Declassified E.O. 12356 Section 3.3/NND No. 785015

Acc

10000/110/53

Declassified E.O. 12356 Section 3.3/NND No. 785015

10000/110/53 ITALIAN CIVILIANS PERSONNEL 42.2/EST
WAGE RATES

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS
ALLIED COMMISSION
ESTABLISHMENT SECTION
APO 394

42/EST

13 February 1946

SUBJECT : Civilian Mess - Office Employees

TO : HQ. Commandant, HQ.A.C.

1. Reference is made in Daily Bulletin No.36, Para. 11, 13 Feb. 1946.

2. Nominal roll of Italian Civilian Employee employed in this Office listed below :

Mrs. Elena Lante Scudder

3. Enclosed is 195 lire to cover the cost of one booklet of tickets covering the period of 15 - 23 February 1946, inclusive.

GEORGE W. BARNES III
Captain, Cavalry
Staff Officer

Ufficio Quick 195

Declassified E.O. 12356 Section 3.3/NND No. 785015

REF/FD. 242 EST.

Letter of C-1 Civilian Personnel
Subject: Christmas Bonus - 1945
to: All Employing Departments

See File No. 42.4 EST.

Declassified E.O. 12356 Section 3.3/NND No. 785015

Ref. 47/ Ext. Sec.

Myde

C 47867
181755 A

C/5832
DEC 190500

PRIORITY

AFHQ
C IN C MED HQ RAF ITALY DMRS ITALY HQ XIII CORPS HQ TWO DIST
HQ THREE DIST CG PBS CG RAAC
INFO HQ ALCOM AFLRS ROME

UNCLASSIFIED.

25 December, Christmas day, and one January, New Years day, may be granted as holidays with pay to Italian Civilian employees at the discretion of employing units. When Italian civilian employees are required to work on either or both of those days no extra pay will be given but such employees will be granted as holiday with pay, one or two days as appropriate, as soon as convenient. If Holiday are granted on ~~XXX~~ 26 December and 2 January in addition to the above these will not be holidays with pay. The paid holidays here authorized are entirely separate from and independent of the Christmas bonus authorized by AFHQ administrative memorandum number 51 current.

AC DIST.

ACTION : G-1 (CIV PERS SEC) 2
INFO : CHIEF COMMISSIONER
EXEC COMR 2
BSIAC SEC
FILE 2
FLOAT

3035

9 DIC. 1945 45631

Declassified E.O. 12356 Section 3.3/NND No. 785015

Ent. Sec.

C47822
DEC. 161715A

19 DEC

C/5546
DEC. 190400
PRIORITY

MTCUSA

CG PBI : CG RAC : ENGS ITALY : 88 DIV. INFO: HQ ALCOM : AFLRS ROME

110

UNCLASSIFIED.

25 December, Christmas day, and 1 January, New Years day, may be granted as holidays with pay to Italian civilian employees at the discretion of employing units.

When Italian civilian employees are required to work on either or both of these days, no extra pay will be given but such employees will be granted as holiday with pay, of 1 or 2 days as appropriate, as soon as convenient.

If holidays are granted on 25 December and 1 January in addition to the above they will not be holidays with pay. The paid holidays here authorized are entirely separate from and independent of the Christmas bonus authorized by AFHQ Administrative Memorandum #.

51 current.

AC LIST

ACTION : G-1 (CIVIL Personnel) 2
INFO : CHIEF COMMUNICATIONS 3033
EX COMM
EST SEC
ENGR RSOT
FILE 2
FLOAT

CORRECTED COPY

Declassified E.O. 12356 Section 3.3/NND No. 785015

Ref. 42.7 O Ent. Sec.

C 47822
1817:5A

G/5848
DEC 190900

ROUTINE

Mike

109

FROM ALCOM

CG PBS CG RAAC DMRS ITALY 88 DIV

INFO: HQ ALCOM AFHRS NOME

RET'D TO ARCHIVES
17 DEC 45

UNCLASSIFIED

25 December , Christmas day , and 1 January, New Years day, may be granted as Holidays with pay to italian civilian employees at the discretion of employing units. When italian civilian employees are required to work on either or both of these days, no exstra pay will be granted as holiday with pay, of 1 or 2 days as appropriate , as soon as convenient. If holidays are granted on 26 December and 2 January in addition to the above they will not be holidays with pay. The paid holidays here authorised are entirely separate from and independent of the Christmas bonus authorised by APHQ administrative memorandum number 51 current

AC DEPT

ACTION: G1 (CIVIL PERSONNEL) 2
INFO: CHIEF COMMISSION
EX COMMISSION
EST.SEC.
2675 REGT.
FILE 2
FLOAT

3032

19 DIC. 1945
4537

Declassified E.O. 12356 Section 3.3/NND No. 785015

042.2 File

104

NEW YEAR HOLIDAYS:

By authority of MTOUSA and AFHQ letters of 14 December 1945, all personnel of Allied Commission will observe January 1st. and 2nd. as holidays. The number of personnel on duty in each Section may be reduced to the minimum consistent with the performance of essential duty.

(Est.Sec.)

Declassified E.O. 12356 Section 3.3/NND No. 785015

REF/HR, 2/EST

HEADQUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB COMMISSION

13128/F 11 December 1945

SUBJECT : Civilian employees - Christmas bonus.

TO : Vice President, Establishment Section.

1. The attached copy of letter C/1729 dated 6 December 1945 received from the Commissioner, AMG Naples Commune, is forwarded to you for necessary action please.

Director,
Finance Sub Commission.

Encl:

3030

4499

Declassified E.O. 12356 Section 3.3/NND No. 785015

C
O
P
Y

HEADQUARTERS
AMG NAPLES COMMUNE
APO 394

6 December, 1945

C/1729.

SUBJECT: Christmas Bonus

TO: Finance Sub-Commission
Headquarters, Allied Commission

1. It is understood that a directive is to be issued by Allied Force Headquarters authorising the payment of a Christmas bonus to all civilian employees of the armed forces who are on the payroll as of December 20. The bonus will amount to two days pay for each month of service during the year.

2. Will you kindly inform us promptly whether this bonus is to be payable to civilian employees of the Allied Commission?

Phone → Col Warren

Signed J.A. PENNYCUICK,

J.A. PENNYCUICK, Colonel
Commissioner. 3028

Declassified E.O. 12356 Section 3.3/NND No. 785015

42.2

105

ADMINISTRATIVE
MEMORANDUM
No. 34
June 29, 1945
SEE FILE
42.3 EST. 3026

REF - 42.2 EST

R-E-S-T-R-I-C-T-E-D.

ROME AREA ALLIED COMMAND,
APO 794 US ARMY.

CIVILIAN LABOUR INFORMATION BULLETIN
No. IO. 16 June 45.

OFFICIAL.

A. COST OF LIVING BONUS FOR ITALIA CIVILIAN EMPLOYEES OF THE ALLIED FORCES EMPLOYED WITHING THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE HOTEL, CLUB AND MESS GRADES.

104

1. Reference this Command Civilian Labour Information Bulletin Number 7, dated 29th March, 1945, para.2 and Appendices thereto.

2. Appendix "B" is superseded by Appendix "B" below with effect from 1 Jun 45.

APPENDIX "B"

COST OF LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS AND MESSES WITHIN THE BOUNDARIES OF ROME PROVINCE.

a. Adult Group.

Basic Wage lire per month.	Maximum permissible bonus lire per month.
Up to and including 3600 lire	3125 lire
From 3601 to 3700 lire	3075 lire
From 3701 to 3800 lire	3025 lire
From 3801 to 4900 lire	2975 lire
From 4901 to 5000 lire	2925 lire
From 5001 to 5100 lire	2875 lire
From 5101 to 5200 lire	2825 lire
From 5201 lire and above	2755 lire

3125

Declassified E.O. 12356 Section 3.3/NND No. 760015

APPENDIX "B"

COST OF LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS AND MESSES WITHIN THE BOUNDARIES OF ROME PROVINCE.

a. Adult Group.

Basic Wage lire per month.	Maximum permissible bonus lire per month.
Up to and including 3600 lire	3125 lire
From 3601 to 3700 lire	3075 lire
From 3701 to 3800 lire	3025 lire
From 3801 to 4900 lire	2975 lire
From 4901 to 5000 lire	2925 lire
From 5001 to 5100 lire	2875 lire
From 5101 to 5200 lire	2825 lire
From 5201 lire and above	2755 lire

b. Juveniles may be paid a cost of living bonus up to 3025 lire per month.

3025

B. REVISED BASIC RATES OF PAY FOR HOTEL, MESS & CLUB EMPLOYEES.

1. Effective I Jun 45 the undermentioned Basic Rates of Pay are authorised for Hotel, Mess and Club Employees of the Allied Armed Forces employed within the Boundaries of Rome Province.

2. These rates supersede those for Hotel and Mess and Club Employees, issued by Rome Area Allied Command on 15 Nov 1944 and also published as Appendices "C" and "D" respectively to "Regulations for the employement of Civilian Labour, 1945". (the 'Buff Book").

3. The existing ten (10) per cent differential between the maximum rates applicable t certain Hotels of the 'de-Luxe' standard and the maximum rates applicable to all other Hotels shall continue to be effective.

Continue Sheet No.2.

Declassified E.O. 12356 Section 3.3/NND No. 780015

SALARY SCHEDULE FOR HOTEL, EMPLOYEES OF THE ALLIED FORCES EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE

(effective 1st June, 1945.)

MONTHLY RATES.

GRADES	SCALE OF PAY Min.	Max.
Manager	4500	8600
Asst. Manager, Head Receptionist or personnel controller.	3500	6500
Chief Cashier	3000	5500
Book-keeper	2500	4500
Hall-porter	3000	6500
Porter	2500	3300
Hotel Washman	2700	3900
Telephone Operator (Male or Female) (English seaking)	2100	3600
Telephone Operator (Male or female) (not English seaking)	2000	2500
Elevator Operator	2500	2800
Bell Boy	2500	2800
Bell Boy (under 18 urs of age)	-	1650
Handyman	2500	3300
Head Waiter	3400	6500
Waiter	2700	4400
Waitress	2200	3100
Asst. Waiter	2500	2800
Barman	3500	4500
Head Cook of Chef	2900	8000
Cook	2700	5000
Asst. Cook	2500	3500
Pont and Utensil Washer	2500	3300
Dishwasher	2500	3000
Storeman, Pantrymen	2500	4500
Still Room Hand	2500	3500
Housekeeper (female)	2400	4600
Linen Keeper, Linen Hand (female)	2100	3600

Declassified E.O. 12356 Section 3.3/NND No. 780016

Telephone Operator (Male or female) (English speaking)	2000	2500
Telephone Operator (Male or female) (non English speaking)	2500	2800
Elevator Operator	2500	2800
Bell Boy	-	I650
Bell Boy (under I8 yrs of age)	2500	3300
Handyman	3400	6500
Head Waiter	2700	4400
Waiter	2200	3I00
Waitress	2500	2800
Asst. Waiter	3500	4500
Barman	2900	8000
Head Cook of Chef	2700	5000
Cook	2500	3500
Asst.Cook	2500	3300
Pont and Utensil Washer	2500	3000
Dishwasher	2500	4500
Storeman, Pantryman	2500	3500
Still Room Hand	2400	4600
Housekeeper (female)	2I00	3600
Linen Keeper, Linen Hand (female)	2I00	3000
Chambermaid	2700	4000
Laundry Hand (Male)	2I00	2900
Laundry Hand (female) or Ironing Woman	2400	4000
Hotel Plumber	2550	4500
Hotel Electrician	2550	4000
Hotel Painter	2400	4000
Hotel Boilerman	2400	4000
Hotel Carpenter	2400	4000
Hotel Mason	-	I650
Juveniles (male or female)(under 18 yrs - all grades)		

NOTES:

I. Deduction for Food. Wage rates will be reduced by thirty lire per days so long as rations are being issued. Such reductions will be recorded on Muster Pay Rolls.

2. Female Rates. Where female rates are not specified fifteen (I5) per cent will be deducted from the male rate in the same classification.

3. Overtime and Additional Pay. The standard working day for Hotel, Mess and Club employees will be regarded as one of I2 hours

Continued Sheet No.3.

3027

Declassified E.O. 12356 Section 3.3/NND No. 789015

duration, and overtime or additional pay is not authorised unless a legal collective contract, existing prior to Ist September 1942, can be produced by the Management and is verified by AMG/AC. In any event payment of overtime or additional pay will only be made in Hotels in which the civilian management is responsible for the entire administration and engagement of labour. Overtime will in no case be paid to Hotel, Mess or Club employees directly employed by the Allied Armed Forces.

CLASSIFICATION of ROME HOTELS under ALLIED CONTROL

(for wages purposes only)

Effective I st. June, 1945)=

I. At the discretion of the ALLIED MILITARY MANAGER and with the concurrence of the CIVILIAN HOTEL MANAGER the maximum rates of pay applicable to all grades of employees of:

Ambassadors Hotel,
Bernini Hotel,
Excelsior Hotel,
Grand Hotel.

will be those laid down in the annexed scale.

2. At the discretion of the ALLIED MILITARY MANAGER and with to concurrence of the CIVILIAN HOTEL MANAGER the maximum rates of pay applicable to all grades of employees of all other Hotels taken by the Allied Forces as going concerns will be those laid down in the annexed Scale less a deduction of ten (IO) per cent.

3023

Declassified E.O. 12356 Section 3.3/NND No. 780015

applicable to all grades of employees of:

Ambassadors Hotel,
Bernini Hotel,
Excelsior Hotel,
Grand Hotel.

will be those laid down in the annexed scale.

2. At the discretion of the ALLIED MILITARY MANAGER and with to concurrence of the CIVILIAN HOTEL MANAGER the maximum rates of pay applicable to all grades of employees of all other Hotels taken by the Allied Forces as going concerns will be thoee laid down in the annexed Scale less a deduction of ten (IO) per cent.

3022

Declassified E.O. 12356 Section 3.3/NND No. 780015

SALARY SCHEDULE FOR MESS AND CLUB EMPLOYEES OF THE
ALLIED ARMED FORCES WITHI THE BOUNDARIES OF ROME PROVINCE
(Effective Ist June 1945)

MONTHLY RATES

GRADE	Scale of Pay	
	Min.	Max.
Asst. Cook.	2500	3500
Asst. Manager	3000	5600
Asst. Waiter	2500	2800
Barman	3500	4500
Cashier	2500	4200
Cook	2700	4800
Dishwasher	2500	3000
Head Cook	2900	6000
Head Waiter	3000	5000
Housekeeper (female)	2400	4000
Laundryhand (male)	2700	3800
Linen Keeper, Linen Hand (female)	2100	3600
Manager	3200	7000
Orderly, British Mess.	2500	3000
Waiter	2700	3700
Waitress	2200	3100
Juveniles (male and female) (hunder I8 yrs of age) (all grades).	-	I650

NOTES:

I. Wage rates will be reduced by 50 lire per day so long as rations are being issued. Such reductions will be recorded on Muster Pay Rolls.

2. Overtime rates are not permissible for employees on

Declassified E.O. 12356 Section 3.3/NND No. 780015

Head Waiter	3000	5000
Housekeeper (female)	2400	4000
Laundryhand (male)	2700	3800
Linen Keeper, Linen Hand (female)	2100	3600
Manager	3200	7000
Orderly, British Mess.	2500	3000
Waiter	2700	3700
Waitress	2200	3100
Juveniles (male and female) (Under 18 yrs of age) (all grades).	-	1650

NOTES:

1. Wage rates will be reduced by 30 lire per day so long as rations are being issued. Such reductions will be recorded on Muster Pay Rolls.
2. Overtime rates are not permissible for employees in Messes and Clubs. 3020
3. Where female rates are not specified fifteen (15) per cent will be deducted from the male rate in the same classification.

BY COMMAND OF BRIGADIER-GENERAL BROWN.

C.B. MURPHI,
Major, AGD,
Adjutant General.

DISTRIBUTION;
"R" (US and British)
Plus Hotels, Messes and Clubs.

Declassified E.O. 12356 Section 3.3/NND No. 780019

Declassified E.O. 12356 Section 3.3/NND No. 785015

REF. 42.2 EST

1082

HEADQUARTERS ALLIED COMMISSION
APO 394
G.I Section Civilian Personnel

16 July 1945

Ref Civ Pers/896

Subject. Civilian Employment

To. All Concerned.

1. Attention of all employement sections of this Head= quarters is invited to AFHQ Administrative Memorandum No.34 of 29 June 1945.

2. Wage rates and cost of Living Bonus scales as contained in this headquarters G-I Section Civilian Personnel Me= morandum Nos 6,7,8, and 9, as will prevail in so far as they relate to civilians employed within the boundaries of Home Province.

N.P. THEODORE
1st Lt. AGD.
Asst G-I (A).

3019

DISTRIBUTION
"G"

Declassified E.O. 12356 Section 3.3/NND No. 785015

Sqt Sec

Messages Centre, HQ. A.C. Rome.

The attached correspondence would appear to have been sent in error and is returned.

[illegible] - A.M.G.
Chief Clerk

3018



Declassified E.O. 12356 Section 3.3/NND No. 785015

ALLIED MILITARY GOVERNMENT

_LO - GOVERNO MILITARE ALLEATO

anical Road Haulage Vehicle
icolo meccanico stradale

Permit No. .....
Permesso numero

.....

.....

ad for the period .....
lo di

Type of vehicle Tipo del veicolo	Carrying Capacity of vehicle Portata del veicolo	Where vehicle is ger. d Autorimessa dove si trova il veicolo

sed as directed by the (Name of Controlling Organisation inserted here)
dition to which the vehicle (s) will be requisitioned.
to soltanto come è stato prescritto da (.....*).*

Signed: "Regional Officer designated to sign on behalf of ACC/AMG"
Firma: "Ufficiale Regionale incaricato di firmare per ACC/AMG"

Declassified E.O. 12356 Section 3.3/NND No. 785015

102

1st Ind. CMP/em

HEADQUARTERS, ALLIED COMMISSION, ESTABLISHMENT SECTION, APO 394, U.S. ARMY, 20 November 1945

File

TO: Regional Commissioner, Venezia Region.

1. Your basic letter has been referred to this Establishment Section for reply.

2. The views of Rome Headquarters, A.C. are that we cannot legally adopt the 36 hour week suggestion.

3. The Deputy Director Labor S/C, reveals that all civilians are required to work 48 hours per week, as all their indemnities, insurance etc. are worked out on that basis.

4. A copy of Admin. Memo, N.A.B A.F.H.Q. 2 November 1945 is attached for your information.

encl. 1

C.M. PARKIN
Colonel, Infantry
Acting Vice President.

3017

G. VENEZIE REGION
Doc. No 5295 D
Date Rec'd 22 NOV 1946

Declassified E.O. 12356 Section 3.3/NND No. 785015

20 Nov. 1945

1026

Wilcox:

Re talk with Mr Hooks, Deputy Regional Labor S/C reveals that all civilians at regional to work 44 hours per week as all other civilians employed are worked out on a 48 hr. per wk. basis. He implied that negros could probably do what they liked as their wages "pleasing agency". Does not however could not legally adopt the suggestion of a 36 hr wk.

E. J. Borland
Asst Regional Dir

Declassified E.O. 12356 Section 3.3/NND No. 785015

DRAFT FOR APPROVAL

1. With reference to the attached file, this Office is in no position to know the Italian Governments' policy as regards "orario unico" in Northern Italy, nor to what extent the Governments' rulings are applicable to that territory.

2. Any action taken by the Regional Commissioner, Venezia Region, as regards employees of A.M.G., in shortening the working day, would undoubtedly not only set a precedent for the Italian civil authorities in this Region, but would have repercussions throughout the country.

3. There is no A.F. HQ. regulation which forbids a 6 hours working day for civilians employed by the Allied Forces, but employees could only be paid 3/4 of the maximum salary for their occupational class.

4. It would appear that paragraph 3 of the Regional Commissioner's letter is the operative one, and that any decision should be backed by Labour Sub Commission and the Italian Government.

Declassified E.O. 12356 Section 3.3/NND No. 785015

1020 11/13/45

To Hq Comdt AC

Please draft a reply
for my signature

C. W. Park
Col.

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION

ESTABLISHEMENT SECTION

File Date 10 2 45

FROM	TO
	Deputy Chief of Staff
→	Staff Officer
	Executive Officer (A) ←
	Executive Officer (B)
	G-1 (A)
	G-1 (B)
	G-4 (A)
	G-4 (B)
	Headquarters Commandant
	Adjutant

FOR:

Draft of reply for signature of
Please see/telephone me about this
Investigation and report
Answer
Signature
Approval/Disapproval
Your Information and return
Your File

3014

Declassified E.O. 12356 Section 3.3/NND No. 785015

Establishment Section ✓ 1025

This seems to be one for you rather than
CA Sec. The hours worked will obviously
affect the numbers of employees required and
the wages to be paid to them
Will you please deal with this

CAS
13 NOV. 1941

3013

Declassified E.O. 12356 Section 3.3/NND No. 785015

DRAFT

Ref:

Cost HC

Dear Sir,

This Commission does not make as you know
of individuals subject to epurati
with ~~the inevitability~~ possibilities in of epuration pro
Concern Apart to whom the attache
The Concern Apart as one
the last year and a half and has bec
for Allied Supplies and this Counci
suggestion ~~for~~ to suspend ~~ion of~~ all the principal
simultaneously ~~with the failure of~~ an attempt
~~successful efforts~~ to ~~the~~ place the
It was an instruction issued b

2146

Declassified E.O. 12356 Section 3.3/NND No. 785015

DCK/gem

EST SEC
20 NOV 1945
File
101

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 49) 17 November 1945

CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY & SARDINIA

Paragraph 4d(1), AFHQ Administrative Memorandum Number 34, 1945, is rescinded and the following substituted therefor:

"(1) All labor will be paid at or below the minimum rate of pay laid down in Appendices "A", "B", "C", "D", "E", "F", and "G" until trade-tested. Such trade-testing may be effected on engagement. After being trade-tested employees may receive a rate of pay commensurate with their skill and ability below or within the limits set out in Appendices "A", "B", "C", "D", "E", "F", and "G", due regard being given to the local prevailing rate for similar work in industry.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

DISTRIBUTION:
C

3012

Declassified E.O. 12356 Section 3.3/NND No. 785015

42 2

File

HEADQUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB-COMMISSION

13128/F

16 November 1945

102

SUBJECT: Reclassification - Miss Laura Ciardullo

TO : G-1 Section (Civilian Personnel)

1. Reference your Civ.Pers. Form 5 of 12 Nov. 1945 with regard to the above reclassification and your Ref./G-1/Civ.Pers./1105 of 14 November 1945.

2. Your attention is drawn to the fact that application for this reclassification was submitted to your office on 20 October, and that if reclassification is to date from 1 December 1945, this employee will not receive financial benefit until nearly two months after reclassification was requested, which appears to be unjustifiable.

3. This Sub-Commission would appreciate information as to the standard basis for deciding upon the effective date of a reclassification, and reason for non-compliance with the request contained in this Sub-Commission letter 13128/F of 9 November 1945 that this reclassification be made effective 1 November 1945.

4. An early reply is requested.

(Signed) B. E. L. TIMMONS
Lt. Col.

Deputy Director
Finance Sub-Commission.

Copy to: Establishment Section. ✓

3010

RHA/el

4421

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS
4 SEP 1945

Ent. Rec
Fwd

C 16575
SEP 031737B

F/6384
SEP 040915B
PRIORITY

AFHQ

AFLRS INFO PBS MAIN. PBS SOUTH. 5 ARMY. ABC. RAAC. DMTS CINC MSD. ALCOM. CINC RAF MED/ME. AAFSC AAFSC/MTO. HQ NO 1 DIST. HQ NO 2 DIST HQ NO 3 DIST. HQ 13 CORPS

UNCLASSIFIED

At special meeting of Labour and CCS Control Committee to be held at 1000 hrs 5 September 1945 in ROME request consideration be given to and recommendation for the forces in this theater be developed in regard to policy of Secretary of War stated in following War Dept cable:

"Subject: hours of work for civilian employees.

The Secretary of War in orders now (now?) dated 27 August 1945 in accordance with the desires of the President adopted a 5 day 40 hour work week effective 9 September 1945 for all activities in the zone of interior with the provisions that: when such a work week proves a serious detriment to essential operations additional hours may be scheduled for the 6th and 7th days until 14 October 1945 without requesting approval of the Commanding General of the appropriate force. Approvals of temporarily additional hours as a regular schedule beyond 14 October 1945 as well as the numbers and amount of OT worked will be reported by the forces to the Director of Civilian Personnel and Training Office of the Secretary of War .

3009

The commanding generals of the forces were urged to keep approvals at an absolute minimum and to encourage the use of skeleton staffs instead of complete staffs as a means of reducing the numbers of those

3811

Declassified E.O. 12356 Section 3.3/NND No. 785015

who may required to be employed in excess of 40 hrs per week.

The 40 hrs of regular scheduled work will wherever possible be confined to the period of Monday to Friday inclusive. No work schedules for the basic 40 hours week will, therefore, be established which provide for a shorter work day than 8 hours so as to extend the 40 hours into the 6th day.

The reduction in hours will not be considered as justification for any increase in total civilian strength in any force or for Dept group.

Finally the foregoing will not operate to change the tours of duty of on - call employees established in accordance with applicable regulations. Request this office be advised by cable immediately if it will not be possible for your command to conform to this policy;"

Recommendation of committee should be cabled to AFHQ at earliest.

Dist.

Info-Action - Labor SC
Info - Chief Comm'ssioner
Econ Sec 2
Est Sec
G 1 Civ Pers (Itl) 3008
File 2
Float

3811

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS
ALLIED COMMISSION
ESTABLISHMENT SECTION
APO 394

94

FILE : 42/EST 6 September 1945.

SUBJECT : Payment of Italian Civilian Employees.

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

1. The Hq. Commandant attended the meeting of the Allied Force Local Resources Wages Board, Italy, which was held in Rome, as per your order. His report is attached herewith.

2. In order that the Italian Civilians can continue to take home the same amount of money the Establishment Section Meeting recommends as follows:

a. The H.Q. be opened every day and all day, except on Sunday.

b. Every-body works every morning.

c. The afternoons off each week be staggered for Military personnel and Civilians other than Italian. Posters to be kept or supervised by Sections.

C. M. PARKIN
Colonel, Infantry.,
Acting Vice President.

CMP/dr

3007

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION

OFFICE OF THE HEADQUARTERS COMMANDANT

APO 394

93

RHR/ejb

6 September 45

HQC/9/1

SUBJECT: Payment of Italian Civilian Employees.

TO : Vice President, Establishments Section.

1. I refer to my letter, reference as above, dated 31 August 1945, and have to report that in accordance with your instructions, yesterday I attended a meeting of the Allied Force Local Resources Wages Board, ITALY, which was held in ROME. This question was raised and it was ruled that Italian civilian employees of the Allied Forces in ITALY are required, whether paid monthly, weekly, or daily, to work eight (8) hours per day for six days per week.

2. Consequently, no payment of wages can be made to Italian civilian employees of this Headquarters if they are granted a holiday each Wednesday and Saturday afternoon.

R H Robertson Colonel

R. H. ROBERTSON
Hq. Commandant.

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R E S T R I C T E D

HEADQUARTERS
ALLIED COMMISSION
ESTABLISHMENT SECTION
APO 394

25 August 1945

SUBJECT: Report of Injury or Death

TO : Vice President, Establishment Section, Hq Allied Commission

Reference this headquarters letter Civ Pers/234 dated 14 December 1944.

1. Provisions of the above-mentioned letter are intended to protect the governments of the United States and the United Kingdom from any claims arising out of the death or injury of any Italian civilians employed by Allied Military Government and the Allied Commission.

2. It has been found, however, that some Regions, etc., now inactivated have been lax in the carrying out of these provisions, with the result that claims are being made to Claims and Hirings and to the U. S. Claims Service.

3. In order that there may be no recurrence of this situation and in order that headquarters files may be complete, it is directed that all Sections, Sub-Commissions, Regions and Zones make a report not later than 10 September 1945 of all such cases that have occurred. Reports will contain name of employee, and stete whether killed or injured, also set forth the date the incident occurred. In every case where a copy of the certificate of injury was not furnished to this headquarters, a true copy of that certificate will be made and will accompany the report.

4. Care must be taken to assure that this report is complete. Inquiries will therefore be made of all subordinate units (divisions, provinces, camps, etc.).

5. Negative reports are required.

BY COMMAND OF REAR ADMIRAL STONE:

C.300.5 SKIN
Col, Inf
Actg Vice President

R E S T R I C T E D

Declassified E.O. 12356 Section 3.3/NND No. 785015

R E S T R I C T E D

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ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER 38) 2 August 1945

CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES, FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

Paragraph 6, AFHQ Administrative Memorandum Number 37, 1945, is rescinded and the following substituted therefor;

"6. Appendix "D" is amended by the insertion of the following;

++Musicians	Hourly	-	for engagements not exceeding 4 hours 75 - 150 lire per hour
	Daily	-	for engagements exceeding 4 hours 350 _700 lire per day
	Weekly	-	1800 - 3000 lire per week

++The above rates are inclusive of all bonuses and allowances "

BY COMMAND OF FIELD MARSHAL ALEXANDER;

/s/ C. W. Christenberry
/t/ C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

REPRODUCED BY G-1 SECT. CIV. PERS. HQ. ALLIED COMMISSION
APO 394, 7 Aug. 1945

N. P. T.

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DISTRIBUTION
"D"

R E S T R I C T E D

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ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 37) 31 July 1945

CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES, FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

AFHQ Administrative Memorandum Number 34, 1945, is amended as follows;

1. Paragraphs 1a and 1b are rescinded.

2. Paragraphs 6b and d are rescinded and the following substituted therefor;

"6. b. The following provisions are generally applicable throughout Italy, Sicily and Sardinia at the discretion of District, Base Section or equivalent commanders for the territory under their control.

(1) Italian Civilians directly employed by the Allied Forces may be paid, in addition to the amounts established in paragraph 4 above, all or part of a cost-of-living bonus as set forth in Appendix "H" hereto.

(2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of eight (8) hours work if paid on a daily basis; 26 days work if paid on a monthly basis; or 30 days work in the case of Hotel, Mess and Club employees. The cost-of-living bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for overtime pay and female differential.

(3) In the case of an employee who does not work a full pay period the proportion of the bonus which may be paid

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under their control.

(1) Italian Civilians directly employed by the Allied Forces may be paid, in addition to the amounts established in paragraph 4 above, all or part of a cost-of-living bonus as set forth in Appendix "F" hereto.

(2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of eight (8) hours work if paid on a daily basis; 26 days work if paid on a monthly basis; or 30 days work in the case of Hotel, Mess and Club employees. The cost-of-living bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for overtime pay and female differential.

(3) In the case of an employee who does not work a full pay period the proportion of the bonus which may be paid to correspond with the proportion of basic wages, excluding overtime, earned during that period."

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3. The provisions of AFHQ Administrative Memorandum Number 25, 1945, are made applicable to the whole of Italy, Sicily and Sardinia.

4. Appendix "A" is amended by the deletion of; "Band Leader
3000 Minimum 5500 Maximum."

5. Appendix "F" is amended by the deletion of;

"Band Leader 55 lire (per hour plus 20% total cost of band)"

"Band Member 55 lire (per hour)"

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6. Appendix "D" is amended by the insertion of the following;

+++Musicians	Hourly -	for engagement not exceeding 4 hours 75 - 150 lire per hour
	Daily -	for engagement not exceeding 4 hours 350 - 700 lire per day
	Weekly -	1800 - 3000 lire per week

++The above notes are inclusive of all bonuses and allowances."

7. Appendix "E" is amended by the addition of the details contained in paragraph 6 above, including footnote.

8. The amendments contained in paragraphs 4,5,6, and 7 above are retroactive to 1 July 1945.

BY COMMAND OF FIELD MARSHAL ALEXANDER;

/s/ C. W. CHRISTENBERRY
/t/ C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

REPRODUCED BY G-1 SECT, CIV. PERS. HQ. ALLIED COMMISSION
APO 394, 7 Aug. 1945.

N. P. I.

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for

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

16 July 1945

89

Ref Civ Pers/896

Subject. Civilian Employment

To . All Concerned.

1. Attention of all employing sections of this Headquarters is invited to AFHQ Administrative Memorandum No. 34 of 29 June 1945.

2. Wage rates and cost of Living Bonus scales as contained in this headquarters G-1 Section Civilian Personnel Memorandum Nos 6,7,8, and 9, as will prevail in so far as they relate to civilians employed within the boundaries of Rome Province.

N. P. THEODORE
1st Lt. AGD.
Ass't G-1(A).

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R E S T R I C T E D

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER 34) 29 June 1945

CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

The following AFHQ Administrative Memoranda are rescinded and the instructions below substituted therefor;

Section	Number	Year
All	47	1944
ALL	62	1944
ALL	64	1944
II	2	1945
II	3	1945
II	5	1945
II	9	1945
II	15	1945
II	17	1945
All	18	1945
I	24	1945

1. Definitions - For the purpose of this memorandum the following definitions apply;

a. Northern Italy is that part of Italy to the North of the Northern Boundaries of Ravenna, Firenze, Pistoia and Lucca Provinces and North and West of the Northern and Western Boundaries of Apuania Province.

b. Southern Italy is that part of Italy to the South of the Northern Boundaries of Ravenna, Firenze, Pistoia and Lucca Provinces and South and East of the Northern and Western Boundaries of Apuania Province.

2. Application of the Regulations - These regulations apply to the direct employment of civilian labor and will be observed by all branches of the Allied Forces. These regulations are not applicable to a civilian organization such as a railroad, public utility,

Declassified E.O. 12356 Section 3.3/NND No. 780015

ALL	62	1944	II	17	1945
ALL	64	1944	All	18	1945
II	2	1945	I	24	1945
II	3	1945			
II	5	1945			

1. Definitions - For the purpose of this memorandum the following definitions apply;

a. Northern Italy is that part of Italy to the North of the Northern Boundaries of Ravenna, Firenze, Pistoia and Lucca Provinces and North and West of the Northern and Western Boundaries of Apuania Province.

b. Southern Italy is that part of Italy to the South of the Northern Boundaries of Ravenna, Firenze, Pistoia and Lucca Provinces and South and East of the Northern and Western Boundaries of Apuania Province.

2. Application of the Regulations - These regulations apply to the direct employment of civilian labor and will be observed by all brsnches of the Allied Forces. These regulations are not applicable to a civilian organization such as a railroad, public utility, etc., which may be taken over by the Allied Forces.

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3. Recruitment

a. British Installations and Units - Applications for employees will normally be made to the nearest D.A.D.L. (Civil) or Pioneer Corps Civil Labor Unit "CLU". Should this not be possible applications will be made to the nearest Civil Affairs Officer, AMG.

b. American Installations and Units - Applications for employees will be cleared through the nearest Base Section Headquarters or such other Labor Office as may be established in any particular locality from time to time. Wherever possible, all applications should be routed through the AMG/AC Labor Offices.

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AFHQ ADM MEMO No. 34 (cont'd)

4. Rates of Pay

a. Allied Forces Basic Wage Scale - Employees throughout Italy, Sicily and Sardinia will be paid a basic wage below or within the rates set forth in the schedules attached as Appendices "A", "B" "C", "D", "E", "F", and "G", which shall be designated the "Allied Forces Basic Wage Scale" and become effective from the date of issue of this memorandum.

b. Monthly Rates of Pay - For the purpose of calculating payment for periods of less than one month, monthly rates of pay are related to an average of 26 working days per month at 8 hours per day; 30 days per month at 12 hours per day in case of Hotel, mess and club employees.

c. Procedure in respect of New Grades - Provisional rates for grades not listed may be established by appropriate Labor Officers in conjunction with AC/AMG. They will confirm in writing to AFLRS and notify the Chairman of the Local Sub-Committee of Labor and Wages Control Committee (AFLR (Italian) Board) concerned the classification and provisional rate of pay fixed. Application will then be made through normal channels to the Allied Force Local Resources (Italian) Board for approval.

d. Pay on Engagement - Italy, Sicily and Sardinia.

(1) All labor will be engaged at or below the minimum rate of pay laid down in Appendices "A", "B", "C", "D", "E", "F" and "G" and will be paid at this rate for at least seven (7) days. During this period they will be trade tested and thereafter receive a a rate of pay commensurate with their skill and ability below or within the limits set out in Appendices "A", "B", "D", "E", "F", and "G", due regard being given to the local prevailing rates for similar work in industry.

(2) All labor which has been employed previously by the Allied Forces may, at the discretion of the employing service, be reengaged at the same rate of pay on production of a certificate from the previous employing unit stating reasons for discharge and the latest rate of pay in issue.

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application and provisional rate of pay fixed. Application will then be made through normal channels to the Allied Force Local Resources (Italian) Board for approval.

d. Pay on Engagement - Italy, Sicily and Sardinia.

(1) All labor will be engaged at or below the minimum rate of pay laid down in Appendices "A", "B", "C", "D", "E", "F" and "G" and will be paid at this rate for at least seven (7) days. During this period they will be trade tested and thereafter receive a rate of pay commensurate with their skill and ability below or within the limits set out in Appendices "A", "B", "D", "E", "F", and "G", due regard being given to the local prevailing rates for similar work in industry.

(2) All labor which has been employed previously by the Allied Forces may, at the discretion of the employing service, be reengaged at the same rate of pay on production of a certificate from the previous employing unit stating reasons for discharge and the latest rate of pay in issue.

e. Pay for Night Shifts - The daily basic rate of all persons employed on night shift may be increased by 10 lire. This applies only to workers engaged on a night shift, and not to those working through the day shift into the night. Overtime for such workers will be paid at one and one half times the increased base rate.

f. Differential between Male and Female Employees - The scale and rates of pay for female employees will be 15% less than the comparable rates and scales for male employees except where separate female classifications are listed.

5. Hours of Work and Overtime

a. Hours of Work per day -All employees will be expected to work a minimum of eight (8) hours per day or forty-eight (48) hours per week, exclusive of meal times or time required to travel to and from the place of employment.

b. Days of Work per Week- They will normally be expected to work a minimum of six (6) consecutive days per week.

