

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

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10000/110/257

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

10000/110/257 28/XOA - OPERATION OF HQ MOTOR
POOL, AND MONTHLY REPORT
OCT. 44 - AUG. 45

1832

Declassified E.O. 12356 Section 3.3/NND

No.

785015

INFORMAL ROUTING

HEADQUARTERS
ALLIED COMMISSION
APO 396

File:

Date

SUBJECT:

Motor Pool Report

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/V.P. EST Sec.	G 4 A — G 4 Ba	8/16	To note & return CMP any comments?
	G-4(A)	G-4(B)	20/8	Noted. Trip on 100 mi should go by air. to say Admin Mar 33 AFHQ.
	94(B)	A/V.P. Est Sect	22/8	Pool seems to be over-stocked with vehicles now. Suggest a policy of transferring some to Col Hoke's Headquarters

3808

28/XO A

HEADQUARTERS ALLIED COMMISSION

APO 394

Office of the Headquarters Commandant

9 August 1945

EQC/10/16

SUBJECT: Hq Motor Pool - Report for the
Month of July, 1945.

TO : Vice President, Establishments Section.

DISPATCH OFFICE1. Vehicles: - Cars operating in the pool for the month of July were:

Requisitioned	234
W.D.	197
TOTAL	431

2. Deadlined Vehicles: -

Requisitioned	45 per day
W.D.	43 " "

3. Operations: -a) Trips -

	No.	Average per day
Out of town	168	48
Outside Rome Area	887	26
Local	1117	36
x Taxis	12841	414

x - Taxis now operate in three shifts, and the recreational service is incorporated.

b) Road Courier Service -

151 passengers were taken to NAPLES

43	"	"	"	AMG 8th Army
26	"	"	"	AMG 5th Army
TOTAL	220	passengers, plus baggage and mail		

Col. Patton

1 8 3 4

Requisitioned	234
W.D.	197
TOTAL	431

Requisitioned	45 per day
W.D.	43 " "

a) π_{PII} -

	<u>No.</u>	<u>Average Per day</u>
Out of town	168	48
Outside Rome Area	897	28
Local	1117	36
x Taxis	12841	414

b) Road Courier Service -

o) Air Travel Service -

1,440 passengers
110,373 lbs freight

66 passengers

23 passengers

4. Dispatch Ration Issues: -

368 Civilian rations issued
 1805 British transit rations issued
 817 American rations issued

SUPER GARAGE5. American Motor Maintenance: - 3,181 vehicles passed through for servicing:

190 jobs were performed in the Paint Shop
 297 " " " " Battery Shop
 282 " " " " Welding & Body Shop
 910 " " " " Tyre Shop
 681 " " " " on the Lubrication Racks
 821 " " " " by mechanics in their various shops

6. Ten vehicles, beyond the capabilities of Super Garage, were sent to PBS Ordnance for repairs.

7. 3rd Echelon Maintenance: - On authority of FX 20055 MCUSA, dated 9 July 1946 (see copy attached at Appendix "A"), an Ordnance Sub-Section has been added to the Maintenance Section. The following Ordnance installations have been authorized to supply spare parts for 3rd Echelon Maintenance:

Depot 4-L-90 - 3485th (Leghorn)
 " 4-P-84 - MM Shop No. 7 (Florence)
 38th Ordnance (Naples)
 MM Shop No. 3 (Rome)

Initial requisition has been drawn for a 15-day period based on regimental strength of W.D. vehicles. Active Companies of 2675th Regiment will draw direct from the above dependencies of Main Base Ordnance, but Super Garage Maintenance Section is the only one authorized to draw direct from Main Base Ordnance.

Additional Military personnel have been added to handle 3rd Echelon Maintenance and Supplies.

8. British Motor Maintenance: -

a) Main Workshop - 97 vehicles were repaired.

b) The engine re-conditioning department has operated successfully and no faults so far have been detected in engines reconditioned in this department.

6. Ten vehicles, beyond the capabilities of Super Garage, were sent to PMS Ordnance for repairs.

7. 3rd Echelon Maintenance: - On authority of FX 20055 MCUSA, dated 9 July 1945 (see copy attached at Appendix "A"), an Ordnance Sub-Section has been added to the Maintenance Section. The following Ordnance installations have been authorized to supply spare parts for 3rd Echelon Maintenance:

Depot 4-L-90 - 3485th (Leghorn)
 " 4-Y-34 - MM Shop No. 7 (Florence)
 38th Ordnance (Naples)
 MM Shop No. 3 (Rome)

Initial requisition has been drawn for a 15-day period based on regimental strength of W.D. vehicles. Active Companies of 2875th Regiment will draw direct from the above dependencies of Main Base Ordnance, but Super Garage Maintenance Section is the only one authorized to draw direct from Main Base Ordnance.

Additional Military personnel have been added to handle 3rd Echelon Maintenance and Supplies.

8. British Motor Maintenance: -

a) Main Workshop - 97 vehicles were repaired.

b) The engine re-conditioning department has operated successfully and no faults so far have been detected in engines reconditioned in this department.

9. Petrol, oil and lubricants: - The following amounts were issued: 3506

Petrol	Gallons	
	Total Issues	HQ Issues
April	67,150	45,939
May	67,422	48,174
June	73,350	54,255
July	81,722½	64,556
Oils, engine	1,635	
<u>Lubricants, other oils</u>		
HD 10	23	
HD 50	120½	
HD 90	301	
C. 600	75	
Derv fuel	798	
Kerosene	50	

10. Administrative Section: -

- a) At Appendix "B" is statistical report.
- b) Rations - Allied Ration Cards have been issued to a weekly average of 535 workers.
- c) Purchases of spares and material amounted to L.476,794. Vouchers were prepared for purchases by G-4 (A) Pool Garage amounting to L.164,753.
- d) Overtime - The percentage of overtime labour hours was 28% of the total regular hours -- a reduction of 6% over June.

LANCIA WORKS11. Major Repairs: -

In Workshops 1 July 1945	33
Brought in for repair	117
Repaired and dispatched	103
In Workshops 31 July 1945	47

12. Administrative Section: -

- a) Rations - Allied ration cards have been issued to a weekly average of 119 workers.
- b) Purchases of spares and material amounted to L.256,991.

Copies to:

Transportation Sub-Commission
 Dispatch Office
 Super Garage
 Lancia Works

File

R. H. Robertson Colonel
 R. H. ROBERTSON
 Hq Comdt/Tpvt O

LANCIA WORKS

11. Major Repairs: -

In Workshops 1 July 1945	33
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Copies to:

Transportation Sub-Commission
Dispatch Office
Super Garage
Lancia Works

File

Colonel

R. H. ROBERTSON
R. H. ROBERTSON
Hq Comdt/Trpt O

3805

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

APPENDIX "A"

Originator's Ref : FX 20056

Message Center No. E/8927

Date/Time of Origin: JULY 092305

Date/Time Rec'd: JULY 100900

FROM : AFHQ SIGNED MTCUSA CITE MAGDS Precedence: ROUTINE

TO : ALCOM INFO PBS

RESTRICTED.

(ALCOM 1388, not to PBS, refers)

Desire that repair and maintenance facilities for vehicles of 2675 Regiment, ALLIED COMMISSION (VHD) be kept independent of those of the Truck Maintenance Group, ALLIED COMMISSION.

Since Truck Maintenance Group will at earliest practicable date become Italian Government operated, and independent of AC T/E vehicles, this most necessary. Limited scale of 16 days initial supply of Third Echelon PATS may be drawn from PBS ordnance base depot on this authority for all presently authorized T/E vehicles. Resupply will be by direct exchange.

DIST

ACTION 2675 REBT

INFO CHIEF COMMISSIONER
MAT OF COY
FILE 2
FLCAT

1840

Declassified E.O. 12356 Section 3.3/NND

No.

785015

APPENDIX "B"

HQ. A.C. - SUPERGRACE (Civilian Payroll Section)
MONTHLY REPORT 31 July 1945

CLASSIFICATION	Number of Em- ployees	LABOR HOURS		AMT. Paid
		Reg.	Overtime	
CLERICAL PERSONNEL	31	6133	1556	299,805
CHAUFFEURS MECH.	292	57483	21927	2,933,660
DRIVERS	62	14610	4955	664,348
MECHANICS	80	15774	2032	660,365
MECHANICS ASST.	24	4188	544	162,153
WELDERS	6	773	107	37,565
BLACKSMITHS	2	416	50	16,814
MECHANICS (Electrician)	13	2,609	442	115,809
ARTISIAN MATE HELPERS	1	176	22	6,789
WASHERS MACHINE	8	1632	192	63,258
GRASERS	16	2914	504	116,314
VULCANIZERS	-	-	-	-
TIRE THREADERS	10	2060	282	86,853
UNSKILLED LABORERS	23	4474	336	148,056
SUPERINTENDENTS SHOP	2	384	59	20,727
COOKS	-	-	-	-
BRICKLAYERS	1	208	37	8,791

MECHANICS	80	15774	2032	660,365
MECHANICS ASST.	24	4188	544	162,153
WELDERS	6	773	107	37,565
BLANKETTES	2	416	50	16,874
MECHANICS (Electrician)	13	2,609	442	115,809
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GREASERS	16	2914	504	116,314
VULCANIZERS	--	--	--	--
TYRE TREADERS	10	2060	282	86,853
UNSKILLED LABORERS	23	4474	336	148,056
SUPERINTENDENTS SHOP	2	384	59	20,727
COOKS	--	--	--	--
BRICKLAYERS	1	208	37	8,791
STONEWORKERS	5	848	98	35,365
TIMEKEEPERS	5	952	208	44,943
PAINTERS	1	286	34	11,670
CARPENTERS	3	618	71	24,674
WIREWORKERS	1	208	25	8,332
TOTALS	586	116696	3281	5,466,291
TOTAL LABOR HOURS			116696	
			150177	

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CONTROL

Payroll No 13
 from 1-7-45 to 15-7-45 III
 RegularL. 2,452,495
 SupplementaryL. 155,256
 L. 2,607,649

Payroll No 14
 from 16-7-45 to 31-7-45 III
 RegularL. 2,676,099
 SupplementaryL. 182,543
 L. 2,858,642

TOTAL PAID L. 5,466,291

Breakdown of Amt. Paid :		Number of WORKERS	Amt.
Month of	May	1945	3
"	June	1945	18
"	July	1945	565
"	"	194	
"	"	194	
TOTALS	N°	586	L. 5,466,291

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HEADQUARTERS
ALLIED COMMISSION
APO 394

Date _____

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.

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

7 July 1945

MPADQUARTERS ALLIED COMMISSION
APO 324

Office of the Headquarters Commandant

92/01/20/26

SUBJECT: Hq Motor Pool - Report for the Month of June, 1946.

