

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

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10000/110/248

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

10000/110/248 19/XOA - MAINTENANCE OF VEHICLES
OCT. 44 - AUG. 45

19

INFORMAL ROUTING

HEADQUARTERS
ALLIED COMMISSION
APO 394

Date

File:

SUBJECT:

Fill in each column, initial action, and draw a line across the sheet just below initials. Number each memo consecutively in first column. Use entire width of sheet for long memos.

No.	From	To	Date	
1	AVP	GH	7/13	To note & Comment C14P
		A		cc
		GH		
		B		
	In turn			
2	G-4(A)	G-4(B)	14/7	These only affect me on the 550 and they are being turned over to the Id. Fort. When that 5/7 is signed we have no interest in the trucks. The salvage ships are being currently investigated to clear on present records.
3.	G4(B)	ANP	17/7.	Contents noted. British Ordnance is supplying a 120-day scaling of spare parts for these vehicles which will be issued through G4(B). Please see letters marked 'A' & 'B' in attached file. Holland - Capt for HATON G4(A)

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

785015

HEADQUARTERS
MAINTENANCE GROUP
ALLIED COMMISSION (I.A.P.)
APO 394

Tel. 886324
Ext. 8

CHAP/eg.

Ref. AD/MG/202/7

10 July 1945

SUBJECT : Discontinuance of Truck Operating Group.

TO : Establishment Section, H.Q., A.C.
(Attn.- Col. Parkin)

1. Reference to your G4/101/28/1 dated the 6th July 1945.
2. This Headquarters is in agreement with the draft of the proposed establishment memorandum referred to in para 1 of your letter.
3. Reference to para 2 of your letter:-
 - 1/ Responsibility for vehicles until transferred to Italians:-
Transportation Sub-Commission.
 - 2/ Responsibility for maintenance and supply of spare parts:-
 - (a) 1st and 2nd Echelon maintenance - Transportation Sub-Commission.
 - (b) High Echelon Maintenance and supply of spare parts - Maintenance Group A.C.
 - 3/ Screening demands for spare parts:-
 - (a) before vehicles are handed over to Italian Government - Transportation Sub-Commission.
 - (b) after vehicles are handed over - Italian Ministry of Transport and Transportation Sub-Commission.
 - 4/ Records and casualties affecting vehicles:-
 - (a) Before vehicles are handed over - Transportation Sub-Commission.
 - (b) After vehicles are handed over - Italian Government.
 - 5/ Accident and write-off procedure:-
 - (a) Before vehicles are handed over - Transportation Sub-Commission.
 - (b) After vehicles are handed over - Italian Government.

4. It is desired to point out that the responsibilities outlined above, in so far as the Transportation Sub-Commission is concerned, will only become effective as such when trucks are handed over by this Headquarters to Regional Truck pools. Until that time this Headquarters accepts the above responsibility.

Copy to:-
Economic Section, H.Q., A.C.
Director Transportation S/C, H.Q., A.C.

Chaffin, 4585
JAMES J. CARNES,
Colonel, Infantry,
Commanding,
MAINTENANCE GROUP.

COPY

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
OFFICE OF THE CHIEF OF STAFF
APO 512

AG 221.02/500 005-0

24 August 1945

SUBJECT: Allotment of American Officer Grades.

TO : Chief Commissioner, Allied Commission, APO 394.

1. In accordance with request in your letter of 13 August 1945, file 10/24/EST, a review of the allotment of grades and ratings to your command has been made.

2. Necessary action has been taken to amend your allotment as follows:

Colonels	-	26
Lt Cols	-	80
Majors	-	100
Captains	-	175
Lts	-	171
TOTAL		532

3. While these figures do not meet your request, they do correspond to the current normal spread of grades specified by the War Department. This adjustment will allow a limited number of promotions in those most worthy cases.

4. It is realized that stagnating of promotions has an adverse effect on the morale of officers; however, this situation exists in all units in the theater. Current promotion policy precludes up-grading allotments to provide spaces for promotion, except in most exceptional cases, and where such up-grading is definitely justified in order to place the unit on a normal spread of grades corresponding to that authorized by the War Department.

/s/ L. L. Lemnitzer
/c/ L. L. LEMNITZER,
Major General, G.S.C.

1. In accordance with 10/94/EXR, a review of the allotment of grades and ratings to your command has been made.

2. Necessary action has been taken to amend your allotment as follows:

Colonels	-	36
Lt Cols	-	60
Majors	-	100
Cpts	-	175
Lts	-	171
TOTAL		532

3. While these figures do not meet your request, they do correspond to the current normal spread of grades specified by the War Department. This adjustment will allow a limited number of promotions in those most worthy cases.

4. It is realized that stagnating of promotions has an adverse effect on the morale of officers; however, this situation exists in all units in the theater. Current promotion policy precludes up-grading allotments to provide spaces for promotion, except in most exceptional cases, and where such up-grading is definitely justified in order to place the unit on a normal spread of grades corresponding to that authorized by the War Department.

/s/ L. L. Lemnitzer
/t/ L. L. LEMNITZER,
Major General, G.S.C.,
Acting Chief of Staff.

C O P Y

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COPY

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
OFFICE OF THE CHIEF OF STAFF
APO 512

AG 221.02/500 003-0

24 August 1945

SUBJECT: Allotment of American Officer Grades.

TO : Chief Commissioner, Allied Commission, APO 304.

1. In accordance with request in your letter of 13 August 1945, file 10/24/EST, a review of the allotment of grades and ratings to your command has been made.