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AFHQ Adm Memo No. 34 (cont'd)

c. Overtime - Overtime may be paid at the rate of time-and-one-half for all completed hours worked over forty-eight (48) in any normal pay week and for those whose employment commenced or terminated within any normal pay week for each completed hour in excess of an average of eight (8) hours per day. Excepted from these conditions are those employees specifically designated in the Appendices as being ineligible for overtime pay. Overtime rates may also be paid in any locality for the seventh consecutive day of working, whether Sunday or a week-day. Overtime should be discouraged in the interests of efficiency and the employment of surplus labor.

6. Cost-of-Living Bonus

a. AFHQ Administrative Memorandum Number 62, 1944, as amended by AFHQ Administrative Memorandum Number 18, 1945, is superseded by the following, effective with the commencement of the first pay period subsequent to the date of issue of this memorandum.

b. The following provisions are applicable to Southern Italy, Sicily and Sardinia only, at the discretion of District, Base Section or equivalent commanders for the territory under their control.

(1) Italian civilians directly employed by the Allied Forces may be paid, in addition to the amounts established in paragraph 4 above, all or part of a cost-of-living bonus as set forth in Appendix "H" hereto.

(2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of eight (8) hours work if paid on a daily basis; 26 days work if paid on a monthly basis; or 30 days work in the case of Hotel, Mess and Club employees. The cost-of-living bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for overtime pay and female differential.

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(3) In the case of an employee who does not work a full pay period, the proportion of the bonus which may be paid is to correspond with the proportion of basic wages, excluding overtime

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Italy, Sicily and Sardinia only, at the discretion of District, Base Section or equivalent commanders for the territory under their control.

(1) Italian civilians directly employed by the Allied Forces may be paid, in addition to the amounts established in paragraph 4 above, all or part of a cost-of-living bonus as set forth in Appendix "H" hereto.

(2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of eight (8) hours work if paid on a daily basis; 26 days work if paid on a monthly basis; or 30 days work in the case of Hotel, Mess and Club employees. The cost-of-living bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for overtime pay and female differential.

2998

(3) In the case of an employee who does not work a full pay period, the proportion of the bonus which may be paid is to correspond with the proportion of basic wages, excluding overtime, earned during that period.

c. In Northern Italy no bonus is authorized for payment with the exception of that authorized;

(1) Under sub-paragraph d below;

(2) By Local Sub-Committees established in accordance with AFHQ Administrative Memorandum Number 25, 1945, and subsequent amendments, application of which is hereby extended to Northern Italy, with the proviso that for Northern Italy the powers of Local Sub-Committees as defined in paragraph 6, AFHQ Administrative Memorandum Number 25, 1945, shall be limited to granting so much as may be necessary of a cost-of-living bonus as set forth in Appendix "H" hereto.

d. Essential key personnel who have been previously employed in Southern Italy, Sicily and/or Sardinia, and who have been trained for a specific job may continue to receive their present rates of pay, including bonuses.

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AFHQ Adm Memo No 34 (cont'd)

7. Advances - No advances of pay or bonuses will be made in any circumstances.

8. Leave

a. Annual Leave with Pay - Leave with pay at the rate of one half (½) day per month may be accumulated by employees in clerical and administrative grades only who have served the Armed Forces satisfactorily for six (6) months or more with the same Employing Service, to accrue from date of employment. Annual leave with pay will be granted to employees whose service has been satisfactory, and if the exigencies of the service permit. Annual leave with pay is not a basic right and cannot be allowed except in the above circumstances. No extra expense to the military unit or installation for the employment of a substitute will be allowed. In no circumstances will pay in lieu of leave be given.

b. Leave without Pay - Leave without pay may be granted for any period, in circumstances approved by the Commanding Officer of the Military unit or establishment.

c. Public Holidays - Public holidays will not be recognized by any military unit or establishment and there will be no extra pay for work performed on feast days or holidays.

9. Feeding of Employees - There will be no feeding of civilian employees except under rules and regulations prescribed by AFHQ.

10. Clothing and accommodation - Clothing and accommodation will not be provided to civilian employees except under regulations promulgated by AFHQ.

11. Enticement - No unit will be permitted to engage a worker previously employed by an Allied agency unless he has been released by the former employing unit.

12. Allowances

a. Civilian employees when traveling on duty involving absence from the normal place of duty and home may, in the absence of Service accommodation, and rations, be paid subsistence allowance at the following rates for each full day's absence of 24 hours;

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of the Military unit or establishment.

c. Public Holidays - Public holidays will not be recognized by any military unit or establishment and there will be no extra pay for work performed on feast days or holidays.

9. Feeding of Employees - There will be no feeding of civilian employees except under rules and regulations prescribed by AFHQ.

10. Clothing and Accommodation - Clothing and accommodation will not be provided to civilian employees except under regulations promulgated by AFHQ.

11. Enticement - No unit will be permitted to engage a worker previously employed by an Allied agency unless he has been released by the former employing unit.

12. Allowances

a. Civilian employees when traveling on duty involving absence from the normal place of duty and home may, in the absence of Service accommodation, and rations, be paid subsistence allowance at the following rates for each full day's absence of 24 hours;

Monthly Basic Wage	Daily Subsistence Allowance
9,600 lire and more	250 lire
6,000 lire to 9,5999 lire	225 lire
4,500 lire to 5,999 lire	175 lire
3,500 lire to 4,499 lire	150 lire
less than 3,500 lire	125 lire

Daily Basic Wage	Daily Subsistence Allowance
370 lire and more	250 lire
231 lire to 369 lire	225 lire
170 lire to 230 lire	175 lire
135 lire to 169 lire	150 lire
less than 135 lire	125 lire

R E S T R I C T E D

Declassified E.O. 12356 Section 3.3/NND No. 785015

APPENDIX "A" to AFHQ Adm Memo No. 3

CLERICAL AND ADMINISTRATIVE GRADES (ITALY)

GRADE	LIRE PER MONTH Min.	Max.
Accountant	2200	5400
Assistant Purchasing Agent	3000	6300
Band Leader	3000	5500
Bookkeeper	2200	5000
Cashier Chief	2500	4400
Cashier	2200	3600
Cinema Manager	2200	3900
Office Clerk	2200	3600
Draughtsman	2200	5000
Draughtsmen Chief	2500	5400
+Executive (business analysis, exporters, etc)	5000	11000
Interpreter General, male or female	2200	3900
Interpreter Technical	2600	4900
Junior Admin. Assistant, clerk supervisor	2200	5400
+Professional worker (Electrical engineer, doctor, lawyer, dentist and construction, civil or mechanical engineer)	4000	11000
+Senior Administrative Assistant, sub-professional worker	3600	6800
Shop Superintendent	3000	5800
Shorthand Monitor	4500	6000
Supervisor of Labor	9000	10000
Deputy Supervisor of Labor	7500	8500
Assistant Deputy Supervisor of Labor	5500	6800
Teacher, language, whole-time	2600	4900
Telephone operator, English-Speaking, male or female	2200	3600
Telephone operator, non-English speaking, male or female	2000	2500

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Declassified E.O. 12356 Section 3.3/NND No. 11901

Office Clerk	2200	5000
Draughtsman	2500	5400
Draughtsman Chief		
+Executive (business analysis, exporters, etc)	5000	11000
Interpreter General, male or female	2200	3900
Interpreter Technical	2600	4900
Junior Admin. Assistant, clerk supervisor	2200	5400
+Professional worker (Electrical engineer, doctor, lawyer, dentist and construction, civil or mechanical engineer)	4000	11000
+Senior Administrative Assistant, sub-professional worker	3600	6800
Shop Superintendent	3000	5600
Shorthand Monitor	4500	6000
Supervisor of Labor	9000	10000
Deputy Supervisor of Labor	7500	8500
Assistant Deputy Supervisor of Labor	5500	6800
Teacher, language, whole-time	2600	4900
Telephone operator, English-Speaking, male or female	2200	3600
Telephone operator, non-English speaking, male or female	2000	2500
Typist, male or female	2000	3600
Typist, shorthand, English speaking, male or female	2100	3900
Warehouse Superintendent	2500	5000
Wireless Operator (Sender & Receiver)	3000	5400

+Overtime is not payable in these grades.

NOTES

1. ROME PROVINCE; For Rome Province 10% should be added to the above Basic Rates of Pay, calculated to the nearest five (5) lire.

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Declassified E.O. 12356 Section 3.3/NND No. 785015

AFHQ Adm Memo No. 34 (cont'd)

(1) For absences of more than ten but less than 24 hours which involve the procurement of meals only, an allowance of one fifth of the daily allowance rate above may be paid for each meal at the discretion of the Commanding Officer.

(2) For absences involving procurement of sleeping accommodation by the traveler at his own expense, two fifths of the daily allowance rate above may be paid for this item in addition to any allowance payable under paragraph (1) above.

b. No allowances are payable under paragraph (1) above if rations are provided in kind, or under paragraph (2) if quarters are provided.

13. Contractors' Employees - Contractors' Employees should be paid at the local prevailing wage rates, such rates to be ascertained from;

a. Ufficio del Lavoro
b. Camara del Lavoro
c. Unione Industriale
d. Local Sub-Committee, as authorized in AFHQ Administrative Memorandum Number 25, 1945.

BY COMMAND OF FIELD MARSHAL ALEXANDER;

/s/ C. W. Christenberry
/t/ C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

8 Inclosures;
Appendices "A", "B", "C", "D", "E", "F", "G", and "H"

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G-1 Section Civ Pers, 5 July 1945

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c. Unions Industriels

d. Local Sub -Committees, as authorized in AFHQ Administrative Memorandum Number 25, 1945.

BY COMMAND OF FIELD MARSHAL ALEXANDER;

/s/ C. W. Christenberry
/t/ C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

8 Inclosures;
Appendices "A", "B", "C", "D", "E", "F", "G", and "H"

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G-1 Section Civ Pers, 5 July 1945

N. E. T.

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APPENDIX "B" to AFHQ Adm Memo No. 34

MESS AND CLUB GRADES (ITALY)

GRADE	LIRE PER MONTH Min.	Max.
Assistant Cook	2500	2800
Assistant Manager	3000	5000
Assistant Waiter	2500	2800
Barmen	3500	4500
Cashier	2500	3600
Cook Head	2900	5500
Cook	2700	4000
Dish Washer	2500	2800
Handyman	2500	2800
Housekeeper (female)	2400	3400
Laundry Hand (male)	2700	3500
Linenkeeper, Linen Hand (female)	2100	3400
Manager	3900	6500
Orderly (British Mess)	2500	3000
Waiter, Head	3000	5000
Waiter	2700	3700
Waitress	2200	3100
Juveniles (male & female under 18 yrs) all grades		1500

NOTES 1. All rates subject to a deduction of 30 lire per day where meals are provided.

2996

2. The standard working day for Hotel, Mess & Club employees is 12 hours, and no overtime will normally be paid unless a legal collective contract, existing before 1 September 1942, can be produced and verified by AC/A.G. This only applies to the Hotels which are taken over and where the management is responsible for the entire administration and supply of labor, and not the Hotels,

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Housekeeper (female)	2400	3400
Laundry Hand (male)	2700	3500
Linenkeeper, Linen Hand (female)	2100	3400
Manager	3900	6500
Orderly (British Mess)	2500	3000
Waiter, Head	3000	5000
Waiter	2700	3700
Waitress	2200	3100
Juveniles (male & female under 18 yrs) all grades		1500

NOTES 1. All rates subject to a deduction of 30 lire per day where meals are provided.

2996

2. The standard working day for Hotel, Mess & Club employees is 12 hours, and no overtime will normally be paid unless a legal collective contract, existing before 1 September 1942, can be produced and verified by AC/A.G. This only applies to the Hotels which are taken over and where the management is responsible for the entire administration and supply of labor, and not the Hotels, Messes and Clubs which are requisitioned and direct labor employed by the Armed Forces.

3. The rates for Messes and Clubs will apply to the whole of Italy, and no increase is therefore payable in respect of Rome Province.

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APPENDIX "C" to AFHQ Adm Memo

HOTEL GRADES (ITALY)

GRADE	LIRE PER MONTH Min.	Max.
Barman	3500	4500
Bell Boy (18 years of age & over)	2500	2800
Bell Boy (under 18 years of age)	-	1500
Bookkeeper	2000	4000
Boilerman, Hotel	2400	3150
Carpenter, Hotel	2400	3150
Cashier, Chief	2500	4400
Chambermaid	2100	3000
Chef or Head Cook	2900	7000
Chef, Second	2900	6000
Cook	2700	4400
Cook, assistant	2500	2800
Dish Washer	2500	2800
Electrician, Hotel	2550	3600
Elevator Operator	2500	2800
Hall Porter	3000	5900
Handyman	2500	3300
Housekeeper (female)	2400	3400
Laundryhand (male)	2700	3500
Laundryhand (female) or Ironing Women	2100	2900
Linen Keeper, Linen Hand (female)	2100	3400
Manager	3900	7400
Manager, Assistant, Head Receptionist or Personnel Controller	3500	5900
Mason, Hotel	2400	3300
Painter, Hotel	2550	3150
Plumber, Hotel	2400	3150
Porter	2500	3300
Pot & Utensil Washer	2500	3000
Stillroom Hand	2500	3000

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Chef, Second	2900	6000
Cook	2700	4400
Cook, assistant	2500	2800
Dish Washer	2500	2800
Electrician, Hotel	2550	3600
Elevator Operator	2500	2800
Hall Porter	3000	5900
Handyman	2500	3300
Housekeeper (female)	2400	3400
Laundryhand (male)	2700	3500
Laundryhand (female) or Ironing Women	2100	2900
Linen Keeper, Linen Hand (female)	2100	3400
Manager	3900	7400
Manager, Assistant, Head Receptionist or Personnel Controller	3500	5900
Mason, Hotel	2400	3300
Painter, Hotel	2550	3150
Plumber, Hotel	2400	3150
Porter	2500	3300
Pot & Utensil Washer	2500	3000
Stillroom Hand	2500	3000
Storeman, Pantryman	2500	3600
Telephone Operator (English-speaking) (male or female)	2100	3600
Telephone Operator (non English speaking) (male or female)	1650	2500
Waiter, Head	3400	6500
Waiter, Second Head	3400	5500
Waiter, Assistant	2500	2800
Waiter	2700	4400
Waitress	2200	3100
Watchman, Hotel	2700	3900
Juveniles (Male & Female under 18 years of age) all grades		1500

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APPENDIX "D" to AFHQ Adm Memo No. 34

CLASSIFIED ARTISAN, SKILLED AND UNSKILLED GRADES (ITALY)

Foreman or Ganger; (Artisan and Silled labor) 20% per day more than the basic rate in issue to the highest paid man under his supervision

Foreman or Ganger; (Unskilled Labor) 20% per day more than the basic rate paid to unskilled labor.

Chief Foremen ; (Artisan and Skilled labor supervising three (3) or more foremen or Gangers) 4000-6000 lire per month.

Chief Foremen ; (Unskilled Labor supervising three (3) or more foremen or Gangers) 3000-5400 lire per month.

GRADE	LIRE PER DAY Min.	Max.
Ammunition Mechanic	90	135
Anti-Malarial Laborer	-	90
Apprentices, all grades	40	90
Artisan's Mate (helper)	85	105
Armature Winder	100	165
Armourer	100	145
Asphalt Layer	90	120
Baker	90	120
Baler, clothing & soft goods	85	105
Barber	85	115
Battery Worker	90	135
Blacksmith	90	125
Boilermaker	90	125
Boilerman	90	120
Bookbinder	105	125
Bookbinder's Assistant	85	100
Brakeman	90	120
Bricklayer	90	120
Butcher	85	110
Caretaker (cemetery)	90	130

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	Min.	Max.
Ammunition Mechanic	90	135
Anti-Malarial Laborer	-	90
Apprentices, all grades	40	90
Artisan's Mate (helper)	85	105
Armature Winder	100	165
Armourer	100	145
Asphalt Layer	90	120
Baker	90	120
Baler, clothing & soft goods	85	105
Barber	85	115
Battery Worker	90	135
Blacksmith	90	125
Boilermaker	90	125
Boilerman	90	120
Bookbinder	105	125
Bookbinder's Assistant	85	100
Brakeman	90	120
Bricklayer	90	120
Butcher	85	110
Caretaker (cemetery)	90	130
Carpenter	90	120
Caulker	90	120
Charcoal Maker	90	120
Chauffeur & Mechanic	90	125
Chauffeur or Driver	85	105
Cheinmen	90	115
Checker	85	95
Checker, railway goods yard	90	115
Closers (Boot repairing), male or femele	85	100
Clothing Classifier	65	85
Coachbuilder	90	120
Cobbler	90	125
Compositor	105	125
Compositer's Assistant	90	100
Compositor Chief	120	135
Concreter	85	120

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APPENDIX "C" to AFHQ Administrative No. 34 (cont'd).

NOTES

1. All rates subject to a deduction of 30 lire per day where meals are provided.

2. The standard working day for hotel, mess and Club employees is 12 hours and no overtime will normally be paid unless a legal collective contract existing before 1 September 1942 can be produced and verified by AC/S G. This only applies to Hotels which are taken over and where the management is responsible for the entire administration and supply of labor, and not to Hotels, messes and Clubs which are requisitioned and direct labor employed by the Armed Forces.

3. The rates for Hotel Grades will apply to the whole of Italy and no increase is therefore payable in respect of Rome Province.

4. These rates represent reasonable rates which should be used as the basis of remuneration in all classes of Hotels. The scales for the various grades are sufficiently wide to allow for differentiation between different classes of Hotels without any deduction. Should the grading of hotels in any particular area be necessary for special local reasons it should be arranged at the discretion of the local Area Commander within the limits of remuneration laid down.

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It is and no increase is therefore payable in respect of Rome Province.

4. These rates represent reasonable rates which should be used as the basis of remuneration in all classes of Hotels. The scales for the various grades are sufficiently wide to allow for differentiation between different classes of Hotels without any deduction. Should the grading of hotels in any particular area be necessary for special local reasons it should be arranged at the discretion of the local Area Commander within the limits of remuneration laid down.

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GRADE	LIRE PER DAY Min.	Max.
Cooper	90	150
Coppersmith	90	135
Coremaker (foundry)	90	120
Cutters	85	125
Dental Mechanic	100	125
Drier, r/c and Preparer	85	105
Driver, Truck	95	115
Driver, Crane or Winch Driver, Mechanical Plant Driver, M.R. Electric Driver, Steam Roller of IC stationary)	100	130
Driver Mechanic, Truck	95	125
Driver, Truck and Trailer	100	130
Driver, Engine Loco	100	130
Electricians	95	135
Electro-Plater	90	135
Elevator Repairer Mechanic	95	135
Employees, Clothing, Boot and Shoe Manufacturing Plants		
+ Cutter, Machine	100	135
+ Machine Operator, male or female	85	105
+ Cutter, Pattern	150	195
+ Cutter, Assistant	85	95
+ Embroiderer, male or female	90	115
+ Boot Machinist	90	120
+ Boot Machine Operator Mechanic r	100	125
Exhumer of Bodies	-	95
Farrier	90	115
Farrier with own anvil	110	135
Fire-Fighter	85	95
Fireman, Oil Fuel, Coal or Steam Loco	90	120
Fitter or Mechanic, Aero, Radial or Diesel	110	145
Fitter or Mechanic, Automobile or Mt	100	135

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Driver, Truck and Trailer	100	130
Driver, Engine Loco	95	135
Electricians	90	135
Electro-Plater	95	135
Elevator Repairer Mechanic		

Employees, Clothing, Boot and Shoe Manufacturing Plants

+ Cutter, Machine	100	135
+ Machine Operator, male or female	85	105
+ Cutter, Pattern	150	195
+ Cutter, Assistant	85	95
+ Embroiderer, male or female	90	115
+ Boot Machinist	90	120
+ Boot Machine Operator Mechanic	100	125
Exhumer of Bodies	-	95
Farrier	90	115
Farrier with own anvil	110	135
Fire-Fighter	85	95
Fireman, Oil Fuel, Coal or Steam Loco	90	120
Fitter or Mechanic, Aero, Radial or Diesel	110	145
Fitter or Mechanic, Automobile or Mt	100	135
Foundryman	85	115
Gardener	85	95
Gear Cutting Specialist	-	165
Glazier	85	115
Greaser	85	105
Grinder, Precision	100	135
Grooms or Stablemen	85	95
Gunfitter	90	135
Hammerman or Striker	90	105
Inspector, Precision Work	140	175
Joiner	95	125

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APPENDIX "D" to AFHQ Adm Memo No. 34 (cont'd)

GRADE	LIRE PER DAY Min.	Max.
Laboratory & Dispensary Assistant	100	125
Lifesaver	85	105
Lighthouse Keeper	85	100
Lineman	100	135
Linetype Operator	100	145
Lithe Engraver	130	165
Lithographer	100	145
Lithographer's Assistant	90	105
Locksmith	90	135
Lumber Workers		
Choker Setter	85	115
Dogger	90	115
Edgerman	90	125
Feller	90	115
Log Turner	85	105
Lumber Handler	85	95
Machine Minder	85	105
Machine Minder's Assistant	70	90
Machinist	90	135
Markers & Sorters, male or female	75	100
Masons	90	125
Mechanics, sewing machine) Mechanics, typewriter) Mechanics, wireless)	100	135
Mechanics, Marine Engr (RN)	-	135
Mechanic's Assistant	90	105
Messenger (English-speaking (under 18 years of age))	-	65
Messenger (English-speaking) 18 years of age and over)	70	90
Milling Hand (Flour Mill)	90	105
Motion Picture Operator	90	135
Motor Launch Driver Mechanic (Venice)	120	150
Moulders	90	135

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Edgerman	90	125
Faller	90	115
Log Turner	85	105
Lumber Handler	85	95
Machine Minder	85	105
Machine Minder's Assistant	70	90
Machinist	90	135
Markers & Sorters, male or female	75	100
Masons	90	125
Mechanics, sewing machine) Mechanics, typewriter) Mechanics, wireless)	100	135
Mechanics, Marine Engr (RN)	-	135
Mechanic's Assistant	90	105
Messenger (English-speaking (under 18 years of age))	-	65
Messenger (English-speaking) 18 years of age and over)	70	90
Milling Hand (Flour Mill)	90	105
Motion Picture Operator	90	135
Motor Launch Driver Mechanic (Venice)	120	150
Moulders	90	135
Nurses, (Hospital)	90	115
Occupational Therapist	90	115
Packer	85	95
Painter, Vernisher Signwriter	95	120
Paper Cutter Operator	105	125
Parquet Layer	90	115
Pattern Maker	90	125
Pavement Layer	90	115
Permanent Way Inspector	85	110
Pier Supervisor	105	140
Plasterer	95	120
Platelayer (Railroads)	85	105
Plater (Printing)	100	125
Plumber	90	120
Pointsman (Railroads)	85	95
Police Officer, male or female	85	120

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GRADE	LIRE PER DAY Min.	Max.
Postal Sorter, male or female	75	120
Presser Hand	85	110
Pressers, Machine (Hoffman Steam Press)	90	125
Printer	100	135
Process Engravers	130	165
Photo Developer, Single or Machine	100	120
Printing Machine Minder	90	135
Printing Machine Mate	85	105
Quarryman	90	115
Recordak Operator	90	110
Repairer, Watch & Precision Instruments	120	165
Rigger	95	120
Rivet Heater	85	105
Riveter	95	120
Riveter Holder-up	85	105
Road Supervisor	90	125
Road Worker	85	95
Saddler	85	115
Saw Repairer & Sharpener	90	115
Sawyer	90	115
Sewing Hand, Male or female	60	85
Sheet Metal Worker	100	135
Shoemaker (Special Boot & Surgical Work)	100	135
Shunter or Brakesman	85	105
Slater	85	105
Smelterer (Ore Smelting)	90	120
Stakcer, Forege, expert	85	100
Stevedore	90	110
Stevedore, coaling ore	100	120
Stevedore Head	100	125
Stereotyper	100	145
Stone, hand cutter	95	120
Stonemen or Stonewomen	85	100

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Rivetter Holder-up	90	125
Road Supervisor	85	95
Road Worker	85	115
Saddler	90	115
Saw Repairer & Sharpener	90	115
Sawyer	60	85
Sewing Hand, Male or female	100	135
Sheet Metal Worker	100	135
Shoemaker (Special Boot & Surgical Work)	85	105
Shunter or Brakesman	85	105
Slater	90	120
Smelterer (Ore Smelting)	85	100
Stakeer, Forage, expert	90	110
Stevedore	100	120
Stevedore, coaling ore	100	125
Stevedore Head	100	145
Stereotyper	95	120
Stone, hand cutter	85	100
Storeman or Storewoman		
Tailor (with own machine)	105	125
Tailor (without own machine)	85	105
Tent Maker (with own machine)	105	125
Tent Maker (without own machine)	85	105
Tent Mender	85	105
Tile Layer	90	115
Time-Keeper	90	135
Tinsmith	90	120
Toolmaker	90	125
Track Walker, Railroad	85	105
Trimmer, Coal	85	105
Turner	90	135
Truck Master	110	135
Truck Master's Assistant	100	125
Tire Treader	90	135

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GRADE	LIRE PER DAY Min.	Max.
Upholsterer	90	120
Vulcanizer	90	L20
Warehouseman or Storekeeper	90	135
Washer, Hand, male or female	85	95
Washer, Machine, male or female	85	105
Watchman	70	90
Welder	95	135
Wheelwright	90	115
≠ Unskilled Labor (Male, 18 years of age & above) -		85
(Female, 18 years of age & above)		72
(Male or female, below 18 years of age) -		45

≠ Laborers on main drains 10 lire per day extra while actually employed on drains

+ These grades are restricted to plants engaged in fabricating new articles, or their component parts in repair for the Allied Forces and working under their direct control.

NOTES

1. ROME PROVINCE. For Rome Province 10 lire should be added to the above Basic Rates of Pay.

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Watchman	95	135
Welder	90	115
Wheelwright		
≠ Unskilled Labor (Male, 18 years of age & above)	-	85
(Female, 18 years of age & above)		72
(Male or female, below 18 years of age)	-	45

≠ Laborers on main drains 10 lire per day extra while actually employed on drains

+ These grades are restricted to plants engaged in fabricating new articles, or their component parts in repair for the Allied Forces and working under their direct control.

NOTES

1. ROME PROVINCE. For Rome Province 10 lire should be added to the above Basic Rates of Pay.

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Appendix "A" to Allied Commission Circular No. 34

ALL GRADES (SICILY)

GRADES	LIRE PER DAY Min.	Max.
CLERICAL & ADMINISTRATIVE		
Accountant, certified	150	185
Accountant	120	150
Adviser, agriculture	170	200
Adviser, financial (English-speaking Economist)	170	200
Adviser, legal, grad, lawyer (English-speaking)	200	255
Adviser, legal, grad, lawyer	130	150
Adviser, property control (English-speaking)	180	210
Adviser, transportation	200	285
Censor, Civil		
Chief re-examiner	140	195
Re-examiner	100	125
Clerk, male	80	110
Clerk, female	70	100
Economic Research Assistant	170	250
Interpreter, oral	90	125
Interpreter, translating	100	125
Manager, office executive (English-speaking)	135	170
Manager, personnel supervisory (English-speaking)	135	170
Manager, refrigeration plant	170	190
Office boys	35	55
Operators, telephone	90	110
Operators, telephone (English speaking)	120	140
Overseer, departmental, Class I	155	190
Overseer, departmental, Class II	140	160
Purchasing Agent, fruit & vegetables	230	290
Secretary, executive (English-speaking)	130	165
Secretary, executive	100	130

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Clerk, female	70	100
Economic Research Assistant	170	250
Interpreter, oral	90	125
Interpreter, translating	100	125
Manager, office executive (English-speaking)	135	170
Manager, personnel supervisory (English-speaking)	135	170
Manager, refrigeration plant	170	190
Office boys	35	55
Operators, telephone	90	110
Operators, telephone (English speaking)	120	140
Overseer, departmental, Class I	155	190
Overseer, departmental, Class II	140	160
Purchasing Agent, fruit & vegetables	230	290
Secretary, executive (English-speaking)	130	165
Secretary, executive	100	130
Superintendent, garage	140	175
Superintendent, warehouse	160	190
Stenographer	100	110
Teacher, language	175	200
Telephone, consultant, technical (English-speaking)	160	200
Timekeepers, male	80	110
Timekeepers, female	70	100
Typists, male	80	105
Typists, female	70	90
Writer	120	145

CLASSIFIED LABOR

Ammunition Expert	90	110
Appraiser, chief	130	140

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APPENDIX "E" to AFHQ to Adm Memo No. 34

MARINE GRADES (ITALY)

GRADE	LIRE PER DAY Min.	Max.
+ Diver	110	125
++ Linesmen (Navy)	85	95
Pumpmen (Navy)	85	95
Rope Splicer	90	115
Sailmaker	95	125
Salvage Hand	85	105
Salvage Hand (Master)	100	125
Security Patrol Officer or Deputy Harbormaster	-	165
Shipwright	105	135

SEA-GOING RATES (SCHOONERS)

Master	-	250
1st Officer	-	200
2nd Officer	-	180
3rd Officer	-	170
Chief Engineer	-	250
1st Engineer	-	200
2nd Engineer	-	180
3rd Engineer	-	170
Bosun	-	150
Cook or steward	-	140
Seaman	-	130

HARBOR CRAFT RATES - TUGBOATS, "Z" CRAFT, ETC

Master	-	180
Mate	-	140
Engineer	-	140
Cook or steward	-	120
Seaman	-	120
Stoker or Fireman	-	125

BARGES & LIGHTERS

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Master	-	200
1st Officer	-	180
2nd Officer	-	170
3rd Officer	-	250
Chief Engineer	-	200
1st Engineer	-	180
2nd Engineer	-	170
3rd Engineer	-	150
Bosun	-	140
Cook or steward	-	130
Seamen	-	

HARBOR CRAFT RATES - TUGBOATS, "S" CRAFT, ETC

Master	-	180
Mate	-	140
Engineer	-	140
Cook or steward	-	120
Seamen	-	120
Stoker or Fireman	-	125

BARGES & LIGHTERS

Bargeman and Lighterman	85	105
Master Bargeman and Master Lighterman	100	120

+ Plus 35 lire per hour under water.
++ 5 lire per hour extra while tending diver.

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APPENDIX „F" to AFHQ Adm Memo No. 34 (cont'd)

GRADE	LIRE PER DAY Min.	Max.
Engineer, locomotive diesel	105	150
Engineer, steam, stationary	95	125
Engineer, mechanical	140	170
Exporter, English-speaking (buyer & shipper export goods)	17[illegible]	285
Farrier	80	105
Fireman	80	115
Fireman, oil fuel	80	105
Fire Fighter	85	95
Fitter-Automotive (motor mechanic)	90	125
Fitter driver (chauffeur-mechanic)	90	125
Foundryman	80	105
Furnaceman	80	125
Glazier	80	105
Greaser, refrigerating	80	115
Greaser, others	80	105
Grinder, precision	80	105
Hairdresser	80	105
Hammerman	80	105
Hammerman (steam-operated hammer)	90	130
Inspector, citrus fruit	115	170
Joiner, wood	80	115
Keeper, storeroom or warehouse	80	100
Laboratory Assistant	70	90
Laborer, semi-skilled	75	85
Lime Burner	90	115
Lithographer	90	135
Lithographer, assistant	80	100
Locator, Expeditor - C.E.M.		175
	95	120

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Glazier	80	105
Greaser, refrigerating	80	115
Greaser, others	80	105
Grinder, precision	80	105
Hairdresser	80	105
Hammerman	80	105
Hammerman (steam-operated hammer)	90	130
Inspector, citrus fruit	115	170
Joiner, wood	80	115
Keeper, storeroom or warehouse	80	100
Laboratory Assistant	70	90
Laborer, semi-skilled	75	85
Lime Burner	90	115
Lithographer	90	135
Lithographer, assistant	80	100
Locator, Expeditor - C.E.M.		175
Locksmith	95	120
Loftsman	90	125
Machine tender	80	115
Machinist, lathe operator	100	125
Machinist, milling machine operator	100	125
Machinist, plane operator	100	110
Machinist, tool room	100	135
Machinist, bench work	100	125
Maker, cabinet	80	115
Maker, mattress	80	105
Maker, pattern	105	150
Maker, template	80	125
Malaria Control expert	200	250
Mason	80	105
Mechanic, automotive, motor	90	125
Mechanic, diesel	**80**	**125**
Mechanic, instrument repairer	100	135

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APPENDIX "F" to AFHQ Adm Memo No. 34 (cont'd)

GRADE	LIRE PER DAY Min.	Max.
Skilled repairer of hospital clothing and textiles, females	55	80
Slater	80	115
Smelterer	80	105
Sock and woolen repairer, female	50	70
Steamfitter	85	125
Stoker and fireman	80	105
Storekeeper, tool room	80	110
Superviser, road	80	115
Tailor, cutter, male	75	85
Tailor, cutter, female	65	75
Tailor, own machine	80	90
Tailor, without machine	70	80
Tailoress, own machine	70	80
Tailoress, without machine	50	70
Tallyman	115	145
Tent mender	80	105
Textile refitter	80	105
Tinsmith	80	105
Toolsmith	80	115
Vulcanizer	80	115
Welder, gas & electric	90	125
Wood turner	80	110
UNCLASSIFIED LABOR		
Boys (under 18 years of age)		40
Unskilled laborers, male	60	75
Unskilled laborers, female	-	50
Unskilled laborers, (heavy) female	-	60
Watchman day	55(overtime at 10	

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Tailor, without machine	70	80
Tailoress, own machine	70	80
Tailoress, without machine	50	70
Tallyman	115	145
Tent mender	80	105
Textile refitter	80	105
Tinsmith	80	105
Toolsmith	80	115
Vulcanizer	80	115
Welder, gas & electric	90	125
Wood turner	80	110

UNCLASSIFIED LABOR

Boys (under 18 years of age)		40
Unskilled laborers, male	60	75
Unskilled laborers, female	-	50
Unskilled laborers, (heavy) female	-	60
Watchman day	55	(overtime at 10 lire per hour)
Watchman night	60	(overtime at 12 lire per hour)

FOREMAN

Ganger of unskilled labor (not less than 12 laborers)	85
Foreman of unskilled labor	95
Foreman of classified labor 20 lire above the maximum of the particular classification, provided not less than 12 laborers under charge.	

MARINE LABOR (Classified)

Boathand	75	85
Boathand, chief	85	95
Chipper-caulker	80	125
Coxswain	80	110

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APPENDIX "F" to AFHQ Adm Memo No. 34 (cont'd)

GRADE	LIRE PER DAY Min.	Max.
Mechanic, Locomotive bench work	80	125
Mechanic, searchlight	135	155
Mechanic, sewing machine	80	100
Mechanic, typewriter	80	110
Mechanic, typewriter, assistant	65	80
Mechanic, wireless	100	135
Medical Practitioner	30 per hour	40 per hour
Molder	100 per day	135 per day
Nursing Orderly	80	105
Operator, crane	80	125
Operator, crane, electrical	80	125
Operator, crane, steam	80	125
Operator, linotype	105	135
Operator, pump	80	110
Operator, radio	95	120
Operator, radio (with rations)	70	95
Operator, radio apprentice	65	85
Operator, radio apprentice (with rations)	40	60
Operator, saw	80	105
Operator, tire	90	125
Operator, winch	80	105
Painter, polisher	80	105
Physiotherapist	115	140
Plasterer	80	105
Plumber	85	115
Porter, cold storage meat	75	85
Printer	100	135
Projectionist, motion picture	110	135
Projectionist, motion picture assistant	80	100

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Operator, crane	80	125
Operator, crane, electrical	80	125
Operator, crane, steam	80	125
Operator, linotype	105	135
Operator, pump	80	110
Operator, radio	95	120
Operator, radio (with rations)	70	95
Operator, radio apprentice	65	85
Operator, radio apprentice (with rations)	40	60
Operator, saw	80	105
Operator, tire	90	125
Operator, winch	80	105
Painter, polisher	80	105
Physiotherapist	115	140
Plasterer	80	105
Plumber	85	115
Porter, cold storage meat	75	85
Printer	100	135
Projectionist, motion picture	110	135
Projectionist, motion picture assistant	80	100
Quarryman - stone cutters	70	85
Radiographer	140	175
Rat catcher		90
Reinforcing iron worker	90	115
Repairer, gasket	80	105
Repairer, shoe	80	115
Research analyst	90	110
Rivet heater	70	95
Riveter	80	105
Riveter, bucker-up	60	70
Saddler	80	115
Saleswoman	60	90
Saw Setter	90	125
Sawyer	80	105
Scraper	65	75
Sheet Metal Worker	90	120
Signwriter	85	110
Skilled remaker of woolen clothing	70	80

Declassified E.O. 12356 Section 3.3/NND No. 785015

GRADE	LIRE PER DAY Min.	Max.
Maid	35	55
Orderly, medical & mess (monthly)	880	1760
Orderly, other (monthly)	440	880
Steward - clubs & messes	65	110
Waiter	60	75
Waitress	40	60

HOTEL EMPLOYEES

FOLLOWING IS BASIC RATE FOR SECOND CATEGORY HOTEL
FOR IST CATEGORY HOTEL ADD 10%
FOR 3RD CATEGORY HOTEL DEDUCT 10%

Director	5700 monthly	6840 monthly
Assistant Director	5130 "	5700 "
Secretary	15.15per hour	15.15 per hour
Assistant Secretary	11.00 " "	12.10 " "
Desk Clerk	11.00 " "	12.10 " "
Head Porter	11.00 " "	12.10 " "
Assistant Head Porter	9.65 " "	11.00 " "
Porter	6.90 " "	6.90 " "
Operating Engineer	9.65 " "	12.10 " "
Upholsterer	9.65 " "	12.10 " "
Maid	6.90 " "	6.90 " "
Assistant Maid	5.50 " "	5.50 " "
Elevator Operator, 18 years of age and above	6.90 " "	6.90 " "
Elevator Operator, under 18 years of age	5.50 " "	5.50 " "
Bell-boy	5.50 " "	5.50 " "
Linen-Keeper	7.70 " "	7.70 " "
Assistant linen-keeper	6.60 " "	6.60 " "

LAUNDRY EMPLOYEES (CLASSIFIED)

Drier and preparer, male & female (under 18 years of age)

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Declassified E.O. 12356 Section 3.3/NND No. 785015

Assistant Director	5130 " "	5700 " "
Secretary	15.15 per hour	15.15 per hour
Assistant Secretary	11.00 " "	12.10 " "
Desk Clerk	11.00 " "	12.10 " "
Head Porter	11.00 " "	12.10 " "
Assistant Head Porter	9.65 " "	11.00 " "
Porter	6.90 " "	6.90 " "
Operating Engineer	9.65 " "	12.10 " "
Upholsterer	9.65 " "	12.10 " "
Maid	6.90 " "	6.90 " "
Assistant Maid	5.50 " "	5.50 " "
Elevator Operator, 18 years of age and above	6.90 " "	6.90 " "
Elevator Operator, under 18 years of age	5.50 " "	5.50 " "
Bell-boy	5.50 " "	5.50 " "
Linen-Keeper	7.70 " "	7.70 " "
Assistant linen-keeper	6.60 " "	6.60 " "

LAUNDRY EMPLOYEES (CLASSIFIED)

Drier and preparer, male & female (under 18 years of age)	15 per day	30 Per day
Drier and Preparer, male (18 yrs of age & under)	75	95
Drier & preparer, female (18 yrs of age & above)	55	75
Ironer, hand, male & female (under 18 yrs of age)	15	30
Ironer, hand, male (18 yrs of age & above)	75	95
Ironer, hand, female (18 yrs of age & above)	55	75
Ironer, machine, male & female (under 18 yrs)	15	30
Ironer, Machine, male (18 yrs of age & above)	75	95
Ironer, machine female (18 yrs of a e & above)	55	75
Ironer, chief, male		100
Ironer, chief, female		85
Sorter, (Class II)		90
Sorter, (Class I)		100
Washer, hand, female		45
Washer, machine, male	75	100
Washer, machine, female	55	65

NOTE; Concerning Hotel Employees, including those classified as domestic but working in hotels, all work in excess of the normal eight-hour day will be paid at the regular hourly rate. The basic rule of time and one-half is not applicable.

