilians.
TO : Adjutant, HQ. A.C.C.

1. Reference Daily Bulletin n. 192, para 2.
2. Maya pass please be issued to the undermentioned civilian:
Marchese Ruggero Parace - 1658.

NORMAN E. FLECK
Colonel,
Deputy Executive
Commissioner.

1/12/44

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

Pho.
Ext. 289

80

Ref/153/80/CA.

9 August 1944.

SUBJECT: Use of GMI - Civilians.

TO : Adjutant, HQ. ACC.

1. Reference Daily Bulletin No.192, para.2.
2. May passes please be issued to the civilian employees enumerated on the attached list.

80A

NORMAN E. FISKE,
Colonel,
Deputy Executive
Commissioner.

1/10 5470

80A

R.C. & M.G. SECTION

Waltera Torrigiani - 1084 -- ~~MISSING~~

Emilia De Angelis - 2907569

Liliana D'Alvise - 151180

Anitta Doria Paschili (Identity Card No
not known)

Kiona Scudger - 1750427

Iga Rinaldi - 1482

Francoardi Franco - 18764

103
79
A.C.C. CIVILIAN PERSONNEL, C-1 Section
CLASSIFICATION QUESTIONNAIRE

The form below is for use when employing a civilian as Junior Administrative Assistant or any higher position and also for use when requesting reclassification of a present employee to a higher position (in accordance with par. III and V Office Memorandum No. 15, this headquarters, dated 1 August 44.) For reclassification the form should be filled out by the employee in conference with the employing officer and signed by the latter. In filling a new position the employing officer fills out the form. After completion the form should be brought to Civilian Personnel, Room 11, Ground Floor, by the employee or applicant concerned. A carbon copy of this job description should be retained and future identical jobs described by quoting reference number, shown below.

This form is for a job description only and should not include the incumbent's experience and education unless he is unavailable for local interview. The job description should include: 1. The degree of supervision under which the employee will work. 2. Any supervision by the employee of other workers. 3. A factual word picture of the being done or to be done. Avoid ambiguous words such as "assists", "handles", "difficult", "complex", etc. A sample job description of the position of interviewer (Junior Administrative Assistant) in Civilian Personnel follows: "Under general direction of the head of the Personnel Office interviews civilian applicants for employment. Supervises two civilian clerks who help applicants in filling out applications and one clerk who administers tests and keeps application files. Interviews applicants in English and Italian. Classifies them and refers clerical grades directly for placement. Refers applicants qualified for supervisory work to a Civilian Personnel Officer for check interview and placement referral."

Classification requested by _____

(Sub-Commission or Section)

Employee's or applicant's name _____

Present job title _____

Proposed title _____

Job description _____

5408

785017

experience and education unless he is unavailable for local interview. The job description should include: 1. The degree of supervision under which the employee will work. 2. Any supervision by the employee of other workers. 3. A factual word picture of the being done or to be done. Avoid ambiguous words such as "assists", "handles", "difficult", "complex", etc. A sample job description of the position of interviewer (Junior Administrative Assistant) in Civilian Personnel follows: "Under general direction of the head of the Personnel Office interviews civilian applicants for employment. Supervises two civilian clerks who help applicants in filling out applications and one clerk who administers tests and keeps application files. Interviews applicants in English and Italian. Classifies them and refers clerical grades directly for placement. Refers applicants qualified for supervisory work to a Civilian Personnel Officer for check interview and placement referral."

Classification requested by _____ (Sub-Commission or Section)

Employee's or applicant's name _____

Present job title _____ Proposed title _____

Job description _____

5408

Back of sheet for additional remarks

Signature _____

Sub Commission or Section Head.

Reference number _____

Establishment Branch

78

You might like to see 74 -

W. J. W. 1567

2-8-44

C. A. Br.

Thank you

FOLIOS

75-77

sent to KSTAB

for
12/8/44

J. J. Albright
Col
5467

1/11

153
[Signature]

Civil Affairs Branch
HQ ACC 74

REGION IX
ARMED ASSISTANT GOVERNMENT

RIX/1004/HQC

6 AUG Recd
4 August 1944

MEMORANDUM TO: All Special Divisions.

1. As the Armies move forward into more enlightened and industrialized areas of Italy, it is found that increasing numbers of well-qualified Italian civilian experts in industrial, commercial and other matters are being discovered.
2. Action is being taken by Headquarters, ACC, through appropriate sections and sub-commissions, to make the services of these Italian civilians available to Regions.
3. At the same time, the number of military experts available in any particular field or geographic area is constantly diminishing by reason of the fact that the same total number of officers formerly used to administer three or four Regions must now be spread over from nine to twelve.
4. Heads of special divisions are urged to determine at the earliest possible date the numbers and qualifications of Italian civilian experts desired for use in their respective fields of responsibility, and to request the allotment of such experts to Region IX. Such requests should be as specific as possible as to the qualifications of the experts desired and the nature of the duties it is proposed they shall perform.
5. It may be assumed that these personnel requisitions may not always be promptly or satisfactorily filled. Nevertheless the "invitation for bids" issued by Headquarters, ACC should be taken quite literally and requests for civilians in the categories described made very freely.
6. Lack of adequate technical assistance as an excuse for failure in performing a mission, where no request has been made for civilian assistance of the nature herein indicated, will not be accepted.

Col Shipp to see

[Signature]

ALFRED C. BOWMAN, Lt Col,
Regional Commissioner.

Copy to: Civil Affairs Branch
RC & MG Sect., HQ ACC

ACB/eah

HEADQUARTERS
5 AUG 1944
A.C.G.

HEADQUARTERS
ARMED CONTROL COMMISSION
D.C. & H.C. SECTION
APO 394

Ref/353/73/CA

3 August 1954

SUBJECT: Civilian Employees.

TO : G-1 (3) (Civilian)

The undesignated civilians have been transferred from Hq. MAC to Civil Affairs Branch Hq. MAC. They have been screened and found satisfactory by Hq. MAC. The documents concerned will be forwarded to you on receipt:

Jr. Admin. Asst. GINETTA MARIA PUGHILL
Salary 4500 Lira per month
Dvr. Motorcycle Carriers - Wage 110 Lira per day.

It is requested that they be included on the Civilian Pay Roll as from August 1st.

Job Descriptions attached hereto.

LE
ROBERT P. FINE
Colonel
Deputy Executive
Commissioner

5455

PA

785017

JOB DESCRIPTION

Jr. Admin. Asst. ORIETTA DORIA PAMHILJ

She is assistant to Major Dollard and is required to deal with all visitors.

Deal with and reply to correspondence.

To translate and interpret as occasion arises.

To arrange appointments and to organize the Office in an efficient manner.

Of this she is capable.

Driver GUTHRIE CARRIEN

Employed as Driver to Major Dollard.

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

1 Aug 44

1 AUG Recd

Suspense

FROM	TO
Chief Commissioner	
Dep. Chief Commissioner	
Secy Gen to Chief Commissioner	
Administrative Section	
HC & MC Section	
Civil Affairs Branch	
FN & Displaced Pers Sub-Com	
Italian Refugee Branch	
Security Branch	
Information Branch	
Establishment Branch	
Ex Offrs	
G-1 (1) <i>Amberland</i>	
G-1 (2)	
G-1 (3)	
G-4	
Hq Comdt (M. in Hq)	
Hq Comdt (Near Hq)	
adjutant (M. in Hq)	
adjutant (Near Hq)	
Archives & Library	
Pool of Interpreters	
Political Section	
Independent Sub-Commissions	
Navy	
Land Forces	
Air Forces	
Telecommunications & Posts	
War Material Disposal	
Public Relations Officer	
Liaison Section Hq A.C.A.F.	

FOR:

Signature
Remarks/Recommendation
Information
Approval/Disapproval
Appropriate action
Investigation & Report
Dispatch

REV. RES.

Dep. Chief Commissioner
Secy Gen to Chief Commissioner
Administrative Section
EC & MG Section
Civil Affairs Branch
PW & Displaced Pers Sub-Com
Italian Refugees Branch
Security Branch
Information Branch
Establishment Branch
Ex Offs
G-1 (A)
G-1 (B)
G-4
Hq Comdt (M. in Hq)
Hq Comdt (Near Hq)
Adjutant (M. in Hq)
Adjutant (Near Hq)
Archives & Library
Pool of Interpreters
Political Section
Independent Sub-Commissions
Navy
Land Forces
Air Forces
Telecommunications & Posts
War Material Disposal
Public Relations Officer
Liaison Section Hq A.C.A.F.

10

Signature
Remarks/Recommendation
Information
Approval/Disapproval
Appropriate action
Investigation & Report
Dispatch

100

785017

HEADQUARTERS
ALLIED CONTROL COMMISSION
(G-1 Civilian Personnel)
APO 394

153
1 Aug, 1944.

SUBJECT: Employment of Civilians.

TO :

1. Ref your

dated

Letter - memo

31 July 44

2. Approval is given to the employment of

as a

at a rate not exceeding

110 Lire per day/month.

3. The minimum rate which is 70 40 Lire per day/month will be paid for the first seven days, and may be increased commensurate with his or her skill and ability within the limits set out in para 2 above.

4. Your attention is directed to Advance Headquarters Administrative Instruction No. 1, dated 1 July 1944.

5. Please have applicant report to Room 11 for necessary action, as soon as possible.

M R Panelli

M.R. PANELLI
Capt, CAC,
G-1, Civilian Pers.

Copy to:

Employment Officer
S/C in Reference.

785017

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

Phone 42065

31 July 1944

Memo:

To : Headquarters Commandant, A.C.C., APO 394.

It is requested that Renato Cittadini be hired and placed on the payroll of the Civil Affairs Branch as a chauffeur for Colonel Fiske.

J. Wm. CUNLIFFE
Major, AGD
Assistant

5461

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

70

Ref/153/70/CA.

25 July 1944.

SUBJECT: Employment of Civilians.

TO : Capt. Paselli, Employment Officer.

FRANCARDI FRANCO.

1. It is desired to employ the above-named civilian as messenger in Civil Affairs Branch. He speaks a certain amount of English.
2. Would you please have him screened and if satisfactory included on Civilian Pay Roll at 85 lire per day.

pk

HURMAN M. FISKE,
Colonel,
Deputy Executive
Commissioner.

5460

PA

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

21 July 1944

Ref/153/69/CA

SUBJECT: Employment.

TO : Miss Torrigianni, Wlthn.
66 Via Prataleo, Roma.

On reporting to this Headquarters for duty, Monday 24 July 44, please present attached form to Capt. Fanelli.

SW
NORMAN E. FISKE
Colonel
Deputy Executive
Commissioner

*Cl. See 67 to Fante
ack'd 21/7/44
PH*

785017

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

Ref/153/68/CA

20 July 1944

SUBJECT: Stenographer.

TO : Executive Officer, Establishments Branch.

1. Ref. your 16036/C-1 of 15 July 44.
2. It would be appreciated if one stenographer could be made available in this Branch.

NORMAN E. FISKE
Colonel
Deputy Executive
Commissioner

5458

M. Warren

1. Please send 65, as ordered, to the
lady in question who is leaving in
next Monday. Address: —
see 64 66 Via San PANTALEO
Rome.

2. Put in 63 in terms of 64
see 68
Uhl.

Subject: Ray William Employers ¹⁵⁰ ^{CRP} ⁶⁶

RCRM's Sec 16036/91

Ref your letter dated 29/6/84.

The max salary allowed for
General Admin Assistants is 6000
per month.

It is regretted therefore that
scale of 4500 per month cannot
be approved.

1/4/84

A. J. Yarral
Major
N 91(13)

Copy to: Employment off

5456

(67 with Brig Lenth
Personal from Rm. 14)
E

File MD

PA

Col Fiske

Ref 63.

I should like one for this branch.

Do you think this is enough?

ll 17/7

CAB 1. JWC.

ll 20/7

785017

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 994

153
17th Recd

63

REFERENCE : 16036/0-1

15 July 1944

SUBJECT : Stenographers

TO : Vice President, Admin Section,
Vice President, Economic Section,
Executive Commissioner,
Secretary General.

It is hoped that at least six, and possibly more, expert lady stenographers will be available for this Commission within 5 or 6 weeks.

About six of these will be suitable for Secretaries or P.A.'s - the remainder ~~may~~ not be so highly qualified.

Will you please say how many

(a) P.A.'s.

(b) Stenographers

you will be able to employ in the Section under your control.

REK/RS

R. H. Hansen

R. H. HANSEN,
Colonel,
Executive Officer.

5403

sub 68

785017

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

62

Ref/153/62/CA.

14 July 1944.

SUBJECT: Civilian Employees.