100 : Vice President, Establishments Section.

DIAPYCNIS 04/11/03

vehicles - Cars operating in the pool for the month of June were:

Requisitioned	227
W.D.	193
TOTAL	420

2. Deadlined Vehicles: -

requisitioned	50 per day
W.D.	37 "

3. Operations: -

 $\frac{1}{2} \log \frac{1}{2}$

<u>Trips -</u>	<u>No.</u>	<u>Average per day</u>
Out of town	198	55
Outside Zone Area	869	29
Local	1252	42
	10070	338

b) Road Courier Service -

139 passengers were taken to MUPSS.

Year	Age	Sex	Occupation	Marital Status	Religion	Education	Income	Health	Other
1970	25	M	Engineer	Married	Catholic	High School	\$15,000	Good	None
1971	26	F	Teacher	Married	Protestant	College	\$12,000	Good	None
1972	27	M	Doctor	Married	Jewish	College	\$20,000	Good	None
1973	28	F	Nurse	Married	Muslim	College	\$18,000	Good	None
1974	29	M	Lawyer	Married	Buddhist	College	\$22,000	Good	None
1975	30	F	Artist	Married	Hindu	College	\$10,000	Good	None
1976	31	M	Scientist	Married	Sikh	College	\$25,000	Good	None
1977	32	F	Writer	Married	Christian	College	\$14,000	Good	None
1978	33	M	Businessman	Married	Muslim	College	\$28,000	Good	None
1979	34	F	Manager	Married	Jewish	College	\$16,000	Good	None
1980	35	M	Engineer	Married	Catholic	College	\$20,000	Good	None
1981	36	F	Teacher	Married	Protestant	College	\$14,000	Good	None
1982	37	M	Doctor	Married	Jewish	College	\$24,000	Good	None
1983	38	F	Nurse	Married	Muslim	College	\$18,000	Good	None
1984	39	M	Lawyer	Married	Buddhist	College	\$26,000	Good	None
1985	40	F	Artist	Married	Hindu	College	\$12,000	Good	None
1986	41	M	Scientist	Married	Sikh	College	\$28,000	Good	None
1987	42	F	Writer	Married	Christian	College	\$16,000	Good	None
1988	43	M	Businessman	Married	Muslim	College	\$30,000	Good	None
1989	44	F	Manager	Married	Jewish	College	\$18,000	Good	None
1990	45	M	Engineer	Married	Catholic	College	\$22,000	Good	None
1991	46	F	Teacher	Married	Protestant	College	\$16,000	Good	None
1992	47	M	Doctor	Married	Jewish	College	\$26,000	Good	None
1993	48	F	Nurse	Married	Muslim	College	\$20,000	Good	None
1994	49	M	Lawyer	Married	Buddhist	College	\$28,000	Good	None
1995	50	F	Artist	Married	Hindu	College	\$14,000	Good	None
1996	51	M	Scientist	Married	Sikh	College	\$30,000	Good	None
1997	52	F	Writer	Married	Christian	College	\$18,000	Good	None
1998	53	M	Businessman	Married	Muslim	College	\$32,000	Good	None
1999	54	F	Manager	Married	Jewish	College	\$20,000	Good	None
2000	55	M	Engineer	Married	Catholic	College	\$24,000	Good	None
2001	56	F	Teacher	Married	Protestant	College	\$18,000	Good	None
2002	57	M	Doctor	Married	Jewish	College	\$28,000	Good	None
2003	58	F	Nurse	Married	Muslim	College	\$22,000	Good	None
2004	59	M	Lawyer	Married	Buddhist	College	\$30,000	Good	None
2005	60	F	Artist	Married	Hindu	College	\$16,000	Good	None
2006	61	M	Scientist	Married	Sikh	College	\$32,000	Good	None
2007	62	F	Writer	Married	Christian	College	\$20,000	Good	None
2008	63	M	Businessman	Married	Muslim	College	\$34,000	Good	None
2009	64	F	Manager	Married	Jewish	College	\$22,000	Good	None
2010	65	M	Engineer	Married	Catholic	College	\$26,000	Good	None
2011	66	F	Teacher	Married	Protestant	College	\$20,000	Good	None
2012	67	M	Doctor	Married	Jewish	College	\$30,000	Good	None
2013	68	F	Nurse	Married	Muslim	College	\$24,000	Good	None
2014	69	M	Lawyer	Married	Buddhist	College	\$32,000	Good	None
2015	70	F	Artist	Married	Hindu	College	\$18,000	Good	None
2016									

Actual $\frac{24}{218}$ passengers, plus baggage and mail

Coming to shortage of suitable vehicles, the Army Courier Schedule has been reduced to twice a week.

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Requisitioned	50 per day
W.D.	37 "

3. Operations: -

	No.	Average per day
Out of town	198	55
Outside Rome Area	869	29
Local	1252	42
Taxis	10070	339

108	passengers were taken to NAPLES
45	" " " " " " " "
51	" " " " " " " "
51	" " " " " " " "
215	passengers, plus baggage and mail
TOTAL	

o) Air Courier Service -

236	passenger
11,491	mail
57,321	" freight

66 **passenger**

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3801

d) Recreational Pool -

1860 evening trips were made, an average of 82 trips nightly.

- e) For details of revised Operational Procedure of HQ Pool, see Appendix "A". It is expected that a considerable saving will be made in payment for overtime.

4. Dispatch Station Store -

2299 British rations issued
2036 Civilian " "
1600 American " "

SUPER GARAGE

5. American Motor Maintenance: - 2,469 vehicles passed through for servicing.
Out of this number -

118 jobs were performed in the Paint Shop
191 " " " " Battery Shop
219 " " " " Welding & Body Shop
887 " " " " Tyre Shop
456 " " " " on the Lubrication Racks
628 " " " " by mechanics in their various shops

6. Eighteen vehicles, beyond the capabilities of Super Garage, were sent to PMS Ordnance for repairs.

7. British Motor Maintenance: -

- a) Main Workshop - 82 vehicles were repaired.
b) A new department has been formed solely for reconditioning engines.
c) Section Workshops - 50% of pool vehicles have had minor repairs and repairs effected in these workshops.
d) Inspections have been carried out on all vehicles.

8. Petrol, Oil and Lubricants: - The following amounts were issued:

	Gallons	
	Total Issued	HQ Issues
Petrol:		
March	65,940	40,061
April	67,189	45,839
	67,422	45,174

SUPER GARAGE

5. American Motor Maintenance: - 2,483 vehicles passed through for servicing.
Out of this number -

118 jobs were performed in the Paint Shop
 191 " " " " Battery Shop
 219 " " " " Welding & Body Shop
 857 " " " " Tyre Shop
 456 " " " " on the Lubrication Racks
 628 " " " " by mechanics in their various shops

6. Eighteen vehicles, beyond the capabilities of Super Garage, were sent to
 P88 Ordnance for repairs.

7. British Motor Maintenance: -

- a) Main Workshop - 82 vehicles were repaired.
- b) A new department has been formed solely for reconditioning engines.
- c) Section Workshops - 50% of pool vehicles have had minor repairs and
repaints effected in these workshops.
- d) Inspections have been carried out on all vehicles.

8. Petrol, Oil and Lubricants: - The following amounts were issued:

	Gallons	
	Total Issues	RQ Issues
<u>Petrol:</u>		
March	66,940	40,081
April	67,180	46,839
May	67,422	48,174
June	73,350	54,255
<u>Oils, engine</u>	1,547	
<u>Lubricants, other oils:</u>		
HD 10	16	
HD 50	117 1/2	
HD 90	265	
C. 600	36	
Derv fuel	492 1/2	
Kerosene	132	

9. G-4 (A) Pool: - 36 more vehicles were taken on charge, and 27 issued to
Regions.

10. Administrative Section:-

- a) At Appendix "B" is Statistical Report.
- b) Rations:- Allied ration cards have been issued to a weekly average of 526 workers.
- c) Purchases:- Purchase of spares and material amounted to L. 576.416. Vouchers were prepared by the Administrative Office for purchases by C-4 (A) Pool amounting to 73.504 Lire.

11. Labour:- Labour relations have been excellent.LANCIA WORKS12. Major Repairs:-

In workshop 1 June 1945	41
Brought in for repair.....	104
Repaired and dispatched	112
In workshop 30 June 1945	33

13. Spare Parts:- Spares are arriving from ROMINO and further shipments will relieve the maintenance and repair position considerably.14. Administrative Section:-

- a) Rations - Allied ration cards have been issued to a weekly average of 113 workers.
- b) Purchases - Purchases of spares and material amounted to L. 36.127.
- c) Lancia Repair Costs - A total of L. 285.083 has been invoiced for repairs on AC/AMR vehicles.

GENERAL

15. The situation generally is most satisfactory. The average number for deadlined vehicles has increased, largely due to greatly extended out-of-town trips over poor roads.

R. H. ROBERTSON Colonel
R. H. ROBERTSON

LANCIA WORKS

12. Major Repairs: -

In workshop 1 June 1945 41
Brought in for repair..... 104
Repaired and dispatched 112
In workshop 30 June 1945 33

13. Spare Parts: - Spares are arriving from FORINO and further shipments will relieve the maintenance and repair position considerably.

14. Administrative Section: -

- a) Rations - Allied ration cards have been issued to a weekly average of 119 workers.
- b) Purchases - Purchases of spares and material amounted to L. 36.127.
- c) Lancia Repair Costs - A total of L. 285.003 has been invoiced for repairs on AC/AMT vehicles.

GENERAL

15. The situation generally is most satisfactory. The average number for deadlined vehicles has increased, largely due to greatly extended out-of-town trips over poor roads.

Copies to:

Transportation Sub-Commission
Dispatch Office
Super Garage
Lancia Works
File

R. P. Robertson Colonel
R. P. ROBERTSON
HQ Coadt/Transportation C

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APPENDIX "A"

HEADQUARTERS ALLIED COMMISSION

APO 394

Super Garage

30-901

30 June 1948

STANDING OPERATIONAL PROCEDURE

1. The following standing operational procedure for the Headquarters Commandant's Transport Pool, presented in this office's letter 30-901, dated 13 June 1948, has been approved by Headquarters Commandant, in letter HQ/10, dtd 20 June 48, and will go into effect at 0730 hours on 1 July 48.