2. Necessary action has been taken to amend your allotment as follows:

Colonels	-	26
Lt Cols	-	60
Majors	-	100
Cpts	-	175
Lts	-	171
TOTAL		532

3. While these figures do not meet your request, they do correspond to the current normal spread of grades specified by the War Department. This adjustment will allow a limited number of promotions in those most worthy cases.

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/s/ L. L. Lesnitzer
/t/ L. L. LESNITZER,
Major General, G.S.C.,
Acting Chief of Staff.

1. In accordance with request in your letter of 10/24/45, file 10/24/45, a review of the allotment of grades and ratings to your command has been made.

2. Necessary action has been taken to amend your allotment as follows:

Colonels	-	36
Lt Cols	-	60
Majors	-	100
Cpts	-	175
Lts	-	171
TOTAL		532

3. While these figures do not meet your request, they do correspond to the current normal spread of grades specified by the War Department. This adjustment will allow a limited number of promotions in those most worthy cases.

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/s/ L. L. Lemnitzer
/t/ L. L. LEMNITZER,
Major General, U.S.C.,
Acting Chief of Staff.

COPY

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

785015

File: 19/XOA - MAINTENANCE OF VEHICLES. LIST OF PAPERS.

NUMBER	DATE	FROM	TO	SUBJECT
1	6 Oct 44	Transp S/C	All Concerned	Veh Maint Instrctns
2a	26 Apr 45	Chilean Ambsdrr	Colonel Parkin	Maint of Veh
2	28 Apr 45	Col Parkin	Chilean Ambsdrr	Reply re above
3	5 Dec 44	HQ Comdt	NOTED ON ESTAB MEMO	MEMO ON MAINTENANCE OF
				MOTOR TRANSPORT
4	23 Apr 45	Hq, 2675 Regt	All Concerned	Maint of Veh
5	16 May 45	CO, 2675 Regt	Company M	Maint of Veh20183376
6	16 Jun 45	Hq. Comdt	A/V.P.(Buck Slip)	Vehicles & Accessories

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

INFORMAL ROUTING
HEADQUARTERS
ALLIED COMMISSION
APO 394

file

File:

Date 6/15

SUBJECT:

Fill in each column, initial action, and draw a line across the sheet just below initials. Number each memo consecutively in first column. Use entire width of sheet for long memos.

No.	From	To	Date	
1	A/VP	1st Comdr AC	6/15	To note Sec II attached C M P Col.
2	1st Comdr	A/VP 1st Lt	6/15 June	Noted. RMR Col

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

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DGX/fo

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

Ex 01A)

CIRCULAR)

NUMBER 85)

11 June 1945

Reports of Investigation	I
Vehicles and Accessories	II
Conditional or Prohibited Statements	III
Currency Control	IV
Currency Control in Balkan Countries (Except Greece)	V
Records Administration Program	VI

I--- REPORTS OF INVESTIGATION

1. MTOUSA Circular Number 74, 1944, as amended, requires units to investigate vehicular accidents in which their vehicles are involved and to forward a copy of the report of investigation to the nearest US Claims Office if such accident is likely to result in a claim for damage to private property or injury or death of persons.

2. It is especially important at this time when units are moving from area to area that investigations be initiated promptly and a copy of the report submitted to the Claims Service without delay in order that any claim resulting from the accident may be fully investigated before the departure of the unit from the Theater.

3. Unit commanders who are required by Circular Number 74 to cause such investigations to be made will give particular attention to this matter.

II--- VEHICLES AND ACCESSORIES

Paragraph 15b(3), Section II, Circular Number 67, this headquarters, 1945, is rescinded and the following substituted therefor:

"(3) Starter Switch: Starter switches must not be held closed for over 30 seconds if engine will not start. Cooling period between 30 second applications of starter must be at least two minutes."

III- CONDITIONAL OR PROHIBITED STATEMENTS

Section III, Circular Number 78, this headquarters, 1945, is rescinded and the following substituted therefor:

1. Orders for flowers may not indicate color, quantity nor type.

2. Money transfers are prohibited.

3. Designation of grade below that of General Officer may be included.

4. Personnel alerted for direct movement or indirect transit to ASIATIC-PACIFIC Theaters will observe any additional censorship restrictions imposed by their respective unit or higher headquarters.

5. The sender will enter his regular Army Post Office address, including serial number, on the bottom of the form on which the message is written. This

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Hq MTOUSA Circular #85 (Cont'd)

address is for purpose of record and tracing only and will not be incorporated in the text or signature transmitted.

6. Standard RCA Radiogram Forms will be used for SCM. Unit EFM officers may obtain these forms from the APO's serving the units. The number of words and the amount collected for the message will be indicated in the upper right hand corner of the message form.

IV-- CURRENCY CONTROL

Paragraph 4a(3) Circular Number 71, this headquarters, 1945, is rescinded and the following substituted therefor:

"(3) Greece - Drachma: rate of exchange, 500 Drachma equals \$1.00, effective 5 June 1945."