TO : C-1 (R)

1. It is requested that Eultha Torrigiani, 66 Via San Pantaleo, be hired for work in Civil Affairs Branch.
2. She should be classified as secretary.

SV
NORMAN R. FISKE,
Colonel,
Deputy Executive
Commissioner.

5453

785017

153
HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. SECTION
APO 394

61
12 July 1944

Memo:

To : British C-1, Allied Control Commission

1. It is requested that Lilliana D'Alvise be hired for work in the Civil Affairs Branch.
2. She should be classified as typist. Her employment should date from 12 July 1944.

f & ll
NORMAN E. FISKE
Colonel
Deputy Executive Commissioner

5202

PA

785017

RESTRICTED

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

8 July 1944

Adj 300.4

SUBJECT: Travel Orders

TO : All Concerned

1. Signorina Emilia De Angelis, Italian civilian, employed by Civil Affairs Branch this Hq will proceed to Advance Hq ACC on or about 9 July 1944 on a permanent change of station reporting upon arrival to the Director thereof, for duty.

2. Rations will be provided for one (1) person for one (1) day.

3. Travel by govt motor transport is authorized. (0900 courier).

By order of Captain STONE (USNR):

SRP
ROGER B. DIBBY
Captain, AGO
Deputy Adjutant

DISTRIBUTION:

2 - Civilian coned
1 - G-4 (MTO)
1 - Civil Affairs Br
2 - Files

5451

RESTRICTED

785017

153
HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

59

REFERENCE : 16036/G-1
SUBJECT : Rates of Pay - Civilian Employees
TO : Director, Civil Affairs Branch

6 July 1944

DE ANGELIS, Emilia.

Reference your 155/56/GA dated 2 Jul 44.

Authority is given for the salary of the above named civilian
to be increased to 120 Lire per diem, w.o.f. 1 Jul 44.

FOR THE ESTABLISHMENTS OFFICER

GP/SS

f
J.L. JONES,
Lt. Colonel,
G-1(B).

Wang Cass.

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153 E 6 JUL 11
HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

REFERENCE: 16036/1/G-2

1 July 1944

SUBJECT : Civilian Employees

TO : HQ Comdt. Allied Control Commission

Authority is given for the civilian personnel shown at Appendix "A" to proceed to Rome with their Sub-Commissions, Branches or Sections.

Will you kindly make arrangements for their transport when necessary.

FOR THE ESTABLISHMENTS OFFICER

GP/ES

153 refers.
J.L. JONES,
Lt. Colonel,
G-1(B).

Copy to:-

Vice President, Econ Section.
Vice President, Admin Section.
Civil Affairs Branch.
Director, Italian Refugee Branch.
Director, Public Health Sub-Commission.
Chief, Finance Sub-Commission.
Chief, Industry & Commerce Sub-Commission.
Director, Agriculture Sub-Commission.
Director, Education Sub-Commission.
Director, Food Sub-Commission.
G-1(A).
HQ 2675 Regt.
Employment Officer.
Regional Commissioner, Region III.
HQ Comdt. Adv. HQ A.C.C.
G-1(Br) Adv. HQ A.C.C.

5449

Appendix "A" to
16036/4/3-1 dated 1 Jul 44.

Sub-Commission, etc.	Name	Duty	Remarks
HQ Comdt. Printing & Employment Section	DE LUCA, Silvestro di Maggio MERZERI, Giovanni di Salvatore DE LUCA, Corrado AVINO, Carlo	Printer - Identity Card. Labourer Piloting Agent Purchasing Agent	
Public Health Sub- Commission	Dr. CASINI, Guido Dr. VERRANTI, Franco Dr. CIPOLLI, Giuseppe GULLA, M. Teresa VICIENZI, Carmelo Dr. CAVAZZINI, Camillo G.	Malaria Control Typhus Control Typhus Control Interpreter Typist Driver Malaria Control	
Information Division	De BIGNOLDI ROMANO MONTANARI	Security Agents	
C-1(A)	PAVILLI, Maria	Typist Interpreter	
Finance Sub-Comm.	SQUILLANTE, M. Guiseppeina	Typist Interpreter	
HQ Comdt. Office Space Section	VENDITOLI, Armando	Typewriter Mechanic	
Industry & Commerce	Dr. OPATOWSKI, Ryszard	Engineer	
Economic Section	Dr. VICOPIRI, Basilio	Commercial Insurance	
Italian Refugees Branch	LARIOLA, Guido PASCALE, Francesco PACIER, Giacomo ATTILI, Alex SCARFI, Vincenzo GUIGLIANO, Francesco HELMANTE, Celestino DE FALLO, Antonio VILLAROSA, Ciro	Purchasing Agent Driver " " " " " " " "	On 18 arrangements for housing

	AVINO, Ciro	Purchasing Agent
Public Health Sub-Commission	Dr. CASINI, Guido Dr. HERBANI, Franco Dr. CIROLLI, Giuseppe GHILIA, M. Teresa VIGLIENNE, Camillo G. Dr. CAVAZZUTI, Camillo G.	Malaria Control Typhus Control Typhus Control Interpreter Typist Driver Malaria Control
Information Division	De BIGNOLO } ROMANO } MENTUCCI }	Security Agents
G-1(A)	PAVELDI, Maria	Typist Interpreter
Finance Sub-Comm.	SQUILLANTE, M. Guiseppeina	Typist Interpreter
HQ Comdt. Office Space Section	VENERTUOLI, Armando	Typewriter Mechanic
Industry & Commerce	Dr. OPATOWSKI, Romo Sayia Engineer	
Economic Section	Dr. VICENTINI, Damiano	Commercial Insurance
Italian Refugees Branch	LARIOLA, Guido PASOLIZ, Francesco PAPIER, Giacomo ATTILI, Alex SCALATI, Vincenzo GUICCIANO, Francesco REAJENTE, Celestino LE FALLO, Antonio VILLAROSA, Ciro SOMAI, Vincenzo CERRESE, Vittorio MACCHIONI, Ettore	Purchasing Agent Driver " " " " " " " " " " " "
HQ 2675 Regt	GIUSTO, John L. BROCHI, Angelo LIGNONE, Leopoldo MIGNONE, Vincenzo SCIALLANO, Mario LUTINO, Alberto	Italian Foreman Driver-Interpreter Parts Clerk Mechanic Mechanic Welder Tires & Batteries

2. Economic Situation.....

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- 2 -

Sub-Commission, etc.	Name	Duty	Remarks
Economic Section	STEFANIL, Clelia	Typist-Secretary	
Agriculture Sub-Commission	BONELLI, Elena SANTARELLI, Mario DR. PIERONI, Francesco DR. CAPOCCI, Oscar SULLAM, Angelo	Advisers to the Sub-Commission	
EC & ME Section	DE ANGELIS, Emilia	Typist	
HQ 2675 Regt.	DE LUCA, Maria	Typist & Postal Worker	
Labour Sub-Commission	CAZZA, Annalia PASQUALE, Donadio COSTA, Leticia CINQUE, Sara	Professional Economic Statistician Economic Statistician Book-keeper, Typist Wages & Hours Sect.	
Industry & Commerce	COMASSINI, Alfonso DALLA-GUIDA, Mario SERRE, Giuseppe	Accountant Engineer Industrial Investigator	
Br. Motor Pool	DI MAJO, Elena	Interpreter/Typist	
Education Sub-Comm.	DI ROMEO, Gabriella	Professional Consultant	
Food Sub-Commission	NELORIONDA, Raffaele CHIUDELLI, Carlo	Translator/Typist Accountant	5447
Communications Sub-Comm.	GASCONA, Agata di Agostino	Civil Censorship	
Public Health Sub-Comm.	DI LORENZO, Antonio	American Citizen - Interpreter translator of medical and related	

785017

Sub-Commission

HC & M Section	DE ANGELIS, Emilia	Typist
HQ 2675 Regt.	DE LUCA, Maria	Typist & Postal Worker
Labour Sub-Commission	CAPPA, Amanda	Professional Economic Statistician
	PASQUALE, Donadio	Economic Statistician
	COSTA, Loretia	Book-keeper, Typist
	CINQUE, Sara	Wages & Hours Sect.
Industry & Commerce	CORASSINI, Alfonso	Accountant
	DALLA-GUDA, Mario	Engineer
	SESTI, Giuseppe	Industrial Investigator
Br. Motor Pool	DI MAJO, Elena	Interpreter/typist
Education Sub-Comm.	DI RAMO, Gabriella	Professional Consultant
Food Sub-Commission	NELCHIONDA, Raffaello	Translator/typist
	CHIMENTI, Carlo	Accountant
Communications Sub-Comm.	GARGOTTA, Agata di Agostino	Civil Censorship
Public Health Sub-Comm.	DI LORENZO, Antonio	American Citizen - Interpreter translator of medical and related subjects.
	D'ANTUONI, Ulisse	Specialist record - analyst typhus records.
	RUTANO, Franco	Special record and case analyst. Interpreter. Field Investigator.
Coal Division	PERUZZI, Tomas	Imports - Interpreter.

5447

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HEADQUARTERS,
ALLIED CONTROL COMMISSION,
APO 394.
R.C. & H.C. Section.

55

Ref: 153/55/QA.

2 Jul 44.

SUBJECT: DE ANGELES ESCALIA.

TO : G-1(B).

The above-named civilian has been employed in this Branch since 17 January and has proved herself a capable and efficient worker. She is recommended for increase in salary from L.90 to L.120 per day in accordance with her conditions of employment.

/JC.

G.W.I. SHIPP,
Lieut. Colonel,
Asst. Director,
Civil Affairs Branch.

785017

HEADQUARTERS
ALLIED CONTROL COMMISSION
P.O. & M.G. SECTION
APO 394

Ref 153/54/CA

25 June 1944

SUBJECT: P.O.W.

TO : HQ. AAI (A. Branch)

P.O.W. Col. Vincenzo Blasi.

The attached copy letter from a P.O.W. in the U.S.A. addressed to Mr. Alexander G. Kirk is forwarded to you for such action as you consider necessary. Mr. Kirk does not remember the P.O.W. but may have met him.

Brigadier
Executive Commissioner
For Chief Commissioner

Copy to:
Political Section.

JSR/JR

5416

2. These employees have been transported from their homes to places of employment, free of charge, by military motor transport which is no longer available, and military trains have been established to provide that transportation; and it should be provided to these workers under the same conditions, free of charge. However, it is not possible to issue military train warrants for the operation of these trains as other civilians are carried and the trains should not be restricted solely to transportation of civilian employees of Allied Forces if there is sufficient space to accommodate other civilian travelers.

3. It has been proposed, and agreed, that each worker traveling by rail will be issued a joint work permit and travel voucher. Each work permit will be issued to the worker in the space provided and after the employer's unit would stamp the permit in the space provided and after the date (being last day of approaching work). The unit would render through arms, and so to district, a return of the number of passengers carried from each place. These returns would be consolidated by district and forwarded to A. S. S. for payment.

4. I. S. A. station workers concerned should be instructed that all passengers in possession of their combined work permit and travel voucher would have these travel vouchers as tickets and proof that the fare has been, or would be, paid. All passengers other than those in possession of the combined work permit and travel voucher would be fare-paying passengers. The I. S. A. will accept the consolidated return of passengers carried issued by the military authorities as correct subject, of course, to revision if it can be proven that they are in error.

5. Initial effective date of this agreement to be confirmed after a conference to be held by R. S. A. (M), A. S. A., within a few days.

1/5 Carl E. Gray, Jr.
CARL E. GRAY, JR.
HIGHWAYS GENERAL, USA
MILITARY CONTROL

CC - R. S. A. (M), Mr. A. S. A., Caserta
Mr. R. S. A., Building
Camp II, Campamento, Bari
R. S. A. (M), Room 3 (M), Building
Sub-division of Labor and Wage Control Commission, A. S. A.
APO 376

25

QUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.C. Section
APO 394

50

Ref/153/53/CA.

16 June 1944.

SUBJECT: Civilian Employees.

TO : C-1 (Mr).

Angela de Angelis

1. Reference para. 11 of Daily Bulletin No. 111 dated 15 June 1944.

2. This Branch wishes to continue the employment of the above-mentioned Italian civilian in Rome. Her services have proved of much value and she is accustomed to the work of the Branch.

3. Her relations in Rome (brother, married, with whom she would reside should this application be approved) reside at :

Via Cerna No. 5 presso Rag. Vincenzo de Angelis.

See 16-58

/RAG.

HERMAN E. FINE,
Colonel,
Deputy Executive
Commissioner.

Handwritten signature and initials.