2989

Declassified E.O. 12356 Section 3.3/NND No. 789015

GRADE	LIRE PER DAY Min.	Max.
Diver (plus additional hourly rate of 35 lire when under water)		110
Draughtsman (leadsman)	100	120
Driller, ships' plates	80	115
Lesdingman	140	160
Master (superintendant)	185	225
Master (salvage hand)	85	110
Mechanic, ship geer	80	120
Pilot (rate to be fixed at discretion of employing service)		
Quarterman (asst-Supt)	155	190
Quartermaster	130	160
Rigger	90	130
Riveter, ship	80	115
Sailmaker	80	115
Salvage Hand	70	90
Shipfitter	90	135
Shipwright	90	135
SEAGOING RATES (SCHOONERS)		
Master and chief Engineer		250
1st Officer and 1st Engineer		200
2nd Officer and 2nd Engineer		180
3rd Officer and 3rd Engineer		170
Bo'sun		150
Cook or Steward		140
Seaman		130
HARBOR CRAFT RATES - TUGBOATS, "Z" CRAFT ETC.		
Master		180
Mate		140
Engineer		140
Cook or Steward		120
Seaman		120
Stoker or Fireman		

Declassified E.O. 12356 Section 3.3/NND No. 11806

Sailmaker	80	115
Salvage Hand	70	90
Shipfitter	90	135
Shipwright	90	135

SEAGOING RATES (SCHOONERS)

Master and chief Engineer	250
1st Officer and 1st Engineer	200
2nd Officer and 2nd Engineer	180
3rd Officer and 3rd Engineer	170
Bo'sun	150
Cook or Steward	140
Seaman	130

HARBOR CRAFT RATES - TUGBOATS, "Z" CRAFT ETC.

Master	180
Mate	140
Engineer	140
Cook or Steward	120
Seaman	120
Stoker or Fireman	125

BARGES & LIGHTERS

Bargeman	85	105
Master Bargeman	100	120

DOMESTIC EMPLOYEES (CLASSIFIED)
MESS & HOSPITALS

Caretaker Guard (Monthly)		2640
Chef	75	110
Cleaner, officers' quarters, male	65	80
Cleaner, officers' quarters, female	50	70
Cook	75	100
Dish Washer	35	55
Gardener (10 hour day)	55	65

Declassified E.O. 12356 Section 3.3/NND No. 785015

APPENDIX "H" to AFHQ Adm Memo No. 34

COST OF LIVING BONUS AUTHORIZED BY PARAGRAPH 6

1. Bonus for Italian Civilian Employees other than those covered by paragraph 2 of this Appendix.

a. Daily Wage Group

(1) Adult Group

Basic Wage	+Maximum Permissible bonus per day
Up to and including 120 lire per day	75 lire
From 121 to 125 lire	72 lire
From 126 to 130 lire	70 lire
From 131 to 135 lire	67 lire
From 136 to 165 lire	65 lire
From 166 to 170 lire	62 lire
From 171 to 175 lire	60 lire
From 176 to 180 lire	57 lire
From 181 lire and above	55 lire

(2) Juveniles may be paid a cost-of-living bonus up to 29 lires per day.

Note: Abatement at the rate of 4 lire per day will be made from the maximum permissible bonus under (a) and (b) in respect of each day on which full rations i.e. all meals are provided to the employing service.

b. Monthly Wage Group

(1) Adult Group

Basic Wage	+ Maximum Permissible Bonus per month
Up to and including 3000 per month	1950 lire
from 3001 to 3100 lire	1920 lire
From 3101 to 3200 lire	1870 lire

2987

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

From 176 to 180 lire	57 lire
From 181 lire and above	55 lire

(2) Juveniles may be paid a cost-of-living bonus up to 29 lires per day.

Note: Abatement at the rate of 4 lire per day will be made from the maximum permissible bonus under (a) and (b) in respect of each day on which full rations i.e. all meals are provided to the employing service.

b. Monthly Wage Group

(1) Adult Group

Basic Wage	+ Maximum Permissible Bonus per month
Up to and including 3000 per month	1950 lire
from 3001 to 3100 lire	1920 lire
From 3101 to 3200 lire	1870 lire
From 3201 to 3300 lire	1820 lire
From 3301 to 3400 lire	1770 lire
From 3401 to 3500 lire	1720 lire
From 3501 to 5000 lire	1690 lire
From 5001 to 5100 lire	1620 lire
From 5101 to 5200 lire	1570 lire
From 5201 to 5300 lire	1520 lire
From 5301 to 5400 lire	1470 lire
From 5401 lire and above	1430 lire

2987

(2) Juveniles may be paid a cost-of-living bonus up to 754 lire per month.

Note: Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus under (a) and (b) when full rations i.e. all Meals are provided to the employee by the employing service.

Declassified E.O. 12356 Section 3.3/NND No. 11006

APPENDIX "G" to AFHQ Adm Memo No. 34

SKILLED & UNSKILLED GRADES (SARDINIA)

Classification	Hourly Rate lire	Daily Rate (8 hours) lire
Skilled Workers	9.90	79.00
Semi-skilled workers	9.58	76.60
Unskilled workers	7.33	58.60
Female workers	4.98	39.80
Apprentices	5.68	45.40

PROFESSIONAL & OFFICE GRADES (SARDINIA)

	Monthly Lire
College or Undergraduate with degrees	4,000
High School Graduate	2,400
Others	1,250

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

APPENDIX "H" to AFHQ Adm Memo No. 34 (cont'd)

2. Bohus for Italian Civilians Employed in Allied Hotels, Clubs and Messes and other Employees whose wages are paid partly in kind.

a. Adult Group

	+Maximum Permissible Bonus per month
Up to and including 3600 lire per month	1325 lire
From 3601 to 3700 lire	1275 lire
From 3701 to 3800 lire	1225 lire
From 3801 to 4900 lire	1175 lire
From 4901 to 5000 lire	1125 lire
From 5001 to 5100 lire	1075 lire
From 5101 to 5200 lire	1025 lire
From 5201 and above	955 lire

b. Juveniles may be paid a cost-of-living bonus up to 130 lire per month.

+ These maxima are liable to modification by the action of local Sub-Committees established in accordance with AFHQ Administrative Memorandum Number 25, 1945.

Declassified E.O. 12356 Section 3.3/NND No. 789015

From 5101 to 5200 lire 955 lire
From 5201 and above

b. Juveniles may be paid a cost-of-living bonus up to 130 lire per month.

+ These maxima are liable to modification by the action of local Sub-Committees established in accordance with AFHQ Administrative Memorandum Number 25, 1945.

2986

Declassified E.O. 12356 Section 3.3/NND No. 78015

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
NUMBER 9)

22 June 1945

Revised Basic Rates of Pay for Hotel Mess and Club Employees.

1. Reference paragraph 3 (e) and appendix's "B" and "C" AFHQ Administrative Memorandum Number 47 dated 16 November 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, the undermentioned Basic Rates of Pay are authorized for Hotel, Mess and Club Employees of the Allied Armed Forces employed within the Boundaries of Rome Province.

3. These rates supersede those for Hotel, and Mess and Club Employees as set forth in above mentioned Memorandum.

RATES OF PAY FOR HOTEL EMPLOYEES OF THE ALLIED FORCESS EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE. EFFECTIVE 1 JUNE 1945.
MONTHLY RATES

GRADES	Scale of Pay Min.	Max.
Manager	4500	8000
Asst. Manager, Head Receptionist or personnel controller.	3500	6500
Chief Cashier	3000	5500
Book-Keeper	2500	4500
Hall Porter	3000	6500
Porter	2500	2985
Hotel Watchman	2700	3900
Telephone Operator (Male or Female) (English Speaking)	2100	3600

Declassified E.O. 12356 Section 3.3/NND No. 760015

RATES OF PAY FOR HOTEL EMPLOYEES OF THE ALLIED FORCESS EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE. EFFECTIVE 1 JUNE 1945.

MONTHLY RATES

GRADES	Scale of Pay Min.	Max.
Manager	4500	6000
Asst. Manager, Head Receptionist or personnel controller.	3500	6500
Chief Cashier	3000	5500
Book-Keeper	2500	4500
Mail Porter	3000	6500
Porter	2500	2985
Hotel Watchman	2700	3900
Telephone Operator (Male or Female) (English Speaking)	2100	3600
Telephone Operator (Male or Female) (non English Speaking)	2000	2500
Elevator Operator	2500	2800
Bell Boy	2500	2800
Bell Boy (under 18 yrs of age)	-	1650
Handyman	2500	3300
Head Waiter	3400	6500
Waiter	2700	4400
Waitress	2200	3100
Asst. Waiter	2500	2800
Barman	3500	4500
Head Cook or chef	2900	8000
Cook	2700	5000
Asst. Cook	2500	3500
Pot and Utensil Washer	2500	3300
Dishwasher	2500	3000
Storeman, Pantryman	2500	4500
Still Room Hand	2500	3500
Housekeeper (Female)	2400	4600
Linen Keeper, Linen Hand (Female)	2100	3600

(1) cont'

Declassified E.O. 12356 Section 3.3/NND No. 789015

GRADES	Scale of Pay Min.	Max.
Chambermaid	2100	3000
Laundry Hand (Male)	2700	4000
Laundry Hand (female or Ironing Woman	2100	2900
Hotel Plumber	2400	4000
Hotel Electrician	2550	4500
Hotel Painter	2550	4000
Hotel Boilerman	2400	4000
Hotel Carpenter	2400	4000
Hotel Mason	2400	4000
Juveniles (male or female) (under 18 yrs all grades)		1650

NOTES;

1. Deduction for Food. Wage rates will be reduced by thirty lire per day so long as rations are being issued. Such reductions will be recorded on payroll forms.
2. Female Rates. Where female rates are not specified fifteen (15) per cent will be deducted from the male rate in the same classification.
3. Overtime and additional Pay. The standard working day for Hotel, Mess and Club employees will be regarded as one of 12 hrs duration, and overtime or additional pay is not authized unless a legal collective contract, existing prior to 1st September 1942, can be produced by the Management and is verified by A.M.G./AC. In any event payment of overtime or additional pay will only be made in Hotel, in which the civilian management is responsible for the entire administration and engagement of labour. Overtime will in no case be

Declassified E.O. 12356 Section 3.3/NND No. 780016

by thirty-five p.c. day so long as rations are being issued. Such reductions will be recorded on payroll forms.

2. Female Rates. Where female rates are not specified fifteen (15) per cent will be deducted from the male rate in the same classification.

3. Overtime and additional Pay. The standard working day for Hotel, Mess and Club employees will be regarded as one of 12 hrs duration. and overtime or additional pay is not authized unless a legal collective contract, existing prior to 1st September 1942, can be produced by the Management and is verified by A.M.G./AC. In any event payment of overtime or additional pay will only be made in Hotel, in which the civilian management is responsible for the entire administration and engagement of labour. Overtime will in no case be paid to Hotel, Mess or Club Employees directly employed by the Allied Armed Forces.

4. These rates of pay are applicable and may be granted at the discretion of the Allied Military Manager with the concurrence of the Civilian Hotel Managers to the following listed classified "de Luxe" hotels;

Ambassador Hotel	Grand Hotel
Bernini Hotel	Excelsior Hotel

For all other hotels taken over by the Allied Forces as going concerns the above rates of pay less a deductionof ten (10) per cent may be applied.

Declassified E.O. 12356 Section 3.3/NND No. 789015

Ref. Civ Pers Memo 9 22 June 1945.

SALARY SCHEDULE FOR MESS AND CLUB EMPLOYEES OF THE ALLIED ARMED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE.
MONTHLY RATES

GRADES	Scale of pay Min	Max.
Asst. Cook	2500	3500
Asst. Manager	3000	5600
Asst. waiter	2500	2800
Barman	3500	4500
Cashier	2500	4200
Cook	2700	4800
Dishwasher	2500	3000
Handyman	2500	3000
Head Cook	2900	6000
Head Waiter	3000	5000
Housekeeper (female)	2400	4000
Laundry hand (male)	2700	3800
Linen keeper, Linen hand (female)	2100	3600
Manager	3900	7000
Orderly, British Mess	2500	3000
Waiter	2700	3700
Waitress	2000	3100
Juvenile (male & female) (under 18 yrs of age all grades	-	1650

NOTES;

2983

1. Wage rates will be reduced by 30 lire per day so long as rations are being issued. Such reductions will be recorded on payroll forms.
2. Overtime rates are not permissible for employees in Messes and Clubs.

Declassified E.O. 12356 Section 3.3/NND No. 780016

Barber	2500	4200
Cook	2700	4800
Dishwasher	2500	3000
Handyman	2500	3000
Head Cook	2900	6000
Head Waiter	3000	5000
Housekeeper (female)	2400	4000
Laundry hand (male)	2700	3800
Linen keeper, Linen hand (female)	2100	3600
Manager	3900	7000
Orderly, British Mess	2500	3000
Waiter	2700	3700
Waitress	2000	3100
Juvenile (male & female) (under 18 yrs of age all grades	-	1650

2983

NOTES;

1. Wage rates will be reduced by 30 lire per day so long as rations are being issued. Such reductions will be recorded on payroll forms.
2. Overtime rates are not permissible for employees in Messes and Clubs.
3. Where female rates are not specifie fifteen (15) per cent will be deducted from the male rate in the same classification.

"

N. P. THEODORE,
1st Lt. AGD.,
G-1 American.

DISTRIBUTION.
"C"

Declassified E.O. 12356 Section 3.3/NND No. 78016

Declassified E.O. 12356 Section 3.3/NND No. 785015

Establishment

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
;
NUMBER 8)

22 June 1945

84

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE HOTEL, CLUB AND MESS GRADES.

1. Reference G-1 Section Civilian Personnel, Memorandum Number 2, dated 19 March 1945, and paragraph 2, Appendix "B" AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, the following changes effective 1 June 45 are published for necessary action by employing units of the Allied Commission located within the boundaries of Rome Province.

APPENDIX "B"

COST OF LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTEL, CLUBS AND MESSES WITHIN THE BOUNDARIES OF ROME PROVINCE.

(a) Adult Group

Basic Wage Lire per month	Maximum Permissible Bonus lire per month.
Up to and including 3600 lire	3125 lire
From 3601 to 3700 lire	3075 lire
From 3701 to 3800 lire	3025 lire
From 3801 to 4900 lire	2975 lire
From 4901 to 5000 lire	2925 lire
From 5001 to 5100 lire	2875 lire
From 5101 to 5200 lire	2825 lire
From 5201 lire and above.	2755 lire

2981

(b) Juveniles (Male and Female), under 18 years of age may be paid a cost of living bonus up to 730 lire per month.

N. P. Theodore

N. P. THEODORE,
1st Lt. AGD.,
G-1 American.

DISTRIBUTION
"C"

Establish. Sept. 1945

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

85

MEMORANDUM)
:
NUMBER 7) 26 May 1945

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE MONTHLY WAGE GROUP
(EXCEPT HOTEL, MESS AND CLUB GRADES)

1. Reference par. 2, G-1 Section Civilian Personnel, Memorandum Number 2, dated 19 March 1945, and par. 2, Appendix "A" AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, per authority contained in AFHQ Administrative Memorandum Number 25, dated 18 April 1945, the following changes effective 1 May 1945 are published for necessary action by employing units of the Allied Commission located within the bounderies of Rome Province.

APPENDIX "A"

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE
(MONTHLY WAGE GROUP ONLY)

2. Monthly Wage Group. (Including Chief Foremen - Artisan, Skilled and Unskilled grades).

(a) Adult Group.

Basic Wage lire per month	Maximum permissible bonus. lire per month	
	Male	Female
Up to and including 3000 lire	4550 lire	2600 lire
From 3001 to 3100 lire	4520 lire	2570 lire

2980

Declassified E.O. 12356 Section 3.3/NND No. 789015

ary action by employing units of the Allied Commission located within the boundaries of Rome Province.

APPENDIX "A"

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE
(MONTHLY WAGE GROUP ONLY)

2. Monthly Wage Group. (Including Chief Foremen - Artisan, Skilled and Unskilled grades).

(a) Adult Group.

Basic Wage lire per month	Maximum permissible bonus. lire per month	
	Male	Female
Up to and including 3000 lire	4550 lire	2600 lire
From 3001 to 3100 lire	4520 lire	2570 lire
From 3101 to 3200 lire	4470 lire	2520 lire
From 3201 to 3300 lire	4420 lire	2470 lire
From 3301 to 3400 lire	4370 lire	2420 lire
From 3401 to 3500 lire	4320 lire	2370 lire
From 3501 to 5000 lire	4290 lire	2340 lire
From 5001 to 5100 lire	4220 lire	2270 lire
From 5101 to 5200 lire	4170 lire	2220 lire
From 5201 to 5300 lire	4120 lire	2170 lire
From 5301 to 5400 lire	4070 lire	2120 lire
From 5401 to 10000 lire	4030 lire	2080 lire
10001 lire and above	2730 lire	1755 lire

2980

(b) Juveniles may still only be paid a cost of living bonus up to 754 lire per month.

Note. Abatement at the rate of 104 lire per month will

Declassified E.O. 12356 Section 3.3/NND No. 785015

be made from the maximum permissible bonus under (a) and (b) when full rations, i.e. all meals are provided to the employees by the employing service.

N. W. DRAGNEFF
Lt. Col. AGD.
G-1 American

DISTRIBUTION
"C"

Declassified E.O. 12356 Section 3.3/NND No. 785015



Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

~~RVB/gem~~

ALLIED FORCE HEADQUARTERS
APO 512

AG 012/185 GEG-O 20 May 1945

SUBJECT: Supplying of Information to Italian Tax Officials.

TO : All Concerned.

1. Although the Allied Forces are not liable to Italian taxation, this exemption is not extended to their Italian or other civilian employees who are normally resident in Italy. Similarly, an Italian contractor is liable to taxation under Italian law in respect of profits arising out of any contract entered into with an element of the Allied Forces.

2. Italian tax-assessing officials who make application, may be allowed, as a means of assisting them in the collection of taxes and not more frequently than once in six months, to inspect the Social Insurance Cards kept in accordance with Administrative Memorandum Number 61, this headquarters, 1944, and may be furnished with the names of Italian persons or firms having contracts with the Allied Forces. The minimum value of contracts for which contractors names are furnished will be at the discretion of the military officer concerned.

3. Italian tax-assessing officials will not be furnished with copies of payrolls of civilian employees or given information as to amounts of wages paid, nor will they be supplied with information regarding contracts other than as provided in paragraph 2 above.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

Reproduced by Hq. Allied Commission
G-1 Sect Civ Pers. 26 May 45.

S/ C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD

2979

Declassified E.O. 12356 Section 3.3/NND No. 785015

2. Italian tax-assessing officials who make application, may be allowed, as a means of assisting them in the collection of taxes and not more frequently than once in six months, to inspect the Social Insurance Cards kept in accordance with Administrative Memorandum Number 61, this headquarters, 1944, and may be furnished with the names of Italian persons or firms having contracts with the Allied Forces. The minimum value of contracts for which contractors names are furnished will be at the discretion of the military officer concerned.

3. Italian tax-assessing officials will not be furnished with copies of payrolls of civilian employees or given information as to amounts of wages paid, nor will they be supplied with information regarding contracts other than as provided in paragraph 2 above.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

Reproduced by Hq. Allied Commission
G-1 Sect Civ Pers. 26 May 45.

NWD

S/ C. W. Christenberry 2979
C. W. CHRISTENBERRY
Colonel, AGD.
Adjutant General

Ref Civ Pers/783 1st Ind. NWD/jl

HQ Allied Commission, G-1 Sect Civ Pers., APO 394, 26 May 1945.
TO: See Distribution.

1. For information and compliance, all Sections and Regions of Allied Commission maintaining Social Insurance Reports for locally employed civilians.

2. The attention of tax officials should be drawn to the fact that under the system now in force all employees of the

Declassified E.O. 12356 Section 3.3/NND No. 785015

Allied Forces, except office employees, are issued with supplementary ration cards. These cards, which show the name and address of the employees, are surrendered when food is purchased and should be available to tax assessing officers on application to the offices of S.E.P.R.A.L. (Sezione Provinciale Alimentazione) where they are ultimately collected.

N. W. DRAGNEFF
Lt. Col. AGD.
G-1 American

DISTRIBUTION
"D"

Declassified E.O. 12356 Section 3.3/NND No. 789015



Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

"D"

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
:
NUMBER 6)

15 May 1945

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE DAILY WAGE GROUP

1. Reference par. 1, G-1 Section Civilian Personnel Memorandum Number 2, dated 19 March 1945, and Appendix "A", AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, per authority contained in AFHQ Administrative Memorandum Number 25, dated 18 April 1945, the following changes effective 1 May 1945 are published for necessary action by employing units of the Allied Commission located in Rome and its Province.

APPENDIX "A"

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE (DAILY WAGE GROUP ONLY).

(a) Adult Group

Basic Wage Lire per day	Max.Permissible bonus Male lire per day	Ferale lire per day
Up to and including 120 lire	175	100
From 121 to 125 lire	172	97
From 126 to 130 lire	170	95
From 131 to 135 lire	167	92
From 136 to 165 lire	165	90

2978

Declassified E.O. 12356 Section 3.3/NND No. 785015

in Rome and its Province.

APPENDIX "A"

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE (DAILY WAGE GROUP ONLY).

(a) Adult Group

Basic Wage Lire per day	Max. Permissible bonus Male	Female
	lire per day	
Up to and including 120 lire	175	100
From 121 to 125 lire	172	97
From 126 to 130 lire	170	95
From 131 to 135 lire	167	92
From 136 to 165 lire	165	90
From 166 to 170 lire	162	87
From 171 to 175 lire	160	85
From 176 to 180 lire	157	82
181 and above	155	80

2978

(b) Juveniles, (male and female), under 18 yesrs of age may be paid a cost of living bonus up to 69 lire per day.

NOTE: Abatement at the rate of 4 lire per day will be made from the maximum permissible bonus under (a) and (b) in respect of each day on which full rations, i.e. all meals are provided to the employee by the employing service.

N. W. DRAGNEFF,
Lt. Col. AGD.,
G-1 American

DISTRIBUTION
"C"

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
:
NUMBER 6)

15 May 1945

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE DAILY WAGE GROUP

1. Reference par. 1, G-1 Section Civilian Personnel Memorandum Number 2, dated 19 March 1945, and Appendix "A", AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, per authority contained in AFHQ Administrative Memorandum Number 25, dated 18 April 1945, the following changes effective 1 May 1945 are published for necessary action by employing units of the Allied Commission located in Rome and its Province.

APPENDIX "A"

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE (DAILY WAGE GROUP ONLY).

(a) Adult Group

Basic Wage Lire per day	Max.Permissible bonus Male	Female
	lire per day	
Up to and including 120 lire	175	100
From 121 to 125 lire	172	97
From 126 to 130 lire	170	95
From 131 to 135 lire	167	92
From 136 to 165 lire	165	90
From 166 to 170 lire	162	87

2977

Declassified E.O. 12356 Section 3.3/NND No. 78015

ary action by employing [illegible] of [illegible]
in Rome and its Province.

APPENDIX "A"

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE (DAILY WAGE GROUP ONLY).

(a) Adult Group

Basic Wage Lire per day	Max.Permissible bonus Male	Ferale
	lire per day	
Up to and including 120 lire	175	100
From 121 to 125 lire	172	97
From 126 to 130 lire	170	95
From 131 to 135 lire	167	92
From 136 to 165 lire	165	90
From 166 to 170 lire	162	87
From 171 to 175 lire	160	85
From 176 to 180 lire	157	82
181 and above	155	80

2977

(b) Juveniles, (male and female), under 18 yesrs of age may be paid a cost of living bonus up to 69 lire per day.

NOTE: Abatement at the rate of 4 lire per day will be made from the maximum permissible bonus under (a) and (b) in respect of each day on which full rations, i.e. all meals are provided to the employee by the employing service.

N. W. DRAGNEFF,
Lt. Col. AGD.,
G-1 American

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Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

Ext Fee
Col Parker
6P

LRS/214D
MAY 071900B

E/11
MAY 080930B
PRIORITY

AFLRS ROME AREA ALLIED COMMAND

ACTION, CINC MED AFHQ, COMDR US 8 FLEET, MAAF (A), MAAF (B), 5 ARMY, 5 ARMY (FOR BR INC), 8 ARMY, DMR, ITALY, TN INC CMF, AAF/MTO, HQ 214 GP RAF, PENBASE, PENBASE SOUTH, DISTONE, DISTWO, DISTHREE, RAAC, RA MTOUSA, ADRIATIC BASE COMMAND, ALCOM, UNRRA, MWT, AFHQ, WSA AFHQ, HQ, HQ COMDT AFHQ, G-4 MOV & TN INFO: 15 ARMY GP, AFHQ (FOR CAO, G-1, G-1 (B) G 4 (A), G-4 (B) G-5 Q MAINT, QAE, SEC GEN STAFF? ENG SEC, ENG (B) DEPS, SIG SEC, SIGS (B) S AND T, QM ORD (A) ORD (B), REME LABOUR, CEFI, FISCAL DIRECTOR, FA, CLAIMS AND HIRINGS, DPIC, PWB, ARC, OG MTOUSA, FA RAF.

RESTRICTED

The day following the formal announcement of VE Day may be granted as a holiday with pay to civilian employees at the discretion of employing units. When employees are required to work on this day no extra pay will be given but such employees will be granted a holiday with pay in lieu thereof as soon as convenient.

Dist

Action - G 1 Civil Emp
Info -A/President
Chief Commissioner
Est Sec
Hq Comd
UNRRA
File 2
Float

HEADQUARTERS ARMY
8 MAY 1945
AC

2976

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

Ext. Ltr. Jun

138/21AD
AFH 281220B

D/0984
AFH 2816008
PRIORITY

AFLIS HOME AREA ALLIED COMMAND

ACTION CG MTOUSA, CG 5TH ARMY, HQ 8TH ARMY, PT TORE, DI TWO, DI SPHERE, CG PBS, CG MAAC, HQ ALCOM, DMR ITALY, AAFSC/MTO, 214 GP RAF, HQ ADRIATIC BASE COMMAND, FCMAR, FOTALI, SENAL US NO INFO AFHQ(FOR FHUSA, FMCAO, FMEDS, FMGRS, FMGDS, FMFAD, LABOUR, FISCAL DIRECTOR, MOTH, N.A) NAAF (A), NAAF (B) COMGEN, U.S. 8TH FLEET, GENEVA

RESTRICTED.

Subject is celebration of May 1st by Italian civilians employed by Allied forces. Extra pay to workers employed by Allied forces is not authorised.

AFHQ Administrative Memorandum 47 of 16 November 44 paragraph 50 refers.

FOR INFORMATION ONLY

FILE

ACTION: G-1(Civilian Personnel)
INFO: A/President
Chief Commissioner
Secom Sec
Natch Sec
Labor S/C
Finance S/C
Hq Comlt
UNRRA
File 2
Fleet

2974
HEADQUARTERS
28 APR 1945
C.
A.

RESTRICTED

1413

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION

ESTABLISHMENT SECTION

File Date 20 April

FROM TO

Maj. Cuncliffe ← (1)

Deputy Ex. Commissioner

→ Staff Officer

Executive Officer (A)

Executive Officer (B)

G-1 (A)

G-1 (B)

G-4 (A)

G-4 (B)

Headquarters Commandant

Adjutant

S/Sgt. Day ← (2)

FOR:

Comment
Draft of reply
Inyestigation and report
Answer
Signature
Approval/Disapproval
Your Information ← ✓ to inform employees concerned
Your File
✓ Return, please ←

CIVILIAN PERSONNEL OFFICE
RECEIVED
Date 20.4.47
B. B.
Allied Commission

H. Thornton
Capt, AGD

Declassified E.O. 12356 Section 3.3/NND No. 785015

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

18 April 1945

MEMORANDUM)
:
NUMBER 5)

SOCIAL INSURANCE COVERAGE FOR
ITALIAN CIVILIANS EMPLOYED DIRECTLY
BY ALLIED FORCES

1. Letter Ref./268, Headquarters Allied Commission, G-1 Sect. Civ Pers., dtd 8 January 1945, is amended as follows:

Par. 2 b is rescinded and the following substituted therefor:

"(b) When employment terminates or is interrupted by illness, accident or other compensatory contingency, employees must present themselves with appropriate card to the proper Istituto on the first day absent."

2. Sections are requested to inform employees of the above to insure them from forfieture of any benefits which they may be entitled to receive.

N. W. DRAGNEFF
Lt. Col. AGD.
G-1(A)

2973

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"C"

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RESTRICTED

ALLIED FORCE HEADQUARTERS
APO 512

19

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 24) 17 April 1945

EXTRACT

Condition of Employment and Wage Scales for Civilians Employed By the Allied Forces in Italy, Sicily and Sardinia.....I

* * * * *

I--- CONDITION OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

AFHQ Administrative Memorandum Number 47, 1944 is amended as follows:

1. In Appendix "D":

Delete:	Stevedore, coaling ore	100	115
Add :	Stevedore, coaling ore	100	120
Add :	Postal Sorter (male or female)	75	120
Add :	Fire Fighter	85	95

2. In Appendix "F", (Added by Section II, AFHQ Administrative Memorandum Number 2, 1945.)

Add :	Driver, Steam roller	100	130
Add :	Fire Fighter	85	95
Delete:	Driver, male	70	80
Add :	Driver, mule	70	80

* * * * *

BY COMMAND OF FIELD MARSHAL ALEXANDER:

2971

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

Extracted by Headquarters
Allied Commission, G-1 Sect.
Civ Fers.,APO 394, 21 Apr.45

DISTRIBUTION
"D"

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Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

Ref Civ Pers/622 7 April 1945

Subject. Workmen's Compensation in Italian Territory.

To . See Distribution.

In addition to the completion of required forms as set forth in Ltr. this Headquarters Ref. Civ Pers/234, dtd 14 December 1944, Subject: Workmen's Compensation In Italian Territory, the attached form will be completed and submitted to this Headquarters not later than forty eight hours after accident occurs.

N. W. DRAGHEFF
Lt. Col. AGD.
G-1(A)

1 Incl.
Appendix "A"

DISTRIBUTION
"C"

2970

APPENDIX "A" to Ltr. G-1 Sect. Civ Pers/622 dtd 7 Apr 45.

THE INJURED	Name_____ Sex_____ Age_____ Race_____ Length of Employment_____ Employee No._____ Classification_____ Performing Assigned Duty at time of Accident: Yes____ No____
DIAGNOSIS AND DISPOSITION	Nature of injury and part of body affected. Describe clearly TYPE: FATALITY: PERMANENT TOTAL: TEMPORARY TOTAL: PERMANENT PARTIAL. Disposition of Case: QUARTERS: HOSPITAL: Estimated Length of Disability_____ Date and Hour treated_____
USE ANAYISIS	What machine, machine part, or other physical agency was involved in the accident? (UNSAFE CONDITION)_____ Was personal failure wholly or partially responsible for accident, and how? (UNSAFE ACT)_____

2969

Declassified E.O. 12356 Section 3.3/NND No. 77505

DIAGNOSIS DISPOSITION	TYPE: PARTIAL. PERMANENT: TOTAL: PARTIAL. Disposition of Case: QUARTERS: HOSPITAL: Estimated Length of Disability_____ Date and Hour treated_____
CAUSE ANALYSIS	What machine, machine part, or other physical agency was involved in the accident? (UNSAFE CONDITION)_____ Was personal failure wholly or partially responsible for accident, and how? (UNSAFE ACT)_____ 2969
CORRECTED ACTION	What has been done to prevent a similar injury?_____

REPORT MADE BY:_____.

DATE_____

Hour_____.

Declassified E.O. 12356 Section 3.3/NND No. 78305

Declassified E.O. 12356 Section 3.3/NND No. 785015

File

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

EL/3B/1.0/CA

7 April 45

SUBJECT : Status of School and University personnel employed by Allies.

TO : See Distribution

1 Various AC/AMG organisations are employing as civilian assistants, teachers and professors whose services are at present not required by the Minister of Public Instruction but who are in receipt of pay from the Italian Government.

2 Questions have been raised as to the present status of such employees in relation to the preservation of their civil service and seniority rights within the Ministry of Public Instruction.

3 These employees are drawing pay from the Italian Government as well as from the Allies.

4 There are attached copies of Instructions issued by the Ministry of Public Instruction dated 15 Aug 1944, 25 Jan and 29 Jan 1945 which in brief sets out the present position of those employees with regard to pay and pension.

5 It is necessary, however, that details of individuals who are employed and paid by AC/AMG and at the same time drawing pay from the Italian Govt should be given to the Ministry of Public Instruction so that their status may be regularised. For this purpose two copies of the attached form will be completed and returned to Education Sub-Commission in respect of each such employee. It is requested that these forms be returned as soon as possible.

BY COMMAND OF REAR ADMIRAL STONE :

Col
A/Executive Commissioner

Distribution list "A"
Group I and II - less serials 29-35, 61, 63.

2968

Declassified E.O. 12356 Section 3.3/NND No. 785015

SUBJECT : Italian educational personnel employed by Allied Organizations. April, 1945

TO : Executive Commissioner, Allied Commission (Attention: Education Subcommission).

1. The following person, normally enrolled in the Ministry of Public Instruction or in one of its subsidiaries (public school system, university, etc.) is regularly employed by the undersigned Allied organization:

Name (in Full).....

.....

2. The a/m person has been employed by the undersigned Allied organization from .....194..... (to .....194...)
(and is still so employed).

Name of organization.....

Name of official submitting form.....

Signed.....

Roma, 15 Agosto 1944

MINISTERO
DELLA PUBBLICA ISTRUZIONE

Prot. N. 376

Ai Reggenti le Direzioni Generali del
MINISTERO
e per conoscenza.
Alla Ragioneria Centrale del
MINISTERO

: Dipendenti del Ministero, che prestano servizio alle dipendenze della Sottocommissione Alleata per l'Educazione.

La Commissione Alleata di Controllo, Sottocommissione per l'Educazione, mi ha rappresentato la particolare condizione dei funzionari ed impiegati del Ministero, nonche' degli insegnanti, che prestano servizio alle dipendenze della Commissione stessa, ed ai quali evidenti motivi di equita' consigliano che sia reso possibile il normale sviluppo della carriera, nonostante la loro temporanea assenza dagli uffici, cui sono normalmente addetti.

In considerazione dei suddetti motivi, dispongo che tutti i diritti di carriera di tali funzionari, insegnanti ed impiegati (sede, promozioni, nomine, anzianita', ecc.) non vengano in alcun modo pregiudicati dal fatto della loro temporanea assenza dagli uffici.

Vorrete attenervi a tale criterio e farmi intanto pervenire un cenno di assicurazione al riguardo.

IL MINISTRO
f.to De Ruggiero

Per copia conforme
p. Il Capo di Gabinetto
f.to illeggibile

Translation

MINISTRY OF PUBLIC INSTRUCTION

Rome, 15 August, 1944

To the Acting General Directors
and for information
To the Central Accountant of the Ministry.

: Persons dependent on the Ministry, who are serving with the Education Subcommission.

Declassified E.O. 12356 Section 3.3/NND No. 788015

temporanea assenza dagli uffici.

Vorrete attenervi a tale criterio e farmi intanto pervenire un cenno di assicurazione al riguardo.

IL MINISTRO
f.to De Ruggiero

Per copia conforme
p. Il Capo di Gabinetto
f.to illeggibile

Translation

MINISTRY OF PUBLIC INSTRUCTION

Rome, 15 August, 1944.

To the Acting General Directors
and for information
To the Central Accountant of the Ministry.

: Persons dependent on the Ministry, who are serving with the Education Subcommission.

The Education Subcommission, of the Allied Control Commission, has brought to my attention the special situation of the officials and employees of the Ministry, as well as the teachers, who are serving under the Commission and the evident justice of making it possible for them to develop their careers normally, in spite of their temporary absence from office. 2967

In consideration of this fact, I order that all career rights of such officials, teachers, and employees (post, promotions, appointments, seniority, etc.) be not in any way prejudiced by the fact of their temporary absence from office.