V -- CURRENCY CONTROL IN BALKAN COUNTRIES (EXCEPT GREECE)

Paragraph 4, Section III, Circular Number 72, this headquarters, 1945, is rescinded and the following substituted therefor:

"4. ALBANIA AND JUGOSLAVIA - Personnel proceeding to Albania or Jugoslavia on temporary duty will be furnished United States yellow seal currency as prescribed for other Balkan countries in 1 above. Personnel permanently assigned in Albania will be paid in Albanian Francs through British paymasters. Albanian Francs must not be carried from Albania since they will not be redeemed. In the event permanently assigned personnel, who have been paid in Albanian Francs, are ordered elsewhere, they may effect exchange of this currency for United States Yellow Seal currency to the nearest dollar, by contacting the local representative of the United States State Department, prior to their departure from that country. Personnel on duty in Jugoslavia will be paid in United States Yellow Seal currency as prescribed in Section VII. United States Yellow Seal Currency will be used as needed to avoid accumulating sums of local currency which will not be redeemed."

VI-- RECORDS ADMINISTRATION PROGRAM

Paragraph 5f(2) Section III, Circular Number 64, this headquarters, 1945, is rescinded and the following substituted therefor:

"(2) Receive shipments of records from redeployed units in accordance with MTOUSA Redeployment Circulars Numbers 14 and 15, 1945 (to include 201 files, except those whose disposition is otherwise directed by WD Circular 96, 1945.)"

BY COMMAND OF GENERAL MCNARNEY:

OFFICIAL:

GEORGE D. PENCE
Major General, GSC
Chief of Staff

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

DISTRIBUTION:

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No.

785015

HEADQUARTERS
2675TH REGIMENT
ALLIED COMMISSION (OVERHEAD)
APO 394

CMP/jp
16 May 1945.

SUBJECT: Maintenance of vehicle.

TO : Commanding Officer, Company "M", 2675th Regiment,
(Overhead), Allied Commission, APO 394, US Army.

1. It has been reported by Lt Col Joseph D. Scheltz,
that vehicle C & R No. 20183376, assigned to your unit,
has been driven 15,000 miles without any maintenance.

2. Request explanation by indorsement hereon.

C.M. PARKIN,
Colonel, Infantry,
Commanding.

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

G-H-A AVP 5/14/45
20183376

Reference: C & R Car assigned
to Dep. Reg. Com. Ven. Guida

"Reported Car on road 15,000 miles
with out maintenance"

What do our records show?

15/5/45 (C/M) P
Car.

We have no M/M record.

Station are as follows:

a. Drawn 2/10/43 LOS Palomo

b. Claim B

c. Assigned to C/M 4/8/44

Sgt P

Write

C.O. C/M

Albain
M. J.
D-141

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Declassified E.O. 12356 Section 3.3/NND

No.

785015

HEAD QUARTERS
2675TH REGIMENT
ALLIED COMMISSION (OVIND)
APO 394

HEL/LV/jan

CP
(4)

W-451.8

23 April 1945
S: 18 MAY 1945

SUBJECT: Maintenance of Vehicles

TO : All Units, 2675th Regiment, Allied Commission (OVIND), APO #394,
U.S. Army

1. Reference, Headquarters Command, Allied Force Bulletin #19,
subject: Maintenance of Vehicles, Authority has been granted to this
organization for use of "Fleet Maintenance System."

2. Information is desired as to designation of Ordnance unit per-
forming maintenance on subject vehicles.

BY ORDER OF COLONEL PARKIN:

Howard E. Lee

HOWARD E. LEE
Captain, Infantry/
Asst., Adjutant

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

19/XOA

5 December 1944

File

Est

NOTES ON SUGGESTED ESTABLISHMENT MEMORANDUM ON THE
MAINTENANCE OF MOTOR TRANSPORT

(3)

1. I put forward the following suggestions as the most feasible for the proper maintenance of motor transport of this Commission:

a. I consider that as this Headquarters does not in any way operate any civilian vehicles but is only responsible for its domestic transport, that Headquarters should be treated from an operational and maintenance point of view rather differently from the Regions.

b. It does not seem logical to me that while the Establishments Section is the Section of this Headquarters responsible for all personnel and equipment throughout the Commission, that it should assign personnel to Transportation Sub-Commission who in turn will then attach such personnel to the Establishments Section for the operation and maintenance of the domestic transport. I consider that all operating and maintenance personnel should be on the Establishments Section strength. This, in no way, detracts from Transportation Sub-Commission's responsibility in the issue of the necessary technical advice, nor does it in my opinion interfere in any way with the Transportation Sub-Commission's right to suggest the movement of personnel from one Region to another which, in any case, has to be cleared through the Establishments Section.

c. I would also suggest that, as already stated above, Establishments Section is responsible for all personnel and equipment throughout the Commission, it should be the function of the Establishments Section to control the Maintenance Inspectorate which it is proposed to establish. The Maintenance Section would be responsible to the Vice President, Establishments Section, and would work in cooperation in this Headquarters with G-4 (A) and 3677 and the Headquarters Transportation Officer.

W. Robertson HGA

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

HEADQUARTERS
ALLIED COMMISSION
EXECUTIVE OFFICE (US)
APO 394

Ref: XOA/19/2

CMP/jp
28 April 1945.

H. E. Luis D. Cruz-Ocampo,
Chilean Ambassador to the Holy See,
Rome, Italy.

My dear Mr. Ambassador:-

This will acknowledge your letter of the
26th of April, concerning repairs to your motor-car.

Messrs. Lancia & Company, whose works on
Viale Parioli, are under the control of the Allied
Commission, are available for private repair work,
such as you require. Such private work is done, of
course, at the expense of the individual concerned,
and not of the Allied Commission.

If you would be good enough to have one
of your staff contact Captain Richard F. Wiley at
Super Garage (Telephone 843009), he will make arrange-
ments for the scheduling of your repair work with
Lancia & Company.