153 B *5 "W Recd*
ALLIED CONTROL COMMISSION
INCOMING MESSAGE *899* *CABr 2*

TO: FIFTH ARMY (PR INC) REAR HQ EIGHTH ARMY REAR HQ 5 CORPS DISTONE DISTWO DISTTHREE
8 CPO INFO: ACC SIGNAL MESSAGE CENTER No: N77/4
FROM: FILPOT CLASSIFICATION: NONE
REFERENCE No: Q2353 PRECEDENCE: NONE
DATE AND TIME OF ORIGIN: June 04 1800 OFFICE OF ORIGIN:

GARRISON COMMANDERS ARE EMPOWERED TO AUTHORISE THE EMPLOYMENT OF ITALIAN CIVILIANS
WHERE NECESSARY. VIDE PARA 3 OF GREEN BOOK. OFFICIAL AMENDMENT WILL BE PUBLISHED
IN DUE COURSE

HEADQUARTERS
5 JUN 1944
A. C. C.

ACC DISTRIBUTION:

Info - DCC
CABr 2
Econtic 3
File
Float

DATE and Time of RECEIPT June 04 2205B
Distribution:

IP 5443

ALLIED CONTROL COMMISSION
SICILY REGION HEADQUARTERS

Palermo

TWG/lp

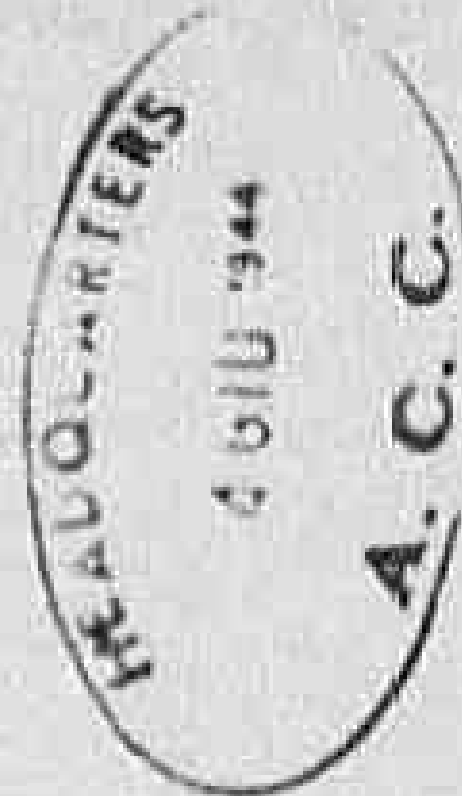
RPD 131

29 May 1944.

SUBJECT: Payment of A.C.C. Civilian Employees.

TO : Heads of Divisions
Provincial Commissioners
Provincial Finance Officers
Executive Officer, Region I H.Q.

THROUGH: Regional Commissioner, Region I.



I WAGES

1. Attention is directed to Uniform Wage Scale & Conditions of Employment Governing Civilians employed by branches of Allied Armed Forces on Island of Sicily, set forth in Ref. Si/4B/21 dated 7 April 1944 authorized by Allied Force Local Resources (Sicilian) Board and prepared by Labor Division A.C.C.

2. The number of Officers in this Region is steadily diminishing, and the time has now arrived when employment of native civilian personnel must be strictly re-examined, in relation to the numbers employed and their respective rates of pay.

3. The circular referred to in para. 1 hereof gives clear directions on the subject of conditions of employment and rates of pay. The list of trades is comprehensive.

4. These conditions and rates will be complied with throughout A.C.C. Region I, and any payments in excess of authorized rates will be surcharged to the personal account of the Officer responsible for such payments, unless special authority has been obtained from Regional Finance Officer and is quoted on all payrolls affected. This ruling takes effect from 1st. June onward.

5. Employees who are being overpaid in a trade classification or who are employed in an unclassified capacity, may be re-classified and the overpayment to Regional Labour Officer, Region I, on

Executive Officer, Region I H.Q.
THROUGH: Regional Commissioner, Region I.

A. C. C.

I
WAGES

1. Attention is directed to Uniform Wage Scale & Conditions of Employment Governing Civilians employed by branches of Allied Armed Forces on Island of Sicily, set forth in Ref. SI/4B/24 dated 7 April 1944 authorized by Allied Force Local Resources (Sicilian) Board and prepared by Labor Division A.C.C.

2. The number of Officers in this Region is steadily diminishing, and the time has now arrived when employment of native civilian personnel must be strictly re-examined, in relation to the numbers employed and their respective rates of pay.

3. The circular referred to in para. 1 hereof gives clear directions on the subject of conditions of employment and ~~that~~ of The list of trades is comprehensive.

4. These conditions and rates will be complied with throughout A.C.C. Region I, and any payments in excess of authorized rates will be surcharged to the personal account of the Officer responsible for such payments, unless special authority has been obtained from Regional Finance Officer and is quoted on all payrolls affected. This ruling takes effect from 1st. June onward.

5. Employees who are being overpaid in a trade classification or who are employed in an unclassified capacity, may be re-classified or codified on application to Regional Labour Officer, Region I, on the understanding that they are liable to trade-testing in the duties of their declared employment vis-a-vis a coded trade and appropriate rates of pay.

6. It is realized that in the early days of A.C.C., employees were engaged at certain rates of pay which continued, unchallenged, for many months, but which are found to be in excess of authorized scales now established. Heads of Divisions and Provincial Committees are requested to investigate each and all of these cases on their merits, and to deal with each case in accordance with the following main principles:-

-2-

(a) All civilian employees whose work is no longer absolutely essential to A.C.C., or who are not performing full-time duties within the meaning of the "Conditions of Employment" referred to in para. 1 will be dismissed forthwith.

(b) All civilian employees whose work is deemed by the Head of Division and/or Provincial Commissioner to be indispensable, but who are being paid at rates in excess of those laid down in the "Uniform Wage Scales" referred to in para. 1 hereof, will be warned by the Head of Division or P.C. that they are in fact being overpaid, and that retention of their employment and scale of pay is in the nature of a personal concession and will not be held to establish any precedent.

(c) Heads of Divisions and/or P.C.'s will submit a list of employees falling within the scope of sub-para (b) above, addressed through the Regional Commissioner for attention Regional Finance Officer and Regional Labour Officer.

The following detail will be shown in each case:-

- (i) Full name
- (ii) Capacity in which employed
- (iii) Date of commencement of employment by ANG/ACC
- (iv) Daily rate of pay at commencement
- (v) Current daily rate
- (vi) Number of hours per day actually worked
- (vii) Full details in justification of any excess revealed by (v).

7. It is emphasized that authority for approval devolves upon Regional Finance Officer in consultation with Regional Labour Officer and Regional Chief Accountant, confirmed by the Regional Commissioner, and eventually channelling in cases of doubt to Allied Forces Local Resources (Sicilian) Board.

II TRAVELLING ALLOWANCES

1. Travelling allowances may be granted and paid to civilian employees in accordance with the following scale:-

1. Employees in receipt of 150 lire or more per day's

(c) Heads of Divisions and/or P.C.'s will submit a list of employees falling within the scope of sub-para (b) above, addressed through the Regional Commissioner for attention Regional Finance Officer and Regional Labour Officer.

The following detail will be shown in each case:-

- (i) Full name
- (ii) Capacity in which employed
- (iii) Date of commencement of employment by AMG/ACC
- (iv) Daily rate of pay at commencement
- (v) Current daily rate
- (vi) Number of hours per day actually worked
- (vii) Full details in justification of any excess revealed by (v).

7. It is emphasized that authority for approval devolves upon Regional Finance Officer in consultation with Regional Labour Officer and Regional Chief Accountant, confirmed by the Regional Commissioner, and eventually channelling in cases of doubt to Allied Forces Local Resources (Sicilian) Board.

II TRAVELLING ALLOWANCES

1. Travelling allowances may be granted and paid to civilian employees in accordance with the following scale:-

1. Employees in receipt of 150 lire or more per day's wages.
Absence involving overnight detention away from home and headquarters. L. 150 per day.
2. Employees in receipt of less than 150 lire per day's wages.
Absence involving overnight detention away from home and headquarters. L. 100 per day.
3. All Employees.
Absence exceeding 8 hours but not involving overnight detention. L. 50 per day.

-3-

2. For the purpose of interpreting para. 1 above the following definitions will apply:-

(i) "Home and Headquarters" means the headquarters of the Regional Commissioner in the case of Regional employees, and the headquarters of the Provincial Commissioner in the case of Provincial employees.

(ii) "Absence" applies only to journeys of a temporary nature, fully warranted and certified by an A.C.C. Officer in the interests of A.C.C. business.

3. Payments of travelling allowance will be recorded on separate payrolls P/P 4.

III

GENERAL

1. Heads of Divisions, Provincial Commissioners and all other A.C.C. Officers concerned in the employment of civilians on ACC duties are urged to exercise the utmost control over those employees and to ensure that the "Uniform Scale and Conditions of Employment" are followed to the letter, minimum rates being the standard rather than the maximum.

2. There is no doubt that emergency conditions were primarily the cause of considerable looseness in matters of civilian employment in this Region. Sooner or later a halt would have been called. Even now, at the eleventh hour, it is not too late to apply the brake, and all ACC Officers are expected to comply, in that spirit.

For the Regional Commissioner

W. Gilbertson
F. W. GILBERTSON
Major, R. F. C.

Distribution B.
Finance Division 12
Stores 10

153 29 MAY Recd

B.

HEADQUARTERS
ALLIED CONTROL COMMISSION
LABOR SUB-COMMISSION
APO 394

JG/mv

LAB 091.461

29 May 1944

SUBJECT: Wage Rates Italian Civilian Artists

TO: Captain E. S. Morden, Aide to Executive Commissioner

1. With reference to our letter 18 May 1944, LAB 091.461, above subject, attached herewith is "Prevailing Wage Rates Paid by Military Units to Italian Civilian Theatrical Performers in Naples Area", which is a copy of the report I have made to this Sub-Commission.

2. The top salaries paid certain star performers are manifestly beyond reason, but due quite clearly to the readiness with which management, both military and civilian, accede to demands made by such artists.

3. Information received subsequent to our aforementioned letter (of Para. 3) reveals that top rate singing stars receive as high as 3500 lire.

4. The answers to your particular questions and problems, you will find in the notes of the various agencies interviewed.

John Giammarco
JOHN GIAMMARCO,
1st Lt., CAC,
Wages and Hours Section.

5439

*7/6
1A to 3+ Comm
no further
on 31 -
m 278*

11/1A

PREVAILING WAGE RATES PAID BY MILITARY UNITS TO ITALIAN CIVILIAN THEATRICAL PERFORMERS IN NAPLES AREA.

I. BEI

a) British Officers' Club		
Singers	- Tenor - star	350 L daily
	Soprano	300 "
Musicians	- Pianist - M/C	350 "
	Trumpeter	350 "
	Violinist - 1st	300 "
	" - 2nd	220 "
b) WO & Sgts Club		
Singers (all classes)		300 "
Musicians		(same as above)
c) Corner House		
Musicians	- Arranger & M/C	400 "
	Violin	250 "
	Violoncello	250 "
	Drums	220 "

The tour is split, two hours in the afternoon and two in the evening except at the BOC where the tour is from 7 to 9:30. Transportation is not furnished. The performers are regularly fed although this is not part of the contract.

II. ENSA

Singers	- Tenor*	400 L daily
	Soprano*	400 "
Musicians	- Quintet with guitar**	200 L each weekly
	Musical Comedy Orchestra***	180 to 320 daily

*No lodging, food or transportation furnished.

**Give about 20 to 25 shows weekly to outlying units and hospitals. Transportation furnished as part of contract. Food is usually gratuitously given by the outfit. Lodging is sometimes given because of the late hour and distance of the next day's first call.

***No scale has been set for individual artists of the orchestra. It is a matter of bargaining. Because of the size of the orchestra and the late hour in which the show is over, transportation is furnished to a central area. The tour is of three matinees and six evening performances.

ENSA has authority to pay as high as 20 pounds, but no occasion has arisen wherein they paid such a figure, nor do they contemplate doing so. The amounts in the above schedule have never been exceeded.

III. PALM THEATER (Special Service)

a) Varieties and Musicals	
Singers (all classes)	*175 - 350 daily

Musicians (all classes)	*175 - 350 daily
Chorus Girls	*100 - 150 "
Magicians, Acrobats, and other specialty acts	*200 - 500 "
b) Opera	
Star Tenor	**8000 performance
Conductor	4000 "
Personnel (Orchestra, Ballet, etc.)	*** 350 max.
c) Concerts	
Singers (all classes)	250 - 750 daily
Musicians - Violinists	550 "
Pianist	400 "
Celloist	450 "
Harpist	350 "

*The whole show and personnel are contracted for through an agent. There is no relationship with the performers. A minimum and maximum scale is the only restriction regarding wages of the artists. If the show is ever cancelled, wages are paid nevertheless. But no extra pay is given for more than a single performance given daily.