Will you please adhere to such criterion and give me assurance to this effect.

sd/ - De Ruggiero.

Declassified E.O. 12356 Section 3.3/NND No. 77515

Roma 29.1.1945

MINISTERO DELLA PUBBLICA ISTRUZIONE
Gabinetto

A TUTTE LE DIREZIONI GENERALI
e per conoscenza
ALLA RAGIONERIA CENTRALE DEL MINISTERO

OGGETTO : Insegnanti e impiegati in servizio presso gli Enti Alleati.

S E D E

Sciogliendo la riserva contenuta nella precedente circolare del 25 corr., n.1310, si informa che gli assegni che le Autorita' Alleate corrispondono direttamente agli impiegati ed insegnanti in servizio presso gli Enti Alleati, ai quali deve essere sospesa la corresponsione degli stipendi da parte della Amministrazione Italiana, sono pagati al lordo.

Codeste Direzioni Generali esamineranno, quindi, come, senza alcun danno per gli interessati, possa essere risolta la questione relativa ai rilasci per la pensione e simili.

Si fa presente che sono state rivolte premure alla Sottocommissione Alleata per l'Educazione affinche' venga rimesso a questo Ministero un elenco del personale comunque in servizio presso gli Enti Alleati, e cio' allo scopo di mettere codeste Direzioni Generali in grado di effettuare un controllo e un'integrazione dei dati posseduti e di dar corso alle comunicazioni necessarie per regolarizzare la posizione giuridica ed economica del personale dipendente che si trovi nella predetta posizione.

IL MINISTRO
f.to Arangio Ruiz

Translation

SUBJECT : Teachers and employees employed by Allied Units.

Reference is made to the circular of 25 January 1945, No.1310.

It is made clear that allowances paid by Allied Authorities to employees and teachers working for Allied Units, are gross. The above mentioned teachers

Declassified E.O. 12356 Section 3.3/NND No. 789015

la posizione giuridica ed economica del personale dipendente che si trovi nella predetta posizione.

IL MINISTRO
f.to Arangio Ruiz

Translation

SUBJECT : Teachers and employees employed by Allied Units.

Reference is made to the circular of 25 January 1945, No.1310.

It is made clear that allowances paid by Allied Authorities to employees and teachers working for Allied Units, are gross. The above mentioned teachers and employees must not appear on the payroll of Italian Administration.

The "Direzioni Generali" will therefore see how deductions (rilasci) should be made for pension and similar, trying to avoid any damage to the persons concerned.

The Education Subcommission has been asked to give this Ministry a list of the personnel now employed by Allied Units, to enable the "Direzioni Generali" to complete and check the data concerning same in order to regularize their economic and juridical situation.

296

Declassified E.O. 12356 Section 3.3/NND No. 789015

Roma 25 gennaio 1945

MINISTERO DELLA PUBBLICA ISTRUZIONE
Gabinetto

A TUTTE LE DIREZIONI GENERALI
e per conoscenza
ALLA RAGIONERIA CENTRALE DEL MINISTERO

Prot. No. 1310

S E D E

OGGETTO : Insegnanti e impiegati in servizio presso gli Enti Alleati.

Con riferimento alle circolari del 15 agosto 1944, n.376, e del 26 dicembre 1944, n.366, si precisa che le istruzioni impartite valgono non soltanto per gli impiegati ed insegnanti che prestano servizi o alle dipendenze della Sottocommissione Alleata per l'Educazione, ma altresi' per quelli che comunque si trovano in servizi o presso gli Enti del Governo Militare Alleato o presso le Forze Armate Alleate.

Resta fermo che, senza alcun pregiudizio per i loro diritti di carriera, verra' sospesa ai predetti impiegati e insegnanti la corresponsione degli assegni in godimento da parte della Amministrazione italiana. Alla corresponsione degli assegni provvederanno gli Enti Alleati, i quali faranno quanto prima conoscere se la corresponsione avverra' al lordo ovvero al netto.

Mentre si prega di impartire le opportune istruzioni agli uffici dipendenti, si ricorda, con riferimento alla circolare del 26 dicembre l'invito gia' rivolto a codeste Direzioni Generali di far conoscere a questo Gabinetto il loro avviso in merito alla questione dei "rilasci" per la pensione e simili.

IL MINISTRO
f.to Arangio Ruiz.

translation

SUBJECT : Teachers and employees employed by Allied Units.

Reference is made to circulars of 15 August 1944, No.376, and 26 December 1944, No.366. It is understood that these instructions apply not only to employees and teachers employed by Education Subcommission, but to those also employed by Allied Military Government and by Allied Units.

It is further understood that, without any prejudice to their career, the Italian Administration will suspend payment of allowances to above mentioned employees and teachers. Allied Units will provide for the payment of allowances and will let us know if the payment is gross or net.

2965

Declassified E.O. 12356 Section 3.3/NND No. 785015

Mentre si prega di impartire le opportune istruzioni agli uffici dipendenti, si ricorda, con riferimento alla circolare del 26 dicembre l'invito gia' rivolto a codeste Direzioni Generali di far conoscere a questo Gabinetto il loro avviso in merito alla questione dei "rilasci" per la pensione e simili.

IL MINISTRO
f.to Arangio Ruiz.

translation

SUBJECT : Teachers and employees employed by Allied Units.

Reference is made to circulars of 15 August 1944, No.376, and 26 December 1944, No.366. It is understood that those instructions apply not only to employees and teachers employed by Education Subcommission, but to those also employed by Allied Military Government and by Allied Units.

It is further understood that, without any prejudice to their career, the Italian Administration will suspend payment of allowances to above mentioned employees and teachers. Allied Units will provide for the payment of allowances and will let us know if the payment is gross or net.

2965

While it is requested to give the necessary instructions to the offices under you, the Directors General are reminded (see circular of 26 August) of the request made to them to inform this Cabinet of their opinion on the question of the "rilasci" of pensions and similar.

Declassified E.O. 12356 Section 3.3/NND No. 785015

Establish - Section

HEADQ. RTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
:
NUMBER 2)

19 March 1945

COST-OF-LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES

The following information contained in AFHQ Cable FX 41305, dated 10 March 1945, is published for necessary action.

Effective with commencement of 1st pay period subsequent to 28 February 1945, cost of living bonus for civilian employees established by AFHQ Administrative Memorandum 62 is authorized to be increased as follows:

1. Daily Wage Group (15 lire per day increase)

a. Adult Group

Basic Wage	Maximum Permissible Bonus Old	New
Up to and including 120 lire	60 lire	75 lire
From 121 to 125 lire	57 "	72 "
126 to 130 "	55 "	70 "
131 to 135 "	52 "	67 "
136 to 165 "	50 "	65 "
166 to 170 "	47 "	62 "
171 to 175 "	45 "	60 "
176 to 180 "	42 "	57 "
From 181 and above	40 "	55 "

b. Cost of living bonus for Juveniles increased 4 lire per day.

25 lire 29 lire

c. Abatement will be made when full rations are furnished at a rate of 4 lire per day for daily wage group.

Declassified E.O. 12356 Section 3.3/NND No. 785015

a. Adult Group

Basic Wage	Maximum Permissible Bonus Old	New
Up to and including 120 lire	60 lire	75 lire
From 121 to 125 lire	57 "	72 "
126 to 130 "	55 "	70 "
131 to 135 "	52 "	67 "
136 to 165 "	50 "	65 "
166 to 170 "	47 "	62 "
171 to 175 "	45 "	60 "
176 to 180 "	42 "	57 "
From 181 and above	40 "	55 "

b. Cost of living bonus for Juveniles increased 4 lire per day.

25 lire 29 lire

c. Abatement will be made when full rations are furnished at a rate of 4 lire per day for daily wage group.

2964

2. Monthly Wage Group (390 lire per month increase)

e. Adult Group

265

Basic Wage	Maximum Permissible Bonus Old	New
Up to and including 3000 lire	1560 lire	1950 lire
From 3001 to 3100 lire	1530 "	1920 "
3101 to 3200 "	1480 "	1870 "
3201 to 3300 "	1430 "	1820 "
3301 to 3400 "	1380 "	1770 "
3401 to 3500 "	1330 "	1720 "
3501 to 5000 "	1300 "	1690 "
5001 to 5100 "	1230 "	1620 "
5101 to 5200 "	1180 "	1570 "
5201 to 5300 "	1130 "	1520 "
5301 to 5400 "	1080 "	1470 "
From 5401 and above	1040 "	1430 "

Declassified E.O. 12356 Section 3.3/NND No. 785015

b. Cost of living bonus for Juveniles increased 104 lire per month.

650 lire 754 lire

c. Abatement will be made when full rations are furnished at a rate of 104 lire per month for monthly wage group.

COST-OF-LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS, MESSES AND OTHER EMPLOYEES WHOSE WAGES ARE PAID PARTLY IN KIND

1. Adult Group (Increased 285 lire per month)

Basic Wage	Maximum Permissible Bonus Old	New
Up to and including 3600 lire	1040 lire	1325 lire
From 3601 to 3700 lire	990 "	1275 "
3701 to 3800 "	940 "	1225 "
3801 to 4900 "	890 "	1175 "
4901 to 5000 "	840 "	1125 "
5001 to 5100 "	790 "	1075 "
5101 to 5200 "	740 "	1025 "
From 5201 and above	670 "	955 "

2. Juveniles cost of living bonus remains the same, 130 lire per month.

R. T. UHLER
Lt. Col. AGD.
G-1(A)

Declassified E.O. 12356 Section 3.3/NND No. 789015

2249

Declassified E.O. 12356 Section 3.3/NND No. 785015

EXT: 301

See 75

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

42.2/75/EST

14 March 1945

SUBJECT: Payment of Civilian Employees.

TO : Finance Sub-Commission

1. In accordance with the directives of higher authority, the bulk of Allied Commission officers is shortly to be withdrawn from Southern Italy, Sicily and Sardinia, leaving behind only liaison officers at such points as Bari, Palermo, Catania, Reggio, and so on.

2. It is anticipated that, in many of these cases, the liaison officers in question will require the services of civilian employees. In asmuch as, with the closing of Regional Headquarters, Regional Finance officers will no longer be available to handle such matters, it is requested that your office take up the question of the manner and channels through which these employees are to be paid, and advise Establishment Section of your decision and recommendations thereon.

for NORMAN E. FISKE,
Colonel
Deputy Executive Commissioner

2963

See 5-5/Est

Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

FX 41305
MAR 10/1954A

D/4751
MAR 11/0930
ROUTINE

AFHQ SIGNED SACMED CITE: FHQDS.

5TH ARMY, 5TH ARMY FOR BR INCREMENT, XV ARMY GROUP, REAR & TNG COMD, RAAC, RA MEDUSA, PBS, ADRIATIC DEP, DGMR, 8TH ARMY, DISTHREE, DISTWO, DISTHREE, AFLRS ROME, PBS REAR, HQ AC, 214 GROUP, AC SARDINIA.

RESTRICTED.

Cost of living bonus for civilian employees is subject.

Effective with commencement of 1st pay period subsequent to 28 February, cost of living bonus for civilian employees established by AFHQ Administrative Memorandum 62 is authorized to be increased as follows:

Appendix A, daily wage group, adults 15 lire per day, juveniles 4 lire per day. Monthly wage group, adults 390 lire per month, juveniles 104 lire per month. Abatement will be made when full rations are furnished at rate of 4 lire per day for daily wage group and 104 lire per month for monthly wage group.

Appendix B, adults 295 lire per month, juveniles no increased.

Administrative Memorandum 62 is being amended accordingly.

FOR INFORMATION ONLY

DIST

Action: G-1 (A) CIV PERSONNEL
Info: A/PRESIDENT
CHIEF COMMISSIONER
ECON SEC
ESTAB SEC
HQ COMBT
FINANCE S/C
LABOR S/C
FILE 2
FLOAT

RESTRICTED

2962
HEADQUARTERS
11 MAR 45

505

2246

Declassified E.O. 12356 Section 3.3/NND No. 785015

File 13

42.2/FET 3d Ind.

Hq. Allied Commission, Office of the Deputy Executive Commissioner, 28 Feb 1945.

To: Regional Commissioner, Liguria Region.

1. Rates of wages authorized to be paid to civilian employees locally engaged are governed by the provisions of AFHQ Administrative Memorandum No. 47, 1944. Higher rates than those cited in that directive cannot be authorized by this Headquarters.

2. The matter brought up in basic communication was gone into in detail with G-1 (A) (Civilian Employment Section) and with the Labor Sub-Commission, who stated that AFHQ have, in a similar case put up by the CG, 15th Army Group, refused to authorize a higher rate than those laid down in the reference cited in par 1, above, and that, therefore, in their opinion, no useful end would be served by taking the matter higher.

3. The attached correspondence is therefore returned without further action.

NORMAN E. FIKE,
Colonel,
Deputy Executive Commissioner

Copy to Col. Miller

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION

ESTABLISHEMENT SECTION

File

Date 9 Feb

FROM TO

Deputy Chief of Staff
→ Staff Officer Maj Cunliffe
Executive Officer (A)
Executive Officer (B)
G-1 (A)
G-1 (B)
[illegible]
Headquarters Commandant
Adjutant

Return to Mr Thurston Mess Sec.

FOR:

Draft of reply for signature
Please see/telephone me about this
Investigation and report
Answer
Signature
Approval/Disapproval
Your Information and return
Your File

J. Wm. Cunliffe
Major, AGD, U.S. Army
Civilian Personnel Director

CIVILIAN PERSONNEL OFFICE
RECEIVED
Date 10-2-45
E. B.
Allied Commission

Declassified E.O. 12356 Section 3.3/NND No. 785015

42.2/Est
Col. Fiske
Fin 72

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION
ALLIED CIVILIAN PERSONNEL

PHONE : 223

J.W.C./es
Gen/ 15
25 January 1945

SUBJECT : Proposed Separate Payroll Section
TO : Vice President, Establishment Section

Ref: HQC/5, RHR/ejb

1. The G-1 A suggestion appears to be adequate to remedy the situation for the present. However, as A.C. becomes more "civilized" a transition to the system suggested by the Headquarters Commandant would undoubtly have advantages. The time for such a change should be arranged when the plans for demilitarization is known.

J.Wm. Cunliffe

J.Wm.CUNLIFFE
Major, A.C.D.
Director

9/2. OK. Leave it 'as is' for the time being. 7

Declassified E.O. 12356 Section 3.3/NND No. 785015

729

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION
ALLIED CIVILIAN PERSONNEL

PHONE : 223

J.W.C./es
Gen/ 15
25 January 1945

SUBJECT : Proposed Separate Payroll Section
TO : Vice President, Establishment Section

Ref: H.Q./5, RHR/ejb

1. The G-1 A suggestion appears to be adequate to remedy the situation for the present. However, as A.C. becomes more "civilized" a transition to the system suggested by the Headquarters Commandant would undoubtly have advantages. The time for such a change should be arranged when the plans for demilitarization is known.

J.Wm.CUNLIFFE
Major, A.G.D.
Director

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION

ESTABLISHEMENT SECTION

File

Date 23 Jan

FROM	TO
	Deputy Chief of Staff
→	Staff Officer (Maj. Auliffe) ←
	Executive Officer (A)
	Executive Officer (B)
	G-1 (A)
	G-1 (B)
	G-4 (A)
	G-4 (B)
	Headquarters Commandant
	Adjutant

FOR: La DCOS' note.

Draft of reply for signature of
Please see/telephone me about this
Investigation and report
Answer
Signature
Approval/Disapproval
Your Information and return
Your File

Montant

Declassified E.O. 12356 Section 3.3/NND No. 785015



See G-1 letter, attached.

5/1/45 Merchant

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION

ESTABLISHEMENT SECTION

File

Date 4 Jan 45

FROM TO

	Deputy Chief of Staff
→	Staff Officer
	Executive Officer (A)
	Executive Officer (B)
	G-1 (A)
	G-1 (B)
	G-4 (A)
	G-4 (B)
	Headquarters Commandant ←
	Adjutant

FOR:

Draft of reply for signature of
Please see/telephone me about this
Investigation and report
Answer
Signature
Approval/Disapproval
Your Information and return, please
Your File

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

3 January 1944

~~D R A F T~~

71

Subject: Civilian Employee Payrolls.

To : Establishment Section.

-70

1. Reference is made to HQ Commandant letter, HQC/5, dtd 30 December 1944, where it is proposed that a separate Payroll Section be set up to prepare payrolls for all Italian civilians employed by this Headquarters.

2. Up to and including pay period of 1-16 December 1944, this office has been checking payrolls only for classifications, and rates as stated in HQ Commandant letter. In as much as the officer authorizing payment was held directly responsible for accurate computations appearing on payrolls, this section did not assume responsibility for checking payrolls for computations.

3. Realizing that errors were still ocurring, this office, a short time ago, requested a comptometer to make the checking of computations possible. Unfortunately, none were available. Since then, however, this office has managed to acquire the loan of a comptometer from one of the Sub-Commissions. This comptometer will be made available to this section each pay period.

4. Payrolls for the period of 16-31 December 1944 have been checked for computations, with the result of a great many corrections being made. This section is confident that in the future, under this present arrangement, computation errors will be rare.

5. At the moment, it is suggested that payrolls be continued to be drawn up as in the past, with a directive re-emphasising the responsibility of the officer authorizing payments. A plan will be submitted in the near future, if it is still felt that a separate payroll section is necessary.

2957

6. This Section is prepared to handle the administering of the new social insurance plan authorized in AFHQ Admin. Memo No. 61cs and referred to in paragraph 3, of attached letter, in so far as it concerns Italian Civilian Employees.

R. T. UHLER,
Lt Col. AGD., G-1(A)

Declassified E.O. 12356 Section 3.3/NND No. 785015

To: Col. Fiske

HEADQUARTERS ALLIED COMMISSION

OFFICE OF THE HEADQUARTERS COMMANDANT

APO 394

70

RHR/ejb

30 December 1944

HQC/5

SUBJECT: Proposed Separate Payroll Section.

TO : Vice President, Establishments Section.

1. Sometime ago I discussed with G-1 Civilian Personnel the possibility of the formation of a Payroll Section in view of the many mistakes which were being made in the payment of civilian employees by the various Sub-Commissions and Branches throughout this Headquarters.

2. At the present moment, G-1 Civilian Personnel check all payrolls for classification and rates, but do not check the actual amounts payable in accordance with the hours worked. At that time Major Small was not very receptive to the idea and I allowed the matter to rest. I now submit for your consideration a proposal that a separate Payroll Section be set up in this Headquarters under G-1 Civilian Personnel, its function being to prepare payrolls. Under this scheme, officers who have been executing the above mentioned functions in the various Sub-Commissions will be responsible only for preparation of time sheets and, if necessary, disbursing of pay to the employees.

3. The main reason for resubmitting this suggestion is because of the great fluctuation in wage scales occurring, and also because of the additional clerical work necessary in preparing and administering the new social insurance schemes.

Maj Cunliffe

For comment

R. H. Robertson Lt. Col.
R. H. ROBERTSON 2351
Hq. Commandant.

Declassified E.O. 12356 Section 3.3/NND No. 785015

Establishments Branch

free

HEADQUARTERS ALLIED COMMISSION
APO 394
LABOUR SUB-COMMISSION

WRB/fg

Tel. 478626

4 February 1945

69

REF : LSC/402

SUBJECT: Pay Differential for Italian Employees at A.C.

TO : Mr. Sachs

1. C.C.S. decided on 30 January 1945 that the 15% differentiation be removed in respect of those female employees of A.C. who belong to the professional, technical and clerical classes analogous to those of the Italian Government Service. (Ref. A.04/28).

2. Please confer immediately with Establishments Branch and arrange, in conjunction with that Branch, to prepare a statement of the categories of female employees under the following main groups:

Professional
Technical
Administrative
Executive
Clerical

Minor Manipulative and sub-clerical grades indicated by categories.

In respect of each category there should be a sub-division showing women who are engaged on work normally reserved for men; women employed on work normally performed only by women. In each case regard should be paid to the standard Italian practice for Government employees.

3. When this list has been prepared please discuss with me in order to arrive at a basis for the regulation of A.C. wages on the lines of the decision by Chief of Staff.

W R Braine 2955

W. R. BRAINE
Director
Labour Sub-Commission

Copy to:

Economic Section (3)
Establishments Branch (2)

Copy to G-1(A)

42/Ret

Establishments

R E S T R I C T E D

File

DCK/ar

ALLIED FORCE HEADQUARTERS
APO 512

65

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 3) 11 January 1945

E X T R A C T

* * * * * * *

II -- CONDITIONS OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY & SARDINIA

1. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective 1 October 1944:

APPENDIX "A"

a. Delete so much as pertains to "Interpreter, general" and "Telephone Operator, speaking English" and substitute:

	Min	Max.
Interpreter, General, Male or female	2,200	3,900 lire
Telephone Operator, English speaking male or female	2,200	3,600 lire

b. Add the words "Male or female" after the following grades:

Telephone operator, non-English speaking
Typist
Typist shorthand, English speaking.

2954

Declassified E.O. 12356 Section 3.3/NND No. 789015

1. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective 1 October 1944:

APPENDIX "A"

a. Delete so much as pertains to "Interpreter, general" and "Telephone Operator, speaking English" and substitute:

	Min	Max.
Interpreter, General, Male or female	2,200	3,900 lire
Telephone Operator, English speaking male or female	2,200	3,600 lire

b. Add the words "Male or female" after the following grades:

Telephone operator, non-English speaking
Typist
Typist shorthand, English speaking.

2954

APPENDIX "C"

Add the words " male or female" after the following grades:

Telephone operator (English speaking)
Telephone operator (non-English speaking)

APPENDIX "D"

a. Add the words "male or female" after the following* grades:

Markers, & sorters
Washer, hand
Washer, machine
Sewing, hand

Declassified E.O. 12356 Section 3.3/NND No. 789015

b. Under "Employees, Clothing, Boot and Shoe Manufacturing Plants add the words " male or female" after the following grades:

Machine Operator
Embroiderer.

2. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective 16 December 1944:

APPENDIX "A"

Delete so much as pertains to "Bookkeeper, Cashier, Cinema Manager, Clerk Office and Draughtsman" and substitute the following.

	Min.	Max.	
Bookkeeper	2,200	5,000	lire per month
Cashier	2,200	3,600	" " "
Cinema Manager	2,200	3,900	" " "
Clerk Office	2,200	3,600	" " "
Draughtsman	2,200	5,000	" " "

APPENDIX "D"

	Min.	Max	
Add: Electro-Plater	90	135	lire per day.

3. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective this date:

APPENDIX "B"

After "Juveniles (male and female under 17 years)" insert "under 18 years for new entrants."

APPENDIX "C"

After "Bell Boy (over 17)";"Bell Boy(under 17); and

Declassified E.O. 12356 Section 3.3/NND No. 789015

Bookkeeper	2,200	5,000 lire per month
Cashier	2,200	3,600 " " "
Cinema Manager	2,200	3,900 " " "
Clerk Office	2,200	3,600 " " "
Draughtsman	2,200	5,000 " " "

APPENDIX "B"

	Min.	Max	
Add: Electro-Plater	90	135	lire per day.

3. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective this date:

APPENDIX "B"

After "Juveniles (male and female under 17 years)" insert "under 18 years for new entrants."

APPENDIX "C"

After "Bell Boy (over 17)";"Bell Boy(under 17); and "Juveniles" insert the words "(under 18 years for new entrants)".

APPENDIX "D"

a. After "Messenger, English speaking (under 17)" insert " under 18 years for new entrants."

b. After "Messenger, English speaking (over 17) insert "over 18 years for new entrants."

c. Under "Unskilled Labor" and after "male and female up to 17 insert "(up to 18 years for new entrnats)."

By command of Field Marshal ALEXANDER:

s/C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD
Acting Adjutant General.

Extracted by G-1 Section
Civilian Personnel.
DISTRIBUTION
"D"

Declassified E.O. 12356 Section 3.3/NND No. 785015

Declassified E.O. 12356 Section 3.3/NND No. 785015

42.R

Tel: 289

25 January 1945.

Ref: 991/18/COS

SUBJECT: Wage Scale.

TO : Economic Section for Finance Sub-Commission.

1. References your 13096/F/N/2 dated 24 Jan 45 which has been passed to this office by Establishment Section. Letter, reference 119 dated 18 Jan 45, from RFO SICILIA Region is returned herewith.

2. It is regretted that no spares are held by this HQ of AFHQ Admin. Memo. No.2 of 1945, distribution of all available copies having already been made.

3. Any further copies of this publication which may be required by RFO Sicilia Region must be met by reproduction.

Chief Staff Officer,
To the Chief of Staff.

Copy to: Estab. Section.

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS
ALLIED COMMISSION
FINANCE SUB-COMMISSION
ACCOUNTING SUB-SECTION
APO 394

66

Tel: Dial 489161, Ext. 259

Ref: 13896/F/A/2

24 January 1945

SUBJECT: Wage Scale

TO : Establishment Section,
H.Q. Allied Commission.

1. The attached letter, reference RFD 119 of 18 January 1945, from Regional Finance Officer Sicilia Region, is passed to you, for necessary action, please.

By Command of Rear Admiral STONE

Lyst Lippincott Capt-RA.

For Chief Accountant,
Finance Sub-Commission.

Copy to
Regional Finance Officer,
Sicilia Region.

HEADQUARTERS ALLIED COMMISSION
APO 304
G-1 Section Civilian Personnel

65

Ref. Civ Pers/268 8 January 1945

Subject: Social Insurance Coverage for Italian Civilians Employed Directly by Allied Forces.

To : See Distribution.

The Italian Government has agreed to pay for and to provide social insurance benefits for Italian Civilians employed directly by the Allied Forces. The following is published for the guidance and information of employing Sections of Headquarters Allied Commission, and does not necessarily imply that Regions are compelled to adopt this method of appliance.

1. Except in unusual cases where separate arrangements must be made, this office will act as a point of centralization, and will maintain files, records, cards, etc., as set forth in Administrative Memorandum Number 61, attached as an appendix to this letter.

2. To expedite payment of Social Insurance to an employee who might be entitled to same, all Sections are strictly requested to comply with the following, (as contained in Headquarters Allied Commission Office Memo No. 15, dated 1 Aug. 44):

"In those cases in which separation is desired, the employee will be sent to Civilian Personnel with a memorandum detailing the reasons for separation. At the same time a Final Payroll Form(FF/4) should be completed."

(a) This is extremely important in determining whether or not employee is elegible for unemployment compensat-

Declassified E.O. 12356 Section 3.3/NND No. 789015

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"In those cases in which separation is desired, the employee will be sent to Civilian Personnel with a memorandum detailing the reasons for separation. At the same time a Final Payroll Form(FF/4) should be completed."

(a) This is extremely important in determining whether or not employee is elegible for unemployment compensation. Therefore, letter must include reasons for separation.

(b) When employment terminates or is interrupted by illness, accident or other compensatory contingency, employing Section will forward notification to this office. This Section will complete and certify card,(Form SI-1) and forward same to appropriate Section, who in turn will forward it to employee. Reverse side of card contains instructions for employees guidance.

(c) In the case of workers who walk out on the job, or otherwise absent themselves without due reasons, Sections are requested to notify this office in writing. At such a time this office will place his social insurance card (Form SI-1) in a suspense file for a period of 30 days. If worker fails to return during this allotted period of time, existing insurance rights will be considered forfeited and card will be destroyed.

2991

Declassified E.O. 12356 Section 3.3/NND No. 785015

L+r 268, G-1 Civ Pers dat'd 8 Jan 45 cont'd.

3. In the event of an employee requesting any benefits for members of his family, a memorandum is to be forwarded to this office giving employee's and father's name. The proper certificates (SI-2) will be returned to Section to be given to employee. Civilians will not be sent to this office unless so requested.

4. A notice to workers informing them of this new benefit will be posted in prominent places throughout the building. A copy of notice, with specific instructions for Allied Commission employees, is attached for posting in individual offices.

R. T. Uhler

R. T. UHLER
Lt. Col. AGD.
G-1(A)

3 Incls:
Incl.-1- AFHQ Admin Memo No.61
(Appendix A-B-C-D)
Incl.-2- AFHQ Admin Memo No.61
(Appendix D Italian Translation)
Incl.-3- L+r, Notice to Workers.

DISTRIBUTION

"D"

Declassified E.O. 12356 Section 3.3/NND No. 785015

Republished as an Appendix to letter, Headquarters Allied Commission, G-1 Civilian Personnel Section, Ref. No. 268 dated, 8 JAN 1945

ALLIED FORCE HEADQUARTERS
A.F.H.Q. 512

ADMINISTRATIVE MEMORANDUM NUMBER 61

16 December 1944.

64

SOCIAL INSURANCE COVERAGE FOR ITALIAN CIVILIANS EMPLOYED DIRECTLY BY ALLIED FORCES.

1. a. The Italian Government has agreed to pay for and to provide social insurance benefits for Italian Civilians employed directly by the Allied Forces. These benefits will be extended through the regular Italian social security system and will cover:

(1) Illness of worker or of member of his family(free medical care and indemnity for worker during illness).
(2) Unemployment (indemnity)
(3) Tuberculosis(free medical care and indemnity)
(4) Marriage and birth (financial aid)
(5) Invalidity and old age(pensions)

b. In addition, workmen's compensation for accidental injury or death will continue as presently provided under AFHQ regulations(accident claims being referred to Institute Nazionale Infortuni by means of report form prepared by employing unit).

2. To implement the coverage scheme certain minimum information is required and the following is the responsibility assumed by the Allied Forces.

a. The paying officer or his delegate will be responsible for preparation of a "Worker's Social Insurance Card" Form SI-1 (copy attached as appendix "B") for each workers employed. The cards will be maintained during period of employment.

b. The file will be initially constituted to include cards for all workers paid the first pay period after the effective date of the plan. The date of commencing work, from the standpoint of social insurance coverage, will be considered as being the same as the effective date of the plan and will be so entered in item 3 of the card, except in the case of employing units which are able and wish to give their employees the benefit of coverage for the entire period of their employment by supplying the actual commencing date, where verifiable from records. (The latter procedure will be of distinct advantage to employees with respect to eligibility for and amounts of unemployment, tuberculosis, old-age and invalidity benefits).

c. When employment terminates or is interrupted by illness, accident or [illegible] the card will be completed, certified by [illegible]

Declassified E.O. 12356 Section 3.3/NND No. 785015

[illegible]).

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a. The paying officer or his delegate will be responsible for preparation of a "Worker's Social Insurance Card" Form SI-1 (copy attached as appendix "B") for each workers employed. The cards will be maintained during period of employment.

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c. When employment terminates or is interrupted by illness, accident or other compensatory contingency, the card will be completed, certified by the paying officer or his delegate and given to the worker to enable him to establish his social insurance rights by turning in the card at the appropriate Italian office. A new card will be prepared to cover any succeeding period of employment should he again return to work.

2950

d. When a worker, during his period of employment, wishes to apply for medical care for a member of his family or for nursing or birth allowance (i.e. a benefit not contingent on his own separation from work) a certification that he is currently employed by the Allied Forces will be given to him, at his request, on the "Worker's Employment Status Report" form SI-2(copy attached as appendix "C") based on information already contained on his social insurance card Form SI-1.

3. A suggested file maintenance procedure is attached herto for information (appendix "A").

4. The effective date of this plan is 1 Dec 1944.

5. A sufficient supply of Forms SI-1 and SI-2(printed in English with Italian translation) is being produced and will be distributed forthwith to employing units together with a standard notice in Italian,(English translation

Declassified E.O. 12356 Section 3.3/NND No. 785015

Admin Memo No 61, ASF, dtd 16 Dec. 44 (cont'd)

attached as Appendix "B") suitable for posting at work sites, explaining the plan to workers. The records will be initiated, retrospectively to 1 Dec 44.

By command of Field Marshal ALEXANDER:

(sgd) C.M. CHRISTENSEN,
Colonel AGD,
Acting Adjutant General.

APPENDIX "A" to ASF Admin Memo No. 61.

SUGGESTED FILE MAINTENANCE PROCEDURE
"WORKER'S SOCIAL INSURANCE CARDS"
FORM SI-1

1. The first five items on card will be filled in then or before worker draws first pay. The length of pay period will be indicated by marking the appropriate word (weekly, monthly, bi-weekly or semi-monthly) in item 5, or by rubber stamp. The card then goes on the ACTIVE file.

2. Each pay day, cards in the active file will be pulled for each worker paid and will be tallied by circling the number of the pay period in item 7. If the worker is leaving, the card will be completed by drawing a line through the unused numbers in item 7 and filling in items 8,9 and 10, and will be given to the worker.. (NOTE: Item 10 requires no entry other than a dash line---, indicating nothing to report, except in cases where, in the opinion of the unit supervisor, the separation from work is a "VOLUNTARY QUIT," without justification or a "DISCHARGE FOR CAUSE" of such a nature as to affect the worker's right to unemployment compensation. In such cases only, one or the other of the two reasons cited should be entered in writing or by rubber stamp). If the worker is not leaving, the card will be returned to the active file after tally in item 7.

3. Cards not pulled (at conclusion of process described in paragraph 2, above) will represent workers who walked out on the job without drawing pay, or who have otherwise absented themselves since last pay period. These cards will be date stamped in item 6 and will be placed in DEAD FILE. If worker later reports and returns to work, the card (date-stamped to show pay periods missed) will be replaced in active file. If he is paid off, card will be completed and given to him. In accordance with policy stated in paragraph 2(c) of Directive accompanying this procedure, cards remaining in dead file for period of more than 30 days, as shown by date-stamp in item 6, may be destroyed with resultant forfeiture of existing social insurance rights. Cards may be retained longer, however, where reason for worker's absence is known and there is expectation of his returning to work or claiming card.

4. Whenever workers employment terminates at either his own or employing

Declassified E.O. 12356 Section 3.3/NND No. 789015

to the worker.. (NOTE: Item 10 requires no entry other than a dash line---, indicating nothing to report, except in cases where, in the opinion of the unit supervisor, the separation from work is a "VOLUNTARY QUIT," without justification or a "DISMISSAL FOR CAUSE" of such a nature as to affect the worker's right to unemployment compensation. In such cases only, one or the other of the two reasons cited should be entered in writing or by rubber stamp). If the worker is not leaving, the card will be returned to the active file after tally in item 9.

3. Cards not pulled (at conclusion of process described in paragraph 2, above) will represent workers who walked out on the job without drawing pay, or who have otherwise absented themselves since last pay period. These cards will be date stamped in item 6 and will be placed in DEAD FILE. If worker later reports and returns to work, the card (date-stamped to show pay periods missed) will be replaced in active file. If he is laid off, card will be completed and given to him. In accordance with policy stated in paragraph 2(c) of Directive accompanying this procedure, cards remaining in dead file for period of more than 30 days, as shown by date-stamp in item 6, may be destroyed with result of forfeiture of existing social insurance rights. Cards may be retained longer, however, where reason for worker's absence is known and there is expectation of his returning to work or claiming card.

4. Whenever workers employment terminates at either his own or employing unit's volition, or is interrupted by illness, accident, or other compensatory contingency, he is entitled to and will need his card to establish social insurance rights. At discretion of unit supervisor, card may be given to a person other than the worker(for example, family member or fellow worker, on written request) when the worker is unable, for reasons beyond his control, personally to pick up the card.

5. Employing units in a position to give their employees insurance credit for periods of employment prior to the effective date of the social insurance plan (see paragraph 2(b) of Directive accompanying this procedure)may do so by issuing separate cards to certify the prior period of employment. As an alternative, a written entry may be made under item 7: "Plus (no) pay periods from (date)to (date) to be taken account of when item 8 is filled in upon completion of the card. In this case, the date shown in item 3 will be the actual commencing date.

6. Both items 6 and 7 on the card are simply tally items to simplify file maintenance. They may be used in whatever manner and with whatever variations the unit supervisor finds desirable. Other items are essential to the Italian social insurance system. An entry must be made in each. Writing and figures must be clear and in ink, and blue pencil or rubber stamp. ERASURES AND CORRECTIONS ARE NOT PERMISSIBLE. RECORD OF INCORRECT OR CONFLICTING ENTRIES MUST ELIMINATE CONFLICTS IN INFORMATION ON CARD. If a mistake is made, a new card should be prepared.

Declassified E.O. 12356 Section 3.3/NND No. 780015

APPENDIX "B" to NRMA Administrative No. 61.

WORKER'S SOCIAL INSURANCE CARD, FORM SI-1

(FRONT OF CARD)

1. _____ of _____
(Last Name) (First Name) (Father's Name)

2. Province _____ 3. Employment recorded on this card began _____
(Date)

4. Job Classification _____ 5. Pay period: Weekly Bi-Weekly
Monthly Semi-Monthly

6. Above-named worked at least part of each pay period except pay periods ending _____
(Use date stamp to record terminal date of any pay period or periods missed).

7. Tally of pay periods worked:
(Circle No. for each pay period: Final No. circled represents no. of pay periods to be entered in item 8, below).

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 etc. etc. 52

8. Employment recorded on this card ended _____ with total of
(Date)

_____ pay periods worked.
(Write out No.)

9. Final Pay rate $_____ per day / month 10. Reason for ending employment _____

WORKER'S SOCIAL INSURANCE CARD
ALLIED FORCES IN WAR
Form SI-1 Dec. 44. Certified _____
(signature and stamp)

(BACK OF CARD)

RETURN TO THE WORKER.

2949

Declassified E.O. 12356 Section 3.3/NND No. 780015

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 etc. etc. 52

8. Employment recorded on this card ended_____with total of
(Date)

_____pay periods worked.
(Write out No.)

9. Final pay rate $_____per day 10. Reason for ending employment
Month

_____ _____

WORKER'S SOCIAL INSURANCE CARD
UNITED STATES OF AMERICA
Form SI-1 Dec. 44. Certified_____
(signature and stamp)

(BACK OF CARD)

NOTICE TO THE WORKER.

2979

This card is valid for determining your right to unemployment, invalidity and old age, tuberculosis and sickness assistance benefits with respect to periods of employment certified on reverse side.

In applying for benefits, card must be submitted with regular application forms to nearest Institute Autonomo or Provincial Social office.