2. Headquarters Commandant Transport Pool will be integrated by a Taxi Pool, an Unassigned Cars (Class I & II) Pool, and a Permanently Assigned & Daily Allotted Cars Pool.

a. Taxi Pool

(1) The Taxi Pool will be set up in three groups or shifts. Each group will operate nine hours, as follows:

Group	I	from 0730 hrs to 1730 hrs
"	II	" 1830 " " 0130 "
"	III	" 2300 " " 0800 " (emergency)

(2) Taxi Dispatch Office is to make arrangements in order that the following procedures be observed:

(a) Taxi drivers are to be placed on a 9-hour a day, six day week basis, and to be allowed one hour for meal time. The day off to coincide, if possible, with the despatching of their cars for maintenance and periodic checks.

(b) Official user to be made to understand that taxis are dispatched for trips not to exceed one hour's duration. Drivers are to be instructed to return to Dispatch Office if user insists in keeping vehicle for more than one hour.

(3) Booking from Taxi Pool for day transportation (0830 to 1800 hrs) will be made during office hours with Headquarters Dispatch. Booking for night transportation (1801 to 0800 hrs) will be made during day or evening with Garage Dispatch.

b. Unassigned Cars (Class I & II) Pool.

(1) This pool will comprise Class I and Class II cars. It will

a. Taxi Pool

- (1) The Taxi Pool will be set up in three groups or shifts. Each group will operate nine hours, as follows:

Group	I from 0730 hrs to 1730 hrs
"	II " 1830 " " 0130 "
"	III " 2300 " " 0800 " (emergency)

- (2) Taxi Dispatch Office is to make arrangements in order that the following procedures be observed:

(a) Taxi drivers are to be placed on a 9-hour a day, six day week basis, and to be allowed one hour for meal time. The day off to coincide, if possible, with the deadlining of their cars for maintenance and periodic checks.

(b) Official user to be made to understand that taxis are dispatched for trips not to exceed one hour's duration. Drivers are to be instructed to return to Dispatch Office if user insists in keeping vehicle for more than one hour.

- (3) Booking from Taxi Pool for day transportation (0830 to 1800 hrs) will be made during office hours with Headquarters Dispatch. Booking for night transportation (1801 to 0800 hrs) will be made during day or evening with Garage Dispatch.

b. Unassigned Cars (Class I & II) Pool.

- (1) This pool will comprise Class I and Class II cars. It will operate under the immediate supervision of the Headquarters Dispatch Office where arrangements will be made in order that the following procedures be observed:

(a) Drivers to carry with them instructions to user of car.
~~See Appendix 102.~~

(b) Drivers to go on a nine hour, six day week basis if operational necessity permit it. The actual service hours to be arranged among Dispatch Office, driver, and user. The use of car and driver for more than nine hours per day to be discouraged.

(c) Garage Dispatch Office to furnish each driver form P/P 36 and time card. Both of these forms to be properly filled and signed by an Allied Commissioned Officer upon return of driver to the pool.

c. Permanently assigned and Daily Allotted Cars Pool.

- (1) This pool will comprise vehicles permanently assigned and those daily allotted to official users.
- (2) The operation of the permanently assigned cars will be left at the discretion of the user, who will make every effort to limit the excessive overtime for drivers of these vehicles.
- (3) The daily allotted cars will be directly controlled by Headquarters Dispatch Office, where arrangements will be made to observe the following procedures.
 - (a) Drivers of daily allotted cars to go on a 9 hour day, six day week basis, with one day off each week. The actual nine service hours will be arranged among driver, Dispatch Office and user.
 - (b) Drivers to carry with them standing instructions to user of cars in English and Italian.
 - (c) Official user to be required to furnish a covering letter at any time he exceeds the 9 hours for which the car was allotted. If exceeding the maximum allotted time becomes a frequent occurrence, an investigation will be made and a solution will be found.

3. Sunday recreational vehicles will be made available as heretofore from the Unassigned (Class I & II) Cars Pool and the Taxi Pool.

4. The application and enforcement of these standing operational procedures will be the joint responsibility of both the Garage and the Headquarters A.C. Dispatch Offices. It is expected that these changes in procedures will enable this Garage to effect substantial economy in civilian wages, and thus conform with the recommendations contained in para. 2 f. of Establishment Memorandum No. 11, dated 1 June 45.

H. J. BIRCH
Major
Hq AC Dispatch O

ARTHUR W. MC PHER
Capt., C.M.F.,
Motor Transp. O

day, six day week basis, with one day off each week. The actual nine service hours will be arranged among driver, Dispatch Office and user.

(b) Drivers to carry with them standing instructions to user of cars in English and Italian.

(c) Official user to be required to furnish a covering letter at any time he exceeds the 9 hours for which the car was allotted. If exceeding the maximum allotted time becomes a frequent occurrence, an investigation will be made and a solution will be found.

3. Sunday recreational vehicles will be made available as heretofore from the Unassigned (Class I & II) Cars Pool and the Taxi Pool.

4. The application and enforcement of these standing operational procedures will be the joint responsibility of both the Garage and the Headquarters A.C. Dispatch Offices. It is expected that these changes in procedures will enable this garage to effect substantial economy in civilian wages, and thus conform with the recommendations contained in para. 2 f. of Establishment Memorandum No. 11, dated 1 June 45.

Major

H. J. BIRCH
HQ AC Dispatch O

ARMED M. MC NEAL
Capt., C.M.P.,
Motor Transp. O

APPROVED:

Colonel

A. H. ROBERTSON
Hq. Commandant.

3797

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

785015

APPENDIX "B"

HQ. A.C. - SUPERGARAGE (CIVILIAN Payroll section)

MONTHLY REPORT

30 June 1945

CLASSIFICATION	Number of Em- ployees	LABOR HOURS Reg.	Overtime	AMT. Paid
CLERICAL PERSONNEL	29	5667	1706	279,306
CHAUFFEURS MECH.	280	67393	21490	2,868,811
DRIVERS	46	9470	2526	482,025
MECHANICS	82	16017	1991	619,499
MECHANICS ASST.	27	4876	586	190,815
WELDERS	6	1196	142	51,156
FLAKSMITHS	2	403	50	16,512
MECHANICS (Electrician)	12	2558	220	111,617
ARTISIAN MATE HELPERS	3	472	239	17,971
WASHERS MACHINE	8	1443	159	55,211
GREASERS	16	3229	475	127,107
VULCANIZERS	2	200	23	7,985
TYRE TREADERS	9	1764	263	76,907
UNSKILLED LABORERS	24	4732	371	161,817
SUPERINTENDENTS SHOP	1	8	3	595
COOKS	-	-	-	-
BRICKLAYERS	1	216	36	9,063
SPERMINTERS	4	740	13	2,300

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MECHANICS ASST.	27	4876	586	190,815
WELDERS	6	1196	142	51,156
BLACKSMITHS	2	408	50	16,512
MECHANICS (Electrician)	12	2658	220	111,617
ARTISIAN MAKE HELPERS	3	472	239	17,871
WASHERS MACHINE	8	1443	159	55,211
GREASERS	16	3229	475	127,107
VULCANIZERS	2	200	23	7,988
TYPE TREADERS	9	1764	247	76,987
UNSKILLED LABORERS	24	4739	371	161,817
SUPERINTENDENTS SHOP	1	8	3	535
COOKS	-	-	-	-
BRICKLAYERS	1	216	36	9,063
STONEMEN	4	740	43	29,332
TIMEKEEPERS	4	888	219	41,879
PAINTERS	2	272	34	13,055
CARPENTERS	3	518	62	20,559
UPHOLSTERS	1	220	25	8,420
TOTALS	562	122314	30641	5,209,188
TOTAL LABOR HOURS			122314	152955

1856

CONTROL:

Payroll No. 11
from 1 to 15 June 1945
RegularL. 2,321.055
SupplementaryL. 253.951
L. 2,575.006

Payroll No. 12
from 16 to 30 June 1945
RegularL. 2,433.231
SupplementaryL. 250.951
L. 2,634.182

TOTAL PAID L. 5,209.188

Breakdown of Amt. Paid:			Number of		Amt.
Month of		1945	workdays		
"	April		3		L. <u>2,620</u>
"	May	1945	12		L. <u>122,847</u>
"	June	1945	247		L. <u>5,076.611</u>
"	"	194			L. _____
"	"	194			L. _____
TOTALS			No. <u>562</u>		L. <u>5,209.188</u>

1857

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

785015

28

INFORMAL ROUTING

HEADQUARTERS
ALLIED COMMISSION
APO 394

File:

Date

SUBJECT:

Hq Motor Pool Report for May-45

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/KP	GH B1 and A in turn	6/7/45	To note & return CNP
2	GH(B)	GH(A)	6/7/45	Noted GH
2	GH(B)	GH(A)		Noted: Re 10(c) 1. A plan is being put into operation to equip all vehicles to a reasonable scale in tools. It will take a little time but is already well under way. 2. Tubes. I do not follow this. We had met all incidents up to today. As an incident ^{for tubes} received today is being met except for 4 x 600 x 16 tubes. GH
3	G. & A	Col. Parkin	6/7/45	1. Noted. - Para 16 Planning should be emphasized. 3795

AFO 394

Office of the Headquarters Commandant

8 June 1945

HQC/10/16

SUBJECT: Hq Motor Pool - Report for the
Month of May, 1945.

20 : Vice President, Establishments section.

DISPATCH OFFICE

1. Vehicles; - Cars operating in the pool for the month of May were:

Requisitioned	226
W.D.	166
TOTAL	392

2. Deadlined vehicles; -

Regulationed	40 per day
W.C.	23 "

3. Operations: -

80715 (a)

	No.	Average per day
Out of town	159	73
Outside Rome Area	782	22
Local	1087	35
Taxis	8610	276

b) Road courier Service -

126 passengers were taken to NAPLES

26	"	"	"	"	1st Army
55	"	"	"	"	5th Army

TOTAL 207 passengers, plus baggage and mail

c) Air Courier Service -

1. Vehicles: - Cars operating in the pool for the month of May were:

Requisitioned	226
W.D.	168
TOTAL	<u>392</u>

2. Deadlined vehicles: -

[illegible]

S. Operations: -

a) $\pi_{11}^{\pm}$ -

	<u>No.</u>	<u>Average per day</u>
Out of town	159	73
Outside Rome Area	782	22
Local	1087	35
Taxis	8610	278

b) Road Courier Service -

126	passengers were taken to NAPLES
26	" " " AMG 8th Army
55	" " " AMG 5th Army
<u>TOTAL</u>	<u>207</u> passengers, plus baggage and mail

c) Air Courier Service -

108 passengers were taken to MILAN	
3	" " " " VERONA
27	" " " " CREVISO
19	" " " " BOLOGNA

	TOTAL
	<u>767</u>

d) Night Duty Trips - 352 trips were made in the two vehicles assigned to official night duty.

e) Recreational pool -

(1) 184 evening trials were completed, an average of 60 each evening.