**The star, Mr. Ferrauto, is under contract with the Palm Theater and guaranteed two performances weekly at the above rate for each performance. He may play elsewhere, but only with the approval of the theater.

***Like the Varieties and Musicals, this is contracted for also. The booking agent is also the Director of Symphony and Opera, but with no remuneration from the theater. His source of income is from a percentage he receives from the performers. When a symphony or opera is proposed, the agent must submit a breakdown on the ballet, singers, orchestra, etc., with their respective pays for approval by the theater.

By contract, transportation is furnished wherever required. To the Varieties and Musicals performers only, rations are furnished gratuitously.

IV. FBS

a) Officers' Club

Singers, female	500 L
Musicians	---

*This is contracted for at the rate of 3200 L per evening, from 5:15 to 10 p.m., for 7 players, 7 days weekly. Transportation is furnished those living a distance, but not as part of the contract. By contract, a light supper is given.

b) Orange Grove

Musicians

*This is contracted for. An orchestra of eleven pieces plays for five hours in the afternoon at the rate of 5000 L. Another plays for four hours in the evening for 5150 L (ten pieces). Food and transportation are furnished both, but not by contract.

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c) Radio Station (RWB)

Announcers	3000 - 4500 month
Producers	3000 - 4500 "
Chief Producers	4500 - 7000 "
Writers	3000 - 5000 "
Writers - Announcers	open -
Playwright-Actors	4000 - 6500 "
Program Assistants	4000 - 7000 "
Editors	5000 - 7000 "
Music Directors	4000 - 7000 "
Musicians-1/4 hour program	100 - 250
Musicians - 1/2 hour program	150 - 400

In the case of the over-average talent, the 1/4 hour limit may be raised to 500 lire and the 1/2 hour limit to 750 lire. Well-known singers, musicians, actors, speakers and others may refuse to perform at these rates. Whenever it is considered advantageous to have them perform, they will be contracted with individually. All the salaries listed above are calculated on the basis of seven 3-hour days per week. In general, employees will be called upon to work a six 3-hour day week only, and will not be paid overtime if work necessitates their remaining in the office beyond the 48-hour minimum period.

V. RED CROSS

Singers (all classes)	200 L daily
Musicians - Pianist	150 "
Orchestra	---

*There are two orchestras contracted for. One, nine pieces, is paid 1800 L daily and plays three hours, one hour each in the morning, afternoon and evening. The other, six pieces, is paid 6650 L weekly, and plays three to three and a half hours daily, one hour in the afternoon and the balance in the evening. GI music sheets are furnished.

VI. SAN BRIGIDA MESS CLUB

a) Club

Singers and Dancers	300 - 550 L daily
Orchestra (5 pieces)	1750 "

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- *Performers do both-- sing and dance.
- **Work 3 1/2 hours evenings only. On contract with m/c.
- ***Club is leased to a civilian and mess gets 10% of the gross.

In addition to the above pay from the lessee, the mess gives each performer 100 L daily and a meal -- but as part of the contract.

b) Mess

Singer	300 L daily
Musicians - Violin	100 "
Mandolin	100 "
Guitars - 2	100 "

A meal is given as part of the contract.

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VII. SAN CARLOS OPERA HOUSE

a) Sunday Concerts

Maestro		2000 - 2500 performance	
Singers	- Soprano	2000	"
	Baritone	1000 - 1500	"
	Tenor	3000 - 3500	"
Musicians	- Pianist (soloist)	2000	"
	1st Violin	385	"
	2nd	264	"
	1st Violin in line	286 & 264	"
	2nd	253	"
	1st Oboe	330	"
	2nd	286	"
	3rd	240	"
	1st Harp	314	"
	1st Trombone	330	"
	2nd	264	"
	3rd	264	"
	1st Viola	330	"
	5th	253	"
	6th	230	"
	2nd Viola in line	264	"
	1st Contrabasso	300	"
	3rd	253	"
	--- Contrabasso in line	264	"
	1st Flute	330	"
	2nd	264	"
	1st Fagot	300	"
	2nd	264	"
	1st Horn	330	"
	2nd	330	"
	3rd	286	"
	4th	264	"
	1st Violincello	363	"
	2nd	286	"
	--- Violincello in line	253	"
	Ottavino	286	"
	Concertina	286	"
	1st Clarinet	264	"
	2nd	264	"
	Tuba	264	"
	Drums	253	"
	1st Trumpet	330	"
	2nd & 3rd	264	"
	Tympony	253	"
	Batteria	330	"

5435

b) Operas

Singers	- Tenors	**6000 - 12000	"
	Baritones	**1500 - 6000	"
	Basses	**1300 - 3000	"
	Sopranos	**2000 - 12000	"
	Understudies	*** 400 - 600 daily	"
	Choristers	*** 142 - 187	"
	Students	*** 75	"

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Musicians - Orchestra

Violin	205 - 300
Viola	205 - 240
Violincello	205 - 294
Controbassi	205 - 240
Arpe	243 - 260
Flauti	223 - 240
Oboi	223 - 358
Clarini	223 - 240
Fagotti	223 - 308
Corni	223 - 240
Trombe	210 - 240
Timpani	240
Cassa, Piatti, Batteria	205
Banda	175

Maestro - Orchestra

**1500 - 5000 performance

Chorus

*** 600 daily

Substitute and

Prompter

*** 200 - 450

Dancers - Corpo di Ballo

*** 170 - 220

*Although the opera house has been requisitioned by the 57 Area, the operatic functions have been placed in the hands of a civilian committee, headed by the mayor, which has no contractual relations with the Area. It is definitely a non-military enterprise. The only obligation and requisite is that 75% of the seating capacity of each performance be made available to the military.

**Pay for each performance. The leading soprano has been performing about three or four times weekly, while the tenor, Mr. Ferrauto, between the Palm Theater and the Opera, has been playing practically every day for a month. Mr. Patene', the orchestra maestro, has been receiving L 4000 from the Palm Theater and L 2000 from the opera. He has just given notice to the opera he wants his pay there doubled. The opera authorities say the Palm Theater has spoiled the market by its excessively high wages. The opera directors said there is a scarcity of top-rate stars in Liberated Italy, but with the taking of Rome, the market will become more competitive and rates reduced.

***Daily wage - paid whether the artists perform or not. The opera has seen fit to pay for a seven day week regularly rather than pay an extremely high rate for individual performances.

785017

CONFIDENTIAL

42

Ref: 153/42/GA.

27th May 1944.

SUBJECT: Mrs. Antonio PAVANI.

To : Chief Commissioner.

I refer to your memorandum 63/G/309 of 20th May.

Mrs. Antonio PAVANI has now been screened by Security Branch who state that from a security point of view there is no objection to her employment.

M. S. L.

Brigadier,
Executive Commissioner. 5433

COMINT
HEADQUARTERS
ALLIED CONTROL COMMISSION
SECURITY BRANCH
APO 394

26 May, 1944

REF: SE/311.5/1400

Subject: Mrs. Antonio PAVANI

To: Director, Security Branch.

1. I have screened the above named and have to report as follows.

2. Mrs. PAVANI was born in Zurich, Switzerland, on 26.4. 1903 as Anna Gertrude WALDVOGEL, both parents being Swiss.

3. She attended school and lived in both Zurich and Lucerne and finally took employment as a hotel secretary in Switzerland and Italy.

4. In 1926, she married her present husband, Antonio PAVANI, born in Cdesse on 13.5.02 and now stateless. He travels on a Xans on Passport and has tried to obtain Swiss citizenship. He was employed as a receptionist at the Excelsior Hotel, Naples until it was closed after being bombed and blown up by the Germans. He is reported to be a ~~was~~ rich man. His brother, Monsignore PAVANI, is with the Vatican Diplomatic Corps and is now Representative of the Holy See at Teheran, Persia.

5. A thorough check has been made on Subject from a security point of view and the Swiss representative and other reliable persons in Naples to whom she is known have been interviewed, the result of which shows that Subject is a reliable and intelligent person of good moral character, who has on occasion expressed her anti-Nazi sentiments.

6. My recommendation therefore is that from a security standpoint, Subject is a suitable person for employment with the Secretariat of the Advisory Council for Italy.

To: Executive Commissioner.
1st. Ind.

1. There is no objection to the employment of Mrs. PAVANI as suggested, from a security point of view.

Col E. F. 2
C.E. F&P, Lt.
Security Branch.

3. She attended school and lived in both Zurich and Lucerne and finally took employment as a hotel secretary in Switzerland and Italy.

4. In 1926, she married her present husband, Antonio PAVANI, born in Odessa on 13.5.02 and now stateless. He travels on a Swiss passport and has tried to obtain Swiss citizenship. He was employed as a receptionist at the Excelsior Hotel, Naples until it was closed after being bombed and picked up by the Germans. He is reported to be a ~~very~~ rich man. His brother, Monsignore PAVANI, is with the Vatican Diplomatic Corps and is now Representative of the Holy See at Teheran, Persia.

5. A thorough check has been made on Subject from a security point of view and the Swiss representative and other reliable persons in Naples to whom she is known have been interviewed, the result of which shows that Subject is a reliable and intelligent person of good moral character, who has on occasion expressed her anti-Nazi sentiments.

6. My recommendation therefore is that from a security standpoint, Subject is a suitable person for employment with the Secretariat of the Advisory Council for Italy.

Col E. Fisher
C.E. FISHER, Lt.
Security Branch.

1st. Ind.

To: Executive Commissioner.

1. There is no objection to the employment of Mrs. PAVANI as suggested, from a security point of view.

For the Director:

John A. McKay
JOHN A. MCKAY, Capt.
Security Branch.

26 May 1944

CONFIDENTIAL

CONFIDENTIAL

40

HEADQUARTERS,
ALLIED CONTROL COMMISSION,
APO 39.

Regional Control and Military Government Section.
+++++

Ref: 153/LG/CA.

23rd May 1944.

SUBJECT: Security screening of civilian employees.

TO : Security Branch.

1. With reference to my conversation to-day with Capt. McKay, the Executive Commissioner wishes you to take in hand the screening of Mrs. Antonio (Anna) Pavani, at the earliest possible moment. If satisfactory, it is intended that she will be employed by the Secretariat of the Advisory Council for Italy.

2. Attached hereto is the only information available regarding this person.

(Sgd) E. S. Morden

REB/JG.

Captain,
PA to Executive Commissioner.

5-151

See 44

1/A

785017

24 MAY Recd J3

CONFIDENTIAL

WEM/rj

1539

HEADQUARTERS ALLIED CONTROL COMMISSION

Office of the Chief Commissioner

APO 394

12184

Ref. CC/G/209.

20th. May, 1944.

MEMORANDUM:

TO: Executive Commissioner,
H.Q. A.C.C..

1. The Secretariat of the Advisory Council for Italy wish to secure the services of Mrs. Antonio (Anne) Paveni, who is a Swiss national, for their Secretariat.
2. I understand that she is now being 'screened' by the Security authorities. I understand also that there has been some delay in this connection.
3. Would you please ask the authorities concerned to carry out the 'screening' of this woman as expeditiously as possible as should she prove employable from the security angle the Secretariat have very urgent need of her services.

Wm 20/4

NOEL MASON MACFARLANE,
Lieutenant-General,
Chief Commissioner, 20

See 40 + 41

38
for information

COPY

TO: Major Plot, G-2, CI, PBS

The office of the U.S. Representative on the Advisory Council for Italy is contemplating employing Mrs. Pavanani and for reasons of security would be appreciative if you would screen her.

The following data are available:

Name: Mrs. Antonio PAVANANI (Anne) - maiden name: MALIVOGEL

Father: di Alberto MALIVOGEL

Mother: Anna ROTTENZELUS

Born: Zurich, Switzerland on April 26, 1903

Swiss passport No. 24022 issued by Swiss Consulate in Naples on 22 October, 1937; last renewed in Naples on 27 March 1941; expires March 27, 1944.

Address: Via del Mille 13, Napoli.

For the U.S. Representative

JOHN L. GOSHUE

5429

HEADQUARTERS,
ALLIED CONTROL COMMISSION,
APO 394
US ARMY.

Regional Control and Military Government Section.

15/37/CA.

22 May 1944.

My dear Taylor,

I refer to your letter dated 14th March, Ref CA2/DM/77, on the subject of payment to artistes in this theatre. Let me say first of all that the information you have received does not coincide with the facts as this Commission has not yet established a wage control in this particular field.