Very truly yours,

C.M. PARKIN,
Colonel, Infantry,
Executive Officer (US).

Copy to: Capt R.F. Wiley
Super Garage.

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EMBAJADA DE CHILE
ANTE LA SANTA SEDE

(21)

26 April 1945

Dear Colonel Parkin:

This Embassy has in use a car HUDSON EIGHT, the operation of which is essential to our official functions. This car is at present in our garage badly in need of repairs and after a search, it appears that the only places where this work can be done are LANCIA or SUPERCARAGE.

I have been informed that both these installations operate under the jurisdiction of the Establishment Section, and it would be greatly appreciated if arrangements could be made to have our car serviced at either one of these garages.

Needless to say that I am prepared to pay whatever the cost of the work will be.

I shall look forward to a favorable reply, and take this occasion to remain,

Yours sincerely

Luis D. Cruz-Ocampo

Luis D. Cruz-Ocampo
Chilean Ambassador to
the Holy See.

This Embassy has in use a car HUDSON EIGHT, the operation of which is essential to our official functions. This car is at present in our garage badly in need of repairs and after a search, it appears that the only places where this work can be done are LANCIA or SUPERGARAGE.

I have been informed that both these installations operate under the jurisdiction of the Establishment Section, and it would be greatly appreciated if arrangements could be made to have our car serviced at either one of these garages.

Needless to say that I am prepared to pay whatever the cost of the work will be.

I shall look forward to a favorable reply, and take this occasion to remain,

Yours sincerely



Luis D. Cruz-Ocampo
Chilean Ambassador to
the Holy See.

Colonel C. M. Parkin,
Acting Vice-President,
Establishment Section,
Headquarters Allied Commission.

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HEADQUARTERS
ALLIED COUNCIL COMMISSION
Transportation Sub-Commission
AFG 354

ACC/Tn/R/16

6 October 1944

VEHICLE MAINTENANCE INSTRUCTION No. 1

In accordance with Recommendation No. 22 dated 27 September 44 a Vehicle Maintenance Section under the control of the Roads Department of the H.Q., has been formed to draw up and put into effect a joint policy of maintenance applicable to all vehicles operated by A.C.C., and to assist the Transport Officers in the solution of any vehicle maintenance problems they may have.

The system of maintenance as laid down by the respective War Departments for British and American W.D. vehicles although differing slightly in detail are in effect similar in principle but owing to the unusual circumstances prevailing in this organization where both British and American vehicles are operated by personnel unaccustomed to them and their system of maintenance, it is necessary to put into effect a combined system of maintenance which can be applied to both types of vehicles.

Vehicles operated within 5th Army and 8th Army areas and driven by British or American personnel will however continue to be maintained under the respective W.D. regulations i.e. in the case of British vehicles under the tank system, in the case of American vehicles daily and weekly checks.

1. Responsibility for Maintenance

The Regional Civil Transport Officer will be responsible for the putting into effect of the system of maintenance as laid down by this H.Q. and for the efficient maintenance of all A.C.C. vehicles held within the Region.

2. System of Preventative Maintenance

In order to carry out the schedule of maintenance as laid down in the pamphlet Inspection, Maintenance and Care of Army Vehicles (Wharfedale) based on the Tank System for British vehicles and the daily and weekly check prescribed by American W.D.

Regulations for American vehicles, a combined programme of maintenance will be put into effect as follows, and will be applicable to all vehicles.

a) The driver will be responsible for the following:

File
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①

27 September 44 a Vehicle Maintenance Section under the control of the Roads Department of this H.Q., has been formed to draw up and put into effect a joint policy of maintenance applicable to all vehicles operated by A.C.C., and to assist the Transport Officers in the solution of any vehicle maintenance problems they may have.

The system of maintenance as laid down by the respective War Departments for British and American V.D. vehicles although differing slightly in detail are in effect similar in principle but owing to the unusual circumstances prevailing in this organisation where both British and American vehicles are operated by personnel unaccustomed to them and their system of maintenance, it is necessary to put into effect a combined system of maintenance which can be applied to both types of vehicles.

Vehicles operated within 5th Army and 8th Army areas and driven by British or American personnel will however continue to be maintained under the respective V.D. regulations i.e. in the case of British vehicles under the task system, in the case of American vehicles daily and weekly checks.

1. Responsibility for Maintenance

The Regional Civil Transport Officer will be responsible for the putting into effect of the system of maintenance as laid down by this H.Q. and for the efficient maintenance of all A.C.C. vehicles held within the Region.

2. System of Preventative Maintenance

In order to carry out the schedule of maintenance as laid down in the Pamphlet Inspection, Maintenance and Care of Army Vehicles (Wheelset) based on the Task System for British vehicles and the daily and weekly check prescribed by American W.D.

Regulations for American vehicles, a combined programme of maintenance will be put into effect as follows, and will be applicable to all vehicles.

A) The driver will be responsible for the following daily duties of preventive maintenance.

- 1) Checking water, oil and petrol levels.
- 2) For normal daily duties in connection with the conservation and care of tyres, batteries, etc.
- 3) Cleanliness of his vehicle at all times.

B) Each vehicle will be thoroughly inspected and serviced by a maintenance crew (for the composition of this detachment see Appendix "A" every 10th day).

C) All defects found during this inspection will be recorded by the individual 1/3 Maintenance crew on Maintenance Form 1 (see Appendix "B" attached).