If no immediate application is being made, the card should nevertheless be submitted to nearest Provincial Social office for recording, so that credit may be given in calculating your future benefit rights.

Before submitting card, you must write date and commune of birth here.

.....

If there is no social insurance office in Commune where you live, application forms and information may be obtained at Municipio.

ATTENTION: Any alteration of information on this card renders it void and is punishable by law. Safeguard this card carefully. Duplicates are not issued.

-3-

Declassified E.O. 12356 Section 3.3/NND No. 780015

ANNEXURE "D" TO A.F.Q. Admin Memo No. 61

TRANSLATION

MINISTRY OF INDUSTRY, COMMERCE & LABOUR

NOTICE TO WORKERS.

Application of Social Insurance to Workers Employed by the Allied Forces.

This Ministry has arranged to give immediate effect to the provision recently approved by the Council of Ministers which admits you and your family to the benefits of social insurance for invalidity and old age, unemployment, tuberculosis, marriage and birth, industrial accidents and occupational diseases. (ITALIAN) (SICKNESS)

To obtain such benefits you must apply to the appropriate Insurance Institute, transmitting with the application an appropriate certificate that will be given to you by the Allied Forces Command.

This certificate must be requested by you, both in the case of contingency giving you the right to an immediate benefit and in case of your ceasing work.

In the latter case, the certificate is of great importance to your future rights to social insurance benefits, and therefore you should present it promptly to the National Social Security Institute, so that, in calculating your insurance, provisions can be made to take into account your period of work with the Allied Forces.

For this reason it is to your interest to look after the presentation of the certificate and to take care not to lose it, since duplicates are not issued.

The State is assuming the expense for the benefits to which you will be entitled for your employment with the Allied Forces, wishing in this way to recognize the contribution that you are giving, with your work, to the cause of liberation.

THE MINISTER,
Gronchi

29 November 1944.

Declassified E.O. 12356 Section 3.3/NND No. 780015

giving you the right to an immediate benefit and in case of [illegible]

In the latter case, the certificate is of great importance to your future rights to social insurance benefits, and therefore you should present it promptly to the National Social Security Institute, so that, in calculating your insurance, provisions can be made to take into account your period of work with the Allied Forces.

For this reason it is to your interest to look after the presentation of the certificate and to take care not to lose it, since duplicates are not issued.

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THE MINISTER,
Gronchi

29 November 1944.

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2948

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Italian Translation to Appendix "D"
APHQ Admin Memo No.61

MINISTERO DELL' INDUSTRIA
DEL COMMERCIO E DEL LAVORO

AVVISO AI LAVORATORI

Applicazione delle assicurazioni sociali ai lavoratori italiani impiegati dalle Forze alleate.

Questo Ministero ha disposto che sia data immediata esecuzione al provvedimento - recentemente approvato dal Consiglio dei Ministri - che ammette voi e le vostre famiglie ai benefici delle assicurazioni sociali per l'invalidità e vecchiaia; per la disoccupazione; per la tubercolosi, per la maternità e mutalità: per la malattia e per gli infortuni sul lavoro e le malattie professionali.

Per ottenere tali benefici dovrete rivolgervi al competente istituto assicuratore trasmettendo, con la domanda, un apposito certificato che vi verrà rilasciato dai Comandi delle Forze Alleate.

Tale certificato dovrà essere da voi richiesto sia per eventi per cui abbiate diritto a benefici immediati, sia al momento della cessazione del vostro rapporto di lavoro.

Anche in quest' ultimo caso, il certificato ha una grande importanza per i vostri eventuali diritti ai benefici delle assicurazioni sociali, e perciò dovrete presentarlo subito all' Istituto nazionale della previdenza sociale, perchè possa provvedere a tener conto, nella vostra posizione assicurativa, del periodo di lavoro da voi prestato presso le Forze alleate.

E' quindi, interesse vostro provvedere alla presentazione dei certificati, e di aver cura di non smarrirli perchè non

Declassified E.O. 12356 Section 3.3/NND No. 789015

...ra; per le malattie e per gli infortuni sul lavoro e per [illegible] professionali.

Per ottenere tali benefici dovrete rivolgervi al competente istituto assicuratore trasmettendo, con la domanda, un apposito certificato che vi verrà rilasciato dai Comandi delle Forze Alleate.

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E' quindi, interesse vostro provvedere alla presentazione dei certificati, e di aver cura di non smarrirli perchè non saranno rilasciati duplicati.

29/7

Lo Stato si è addossato le spese dei benefici che vi perranno competere in conseguenza del lavoro prestato alle dipendenze delle Forze alleate, volendo con ciò riconoscere il concorso che con la vostra opera date alla causa della liberazione.

IL MINISTRO
Gronchi

Roma, 25 Novembre 1944

Declassified E.O. 12356 Section 3.3/NND No. 78016

AVVISO AI LAVORATORI DIPENDENTI DALL' A.C.

1. Quando il vostro rapporto di lavoro sia interrotto per malattia o infortunio, come pure quando esso venga, per qualsiasi ragione, a cessare, il vostro Capo Ufficio disporra', su vostra richiesta, perche' vi venga rilasciata:

la "Worker's Social Insurance Card" da valere per la determinazione del vostro diritto alle prestazioni dell'assicurazione disoccupazione, invalidita' e vecchiaia, tubercolosi e malattia, rispetto al periodo di lavoro presso l'A.C.

2. Quando, durante il vostro rapporto di lavoro, uno dei membri della vostra famiglia si ammali o sia colpito da tubercolosi, oppure in caso di matrimonio o della nascita di un figlio, il vostro Capo Ufficio disporra', su vostra richiesta, perche' vi venga rilasciato:

a. il "Worker's Employment Status Report", da valere per la determinazione del diritto alle prestazioni dell'assistenza malattia e tubercolosi per la vostra famiglia, ed alle prestazioni in caso di matrimonio o di nascita di un figlio.

3. In caso di infortunio sul lavoro, uno Special certificato puo'esservi fornito, da usarsi per la determinazione del diritto alle prestazioni assicurative.

NOTICE TO WORKERS EMPLOYED BY A. C.

1. When your employment is interrupted by illness or accident, or ceases for whatever reason, your office head, at your request, will obtain for you the "Worker's Social Insurance Card"(SI-1), valid for determining your right to insurance benefits for unemployment, invalidity and old age, tuberculosis, and sickness, with respect to period of work with A.C.

2946

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in caso di matrimonio o di nascita di un figlio.

3. In caso di infortunio sul lavoro, uno Special certificato puo'esservi fornito, da usarsi per la determinazione del diritto alle prestazioni assicurative.

NOTICE TO WORKERS EMPLOYED BY A. C.

1. When your employment is interrupted by illness or accident, or ceases for whatever reason, your office head, at your request, will obtain for you the "Worker's Social Insurance Card"(SI-1), valid for determining your right to insurance benefits for unemployment, invalidity and old age, tuberculosis, and sickness, with respect to period of work with A.C.

2946

2. When, during your employment, a member of your family is ill, or is stricken with tuberculosis, or in case of marriage or a childbirth, your Office Head, at your request, will obtain for you a "Worker's Employment Status Report"(SI-2), valid for determining the right to sickness assistence or tuberculosis benefits for a family member, or the allowance for marriages or births.

3. In case of an accident at work, a special accident report form for use in determining right to accident insurance benefits may also be furnished.

Declassified E.O. 12356 Section 3.3/NND No. 785015

Declassified E.O. 12356 Section 3.3/NND No. 785015

EXT: 301

Fig 23

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

13 January 1945

42.2/EST

MEMO:

TO : Headquarters Commandant

1. On 12 January I discussed with Colonel Junius R. Smith, Acting Director of Labour Sub-Commission, the question of pay rates for employees in villas.

2. Colonel Smith stated that he himself had taken up the question at the December 5th meeting of the Labour and Wages Control Committee of the Allied Force Local Resources (Italian) Board. The unanimous decision of the Board was that villa employees would be paid under Scale "D", and that Scale "C" would apply only to those categories not covered by Scale "D".

3. Colonel Smith has written a minute to this effect (folio 68, 10 Jan 45, file 5208/COS), and I shall have a copy made of the minute, and forward it to you, as soon as the file returns to the Chief of Staff.

L.T. MONTANT, JR.,
1st Lt., AGD

2945

Declassified E.O. 12356 Section 3.3/NND No. 785015

EXT: 301

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HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

42.2/EST

13 January 1945

MEMO:

TO : Headquarters Commandant

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2. Colonel Smith stated that he himself had taken up the question at the December 5th meeting of the Labour and Wages Control Committee of the Allied Force Local Resources (Italian) Board. The unanimous decision of the Board was that villa employees would be paid under Scale "D", and that Scale "C" would apply only to those categories not covered by Scale "D".

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L.T. MONTANT, JR.,
1st Lt., AGD

2944

Estab. Sec.
62

R E S T R I C T E D.

ROME ARea ALLIED COMMAND
APO 794, US ARMY.

CIVILIAN LABOUR INFORMATION BULLETIN
(Applicable to all Allied Forces) 5. OFFICIAL.

11 January, 194

1. The following amendments to the current Schedules of Classifications and Salary Scales of Italian Civilians employed by the Armed Forces, published by this Command on 10 Oct. 1944, are authorised with effect from 13 Nov. 1944.

a. Artisan and Skilled Grades.
(1) Amend ;- "Employees - Clothing and Manufacturing Plants"
To read ;- "Employees - Clothing, Boot and Shoe Manufacturing Plants"

(2) Amend ;- The footnote on 1a(1) above;
To read ;- "These grades are restricted to plants engaged in fabricating "new articles, or their component parts in repair, for the "Allied Forces, and working under their direct control."

(3) Insert;- After the Grade of "Police Officer" - "Male or Female"

(4) Transfer;- The Grades "Boot Mechanist" and "Boot Machine Operator Mechanic" with their asterisks, and at their existing rates of pay, to the classification "Employees - Clothing, Boot and Shoe Manufacturing Plants."

(5) Transfer;- The grade "Sewing Hand" at its existing rate of pay to its alphabetical place in the Schedule and remove the asterisk.

b. Age Qualification for Adult Rates of Pay.
(1) Civilians employed by the Allied Forces on the mainland of Italy shall be considered adults on attaining the age of 18 years, and NOT 17 years as hitherto. This ruling will apply only to new entrants and not to civilian workers of 17 years of age already in the employ of the Allied Forces.

2. Payment of Subsistence Allowance to Civilians Employed by the Allied Armed Forces in Italy, Sicily and Sardinia with effect from 26 December 44.
(AFHQ, Admin. Memo. No. 65.)
a. M/T Drivers and Civilian Employees other than those included in Cl 2941
and Supervisory Grades.
At the discretion of the Commanding Officers of Units, subsistence allowances may be paid under the following conditions to an M/T Driver, and any other civilian employee who is required for service reasons to be absent

Declassified E.O. 12356 Section 3.3/NND No. 780016

(4) Transfer;- The Grades "Boot Mechanist" and "Boot Machine Operator Mechanic" with their asterisks, and at their existing rates of pay, to the classification "Employees - Clothing, Boot and Shoe Manufacturing Plants."

(5) Transfer;- The grade "Sorting Hand" at its existing rate of pay to its alphabetical place in the Schedule and remove the asterisk.

3. Age Qualification for Adult Rates of Pay.
(1) Civilians employed by the Allied Forces on the mainland of Italy shall be considered adults on attaining the age of 18 years, and NOT 17 years as hitherto. This ruling will apply only to new entrants and not to civilian workers of 17 years of age already in the employ of the Allied Forces.

2. Payment of Subsistence Allowance to Civilians Employed by the Allied Armed Forces in Italy, Sicily and Sardinia with effect from 26 December 44.
(A.G. Admin. Memo. No. 65.)

a. M/T Drivers and Civilian Employees other than those included in Clerical and Supervisory Grades. 294/5

At the discretion of the Commanding Officers of Units, subsistence allowances may be paid under the following conditions to an M/T Driver, and any other civilian employee who is required for service reasons to be absent on official business from his usual place of duty and his home.

(1) When absent for more than five hours but not exceeding ten hours on any one day in excess of his normal hours of duty, an allowance not exceeding 25 lire.
(2) When absent for more than ten hours on any one day in excess of his normal hours of duty, an allowance not exceeding 50 lire.
(3) The above allowances are properly payable provided that rations or accommodation are not furnished in kind.

b. Employees in Clerical and Supervisory Grades.
A per diem allowance may be paid as follows ;-
(1) Employees in receipt of basic wages (see paragraph 4, AFHQ Administrative Memorandum No. 62, 1944) of :

9600 lire and more per month	-	250 lire per day
6000 lire to 9599 lire per month	-	225 lire per day
4500 lire to 5999 lire per month	-	175 lire per day
3500 lire to 4499 lire per month	-	150 lire per day
Less than 3500 lire per month	-	125 lire per day

(2)(a) The above rates will be payable for every 24 hours absence from place of residence on official business. If the time of absence in hours exceeds 24 and is not divisible exactly by 24, the final period, if in excess of 12 hours, shall be counted as 24, if under 12 hours, nothing shall be paid in respect of it.

/over

Declassified E.O. 12356 Section 3.3/NND No. 780015

2.b.(2)(b) These allowances will be paid in full if no rations or accommodation are provided for the use of the employee making the journey. If rations, but not accommodation are provided, one third of the allowance will be paid. If accommodation, but not rations, is provided, two-thirds will be paid.

By Command of Brigadier General BROWN.

I.E. CHEEK,
Captain, AGD,
Adjutant General.

DISTRIBUTION:

All units, including
Hotels, Restaurants,
and Clubs.

(2)

DIST TO ESTAB SEC
G-1 (A) CIVILIAN EMP. (2)
G-1 (B)
HQ. COMDT (2)
ADJ.

Declassified E.O. 12356 Section 3.3/NND No. 11805

Declassified E.O. 12356 Section 3.3/NND No. 785015

61

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

42.2/42.1/EST 11 January 1945

SUBJECT: Instructions relative to Civilian Employees, Publication

TO : Executive Officer (US)

1. Attached is the letter from Col. Ames, and the comments thereon from G-1 (A), mentioned by Col. Uhler at the Establishment Section meeting, this morning.

2. I am in complete agreement with Col. Uhler's reaction to the problem.

3. The position (with which I am fairly familiar, since most of the correspondence and directives on the subject have cleared through this office) is as follows:

a. The source of directives on the subject of civilian wages, conditions of employment, etc., is AFHQ. These directives have been published as AFHQ Administrative Memoranda. (See No. 47, 48, 62, 65).

b. The source from which AFHQ obtains the information or opinions on which these directives are based is the Allied Force Local Resources (Italian) Board — Wages and Hours Committee. Allied Commission's representative on this Committee is the present Acting Director of the Labor Sub-Commission, Col. Junius R. Smith.

c. Finance Sub-Commission is interested in these directives, as the agency responsible for the mechanics of payment of A.C.'s civilian employees, as the authority by which the applicable accounts are passed. Their position, in other words, is one of administration, rather than policy-making, in the sense that they are concerned with enforcement of established policy, rather than the original enunciation thereof.

d. Establishment Section's concern is that of the activity responsible for the employment of A.C. civilian employees, through G-1 (A) Civilian Personnel Section. Its position, accordingly, is precisely similar to that of any military formation which employs civilians on a large scale.

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Declassified E.O. 12356 Section 3.3/NND No. 785015

4. a. Insofar as the publication of directives is concerned, it is not considered that Allied Commission, in and of itself, has any authority to publish directives, save within the framework of existing directives from AFHQ.

b. The point which Colonel Ames raises in Par 4 of his letter, concerning the interpretation of AFHQ Administrative Memorandum No. 48, is hardly a case in point. Actually, Administrative Memo. No. 48 was so loosely and vaguely worded as to cause considerable confusion in applying its terms. That confusion has since been eliminated by the issuance of another Administrative Memorandum, which rescinds No. 48.

c. The current directives on the subject from AFHQ are detailed, and it is considered that, if any series of instructions on the subject are to be issued by this organization, they had best be confined to a simple reproduction, for distribution to the interested parties, of the original instruction.

5. Should such instructions be issued by this Headquarters, either in the form of reproductions of the AFHQ Administrative Memoranda applicable, or independently, it is considered that such instructions should be drafted and issued by G-1 (A) Civilian Personnel, subject to the joint approval of Finance and Labor Sub-Commissions.

L.T. MONTANE, JR.,
1st Lt., AGD

2947

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

Ref. Civ Pers/271 9 January 1945

Subject: Civilian Employees - Bonus and Overtime.

To : See Distribution.

1. The following is based on Ltr, HQ MTOUSA, AG 248/788-O dtd 23 December 1944. Publication is made for the information and guidance of all Sections employing Italian Civilians.

2. The "Cost of Living Bonus" will not be considered an integral part of the wage for the purpose of any computation. All computations and adjustments for OVERTIME PAY, FEMALE DIFFERENTIALS, NIGHT WORK, etc, will be made against the 1 Oct. 44 basic wage rate, to which the appropriate "Cost of Living Bonus " may be added.

(A) The "Cost of Living Bonus" for MONTHLY employees will not in any case exceed the maximum permissable bonus of any particular grade for the month.

EXAMPLE:

A typist who is not subject to 15% deduction, receives 3960 lires per month(1 Oct 44 Basic Wage Rate plus 10% for Rome Province). She also receives 1300 lire a month "Cost of Living Bonus". She works 2 days overtime (or 2 Sundays) each half month.

Half Monthly Pay (Usually 13 days)	=	1980 L.
Overtime - 2 days = 3960/26 X 1 1/2	=	456 L.
Half of Monthly "Cost of Living Bonus"	=	650 L.
Total Pay and Bonus for half month	=	3086 L.

(B) The "Cost of Living Bonus" for DAILY employees will

Declassified E.O. 12356 Section 3.3/NND No. 789015

which the appropriate "Cost of Living Bonus" may be added.

(A) The "Cost of Living Bonus" for MONTHLY employees will not in any case exceed the maximum permissable bonus of any particular grade for the month.

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Half Monthly Pay (Usually 13 days)	=	1980 L.
Overtime - 2 days = 3960/26 X 1 1/2	=	456 L.
Half of Monthly "Cost of Living Bonus"	=	650 L.
Total Pay and Bonus for half month	=	3086 L.

(B) The "Cost of Living Bonus" for DAILY employees will not in any case exceed the maximum permissable bonus of any particular grade for any one day. Bonus may be paid for the SEVENTH consecutive day or any proportional part thereof in the case of a DAILY employee, to be based on the basic rate of the grade (1 Oct 44) and NOT on the overtime rate.

29 [illegible]

EXAMPLE:

A female laborer who is subject to 15% deduction, receives 80 lire per day (1 Oct 44 Base Rate plus 10% for Rome Province) She works 7 consecutive days for which nine and a half is given for the 7th day. She also receives for each working day 60 lire "Cost of Living Bonus". Wages for 7 days therefore should be computed as follows:

Declassified E.O. 12356 Section 3.3/NND No. 789015

Ltr 271, G-1 Civ Pers. 9 Jan 45 cont'd

6 Days at 80 lire per day	=	480 L.
1 Day at time and a half	=	120 L.
7 Days at 60 lire (Bonus)	=	420 L.
Total Pay and Bonus		1020 L.

3. Employees in Rome Province or in any other Province in which increased Basic Rates have been authorized by prior authority of AFHQ are entitled to bonus applicable to the raised rate. For female employees whose scale and rate of pay will be 15% less than the comperable rate for male employees, "Cost of Living Bonus" will be based on the resulting reduced rate and not on the scale for the comperable male grade.

R. T. UHLER
Lt. Col. AGD.
G-1 (A)

DISTRIBUTION
"D"

Declassified E.O. 12356 Section 3.3/NND No. 789015

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DISTRIBUTION

"E"

Declassified E.O. 12356 Section 3.3/NND No. 785015

1 -42.2-

C.O.T. Sec'l file

50
JAN 061559A

INFORMATION ONLY

C/6832
JAN 062330A
ROUTINE

59

AMG TOSCANA REGION

HQ ALCOM

IN CLEAR.

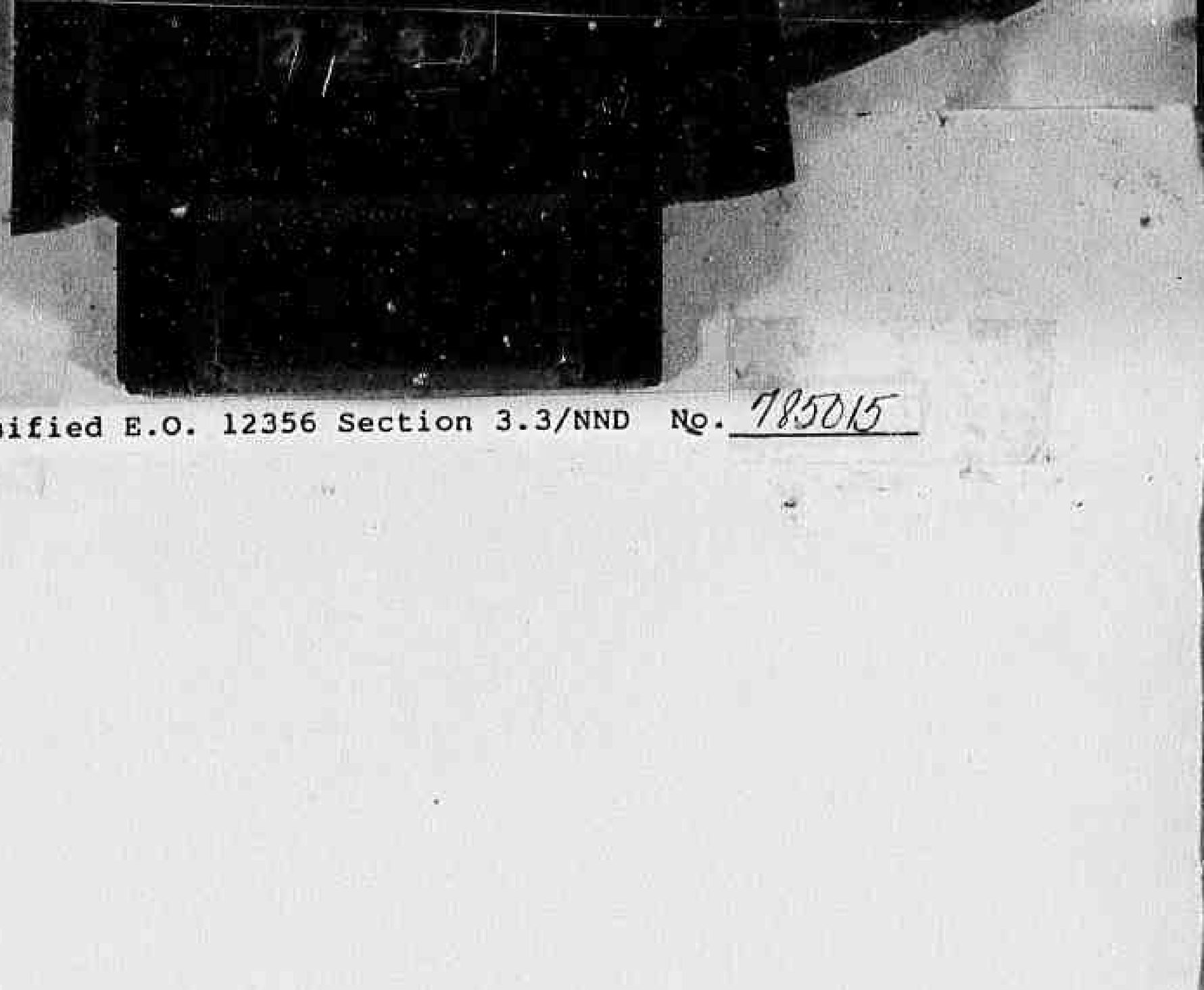
Reference AFHQ Adv Memo No 62.

Please confirm that all AMG employees this Region are eligible for bonus.

DIST

ACTION: G-1(A) (Civ Pers) 2
INFO: A/President
Chief Commissioner
Ast Sec
Labour S/C
File 2
Fleet

HEADQUARTERS
7 JAN 945
A. C.



Declassified E.O. 12356 Section 3.3/NND No. 785015

ALLIED CONTROL COMMISSION

INTER OFFICE MEMO

Tel Ext 341

LWS/el

From: Office of the Chief of Staff

56

FILE No. 5208/60/COS

SUBJECT: Civilian Employees

TO: DCOS, Establishment Section

4 December 44 194

Regarding Civil Affairs Section letter, file 3/3B/CA, dated 1 Jan 45, Subject: Civilian Employees, To: Chief of Staff, copy of which has been sent to you, your comments on this subject are requested.

It appears that Civil Affairs Section has inadvertently interpreted an action that has been directed by AFHQ as having been arbitrarily taken by the Civilian Personnel Section, this Headquarters.

Your comments, please.

J. W. Stearns
Chief Staff Officer
To the Chief of Staff

2938

Declassified E.O. 12356 Section 3.3/NND No. 785015

EXT: 701

file

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

Ref/42.2/EST

5 January 1945

57

SUBJECT: Civilian Employees, Wage Rates

TO : Chief o f Staff

1. Reference is made to your 5208/60/603, of 4 January. — 58

2. The ruling as to which wage scale (Appendix "C" or Appendix"D" of the AFHQ wage scales laid down in AFHQ Administrative Memorandum No. 47, as amended) was communicated by Finance Sub-Commission (see letter attached) at the request of Hq. Commandant, a copy of whose letter was attached to the Civil Affairs Section letter 3/5B/CA of 1 January, to which you made reference.

3. The ruling in question appears, as set forth in Para 6 of the CA Section letter, to be one which originated with a meeting of the Allied Forces Local Resources(Italian) Board, and was passed on verbally by the Labour Sub-Commission (see Para 1 of letter 13035/F, 27 December, attached). — 56

4. The point raised by Finance Sub-Commission in Para 2 of their letter appears to be for consideration, i.e., whether application should not be made to Labour Sub-Commission for a written clarification of this question by Allied Forces Local Resources (Italian) Board, and possibly also a definitive determination of the types of installations (clubs, messes, billets, hotels, etc.) the employees of which are to be included in Appendix "C" and Appendix "D", respectively, and this office is in accord with the suggestion advanced in this respect by Finance Sub-Commission.

NORMAN E. FISKE,
Colonel
Deputy Chief of Staff

2937

Incl: copy letter, Finance
S/C, 13035/F 27 Dec. 44

Declassified E.O. 12356 Section 3.3/NND No. 785015

EXT: 300

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

Ref/42.2/EST

5 January 1945

57A

SUBJECT: Civilian Employees, Wage Rates

TO : Chief of Staff

1. Reference is made to your 5208/60/003, of 4 January.

2. The ruling as to which wage scale (Appendix "C" or Appendix"D" of the AFHQ wage scales laid down in AFHQ Administrative Memorandum No. 47, as amended) was communicated by Finance Sub-Commission (see letter attached) at the request of Hq. Commandant, a copy of whose letter was attached to the Civil Affairs Section letter 3/3B/CA of 1 January, to which you made reference.

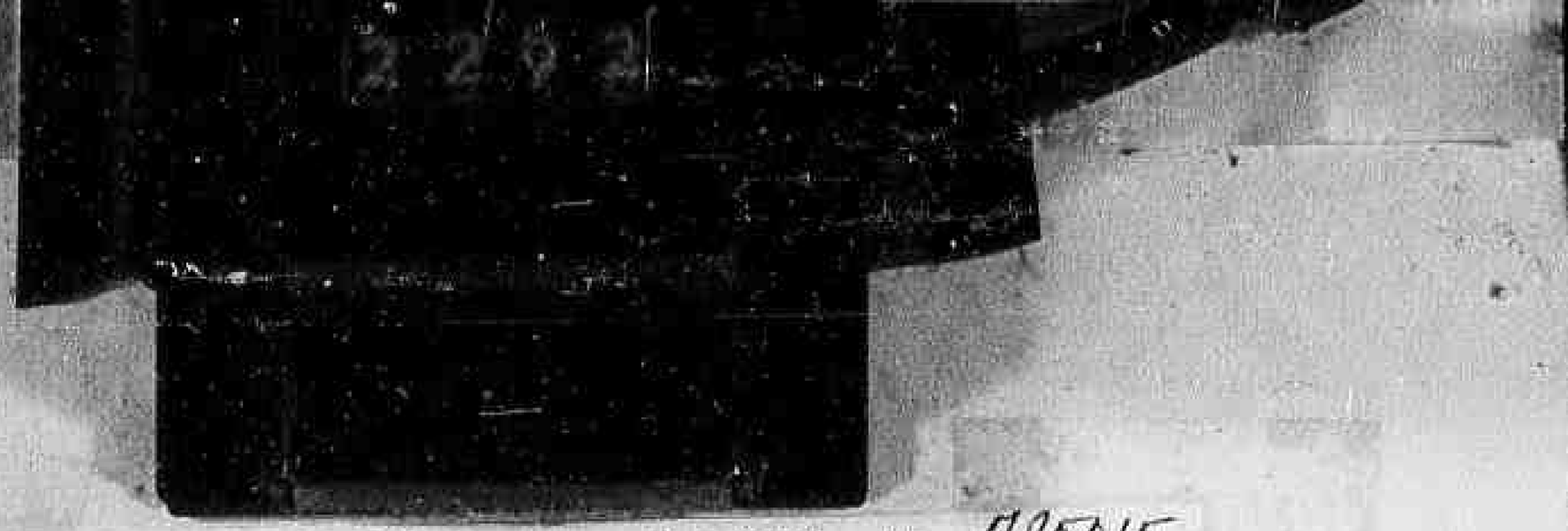
3. The ruling in question appears, as set forth in Para 6 of the CA Section letter, to be one which originated with a meeting of the Allied Forces Local Resources(Italian) Board, and was passed on verbally by the Labour Sub-Commission (see Para 1 of letter 13035/F, 27 December, attached).

4. The point raised by Finance Sub-Commission in Para 2 of their letter appears to be for consideration, i.e., whether application should not be made to Labour Sub-Commission for a written clarification of this question by Allied Forces Local Resources (Italian) Board, and possibly also a definitive determination of the types of installations (clubs, messes, billets, hotels, etc.) the employees of which are to be included in Appendix "C" and Appendix "D", respectively, and this office is in accord with the suggestion advanced in this respect by Finance Sub-Commission.

for NORMAN E. FISKE,
Colonel
Deputy Chief of Staff

2936

incl: copy letter, Finance
S/C, 13035/F 27 Dec. 44



Declassified E.O. 12356 Section 3.3/NND No. 785015

BUCK SLIP

HEADQUARTERS COMMANDANT BRANCH

✓	HQ Commandant	
	Asst HQ Commandant	
	Billeting Officer	
	Dispatch Officer	
	Medical Officer (Br)	
	OC British Det.	
	Office Space	
	Officer i/c Super Garage	
	Officer i/c Lancia Garage	
	Printing - Security Officer	
	Purchasing and Contracts Officer	
	Supply Officer	
	Mess Officer - Flora	
	Mess Officer - Milano	
	Lt Montant	✓

For appropriate action .....

» investigation and report .....

» information and return .....

» ~~signature~~ .....as promised.....

Please pass quickly .....

(BY HAND)

Declassified E.O. 12356 Section 3.3/NND No. 785015

COPY

HEADQUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB-COMMISSION

56

27 December 1944.

13035/F.

SUBJECT: Ruling on payment for billet employees.

TO : Headquarters Commandant.

53

1. Reference your HQC/5 of 20 December 1944, the matter raised by you has been referred to the Labour Sub-Commission who have replied verbally that this point came up at the last meeting of the Wages S/C of the Allied Forces Local Resources (Italian) Board; a definite ruling was given that the wage rates of Appendix "D" should be applied to billets and that Appendix "C" could only be applied to those employees who belonged to categories not figuring in Appendix "D".

2. We do not know whether this ruling has yet been circulated, but no notification has been received by this Sub-Commission. We have received the minutes of the last meeting (14 December 1944) of the Allied Forces Local Resources (Italian) Board Labour and Wages Control Committee which contain no reference to this matter. We would suggest that a request be made for confirmation in writing of the above verbal information from the Labour Sub-Commission and that it should be circulated by the Chief of Staff's office to all interested parties.

3. As it called for discussion by the Local Resources Board it would appear to be a point about which there has been a certain amount of uncertainty. In the circumstances we feel that it would be both impracticable and unjust to attempt recovery from servants in respect of past periods. As the payments were made in good faith on what was considered to be a correct interpretation of the instructions, we suggest that past payments should be allowed to stand and that the Senior Officer in all billets should be notified of the reductions in pay which will require to be made in respect of his servants.

/s/ A.P. Grafftey-Smith
Col.
Joint Director,
Finance Sub-Commission.

Copy to:
Labour Sub-Commission.
Chief Accountant,
" " (Audit Section).

2935

1 42.2

File Ref. Sec

50
DNC 310900A

C/6537
NAN 042130A
IMPORTANT

55

AMG TOSCANA REGION

HQ ALCON

FOR INFORMATION ONLY

IN CLEAR.

Reference G1/CF/245 of 23 December. Kindly confirm whether female employees paid on old rate until receipt AFHQ Adm Memo 47 are to refund the 15% overpaid since 1 October 44.

DIST

ACTION: G-1(A) Civil Pers
INFO: Chief Commissioner
1st Sect
Labor
File 2
Float

Declassified E.O. 12356 Section 3.3/NND No. 789015

Reference G1/CP/245 of 23 December. Kindly confirm whether female employees paid on old rate until receipt AFHQ Adm Memo 47 are to refund the 15% overpaid since 1 October 44.

DIST

ACTION: G-1(A) Civil Pers
INFO: Chief Commissioner
1st Sect
Labor
File 2
Float

2937

HEADQUARTERS
5 JAN 1945
A. C.

Declassified E.O. 12356 Section 3.3/NND No. 719015

2296

Declassified E.O. 12356 Section 3.3/NND No. 785015

422

Establishment Sec.

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

-2 CEN 1945 File

Seen by G-1(A)

Tel. Ext. 525

1 Jan 45.

54

Ref: 3/39/CA.

SUBJECT: Civilian Employees.

TO: Chief of Staff.

1 Reference conversation (Brig. Lush/Brig. Upjohn) on the question of the non-payment of civilian employees of AC, particularly those employed in villas.

2 The immediate situation has been remedied but it is recommended that you lay down for the guidance of the G-1 Section (Civilian Personnel), who I gather are responsible in this matter, the following principles (paras 3 -5) which are plainly applicable.

3 Where a contract is made with an employee, then whatever directives from higher authority may purport to lay down, payments made under such a contract can only be varied by terminating the existing contract and arranging a new one. This involves the giving of proper notice.

4 In the case that arose (over villa staffs) payments were customarily made fortnightly on the 1st and 15th of the month. Thus, if it be desired now to alter the wage that could only have been done by informing the senior officer in each villa on or before the payment made on the 31 Dec 44 so that he could, if he desired, give his employees a fortnight's notice or come to some other arrangement with them. The employee will still be entitled to be paid in full at the old rate up to and including the payment due on the 15 Jan 45.

5 So far as I know, Senior officers in messes (apart from myself) have not been informed of any proposal to reduce the wages and therefore servants can only now be given notice on or before 15 Jan 45 to expire on 1 Feb 45, so that servants will now be entitled to draw their wages in full up to and including 1 Feb 45.

6 The reduction in wages is due to a shift in payment from Appx. C to Appx. D of the AFHQ Wages Schedule. I am by no means satisfied that this is correct; apparently it depended on some verbal ruling at an Allied Forces Local Resources Board which did not subsequently appear in the Minutes.

2933

GPOL

Declassified E.O. 12356 Section 3.3/NND No. 785015

7 I should have thought this Commission could have made its own decision as to which Schedule is applicable and the Hq Commandant in his letter Hq C/5 dated 20 Dec 44 (copy attached) has advanced some cogent reasons why we should continue on Appx. C.

8 I recommend that you ask Establishment Section to reconsider the whole matter and bring the matter up at a C.O.S. Meeting.

G.R. UPTON, Brig.,
TP CA Section,
FCCO AC.

Copy to: Establishment Section.
Hq Commandant.
Finance Sub-Commission.
Labour Sub-Commission.

Declassified E.O. 12356 Section 3.3/NND No. 785015

COPY

AAG/3jb

20 December 1944.

HQC/5

SUBJECT: Request for ruling on payment for billet employees.

TO: Office of the Chief Accountant.

1. A number of civilians are employed in the various billes and apertments that are occupied as billets by officers ofthe Headquarters. The quesation has arisen as to whether they should be paid in accordance with Appendix "C" of the Wage Schedule approved by AFHQ, or in accordance with Appendix "D". Appendix "C" applies to civilians employed in hotels and Appendix "D" applies to civilians employed in clubs and messes.

2. Among the employees that are working in our billets we have the following categories: Cooks, waiters, waitresses, handymen, porters, housekeepers, chambermaids, laundresses, dish washers and head cooks. In Appendix "D" there are no privisons for the payment of porters, housekeepers chambermaids and laundresses.

3. Up until the present time we have been using Appendix "C" as the authority to pay these employees as this is the only appendix that covers all of the categories employed by us. It is the opinion of this office that since Appendix "D" does not include all of these categories, it is not intended that it should be the scale to be used by us, but is to be used only in clubs and in messes where officers are not billeted and where there are no sleeping quarters.

4. Since the wages that are paid to cooks, waiters, head cooks and head waiters are not the same in these appendices, this office would like to be advised which scale should be applied. If Appendix "D" is to be applied, then it will be necessary to deduct various amounts from the salaries of those cooks and waiters that are still employed by us. There are others that have been paid under Appendix "C" that are no longer employed by us. It also follows that if Appendix "D" is to control, it will then be necessary to use Appendix "C" as a guide for the payment of those employees that are not listed therein.

5. It is kindly requested that a ruling be sent to this office in order that the whole matter may be clarified so as to avoid any misunderstandings in the future.

2937 Lt. Col..

R.H. Robertson,
Hq. Commandant.

6/12

Deputy Chief of Staff

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

52

AC/4039/5/L.

2 Jan 1945.

SUBJECT : Increases of pay under DLL No. 328.

TO : See Distribution List.

