

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

ACC

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ADMINISTRATIVE ORDERS
FEB. 1944

R E S T R I C T E D

HEADQUARTERS
2675TH REGIMENT
(Forward Echelon)
ALLIED CONTROL COMMISSION
APO 394

28 February 1944

ADMINISTRATIVE ORDER)

NUMBER 2 (FWD)

1. The attention of all Company Commanders concerned is directed to par 1b, and 1d, Sect I, AR 310-20 which reads essentially as follows:

"1b. The routine orders of the War Department--Regiments, Battalions, and Squadrons not organized into regiments---are designated "General Orders", "General Court-Martial Orders", "Special Court-Martial Orders", and "Special Orders". These will be numbered consecutively in separate series for each calendar year".

"2d. "Orders on routine matter issued by a commander of a battalion forming part of a regiment and serving therewith, or of companies and detachments will be designated as "Orders" and will be numbered in a single series for each calendar year".

2. In order to prevent further confusion in maintaining regimental locator cards and records for American Personnel, companies and detachments are authorized to issue "Orders" only covering the following situations:

a. Promotions (Private First Class only)

b. Assignment of duties within the company or detachment, (Except COs of Cos and Dets who will be appointed by Regimental Special Orders upon recommendation of the Regional Commissioner).

c. Travel of Military Personnel on official business for trips involving the use of motor transportation and rail travel only. Request for Travel Orders for Air or Sea Travel will be submitted to this Hq for approval and publication in Regimental "Special Orders". Requests for "Special Orders" involving Air, or Sea Travel will be submitted to this Hq, as far in advance as practicable. If travel must be performed immediately, letter Travel Orders based on authority this Hq, cited therein, for Air or Sea Travel for outlying companies, i.e. Sardinia and Sicily, can be published by the Company Commander concerned, and copies of such orders forwarded to this Hq.

d. Other situations specifically authorized by this headquarters.

3. Transfers from one company to another within this regiment, or to another organization will be approved and published in "Special Orders" this Hq. In cases where transfers must be made quickly by verbal orders, confirmatory orders will be

(Adm Order #2 Fwd, this Hq, dtd 28 Feb 44, cont'd)

requested. Special Orders placing military personnel on detached service with other companies will be approved and published by this headquarters.

4. It is directed that each company or detachment commander in 2675th Regt, ACC, take the necessary action without delay to comply with the above instructions, and issue "orders" showing the appropriate company letterhead. Example: Headquarters, Co "A", 2675th Regiment, ACC, APO 394. This Hq will appear on Distribution for Information.

By order of Colonel PARKIN:

FRANK DI GIACO O
Capt, Inf,
Actg Asst Adj

OFFICIAL:

F. Di Giacomo
FRANK DI GIACOMO
Capt, Inf,
Actg Asst Adj

DISTRIBUTION:

"A" Modified

R E S T R I C T E D

HEADQUARTERS
2675TH REGIMENT
(Forward Echelon)
ALLIED CONTROL COMMISSION
APO 394

25 February 1944

ADMINISTRATIVE ORDER)
:
NUMBER 1 FWD)

Par 2, & 5-b, Administrative Order #1, Fwd, Hq 2675th Regt, (Fwd Ech) ACC, (U.S. Contingent) (Prov) APO 394, dtd 22 Nov 43, are rescinded and the following substituted therefor:

2. Strength Returns

a. Strength return will be prepared daily in triplicate. The original and triplicate will be forwarded with the MRU copy and UPS of the morning report direct to Hq 2675th Regt, Fwd Ech, ACC, APO 394. The duplicate copy to be retained in the Co file. The attached mimeographed copy of Hq Command, Allied Force, Form No. 1 will be used. These forms will be reproduced locally.

b. In conjunction with the above strength return companies will submit each Saturday as of midnight a simple tabulation in triplicate of strength by grades and ratings, assigned and attached, officers, WO, EM.

c. Officers, WO, and EM shown by figures under the "attached" column will be listed on the reverse side by Name, Rank, ASN, and organization from which attached. Tabulation will be submitted as follows:

	<u>Assigned</u>	<u>Attached</u>
General Officers		
Colonels		
Lt Colonels		
Majors		
Captains		
1st Lt		
2nd Lt		
CWO		
WO (jg)		

TOTAL

7083

R E S T R I C T E D

(Adm Order #1 Fwd this Hq dtd 25 Feb 44, cont'd)

Master Sgt
1st Sgt
T/Sgt
S/Sgt
T/3
Sgt
T/4
Cpl
T/5
Pfc
Pvt

TOTAL

Attached Personnel (Including Naval Officers)

Name	Rank	ASN	Orgn from which detached
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5. Personnel Records

Enlisted Men. Soldiers Qualification cards will be held in the Co and maintained up to date in accordance with existing instructions. Entries on the cards should indicate ratings of skill, qualification in military specialties, and other data that will assist in making future assignments, or reassignments. All records of EM, including the Service Records, WD AGO Form #24, Individual Clothing and Equipment Record WD AGO Form #32, and the Immunization Register, WD MD Form #81 will be maintained by the company commander concerned.

By order of Colonel PARKIN:

FRANK DI GIACOMO
Capt, Inf.
Actg Asst Adj

OFFICIAL:

Frank Di Giacomo
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