2) The last inspection performed during the month will be entered in the case of British vehicles in the vehicle 406 as a record of any item of repair which could not be effected during the inspection and to enable indents to be made of spare parts required.

In the case of American vehicles Maintenance Form 1 will form the basis of requisition for spare parts and it will be retained for transfer with the vehicle until the next inspection has been completed, as there is no American counterpart of the British A.B.406.

3. Higher Echelon Maintenance

A) Garages for the performance of Higher Echelon repairs will be established at each Provincial H.Q. and although the maximum use of civilian labour in the form of mechanics etc. will be made, each will be supervised by Allied personnel, the principle being that wherever a British or American vehicle is located there will be a British or American S.M.O.R. in a supervisory capacity.

B) Vehicles requiring 4th or 5th Echelon repairs will be evacuated from the Provincial H.Q. in the first instance, to the Regional H.Q. Garage, from where it will be evacuated to the nearest S.M.E. unit in the case of British vehicles or Ordnance if it is American, if it is found to be beyond the Regional Garage's capabilities of repair.

In the latter event P.M.R. or Salvage Certificates obtained will be forwarded forthwith to the appropriate G-4 Branch of this H.Q.

C) Under no circumstances will any vehicle be cannibalised without the previous written authority of this H.Q.

D) Every British vehicle will be in possession of an Army Book 408. In addition all British vehicles will be allotted and will carry at all times A.B. 412 with entries complete in respect of tyre pressures, oil changes, Higher Echelon repairs or modifications, and drivers name and vehicle equipment etc.

The A/M documents in respect of British vehicles and Maintenance Form 1 of last inspection of American vehicles will be at all times transferred with the vehicles and all cases of a vehicle being received by a unit within the organisation without completed documents will be reported to this H.Q.

4. Spare Parts

A) First Aid Kits of Spares. Requisition for these have been made to American and British Ordnance and a large quantity of both British and American have already been drawn. These are at present being sorted and catalogued and will shortly be available for issue to Regions.

B) Indents and Requisitions for Spares. 1. American - American requirements within the Region should be co-ordinated by the Regional S.M.O. who will submit requisitions to nearest Ordnance. 2. British - Indents should be submitted in the first instance to the

A British or American vehicle is located, there will be a British or American E.M.O.C.R. in a supervisory capacity.

Vehicles requiring 4th or 5th Echelon repairs will be evacuated from the Provincial H.C. in the first instance, to the Regional H.C. Garage, from where it will be evacuated to the nearest R.E.X.E. unit in the case of British vehicles or Ordnance if it is American, if it is found to be beyond the Regional Garages' capabilities of repair.

In the latter case E.M.R. or Salvage Certificates obtained will be forwarded forthwith to the appropriate G-4 Branch of this H.C. Under no circumstances will any vehicle be cannibalised without the previous written authority of this H.C.

Every British vehicle will be in possession of an Army Book 406.

In addition all British vehicles will be allotted and will carry at all times A.B. 412 with entries complete in respect of tyre pressures, oil changes, Hicher Echelon repairs or modifications, and drivers name and vehicle equipment etc.

The a/m documents in respect of British vehicles and Maintenance Form 1 of last inspection of American vehicles will be at all times transferred with the vehicles and all cases of a vehicle being received by a unit within the organisation without completed documents will be reported to the H.C.

Spare Parts

A) First Aid Kits of Spares. Requirement for these have been made to American and British Ordnance and a large quantity of both British and American have already been drawn. These are at present being sorted and catalogued and will shortly be available for issue to Regions.

B) Indents and Requisitions for Spares. 1. American - American requirements within the Region should be co-ordinated by the Regional M.F.O. who will submit requisitions to nearest Ordnance. 2. British - Indents should be submitted in the first instance to the nearest A.D.O.S. for approval and onward transmission to the local sub-depot. 3. Where either British or American spares are not available at local Ordnance and cannot be manufactured locally indents should be submitted to the appropriate G-4 Branch this H.C. which after screening will pass them to Spare Parts Section this H.C. for issue from stock held.

C) Civilian Requisitioned Vehicles. Requisitions for civilian spares should be made to Spare Parts Section this H.C. who have frozen civilian stocks throughout the country and who are now controlling machinery capable of manufacturing the common types of civilian spares in demand.

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

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C) Tyres 1. Civilian Supply and Civilian Requisitioned Vehicles
Requisitions for tyres for these vehicles should be made to Tyre
Section this H.C. giving information as shown in Appendix "C"
attached.

2. Domestic (American and British)-as far Spare Parts.
6. Vehicle Records. Casualties and returns will be submitted in
accordance with Establishment Memorandum 22 dated 27 September 44.

Distribution A

William C. Adams
for
D.S. ADAMS
Colonel, C.E.,
Director, Tn.3/C.

3673

APPENDIX "A"Formation Maintenance Crews

The basis of the 10 day system of maintenance is the British Daily Task System, which provides for the performance of 16 tasks, under which every component part of a vehicle is inspected over a period of 14 days.

Those tasks have been combined and instead of being performed by one man over a period of 14 days, they are performed by a squad of 4 men in one day.

The crew consists of 4 men, one Greaser, one Electrician, one Mechanic and one Technician, with duties as shown on Appendix "B" attached.

Each crew should be supervised by a mechanic thoroughly familiar with all vehicle components and their maintenance.

A monthly roster should be prepared dead-lining each vehicle every 10th day and every precaution should be taken to insure that the vehicle is available for the crew on the day appointed.