I have no information at the moment as to the number of Italian artistes giving performances to Allied troops but it must be relatively small and affects mainly only those who may be engaged by individual units in isolated districts, commanding only a moderate fee, and dance bands. Remember that apart from instrumentalists the language difficulty does not render Italian artistes popular with the rank and file.

In Naples an instrumental concert is given every Sunday under the jurisdiction of 57 Area and singing stars, when required, are paid a maximum of £5.0.0. The only other organised entertainment of like character is the opera which is a civilian enterprise and is authorised to charge normal prices for seats but because the opera house is requisitioned property it is laid down that 75% of the seating capacity will be made available to Allied troops. You will appreciate that as a commercial enterprise this theatre can pay its stars whatever it can afford.

An examination of wages, hours and working conditions in the entertainment industry is now being carried out and you may depend upon it that when proposals are made, consideration will be given to their comparison with rates paid by R.N.S.A.

Lieut. Colonel L. Mainwaring Taylor,
Directorate of Civil Affairs,
The War Office,
Hotel Victoria,
Northumberland Avenue,
LONDON, W.C.2.

Yours sincerely,
(Sgd) Maurice Fosh

18/1/45
Noted
18/1/45

HEADQUARTERS
ALLIED CONTROL COMMISSION
LABOR SUB-COMMISSION
APO 394

153
12/5
JG/tbw 36

LAB 091.461

18 May, 1944

SUBJECT: Wage Rates Italian Civilian Artists

TO : Capt. E. E. Morden, Aide to Executive Commissioner

1. Investigation does not reveal that AMDOT has established any rate for Italian civilian artists. No scale of any kind is in existence that has been established by us.

2. Lt. Beverley of ENSA advises that his organization is in possession of a document (a copy of which I could not obtain) whereby it is authorized to pay a maximum of £. 20. No occasion has arisen wherein they paid such a figure, nor do they contemplate doing so.

3. At the San Carlo, the only performances held under the jurisdiction of the 57 Area are the Sunday concerts. The maximum paid the singing stars is ~~£~~ 2000 Lire per performance.

4. Although the opera house has been requisitioned by the 57 Area, the operatic functions have been placed in the hands of a civilian committee, headed by the mayor, which has no contractual relations with the Area. It is definitely a non-military enterprise. The only obligation and requisite is that 75% of the seating capacity of each performance be made available to the military.

5. The Prima Donna and First Tenors are receiving from 10,000 to 12,000 lire per performance. But this in no way affects the situation of ENSA as they are entirely disassociated. There is a scarcity of top-rate stars in Liberated Italy, but with the taking of Rome, the market will become more competitive and rates reduced.

6. There has been a change of professional personnel and impresario at the Opera, and for this reason I have been unable to obtain a complete or general wage scale. Within the week I shall receive it and submit that along with the wages current in dinner clubs, Red Cross and radio units.

7. The Commission is presently engaged in collecting all facts relative wages, hours and working conditions for the purpose of having a uniform standard and eliminating the illa and bargainings in the field today. As soon as this study is completed, which will be shortly, a compilation and proposal will be submitted to the proper authorities for approval and universal adherence.

35
LAB 091.461 dated 18 May 44 (Cont'd)

8. Attached herewith is the communication from Lt. Col. L. Mainwaring Taylor to the Brigadier on the same subject.

John Giannanco
JOHN GIANNANCO,
1st Lt., C.A.C.,
Labor Sub-Commission

1 Incl:
(as mentioned in para 8)

5426

GOVERNO DELLA LIBIA

Mod. 419

PA

Find out what the
Prima Donna at the Carlo is getting
9 the wage scale in general (87 Area)
Ask Eusa how if the difficulty is (a) local
(b) has been represented to London

M. J. 45/44

5425

785017

From: Lieut.-Colonel L. Mainwaring Taylor,
C.A.2.



The War Office,
Hotel Victoria,
Northumberland Avenue,
London, W.C.2.

33

C.A.2/BM/77

14th March, 1944

Dear Brigadier.

A question has been raised here regarding the engagement of Italian civilian artistes to entertain our troops. AMGOT have apparently fixed a maximum controlled salary of £20 a week for such artistes, thus placing ENSA in a difficult position as they only pay British artistes up to £10 a week, rising to £15 in exceptional cases.

I find it difficult to understand why it is necessary to pay Italians up to such a high figure, or indeed why we should pay them at all. Entertainment for the troops is clearly a necessary part of our war effort against the Axis, which in effect the Italian Government is bound to assist in accordance with the Terms of the Armistice.

Would it not be possible to reduce the maximum salary to Italian artistes to the same figure as ENSA is permitted to pay? If Italian artistes kicked at the reduced figure could not the Italian Government be ordered to provide artistes and pay them themselves?

I would be grateful for your views as we shall be faced no doubt with similar problems in other theatres later on.

Yours faithfully

L. M. Taylor

Brigadier M.S. Lush, C.B.E., M.C.,
Executive Commission,
Regional Control and Military Government Section,
Main H.Q., A.C.C., A.P.O. 394.

L. M. TAYLOR

PA to Eves
153
17 MAY Recd

HEADQUARTERS
 ALLIED CONTROL COMMISSION
 420 304
 (Establishment Branch)

153
15 May 1944

ESTABLISHMENT MEMORANDUM

NUMBER 15

LABOR CLASSIFICATIONS "A" & "B"

1. The following labor classifications are published for the information and guidance of all concerned. They are for in effect and full advantage should be taken of their provisions. Attention is directed to the fact that maximum should be paid only for fully qualified employees. Less than the maximum should be paid for satisfactory work of employees whose education and experience does not completely meet the specifications.

2. Labor Classification "A":

POSITION TITLE: Legal Adviser and Specialized Court Interpreter (Legal - Professional-English Speaking).

ARMED FORCE RATE SCALE: 1 4,000-9,600 per month (Divide by 26 for daily rate)
 Auth: AFHQ Adv. Ldm. Ech. Adm. Instr. No. 24, dated 24 January 1944.

DEUTY DESCRIPTION: Under the direct supervision of the Court to act:

- (a) as a legal adviser to the Court concerning pertinent Italian law;
- (b) as a specialized English speaking interpreter, equal in rank or of greater rank than the usual high ranking court functionaries; to assist the court, by the skilled use of the Italian and the English language in
 - (i) accurately and rapidly interpreting technical legal arguments;
 - (ii) Being familiar with rules of evidence and court procedure;
 - (iii) Having an extensive knowledge of Italian idioms and customs;
 - (iv) Having an extensive vocabulary in a wide variety of subject matter in both languages; to speedily translate technical legal documents and documents of evidence; to make such other use of professional skills as the court may direct.

REMARKS:

1. EDUCATION:

5423

be paid only for fully qualified employees. Less than the maximum should be paid for satisfactory work of employees whose education and experience does not completely meet the specification.

2. Job Classification "A":

POSITION TITLE: Legal Advisor and Specialized Court Interpreter (Legal - Professional-English Speaking).

ARMED FORCE RATE SCALE: L 4,000-9,600 per month (Divide by 26 for daily rate)

Auth: AFHQ Adv. Mm. Ech. Lts. Instr. No. 24, dated

24 January 1944.

DUTY DESCRIPTION: Under the direct supervision of the Court to act:

- (a) As a legal advisor to the Court concerning pertinent Italian law;
- (b) As a specialized English speaking interpreter, equal in rank or of greater rank than the usual high ranking court functionaries; to assist the court, by the skilled use of the Italian and the English language in
 - (i) Accurately and rapidly interpreting technical legal arguments;
 - (ii) Being familiar with rules of evidence and court procedure;
 - (iii) Having an extensive knowledge of Italian idioms and customs;
 - (iv) Having an extensive vocabulary in a wide variety of subject matter in both languages; to speedily translate technical legal documents and documents of evidence; to make such other use of professional skills as the court may direct.

REQUIREMENTS:

A. EDUCATION:

In order to qualify for this position the applicant must be a graduate of a recognized university, in law or in some other closely related subject such as economics, sociology, anthropology, history, literature, political science, etc., or any other continuation of such professional study.

B. EXPERIENCE:

All applicants must present evidence that they have successfully completed three years of full or part time work in interpreting or translating work in law or Allied professional fields. This experience requirement may be met if the applicant can produce evidence that a major portion of his academic studies involved the

Establishment Memorandum No. 15, HQ ACP, dated 15 May 44 (cont'd)

continued and successful use of Italian and English languages, including extensive interpreting from Italian to English, or English to Italian.

SPECIAL PROVISIONS:

1. All persons employed for this position must be employed under the provisions of Adm. Instr. No. 24, 24 January 1944, ASWG, and all amendments thereto.

2. All persons whom it is proposed to employ at L 6,000 or above shall be given such salary only after three months of demonstrated successful employment, certified by the court and approved by the Executive Officer of the A.C.C. or his designated representative at Headquarters.

3. Labor Classification Pay:

POSITION TITLE: Specialized Court Interpreter (Professional - English Speaking).

ARMED FORCE WAGE SCALE: L 4,000 - L 6,000 per month. (The top limit for this grade is imposed by A.C.C. for internal operation, as a sub-category within the professional category established by the Labor and Wages Control Committee of A.A.A.I., and as published in AFHQ Adv. Mem. Ech. Adv. Instr. No. 24, dated 24 January 1944, which established L 4,000 - L 9,600 as the range for professional grades).

DUTY DESCRIPTION:

Under the direct supervision of the Court, to act as court interpreter; to assist the court, by the skilled use of the Italian and English languages; to accurately and rapidly interpret technical arguments; to be familiar with Italian idioms and customs; to utilize an extensive technical vocabulary in a wide variety of subject matter in Italian and English and to make such other use of professional skills as the Court may direct.

REQUIREMENTS:

A. EDUCATION:

In order to qualify for this position, the applicant must have had one year or more of study in a recognized university, preferably involving the use of English and Italian languages, or the equivalent practical experience and technical training in some special subject (law, medicine, engineering). Ability to speak fluently and idiomatically in both languages.

B. EXPERIENCE:

All applicants must present evidence that they have success-

3. Labor Classification "A":

POSITION TITLE: Specialized Court Interpreter (Professional - English Speaking).

ARMED FORCE WAGE SCALE: L 4,000 - L 6,000 per month. (The top limit for this grade is imposed by A.C.C. for internal operation, as a sub-category within the professional category established by the Labor and Wages Control Committee of A.A.I., and as published in AFM 4iv. 4dm. Ech. 4dm. Instr. No. 24, dated 24 January 1944, which established L 4,000 - L 9,600 as the range for professional grades).

DUTY DESCRIPTION: Under the direct supervision of the Court; to act as court interpreter; to assist the court, by the skilled use of the Italian and English languages; to accurately and rapidly interpret technical arguments; to be familiar with Italian idioms and customs; to utilize an extensive technical vocabulary in a wide variety of subject matter in Italian and English and to make such other use of professional skills as the Court may direct.

REQUIREMENTS:

4. EDUCATION:

In order to qualify for this position, the applicant must have had one year or more of study in a recognized university, preferably involving the use of English and Italian languages or the equivalent practical experience and technical training in some special subject (law, medicine, engineering). Ability to speak fluently and idiomatically in both languages.

B. EXPERIENCE:

All applicants must present evidence that they have successfully completed one year of full or part time work in interpreting or translating technical subject matter involving the use of an extensive dual vocabulary.

SPECIAL PROVISIONS: All persons employed for this position must be employed under the provisions of 4dm. Instr. No. 24, 24 January 1944, AFHQ, and all amendments thereto.

For the Executive Commissioner:

DISTRIBUTION:
"A" less 68, 69, 74, 79, 80

JOHN J. ALBRIGHT,
Colonel, Infantry,
Establishment Officer.

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

27 April 1944

SUBJECT: Special Wage Classification.

TO : Regional Commissioner, Region III, Allied Control Commission.

1. Reference your letter of 5 April '44, on the above mentioned subject.
2. The question of a special wage scale for highly qualified Italian civilian personnel "Executive - Administrative Assistants", has been placed with the Labour Sub-Commission.
3. It is expected that action will be taken shortly concerning this problem, and a ruling will be made to govern pay of such classifications. You will be advised when the new wage scale has been approved.
4. Pending further classification, wage scales now in effect must be observed.

JAMES A. DAVIS.
1st Lt., Q.M.C.,
Ass't. to Exec. O.

cc
Ask Estate verbally if
any thing has got been
decided on this.
7/5

see 25
22

See any further action
Not for the moment 29/4
BU 5/5 20/4

785017

30

Col. Albright.
Establishments branch

Please see papers 25 & 29 inclusive.

It appears necessary now to instruct
Reg III to regularize these wage matters
and to indicate the method to be
adopted, both of which points pertain
to your branch.