11) Recreational transport for Sundays has been allotted as follows:

1 Car - Executive Commissioner's Office
3 Cars - Economic Section
2 Cars - Civil Affairs Section

- 2 Cars - Independent Sections
- 2 Cars - Establishments Section
- 2 x 3-ton Trucks - British Detachment
- 1 x 6x6 for HQ, 2675th Regiment

4. Additional duties of Dispatch Office: -

a) Transport Dispatch Station Stores -

2342 British Rations issued
 507 Civilian " "
 1360 American " "

b) Rail, Sea, Air Transport -

39 rail passengers
 45 air "
 9 sea "

SUPER GARAGE

5. American Motor Maintenance: - 2,487 vehicles passed through for servicing. Out of this number -

159 jobs were performed in the Paint Shop
 203 " " " " " Battery Shop
 253 " " " " " Welding & Body Shop
 787 " " " " " Tyre Shop
 474 " " " " " on the Lubrification Packs
 611 " " " " " by mechanics in their various shops

6. Twenty-five vehicles, beyond the capabilities of Super Garage, were sent to P.B.S. Ordnance for repairs.

7. Deadlined vehicles were -

14.5% W.D. vehicles
 16.1% Requisitioned vehicles

8. Forty W.D. vehicles were brought in from Regions for re-allocation. Complete inspections were made, and in addition, 20 UNKRA vehicles were maintained.

9. 98% of all vehicles dispatched received their weekly and monthly check on schedule.

10. British Motor Maintenance: -

39 rail passengers
45 air
5 sea

SUPER GARAGE

5. American Motor Maintenance: - 2,487 vehicles passed through for servicing.
Out of this number -

159 jobs were performed in the Paint Shop
203 " " " " Battery Shop
253 " " " " Welding & Body Shop
787 " " " " Tyre Shop
474 " " " " on the Lubrification Racks
611 " " " " by mechanics in their various shops

6. Twenty-five vehicles, beyond the capabilities of Super Garage, were sent to P.S.S. Ordnance for repairs.

7. Deadlined vehicles were -

14.6% W.D. vehicles
16.1% Requisitioned vehicles

8. Forty W.D. vehicles were brought in from Regions for re-allocation. Complete inspections were made, and in addition, 20 UNRRA vehicles were maintained.

9. 98% of all vehicles dispatched received their weekly and monthly check on schedule.

10. British Motor Maintenance: -

a) Main Workshop - 106 vehicles were repaired
11 vehicles were sent to R.E.M.E., 8 of which were S.L.R.

b) A quantity of spares was obtained from a local base workshops who have closed down, and from Perugia Region

c) The tool situation is improving, but the tube situation, particularly with regard to 600 x 16, is still acute.

11. Inspection Section (British): - Inspections of all vehicles have been carried out, including 30 of G-4 (H) Pool.

12. Petrol, Oil & Lubricants: - The following amounts were issued:

<u>Petrol:</u>	<u>Gallons</u>	
	<u>Total Issues</u>	<u>HQ Issues</u>
February	55,522	34,439
March	65,940	40,061

Petrol: (Cont'd)	Gallons	
	Total Issues	HQ Issues
April	67,150	46,539
May	67,422	48,174

Gils, engine 1,222

Lubricants, other oils:

SAE 10	18
HD 50	89
HD 90	250
C. 600	20
Derv Oil	438.5
Kerosene	100

13. 3-4 (B) Pool: - 25 more vehicles were taken on charge, 20 issued to Regions and 3 B.L.R.

14. Administrative Section: -

- a) At Appendix is Statistical Report.
- b) Rations: - Allied ration cards have been issued to a weekly average of 475 workers.
- c) Purchases: - Purchases of spares and material amounted to L. 45,368.
- d) Safety measures have been augmented and a notable decrease in accidents among the garage workers has resulted.
- e) 693rd Base Mfg. Workshops, R.E.M.E., are rebuilding 53 batteries, and a favourable contract has been made for battery repair with a ROME firm.
- f) One officer, two EM, and an Italian civilian are at present in H. Italy procuring spare parts at, it is hoped, a much more reasonable price than those prevailing in ROME.

LANCIA WORKS

15. Repairs: -

In Workshop 1 May 1945	59
Brought in for repair	86
Repaired and dispatched	104
In workshop 31 May 1945	41

13. G-4 (B) Pool: - 25 more vehicles were taken on charge. 20 issued to Regions and 3 B.L.R.

14. Administrative Section: -

- a) At Appendix is Statistical Report.
- b) Rations: - Allied ration cards have been issued to a weekly average of 475 workers.
- c) Purchases: - Purchases of spares and material amounted to L. 45,365.
- d) Safety measures have been augmented and a notable decrease in accidents among the garage workers has resulted.
- e) 693rd Base Mfg. Workshops, R.E.M.E., are rebuilding 53 batteries, and a favourable contract has been made for battery repair with a ROME firm.
- f) One officer, two EM, and an Italian civilian are at present in N. Italy procuring spare parts at, it is hoped, a much more reasonable price than those prevailing in ROME.

LANCIA WORKS

15. Repairs: -

In Workshop 1 May 1945	59
Brought in for repair	86
Repaired and dispatched	104
In workshop 31 May 1945	41

GENERAL

16. Vehicles which have been out of town for an indefinite period are now being called into the Pool and replaced on a 28-day basis. This should enable a monthly check on all vehicles to be maintained.

Copies to:

Transportation Sub-Commission
Dispatch Office
Super Garage
Lancia Works
File

W. H. Robertson Colonel
R. H. ROBERTSON
Hq. Commandant/Trpt. Officer

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

APPENDIX

HQ. A.C. - SUPERGRAGE (Civilian Payroll Section)

MONTHLY REPORT MAY 1945

CLASSIFICATION	Number of Employees	Basic Pay	Overtime	AMT. Paid
CLERICAL PERSONNEL	23	5736	1676	257,275
GRAFFITIERS MECH.	277	51992	25207	2,365,959
DRIVERS	41	7996	2964	335,377
MECHANICS	83	14576	2203	648,085
MECHANICAL ASST.	32	3576	424	137,753
WELDERS	7	1196	181	52,277
BLACKSMITHS	2	408	60	16,762
MECHANICS (Sintericant)	12	8000	520	91,816
ARTISAN MADE HELPERS	2	348	39	12,991
WASHERS MACHINE	8	1536	197	59,554
OREASERS	16	2564	665	124,717
VULCANIZERS	2	320	68	13,131
TYRE TRADERS	8	1588	307	68,432
UNSKILLED LADIES.	24	4776	588	158,372
SUPPLEMENTARY SHOP			1	46
COOKS				
BRICKLAYERS	1	208	67	9,341
STONEMEN	3	616	94	25,147

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

MECHANICS	83	14576	2203	648.085
MECHANICAL ASST.	32	3576	424	137.753
WELDERS	7	1196	181	52.277
BLACKSMITHS	2	408	60	16.762
MECHANICS (Electrician)	12	8000	520	91.516
ARTISIAN MATE HELPER	2	348	39	12.991
WASHERS MACHINE	8	1536	197	59.554
GRASSHOP	16	2564	665	124.717
VULCANIZERS	2	320	68	13.131
TYPE TRAINERS	8	1588	307	68.432
UNSKILLED LABORERS	24	4776	588	158.372
SUPERINTENDENTS SHOP	1		1	46
COOKS				
CRYSTALLATORS	1	208	67	9.341
STORERWENTERS	3	616	94	25.147
TURNKEYERS	4	832	137	41.360
PAINTERS	2	376	61	16.392
CARPENTERS	2	408	48	16.313
UPHOLSTERERS	1	208	40	8.694
TOTALS	555	101260	35747	4,659,470
			101260	
			137007	
TOTAL LABOR HOURS				

446,594

CENTROL:

Payroll No 9
 from 1 to 15 May 1945
 Regular 2,013.47
 Supplementary 159.096
 L. 2,172.567

Payroll No 10
 from 16 to 31 May 1945
 Regular 2,271.629
 Supplementary 215.274
 L. 2,486.903

TOTAL PAID L. 4,659.470

Breakdown of Amt. Paid:		Number of Weeks	Amt.
North of	February 1945		456
" "	March 1945	1	2,250
" "	April 1945	8	21,009
" "	May 1945	546	4,615,755
" "	194		
TOTALS		555	4,659.470

1862

Declassified E.O. 12356 Section 3.3/NND No. 785015INFORMAL ROUTINGHEADQUARTERS
ALLIED COMMISSION
APO 394

File:

Date

5/7/45

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	G4		
		A } B }		Return to note & RETURN CMP.
2	G-4(A)	G-4(B)	11/5	noted ecc
3	G4 (B)	A/V.P.	11/5	The figures of G4 (B) Pool, which is not a part of HQ Pool, though much indebted to the latter for a great deal of help, are actually a little more than appears. and
4	A/VP	PRO in have return		See Checked items for publication CMP

3790

(4)

785015

Col. Packin

5 May 1945

BQC/10/1/6

SUBJECT: Hq Motor Pool - Report for the
Month of April 1945.

TO : Vice President, Establishments Section.

DISPATCH OFFICE

1. Vehicles: - Cars operating in the pool for the month of April were:

Requisitioned	212
W.D.	164

2. Deadlined Vehicles: -

Requisitioned	43 per day
W.D.	31 per day

3. Operations: -

a) Trips -

<u>Trips</u>	<u>No.</u>	<u>Average per day</u>
Out of town	172	77
Outside Rome Area	706	23
Local	2068	69
Taxis	9420	314

b) Courier Service: -

183	passengers	were	taken	to	NAPLES
41	"	"	"	"	ANG 8th Army
101	"	"	"	"	ANG 5th Army
TOTAL .. 295 passengers, plus baggage and mail					

c) Night duty trips -

295 trips were made in the two vehicles assigned this month for official night duty.

d) Neorecreational Pool -

2017 trips were completed, an average of 67 nightly.

During the month, recreational transport was provided for officers and parties of 9 or more EM/GRs on Sundays, an average of 11 vehicles being used.

4. Additional duties of Dispatch Office: -

a) Transport Dispatch Ration Store -

1965 British rations issued
740 civilian " "
720 American " "

b) Rail, Sea, Air Transport -

36 rail passengers
63 air "
5 sea "

5. Approximately 32,000 persons were carried by Headquarters transport during the month.

SUPER GARAGE

✓ 6. American Motor Maintenance: - 2,340 vehicles passed through this office for servicing. Out of this number, -

140 jobs were performed in the Paint Shop
180 " " " " " Battery Shop
159 " " " " " Welding & Body Shop
758 " " " " " Tire Shop
435 " " " " on the Lubrication Racks
668 " " " " by mechanics in their various shops

7. Twenty-eight vehicles, beyond the capabilities of Super Garage, were sent to P.S.S. Ordnance for repairs.

8. Deadlined vehicles were -

16.2% W.D. vehicles
18.9% Requisitioned vehicles

✓ 9. A pressure cleaner has been built and is being used for cleaning engines and undercarriages of vehicles.