1. DLL No. 328 of the 18th Nov 44 provided certain increases of pay in favor of state employees and employees of local public and para-statal organizations. This decree was implemented in the Military Government Territory by order dated 7 Dec 44 published in Gazzette Ufficiale No. 95.

2. Under the terms of this decree the increases are expressed to be retroactive to the 16th Aug 44 in territory which on the 18th Nov was under Italian Government Administration. For provinces not at that date under Italian Government Administration, the true effect of Article 14 of the decree as drawn is that pay increases are not retroactive at all, but take effect in each province from the date upon which the decree was implemented in that province under the normal procedure of implementation in the Gazzette Ufficiale.

3. It is not the policy of the Allied Commission to make this wide distinction between different provinces. The policy is that in provinces which, although not restored to the Italian Government on the 18th Nov 44, had nevertheless been liberated from German occupation on the 16th August 44, the pay increase shall be retroactive to the 16th Aug 44. In all other provinces, both those which have now been liberated and those which may at some future date be liberated, the pay increase will be retroactive to the approximate date upon which the provincial seat of the province was liberated from German occupation.

4. In order to give effect to this policy, it has been necessary to amend the order of implementation which appeared in Gazzette Ufficiale No. 95. A copy of the amended order is attached hereto at Appendix "A" from which you will see that the effective date of the decree will be the date specified by the Provincial Commissioner in a provincial order to be published for that purpose.

5. At Appendix "B" is attached a general form of provincial order to be used for implementation of the decree. It will be observed that the number and date of the Gazzette Ufficiale which will contain the amended order of implementation is left blank, as this order, although signed by the Chief of Staff, has not yet been published in the Gazzette. These blanks must be filled in before the provincial order is published.

6. The Provincial Commissioners in territory now occupied and where the law

Declassified E.O. 12356 Section 3.3/NND No. 789016

liberated from German occupation on the 16th August 44, the pay increase shall be retroactive to the 16th Aug 44. In all other provinces, both those which have now been liberated and those which may at some future date be liberated, the pay increase will be retroactive to the approximate date upon which the provincial seat of the province was liberated from German occupation.

4. In order to give effect to this policy, it has been necessary to amend the order of implementation which appeared in Gazzetta Ufficiale No. 95. A copy of the amended order is attached hereto at Appendix "A", from which you will see that the effective date of the decree will be the date specified by the Provincial Commissioner in a provincial order to be published for that purpose.

5. At Appendix "B" is attached a general form of provincial order to be used for implementation of the decree. It will be observed that the number and date of the Gazzetta Ufficiale which will contain the amended order of implementation is left blank, as this order, although signed by the Chief of Staff, has not yet been published in the Gazette. These blanks must be filled in before the provincial order is published.

6. The Provincial Commissioners in territory now occupied and where the law has been implemented will publish the provincial order and will insert such date for the effective date of the law in their provinces as best gives effect to the policy indicated in para 3 above.

7. It should be observed that this provincial order cannot be issued until the procedure for implementation of Italian decrees has been put into effect in any province and thereby the PMI No. 528 has been implemented in that province. This applies both to those provinces which have now been liberated but where the implementation procedure is not yet effective and also to those provinces which may at some future date be liberated.

8. Copies of this instruction are enclosed for distribution to the Provincial Commissioners.

By command of Rear Admiral STOTT.

G. R. UPJOHN, Brigadier
VP Ch Sec
Dep COS, AC

DISTRIBUTION LIST: Regional Legal Officers, Prov Secty's
&Regional Commissioners, Regions [illegible] -14
" " " ABRUZZI-[illegible] -10
" " " [illegible] -22
" " " [illegible] -16
" " " LIGURIA - 6
" " " PIEMONTE - 8
" " " [illegible] -10
" " " [illegible] -20

SCAOs, 5th & 8th Armies - 2
Chief of Staff - 1
Finance S/C - 1
Legal S/C - 1
Labor S/C - 1

2930

Declassified E.O. 12356 Section 3.3/NND No. 789015

ORDINANCE OF THE ALLIED MILITARY GOVERNMENT — Appendix A

I, MAURICE S. LUSH, C.B.E., M.C., Brigadier, hereby order that the endorsement of 7th December 1944 which appeared in Gazzetta Ufficiale, No. 95 of 16 Dec 1944 implementing the decrees contained in Gazzetta Ufficiale No. 86 of 25 Nov 1944 be varied as follows:

After the words "from the date upon which the Prefect of each province shall receive the present number of the Gazzetta Ufficiale" add "save and except DLL 328 of 18 Nov 1944 which shall become operative and have full force of law in each Province from the date of the order of the respective Provincial Commissioner implementing said decree."

Dated: 27 December 1944

M. S. LUSH, Brigadier,
Chief of Staff, Allied Commission.

****

ORDINANZA DEL GOVERNO MILITARE ALLEATO

Io, Brigadiere Generale MAURICE S. LUSH, C.B.E., M.C., Capo di Stato Maggiore della Commissione Alleata, con la presente ordino che l'ordinanza in data 7 dicembre 1944, pubblicata nella Gazzetta Ufficiale No. 95 del 16 dicembre 1944, relativa ai decreti contenuti nella Gazzetta Ufficiale No. 86 del 25 novembre 1944, sia modificata come segue:

Dopo le parole "dalla data in cui il Prefetto di tale Provincia riceverà dalla Commissione Alleata una copia del presente numero della Gazzetta Ufficiale" si aggiunga "ad eccezione del DLL 18 novembre 1944, No. 328, che entrerà in vigore ed avrà piena forza ed effetto di legge in ciascuna Provincia a partire dalla data dell'ordinanza con cui il Commissario Provinciale disporrà l'entrata in vigore del detto decreto nella Provincia stessa."

In data 27 dicembre 1944

M. S. LUSH, Brigadiere Generale,
Capo di Stato Maggiore della Commissione Alleata.

PROVINCE OF _____ — Appendix B

PROVINCIAL ORDER NO. _____

WHEREAS by DLL No. 328 of 18 November 1944 the Italian Government provided certain financial improvements in favor of State employees and employees of local public and parastatal organizations

AND WHEREAS by orders of the Chief of Staff of the Allied Commission dated 7 December 1944 and published in Gazzetta Ufficiale No. 95 on 16 December 1944 and further order dated 27 December 1944 and published in Gazzetta Ufficiale No. on it was ordered that the aforesaid decree should become operative and have full force and effect of law in each province of the Allied Military Government, as of such date as the Provincial Commissioner thereof should by Provincial Order direct

NOW, THEREFORE, I, Provincial Commissioner of the Province of hereby order as follows:

DLL No. 328 of 18 November 1944 shall become operative and have full force and effect of law in the Province of as of

(Date)

Provincial Commissioner.

Declassified E.O. 12356 Section 3.3/NND No. 775015

In data 27 dicembre 1944 [illegible] Capo di Stato Maggiore della Commissione [illegible]

Appendix B

PROVINCE OF _____

PROVINCIAL ORDER NO. _____

WHEREAS by DLL No. 328 of 18 November 1944 the Italian Government provided certain financial improvements in favor of State employees and employees of local public and parastatal organizations

AND WHEREAS by orders of the Chief of Staff of the Allied Commission dated 7 December 1944 and published in Gazzetta Ufficiale No. 95 on 16 December 1944 and further order dated 27 December 1944 and published in Gazzetta Ufficiale No. on it was ordered that the aforesaid decree should become operative and have full force and effect of law in each province of the Allied Military Government, as of such date as the Provincial Commissioner thereof should by Provincial Order direct

NOW, THEREFORE, I, Provincial Commissioner of the Province of hereby order as follows:

DLL No. 328 of 18 November 1944 shall become operative and have full force and effect of law in the Province of as of

Provincial Commissioner.

(Date)

xxxxxxxxxxxx

PROVINCIA DI _____

ORDINANZA PROVINCIALE NO. _____

CONSIDERATO che col DLL 18 novembre 1944, no. 328, il Governo Italiano ha disposto dei miglioramenti economici a favore del personale statale e dei dipendenti degli Enti pubblici locali e parastatali;

CONSIDERATO che con Ordinanza del Capo di Stato Maggiore della Commissione Alleata in data 7 dicembre 1944, pubblicata nella Gazzetta Ufficiale No. 95 del 16 dicembre 1944, e che con successive ordinanze dello stesso Capo di Stato Maggiore in data 27 dicembre 1944, pubblicata nella Gazzetta Ufficiale No. del , e' stato disposto che il detto DLL entri in vigore ed abbia piena forza ed effetto di legge in ciascuna provincia soggetta al Governo Militare Alleato, dalla data che sara' stabilita dal rispettivo Commissario Provinciale con Ordinanza Provinciale;

IO, , Commissario Provinciale della Provincia di con la presente ordino quanto segue:

Il DLL 18 novembre 1944, no. 328, entra in vigore e ha piena forza ed effetto di legge nella Provincia di a partire dal giorno

Il Commissario Provinciale

(Data)

Declassified E.O. 12356 Section 3.3/NND No. 789015

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
LABOR SUB COMMISSION

JRS/ec

31

24 December 1944

REF : 091.404

SUBJECT: Civilian Wage Rates

TO : Establishment Section

1. Reference is made to your letter 17 December, Ref: 42/EST, regarding the 15% differential in wage rates applicable to female civilian employees.

2. Instructions set forth in AMIQ Administrative Memorandum No. 46 are to be followed. The rule is that 15% deduction is made in the case of all female employees except where specified female classifications are authorised.

JULIUS R. SMITH
Colonel, AUS
Acting Director,
Labor Sub-Commission

copy to: Economic Section.

Declassified E.O. 12356 Section 3.3/NND No. 785015

EXT. 301

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

42/EST

26 December 1944

50

SUBJECT: Civilian Employees Wage Scales.

TO : Finance Sub-Commission

44

1. Reference is made to your 13128/F of 20 December, requesting clarification of AFHQ Administrative Memorandum No. 48.

2. Attention is invited to attached copy of AFHQ Administrative Memorandum No 62, 19 December 1944, which supercedes AFHQ Administrative Memorandum No 48, and in which, it is believed, the question of deductions from the wages of female employees is cleared up.

3. Attention is also invited to

a. Attached copy of letter, this office, 42/EST, 1 December, to Labour Sub-Commission, inclosing a copy of your letter of 30 November, 13128/F. No reply to this letter has so far been received.

b. Our letter of 17 December, 42/EST, inclosing other pertinent correspondence, and referring to your 13128/F of 3 December.

c. (1) Our letter of 17 December, 42/EST, to Labour Sub-Commission, referring to your 13128/F of 14 December, and a copy of which was sent you.

(2) Copy attached of letter 091.461 from Labour Sub-Commission, replying to our letter of 17 December.

d. Attached copy of signal FX 65086, in which, it is believed, the points raised in your letter 13128/F of 20 December are covered--insofar as interpretation of AFHQ Administrative Memorandum No. 48 is concerned. It will be noted that the Action copies of this signal, received 8 December, were passed to the Labour Sub-Commission. It is presumed that action was taken by Labour Sub-Commission to inform all interested activities of significance of this signal. No copy of any such directive or publication has been received by this office.

2928

2305

Declassified E.O. 12356 Section 3.3/NND No. 785015

4. With further reference to your letter 15128/F of 3 December, of interest as affording light on the provisions of AFHQ Administrative Memorandum No. 48 is the attached copy of letter from Labour Sub-Commission, 091.464, 16 December, addressed to G-1 Civilian Personnel, copy to Economic Section. Attention is particularly invited to Para 2 thereof.

49

5. With regard to the subject of civilian employees travelling allowances, this office has been endeavoring for some time, as your office is aware, as an interested party to reconcile the differences between Establishment Memorandum No. 30, 10 November 44, (prepared by Finance Sub-Commission) and the approved scale of such allowances, initially notified to this office by Economic Section in their 2.04/[illegible] of 29 November. Until the existing conflicts and ambiguities can be resolved, it is for consideration whether Establishment Memorandum No. 30 should be revoked, or allowed to continue in existence as a stop-gap measure.

NORMAN E. FISKE,
Colonel
Deputy Chief of Staff

Incls: Copy letter, Est Sec.
42/EST, 1 Dec. 44

Copy signal AFHQ,
FX 65086, 8 Dec. 44

Copy letter, Labour S/C
091.464, 16 Dec. 44

Copy letter, Labour S/C
091.464, 24 Dec. 44

Copy AFHQ Admin. Memo.
No. 62, 19 Dec. 1944.

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB-COMMISSION

48

13128/F. 20 December 1944.

SUBJECT: Civilian Employees Wage Scales.

TO: Establishments Section.

1. We attach herewith copy of letter from Regional Finance Officer, Lazio Umbria Region, requesting clarification of AFHQ Administrative Memorandum No. 48, particularly with regard to deductions from wages of female employees.

2. In this connection we would draw your attention to the following letters already written to you by us on this subject:

(a) Letter 13128/F of 30 November requesting clarification as to the application of AFHQ Administrative Memorandum No. 48.

(b) Letter 13128/F of 3 December enclosing letter from Regional Finance Officer, Lazio Umbria Region on same subject.

(c) Letter 13128/F of 14 December requesting a ruling on the deduction from wages of female employees and asking that the expected clarification by AFHQ of their Administrative Memorandum No. 48 be circulated as soon as possible.

(d) Letter 13128/F of 19 December (on the subject of travelling allowances for civilian personnel) pointing out that the functions of this Sub-Commission are confined to seeing that instructions issued by the competent authorities are observed and that we are not in a position to do this in view of the number of conflicting and ambiguous instructions in existence.

3. We should be obliged if a reply could be given to the points raised in the attached letter from RFO, Lazio Umbria Region as soon as possible.

A.P. Grassecrymett
Col

Joint Director, 2926
Finance Sub-Commission.

Encl:

Copy to:
Chief Accountant,
" " (Audit Section),
Labour Sub-Commission,
RFO, Lazio Umbria Region.

2307

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS
ALLIED MILITARY GOVERNMENT
LAZIO UMBRIA REGION
APO 394

FINANCE DIVISION

15 December 1944

F/12/R

SUBJECT:. Conditions of Employment and Wage Scales for Civilians employed by the Allied Forces in Italy, Sicily and Sardinia.

TO : Joint Directors Finance Sub-Commission
HQ. AC.
Ministero delle Corporazioni.

Copy to: Files F/482/IV and F/832/IV

1. Reference is made to AFHQ Administrative Memoranda N.os 47 of 16 Nov. 44 and 48 of 20 Nov. 44.

2. Your instructions will be appreciated as to the interpretation of the increases authorized in Adm. Memo N. 48 as this latter Memorandum is not quite clear.

Two interpretations (or may be more) can be placed upon the instructions as you will see from the example quoted below.

Adm. Memo. N. 47 Appendix "A" gives the following rates for a Junior Administrative Assistant, clerk supervisor: Lire Monthly Min. 2200, Max. 5400. At the foot of Appendix "A" there is a note that for Rome Province 10% should be added to the Allied Forces Basic Wage Scale, calculated to the nearest five (5) Lire.

Para 3, Rates of Pay, subpara h, Differential Between Male and Female Employees, of Adm. Memo N. 47 states: "The scale and rates of pay for female employees shall be 15% less than the comparable rates and scales for male employees except where separate female classifications are listed.

The rates applicable to a Junior Administrative Assistant, clerk supervisor, in Rome Province would therefore be:

	Min.	Max.
Male:	2200	5400
plus 10%	220	540
Scale Lit.	2420	5940
Female	Min.	Max
	2200	5400
plus 10%	220	540
	2420	5940
less 15%	363	891
Scale Total Lit.	2057 (2055)	5049 (5045)

2925

Declassified E.O. 12356 Section 3.3/NND No. 785015

To apply the increases authorized in Adm. Memo. N. 48 I have taken the above adjusted figures as the Basic Scales because Adm. Memo. 48 starts off with Present Wage.

The revised figures after the addition of the increases authorized in Adm. Memo. No. 48 should therefore, in my view, for a Junior Administrative Assistant, clerk supervisor in Rome be calculated as follows:

Male	Min.	Max
	2420	5940
plus	1560	1040
Scale	3980	6980
Female	2055	5045
plus	1560	1230
Scale	3615	6275

3. The HQ. Commandant of this Region however has interpreted Adm. Memo. No. 48 differently as below and he says that the interpretation is in accordance with a letter you have sent to the Chief Accountant.

This Division has not received a copy of that letter.

Male	Min.	Max
As per Adm. Memo 47	2200	5400
Increase as per Adm. Memo 48	1560	1080
	3760	6480
Plus 10% for Rome Prov.	376	648
New Scale	4136 (4130)	7128 (7120)
Female	**Min.**	**Max.**
As per Adm. Memo 47	2200	5400
Increase as per Adm. Memo 48	1560	1080
	3760	6480
Less 15%	564	972
	3196	5508
Plus 10% for Rome Prov.	319	550
New Scale	3515 (3510)	6058 (6050)

Declassified E.O. 12356 Section 3.3/NND No. 785015

43

4. I am of opinion that my own interpretation of the AFHQ Administrative Memoranda in question is the correct one but your instructions will be appreciated as I should like to send uniform instructions to Provincial Finance Officers.

E.R. Legh-Jones
W/Cdr. R.A.F.
Regional Finance Officer.

Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

DCK/ar

ALLIED FORCE HEADQUARTERS
APO 512

File 44

ADMINISTRATIVE MEMORANDUM)
NUMBER 62)

19 December 1944

COST-OF-LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES

1. AFHQ Administrative Memorandum Number 48, 1944, is superseded by the following, effective with the commencement of the first pay period subsequent to 8 December 1944. For pay periods that commenced prior to 8 December 1944, and extended beyond such date the provisions of Administrative Memorandum Number 48 are effective and any payments made thereunder are validated.

2. The provisions of this Administrative Memorandum are applicable throughout all liberated Italy at the discretion of District, Base Section, Army or equivalent commanders for the territory under their control.

3. Italian civilians directly employed by the Allied Forces may be paid, in addition to the amounts established in the Allied Forces Basic Wage Scale (See AFHQ Administrative Memorandum Number 47, 1944), all or part of a daily or monthly cost-of-living bonus as set forth in Appendices "A" and "B" hereto.

4. a. The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of eight hours work, if paid on a daily basis; 26 days work, if paid on a monthly basis; or 30 days work in the case of Hotel, Mess and Club employees. The cost-of-living bonus is not part of the basic wage and will be excluded, for example, from computations and adjustments for overtime pay and female differential.

b. In the case of an employee who does not work a full pay period, the proportion of the bonus which may be paid is to correspond to the proportion of basic wages, excluding overtime, earned during that period.

5. Nothing in this Administrative Memorandum shall be construed as rescinding the provisions of AFHQ Administrative Memorandum Number 47, 1944. 29422

By command of Field Marshal ALEXANDER:

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

2 Inclosures
Appendices "A" and "B"

DISTRIBUTION:
"C" 20 - Fiscal Director (extra)
40 - C-in-C, Med (extra)

Declassified E.O. 12356 Section 3.3/NND No. 785015

APPENDIX "A" to AFHQ Adm Memo #62

COST-OF-LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES
OTHER THAN THOSE COVERED BY APPENDIX "B"

43

1. Daily Wage Group:

a. Adult Group:

Basic Wage	Maximum Permissible Bonus
Up to and Including 120 lire	60 lire
From 121 to 125 lire	57 "
From 126 to 130 lire	55 "
From 131 to 135 lire	52 "
From 136 to 165 lire	50 "
From 166 to 170 lire	47 "
From 171 to 175 lire	45 "
From 176 to 180 lire	42 "
From 181 and above	40 "

b. Juveniles may be paid a cost-of-living bonus up to 25 lire per day.

2. Monthly Wage Group:

a. Adult Group:

Basic Wage	Maximum Permissible Bonus
Up to and including 3000 lire	1560 lire
From 3001 to 3100 lire	1530 "
From 3101 to 3200 lire	1480 "
From 3201 to 3300 lire	1430 "
From 3301 to 3400 lire	1380 "
From 3401 to 3500 lire	1330 "
From 3501 to 5000 lire	1300 "
From 5001 to 5100 lire	1230 "
From 5101 to 5200 lire	1180 "
From 5201 to 5300 lire	1130 "
From 5301 to 5400 lire	1080 "
From 5401 and above	1040 "

2921

b. Juveniles may be paid a cost-of-living bonus up to 650 lire per month.

Declassified E.O. 12356 Section 3.3/NND No. 785015

APPENDIX "B" to AFHQ Adm Memo #62

COST-OF-LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS AND MESSES AND OTHER EMPLOYEES WHOSE WAGES ARE PAID PARTLY IN KIND

1. Adult Group:

Basic Wage	Maximum Permissible Bonus
Up to and including 3600 lire	1040 lire
From 3601 lire to 3700 lire	990 "
From 3701 lire to 3800 lire	940 "
From 3801 lire to 4900 lire	890 "
From 4901 lire to 5000 lire	840 "
From 5001 lire to 5100 lire	790 "
From 5101 lire to 5200 lire	740 "
From 5201 lire and above	670 "

2. Juveniles may be paid a cost of living bonus up to 130 lire per month.

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
LABOR SUB-COMMISSION JHS/rwm

TEL : 478804 16 December 1944

REF : 091.404

SUBJECT: Civilian Wage Rates.

TO : G-1, Civilian Personnel

42

1. Reference is made to letter dated 3 December, 1944 (12118 F) from the Finance Sub-Commission addressed to the Establishment Officer, copy of which was forwarded to this Sub-Commission. You ask that comment be made on certain portions of that letter.

2. The statement is made that this Sub-Commission had ruled that the 15% reduction in the case of female employees should not be applicable in the Allied Commission. The action was not a ruling of the Labor Sub-Commission, but a decision made by the Resources Board which approved the recommendations of the Labor and Wages Control Committee, that male and female wages be equalized. At a subsequent meeting of the Board, however, this action was withdrawn and subsequently the 15% differential was restored. Due to the lag between the decision thus made and formal announcement thereof, there has naturally been general confusion as to what the exact situation was. As the matter now stands, the 15% differential is the rule.

3. We are in accord with the complaint made that important circulars do not receive sufficiently wide distribution, and it is suggested that closer liaison be established between your office and A.F.H.Q. on various decisions made by that Headquarters.

4. With respect to Administrative Memorandum No. 48, please be advised that the issue of November 20 is already being revised and such revision should issue from G-4, A.F.H.Q. within a few days.

2920

5. The question of feeding employees of the Lazio-Umbria Regional Headquarters at Via Lucullo, as queried by Wing Commander Legh-Jones in his letter to the Finance Sub-Commission dated 27 November, discloses the fact that the Lazio-Umbria Headquarters have been furnishing a rather substantial meal to their employees for a number of months at a fixed charge of 10 lire per meal. Such action is directly contrary to the ruling of A.F.H.Q. It must now be brought

Declassified E.O. 12356 Section 3.3/NND No. 785015

to the attention of your office that the meal now being served employees in the AG building, at 2 lire, which by order should consist only of a soup content, actually contains more than was orginally intended. To complicate the matter still further, we now understand that this "soup" meal is to be augmented very shortly by a more substantial meal at a somewhat higher price which will include a portion of bread, which bread, in some manner, will be gotten from the heavy workers in the building who enjoy the A ration scale. All of these procedures are decidedly contrary to the rulings of A.F.H.Q., and such action should either be corrected to conform with regulations or be presented to A.F.H.Q. for formal approval.

41

JAMES R. [illegible]
Colonel, GSC
Acting Director
Labor Sub-Commission

CC: Economic Section

2919

Declassified E.O. 12356 Section 3.3/NND No. 785015

Ref/G-1 Civ.Pers./242 1st Ind.
HA. AC G-1 Civilian Personnel, 20 Dec. 44

TO : Establishment Section.

For your information and action.

R.T. Uhler

R.T. UHLER
Lt.Col.AGD
G-1 American.

Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

O/3258
DEC 081822A

FX 65086
DEC 081510A

PRIORITY

AFHQ SIGNED SACMED CITE FHGDS

MAIN AAI, BY THREE, HQ ROME AREA, PBS, PBS (REAR), ADRIATIC DEPOT, HQ AC, AAFSC/ETO, AC SARDINIA, DCMR (ITALY) 214; RA370 INFO: REAR 8 ARMY, REAR 5 ARMY, DIBTOME. ROME AREA PASS TO AFLRS

RESTRICTED.

Ref FX 54381 of 18 November and FX 59300 of 27 November. Wage scales for Italian civilian employees is subject. Increase authorized as of 16 November are cost of living bonus and do not amend the Allied Forces basic wage scale made effective 1 October. As from commencement of next pay period all computations (for example overtime entitlement) will be calculated on the Allied Forces basic wage scale to which total the November 16 bonus may be added. Throughout all liberated ITALY district base section army or equivalent commander have discretion to add all or part of November 16 bonus. November 16th bonus is not applicable at full rates to civilian employees in allied hotels, clubs and messes etc where part of salary is paid in kind. Details of bonuses to be paid in such instances are being published. AFHQ Adm Memo 48 is amended accordingly and will be re-published at an early date.

2917

R-E-S-T-R-I-C-T-E-D

Declassified E.O. 12356 Section 3.3/NND No. 785015

COPY

HEADQUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB-COMMISSION

Ref No: 13128/F

3 December 1944

38

SUBJECT: Civilian Wage Rates.

TO : Establishment Officer.

1. A further point arises in connection with the interpretation of the instruction for civilian pay.

2. Various appendices to AFHQ Admin. Bch. Administrative Instruction No. 24, dated January 1944 contained a footnote to the effect that a 15% reduction would be applied to wages, in the case of female employees. Labour Sub-Commission have ruled (but whether in writing is not known) that this should not be applied in Allied Commission, and female employees have presumably been given the new increases, based on their former wage. Nevertheless, para 3 (h+) AFHQ Administrative Memorandum No. 47, dated 16 November, re-affirms this Differential rate for females; if this is to be applied, we are quite sure that a high percentage of the wages paid to female employees of this HQ for the period 16 - 30 November will be in excess of -- our interpretation of -- the maximum.

3. We should be obliged if the reasons for the Labour Sub-Commission ruling could be stated as we may at some future time be held responsible for passing pay rolls which include wages at rates ostensibly higher than those authorised by AFHQ

4. We attach herewith copy of letter from the Finance Officer Lazio-Umbria Region which deals with the same subject. As you will see he raised the point that important circulars do not receive sufficiently wide distribution. It is of course essential for all finance and accountant officers to obtain promptly circulars and directives of this nature as it is their responsibility to see that the financial instructions contained therein are adhered to.

5. Will you therefore please arrange to issue ten copies of AFHQ Administrative Memoranda numbers 47 and 48 and the AFHQ memorandum on civilian personnel's travelling allowances to the Finance Officers [illegible] Regions, with two copies to the Chief Accountant, HQ AC Will you also please arrange that any future memoranda are similarly circulated. 2115

6. We should be glad to have a ruling on the question of feeding of employees raised on para 5 of the attached letter from the Regional Finance Officer Lazio-Umbria Region.

HCC:jbh

Joint Director,
Finance Sub-Commission.

Copy to: Chief Accountant
" " (Audit Section)
RFO Lazio-Umbria Region

Declassified E.O. 12356 Section 3.3/NND No. 785015

COPY

HEAD QUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB-COMMISSION

Ref No: 13128/F

3 December 1944

38

SUBJECT: Civilian Wage Rates.

TO : Establishment Officer.

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2. Various appendices to AFHQ Admin. Ech. Administrative Instruction No. 24, dated January 1944 contained a footnote to the effect that a 15% reduction would be applied to wages, in the case of female employees. Labour Sub-Commission have ruled (but whether in writing is not known) that this should not be applied in Allied Commission, and female employees have presumably been given the new increases, based on their former wage. Nevertheless, para 3 (h+) AFHQ Administrative Memorandum No. 47, dated 16 November, re-affirms this Differential rate for females; if this is to be applied, we are quite sure that a high percentage of the wages paid to female employees of this HQ for the period 16 - 30 November will be in excess of -- our interpretation of -- the maximum.

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4. We attach herewith copy of letter from the Finance Officer Lazio-Umbria Region which deals with the same subject. As you will see he raised the point that important circulars do not receive sufficiently wide distribution. It is of course essential for all finance and accountant officers to obtain promptly circulars and directives of this nature as it is their responsibility to see that the financial instructions contained therein are adhered to.

5. Will you therefore please arrange to issue ten copies of AFHQ Administrative Memoranda numbers 47 and 48 and the AFHQ memorandum on civilian personnel's travelling allowances to the Finance Officers of all Regions, with two copies to the Chief Accountant, HQ AC Will you also please arrange that any future memoranda are similarly circulated. 2nd

6. We should be glad to have a ruling on the question of feeding of employees raised on para 5 of the attached letter from the Regional Finance Officer Lazio-Umbria Region.

HCG/jbh

Joint Director,
Finance Sub-Commission.

Copy to: Chief Accountant
" " (Audit Section)
RFO Lazio-Umbria Region

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

42/EST

1 December 1944

SUBJECT: Civilian Pay & Allowances

TO : Labor Sub-Commission

1. Attention is invited to attached copy of Finance Sub-Commission letter.

2. May this office be supplied, please, with a copy of the most recent AFHQ instructions on civilian travelling allowances, mention of which is made in Par 3, attached letter.

3. It is presumed that this Section will be informed of the interpretations made in respect to the recent directive on wage increase.

NORMAN E. FISKE,
Colonel
Deputy Chief of Staff

2915

Incl: 15128/F Letter Finance
Sub-Commission 30 Nov 1944

Declassified E.O. 12356 Section 3.3/NND No. 785015

SECRET

EST

C/4485
DEC 171700
ROUTINE

FOR INFORMATION ONLY

9 104
DEC 14

HQ MAAF REAR

HQ MAAF (R) NACAF (R) DAF (R) NATAF (R) 214 GROUP (R) 218 GROUP (R) 205 GROUP (R) 216 GROUP

36

SECRET.

No special NAAFI issues or cash grants are to be made in respect of Italian co-operators for Christmas

DIST

CINC ACTION
FIN ADV INFO
C. ACCS INFO
ACC BARI

LIST

INFO-ACTION G-1 (E)
INFO CHIEF COMMISSIONER
EST SEC
AIR FORCES SC
LAND FORCES
FILE

2917

SECRET

2321

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
Establishment Section

Ref/42/EST

17 December 1944

Subject: Civilian Wage Rates

To : Labour Sub-Commission

1. Reference is made to letter 13128/F, of 14 December, addressed to this office, from Finance Sub-Commission, of which a copy was sent to you.

2. May this office be informed, please, whether the 15% differential in wage rates applicable to female civilian employees, as set forth in Par 2h of APHQ Administrative Memorandum No. 47, 16 November 1944, as amended by APHQ Administrative Memorandum No. 48, 20 November 1944, is to be continued in effect.

3. In numerous cases, female civilian employees of this headquarters are being paid at the full rate, and it would therefore be appreciated if early reply might be given.

NORMAN E. FISKE,
Colonel,
Deputy Chief of Staff

copy to: Finance Sub-Commission
Economic Section

Declassified E.O. 12356 Section 3.3/NND No. 785015

To: Lt. Col. Hunt - ODCOS

that this should be handled
by Lieut Smith through
channels to Lieut Col
Hunt who is to furnish Lieut Smith
all documents obtained from
settled immediately - by the
Lieut Col

34

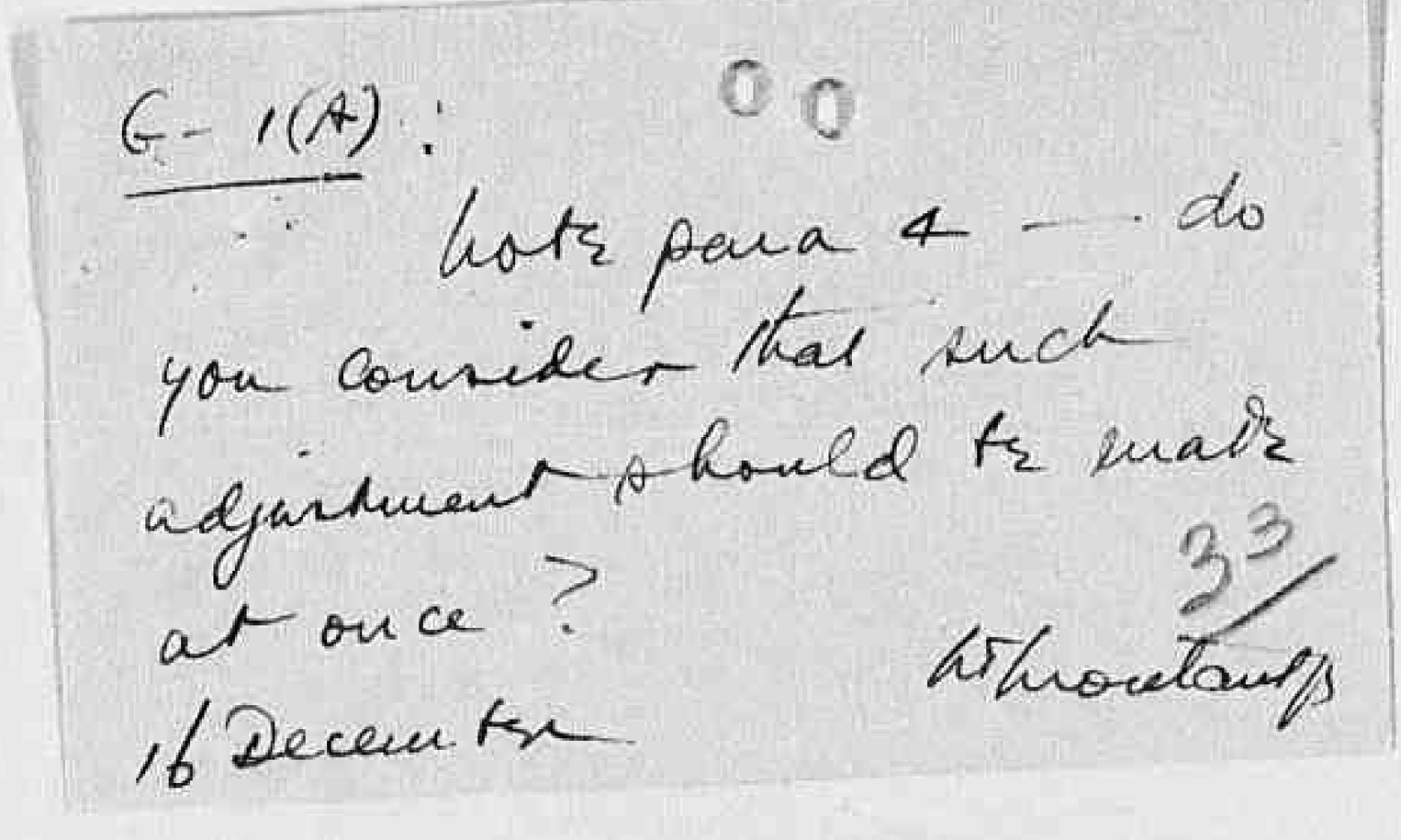
Declassified E.O. 12356 Section 3.3/NND No. 785015

Ministero delle Corporazioni

DIREZIONE GENERALE DEL SEGRETARIATO
DEL CONSIGLIO NAZIONALE DELLE CORPORAZIONI
DEGLI AFFARI GENERALI E DEL PERSONALE

IL DIRETTORE GENERALE

Declassified E.O. 12356 Section 3.3/NND No. 785015



G-1(A):

Note para 4 — do you consider that such adjournment should be made at once?

16 December

A Rhoades

33

HEADQUARTERS
ALLIED COMMISSION
FINANCE SUB-COMMISSION
APO 394

32

Tel: Dial 489161, Ext. 259

Ref: 13128/F

14 December 1944

SUBJECT: Civilian Wage Rates.

TO : Establishment Section,
H.Q. Allied Commission.

1. We have received a copy of the Minutes of the twenty-fifth (Special) Meeting of the Labour and Wages Control Committee of the Allied Force Local Resources (Italian Board).

2. It is noted therefrom, that A.F.H.Q. would be requested to prepare a comprehensive document clarifying A.F.H.Q. Administrative Memorandum N°48.

3. Due note has also been taken of item 48 of the above-mentioned Minutes, recording that it was recommended to the Board that the present 15% differential between male and female labour should continue to be operative. We would point out that this recommendation accords with the views expressed in para. 2 of our letter 13128/F dated 3 December, addressed to you. In particular we take this opportunity of re-affirming that a considerable number of the wage-rates applied to female employees of this H.Q. for the period 16 - 30 November will therefore be in excess of the maximum.

4. As a consequence it would appear that action might have to be taken to reduce the rate of wages in specific cases, and this aspect of the matter is submitted for your consideration.

Declassified E.O. 12356 Section 3.3/NND No. 789015

3. Due note has also been taken of item 48 of the above-mentioned Minutes, recording that it was recommended to the Board that the present 15% differential between male and female labour should continue to be operative. We would point out that this recommendation accords with the views expressed in para. 2 of our letter 13128/F dated 3 December, addressed to you. In particular we take this opportunity of re-affirming that a considerable number of the wage-rates applied to female employees of this H.Q. for the period 16 - 30 November will therefore be in excess of the maximum.

4. As a consequence it would appear that action might have to be taken to reduce the rate of wages in specific cases, and this aspect of the matter is submitted for your consideration.

A.P. Grabowski
Col

Joint Director,
Finance Sub-Commission.

Copy to
Labour Sub-Commission.

2911

Declassified E.O. 12356 Section 3.3/NND No. 780015

Declassified E.O. 12356 Section 3.3/NND No. 785015

Returned without answer

Returned without answer.

12 Dec

Woodard



Declassified E.O. 12356 Section 3.3/NND No. 785015

50. —
50. —
100. —

15. —

42.50
15. —
27.50

Declassified E.O. 12356 Section 3.3/NND No. 785015

Labour Sub-Commission !

1. Attention is invited to marked portions of attached memorandum.

2. Has a final interpretation of this point been made as yet?

6 December

30

L. F. Thornhaugh

FOR COLONEL G S C,
DEPUTY CHIEF OF STAFF
ESTABLISHMENT SECTION

Declassified E.O. 12356 Section 3.3/NND No. 785015

G-5 Sec. 1645
464
2 of 4

HEADQUARTERS
SOUTHERN REGION, ALLIED COMMISSION

R/3193

3 December 1944

SUBJECT: Civilian Employees.