AKB
23/4
CPR

NOTE: There is some substance in para 4 of 25
and it is suggested that action on the
basis of 3(b) of 28 might be of
universal application.

Now for it would be wise to notify
all regions that a new clerical-admin.
grade had been or is to be established
— with a consequent increase in wage 21
— is a matter for consideration.

AKB

785017

ES/33

ECONOMIC SECTION, HQ. ACC 22 April 1944

153 A
1st M2.2 APR Recd 2

GMS/ml

29

TO : RC & MG Section

1. It is necessary for ACC to make every effort to control inflation.
2. One important factor is the control of wages.
3. If ACC does not abide by its own regulations in respect of wages control how can others be expected to do so.
4. There should be no attempt to control inflation with the one hand and promote it with the other.
5. The views of the Finance Sub-Commission are strongly endorsed.

D. S. Adams

D. S. ADAMS.
Colonel, C. E..
Executive Officer,
Economic Section.

5420

22 APR Rect M

28

HEADQUARTERS
ALLIED CONTROL COMMISSION
FINANCE SUB-COMMISSION
APO 394

20 April 1944

13035/P

SUBJECT: Pay of ACC/AMG Employees

TO: Economic Section

25

1. Reference attached file 153/OA
2. The Finance Sub-Commission agrees with Labour Sub-Commission that the rates of pay of ACC/AMG employees must be governed by Administrative Instruction No. 24.
3. As pointed out in letter from Adjutant, Region III, dated 5 April 1944 (No. 25 in file) the position of those administrative-clerical employees who are receiving professional pay should be regularized. It appears that either:
 - (a) the pay of such employees should be reduced to the maximum allowed, or;
 - (b) if, in the opinion of the Establishments Branch, the work of the employees in question is essential and their services can only be obtained at the present rates of pay, then a formal request should be made through the Labour Sub-Commission for the establishment of a category of administrative-clerical employee which would carry with it the necessary rate of pay.

see 31

5419
G. W. Foley
Colonel,
Joint Director,
Finance Sub-Commission.

21 Apr 24
HELE/PWP

HQ A.C.C. ECONOMIC SECTION

14 Apr 44
(DATE)

FROM

TO

☒	ECONOMIC SECTION	
☐	AGRICULTURE	
☐	FINANCE	(2)
☐	FOOD	
☐	TRANSPORTATION	
☐	MINING AND COAL	
☐	LABOR	(1)
☐	POWER DIVISION	
☐	PUBLIC WORKS & UTILITIES	
☐	REVENUE	
☐	2 Establishments to Review	(3)
FOR:		
☐	Signature	
☐	Remarks/Recommendation	☒
☐	Information	
☐	Approval/Disapproval	
☐	Appropriate Action	
☐	Investigation & Report	
☐	Follow-up Action	
☐	Disposition	

REMARKS:

See folio 26.

J.B.V.
major.

Economic Section:

1. HP 2 letter signed by 27
Col. Bain is this
Sub-Commission reply to
folio 25. That Admin.
Inst. must be followed in
this and all future cases.
2. We understand most of
problem has been adjusted
in the Regional office.
3. We believe a reply from
the Region will validate
the assumption above.

J. O. Balcoed,
Major
Labour Sub-Commission

785017

20

for Mike

Ref. your inquiry at 9.

The letter (copy at 17) by Lebanon sub. comm. has not appear to have been sent (vide cover) whilst Reg III reply at 25 provides an answer to Lebanon's request in para 3 of the un-sent letter.

2. The file should now, I think, go to Finance for examination of Reg III reply, Teluk Branch being consulted.

Major Dr

Letter at 17 was discussed with (S) Mike who decided it was not necessary pending receipt of reply to 9.

2. You 2 agreed.

12/4

to Lebanon section

would you please arrange for Finani, S.C.'s to examine letter at 26 and consult with Teluk Branch, this section, regarding reply to be sent.

W. Infield White

Major Dr.
April 1954

153
HEADQUARTERS
REGION 3, ALLIED CONTROL COMMISSION
APO 394, U.S. ARMY

5 April 1944

SUBJECT: Excess Payments to Civilian Personnel.

TO : RC & HQ Section, Hq ACC, (Attn: Dep. Exec. Comm)

1. In reply to your inquiry, Ref 153/9/CA, dated 29 March the attached list titled "List of Civilian Employees," contains the names of civilian employees whose salaries have been questioned by the Chief Finance Officer. The officers named in the column headed "Section" originally approved the amounts indicated in the final column. None of these officers is now assigned or attached to Region 3.

2. Since reception of the Chief Finance Officer's inquiry, all employees being paid an amount outside the PBS rates, have been either dismissed, reduced, or reclassified. In reclassifying certain employees for the past pay period, considerable license was taken with the classification established by PBS in that certain highly skilled clerical and administrative personnel were arbitrarily designated as professional since no other alternative was available.

For the prior pay period these positions were handled by the establishment of special classes, not provided for in the PBS scheme and approved by the Labor Division: Administrative Assistant, Administrative Aide, Chief Clerk, and Secretary (English speaking). Nevertheless, these classes were disapproved without instruction as to another method of handling them. Consequently, the only alternative short of breaking contract with the employees involved losing their services at a time when officer and HM/OM personnel was being drastically reduced, was to include these positions in the only available class permitting the pay scale. We are now carrying the employees on the enclosed list, dated 19 March, as professional although engaged on administrative-clerical duties.

3. This action has been reported to the Chief Finance Officer, ACC with other information, and a request has been made for a decision on the problem. The Chief Finance Officer has advised us that the Executive Commissioner has the matter under study and will issue instructions when a decision is reached. The enclosed memorandum, Civilian Pay, dated 17 March, explains the situation with which we are confronted.

4. Since we are losing our most competent personnel to other agencies and cannot attract satisfactory replacements at the current pay scale, some orderly system for treating this class of employee is urgently needed. Nor is it proper to continue under the temporary expedient adopted.

For the Regional Commissioner:

see 31
O. T. CAMPBELL
Captain, AMS,
Adjutant.

785017

HEADQUARTERS
REF. 3 ALLIED CONTROL COMMISSION
APO 394 - U.S. ARMY

LIST CIVILIAN EMPLOYEES - ATTACHED EMPLOYMENT FROM

NAME AND SURNAME	QUALIFICATION	SECTION	MONTHLY AMOUNT
MAZZEI WILLIAM	Engineer	T.C. & P.U. Capt.H. Wingate	L. 9600 ✓
PERUTZ THOMAS	"	T.C. & P.U. Capt H. Wingate	L. 9000 ✓
LIPPI FLORENCE	Secretary	A.G. Section Lt N. Batson	" 5000
MELONI PIETRO	Confidential Clerk	Transferred to 5th Army	" 5000
TORNABENE TERESA	Secretary	R.C.A.O.'s Off. Col. Kraege	" 15000
FEDERICI ARMANDO	Exec. Asst.	R.C.A.O.83 Off Maj. R.Knight	" 8000
CAPONE RITA	Secretary	R.C.A.O.'s Off. Col. Kraege	" 5000
CAPUTO BENIAMINO	Accountant	PROPERTY Control Maj A.Hitchcock	" 5000 ✓
PESCINI ALICE	Secretary	PROPERTY CONTROL Maj. A. Hitchcock	" 6000
COPPOLA SOFIA	Receptionist	ECOM. & SUPPLY Maj. Straus	" 5000
BESANA VINCENZO	Exec. Asst. (RELEASED)	ECOM. & SUPPLY Lt. Baker	" 8000
GIANTURCO GABRIELLA	Secretary (RELEASED)	T.C. & P.U. Capt. H. Wingate	" 4500 5426
MASTELLONE ANTONIO	Physician	PUBLIC HEALTH Col. E.J.Dobos	" 1800 per week ✓
TOMACELLI MARIA	Secretary	Transferred to 5th Army	" 6000

HEADQUARTERS
REGIONAL ALLIED CONTROL COMMISSION
APO 394, U.S. Army

19 March 1944

1. Federici, Armando
Present pay - 8000 L.
Maximum possible under clerical class - 3600 L.
Duties and responsibilities: Receives incoming correspondence from Italian officials, etc. Handles correspondence for R.C. in Italian; translates orders, administrative instructions and other official documents.
2. Lippl, Florence
Present pay - 4500 L.
Maximum possible under clerical class - 3600 L.
Duties and responsibilities: Translator-Stenographer; takes dictation and transcribes all classified and confidential materials for the security officer.
3. Iacchesi, Sofia Coppola
Present pay - 4500 L.
Maximum possible under clerical class - 3600 L.
Duties and responsibilities: Translator-stenographer, secretary, and chief clerk in Economics & Supply Office; her work would require several clerks.
4. Perna, Angela
Present pay - 4500 L.
Maximum possible under clerical class - 3600 L.
Duties and responsibilities: Translator-stenographer; secretary in Public Utility Office.
5. Tornabene, Teresa
Present pay - 8000 L.
Maximum possible under clerical class - 3600 L.
Duties and responsibilities: Translator-stenographer; Secretary for R.C.; takes and transcribes Italian and English correspondence for R.C.; official and confidential; employee of American Consulate for many years.
6. Perutz, Christine
Present pay - 4500L.
Maximum possible under clerical class - 3600 L. 5415
Duties and responsibilities: Supervises reception clerk and clerks; handles all incoming civilian visitors and directs military visitors to proper office or officer. Has resigned.
7. Pescine, Alice
Present pay - 6500 L.
Maximum possible under clerical class - 3600 L.
Duties and responsibilities: Chief clerk, translator, stenographer in Property Control Office; supervises large staff of clerks; the only bi-lingual person in office.

22

8. Capuozzo, Bianca

Present pay - 5000 L.

Maximum possible under clerical class - 3600 L.

Duties and responsibilities: Chief clerk, translator, typist, in legal section; types and translates legal documents and records.

9. Dunbaum, Edith

Present pay - 4500 L.

Maximum possible under clerical class - 3600 L.

Duties and responsibilities: Translator & file clerk in legal section; handles all legal files; replaced Sgt Gallo.

10. Di Angellis, Giovanna

Present pay - 4500 L.

Maximum possible under clerical class - 3600 L.

Duties and responsibilities: Translator interpreter. Pay for current pay period at 4500 L. under employment contract - reclassified to 3600 L. level.

11. Capone, Rita

Present pay - 5000 L.

Maximum pay possible under clerical class - 3600 L.

Duties and responsibilities: Civilian employment clerk; interviews, compiles and maintains records on civilian employees; translator stenographer; employee of American Consulate for many years.

5414

HEADQUARTERS
REGION 3, ALLIED CONTROL COMMISSION
APO 394, U.S. Army

17 March 1944

SUBJECT: Civilian Pay.

1. Civilian pay is governed by Memo #2 issued by this Headquarters 1 February 1944 which adopted the rates of pay for civilian labor established by AFHQ ADV ADM Echelon, Administrative Instruction #24, Appendix A, dated 24 January 1944. By Memo dated 18 February 1944 to the P & C Officer on the Subject, Pay for Civilian Employees, four additional clerical administrative classes were established providing a pay scale different than and in excess of that for the clerical classes in the AFHQ list. These classes and rates have been disallowed.

2. AFHQ clerical-administrative classes and pay scales fail to meet our needs and to recognize the realities of current employment conditions. Pay policy is usually governed by the following considerations:

- a. Going rates for comparable work.
- b. Cost of living.
- c. Loyalty, competence, and honesty factors.
- d. The relationship between demand and supply.
- e. Relative profit or cost of operating with or without a given person.

As to a. comparisons are not possible since occupation has introduced a new type of employment peculiar to the needs of the situation.

As to b. present pay certainly fails to meet living cost.

As to c. The scale established does not provide recognition for the wide range in competence of civilians (largely dependent on a combination of language, mental, and clerical abilities), is rapidly decreasing loyalty and interest, and cannot assure integrity in those whose position frequently permits bribery or other forms of corruption.

20

As to d. the large number of military units ^{the} the area requiring personnel of similar abilities has created a surplus demand for the very limited number of intelligent bi-lingual clerks, typists, and stenographers.

As to e. reduced officer-enlisted personnel, as well as our established policy, require the use of civilians in place of officers and men in so far as practicable. Competent, reliable, civilian help is essential if we are to accomplish our task without the assignment of a considerably larger number of officers and men.

3. Pay policy should be based upon the primary principle that our needs have first priority over other considerations. These needs, as relate to pay are particularly acute as to clerical-administrative work in our own offices. Consequently, pay scales for these jobs should be adjusted to attract and retain personnel essential to our work, who can be relied upon both for out-put and integrity, and who can progressively assume greater responsibility, and function in place of military personnel.