Four ramps capable of taking both the smallest and largest vehicle should be provided for each maintenance squad thus enabling the crews to work on four vehicles at a time. It has been found in practice that each operator requires approximately two hours to perform his duties and one squad can therefore complete four vehicles in a day.

Owing to the shortage of Army personnel it is not possible to employ outside the Army areas Allied soldiers in a driver capacity and in every case, with the exception of courier vehicles, civilian drivers will be employed and the Allied drivers thus released will be employed in a supervisory capacity.

Full use should be made of the existing civilian staffs of requisitioned garages and in every garage where M.D. vehicles are being maintained an Allied soldier should be installed in a supervisory capacity.

Thereafter the substitution of civilian drivers for Army drivers, there is still insufficient soldier personnel within the region to adequately supervise, the fact should be reported to this C.C. and steps will be taken to make up the deficiencies.

In order to standards still further the maintenance of all vehicles, engine oil changes on all types of vehicles

The crew consists of 4 men, one Greaser, one Electrician, one Mechanic and one Mechanic, with duties as shown on Appendix "H" attached.

Each crew should be supervised by a mechanic thoroughly familiar with all vehicle components and their maintenance.

A monthly roster should be prepared dead-lining each vehicle every 10th day and every precaution should be taken to insure that the vehicle is available for the crew on the day appointed.

Four ramps capable of taking both the smallest and largest vehicle should be provided for each maintenance squad thus enabling the crews to work on four vehicles at a time. It has been found in practice that each operator requires approximately two hours to perform his duties and one squad can therefore complete four vehicles in a day.

Owing to the shortage of Army personnel it is not possible to employ outside the Army areas Allied soldiers in a driver capacity and in every case, with the exception of courier vehicles, civilian drivers will be employed and the Allied drivers thus released will be employed in a supervisory capacity.

Full use should be made of the existing civilian staffs of requisitioned garages and in every garage where W.D. vehicles are being maintained an Allied soldier should be installed in a supervisory capacity.

Thereafter the substitution of civilian drivers for Army drivers, there is still insufficient soldier personnel within the region to adequately supervise, the fact should be reported to this H.Q. and steps will be taken to make up the deficiencies.

In order to standardize still further the maintenance of all vehicles, engine oil changes on all types of vehicles will be made every 20 days (every other inspection day) irrespective of pump capacity of the vehicle.

Gear Box, Transfer Box, and Axle oil changes will be made every eighth inspection day. These oil changes will on all occasions be recorded in the case of American vehicles on Maintenance Form 1 and in respect of British vehicles in the A.R. 41S and A.R. 406.

APPENDIX B

NAINT. FORM No. 1.

RAPPORTO SULL'ISPEZIONE DELL'AUTOVEICOLO

Nome del conducente.....

1. Coppa		Miglia	Data			13. Destolo del cambio	25. Lente per la gonfiaggio
ASSE ANTERIORE	Lettura del conta Km.....		TRASMISSIONE			14. Presso di forza	26. Equipaggiamento
	Procedente cambio olio.....					15. Freno a pedale	27. Lubrificazione
	Il prossimo cambio sarà fatto a					16. Freno a mano	28. Paliato
	2. Motori					17. Altori, Giusti, Mare di tensione ecc.	29. Osservazioni a strada
	3. Ventilatore e sistema di Raffreddamento					18. Asse e ruote	30. Condizioni Generali
	4. Stato di circolazione					19. Ruote	31. Rapporto.....
	5. Regolatore di velocità					20. Condizioni sin. Dest. condizioni pressione	
	6. Sistema di aerazione					21. Paliato	
	7. Asse, semi-asse, e ruote.					22. Cassone	
	8. Balestre					23. Cabina e cantina	
9. Sterzo				24. Condizioni degli attrezzi e dell'equipaggiamento			
10. Ruote							
ASSE POSTERIORE	11. Conto condizioni pressione		Sin.	Dest.	Scorta		
	12. Frizione e controllo (pedale)						

APPENDIX "B"

MAINT. FORM No. 1.

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RAPPORTO SULL'ISPEZIONE DELL'AUTOVEICOLO

Miglia	Dati	13. Scatole del cambio	25. Tempo per le gomme e tubo di gonfiaggio.
km.....	TRASMISSIONE	14. Frene di forza	26. Equipaggiamento elettrico
olic.....		15. Frene a pedale	27. Lubrificazione
.....		16. Frene a mano	28. Tattico
di Raffredda-		17. Albero, Giunti, Barra di torsione ecc.	29. Osservazioni sulle prove su strada
zione		666	30. Condizioni Generali
Dati	ASSE POSTERIORE	18. Asse e semi	31.
ione		19. Ruote	32.
mezzi.		20. Gomme condizioni pressione	33. Rapporto
		21. Totale	
		22. Cassone	
Dati. Scorta		23. Cabina e cantina	
		24. Condizioni degli attrezzi e dell'equipaggiamento	
lio (pedale)			

No.