10. Attached at Appendix 'A' is a copy of Driver Test No. 2.

11. British Motor Maintenance: -

a) Main Workshops - 90 vehicles were repaired.

✓ b) A steel ramp for inspection purposes and stores enlargement is almost completed.

12. Inspection Section (British): - Inspections of all vehicles were carried out, including 15 vehicles from G-4.
13. Petrol, oil and Lubricants: - The undermentioned amounts were issued during the month, and comparative petrol figures are shown for previous months:

<u>Gallons</u>		
<u>Petrol:</u>	<u>Total Issues</u>	<u>HQ Issues</u>
January	54,221	28,382
February	56,522	34,438
March	56,940	40,081
April	57,150	45,839
Oils, Engine	1,521	
<u>Lubricants, other oils:</u>		
SAE 10	66	
SAE 50	179	
SAE 90	280	
C. 600	15	
Derv Oil	603	
Kerosene	132	

14. G-4 (B) Pool: - 14 more vehicles were taken on charge, and 23 issued to Regions.
15. Administrative Section: -
- a) At Appendix 'B' is statistical report.
 - b) Rations - Allied rations cards have been issued to an average of 450 employees.
 - c) Purchases - Purchases of spares and material amounted to L. 496.154.
 - d) Arrangements have been made through Commerce Sub-Commission to purchase 361 pairs of shoes for Super Garage employees.

LANCIA WORKS

16. Repairs: -

In Workshop 1 April 1945	30
Brought in for repair	128
Repaired and dispatched	99
In Workshop 30 April 1945	59

17. Regional Garage: - Although 660 vehicles were admitted for parking, no losses or thefts occurred.

GENERAL

18. There is a general, all-over improvement, but tools, tires and tubes continue to be the most serious handicap.


H. H. ROBERTSON Colonel.
Hq Comdt/Transportation Officer

Copies to,

Transportation Sub-Commission
Dispatch Office
Super Garage
Lancia Works
File

APPENDIX "A"

DRIVER TEST NO. 2Instructions

Read each question carefully. Select the best answer to each question. On the blank line to the left of the question number, write the letter preceding what you think is the best answer. Notice how the sample is marked.

Sample item:

 A The right foot is used to step on the brake pedal -- (A) true (B) false

The right foot is used to step on the brake pedal, so the statement is true. Therefore, the letter A has been placed on the blank line preceding the question number. Mark only one answer to each question.

QUESTIONS

- 1 Holding your left foot on the clutch pedal while driving is known as "riding the clutch" and results in -- (A) excessive clutch wear (B) the rear wheels turning more slowly (C) more control over the car (D) easier gear shifting.
- 2 Tire pressure should be checked -- (A) Daily (B) Weekly (C) Every other day.
- 3 In starting up a long grade with an Army truck, you should come to a complete stop before shifting to a lower gear. (A) true (B) false.
- 4 The left arm extended at a 45° angle above the horizontal is a signal for -- (A) a right turn (B) a left turn (C) slowing down (D) stopping.
- 5 You should notice what the instrument panel gages indicate -- (A) each time you visit the filling station (B) frequently in the course of driving (C) every 500 miles (D) once a week.
- 6 If the driver ahead of you in a convoy gives the signal to pass, you should pass him. (A) true (B) false.
- 7 Brakes should not be applied when the front wheel is engaged. (A) true (B) false.
- 8 An Army truck is normally operated in -- (A) low range (B) high range.
- 9 The air filter prevents dust from getting into the oil in the crankcase (A) true (B) false.
- 10 Trip tickets should be turned in -- (A) at the end of the day (B) once a week (C) at the conclusion of the trip.

- _____ 11 In backing down a hill, the driver should put the vehicle neutral. (A) true (B) false.
- _____ 12 Hitchhikers, if in military uniform, may be given a ride in an Army vehicle. (A) true (B) false.
- _____ 13 To check for leaks the driver crawls under the vehicle while the motor is running. (A) true (B) false.
- _____ 14 Cleaning of an Army motor vehicle is the responsibility of the driver. (A) true (B) false.
- _____ 15 In traveling in a convoy, a driver of one of the convoy vehicles may -- (A) pass slower moving vehicles in the convoy (B) pass a vehicle that has engine trouble (C) exceed to the local speed limit.
- _____ 16 When you drive out of a filling station yard, street traffic on your left has the right of way. (A) true (B) false.
- _____ 17 If the driver discovers a mechanical condition injurious to further operation of the vehicle while in convoy he should -- (A) continue at reduced speed (B) drop to the back of the column (C) signal the driver behind for assistance (D) stop and signal for other vehicles to pass.
- _____ 18 The distance between vehicles in convoy should be -- (A) equal to the speedometer reading in yards (B) twice the speedometer reading in yards (C) 150 feet.
- _____ 19 Blackout lights are always used for travel at night -- (A) true (B) false.
- _____ 20 If the rear of your vehicle skids to the right on a slippery road, you should (A) apply brakes lightly (B) turn the steering wheel to the right (C) turn the steering wheel to the left (D) hold the steering wheel still.
- _____ 21 Convoys are not required to observe local speed laws (A) true (B) false.
- _____ 22 The front-wheel drive should not be used for -- (A) 6 per cent grades on hard roads (B) cross country driving (C) slippery roads.
- _____ 23 In crossing ditches, the driver should depend largely on momentum to carry the truck through. (A) true (B) false.
- _____ 24 When approaching an unguarded railroad crossing in an Army truck you should -- (A) slow to 5 mph (B) slow down so a stop can be made if necessary (C) come to a stop, if visibility is restricted (D) stop.

- 1876
- 25 Standard form No. 26 is -- (A) trip ticket (B) an Army license (C) an accident report (D) a gasoline ticket.
- 26 A closed fist thrust upward from the shoulder several times means to -- (A) shift to higher gear (B) increase space between vehicles (C) load trucks (D) increase speed.
- 27 For a given speed on the road, the engine runs faster in low range than in higher range -- (A) true (B) false.
- 28 Extending the left arm horizontally and describing small circles towards the front means to -- (A) increase speed (B) close up (C) make a right turn (D) pass and keep going.
- 29 Three long blasts of a whistle repeated several times indicates -- (A) approach to motor park (B) dangerous hill ahead (C) grave danger (D) desire to pass.
- 30 During freezing weather, all water may drain by opening the petcock at the bottom of the radiator. (A) true (B) false.
- 31 When skidding on a slippery road, you should -- (A) use the emergency brake (B) depress the clutch (C) steer in the direction in which the rear end is swaying.
- 32 A cranking motion with the right arm is a signal to -- (A) decrease speed (B) start engine (C) reverse (D) mount vehicle.
- 33 If the lights change when pedestrians are in the center of the street, the driver should -- (A) wait until the pedestrians are out of the way (B) start before the pedestrians get in the way (C) sound the horn and proceed.
- 34 During peace time an Army driver must obey the same laws as a civilian driver. (A) true (B) false.
- 35 When in a single Army truck, you are allowed to pass a convoy without special authority. (A) true (B) false.
- 36 When vehicles of a convoy are halted, they should -- (A) pull into the shoulder (B) stop in the line they are in (C) leave 25 feet between vehicles (D) close up bumper to bumper.
- 37 At a halt the driver should first -- (A) rest (B) unload troops (C) inspect the vehicle (D) talk with other drivers to see if they need help.
- 38 The front-wheel driver should be engaged only after the vehicle becomes stalled. (A) true (B) false.
- 39 Scales are the only means of determining whether a truck is overloaded. (A) true (B) false.

- _____ 40 A shift to the lower range should be made at about 25 miles per hour. (A) true (B) false.
- _____ 41 In small towns it is desirable to park a convoy on a dead-end street. (A) true (B) false.
- _____ 42 Blackout lights are used primarily to -- (A) make the vehicle visible to others on the highway (B) illuminate the road a short distance ahead.
- _____ 43 During freezing weather, trucks should be parked on brush or weeds in preference to the bare ground. (A) true (B) false.
- _____ 44 In driving in a convoy at night, you should use -- (A) parking lights (B) upper beam of headlights (C) lower beam of headlights.
- _____ 45 The person loading a truck is responsible for its safety until the destination is reached. (A) true (B) false.
- _____ 46 The brake should be applied "off" and "on" when used in descending a long grade. (A) true (B) false.
- _____ 47 When the gas tank is filled, sparks from static electricity are most likely to occur if the nozzle is held in contact with the tank. (A) true (B) false.
- _____ 48 If heavy and light supplies are loaded on the same truck, the heavier supplies should be -- (A) evenly distributed over the floor of the truck (B) placed concentrated near the center of the truck.
- _____ 49 With the front-wheel drive truck, you are most likely to get stuck if -- (A) both rear wheels are in the mud (B) both front wheels are in the mud (C) both right wheels are in the mud.
- _____ 50 The maximum load of a truck may be exceeded in an emergency without special authorization. (A) true (B) false.

REFERENCE: T.M. 21 - 300

Consult your Maintenance Manual when in doubt.