TO: Heads of Staff Sections, Headquarters Southern Region, Allied Commission.
Zone Commissioners (for information).

1. Increases in Pay. Increases in pay, effective 16 November 1944, are authorized by Administrative Memorandum No. 48, AFHQ, 20 November 1944. These will be put into effect merely by increasing accordingly the rates of pay entered in payrolls and no formal recommendation therefor need be submitted to the Purchasing and Contracting Officer.

2. Rates of Pay for Females.

a. Attention is directed to paragraph 3 h of Administrative Memorandum No. 47, AFHQ, 16 November 1944, whereby it is established that female employees shall be paid 15% less than the comparable rates and scales for male employees except where separate female classifications are listed. However, it is not yet determined whether or not the increases in pay refferred to in paragraph 1 above are subject to reduction by 15% for female employees.

b. On payrolls for the period 16 to 30 November 1944, the wages of each female employee will be stated as an amount equal to eighty-five per cent.(85%) of the total of the employee's regular rate of pay and the increase authorized by Administrative Memorandum No. 48, AFHQ, 20 November 1944.

Example:	Regular rate of pay	3050 lire
	Increase	1530 lire
	Total	4580 lire
	Rate to be shown on payroll (85% of 4580 lire)	3893 lire

2910

Copy sent to G-1 (A) Civilian Employ.

Declassified E.O. 12356 Section 3.3/NND No. 785015

c. The following statement will appear on each payroll for the period 16 to 30 November 1944:

> Female wage rates herein have been computed in each case at 85% of the total of the basic wage rate and the increase authorized by Administrative Memorandum No. 48, AFHQ, dated 20 November 1944.

d. Should the method of computation set forth in preceding subparagraph b not be correct according to final determination, necessary adjustment will be made on a subsequent payroll.

3. Vacations. In accordance with paragraph 5 a of Administrative Memorandum No. 47, AFHQ, 16 November 1944, Staff Section Heads may authorize leave with pay for civilian employees for not less than three days nor more than six days at a time. Days of leave with pay and working days will count the same in arriving at a total of six days entitling an employee to a seventh day off in any one week. Days of leave will be shown as "Lv" on time sheets.

By order of Brigadier DUNLOP:

Paul Revere.

PAUL REVERE,
[illegible], A.G.D.,
Adjutant.

3 Incls.
Incl 1. Adm Memo 47, AFHQ.
Incl 2. Adm Memo 48, AFHQ.
Incl 3. Allied Forces Basic Wage Scale, effective 1 Oct 44.

DISTRIBUTION:

RC	1
Ex O	1
Asst Ex O	1
Purch & Contr O	3
Hq Comat (Br)	1
CO, Co C	1
Motor Pool, Lancia Garage	1
Motor Pool, Via Col Lahalle	1
Ec & Sup Sec	2
Legal Sec	2
Labor Sec	2
Other Staff Sections, each,	1
Ea Zone Comr	2

1 OTT 1944

APPENDIX "A"

28

Salary Schedule for the Employment
of Administrative, Office and Clerical Italian Civilian Employees of the Allied Armed Forces in Italy paid on a monthly basis.

ALLIED FORCES BASIC WAGE SCALE

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min.	Max.	Min.	Max.	
Accountant	2,100	4,500	2,200	5,400	20%
Assistant Purchasing Agent	3,000	5,500	3,000	6,300	15%
Band Leader	3,000	5,000	3,000	5,500	10%
Book-keeper	2,000	4,000	2,200	5,000	25%
Cashier Chief	2,500	3,500	2,700	3,600	25%
Cinema Manager	2,080	3,120	2,200	3,900	25%
Clerk Office	1,820	2,860	2,200	3,600	30%
Draughtsman	2,000	4,000	2,200	5,000	25%
Draughtsman Chief	2,500	4,500	2,500	5,400	20%
Executive (business analysts, exporters, etc)	5,000	9,600	5,000	11,000	14%
~~Interpreter, General~~ M	1,820	3,120	2,000	3,900	25%
do. Technical F	2,600	3,900	2,600	4,900	25%
Junior Adm.assistant, clerk supervisor.	2,100	4,500	2,200	5,400	20%
Professional Worker (electrical engineer, doctor, lawyer, dentist, mechanical engineer).	4,000	9,600	4,000	11,000	14%
Senior Administrative Assistant, Sub-Professional worker.	3,600	6,000	3,600	6,800	14%
Shop Superintendend.	3,000	5,000	3,000	5,800	16%
Supervisor of Labour,	8,000	9,000	9,000	10,000	11%
Deputy " " "	6,500	7,500	7,500	8,500	13%
Assistant Deputy Supervisor of Labour.	5,000	6,000	5,500	6,800	13%
Teacher, language,					

Declassified E.O. 12356 Section 3.3/NND No. 788015

~~Manager~~	2,080	3,120	2,200	3,900	25%
Clerk Office	1,820	2,860	2,200	3,600	30%
Draughtsman	2,000	4,000	2,800	5,000	25%
Draughtsman Chief	2,500	4,500	2,500	5,400	20%
* Executive (business analysts, exporters, etc)	5,000	9,600	5,000	11,000	14%
~~Interpreter, General~~	1,820	3,120	2,000	3,900	25%
do. Technical	2,600	3,900	2,600	4,900	25%
Junior Adm.assistant, clerk supervisor.	2,100	4,500	2,200	5,400	20%
* Professional Worker (electrical engineer, doctor, lawyer, dentist, mechanical engineer).	4,000	9,600	4,000	11,000	14%
* Senior Administrative Assistant, Sub-Professional worker.	3,600	6,000	3,600	6,800	14%
Shop Superintendend.	3,000	5,000	3,000	5,800	16%
Supervisor of Labour,	8,000	9,000	9,000	10,000	11%
Deputy " " "	6,500	7,500	7,500	8,500	13%
Assistant Deputy Supervisor of Labour.	5,000	6,000	5,500	6,800	13%
Teacher, language, whole-time	2,600	3,900	2,600	4,900	25%
Telephone Operator, speaking English.	1,820	2,860	2,000	3,600	30%
Telephone Operator, non-English speaking.	1,430	1,950	2,000	2,500	20%
Typist	1,820	2,860	2,000	3,600	30%
Typist shorthand, English speaking	2,080	3,120	2,100	3,900	25%
Warehouse Superintendent	2,500	4,000	2,500	5,000	25%
Wireless Operator, (Sender & Receiver)	3,000	4,500	3,000	5,400	20%
Prisoner of War Mail Examiner	New Grade		2,900	3,700	—

NOTES

1. ROME PROVINCE: For Rome Province 10% should be added to the Allied Force Basic Wage Scale, calculated to the nearest five (5) lire.

2. Except where female classifications are listed, the above rates of pay apply equally to male or female employees.

* no overtime shall be paid to these categories.

Declassified E.O. 12356 Section 3.3/NND No. 789015

APPENDIX "B"

Salary Schedule for the
Employment of Classified Artisan, skilled and Unskilled Grade Employees of the Allied Armed Forces in Italy paid on a daily basis.

ALLIED FORCES BASIC WAGE SCALE

Foreman or Ganger : (Artisan and Skilled Labour) 10 Lire per day more than highest paid man under his supervision.

Foreman or Ganger : (Unskilled Labour) 10 Lire per day more than rate paid to his men.

Chief Foreman : (Artisan & Skilled Labour supervising three (3) or more foremen or gangers) 4000 - 6000 lire per month.

Chief Foreman : (Unskilled Labour supervising three (3) or more foremen or gangers) 3000 - 5400 lire per month.

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min. lire	Max. Lire	Min. Lire	Max. lire	
Ammunition Mechanic	80	120	90	135	12%
Anti-Malarial Labourer	-	70	-	90	28%
Apprentices, all grades	30	60	40	90	50%
Artisan's Mate (helper)	70	90	85	105	17%
Armature Winder	90	150	100	165	10%
Armourer	90	130	100	145	12%
Asphalt Layer	80	105	90	120	15%
Baker	80	105	90	120	15%
Bailer, clothing and soft goods	75	90	85	105	17%
Barber	70	100	85	115	15%
Battery worker	80	120	90	135	12%
Blacksmith	80	110	90	125	14%
Boilermaker	80	110	90	125	14%
Boilerman	80	105	90	120	15%
Bookbinder	85	110	105	125	14%
Bookbinder's Assistant	70	85	85	100	17%
Boot Machinist	80	105	90	120	15%
Boot Machine Operator					

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	Min. lire	Max. Lire	Min. Lire	Max. lire	
Ammunition Mechanic	80	120	90	135	12%
Anti-Malarial Labourer	-	7[illegible]	-	90	28%
Apprentices, all grades	30	60	40	90	50%
Artisan's Mate (helper)	70	90	85	105	17%
Armature Winder	90	150	100	165	10%
Armourer	90	130	100	145	12%
Asphalt Layer	80	105	90	120	15%
Baker	80	105	90	120	15%
Baler, clothing and soft goods	75	90	85	105	17%
Barber	70	100	85	115	15%
Battery worker	80	120	90	135	12%
Blacksmith	80	112	90	125	14%
Boilermaker	80	112	90	125	14%
Boilerman	80	105	90	120	15%
Bookbinder	85	110	105	125	14%
Bookbinder's Assistant	70	85	85	100	17%
Boot Machinist	80	105	90	120	15%
Boot Machine Operator Mechanic	90	110	100	125	14%
Brakeman	80	105	90	120	15%
Bricklayer	80	105	90	120	15%
Butcher	70	95	85	110	16%
Caretaker (Cemetery)	80	120	90	130	8%
Carpenter	80	105	90	120	15%
Caulker	80	105	90	120	15%
Charcoal Maker	80	105	90	120	15%
Chauffeur Mechanic	80	110	90	125	14%
Chauffeur or Driver	70	90	85	105	17%
Chairman	80	100	90	115	15%
Checker	65	80	85	95	20%
Checker, Railway Goods Yards	80	100	90	115	15%
Closers (boot repairing)	60	85	85	100	17%
Clothing Classifier	55	85	85	85	30%
Coach Builder	80	105	90	120	15%
Cobbler	80	110	90	125	14%
Compositor	90	110	105	125	14%
Compositor's Assistant	80	90	90	100	11%
Compositor Chief	100	120	120	135	12%
Concreter	70	105	85	120	15%
Cooper	80	105	90	150	43%

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Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min. lire	Max. lire	Min. lire	Max. lire	
Coppersmith	80	120	90	135	12%
Coremaker (Foundry)	80	105	90	120	15%
Cutters	75	110	85	125	14%
Dental Mechanics	90	110	100	125	14%
Drier, M/c and Preparer	70	90	85	105	17%
Driver, Truck					
" Crane or Winch					
" Mechanical Plant					
" M.R. Electric					
" Steam Roller or IC Stationary	80	100	95	115	15%
Driver Mechanic, Truck	85	105	95	125	20%
Driver, Truck & Trailer	85	120	100	130	8%
Driver, Engine Loco.	80	110	100	130	18%
Electricians	85	120	95	135	12%
Elevator Repairer Mechanic	85	120	95	135	12%
Employees, Clothing and Manufacturing Plants.					
* Cutter, machine	100	120	100	135	12%
* Clothing machine operator	60	90	85	105	17%
* Cutter, pattern	150	180	150	195	8%
* Cutter, assistant	70	80	85	95	20%
* Embroiderer	70	100	90	115	15%
* Sewing Hand	50	60	60	85	42%
Exhumers of Bodies	-	80	-	95	20%
Farrier	80	100	90	115	15%
Farrier with own anvil	100	120	110	135	12%
Fireman, Oil Fuel, Coal or Steam Loco.	80	105	90	120	15%
∅ Fitter or Mechanic, Aero radial diesel	100	130	110	145	12%
Foundryman	70	100	85	115	15%
Gardener	70	80	85	95	20%
Gear cutting specialist		New Grade		165	

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Electricians	85	120	95	135	12%
Elevator Repairer Mechanic	85	120	95	135	12%
Employees, Clothing and Manufacturing Plants.					
* Cutter, machine	100	120	100	135	12%
* Clothing machine operator	60	90	85	105	17%
* Cutter, pattern	150	180	150	195	8%
* Cutter, assistant	70	80	85	95	20%
* Embroiderer	70	100	90	115	15%
* Sewing Hand	50	60	60	85	42%
Exhumers of Bodies	-	80	-	95	20%
Farrier	80	100	90	115	15%
Farrier with own anvil	100	120	110	135	12%
Fireman, Oil Fuel, Coal or Steam Loco.	80	105	90	120	15%
∅ Fitter or Mechanic, Aero radial diesel	100	130	110	145	12%
Foundryman	70	100	85	115	15%
Gardener	70	80	85	95	20%
Gear cutting specialist	New Grade		-	165	
Glazier	75	100	85	115	15%
Greaser	70	90	85	105	17%
Grinder, precision	90	120	100	135	15%
Grooms or Stablemen	65	75	85	95	25%
Gunfitter	80	120	90	135	15%
Hammerman or Striker	70	90	90	105	17%
Joiner	85	110	95	125	14%
∅ Fitter or Mechanic, Automobile or MT.	90	120	100	135	12%

* These grades are restricted to plants engaged in fabricating new garments for the Allied Forces and working under their direct control.

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Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min.	Max.	Min.	Max.	
Laboratory & dispensary assistant	90	110	100	125	14%
Life Savers	70	90	85	105	17%
Lighthouse keeper	-	80	85	100	25%
Lineman	90	120	100	135	12%
Linotype Operator	90	130	100	145	12%
Litho Engravers	120	150	130	165	10%
Lithographer	90	130	100	145	12%
Lithographer's assistant	80	90	90	105	17%
Lumber Workers					
Choker Setter	70	100	85	115	15%
Dogger	80	100	90	115	15%
Edgerman	80	110	90	125	14%
Faller	80	100	90	115	15%
Log Turner	70	90	85	105	17%
Lumber handler	65	80	85	95	20%
Machine Minder	70	90	85	105	17%
Machine Minder's Assistant	50	70	70	90	28%
Machinist	80	120	90	135	12%
Markers & Sorters	55	70	70	90	28%
Masons	80	110	90	125	14%
Mechanics, sewing machine					
" Typewriter					
" wireless	90	120	100	135	12%
Mechanics, Marine Engr (RN)	-	120	-	135	12%
Mechanics assistant	80	90	90	105	17%
Messenger					
English speaking (under 17)	-	50	-	65	30%
" " (over 17)	60	70	70	90	28%
Motion Picture Operator	80	120	90	135	12%
Moulders	80	120	90	135	12%
Nurses (Hospital)	80	100	90	115	15%
Occupational Therapist	80	100	90	115	15%
Packer	65	70	85	95	36%
Painter, varnisher,					
signwriter	85	105	95	120	15%

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Dogger	80	100	90	115	15%
Edgerman	80	110	90	125	14%
Faller	80	100	90	115	15%
Log Turner	70	90	85	105	17%
Lumber handler	65	80	85	95	20%
Machine Minder	70	90	85	105	17%
Machine Minder's Assistant	50	70	70	90	28%
Machinist	80	120	90	135	12%
Markers & Sorters	55	70	70	90	28%
Masons	80	110	90	125	14%
Mechanics, sewing machine					
" Typewriter					
" wireless	90	120	100	135	12%
Mechanics, Marine Engr (RN)	-	120	-	135	12%
Mechanics assistant	80	90	90	105	17%
Messenger					
English speaking (under 17)	-	50	-	65	30%
" " (over 17)	60	70	70	90	28%
Motion Picture Operator	80	120	90	135	12%
Moulders	80	120	90	135	12%
Nurses (Hospital)	80	100	90	115	15%
Occupational Therapist	80	100	90	115	15%
Packer	65	70	85	95	36%
Painter, varnisher, signwriter	85	105	95	120	15%
Paper cutter operator	90	110	105	125	14%
Parquet Layer	80	100	90	115	15%
Pattern Maker	80	110	90	125	14%
Pavement Layer	80	100	90	115	15%
Permanent Way Inspector	75	95	85	110	16%
Pier Supervisor	95	125	105	140	12%
Plasterer	85	105	95	120	15%
Platelayer (Railroads)	70	90	85	105	17%
Plater (Printing)	90	110	100	125	14%
Plumber	80	100	90	120	15%
Pointsman (Railroads)	60	80	85	95	20%
Police Officer	New grade		85	120	-
Pressers, Machine (Hoffman Steam Press)	80	110	90	125	14%
Printer	90	120	100	135	12%
Process Engravers	120	150	130	165	10%
Photo developer, single or machine	New grade		100	120	-
Printing Machine Minder	90	120	90	135	12%
" " Mate	70	90	85	105	17%

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Grade	Present Naples Basic Rate		Proposed Allied Force BAsic Wage Scale		Approx % increase on max
	Min. Lire	Max. Lire	Min. Lire	Max. Lire	
Quarryman	80	100	90	115	15%
Recordak Operator	New Grade		90	110	—
Repairer, Watch and Precision Instrument	120	150	120	165	10%
Rigger	85	105	95	120	15%
Rivet Heater	70	90	85	105	17%
Riveter	85	105	95	120	15%
Riveter Holder-up	70	90	85	105	17%
Road Supervisor	80	110	90	125	14%
Road Worker	60	70	85	95	36%
Saddler	75	100	85	115	15%
Saw Repairer & Sharpener	80	100	90	115	15%
Sawyer	80	100	90	115	15%
Sheet Metal Worker	80	120	100	135	12%
Shoe Maker (Special Boot & Surgical Work)	90	120	100	135	12%
Shunter or Brakesman	70	90	85	105	17%
Slater	70	90	85	105	17%
Smelterer (ore smelting)	80	105	90	120	15%
Stacker, forage	New Grade		65	85	—
Stevedore	80	85	90	110	30%
Stevedore, coaling ore	90	95	100	115	21%
Stevedore head	90	100	100	125	25%
Stereotyper	90	110	100	145	32%
Stone handcutter	85	105	95	120	15%
Storeman or Storewoman	60	80	85	100	25%
Tailors (with own machine)	90	110	105	125	14%
Tailors (without own M/c)	70	90	85	105	17%
Tent makers (with own M/c)	90	110	105	125	14%
Tent Makers (without own M/c)	70	90	85	105	17%
Tent Mender	70	90	85	105	17%
Tile Layer	80	100	90	115	15%
Time-keeper	70	120	90	135	12%
Tinsmith	80	105	90	120	15%
Tool Maker	80	110	90	125	14%
Track walker, railroad	70	90	85	105	17%
Trimmer Coal	70	90	85	105	17%
Turner	80	120	90	135	12%

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Sheet Metal Worker	80	120	100	135	12%
Shoe Maker (Special Boot & Surgical Work)	90	120	100	135	12%
Shunter or Brakesman	70	90	85	105	17%
Slater	70	90	85	105	17%
Smelterer (ore smelting)	80	105	90	120	15%
Stacker, forage	New Grade		65	85	-
Stevedore	80	85	90	110	30%
Stevedore, coaling ore	90	95	100	115	21%
Stevedore head	90	100	100	125	25%
Stereotyper	90	110	100	145	32%
Stone handcutter	85	105	95	120	15%
Storeman or Storewoman	60	80	85	100	25%
Tailors (with own machine)	90	110	105	125	14%
Tailors (without own M/c)	70	90	85	105	17%
Tent makers (with own M/c)	90	110	105	125	14%
Tent Makers (without own M/c)	70	90	85	105	17%
Tent Mender	70	90	85	105	17%
Tile Layer	80	100	90	115	15%
Time-keeper	70	120	90	135	12%
Tinsmith	80	105	90	120	15%
Tool Maker	80	110	90	125	14%
Truck walker, railroad	70	90	85	105	17%
Trimmer Coal	70	90	85	105	17%
Turner	80	120	90	135	12%
Truck Master	100	120	110	135	12%
Truck Master's Assistant	90	110	100	125	14%
Tyre Treader	80	120	90	135	12%
Upholsterer	80	105	90	120	15%
Vulcaniser	80	105	90	120	15%
Warehouseman or Storekeeper	80	120	90	135	12%
Washer, hand	50	60	85	95	58%
Washer, machine	70	90	85	105	17%
Watchman	60	70	70	90	28%
Welder	85	120	95	135	12%
Wheelwright	80	100	90	115	15%
Unskilled labour	-	65	-	85*	30%
Boys up to 17	-	35	-	45	30%

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

NOTES 1. ROME PROVINCE For Rome Province 10 lire should be added to the Allied Force Basic Wage Scale.

2. Except where female classifications are listed, the above rates apply equally to male or female employees.

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APPENDIX "C"

HOTEL GRADES
(Monthly Rates)

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max
	Min. Lire	Max. lire	Min. lire	Max. lire	
Manager	3,900	7,400	3,900	7,400	-
Assistant Manager, Head Receptionist or personnel controller	New grade		3,500	5,900	-
Chief Cashier	2,500	3,500	2,500	4,400	25%
Book-keeper	2,000	4,000	1,800	4,000	-
Hall Porter	New grade		3,000	5,900	-
Porter	2,400	2,900	2,400	3,300	14%
Hotel Watchman	New grade		2,700	3,900	-
x Telephone operator (English-speaking)	x 2,100	3,300	2,100	3,600	9%
x Telephone operator (non-English speaking)	x 1,650	2,250	1,650	2,500	11%
Elevator operator	1,700	2,100	1,700	2,100	-
Bell Boy (over 17)	x 1,800	2,100	1,800	2,100	(Equal to
Bell Boy (under 17)	x -	1,500	-	1,500	-(present
Handyman	1,900	2,400	2,300	3,300	37%(rate for
Head Waiter	3,400	4,400	3,400	6,500	48% (messengers
Waiter	2,700	3,400	2,700	4,400	30%
Waitress	2,200	2,800	2,200	2,800	-
Assistant Waiter	2,100	2,600	2,100	2,600	-
Barman	New grade		3,500	4,500	-
Head Cook or Chef	2,900	4,400	2,900	7,000	60%
Cook	2,700	3,600	2,700	4,400	22%
Assistant Cook	1,800	2,100	1,800	2,600	25%
Pot & Utensil Washer	New grade		2,000	3,000	-
Dish washer	2,000	2,500	1,600	2,500	Equal to present rate for washer
Storeman, pantryman	x 2,400	3,600	2,400	3,600	Equal to present rate for ware-houseman
Still room hand	New grade		1,900	3,000	-
Housekeeper	2,400	3,400	2,400	3,400	-

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(English-speaking)	x	2,100	3,300	2,100	3,600	9%
x Telephone operator (non-English speaking)	x	1,650	2,250	1,650	2,500	11%
Elevator operator		1,700	2,100	1,700	2,100	-
Bell Boy (over 17)	x	1,800	2,100	1,800	2,100)	(Equal to
Bell Boy (under 17)	x	-	1,500	-	1,500)-	-(present
Handyman		1,900	2,400	2,300	3,300	37%(rate for
Head Waiter		3,400	4,400	3,400	6,500	48% (messenger
Waiter		2,700	3,400	2,700	4,400	30%
Waitress		2,200	2,800	2,200	2,800	-
Assistant Waiter		2,100	2,600	2,100	2,600	-
Barman		New	grade	3,500	4,500	-
Head Cook or Chef		2,900	4,400	2,900	7,000	60%
Cook		2,700	3,600	2,700	4,400	22%
Assistant Cook		1,800	2,100	1,800	2,600	25%
Pot & Utensil Washer		New	grade	2,000	3,000	-
Dish washer		2,000	2,500	1,600	2,500)	Equal to present rate for washer
Storeman, pantryman	x	2,400	3,600	2,400	3,600)	Equal to present rate for ware-houseman
Still room hand		New	grade	1,900	3,000	-
Housekeeper		2,400	3,400	2,400	3,400	-
Linen keeper, linen hand		1,900	2,400	1,900	3,400	42%
Chambermaid		2,100	2,700	2,100	3,000	11%
Laundryhand (male)		New	grade	2,700	3,500	-
Laundryhand (female) or Ironing Woman		New	grade	1,500	2,900	-
Hotel Plumber	x	2,400	3,150	2,400	3,150	-
" Electrician	x	2,550	3,600	2,550	3,600	-
" Painter	x	2,550	3,150	2,550	3,150	-
" Boilerman	x	2,400	3,150	2,400	3,150	-
" Mason	x	2,400	3,300	2,400	3,300	-
" Carpenter	x	2,400	3,150	2,400	3,150	-

x The rates for these grades have been computed on a 30-day month basis.

No increase on the proposed Allied Force Basic Wage Scale is authorised for Rome Province.

...../NOTES

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NOTES. 1. All rates subject to a deduction of 900 lire per month where meals are provided.

2. The standard working day for Hotel, Mess and Club employees is 12 hours and no overtime will normally be paid unless a legal collective contract, existing before 1.9.42, can be produced and verified by ACC/AMG. This only applies to hotels which are taken over and where the management is responsible for the entire administration and supply of labour, and not to Hotels, Messes and Clubs which are requisitioned and direct labour employed by the Armed Forces.

3. Except where female classifications are listed, the above rates of pay apply equally to male or female employees.

4. (a) The maximum rate, and such rates as may be definitely specified, will apply to De-Luxe Hotels only.

(b) The maximum rate authorised for payment in the case of First-Class Hotels will be at the rate of Ten per cent (10%) less than the maximum for De-Luxe Hotels.

(c) The maximum rate authorized for payment in the case of Second-Class Hotels will be at the rate of Twenty per cent (20%) less than the maximum for De-Luxe Hotels.

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APPENDIX "D"

MESSES AND CLUBS

(Monthly Rates)

	Min. lire	Max. lire
Assistant Cook	1800	2100
Assistant Waiter	2100	2600
Cook	2700	3600
Dish Washer	1600	1900
Handyman	1900	2400
Head Cook	2700	4400
HeadWaiter	2700	4400
Orderly (British Mess)	2400	3000
Waiter	2700	3400
Waitress	2200	2800

NOTES:

1. All rates subject to a deduction of 900 lire per month where meals are provided.

2. The standard working day for Hotel, Mess and Club employees is 12 hours, and no overtime will normally be paid unless a legal collective contract, existing before 1.9.42, can be produced and verified by AMG/ACC. This only applies to the Hotels which are taken over and where the management is responsible for the entire administration and supply of labour, and not the Hotels, Messes and Clubs which are requisitioned and direct labour employed by the Armed Forces.

3. The rates for Messes and Clubs will apply to the whole of ITALY.

4. Except where female classifications are listed, the above rates of pay apply equally to male or female employees.

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APPENDIX "E"

MARINE GRADES

Daily Rates.

2H

	Present Naples Basic Rate		Proposed Allied Force Basic Wage Scale		Approx % increase on max.
	Min. lire	Max. lire	Min. lire	Max. lire	
Diver *	-	110	* 110	125	14%
Linesman (Navy) #	-	80	# 85	95	20%
Pumpman	-	80	85	95	20%
Rope Spiloer	80	100	90	115	15%
Sailmaker	85	110	95	125	14%
Salvage Hand	70	90	85	105	17%
Salvage Hand (Master)	95	110	100	125	14%
Security Patrol Officer or Deputy Harbourmaster	-	150	-	165	10%
Shipwright	80	100	105	135	35%
SEA-GOING RATES (SCHOONERS)					
Master	-	250	-	250	-
1st Officer	-	200	-	200	-
2nd Officer	-	180	-	180	-
3rd Officer	-	170	-	170	-
Chief Engineer	-	250	-	250	-
1st Engineer	-	200	-	200	-
2nd Engineer	-	180	-	180	-
3rd Engineer	-	170	-	170	-
Bo'sun	-	140	-	150	7%
Cook or Steward	-	130	-	140	8%
Seaman	-	120	-	130	8%
HARBOUR CRAFT RATES-TUGBOATS, "Z" CRAFT ETC.					
Master	-	180	-	180	-
Mate	-	140	-	140	-
Engineer	-	140	-	140	-
Cook or Steward	-	110	-	120	9%
Seaman	-	110	-	120	9%
Stoker or Fireman	80	100	-	125	25%

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SEA-GOING RATES (SCHOONERS)

Master	-	250	-	250	-
1st Officer	-	200	-	200	-
2nd Officer	-	180	-	180	-
3rd Officer	-	170	-	170	-
Chief Engineer	-	250	-	250	-
1st Engineer	-	200	-	200	-
2nd Engineer	-	180	-	180	-
3rd Engineer	-	170	-	170	-
Bo'sun	-	140	-	150	7%
Cook or Steward	-	130	-	140	8%
Seaman	-	120	-	130	8%

HARBOUR CRAFT RATES-TUGBOATS, "Z" CRAFT ETC.

Master	-	180	-	180	-
Mate	-	140	-	140	-
Engineer	-	140	-	140	-
Cook or Steward	-	110	-	120	9%
Seaman	-	110	-	120	9%
Stoker or Fireman	80	100	-	125	25%

2905

BARGES & LIGHTERS.

Bargeman	70	90	85	105	17%
Master Bargeman	80	110	100	120	9%

* Plus 35 lire per hour under water.

\# 5 lire per hour extra whilst tending diver.

NOTE: Except where female classifications are listed, the above rates of pay apply equally to male and female employees.

Declassified E.O. 12356 Section 3.3/NND No. 1801G

RESTRICTED

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ALLIED FORCE HEADQUARTERS
APO 512

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ADMINISTRATIVE MEMORANDUM)
:
NUMBER 47)

16 November 1944

CONDITIONS OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY & SARDINIA

1. a. APPLICATION OF THESE REGULATIONS - These regulations apply to the direct employment of civilian labor and will be observed by all branches of the Allied Forces. These regulations are not applicable to a civilian organization such as a railroad, public utility, etc., which may be taken over by the Allied Forces; in such a case, wages and other conditions of employment shall remain unchanged until positive notice.

b. CONTRARY REGULATIONS - These regulations supersede all regulations previously issued by AFHQ Adv Adm Echelon or any other unit or command of the Allied Armies in Italy which are contrary thereto.

2. RECRUITMENT

a. British Installations and Units - Applications for employees will normally be made to the nearest Pioneer Corps Civil Labor Unit - "CLU". Should this not be possible, applications will be made to the nearest Civil Affairs Officer, AMG.

b. American Installations and Units.- Applications for employees will be cleared through the nearest Base Section Headquarters or such other Labor Office as may be established in any particular locality from time to time. Wherever possible, all applications should be routed through the AMG/AC Labor Offices.

3. RATES OF PAY

a. Allied Forces Basic Wage Scale - Employees throughout Italy will be paid below or within the rates set forth in the schedules attached at appendices "A", "B", "C", "D", and "E", which shall be designated the "Allied Forces Basic Wage Scale" and are effective from 1 October 1944. This scale may be altered upward or downward by reason of:

(1) Difference in cost of living in particular province;

Declassified E.O. 12356 Section 3.3/NND No. 785015

b. CONTRARY REGULATIONS - These regulations supersede all regulations previously issued by AFHQ Adv Adm Echelon or any other unit or command of the Allied Armies in Italy which are contrary thereto.

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(1) Difference in cost of living in particular province;

(2) Adjustment to the general level of wages prevailing in the province for similar work;

2902

but under no circumstances will any increases above the maximum of Basic Wage Scale be authorized without the prior authority of AFHQ. (Allied Force Local Resources (Italian) Board).

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 775015

AFHQ Adm. Memo. # 47 (cont'd)

b. Monthly Rates of Pay - For the purpose of calculating payment for periods of less than one month, monthly rates of pay are related to an average of 26 working days per month at 8 hours per day.

c. Pay in Sicily and Sardinia - Employees in Sicily and Sardinia will be paid below or within the rates which will be published as appendices at a later date. Under no circumstances will any increases above the maximum laid down in these scales be authorized without the prior authority of AFHQ. (Allied Force Local Resources (Italian) Board).

d. Procedure in respect of New Grades - Provisional rates for grades not listed will be established by appropriate Labor Officers in conjunction with AC/AMG. They will confirm, in writing to the AC/AMG the classification and rate of pay fixed. Application will then be made to the AFHQ local Resources (Italian) Board for approval.

e. Pay on Engagement

(1) All labor will be engaged at or below the minimum rate of pay laid down in appendices "A", "B", "C", "D", and "E", and will be paid at this rate for at least seven (7) days. During this period they will be trade tested and thereafter receive a rate of pay commensurate with their skill and ability below or within the limits set out in appendices "A", "B", "C", "D" and "E", or such other authorized rate as may be amended by the variation authorized in paragraphs 3(a) and 3(b) above.

(2) All labor which has been employed previously by the Allied Forces may, at the discretion of the employing service, be re-engaged at the same rate of pay on production of a certificate from the previous employing unit stating reasons for discharge and the latest rate of pay in issue.

f. Pay for Night Shifts - The daily basic rate of all persons employed on night shift may be increased by 10 lire. This applied only to workers engaged on a night shift, and not to those working through day shift into the night. Overtime for such night workers will be paid at one and one half times the increased base rate.

g. Advances - No advances of pay will be made under any circumstances.

h. Differential between Male and Female Employees - The scale and

Declassified E.O. 12356 Section 3.3/NND No. 785015

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g. Advances - No advances of pay will be made under any circumstances.

h. Differential between Male and Female Employees - The scale and rates of pay for female employees shall be 15% less than the comparable rates and scales for male employees except where separate female classifications are listed.

4. HOURS OF WORK AND OVERTIME

a. Hours of Work per Day - All employees, whether paid on an hourly, daily or monthly basis, will be expected to work a minimum of eight (8) hours per day exclusive of meal times or time required to travel to and from the place of employment.

Declassified E.O. 12356 Section 3.3/NND No. 789015

AFHQ Adm. Memo. # 47 (cont'd)

b. Days of Work per Week - They will normally be expected to work a minimum of six (6) continuous days per week.

c. Overtime - Overtime will be paid for each completed hour in excess of eight (8) hours per day to all grades, except those specifically designated in the appendices as being ineligible for overtime pay, at the rate of one and one half times the hourly rate of pay. Overtime rates may also be paid in any locality for the seventh consecutive day of working whether Sunday or a week day. However, overtime should be discouraged in the interests of efficiency and the employment of surplus labor.

5. LEAVE

a. Annual Leave with Pay - Leave with pay at the rate of one half (½) day per month may be accumulated by monthly paid employees in clerical and administrative grades who have served the Armed Forces satisfactorily for six (6) months or more with the same Employing Service, to accrue from date of employment. Annual leave with pay will be granted to employees whose service has been satisfactory, and if the exigencies of the service permit. Annual leave with pay is not a basic right and cannot be allowed except under the above circumstances. No extra expense to the military unit or installation for the employment of a substitute will be allowed. Under no circumstances will pay in lieu of leave be given.

b. Leave without Pay - Leave without pay may be granted for any period, under circumstances approved by the Commanding Officer of the Military unit or establishment.

c. Public Holidays - Public holidays will not be recognized by any military unit or establishment and there will be no extra pay for work performed on feast days or holidays.

6. FEEDING OF EMPLOYEES

There will be no feeding of civilian employees except under rules and regulations prescribed by AFHQ/MTOUSA.

7. CLOTHING AND ACCOMMODATION

Clothing and accommodation will not be provided to civilian employees except under regulations promulgated by AFHQ.

8. ENTICEMENT

Declassified E.O. 12356 Section 3.3/NND No. 785015

employment. Annual leave with pay will be granted to employees whose service has been satisfactory, and if the exigencies of the service permit. Annual leave with pay is not a basic right and cannot be allowed except under the above circumstances. No extra expense to the military unit or installation for the employment of a substitute will be allowed. Under no circumstances will pay in lieu of leave be given.

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6. FEEDING OF EMPLOYEES

There will be no feeding of civilian employees except under rules and regulations prescribed by AFHQ/MTOUSA.

7. CLOTHING AND ACCOMMODATION

Clothing and accommodation will not be provided to civilian employees except under regulations promulgated by AFHQ.

8. ENTICEMENT

No employee will be permitted to change from one Allied unit 2903 another without the agreement of the respective Employing Officers.

By command of General WILSON:

/s/ H. V. Roberts
/t/ H. V. ROBERTS,
Colonel, AGD,
Adjutant General.

5 Incls.
Appendices "A", "B", "C", "D" and "E"

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 78505

R E S T R I C T E D

ALLIED FORCE HEADQUARTERS
APO 512

DCK/ar

21

ADMINISTRATIVE MEMORANDUM)
NUMBER 48)

20 November 1944

AUTHORIZED INCREASE TO ALLIED FORCES BASIC WAGE SCALE WITHIN ITALIAN GOVERNMENT TERRITORY

1. Reference is made to Paragraph 3 (a) AFHQ Administrative Memorandum Number 47, 1944, and the appendices listed therein.

2. The following increases in the Allied Forces Basic Wage Scale are effective as of 16 November 1944 within all territory under Italian Government control. (Including NAPLES area)

a. Daily Wage Group:

Present Wage	Authorized Increase	New Total Daily Wage
85 lire	60 lire	145 lire
90 "	60 "	150 "
95 "	60 "	155 "
100 "	60 "	160 "
105 "	60 "	165 "
110 "	60 "	170 "
115 "	60 "	175 "
120 "	60 "	180 "
125 "	57 "	182 "
130 "	55 "	185 "
135 "	52 "	187 "
From 140 lire to 165 lire inclusive, add 50 lire to each category		
170 "	47 "	217 "
175 "	45 "	220 "
180 "	42 "	222 "
185 "	40 "	225 "
From 165 lire and above, add 40 lire to each category		

Declassified E.O. 12356 Section 3.3/NND No. 789015

Present Wage	Authorized Increase	New Total Daily Wage
85 lire	60 lire	145 lire
90 "	60 "	150 "
95 "	60 "	155 "
100 "	60 "	160 "
105 "	60 "	165 "
110 "	60 "	170 "
115 "	60 "	175 "
120 "	60 "	180 "
125 "	57 "	182 "
130 "	55 "	185 "
135 "	52 "	187 "

From 140 lire to 165 lire inclusive, add 50 lire to each category

170 "	47 "	217 "
175 "	45 "	220 "
180 "	42 "	222 "
185 "	40 "	225 "

From 185 lire and above, add 40 lire to each category

b. Monthly Wage Group

2902

Present Wage	Authorized Increase	New Total Monthly Wage
Up to and including		
3000 lire	1560 lire	4560 lire
3100 "	1530 "	4630 "

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Declassified E.O. 12356 Section 3.3/NND No. 789015

AFHQ Adm Memo #48 (cont'd)

Present Wage	Authorized Increase	New Total Monthly Wage
Up to and including		
3200 lire	1480 lire	4680 lire
3300 "	1430 "	4730 "
3400 "	1380 "	4780 "
3500 "	1330 "	4830 "
3600 "	1300 "	4900 "

From 3700 lire to 5000 lire inclusive, add 1300 lire

5100 "	1230 "	6330 "
5200 "	1180 "	6380 "
5300 "	1130 "	6430 "
5400 "	1080 "	6480 "
5500 "	1040 "	6540 "

For 5600 lire and over, add 1040 lire

3. Allied Forces Basic Wage Scale

Note 1, Appendix "C" to AFHQ Administrative Memorandum Number 47, 1944, is amended by the deletion of the word "proposed."