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

RAPPORTO (da eseguire)

[illegible]

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

RAPPORTO (da eseguire)

corso presso officina	Data	Avaria (Rif. al No.)	Lavoro eseguito o in corso presso la Sezione. (Isp. di Sez.)	data
..... Comit. dell'Officina				
Comit. di Reparto		Avaria No.	Risposta del Comit. dell'Officina o del Comit. della Sezione	

del Reparto

Data.....Com. te della Sezione

APPENDIX "B"

FOUR OPERATORS : 1 GREASER 1 ELECTRICIAN 2 MECHANICS

1st OPERATOR GREASER

LUBRICATION

1. Lubricate nipples with high pressure gun, as laid down on lubrication chart
2. Check levels in steering box, gear box, transfer case and differentials and, ~~when necessary, with filler~~
3. Check levels in shock absorbers
4. Lubricate with oil can, all linkages such as hand brake, clutch shaft, throttle controls etc.
5. Change oils when necessary.
6. Clean and refill, oil air filter.

REPORT ALL DEFECTS BEYOND THE SCOPE OF OPERATOR

Remarks:-

Initials of Operator

2nd OPERATOR

1st MECHANIC

ENGINE

1. A. Inspect and adjust or tighten if necessary

1) Cylinder head studs.

2) Exhaust and inlet manifold joints

3) All brackets mounted on engine

3670

6. Clean and refill, oil air filter.

REPORT ALL DEVIANTS WITHIN THE SCOPE OF OPERATOR

Remarks:-

Initials of Operator

195 RECHART

2nd OPERATOR

EXHIBIT

1. A. Inspect and adjust as tight as necessary

1) Cylinder head studs.

c) Exhaust and inlet manifold joints

(2) All brackets mounted on engine

B. Inspect all tight joints.

1) Valve gear cover plate.

c) Timing: case joints.

3) Oil pipe unions, flange joints, external oil tank, coolers, filters and relief valves.

C. Inspect all external oil pipes.

- 1) Rubbing.
- 2) Kinking.

2. A. Inspect radiator for leaks.

B. Check and tighten where necessary.

- 1) Radiator and the rod fittings.
- 2) Bonnet fittings.

C. Inspect water tight joints and glands.
Tighten if necessary:

- 1) Flange water joints.
- 2) Hose joints and clips.
- 3) Water pump.
- 4) Drain cocks.

D. Inspect fan for clearance and adjust belt if necessary.

E. Check filter and cleanliness of water

3. A. Clean all fuel filters.

B. Check fuel system for leaks.

1) Flooding carburettor

2) Taps, drain cocks, union and fibre washers.

3) Petrol pump and filters

2) Bonnet fittings.

C. Inspect water tight joints and glands. Tighten if necessary:

1) Flange water joints.

2) Hose joints and clips.

3) Water pump.

4) Drain cocks.

D. Inspect fan for clearance and adjust belt if necessary.

E. Check filter and cleanliness of water

3. A. Clean all fuel filters.

B. Check fuel system for leaks.

1) Flooding carburettor

2) Taps, drain cocks, union and fibre washers.

3) Petrol pump and filters

C. Check and tighten if necessary carburettor mounting bolts.

4. WHEN VEHICLE IS DRIVEN OFF RAMP

A. Listen for engine knocks.

B. Listen for uneven firings.

C. Examine exhaust system for leakages.

D. Check compression.

1673

5. A. Check and where necessary tighten:

- 1) Engine studs.
- 2) Engine mounting or bearer bolts
- 3) Radiator mounting bolts, or trunnions.

B. Examine underside of vehicle for oil leaks.

RECHECK ALL DEFECTS BEYOND THE SCOPE OF OPERATOR

Remarks:-

Initials of Operator

3rd OPERATOR

2nd MECHANIC

UNDERSIDE OF VEHICLE

- 1. A. Check clutch pedal for correct free movement.
- B. Check foot brake pedal and hand brake lever for clearance.

2. Check and tighten where necessary:

- A. Front wing balance bolts.
- B. Door locks and hinges.
- C. Body side and tail bolts.
- D. Spare wheel mounting.

3. Check tools and fire extinguisher.

Initials of Operator

3rd OPERATOR END MECHANIC

UNDERSIDE OF VEHICLE

Remarks:-

1. A. Check clutch pedal for correct free movement.
- B. Check foot brake pedal and hand brake lever for clearance.

2. Check and tighten where necessary:

- A. Front wing balance bolts.
- B. Door locks and hinges.
- C. Body side and tail bolts.
- D. Spare wheel mounting.

3. Check tools and fire extinguisher.

4. WHEN VEHICLE IS DRIVEN OFF RAMP:

A. Check brakes for operation.

STEERING. A. Inspect and tighten all bolts where necessary
(Extreme care to ensure steering box securing studs are tight).

B. Inspect all working joints for wear.

C. Check for bent and damaged rods.

3669

2.

1. 1

A. Inspect and adjust as necessary:

- 1) All air tight joints.
- 2) Half shaft flange bolts.
- 3) Wheel nut.

B. Check and tighten where necessary:

- 1) Spring "U" bolts.
- 2) Spring clips.
- 3) Chockle nuts.

C. Check spring hanger bracket rivets for signs of wear.

D. Examine springs for broken leaves or centre bolts.

3. A. Inspect gear box and transfer box mountings and tighten where necessary.

B. Check for oil leaks.

C. Inspect and adjust necessary tighten:

- 1) Brake cross shaft bearing brackets.
- 2) All belted brackets and levers.
- 3) Brake servo and/or hydraulic mountings and unions.
- 4) Check working of all external brake pull off springs.

4.

Frame and Body

Check and if necessary tighten:

2) Spring clips.

3) Shackles nuts.

C. Check spring hanger bracket rivets for signs of wear.

D. Examine springs for broken leaves or centre bolts.

3. A. Inspect gear box and transfer box mountings and tighten where necessary.

B. Check for oil leaks.

C. Inspect and where necessary tighten:

1) Brake cross shaft bearing brackets.