785017

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

6 April 1944

Ref/153/ /CA.

SUBJECT: Civilian Employees.

TO : Employment Section.

As requested by Daily Bulletin No. 69, para. 3 dated 4 April 44, the following is a nominal roll of all civilian employees at present employed by the Information Division and Civil Affairs Branch, R.C. & M.C. Section :

Name	Occupation	Wages paid.
Cicilia Sanfelice	Translator	L. 120 per day
Maria Montanari	Translator	L. 120 " "
Elena Deperato	Typist	L. 90 " "
Carlo Masiello	Translator	L. 120 " "
Lucio Abbonati	Translator	L. 120 " "
Gennaro Caiasso	Interpreter	L. 110 " "
Edilia DeAngelis	Typist	L. 90 " "

MORRIS E. FIEKE
Colonel,
Deputy Executive
Commissioner.

5411

785017

CIVILIAN EMPLOYEES, INFO DIVISION

Giulia Sanfelice	Translator	L.120 per day
Maria Montanari	Translator	L.120 " "
Elena Imperato	Typist	L. 90 " "
Carlo Maiello	Translator	L.120 " "
Lucio Abbondati	Translator	L.120 " "
Gennaro Caiazza	Interpreter	L.110 " "
Emilia Dell'Angelico	Typist	L. 90 " "

2119/INFO

12

Render return
ref Daily Bulletin
No 69 para 3

060925 fcs

HEADQUARTERS
ALLIED CONTROL COMMISSION
LABOR SUB-COMMISSION
APO 394

LAB 091.4612

4 April, 1944

SUBJECT: Excess Payments to Civilian Personnel.

TO : Regional Commissioner, Region III.

1. Attached are the following documents:

- a. Letter (HQ/CA/3), d/d 7 Mar 44, same subject, from U.A., Finance Sub-Commission to U.A., Region III
- b. Letter, d/d 13 Mar 44, subject - "Procedure or Accounting for Supplies", from Purchasing & Contracting Officer, Region III (Incl No. 3 to 1st Ind)
- c. List of Civilian Employees (Incl No. 2 to 1st Ind)
- d. Extract from Region III Memo No. 2 (Incl No. 1 to 1st Ind)
- e. 1st Ind to Basic Letter, to CA, Fin. Sub-Com., ACC (THRU CPO, Reg 3)
- f. 2nd Ind to Basic Letter, to CA, Fin Sub-Com, ACC
- g. Letter (Ref/153/9/CA), d/d 29 Mar 44, same subject, from D/Exec Commissioner to RU, Region III
- h. Letter (Ref/153/8/CA), d/d 29 Mar 44, same subject, from D/Exec Commissioner to Labor Sub-Com.

2. Administrative Instruction No. 24, A.F.M.C. (Adv. Adm. Ech.), dated 24 January, 1944, governs rates of pay in these circumstances.

3. Please have the cases cited examined, and report what corrective action is necessary, and what corrective action has been taken.

By Command of Lt. General MASON MACFARLANE:

J. T. R. Bain

J. T. R. BAIN,
Colonel,
Director, Labor Sub-Commission.

JCB/tbw

Incl:
(As listed above)

c/c to Deputy Executive Commissioner, A.C.C.

Col Justice

*Did you wish to see
the original before dispatch?*

WJH

785017

Inclosure #1 to 1st Ind

16

EXTRACT FROM REGION III MEMORANDUM 2

All labor will be engaged at or below the minimum rate of pay laid down in attached schedule and will be paid at this rate for at least seven days. During this period they will be trade tested and thereafter receive a rate of pay, commensurate with their skill and ability, within the limits set out in the attached schedule.

Provisional rates for trades not listed will be established by the Labor Officer. The Labor Officer will confirm in writing the classification and rate of pay fixed. Such confirmation will then be submitted with comment through this headquarters to the Control of Wages Committee of the AFHQ Adv Adm Echelon, Local Resources (Italian) Board.

5408

ALLIED CONTROL COMMISSION
FINANCE SUB-COMMISSION

7 March 1944

To : Chief Accountant Region 1,
Through Chief Finance Officer.

1. An examination of the civilian payrolls of Region III discloses that salaries to civilian employees are frequently greatly in excess of the rates laid down in F.S.S. Procurement Regulations No. 1 and Charge No. 4 thereto.
2. The maximum rates for stenographers, typists, interpreters and other office personnel is Lire 120 per day but in spite of this I noticed, amongst others, the following salaries greatly in excess of this figure.

Mazzi, William	Elect. Engineer	Lire 9.800
Perutz, Thomas	Port Engineer	" 9.000
Luppi, Florence	Stenographer	" 5.000
Beloni, Pietro	Confidential Clerk	" 5.000
Tornabene, Teresa	Private Sec. R.C.A.O.	" 15.000-
Pedenci, Armando	Executive Assist. "	" 8.000
Cepone, Rita	Stenographer R.C.A.O.	" 5.000
Caputo, Benimino	Accountant	" 5.000
Pascini, Alice	Sec. & Interpreter	" 6.000
Coppola, Sofia	Receptionist	" 5.000
Barera, Vincenzo	Exec. Asst.	" 8.000
Granturco, Gubuela	Secretary	" 4.500
Mastellone, Antonio	Typist	" 100
Fonacelli, Contessa-	per day	
Maria	Receptionist	" 6.000

5407

To : Chief Accountant Region 3,
Through Chief Finance Officer.

1. An examination of the civilian payrolls of Region III discloses that salaries to civilian employees are frequently greatly in excess of the rates laid down in P.B.S. Procurement Regulations No 1 and Change No 4 thereto.
2. The maximum rates for stenographers, typists, interpreters and other office personnel is Lire 120 per day but in spite of this I noticed, amongst others, the following salaries greatly in excess of this figure.

Mazzei, William	Elect. Engineer	Lire 9.600
Feruta, Thomas	Port Engineer	" 9.000
Luppi, Florence	Stenographer	" 9.000
Beloni, Pietro	Confidential Clerk	" 5.000
Tornabene, Teresa	Private Sec. R.C.A.O.	" 15.000-
Fedenci, Armando	Executive Assist.	" 9.000
Capone, Rita	Stenographer R.C.A.O.	" 5.000
Caputo, Benimino	Accountant	" 5.000
Pescini, Alice	Sec. & Interpreter	" 6.000
Coppola, Sofia	Receptionist	" 5.000
Sesera, Vincenzo	Exec. Asst.	" 8.000
Granituro, Gubuelle	Secretary	" 4.500
Mastellone, Antonio	Typist	per day 300
Tomascelli, Contessa-	Receptionist	" 6.000
Maris		

5407

19 Nov 74

- 2 -

3. Please explain why these payments were passed by you and on whose authority they were made.

4. Please also let me know what system is in force for authorizing the purchase of office furniture, equipment, etc. and whether the Regional G4 is keeping proper inventories.

For Lieut-General MASON MACFARLANE.

H.G. CHANSHAW,
Colonel,
CHIEF ACCOUNTANT,
FINANCE SUB-COMMISSION

HGC/hr.

Date received 20-3-44
Deal with by: H.G. CHANSHAW

1st. Ind.

Ref. No. 515.1/77

From: C.A., HQ Reg. 3, A.C.C. 17 March 1944.

TO : C.A., Fin. Sub. Com., A.C.C. (through C.P.O., Reg.3)

1. Returned. This office has never received a copy of P.B.S. Procurement Regulations No.1, and changes to, 4, thereto. The latest instructions received regarding payment of salaries were those contained in Memo. No.2 HQ. Reg.1 dated 1 Feb. 1944, (copy attached). Inasmuch as this was dated 1 Feb., it could only apply to Feb. vouchers as there is nothing in it making it retroactive and the Feb. vouchers are now in the process of examination and any exceeding the pay scale authorized will not be passed.

For Lieut-General MASON MACFARLANE.

H.G. CHAWSHAW,
Colonel,
CHIEF ACCOUNTANT,
FINANCE SUB-COMMISSION

HGC/hr.

Date received 20-3-44
Dealt with by: H.G. CHAWSHAW
File DM/ab H.G. CHAWSHAW

1st. Ind.

Ref. No. 515.1/77

From: C.A., HQ Reg. 3, A.C.C. 17 March 1944.

TO : C.A., Fin. Sub. Com., A.C.C. (through C.F.O., Reg. 3)

1. Returned. This office has never received a copy of P.B.S. Procurement Regulations No. 1, and changes No. 4, thereto. The latest instructions received regarding payment of salaries were those contained in Memo. No. 2 HQ. Reg. 3 dated 1 Feb. 1944, (copy attached). Inasmuch as this was dated 1 Feb., it could only apply to Feb. vouchers as there is nothing in it making it retroactive and the Feb. vouchers are now in the process of examination and any exceeding the pay scale authorized will not be passed.

2. As to passing salary vouchers on previous months.

785017

13
vouchers, the HQ. Disbursing Officer was instructed to pay no salaries without authorization in writing from the head of the Section concerned. Enclosed is list of authorizing officers for the salaries listed in basic communication.

(X)
3. Also enclosed is report by the Purchasing and Contracting Officers in respect to supplies.

4. Generally speaking it must be appreciated that individual circumstances, individuals, and designations of employees differ vastly. It has been quite impossible and impolitic for the Chief Accountant to go into the details of every individual employee and the only alternative in the absence of any directive was to insist on authority for each salary scale from the responsible officer concerned.

R. M. Pearson

R.M. PEARSON,
Captain, R.A.
Regional Accountant.

2nd. Ind.

Date received 20-3-44

Dealt with by:

From: R.F.O., Reg. 3 A.C.C.

File No. H.Q. | LA 3

To : C.A., Fin. Sub-Com. A.C.C.

1. Forwarded. The facts set forth in 2nd. Ind. are confirmed. The writer also has never seen the P.B.S. Regulation referred to, but on hearing of it took the matter up with the then existing R.C.A.O. and the Adjutant suggesting that a copy be obtained, and that Regional Orders be issued covering wages and salaries as so far as the writer knows this organization does not come under the jurisdiction of P.B.S. The writer also took up the matter of large salaries with the R.C.A.O. The writer believes that it was because of his suggestion that Regional Memo No.2 was issued.

785017

12

2. Prior to the issuance of Regional Memo No.2 wages and salary payments in Reg.3 were based on letter dated 24, September 1943, by order of the then existing R.C.A.O. (copy attached) which it will be noted authorized a somewhat higher wage scale.

3. The HQ. Disbursing Officer has been directed by the writer to return all payrolls presented, when wages or salaries are in excess of scales laid down in Regional Memorandum No.2, except those covered under par.3 of that memorandum.

David C. Nielson
DAVID J. NIELSON,
Lt. Col. A.U.S.
Regional Finance Officer.

DJN/ab
ENC.

5404

785017

HEADQUARTERS
REG. 1 LIED CONTROL COMMISSION
APO 394 - U.S.ARMY

Inclusion # 2 to (1st Ind)
XX
11

LIST CIVILIAN EMPLOYEES - ATTACHED EMPLOYMENT FORM

NAME AND SURNAME	QUALIFICATION	SECTION	MONTHLY AMOUNT
MAZZEI WILLIAM	Engineer	T.C. & P.U. Capt.H.Wingate	L.9600
PERUTZ THOMAS	"	T.C. & P.U. Capt.H.Wingate	L.9000
LIPPI FLORENCE	Secretary	A.G.Section Lt.N.Batson	" 5000
MELONI PIETRO	Confidential Clerk	Transferred to 5th Army	" 5000
TORNABENE TERESA	Secretary	R.C.A.O.'S Off. Col.Kraege	"15000
FEDERICI ARMANDO	Exec.Asst.	R.C.A.O.'S Off. Maj.R.Knight	" 8000
CAPONE RITA	Secretary	R.C.A.O.'S Off. Col.Kraege	" 5000
CAPUTO BENIAMINO	Accountant	PROPERTY Control" Maj.A.Hitchcock	5000
PESCINI ALICE	Secretary	PROPERTY CONTROL" Maj.A.Hitchcock	6000
COPPOLA SOFIA	Receptionist	ECON.& SUPPLY Maj.Straus	" 5000
BESANA VINCENZO	Exec.Asst. (RELEASED)	ECON.& SUPPLY Lt.Baker	" 8000
GIANTURCO GABRIELLA	Secretary (RELEASED)	T.C. & P.U. Capt.H.Wingate	" 4500 5403
MASTELLONE ANTONIO	Physician	PUBLIC HEALTH Col.E.J.Dobos	" 1800 per week
TOMACELLI MARIA	Secretary	Transferred to 5th Army	" 6000

HEADQUARTERS
REG-3 ALLIED CONTROL COMMISSION
AGO.394 U.S. ARMY

Enclosure #3 to 1st Ind

13th March 1944

FROM : Supply Officer (G-4)

SUBJECT: Procedure or accounting for supplies.