By command of General WILSON:

s/ H. V. Roberts,

t/ H. V. ROBERTS,
Colonel, AGD,
Adjutant General.

Declassified E.O. 12356 Section 3.3/NND No. 785015

5300	"	1130	"	6430	"
5400	"	1180	"	6480	"
5500	"	1040	"	6540	"

For 5600 lire and over, add 1040 lire

3. Allied Forces Basic Wage Scale

Note 1, Appendix "C" to AFHQ Administrative Memorandum Number 47, 1944, is amended by the deletion of the word "proposed."

By command of General WILSON:

s/ H. V. Roberts,

t/ H. V. ROBERTS,
Colonel, AGD,
Adjutant General.

Reproduced by Hq Southern Region,
Allied Commission, 25 Nov 1944. B

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 789015

RESTRICTED

File
~~Est. Sec~~

C/2306

FOR INFORMATION ONLY

SR/641
NOV 291625A

NOV 292218A
PRIORITY

20

ALCOM SOUTHERN REGION

HEADQUARTERS ALCOM

RESTRICTED.

Your Daily Bulletins dated 12 October and 13 October 44 authorized same rates pay male female civilian employees without deduction 15% for females. Administrative Memorandum number 47 AFHQ 16 November 44 directs 15% less for females than for males. Do we continue paying female employees without deduction 15%.

DEB

Action G-1 (Civil Emp) ⊙
Info: Chief Commission
Est. Sec

Declassified E.O. 12356 Section 3.3/NND No. 795015

Your Daily Bulletins dated 12 October and 19 October 44 authorized same rates pay male female civilian employees without deduction 15% for females. Administrative Memorandum number 47 AFHQ 16 November 44 directs 15% less for females than for males. Do we continue paying female employees without deduction 15%.

DEST

Admin Gr (Civ Emp) (2)
Inf: Chief Commission
Est. Sec
File (2)
Final

2901

RECEIVED
NOV 1944
A. G.

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Declassified E.O. 12356 Section 3.3/NND No. 78505

Establishment Section

-1-

CMU

19

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Civilian Personnel Section

Ref Civ Pers/234 14 December 1944

Subject. Workmen's Compensation in Italian Territory.

To . All Concerned.

The following is based on Circular No.74 HQ NATOUSA cs and is published for information and guidance of all concerned.

1. In the event of a Civilian employed locally by the Allied Commission in Italy, sustaining death, injury or illness arising out of and in the course of such employment, the employing Section, Subcommission or Branch will:

(a) Cease paying his salary or wages as from the date he stops work.

(b) Give him, or his dependents, a certificate of injury in the form set out.

(c) Advise him or his dependents to apply to the local Office of the Istituto per L'Assicurazione Contro gli Infortunii sul Lavoro for such medical attention and or compensation as he or his dependents are entitled to receive. The address of the local office of the Istituto and of the Doctors employed by them can be ascertained from the Mayor (Podesta). In none injured persons should if possible, be sent to Ospedaliero dell' Istituto Nazionale Infortunii No. 9 via Monte Della Gioie. Where not practicable, send to any civilian hospital.

2. No compensation or medical attention (other than first aid treatment) should be given as the above Istituto

Declassified E.O. 12356 Section 3.3/NND No. 780015

ment, the employing Section, Subcommission or Branch will:

(a) Cease paying his salary or wages as from the date he stops work.

(b) Give him, or his dependents, a certificate of injury in the form set out.

(c) Advise him or his dependents to apply to the local Office of the Istituto per L'Assicurazione Contro gli Infortunii sul Lavoro for such medical attention and or compensation as he or his dependents are entitled to receive. The address of the local office of the Istituto and of the Doctors employed by them can be ascertained from the Mayor (Podesta). In some injured persons should if possible, be sent to Ospedaliero dell' Istituto Nazionale Infortunii No. 9 via Monte Della Gioie. Where not practicable, send to any civilian hospital.

2. No compensation or medical attention (other than first aid treatment) should be given as the above Istituto is organized to deal with them. It has an office in all towns of sufficient importance, and will arrange to have the injured person collected by ambulance on being so requested.

2900

3. The certificate of injury referred to in par. 1(b) above will be made out in quadruplicate and will be forwarded to Headquarters Allied Commission, G-1 Civilian Personnel Section for proper signature (Par 3 on form) and further action. Two copies will be returned to respective Sub-Commission one of which will be handed to injured person (see par. 1 b) other to be retained for files.

4. A Declaration of Injury, Annex "A" to HQ AFCUSA Circular No. 132 (attached), signed by official supervisor of employee will be forwarded in triplicate with the certificate of injury referred in above paragraph (3).

Declassified E.O. 12356 Section 3.3/NND No. 1806

5. These instructions will apply only to Headquarters of Allied Commission. Regions will comply with instructions set forth in MTOUSA Circulars 74, 126, and 132 cs. Forms will be submitted directly to Regional Offices of the U.S. Claims Service. One copy of each to be forwarded to this office for information.

R. T. Ubler
R. T. UHLER
Lt. Col. AGL.
G-1(A)

2-Incls.
1- Certificate of Injury.
1- Declaration of Injury.

DISTRIBUTION

"D"

Declassified E.O. 12356 Section 3.3/NND No. 785015

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DISTRIBUTION:

"D"

Declassified E.O. 12356 Section 3.3/NND No. 788015

[illegible] CIRCULAR 77

CERTIFICATO D'INFORTUNIO

CERTIFICATE OF INJURY

15/

1. I certify that Signor _____
io certifico che il Signor

of _____ born on _____
de (address) nato il (date)
(indirizzo) (data)

the son of _____ and of _____
figlio di (Father's name) e di (Mother's name)
(Nome del padre) (nome delle madre)

was killed/incapacitated at _____ hours on _____
e morto/ferito alle ore il giorno (date)
(data)

at _____
a (Exact location of the accident)
(esatta località dell' infortunio)

in an accident arising out of and in the course of his employ-
l'infortunio è avvenuto mentre lavorava alle dipendenze delle
ment with the Allied Forces.
Forze Militari Alleate.

as _____
quale di (Exact nature of employement)
(esatta categoria e mestiere)

2. The accident occurred in the following circumstances.
L'infortunio é avvenuto nelle seguenti circostanze.

(Give short particulars and state whether the accident was

(over)

at _____
e (Exact location of the accident)
(esatta località dell' infortunio)

in an accident arising out of and in the course of his employ-
l'infortunio è avvenuto mentre lavorava alle dipendenze delle
ment with the Allied Forces.
Forze Militari Alleate.

as _____
qualità di (Exact nature of employement)
(esatta categoria e mestiere)

2. The accident occurred in the following circumstances.
L'infortunio é avvenuto nelle seguenti circostanze.

(Give short particulars and state whether the accident was
(Fare dettagliate e brevi descrizioni circa l'infortunio
attributable to any wilful or negligent act of the employee)
precisando se é stato causato per negligenze dell'operaio)

2891

3. His daily earnings for each of the fifteen days immediately
Page giornaliere per gli ultimi quindici giorni precedenti
prior to the accident were as follows.
l'infortunio.

Day Giorno	Date Data	Gross Earnings Including Overtime Totale paga compresso straordinario	Day Giorno	Date Data	Gross Earnings Including Overtime Totale paga compresso straordinario
1			9		
2			10		
3			11		
4			12		
5			13		
6			14		
7			15		
8					

Declassified E.O. 12356 Section 3.3/NND No. 789015

Signature of the O.C. Unit_____
Firma del Comandante l'Unita

Name in Block letters_____
Nome in stampatello

Date_____ Personal Number_____
Date N. di matricola

4. The Officers of the Institute have been instructed that should they require any further information they should communicate with the CIM Joint Claims Commission(A.C. should do likewise in any difficulty)

Gli Ufficiali dell'Istituto sono a conoscenza che se hanno bisogno di ulteriori informazioni o assistenza devono comunicare con Joint Claims Commission. Le Unite (A.C. devono fare lo stesso in difficolta).

Declassified E.O. 12356 Section 3.3/NND No. 789015

ANNEX "A" TO HQ NTOUSA CIRCULAR "132

DECLARATION OF INJURY

17

_____
(Rank, Full Name, and APO Number)
certify that _____
(Name of injured worker)
residing at _____
(Complete home address)
who is employed as _____
(Show exact capacity, ie, Labor, Carpenter, etc.)
by the American Army at _____
(Name Town, City and area)
born on _____ at _____
(date, month & year) (Place of Birth)
son of _____ and _____
(Father's name) (Mother's name)
was injured _____
(date and hour)
while in the performance of duty.

The injury occurred in the following manner; _____
_____
_____
_____
(State facts briefly- indicate if injury was due to carelessness intoxication or wilfull misconduct).

Nature of injury _____
(Give extent of injury and indicate whether injured stopped work)
The injured workeer has been employed by the American Army since _____.
(Date)
at a daily wage of _____.
(Amount)
The witnesses are _____

Declassified E.O. 12356 Section 3.3/NND No. 785045

was injured _____
(Date and hour)
while in the performance of duty.

The injury occurred in the following manner; _____

_____

_____

_____

(State facts briefly- indicate if injury was due to carelessness intoxication or wilfull misconduct).

Nature of injury _____
(Give extent of injury and indicate whether injured stopped work)

The injured workeer has been employed by the American Army since _____.
(Date)

at a daily wage of _____.
(Amount)

The witnesses are _____

_____

_____

(Give names & addresses, if military personnel give serial No. and APO)

Attending physician _____ 2898

Name-
Address-

Address of O.D.T. or S.L. _____
nearest place of accident _____

Decleration made _____ on _____
(Place) (Date)

Signed _____
(Official Superior)

Rank _____ Serial No. _____

ANNEX "A" -1-

Declassified E.O. 12356 Section 3.3/NND No. 78015

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HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

25 October 1944

DAILY BULLETIN)
:
NUMBER 273) O F F I C I A L

1. NIGHT STAFF DUTY OFFICER:

a. The Headquarters Night Staff Duty Officer will be 1st Lt FRANK N. SPENCER, Jr, and can be located in Room 40, 1st Floor Ministero delle Corporazioni Building, telephone - Ext. 405.

b. The Night Staff Duty Clerk, Pfc Romero, will report to the Chief Clerk, Adjutant's Department, Room 26, 1st Floor, at 1600 hours, and to the duty Officer, in Room 40, 1st Floor, at 1800 Hours. (Adj)

2. TITLE OF ARMY SUB-COMMISSION:

All Sections, Sub-Commissions, and other units of this Headquarters will refer to the Army Sub-Commission in their correspondence and other records as the ARMY SUB-COMMISSION and not MMIA. (Office C of S)

3. GERMAN AND RUSSIAN SPEAKERS:

GRO 615/44 is republished herewith for information:

"1. Officers and other ranks, including A.T.S., who speak fluent German or Russian are urgently needed.

2. Applications will be made to Officers Commanding Units, giving the following particulars:

(a) Number, Name and Arm of Service.
(b) Rank, (state whether acting, lance, temporary or war substantive).
(c) Date of Birth.
(d) Medical Category.
(e) Short statement as to the standard of fluency obtained.
(f) Total length of time spent in AUSTRIA, S. GERMANY or RUSSIA as applicable.

3. Officers Commanding Units will forward applications direct to G-1 (Br) A.1, AFHQ, with the least possible delay, together with a statement that they are agreeable to the release of the applicant.

4. To be repeated in Unit Orders. (Applicable to U.K. Troops only).

[illegible] who have the necessary qualifications should submit

Declassified E.O. 12356 Section 3.3/NND No. 789015

3. GERMAN AND RUSSIAN SPEAKERS:

GRO 819/44 is republished herewith for information:

"1. Officers and other ranks, including A.T.S., who speak fluent German or Russian are urgently needed.

2. Applications will be made to Officers Commanding Units, giving the following particulars:

(a) Number, Name and Arm of Service.
(b) Rank, (state whether acting, lance, temporary or war substantive).
(c) Date of Birth.
(d) Medical Category.
(e) Short statement as to the standard of fluency obtained.
(f) Total length of time spent in AUSTRIA, S. GERMANY or RUSSIA as applicable.

3. Officers Commanding Units will forward applications direct to G-1 (Br) A.1, AFHQ, with the least possible delay, together with a statement that they are agreeable to the release of the applicant.

4. To be repeated in Unit Orders. (Applicable to U.K. Troops only).

Officers and ORs who have the necessary qualifications should submit applications to G-1 (B), this HQ, through the normal channels. (G-1 (B))

4. UNAUTHORIZED FIRING OF WEAPONS:

The following extract of Section III, AFHQ Circular #22, dated 13 October 1944 is republished for the Information, Guidance and compliance of all concerned:

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"1. Serious damage recently has been done to important telephone, telegraph, and power circuits by small arms fire of Allied troops. In each case vital communications have been interrupted.

2. Unit Commanders will be held personally responsible for any damage to communication lines caused by personnel of their commands.

3. The following paragraph will be added to all movement orders:

The organizational commander or convoy commander will be held responsible that there is no firing of weapons of any type by the personnel in the unit, or convoy, at wires, poles, or insulators, or other objects during the march.

4. All units will be informed immediately upon receipt of this memorandum that drastic disciplinary action will be taken in the case of any personnel apprehended wilfully damaging any communication facilities." (Hq 2675th Regt)

Declassified E.O. 12356 Section 3.3/NND No. 779015

Daily Bulletin, No. 273, this Hq, dtd 25 Oct 44, Cont'd:

5. TELEPHONE NUMBERS - OFFICE OF A/CHIEF COMMISSIONER: Telephone numbers for the Office of A/Chief Commissioner are as follows:

STONE, ELLERY W.	Commodore	A/Chief Commissioner	(A)	222	478736
QUAYLE, J. A.	Major	Staff Officer to A/Chief Commissioner	(B)	485	
LANNIN, J.	Lieut USNR	Flag Lieut & Aide to A/Chief Commissioner	(A)	222	478736
Clerks					445 (Office A/Chief Comm)

6. BREAKDOWN OF MONTHLY RATES - CIVILIAN PAY: 1. The working month is considered on a 26 day basis. The daily rate is computed by dividing the monthly rate by 26.

2. Overtime on monthly rates are computed by getting the daily rate and multiplying by 1 1/2.

3. Breakdown of monthly rates are only to be used when computing for overtime or when the period for payment of a civilian employee is less than 15 days; otherwise monthly rates must be shown as monthly rates on the payroll (FF4).

4. Herewith is presented breakdown of monthly rates for your guidance:

MONTHLY RATE	DAILY RATE	MONTHLY RATE	DAILY RATE
LIRE	LIRE	LIRE	LIRE
2200	85	5500	211
2310	89	5940	228
2420	93	6050	233
2750	105	6380	245
2860	110	6930	266
3300	127	7480	288
3960	152	8250	314
4290	165	9350	360
4400	169	9900	381
4840	185	11000	423
5390	207	12100	465

(C-1 Sec Civ Pers)

7. CENTRAL REFERENCE LIBRARY: The following publications are available for

Declassified E.O. 12356 Section 3.3/NND No. 778015

multiplying by 1 1/2.

3. Breakdown of monthly rates are only to be used when computing for overtime or when the period for payment of a civilian employee is less than 15 days; otherwise monthly rates must be shown as monthly rates on the payroll (FF4).

4. Herewith is presented breakdown of monthly rates for your guidance:

MONTHLY RATE	DAILY RATE	MONTHLY RATE	DAILY RATE
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2200	85	5500	211
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2420	93	6050	233
2750	105	6380	245
2860	110	6930	266
3300	127	7480	288
3960	152	8250	314
4290	165	9350	360
4400	169	9900	381
4640	125	11000	423
5390	207	12100	465

(G-1 Sec Civ Pers)

7. CENTRAL REFERENCE LIBRARY: The following publications are available for perusal at the Central Reference Library, Room 12, 3rd Floor:

ITALY, BASIC HANDBOOK, HISTORY OF ITALY	
I.S.T.D. Reports, Liguria, Resources	CR 1467
ACC SUB-COMMISSIONS, Monthly Reports Sept, 1944.	
MINING IN ITALY, SPECIAL REPORT, Mining Div, ACC.	CR 1442
GERMAN ADMINISTRATIVE CONTROL IN NO. ITALY	CR 1447
STEEL PRODUCTION IN ITALY 1942-1943	CR 1455
GERMAN BASIC HANDBOOK	CR 1467
GERMANY, ZONE HANDBOOK V RHINE-RUHR	CR 1467 A
GERMANY, CIVIL AFFAIRS HANDBOOK, EDUCATION	CR 1401
" " " " Christian Churches	CR 1404
" " " " Civil Law	CR 1407
" " " " German Domination of French Industry	CR 1408
" " " " Foreign Trade	CR 1409
" " " " Distribution & Rationing	CR 1376
" " " " Gas Industry	CR 1375
" " " GUIDE, Administration of Transportation in Germany	CR 1374

(Info Div)

Declassified E.O. 12356 Section 3.3/NND No. 779015

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB-COMMISSION

13128/F. 30 November 1944.

SUBJECT: Directives on Civilian Pay.

TO: Establishment Officer.

1. In the past arrangements for the circulation of AFHQ directives on the subject of civilian pay have been unsatisfactory. Not only have these not always been circulated to AC/AMG Regions, but they have not been sent to the Finance Sub-Commission for the Chief Accountant, whose responsibility it is to see that wages paid in the Regions are in conformity therewith.

2. It would be appreciated if the necessary arrangements are made with Labour Sub-Commission for the circulation of all such directives to Regional Executive and Finance Officers and to the Finance Sub-Commission for the attention of the Chief Accountant.

3. In this connection it is requested that the recent AFHQ instructions on the subject of civilian travelling allowances should be circulated to this Headquarters and all Regions. As yet this Sub-Commission has not received a copy, but it is assumed that on circulation thereof it will be necessary to cancel our existing Establishment Memorandum on the subject.

4. It is understood that the interpretation of the recent AFHQ instructions as to the application of the recent wage increases has not yet been decided. We shall be obliged if we can be immediately notified when this matter has been decided. For this fortnight's payrolls we see no option but to accept the interpretation adopted by the individual paying officers.

A.P. Bradley Smith Coe

Joint Director,
Finance Sub-Commission.

Declassified E.O. 12356 Section 3.3/NND No. 785015

Tel: 302

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

42/EST

1 December 1944

14

Subject: Civilian Pay & Allowances

To : Labor Sub-Commission

15

1. Attention is invited to attached copy of Finance Sub-Commission letter.

2. May this office be supplied, please, with a copy of the most recent AFHQ instructions on civilian travelling allowances, mention of which is made in Par 3, attached letter.

3. It is presumed that this Section will be informed of the interpretations made in respect to the recent directive on wage increase.

NORMAN E. FISKE,
Colonel
Deputy Chief of Staff

Incl: 13128/F Letter Finance
Sub-Commission 30 Nov 1944

2895

RESTRICTED

175 Sec File
C/2110

FX 59300
NOV 27/2239A

NOV 28/0915
PRIORITY

AFHQ SIGNED GACMED CITE: FHGDQ

DISTHREE, HQ ROME AREA, PBS, ADRIATIC DEPOT, HQ ALCOM, AAFSC/MTO, AG SARDINIA, DGMR(ITALY), 214 GRP, INFO: MAIN AAI, DISTONE.

FOR INFORMATION ONLY

RESTRICTED. FX 54321 of 18 November refers.

Wage scales for Italian civilian employees is subject.

1. Increase of pay for juveniles up to 17 years of age is 25 lire per day.

2. Increase of 60 lire per day payable to employees in receipt of daily wage of less than 85 lire per day except juveniles.

3. AFHQ ADM memo 48 will be amended accordingly.

A.C. of S.

Action: Labor ②
Info: Chief Commission
C.O.S.
Econ. Sec.
Est. Sec.
G-1(A)
Hq. Comdt.

HEADQUARTERS
28 NOV 1944

Declassified E.O. 12356 Section 3.3/NND No. 785015

...2 94321 of 16 November refers.

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A.G. 201

Action: Labor ②
Inf: Chief Commission
C.O.S.
Econ. Sec.
Est. Sec.
G-1(3)
Hq. Comdt.
File ②
Flimsy

2894

HEADQUARTERS
29 NOV 1944

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 78505

RESTRICTED

Lt. Liske
1251 Sig
FOR INFORMATION ONLY
C/1907

HEADQUARTERS ALLIED COMMISSION FOR LABOR SUB COMMISSION ROME
N15/26

AC SICILIA REGION (CARR)

PRIORITY

CITE RAC-160

RESTRICTED.

1. Subject is 16 November increases.

2. Propose to pay increase of lire 60 per day on all daily wages below 85 lire where employee is over 17 years old.

3. Please confirm urgently.

DISTRIBUTION

Action: Labour S/C (2)
Info: Chief Commissioner
Econ Sec
Est Sec
G-1 (A)
File (2)
Float

Declassified E.O. 12356 Section 3.3/NND No. 789015

RESTRICTED.

1. Subject is 15 November increases.

2. Propose to pay increase of lire 60 per day on all daily wages below 85 lire where employee is over 17 years old.

3. Please confirm urgently.

DISTRIBUTION

Action: Labour S/C (2)
Info: Chief Commissioner
Econ Sec
Est Sec
G-1 (A)
File (2)
Plcst

2893

RESTRICTED

NOV 26/0912

HQ ... QUARTERS
26 NOV 1944
A. ... C.

Declassified E.O. 12356 Section 3.3/NND No. 789015

1

RESTRICTED

~~Lst Sa~~
File C/1293
10

DISTRIBN, HQ NCMB AREA, CG COMZONE MTOUSA, FSB, ADRIATIC DEPOT,
INFO: HQ AC, AAFSC/MTO, AC ++++ N106/18
APHQ SIGNED SACMED
FX54321 ROUTINE
NOV 18/1734A CITE FHQDQ

++++ SARDINIA, DOMR (ITALY), 214 GROUP, MAIN AAI, DISTONE.

RESTRICTED. FOR INFORMATION ONLY

HQ ROME Area pass to AFLNS. Wage scales for Italian civilian employees is subject. Effective 16 November 44 within territory under Italian Government control Allied Forces basic wage scale is revised by following increases.

1. Daily wage group. All figures below in lire per day read in two columns. (A) Present daily wage (B) Authorized daily increase.

A	B
85 to 120	60
125	57
130	55
135	52
140 to 165	50
170	47
175	45
180	42
185 and above	40

HEADQUARTERS 19 NOV 1944 A. F. H. C.

Declassified E.O. 12356 Section 3.3/NND No. 789015

FOR INFORMATION ONLY

RESTRICTED.

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A	B
85 to 120	60
125	57
130	55
135	52
140 to 165	50
170	47
175	45
180	42
185 and above	40

HEADQUARTERS 19 NOV 1944 A. F. C.

2. Monthly wage group. All figures below in lire per month read in two columns (A) Present monthly wage (B) Authorised monthly increase.

2892

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 785015

RESTRICTED

9

A	B
Up to and including	
3000	1560
3100	1530
3200	1480
3300	1430
3400	1380
3500	1330
3600	1300
3700 to 5000	1300
5100	1230
5200	1180
5300	1130
5400	1080
5500	1040
5600 and over	1040

AC. DST

Actin: Labour S/e ⓓ
info: Chief-Commissioner
P.O.S.
Est. Sec.
Econ. Sec.

Declassified E.O. 12356 Section 3.3/NND No. 785015

3400	1380
3500	1330
3600	1300
3700 to 5000	1300
5100	1230
5200	1180
5300	1130
5400	1080
5500	1040
5600 and over	1040

AC. DST

Action: Labour S/e ②
Info: Chief Commissioner
P.O.S.
Est. Sec.
Com. Sa.
Hy. Condt
6-1 (A)
File

DATE AND TIME OF RECEIPT NOV 19/1930

2897

RESTRICTED

Declassified E.O. 12356 Section 3.3/NND No. 785015

2383

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEAD UARTERS
ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

7 November 1944

Ext 571

Ref Civ Pers/134

Subject : Civilian Employees and wages.

To : Establishments Section for Att. Finance S/C

1. Reference: Basic letter 13879/F/2/9, dated 21 Oct 1944 to Chief Accountant, Transmitted to Establishment Section from Joint Director.

2. Reference to paragraphs 1 and 2 of the aforementioned letter; it is suggested that responsability for employees of the Allied Commission being paid in excess of the stipulated rate for thier duties rests with the employing section, sub-commission or officer rather than with the Civilian personnel Office.

3. In brief; applicants to Civilian Personnel Office are given a form ("1 attached) and are assisted in filling it out. They are then tested, graded and classified after being interviewed. These classifications are arbitrary and not subject to alternate interpretaion.

4. A prospective employee of the Jr. Administrative or Assistant Clerk Supervisory grades must submit a job description (Form "2 attached) showing actual duties to be performed and the same procedure operates when employees of lower grade are to be reclassified on request to a more responsible post. All such candidates are referred to Labor S/C for final interview and decision. A majority of such re-classifications have been made only the person has been employed by this H.Q. for a normal period of time.

5. The inference is clear that, were correct procedure followed, such irregularities as the basic letter refers to could not occur and it is reasonable to suppose that such as do exist have resulted from nonconformity on the part of heads of sections and other employing officials.

6. It must be noted, however, that, in reference to paragraph 4 of the basic letter, Displaced Persons S/C is possessed of separate funds and does not clear its pay-rolls through G-1 Civilian Personnel. The personnel officer of that Sub-Commission received authorization from Rome Area Allied Command for employing Mrs. Cardarelli in the referred to capacity. Had the pay-roll in this case cleared through G-1 Civilian Personnel the description "Private Ex-Secty" would have been questioned and clarified.

Declassified E.O. 12356 Section 3.3/NND No. 785015

7. Reference to paragraph 8 of basic letter; there is attached hereto Labor Sub-Commission's definitions of the various job descriptions in question. This list has the approval of AFHQ.

1

R.T.UHLER,
Lt. Col. AGD.
G-1 American

7 Incls.

Incl - 1 - Ltr 13622B/F/A, dtd 30 Oct, to Joint Directorfrom Chief Accountant
Incl - 2 - Ltr 13128/F, dtd 31 Oct, to Estab. Branch fro Joint Director.
Incl-3- Ltr 13879/F/A/9 dtd 21 Oct, to Chief Accountant.
Incl-4- Chit-no number, 2 November fron Estab. Branch to G-1 American.
Incl-5- Job Standard Statements (3)
Incl-6- Civ. Pers. Form. No. 1.
Incl-7- Civ. Pers. Form. No. 2.

HEADQUARTERS
ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

Ext 571

7 November 1944

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Subject : Civilian Employees and wages.

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2000

Declassified E.O. 12356 Section 3.3/NND No. 785015

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2888

7. Reference to paragraph 8 of basic letter; there is attached hereto Labor Sub-Commission's definitions of the various job descriptions in question. This list has the approval of AFHQ.

R.T. Uhler

R.T. UHLER,
Lt.Col.AGD.
G-1 American.

7 Incls.
Incl-1- Ltr 13622B/P/4, dtd 30 Oct, to Joint Director from Chief Accountant.
Incl-2- Ltr 13128/P, dtd 31 Oct, to Estab. Branch from Joint Director.
Incl-3- Ltr 13879/P/4/9 dtd 21 Oct, to Chief Accountant.
Incl-4- Chit-No Number, 2 Nov, from Estab. Branch to G-1 American.
Incl-5- Job Standard Statements (3).
Incl-6- Civ.Pers.Form. No. 1.
Incl-7- Civ.Pers.Form. No. 2.

Declassified E.O. 12356 Section 3.3/NND No. 785015

Declassified E.O. 12356 Section 3.3/NND No. 785015

E-1(A)

1. Attention invited to attached file.
2. Will you discuss with Civilian Perso
and let me know the results of your
Conversation, in order that adequate
and/or directive may be drafted.

To Col Miller

U.S. AMERICAN
2 - NOV
NO. 5023

L. L. Moulton
for Colonel, L
Establishme

2881

2/ Incl. 1

Declassified E.O. 12356 Section 3.3/NND No. 785015

C C C

CS-1(A)

You invited to attached file.

you discuss with Civilian Personnel,

Due know the results of your

on, in order that adequate reply

irective may be drafted.

Lt Colonel, AGD,
for Colonel, DCOS,
Establishment Section.

2887

AMERICAN
2 - NOV
5023

Declassified E.O. 12356 Section 3.3/NND No. 785015

HEADQUARTERS ALLIED COMMISSION
APO 394
FINANCE SUB-COMMISSION

Ref : 13128/F

31 October 1944

SUBJECT: Civilian Employees - Pay.

TO : Deputy Chief of Staff,
Establishments Branch.

1. I attach a letter from the Chief Accountant of this Sub-Commission on the pay of civilian employees.

2. This letter reveals an undesirable state of affairs and I would recommend that a directive be prepared by G-1 (Civilian Personnel) and issued with a stringent warning that its terms must be observed.

3. I shall be glad to learn your views on this matter.

A. P. Grabtree Smith
Co.

Joint Director,
Finance Sub-Commission.

2886

Encl 2

Declassified E.O. 12356 Section 3.3/NND No. 785015

13128/F.

RECEIVED
30 OCT. 1944
FINANCE SUB-COMMISSION

HEADQUARTERS ALLIED COMMISSION
CMF
FINANCE SUB-COMMISSION
TEL. EXTN. 795

Ref: 13622B/F/A.

30 October 1944

SUBJECT: Civilian Employees - Pay

TO : Joint Directors,
Finance Sub-Commission - AC

1. Attached hereto is a letter dated 21 October 1944 from Capt. S.M. McGraw on the subject of Civilian Employees Pay.

2. It is recommended that the letter be referred to G-1 Civilian Personnel for action as they may deem appropriate.

Lt. Col Paul D Banning

For Chief Accountant.

SEEN	
✓ A P.G.S.	
T H F.	
B E L.T.	
J J L.	
A K.	
J E H	
H J.T.	

	FOR	
JR. DIRECTOR	/	
CH. ACCT.		
HQ. A. F. A.		
C. R. O.		
INSURANCE	2885	
BUDGETS		
P. C. DIV.		

Incl. 1

HEADQUARTERS
ALLIED CONTROL COMMISSION
FINANCE SUB-COMMISSION
ACCOUNTING SUB-SECTION
APO 394

22B

TEL: DIAL 489161, EXT. 259

REF: 13879/F/A/9

21 OCTOBER 1944

DATE RECEIVED 23/10/44
PASSED TO
FILE NO. CA/22B
DEALT WITH BY

SUBJECT: CIVILIAN EMPLOYEES.

TO : CHIEF ACCOUNTANT,
A.C.C. H.Q.

1. ATTENTION IS CALLED TO THE FACT THAT IN VERY MANY CASES CIVILIAN EMPLOYEES IN AMG/ACC ARE BEING PAID SALARIES FAR IN EXCESS OF THE RATE WHICH THEIR QUALIFICATIONS OR NATURE OF THEIR DUTIES WOULD APPARENTLY WARRANT.

2. IT VERY FREQUENTLY HAPPENS THAT, PRESUMABLY WITH THE OBJECT OF OBTAINING A HIGHER SALARY FOR THEM, EMPLOYEES' FUNCTIONS ARE CAMOUFLAGED UNDER HIGH SOUNDING TITLES, WHICH VERY OFTEN DO NOT EXIST AS OFFICIAL GRADES IN THIS ORGANISATION, AND OCCASIONALLY MEAN NOTHING AT ALL.

3. THE FOLLOWING CASE IS REPORTED.

4. ON THE PAYROLL OF DISPLACED PERSONS AND REPATRIATION SUB-COMMISSION A MRS. CARDARELLI IS SHOWN AS A "PRIVATE EX. SECRETARY", BEING PAID AS A PROFESSIONAL WORKER; THE HIGHEST CIVILIAN GRADE IN AMG/ACC.

5. A DESCRIPTION OF MRS. CARDARELLI'S DUTIES WAS ASKED FOR, AND THE FOLLOWING REPLY HAS BEEN RECEIVED:-

288

"THE ABOVE-MENTIONED (MRS. CARDARELLI) IS EMPLOYED AS EXECUTIVE SECRETARY IN THE OFFICE OF THE CONTROLLER OF THE RECORD BUREAU. THE DUTIES OF THE POSITION ARE AS FOLLOWS:-

Declassified E.O. 12356 Section 3.3/NND No. 785015

2. IT VERY FREQUENTLY HAPPENS THAT, PRESUMABLY WITH THE OBJECT OF OBTAINING A HIGHER SALARY FOR THEM, EMPLOYEES' FUNCTIONS ARE CAMOUFLAGED UNDER HIGH SOUNDING TITLES, WHICH VERY OFTEN DO NOT EXIST AS OFFICIAL GRADES IN THIS ORGANISATION, AND OCCASIONALLY MEAN NOTHING AT ALL.

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288

"THE ABOVE-MENTIONED (MRS. CARDARELLI) IS EMPLOYED AS EXECUTIVE SECRETARY IN THE OFFICE OF THE CONTROLLER OF THE RECORD BUREAU. THE DUTIES OF THE POSITION ARE AS FOLLOWS:-

(A) TO TAKE SHORTHAND NOTES FROM ENGLISH, FRENCH AND ITALIAN CONVERSATIONS.
(B) TO TRANSCRIBE SAME INTO ANY OF THE THREE LANGUAGES MENTIONED.
(C) TO GIVE DIRECTION TO MANY OF THE NATIONALS EMPLOYED IN THE RECORD BUREAU IN THE CONTROLLER'S ABSENCE."

6. THE FOLLOWING COMMENTS ARE OFFERED:-

(A) THERE IS NO SUCH GRADE OR FUNCTION IN AMG/ACC AS "EXECUTIVE SECRETARY", OR "SECRETARY" (OFFICERS DO NOT HAVE SECRETARIES).
(B) THE TAKING OF SHORTHAND NOTES DOES NOT WARRANT THE GRADE OF PROFESSIONAL WORKER.
(C) THE PROPRIETY OR OTHERWISE OF A CIVILIAN GIVING DIRECTION (?DIRECTIONS) TO NATIONALS EMPLOYED IN THE BUREAU IN THE ABSENCE OF THE EMPLOYING OFFICER IS NOT, OF COURSE, A QUESTION FOR THIS OFFICE.

Ind 3

Declassified E.O. 12356 Section 3.3/NND No. 785015

Declassified E.O. 12356 Section 3.3/NND No. 785015

7. A VERY LARGE PERCENTAGE OF AMG/ACC CIVILIAN EMPLOYEES ARE, IT IS SUBMITTED, BEING PAID AT A HIGHER RATE THAN THEY ARE ENTITLED TO FOR THE ACTUAL WORK DONE, E.G. TYPIST AND CLERKS ARE DESCRIBED AS "JUNIOR ADMINISTRATIVE ASSISTANTS" "EXPERTS", "EXECUTIVES" AND SO ON.

8. IT IS SUGGESTED THAT, TO ASSIST OFFICERS IN DECIDING THE GRADE IN WHICH EMPLOYEES SHALL BE PLACED, AN INSTRUCTION SHOULD BE ISSUED DEFINING AS FAR AS POSSIBLE THE CLASS OF WORK TO BE DONE, AND THE QUALIFICATIONS TO BE HELD WHICH WOULD ENTITLE AN EMPLOYEE TO BE PLACED IN THE HIGHER GRADES. AT THE MOMENT SUCH EXPRESSIONS AS "JUNIOR ADMINISTRATIVE ASSISTANT", "SENIOR ADMINISTRATIVE ASSISTANT", "SUB-PROFESSIONAL WORKER", "JUNIOR EXECUTIVE OFFICER", "EXECUTIVES", "EXPORTERS", ETC. ARE TOO VAGUE FOR ACC/AMG PURPOSES.

9. A GREAT DEAL OF TIME IS TAKEN UP IN THIS OFFICE THROUGH QUERIES BEING RAISED ON FUNCTIONS AND RATES OF PAY OF CIVILIAN EMPLOYEES, AND IT IS FELT THAT IF A DIRECTIVE COULD BE ISSUED AS A GUIDE TO EMPLOYING AND PAYING OFFICERS, MUCH CORRESPONDENCE AND DELAY IN FINALLY PASSING ACCOUNTS WOULD BE OBVIATED.

10. MAY THIS MATTER THEREFORE BE BROUGHT TO THE ATTENTION OF THE JOINT DIRECTOR WITH THE SUGGESTION THAT A DIRECTIVE ON THE LINES INDICATED ABOVE BE ISSUED, IF APPROVED, AND AFTER DISCUSSIONS WITH THE OTHER SUB-COMMISSIONS CONCERNED.

[redacted]

SMcG/MG

FOR CHIEF ACCOUNTANT,
FINANCE SUB-COMMISSION.

2883

Encl 3

MINISTERO DELLE CORPORAZIONI

Comm. Avv. GIUSEPPE SCHIRO'

SEGNALAZIONI STAMPE

PER S. E. IL MINISTRO

Declassified E.O. 12356 Section 3.3/NND Np. _____



SEGNALAZIONI STAMPE

PER S. E. IL MINISTRO

Data 14 novembre 1942/XXI

...rafica . V. Arezzo 19 Roma

42.2

Declassified E.O. 12356 Sec. 3.3/NND Np. 2365