2) All bolted brackets and covers.

3) Brake servo and/or hydraulic mountings and unions.

4) Check working of all external brake pull off springs.

4. Frame and Body

Check and if necessary tighten:

1) Body floor bolts.

2) Body holding down bolts.

3) Front and rear mud-wing support bracket bolts.

4) Wheel nut mounting bolts.

5) Chassis and exhaust bracket bolts

5.	6) <u>Gooding equipment.</u>	☐
6.	<u>Rear axle and spring</u> as for 2. <u>Front axle and Spring</u>	
	<u>Transmission oil transfer.</u>	
	Inspect and tighten where necessary:	
	1) Nuts and bolts of universal joint couplings.	☐
	2) Propeller shaft and centre bearings and bracket if fitted.	☐

REPORT AND REMARKS BY THE SCORER OR OPERATOR

Remarks:

Initials of Operator

4th OPERATOR

ELECTRICIAN

Inspect wheel for charging and starter for operation before vehicle is driven off road.

2.

Generator

1) Inspect generator terminals and tighten if necessary.	☐
2) Inspect mounting bolts of regulator and put out.	☐
3) Inspect terminals and regulator unit	☐
4) Lubricate with oil can if necessary	☐
5) Inspect for correct fitting of accumulator cover	☐

3. Starter

- 2) Propeller shaft and centre bearings and bracket if fitted.

REPORT AND REMARKS BY THE NAME OF OPERATOR

Remarks:

Initials of Operator

4th OPERATOR

EXPLANATION

Inspect engine for charging and starter for operation before which is driven off prop.

2.

Generator

- 1) Inspect generator terminals and tighten if necessary.

- 2) Inspect mounting bolts of regulator and nut.

- 3) Inspect terminals and regulator unit

- 4) Lubricate with oil can if necessary

- 5) Inspect for correct fitting of accumulator cover

3.

Starter

- 1) Clean and tighten if necessary all starter motor terminals.

- 2) Inspect all cables for rubbing and shorts.

- 3) Lubricate starter when necessary.

8668

4. Battery

- 1) Inspect battery for soft cracks and leaks.
- 2) Remove battery and inspect battery carrier and if dirty or corroded clean and repaint.
- 3) Clean battery case.
- 4) Inspect terminals for corrosion and clean if necessary. When terminals wash, gasoline or kerosene, do not use grease.
- 5) Examine vent plugs and ensure holes are clear.
- 6) Check level of electrolyte and top up, if necessary.
- 7) Inspect and tighten mounting belts where necessary.

5. Ignition

- 1) Inspect all terminals and tighten where necessary.
- 2) Clean all H.T. leads and plugs. Adjust points if necessary. Charge plugs with correct potential.
- 3) Clean all earth connections.
- 4) Inspect coil assembly and tighten if necessary.
- 5) Check adjustment of distributor.
- 6) Clean distributor cap.
- 7) Check operation of contact breaker

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| | | | |
|--|--|--|--|
- 5) Examine vent plugs and ensure holes are clear.
- 6) Check levels of electrolyte and top up, if necessary.
- 7) Inspect and tighten mounting belts where necessary.

5. Ignition

- | | | | | | | | |
|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|
- 1) Inspect all terminals and tighten where necessary.
- 2) Clean all H.V. leads and plugs. Adjust points if necessary change plugs with broken points.
- 3) Clean all earth connections.
- 4) Inspect coil assembly and tighten if necessary.
- 5) Check magneto drive pinion and take for free movement.
- 6) Clean distributor cap.
- 7) Check operation of contact breaker and setting of points.
- 8) Lubricate distributor where necessary.

6. Lubricating

- | |
|--|
| |
|--|
- 1) Inspect engine for leaks when fitted.

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2) Inspect mounting bolts and brackets of all lamps, switches and instrument board and all electrical accessories.

3) Inspect all screw terminals and tighten when necessary.

4) Ensure all lamps light and no leads shorting.

5) Check horn for operation.

7. Engine

Inspect sparking plug terminals and points, change plugs with broken porcelain.

REPORT ALL DEFECTS BEYOND SCOPE OF OPERATOR

Remarks:-

Initials of Operator

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3) Check horn for operation.

7. Engine Inspect sparking plug terminals
and points, change plugs with
broken porcelain.

REPORT ALL DEFECTS BEYOND SCOPE OF OPERATOR

Remarks:-

Initials of Operator

3667

APPENDIX "C"

IMPERIATION

Autovetture e autocarri

1. Comune..... Provincia..... Regione.....
 2. Tipo (autovettura e autocarro)..... Capacità.....
 3. Condizione del veicolo..... del motore..... della batteria.....
 4. Fabbrica.....Modello..... Numero del motore.....
 5. Targa No..... Marca.....
 6. Attuale proprietario effettivo (AMC, ACC o civile).....
 7. Nome e indirizzo.....
 8. No. del permesso..... Rilasciato da.....
 9. Adoperato da.....
 - b) Scopo.....
 - c) Uso autorizzato.....
 10. Numero di scorte attualmente con il veicolo..... condizione.....
 11. Numero di copertoni e camere d'aria richieste.....
 12. Misura di copertoni e camere d'aria richieste.....
 13. Misura e voltaggio della batteria (se assolutamente necessario).....
 14. Riferimenti (in dettaglio).....
- 35
- Il Dichiarante

1686