The following is the procedure of accounting for all supplies, both expendable and nonexpendable, from the date of receipt to the date of issue.

1. Supplies received are checked against tally-in or shipping ticket as to quantity and condition. Upon satisfactory completion of check the items and quantities are entered in receiving book.
2. The quantities of supplies received are then entered in stock record book.
3. All supplies, both expendable and non-expendable must be requisitioned by officers in charge of sections on a regular requisition form.
4. Upon issue of supplies, the items and quantities are designated on a tally-out form, signed for by the requisitioning officer or designated employee and the tally-out is then stapled to the requisition.
5. The quantities of supplies requisitioned are entered in the stock record book enabling the supply clerk to keep account of stock on hand.
6. Requisitions and tally-outs are then filed.
7. Non-expendable supplies are transferred to the memorandum receipt account when issued where a record is kept as to quantity, section and name of requisitioning officer.
8. Requisitions and tally-out are then filed in folders corresponding to the designated section.
9. Physical inventory of all stock on hand is taken on the last day of each month.

Joseph Bellotti
JOSEPH BELLOTTI
2nd Lt., A.U.S.
Purchasing & Contracting
Officer

9

Ref/133/9/CA

1. The Chief Finance officer has forwarded to this office a list of employees of Region III whose salaries appear to be inconsistent with the maximum rates as established for equivalent grades of civilian employees in PHS and in the Italian Government. The Labor Subcommittee is being asked to examine the list with a view to prescribing the rates that should be paid.

2. In the meantime your comment is desired and also a report from you as to why the officer who is responsible has fixed these rates, if that officer is now under your command. If not, it is desired to know by whom they were fixed.

ROBERT E. FISKE
Colonel
Deputy Executive Commissioner

Copy to:
Labor Sub-Com.

15401
21/4
B/u

785017

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

Ref/153/8/CA

NEF/ard
29 March 1944

SUBJECT: Excess Payments to Civilian Personnel
TO : Labor Subcommittee

1. The Chief Finance Officer has submitted the attached papers which appear to indicate disproportionate salaries being paid to civilian employees of Allied Control Commission in Region III. Could you examine the positions and prescribe maximum and minimum rates of pay for each; rates that would be applicable to all Regions.

2. Please return the attached correspondence.

NORMAN E. FISKE
Colonel
Deputy Executive Commissioner

54.0

8 1/2

*From Division
mail*
153
7
E.O.

We should ask for a report
from Reg III or from whoever arranged
the salaries.

MS/24/3/44

Initial

5369

HEADQUARTERS
ALLIED CONTROL COMMISSION
FINANCE SUB-COMMISSION
APO 394

22 March 1944

13035/F

SUBJECT: Excess payment to Civilian Personnel.

TO: Executive Commissioner.

I attach papers dealing with the civilian payroll of Region III.

An important question of policy is raised in that ACC/AMC are paying rates considerably in excess of those laid down by military authority. It is also important that they are out of touch with the rates paid by the Italian Government to their Civil Servants. For example, the annual salary of L.180,000 paid to the private secretary of the Regional Commissioner is considerably in excess of that paid to a high-ranking Civil Servant.

You may like to consider whether it is desirable only to order immediate adjustment of these rates, or to ask the officer who was previously Regional Commissioner of Region III for an explanation of his action.

A.P. Graftey-Smith
5358
A.P. GRAFTHEY-SMITH,
Colonel,
Joint Chief Finance Officer.

785017

RESTRICTED

153
FARGO 1251
5

FARGO (Col Fiske) Staff

23 February 1944

RESTRICTED

10050-Fiske

URGENT

MAIN HIGHWAY

On compassionate grounds urgently required proceed
Bari is Renalto Levi civilian interpreter believed to be with Captain
Goley GAO with 78 Div. Levi to report to Captain Crofts at 372 28
October Street renamed Corso Sicilia Telephone 12033. Inform Freedom
direct date of departure

RESTRICTED

11A 5337
L. F. NICKEL
Lt Col, AGD,
Adjutant General

Form 1221728A

N-3752

153

RADIO

Signal Corps, United States Army

Telegram

Received at

PENINSULAR BASE SECTION
SIGNAL MESSAGE CENTER

22 FEBRUARY 1944 19

SECRET

PRIORITY

TO (ACTION)

(INFORMATION):

FROM

DATE TIME SIGNED:

DATE TIME REC'D:

REFERENCE NR.

CITE

CG PBS FOR FARGO FOR LUSH

NONE

SIGNED CINC

221258A

221728A

54932

FHMG

HEADQUARTERS

23 FEB 1944

A. C. C.

SUBJECT IS RENATO LEVI CIVILIAN INTERPRETER NOW BELIEVED

TO BE WITH CAPTAIN COOLEY, CAC WITH 78 DIV IN EIGHTH ARMY ZONE.

LEVI IS URGENTLY REQUIRED TO PROCEED BARI ON COMPASSIONATE

GROUNDS EARLIEST AND SHOULD REPORT TO CAPT CROFTS 372 28 OCTOBER

STREET RENAMED CORSO GIGILIA TELEPHONE 12033. CONFIRM DATE OF

DEPARTURE.

ACTION COPY

4 copies

Wg AC 3300

ACTION COPY

action

Info

Acc. Thru

(Action) CACB (2)

HEADQUARTERS

23 FEB 1944

A. C. C.

FROM :	SIGNED CINC
DATE TIME SIGNED:	221258A
DATE TIME REC'D :	221728A
REFERENCE NR. :	54932
CITE :	FHMGS

SUBJECT IS RENATO LEVI CIVILIAN INTERPRETER NOW BELIEVED
TO BE WITH CAPTAIN COOLEY, CAC WITH 78 DIV IN EIGHTH ARMY ZONE.
LEVI IS URGENTLY REQUIRED TO PROCEED BARI ON COMPASSIONATE
GROUNDS EARLIEST AND SHOULD REPORT TO CAPT CROFTS 372 28 OCTOBER
STREET RENAMED CORSO CICALIA TELEPHONE 12033. CONFIRM DATE OF
DEPARTURE.

ACTION COPY

actual
Info

1600 AC 5358

Ac. Thai

(Action) CA Bm (27)

(Bulb) Herb. 22

100

Blank

15650

Page 10 - 11

1st Ind.

18 February 1944.

3.

A.C. & M.G. Section, H.Q. A.C.C.

TO: Admin. Section, H.Q. A.C.C.

Mr. Manuel Sanchez is assigned to Information Division of these
H.Q. in accordance with your recommendations.

NORMAN E. FIEKE
Colonel, Cavalry,
Deputy Executive
Commissioner.

5355

PAYMENT - CIVILIAN EMPLOYEES/CURRENT BILLS
OF THIS HEADQUARTERS.

Civilian Labour.

1. In accordance with Headquarters A.M.G. Special Order No. 1, para 12, dated 1 Jan 44, the undersigned has now taken over the payment of all civilian employees and Current Bills of this Headquarters.
2. In future payment of civilians will be made on the 16th of the month for the preceding 15 days, and the 1st of the following month for the latter period, i.e. 15 or 16 days.
3. Payrolls (P/P4) will be prepared in duplicate by the Departments, Sub-Commissions, etc., concerned and they will be responsible for the correct completion of these forms.
4. When preparing a payroll special attention will be paid to the following points:-

(a)	Function of the employee
(b)	Total No. of days worked
(c)	Rate of pay per day
(d)	Signature of approving officer
5. Payrolls may be collected from the Camp Office by Departments, Sub-Commissions, etc., as required, for completion as in paras 2, 3 and 4. If payrolls are not prepared correctly by the Departments, Sub-Commissions, etc., concerned, no payment will be made to the Civilian Employees.
6. Casual payments may be made to employees being dismissed or to those on temporary employment. Such employees should be sent to a Camp Office with a covering note in a sealed envelope giving approval from the Departments, Sub-Commissions etc., concerned and stating the period employed and the daily rate to be paid.

Current Bills.

1. Before these are met by the undersigned they must firstly be authorized by 1st Lt. M. R. Panelli (see Special Order No. 1, para 11, dated 1 Jan 44) and an P/P3 (payment voucher) prepared in duplicate with his signature as Approving Officer. The payment will then be met at the Camp Office, Via Medina.

Forms P/P3 may be obtained from Camp Office or 1st Lt. M. R. Panelli at H.Q. A.M.G., Provincia Building.

In the Field,
3 Jan 44.

DISTRIBUTION:-

Att. Directorate,
Econ. Directorate,

R. Panelli
Captain, R.A.
C.O. (Brit. Det.)
H.Q. A.M.G. C.M.F.

536234

3. Payrolls (P/P4) will be prepared in duplicate by the Departments, Sub-Commissions, etc., concerned and they will be responsible for the correct completion of these forms.

4. When preparing a payroll special attention will be paid to the following points:-

- (a) Function of the employee
- (b) Total No. of days worked
- (c) Rate of pay per day
- (d) Signature of approving officer

5. Payrolls may be collected from the Camp Office by Departments, Sub-Commissions, etc., as required, for completion as in paras 2, 3 and 4. If payrolls are not prepared correctly by the Departments, Sub-Commissions, etc., concerned, no payment will be made to the Civilian Employees.

6. Casual payments may be made to employees being dismissed or to those on temporary employment. Such employees should be sent to the Camp Office with a covering note in a sealed envelope giving approval from the Departments, Sub-Commissions etc., concerned and stating the period employed and the daily rate to be paid.

Current Bills.

1. Before these are met by the undersigned they must firstly be authorized by 1st. Lt. M. R. Panelli (see Special Order No. 1, para 11, dated 1 Jan 44) and an P/P3 (payment voucher) prepared in duplicate with his signature as Approving Officer. The payment will then be met at the Camp Office, Via Medina.

Forms P/P3 may be obtained from Camp Office or 1st. Lt. M. R. Panelli at H.Q. A.M.G., Provincia Building.

In the Field,
5 Jan 44.

DISTRIBUTION:-

Adm. Directorate,
Econ. Directorate,
Finance Sub-Commission,
Agricultural Sub-Commission,
Interior Sub-Commission,
Pool of Interpreters,
Industry & Commerce,
Industrial Planning Sub-Commission,
Labour Sub-Commission,
Legal Sub-Commission,
Mining Sub-Commission,
Monuments & Fine Arts Sub-Commission,
Operations & Security Int. Sub-Commission,
Property Control Sub-Commission,
Public Health Sub-Commission,
Public Safety Sub-Commission,
Public Works & Utilities Sub-Commission,
Postal Sub-Commission,
Shipping & Internal Transportation Sub-Commission

H.Q. Commandant,
Adjutant General,
Executive Officer,
1-1,
1-4,
A.M.G.A.
Transportation,
2-2. Coy. Commander (A)
Translators Pool,
Billposting,
1st. M. R. Panelli,
Spare,
File,
H.Q. Commandant (Salerno) for information.

Robert...
Captain, R.A.
C.C. (Brit. Det.)
H.Q. A.M.G. C.M.F.
5344354

CIVILIAN EMPLOYEE

TIME SHEET

17 January to: 31 January
Period covered

DE ANGELIS EMILIA
Name

Day	Arrival time	Lunch out	Lunch in	Departure time	Hours worked Ordinary	Hours Overtime	Total	Supervise- sor's Initials
Monday	8.30	12.00	13.30	17.30	7 1/2	=	7 1/2	MD
Tuesday	8.30	12.00	13.30	17.30	7 1/2	=	7 1/2	MD
Wednesday	8.30	12.00	13.30	17.30	7 1/2	=	7 1/2	MD
Thursday	8.30	12.30	13.30	17.30	8	=	8	MD
Friday	8.30	12.30	13.30	17.30	8	=	8	MD
Saturday	8.30	12.30	13.30	17.30	8	=	8	MD
Sunday	=	=	=	=	=	=	=	
Monday	8.30	12.30	13.30	17.30	8	=	8	MD
Tuesday	8.30	12.30	13.30	17.30	8	=	8	MD
Wednesday	8.30	12.30	13.30	17.30	8	=	8	MD
Thursday	8.30	12.30	13.30	17.30	8	=	8	MD
Friday	8.30	12.30	13.30	17.30	8	=	8	MD
Saturday	8.30	12.00	13.30	17.30	7 1/2	=	7 1/2	MD
Sunday	9.30	12.00	13.30	17.30	7 1/2	=	7 1/2	MD
Monday	8.30	12.00	13.30	17.30	7 1/2	=	7 1/2	MD

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