Appendix "B"

HQ. A.C. - SUPERCAPAGE (Civilian Payroll notation)

MONTHLY REPORT APRIL 1945

CLASSIFICATION	Number of Em- ployees	LABOR HOURS		AMT. Paid
		Reg.	Overtime	
CLERICAL PERSONNEL.....	28	5480	1437	203,251
CHAUFFEURS MECH.	232	44540	20372	1,618,884
DRIVERS	41	14048	36075	287,097
MECHANICS	84	14872	1968	436,910
MECHANICS ASST.	14	2240	260	56,708
WELDERS	4	580	105	22,018
PLASMITES	2	368	49	10,395
MECHANICS (Electrician)	12	2280	470	73,336
ARTISIAN MATE HELPERS	1	124	8	4,474
WASHERS MACHINE	9	1600	195	45,291
OPERATORS	17	2880	477	77,461
VULCANIZERS	--	----	---	----
TYPE TREATERS	8	1360	212	41,780
UNSKILLED LABORERS	25	4600	572	99,831
SUPERINTENDENTS SHOP	1	192	24	8,242
DOCKS	--	----	---	----
				6,226

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	1965	1966	1967	1968	1969
MECHANICS	84	14872	1968	436.910	
MECHANIC ASST.	14	2240	260	56.708	
WELDERS	4	580	105	22.018	
BLACKSMITHS	2	368	49	10.395	
MECHANICS (Electrician)	12	2280	470	73.336	
ARTISIAN WATH HELPERS	1	124	8	4.474	
WASHING MACHINE	9	1600	195	45.291	
GREASERS	17	2880	477	77.461	
TILLCARBERS	--	----	---	----	
TIRE TREADERS	8	1360	212	41.780	
UNBOTTLED LABORERS	25	4600	572	99.831	
SUPERINTENDENTS SHOP	1	192	24	8.242	
COOKS	--	----	---	----	
BRICKLAYERS	1	200	54	6.236	
STONECARBERS	3	628	96	17.291	
TIMBERMEN	4	640	118	19.514	
PAINTERS	2	376	65	12.728	
CARPENTERS	2	376	37	10.161	
UNEMPLOYED	1	200	26	5.559	
.....					
.....					
TOTALS	491	97744	30220	3.057.153	
TOTAL LABOR HOURS			97744	127964	

Page 21 of 7

from 1 April to 15 April 1945

1.304.837

Supplied currency		150.193
		150.193

1.455.030

Page 012 of 8

FROM 16 April 1945 30 April 1945

Regular 1,465.220

Supplementary 136.903

1. 1.602.123

TOTAL PAID: 3,057.153

Introduction of Ant, Bull &

Month of November 1944 1 1.539

10	22	February	1895	1	1.039
11	23	February	1895	1	2.821

Year	Month	Day	Time	Place	Remarks
1921	March	2	10:00	St. Paul	Arrived
1921	March	3	10:00	St. Paul	Left
1921	March	4	10:00	St. Paul	Arrived
1921	March	5	10:00	St. Paul	Left
1921	March	6	10:00	St. Paul	Arrived
1921	March	7	10:00	St. Paul	Left
1921	March	8	10:00	St. Paul	Arrived
1921	March	9	10:00	St. Paul	Left
1921	March	10	10:00	St. Paul	Arrived
1921	March	11	10:00	St. Paul	Left
1921	March	12	10:00	St. Paul	Arrived
1921	March	13	10:00	St. Paul	Left
1921	March	14	10:00	St. Paul	Arrived
1921	March	15	10:00	St. Paul	Left
1921	March	16	10:00	St. Paul	Arrived
1921	March	17	10:00	St. Paul	Left
1921	March	18	10:00	St. Paul	Arrived
1921	March	19	10:00	St. Paul	Left
1921	March	20	10:00	St. Paul	Arrived
1921	March	21	10:00	St. Paul	Left
1921	March	22	10:00	St. Paul	Arrived
1921	March	23	10:00	St. Paul	Left
1921	March	24	10:00	St. Paul	Arrived
1921	March	25	10:00	St. Paul	Left
1921	March	26	10:00	St. Paul	Arrived
1921	March	27	10:00	St. Paul	Left
1921	March	28	10:00	St. Paul	Arrived
1921	March	29	10:00	St. Paul	Left
1921	March	30	10:00	St. Paul	Arrived
1921	March	31	10:00	St. Paul	Left

" " March 1945 5 54.196

10	April	1945	484	
11				5 000 500

April 5 1864

1. The first step is to identify the key components of the system. This involves understanding the hardware, software, and data involved in the process.

DATE	DESCRIPTION	AMOUNT	TOTALS
1961	1000000	1000000	1000000
1962	1000000	1000000	1000000
1963	1000000	1000000	1000000
1964	1000000	1000000	1000000
1965	1000000	1000000	1000000
1966	1000000	1000000	1000000
1967	1000000	1000000	1000000
1968	1000000	1000000	1000000
1969	1000000	1000000	1000000
1970	1000000	1000000	1000000
1971	1000000	1000000	1000000
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2016	1000000	1000000	1000000
2017	1000000	1000000	1000000
2018	1000000	1000000	1000000
2019	1000000	1000000	1000000
2020	1000000	1000000	1000000
2021	1000000	1000000	1000000
2022	1000000	1000000	1000000
2023	1000000	1000000	1000000
2024	1000000	1000000	1000000
2025	1000000	1000000	1000000
2026	1000000	1000000	1000000
2027	1000000	1000000	1000000
2028	1000000	1000000	1000000
2029	1000000	1000000	1000000
2030	1000000	1000000	1000000
2031	1000000	1000000	1000000
2032	1000000	1000000	1000000
2033			

	Total	No.	491	3,057,153
...				

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Headquarters Commandant

*Al Hise has been
9 Feb*

6 February 1945

HQC/10/7

SUBJECT: Hq Motor Pool - Report for the
month of January, 1945.

TO : Vice President, Establishments Section.

ORGANIZATION

1. The Motor Pool of this Headquarters is divided into three Sections:
 - a) Dispatch Office - which is located in Headquarters building and from which all pool transport, with the exception of assigned vehicles, is dispatched.
 - b) Super Garage - where all vehicles are housed and preventive maintenance and repairs are carried out.
 - c) Lancia Works - where all repairs which cannot be undertaken by the Super Garage are carried out, with particular reference to requisitioned vehicles.

DISPATCH OFFICE

2. Vehicles: - Cars operating in the pool for the month of January were:

Requisitioned vehicles	187	Permanently assigned	34
W.D. vehicles	161	Daily dispatched	66
		O/T not called in	23
		Requisitioned Class 1	14
		" " 2	50
		" " 3	67
		W.D. vehicles used with whatever class is thought fit, the MTO deciding whether or not a vehicle is fit for O/T	104
			<u>348</u>
TOTAL	<u>348</u>		

3. Deadlined vehicles: -

W.D. per day	52
Requisitioned per day	54

3780

Main reason was shortage of tyres and batteries, which appear to be unobtainable.

4. Operations:-

a) Trips:

	No.	Average per day
Out of town	127	(19, first 1/2 month (32, second 1/2 month)
Outside Rome Area	1683	54
Local	547	18
Taxis	8076	279

b) Courier Service:
 Courier services were difficult owing to the bad weather and road conditions, but a good service was maintained, and the passenger lists show that

183	passengers	were	taken	to	NAPLES
29	"	"	"	"	8th Army Areas
68	"	"	"	"	5th Army Areas
TOTAL 280 passengers, plus luggage and mail					

c) Evening service for female employees:
 At short notice instructions were issued to transport all female employees to their homes at night. This means nightly an average of 350. The vehicles used are one 45-seater bus and usually 40 taxis. The passengers commence to assemble at 1730 hrs and the last one is away from this Headquarters at 1800 hrs. Each passenger is in possession of a ticket and travels in the same vehicle nightly. Vehicle loads are made up for a definite district of ROME, and it would appear to work extremely smoothly.

d) Recreational pool:
 During this month, a recreational pool has been started and six cars each evening have been allotted to this pool. The demand for these cars has been high, but a high percentage of the trips requested have been executed.

Total number of requests met - 1,412, an average of 45.5 nightly.

Assuming that each officer requesting a car would have two friends, this gives an average of 138 passengers each night.

5. The operation of the pool was successful but could be improved upon if more W.D. cars could be obtained. As the forward areas and parts of Southern and Abruzzi-Marche Regions are not fit for rear-wheel drive vehi-

cles, a few more 4-wheel drive vehicles such as jeeps and C & K cars would greatly assist.

6. When the pool was formed, it was not anticipated that it would be called upon to furnish vehicles for such organizations as A.R.I., which organization has been allotted the use of six cars, when needed, nor was it expected to send vehicles out for an indefinite period; however, it has been called upon to do so. This has made it more difficult to execute the obligations of AC Headquarters. Admittedly, all obligations have been met up to date, but when regions move forward and the mileage increases between Headquarters and Regions, it is going to call for more transport, and the present availability is going to be inadequate, especially for courier services.
7. Additional duties of Dispatch Office: -
 - a) Transport Dispatch Ration Store - During the month of January, 640 civilian rations were issued; also, 1343 British transit rations, making an average of 64 rations issued per day. American rations are issued by Headquarters Supply and totalled 1760.
 - b) Rail, sea and air transport - In addition to road transport reported above, this office also handled 171 trips by rail, sea and air transport, all of which involved a certain amount of road transport between this Headquarters and railway stations, ports and airdromes.
8. It is pointed out that the duties carried out by the Dispatch staff entail a great amount of planning and an even greater amount of last minute decisions which can only be done by trained and experienced operators. Example: One job is to move members of the Diplomatic Corps to various ports in any part of the world; next one, to move a mixed load of personnel and stores over country made difficult by snow and ice.

SUPER GARAGE

9. American Motor Maintenance: - The total number of vehicles that passed through this office for repairs during the month of January was 1648. This includes both W.D. and civilian vehicles. Out of this number,

70	jobs	were	performed	in	the	Paint	Shop
206	"	"	"	"	"	Battery	Shop
200	"	"	"	"	"	Welding and Body	Shop
483	"	"	"	"	"	Tyre	Shop
397	"	"	"	"	"	Lubrication	Tracks
638	"	"	"	"	"	by mechanics	in their various shops

Besides the above, 21 vehicles were sent to PBS Ordnance for repairs which were beyond the capabilities of this Garage.

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10. British Motor Maintenance: -

- a) The month of January has shown an improvement in almost every way. Every section has benefitted in some way, either materially, or from a point of view of organization. The principal reasons for this improvement are:
 - (i) The stabilization of British personnel
 - (ii) Fewer civilian trainees as this section is now complete to present requirements. These facts have permitted a set organization to be established and maintained.
 - (iii) Very excellent co-operation and material results from G-4 Spare Parts Section, to quote not the least the supply of new batteries, and the release from 557 A.O.D. of several tons of Beach Maintenance and Repair Kits.
 - (iv) The addition of a few extra items of kit in Workshops, almost completing requirements and making possible a long standing desire, that is, to sectionize Workshops. (This is at present under planning.)
- b) During the month of January, 109 jobs were completed, quite a number of these being complete overhauls, including rebores. Of this total, 29 were G-4 and Regional vehicles.
- c) Top overhauls have been effected at such times as necessary, owing to heavy pressure of work in Unit Workshops. In this Section there is still a shortage of tools, jacks, wheelbraces, but action has been taken in this respect.
- d) There is a marked improvement in the paint shops with the acquirement of a spray gun, and later a compressor.
- e) The one department working under great difficulties is the carpenter's shop. This is due to the non-availability of rough constructional timber. From the many angles tried, it is hoped that soon this position will be alleviated.

11. Inspection Section (British): - Inspections have been carried out on all British Motor Pool vehicles, and 21 G-4 vehicles. Minor repairs carried out upon 17 British Motor Pool vehicles and 14 visiting vehicles.12. Standard of Maintenance: -

- a) Things generally have gone pretty well. There have been times when the availabilities have appeared low, but upon investigation have proved justifiable as being due to the age of many of the vehicles.

- b) The standard of maintenance amongst all British and Italian drivers has been satisfactory, and in very few cases have drivers been reprimanded. Spot checks have been made frequently, but it is the exception rather than the rule to find faults.
- c) An inspection has recently been carried out by Transportation Sub-Commission, though the result is not yet known.

13. Petrol, oil and lubricants: - The undernoted figures are of interest:

November	-	58,229½ gallons
December	-	61,638 "
January	-	54,221 "

These are the total issues from the Super Garage. The breakdown, as far as Headquarters is concerned, shows that in Headquarters, vehicles used

In November	-	28,836 gallons
December	-	26,548 "
January	-	28,352 "

In January, the pool had many more vehicles available on the road than in December.

14. Administrative Section: -

- a) Appendix 'A' is a statistical report for the month of January.
- b) Rations - Allied ration cards were procured weekly and issued to an average of 425 workers entitling them to 550 extra grams of "pasta" per week. Italian ration stamps (tessere annonarie) were also obtained for 425 workers classified as heavy labourers. This ration consists of 175 extra grams of bread daily. A mid-shift meal has been served to an average of 450 workers daily. Of this total an average of 425 have received the heavy meal which includes 1/3 lbs. of bread, 6 oz. of dehydrated vegetables and 0.5 oz. of dehydrated soup. A daily average of 25 light labourers received the light ration, which consists of minestrone soup.
- c) Labor Relations - During the month of January representation was made to this office by employees to be permitted the formation of a consumers cooperative. This matter has been referred to "higher level" and is pending action.

A group of taxi drivers presented signed petition requesting compensation for their requisitioned vehicles on the ground that they had promissory notes and other obligations to meet. This matter has been referred to G-4 (A) for action. Matter still pending.

- d) Social Security - Forms SI-1 have been initiated covering all of the employees in Super Garage. A total of 10 cases of illness or injuries were handled.
- e) Purchases - Purchases of spare parts and materials for repair and maintenance of civilian requisitioned cars amounted to 310,701 lire during the month of January.

LANCIA WORKS15. Repairs: -

- a) During the month of January, the following numbers of cars have been dealt with:

In Works 1 Jan 45	-	75
Brought in for repair	-	117
Repaired and sent out	-	124
In Works 31 Jan 45	-	69

- b) 16" wheels - 4 old jeep wheels were converted for use on civilian cars.
- c) Batteries - Work on rebuilding is still held up by lack of plates but a supply of grids was received from R.E.M.E. NAPLES on 25 Jan and are in process of being potted and formed when all old batteries now awaiting rebuilding can be dealt with.

16. General: -

- a) The supply of electric current has been much steadier this month partly due to a new arrangement for higher priority and partly to the fact that the supply of electricity for ROME seems to be improving. About 7 hours of working time were lost during the month due to the lack of current.
- b) The call-up for the Italian Army affects 23 skilled workmen out of a total of 84. Of these, 4 are being released and exemption asked for 19. Steps are being taken to train older men as replacements for a number of these latter.
- c) A demand for an increase in wages was made by some of workers. They were given the choice of continuing at work or being transferred to the Italian Army. Since then nothing further has been heard. There was no reason for their demand except the general rise in prices.

CONCLUSION

17. In conclusion, it is maintained that the establishment of a pool of Headquarters has been more than justified in that during the months of

December and January a considerable saving has been shown in the amount of petrol consumed and also in regard to the amount of overtime paid to civilian drivers which under the old regime could not be controlled, owing to the movement of vehicles which were assigned direct to Sub-Commissions and to individual officers. Finance Sub-Commission, Accounting Section, has been consulted in regard to the system of payment of civilian wages at the Super Garage and have reported favorably on it.

It is estimated from the figures produced above that approximately 26,000 persons were transported by Headquarters transport during the month of January.


R. H. ROBERTSON

Colonel

Hq. Transportation Officer.

Copies to:

Transportation Sub-Commission
Dispatch Office
Super Garage
Lancia Works
File

3774

APPENDIX "A"

HQ. A.C. - SUPERGRABATE (Civilian Payroll section)

MONTHLY REPORT January 1945

CLASSIFICATION	Number of Employees	LABOR HOURS Reg.	Overtime	AMT. Paid
CLERICAL PERSONNEL	23	4528	1117	166.572
CHAUFFEURS MECH.	203	54232	18035	1,475.401
DRIVERS	31	5000	2086	188.330
MECHANICS	81	18903	1709	428.942
MECHANICS ASST.	15	2472	276	56.085
WELDERS	4	864	99	24.401
BLACKSMITHS	2	452	50	11.074
MECHANICS (Electrician)	12	2520	321	69.557
ARTISIAN WARE HELPERS	2	264	23	5.831
WASHING MACHINE	14	2240	231	52.886
ORDANERS	12	2400	321	69.559
VULCANIZERS	3	830	103	14.573
TIRE REPAIRERS	5	1032	116	26.944
UNSKILLED LABORERS	25	6128	257	95.556
SUPERINTENDENTS SHOP	1	208	33	8.414
COOKS	3	312	48	7.377
BRICKLAYERS	1	316	55	5.793
STONEMEN	1	552	80	14.583

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	81	15908	1709	2000	188,830
MECHANICS					
MECHANICS ASST.	13	2472	376		56,085
WELDERS	4	864	99		24,401
BLACKSMITHS	2	452	50		11,074
MECHANICS (Electricians)	12	2520	321		69,657
ARTISAN MATE HELPERS	2	264	23		5,831
WASHERS MACHINE	14	2240	231		52,936
GREASERS	12	2400	321		69,559
VULCANIZERS	3	536	108		14,578
TYPE TREATERS	5	1032	115		26,944
UNSKILLED LABORERS	25	5128	257		95,563
SUPERINTENDENTS SHOP	1	208	33		8,414
COOKS	3	312	48		7,377
IRONLAYERS	1	216	35		5,793
STOREKEEPERS	4	552	79		14,563
TIMBERMEN	3	648	135		18,763
PAINTERS	2	424	58		13,542
CARPENTERS	1	180	17		3,872
.....					
.....					
.....					
TOTALS	145	80086	24454		2,751,954
			50096		
TOTAL LABOR HOURS			104380		

3773

CONTROL:

Payroll No 1
 from 1 January to 15 January 1945
 Regular L. 1261825
 Supplementary L. 35676
 L. 1,298,982

Payroll No 2
 from 16 January to 31 January 1945
 Regular L. 1405301
 Supplementary L. 52891
 L. 1,457,992

TOTAL PAID L. 2,754,954

Breakdown of Act. Paid:			Number of women		Act.	
Month of	January	1945	439	L.	2,728,567	
" " November	1944	1		L.	3,112	
" " December	1944	5		L.	23,275	
" " "				L.		
" " "				L.		
" " "				L.		
TOTALS		445		L.	2,754,954	

1889

Declassified E.O. 12356 Section 3.3/NND

No.

785015

HEADQUARTERS
ALLIED COMMISSION
APO 394

RHR/ejb

30 October 1944

HQC/10

SUBJECT: Transport (Operation of Motor Pool).

TO : Vice President, Establishments Section.

1. I refer to the verbal instructions issued to me to submit a plan for the operation of a motor pool for this Headquarters consisting of approximately 300 passenger-carrying vehicles. The scheme as suggested is attached as Appendix "A" and I submit below some notes defining responsibility for all vehicles held on the strength of this Headquarters.

2. As I understand the organization of the Commission, it has always been the intention that Headquarters vehicles should be the responsibility of the Headquarters Commandant. This appears to be supported by Appendix "A" to Directive No. 1, dated 10 November 1943. To the best of my knowledge, Headquarters Commandant's Section is still nominally responsible in theory but hardly so in point of actual fact. In the past there have been many complaints as to the inefficient operation of the motor pool and the inefficient maintenance of vehicles. It must be admitted that in some respects these complaints were well grounded and I am quite convinced that the root of all the trouble lies in the division of the responsibilities for the various factors essential to the smooth and efficient working of the Headquarters motor pool, viz. maintenance, assignment and operation. The following examples will illustrate my meaning:

a. Maintenance. - In the early days at Naples the position in regard to maintenance was nebulous, and it was not an unusual occurrence for carefully planned trips to be postponed. This was rendered necessary because vehicles shown on the daily availability return to the Dispatch Office as being available were in fact, after allocation for trips, found at the last moment to be under repair. On 24 March 1944, Headquarters Commandant's Section was given complete control of the maintenance and operation of the Headquarters pool. After a brief period of reorganization, a big improvement was noticeable in co-ordination, and this improvement was maintained. It was gratifying to find that thanks were received instead of complaints, especially from senior officers on temporary duty with ACC from the U.S.A., U.K., and A.F.H.Q., who were all relying on Headquarters pool for transport. It may also be mentioned that the move of Headquarters from Naples to Rome was organized and smoothly carried out by Headquarters Commandant's Section despite the limited number of vehicles at its disposal, and at no time had

requests to be made to other units for help in this respect. On 27 September 1944, the responsibility for maintenance was placed under the Transportation Sub-Commission by Establishment Memorandum 22. The placing of the maintenance of Headquarters vehicles, as distinct from the repair, under Transportation Sub-Commission seems to be a change in the fundamental conception of the functions of that Sub-Commission. Both the original and revised statements on "Functions of Internal Transportation Sub-Commission" define the term transportation. The latter document includes the following passage: "The term transportation as used herein includes only railways, inland waterways, internal working at ports and the operation of Italian motor transport undertakings, except local bus and tramway service." The report and Appendix "A" thereto, dated 27 November 1943, signed by Brig. Gueterbock, clearly sets down the transport responsibility of the Internal Transportation Sub-Commission and the Headquarters Commandant. This report supports my contention that internal transport will be controlled completely by the Headquarters Commandant. To illustrate, the moves of Rear Headquarters, ACC, from Brindisi and Salerno were organized and carried out by the Headquarters Commandant. Referring back to the claims made by the Transportation Sub-Commission to control the operation and maintenance of the internal transport of this Headquarters, it would be equally logical for the Legal Sub-Commission to deal with all, including military, offenses, for the Public Health Sub-Commission to be responsible for the M.I. Room, for the Finance Sub-Commission to be responsible for the actual payment of all petty cash disbursements, for the Property Control Sub-Commission to handle all requisitioning and to assign billets to individuals. I assume that these aspects of the matter were duly considered before Establishment Memorandum 22 was issued. At the same time it does seem that continued divided control will result in loss of efficiency.

b. Assignment. - A number of the vehicles was allocated by G-4 to the Headquarters Commandant's pool. Subsequently, G-4 assigned some of these vehicles to individual officers and to Sub-Commissions, but the vehicles remained on charge of the Headquarters Commandant as forming a part of the Headquarters pool. It should be noted that the Headquarters Commandant was not consulted either as to the vehicles to be assigned or the persons or Sub-Commissions to whom they were to be assigned. This practice is open to serious objection, since there is nothing in principle to prevent G-4 from assigning all vehicles in the Headquarters pool in this way. This would obviously create a ridiculous situation, but the fact remains that under the present system it could actually happen. The only safeguard is one of degree and not of principle. There seems to be some confusion of thought between allocation and assignment. Allocation should mean distribution of all available vehicles on a unit and sub-unit basis. Assignment should mean individual assignment within the unit or sub-unit and vehicles should be assigned by the person to whom they have been allocated, i.e. by the person who has them on charge.

c. Operation. - In view of the division of responsibilities relating to these three functions, I do not consider that efficient co-ordination and management can be effected or expected. It is surely an axiomatic principle that the maintenance and operation of vehicles should be under one command, and it has always been found that divided control produces chaos.

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General: - It is not improbable that the Commission may at some time be required to render an account of the use of its transport. Normally, the officer who would be required to furnish any information that might be required would be the Headquarters Commandant. Under existing conditions, however, I am in a position to account only for those vehicles which are actually in the Headquarters pool, i.e. approximately 63 taxis and 77 W.D. vehicles. I have no knowledge as to the officer, if any, who would account for the operation of assigned vehicles -- 400 approximately. This disparity in numbers is significant. As a general principle, all assigned cars should be withdrawn into Headquarters pool to be operated under Headquarters Commandant. The latter would then be in a position to exercise a close and continual supervision over all Headquarters vehicles. In this way only is it possible to obtain a broad picture of Headquarters transport as a whole and thus consider how any reduction can be made in the number of vehicles operating, or better use to be made of the same number. The individual assignment of cars to either officers or Sub-Commissions should be a most exceptional arrangement sanctioned by the written authority only of the Chief Commissioner or Chief of Staff.

Complete records of the operation of the Transport Dispatch Office are on file.


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

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

APPENDIX "A"
-----OPERATION OF HEADQUARTERS TRANSPORT POOL (ROAD) AC

1. Vehicles on the strength of the Headquarters Commandant's Pool will be divided into four sections;

- Section 1. Vehicles for trips out of HOME of more than one (1) day's duration.
- Section 2. Vehicles used for trips out of HOME but completed same day.
- Section 3. Vehicles operating only within HOME city limits.
- Section 4. W.D. load carriers for moving personnel, stores, rations, etc. and providing courier services.

2. Every vehicle will be driven by a driver assigned to that vehicle.

3. With the exception of those cars assigned under the orders of the Chief Commissioner or Chief of Staff, the movement of all vehicles will be controlled by the Headquarters Commandant, through the Dispatch Office.

4. Demands for transport will be made to Dispatch Office as follows:

- Section 1. Trips of more than one day --- 48 hours in advance on Travel Order application form.
- Section 2. Trips to be completed same day --- 24 hours in advance on "Request for Transport" form.
- Section 3. Verbal request by phone, or application at taxi booking office.
- Section 4. (a) If involving a Travel Order, application will be made on Travel Order application form 48 hours in advance.

(b) Up to one day, application will be made on a Requisition for Transport, or verbally, if urgent.

5. Applications for transport will state the type of vehicle desired, and these requests will be met as far as possible. It must be clearly understood that the decisions as to type of vehicle must rest with the Dispatch Office as it will obviously depend upon availability.

1893

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VEHICLES REQUIRED TO OPERATE THE HQ AC POOL

	Staff Cars	CAR Cars	PJs	Jeeps	Reg. Cars	W/C	15 Cwt.	3-Ton	6 x 6	1-Ton Tr.	4-Ton Tr.	Ambulance	W/T	Taxis	30 Cwt.	TOTALS
Long Distance	20	20	20	25	35						12					120-12 Tr.
Short Distance	6	6	15	8	40											75
Town Runs														75		75
W/D Transport						20	15	10	20	8		2	2		1	70-8 Tr.
Assigned Vehs.	34															34
TOTALS	60	26	36	33	75	20	15	10	20	8	12	2	2	75	1	374-20 Tr.

Passenger 270
 Assigned 34
 Load Carriers 70
 TOTAL 374

AVAILABILITY FOR BRITISH POOL A/O 22 OCT 1944

Vehicles	Total	Ass.	D/L	Q/T	Stolen	Available
Staff Cars	21	9	11			1
Jeeps	14	3	7	1	1	2
P.U.s	25	2	13	3	1	6
15 Cwt.	8	4	4			
30 Cwt.	1					1
3-ton	8	4				2
TOTALS	75	22	35	4	2	12

AVAILABILITY FOR AMERICAN POOL A/O 22 OCT 1944

Vehicles	Total	Ass.	D/L	Q/T	Stolen	Available
Jeeps	22	21	1			4
Cars	22	12	3	3		1
W/C	13	10		1	1	4
6 x 6	14	4	1	5		
S/C	8	8				
TOTALS	79	55	5	9	1	9

Passenger 270
Assigned 34
Load Carriers 70
TOTAL 374

AVAILABILITY FOR BRITISH POOL A/O 22 OCT 1944

Vehicles	Total	Ass.	D/L	C/T	Stolen	Available
Staff Cars	21	9	11			1
Jeeps	14	3	7	1	1	2
P.U.s	25	2	13	3	1	8
15 Cwt.	8	4	4			
30 Cwt.	1					1
3-Ton	6	4				2
TOTALS	75	22	35	4	2	12

AVAILABILITY FOR AMERICAN POOL A/O 22 OCT 1944

Vehicles	Total	Ass.	D/L	C/T	Stolen	Available
Jeeps	22	21	1			
Cars	22	12	3	3		4
W/C	13	10		1	1	1
6 x 6	14	4	1	5		4
S/C	8	8				
TOTALS	79	55	5	9	1	9

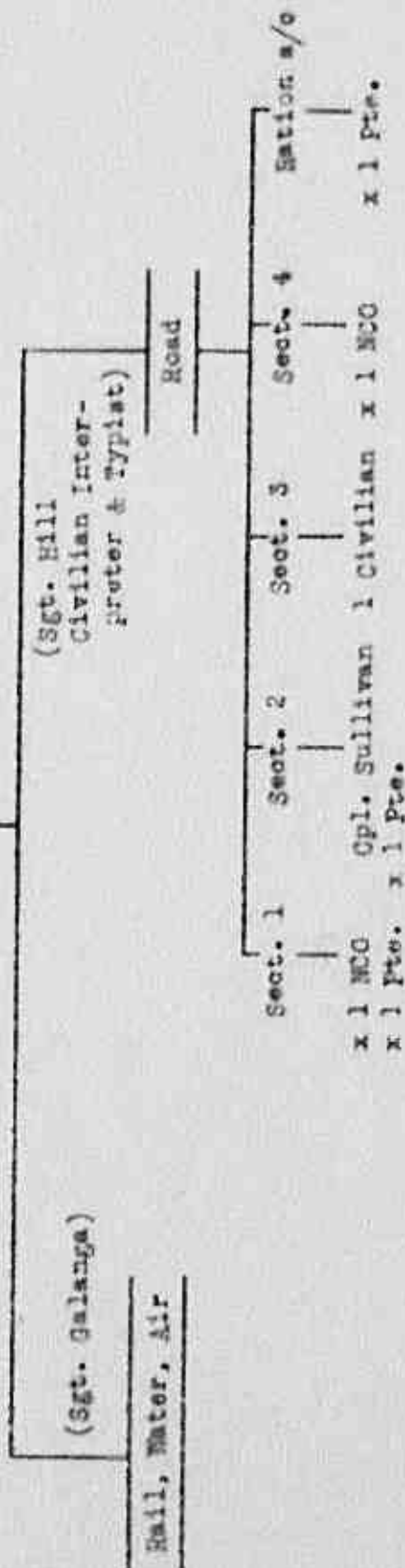
The above are all W/D vehicles as apart from the taxis. Requisitioned vehicles, although nominally in the Headquarters Commandant's pool, have never been available for his disposition.

Weekly average availability of taxis..... 46 per cent
Weekly average availability of U.S. pool.. 19 per cent
Weekly average availability of Brit. pool. 23 per cent

In the British pool many vehicles were issued as Class 5 vehicles and also at one time the British pool had good vehicles which were issued to Regions and replaced by Class 5 vehicles which were not fit for the road.

3708

DISPATCH OFFICER



x - Additional staff required for these positions.

Two of the positions are at present being filled by Privates on loan.

Section 1. - Out of town for more than one day.

Section 2. - Out of town trips completed the same day.

Section 3. - Taxi service within the limits of Rome.

Section 4. - M.D. load carrying vehicles (personnel, stores, rations,

and moving of groups of bodies posted to regions.

Ration s/o - Issuing and accounting for rations required on trips (e.g.

records for one day show an issue of 630 rations).

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

HEADQUARTERS
ALLIED CONTROL COMMISSION

APO 394

REQUISITION FOR TRANSPORT

Sub Commission

Date

Transportation is requested for the following personnel

Backpack

Nature of Official Duty

To be picked up at

Place

Time

Date

Destination

Approx. time for return

Authorized by

Chief of Sub-Commission

Approved

in Transport

3766

SUBJECT: Orders

TO : G-1 (a) or (b)/Assistant, Hq ACD

1. The undermentioned personnel are authorized to proceed to _____

(Give Destination)

2. Status: Temporary Duty/Permanent Change of Station

(a) If temporary duty, complete the following:

BRANCH OF

RANK, NAME (IN FULL) & SERIAL NUMBER

SERVICE A OF B

ATTEND TO/ASST TO

(1) Approximate period of absence:

(2) Complete statement of mission:

(b) If permanent change of station, (i.e., assign, reassign, or transfer) complete the following:

BRANCH OF

RANK, NAME (IN FULL) & SERIAL NUMBER

SERVICE A OF B

REASSIGNMENT

FROM TO

3765

3. Travel by air/aircraft/motor/trail/sea is requested

4. Transport to be made available on or about:

5. The travel involved will require return for _____ days.

785015

(A) Approximate part of answer:

(2) Completed statement of mission:

(b) If permanent residency of station, (i.e., assigned, permanent, or trial for) consists the following:

TO : DIRECTOR, FBI
FROM : SAC, NEW YORK
SUBJECT: [REDACTED]
DATE: 10-1-68

三

2. Review by all aircraft/motor/rail/sea is requested.

Transport to be made available on or about:

c. The travel involved will require rations for _____ men for _____ days.

4. Concurrence (also Required): The following interested parties have been asked to provide their comments:

For the Deputy Chief of Staff

Section:

05/07/2020

2000

Disinfectant

11899