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HQ OFFICE MEMORANDA

DEC. 1944 - JAN. 1947

5052
5101

COVER I

MMIA
FILE 8H/G/5
DATE 13-1-47

hm/g/G 43

HEADQUARTERS
ALLIED COMMISSION
APO 794

GUARD ORDERS)
NUMBER 2)

8 January 1947

Guard Orders No.1, 27 December 46, is amended as follows:

* SECTION IV - DUTIES OF DUTY AND INTERNAL SECURITY PERSONNEL. *

6. DUTY OFFICER:

e. To receive and act upon, or refer to the proper agency for action, any correspondence or any telephonic, telegraphic, or verbal messages delivered to him during his tour of duty. The Duty Officer will decide whether immediate reference to the agency or officer concerned is necessary. All top secret cables and personal mail or cables addressed to Admiral Stone will be sent unopened to the Chief Commissioner's residence at 56 Via Sallustiana, and delivered to Lt Rogers, Sgt. Mena, or Admiral Stone personally.

BY COMMAND OF REAR ADMIRAL STONE :

M. Carr

M. CARR
Brigadier
Executive Commissioner

DISTRIBUTION:

- 5 - ca Section or Division, AC.
- 5 - Public Relations Officer, MTOUSA
- 5 - AF Mac
- 5 - 47th Finance
- 5 - ASAA
- 5 - AF Long Lines Liaison Office
- 5 - Petroleum Division, PBS
- 1 - Each Officer, AC.

BGS	
GSD-1 (SD)	
Dep. Sec.	
GSD-2 (SD)	
GSD-3 (SD)	
GSD-4 (SD)	
GSD-5 (SD)	
GSD-6 (SD)	
GSD-7 (SD)	
GSD-8 (SD)	
GSD-9 (SD)	
GSD-10 (SD)	

5101

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G O P O S D

42

Telephone
Room, 48981 Ext 481

LAND FORCES SUB COMM, AC (MMIA) CMB

BM/G/1

30 Dec 46

All Branches (M.M.I.A.)

Subject: Holidays.

Dec 31, Jan 1 and 2, will be observed as holidays.

*Report
30/2/46*

L. H. Chanin

Colonel,
Deputy Commander.

RNC/mm

1946

5100

3
304/

27 December 1946.

REQUIREMENTS
ALLIED COMMISSION
PG 794

RECEIVED
DATE 6/16/11
BY 201-47

GUARD (MILS)

NO. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

INTERNAL SECURITY OF ALLIED COMMISSION

Revisions	Section I
Organization of the Personnel for Internal Security	Section II
Posts of Personnel Furnished for Internal Security	Section III
Data of Internal Security Personnel	Section IV
Persons Authorized to enter the Allied Commission during off-duty hours	Section V
Leave and in Case of Force	Section VI
Table of Personnel for Duty	Section VII
Miscellaneous Section	Section VIII

SECTION I - PURPOSES.

1. Letter, this headquarters, dated 17 October 1946, subject: "Internal Security," is hereby rescinded.
2. Letter, this headquarters, dated 28 October 1946, subject: "Allied Commission Duty Officer," is hereby rescinded.

SECTION II - ORGANIZATION OF THE PERSONNEL FOR INTERNAL SECURITY.

3. The Personnel for internal security will be organized as follows:
 - a. Duty Officer: On duty on Wednesday and Saturday afternoons, all day Sundays and Holidays, and at nights.
 - b. Duty Clerk: On duty on Wednesday and Saturday afternoons, all day Sundays and Holidays, and at nights.
 - c. Italian Carabinieri: On duty 24 hours each day.

SECTION III - POSTS OF PERSONNEL FOR INTERNAL SECURITY.

4. During the normal working day:
 - i. Italian Carabinieri:
 - (1) Ground Floor Entrance on Via Molise.
 - (2) Main Entrance on Via Veneto.
5. At times other than during the normal working day:
 - i. At night:
 - (1) Duty Officer: In the Duty Officer's Room, the room to the left of the ascent of the main stairway, on the 1st Floor.
 - (2) Duty Clerk: At the Main Entrance to the Allied Commission Building.
 - (3) Italian Carabinieri:
 - (1) Two (2) Carabinieri will be posted at the Main Entrance to the Allied Commission Building during the entire night, one of whom will patrol

Duty of Internal Security Personnel Section III
 Persons Authorized to enter the Allied Commission during
 off-duty hours Section IV
 Use of the 14 Gate of Park Section VI
 Detail of Personnel for Duty Section VII
 Miscellaneous Section Section VIII

SECTION I - INTRODUCTIONS.

1. Letter, this headquarters, dated 17 October 1946, subject: "Internal Security," is hereby rescinded.
2. Letter, this headquarters, dated 28 October 1946, subject: "Allied Commission Duty Officer," is hereby rescinded.

SECTION II - ORGANIZATION OF THE PERSONNEL FOR INTERNAL SECURITY.

3. The personnel for internal security will be organized as follows:
 - a. Duty Officers: On duty on Wednesday and Saturday afternoons, all day Sundays and Holidays, and at nights.
 - b. Duty Clerk: On duty on Wednesday and Saturday afternoons, all day Sundays and Holidays, and at nights.
 - c. Italian Carabinieri: On duty 24 hours each day.

SECTION III - POINTS OF CONTACT FURNISHED FOR INTERNAL SECURITY.

4. During the normal working days:
 - (1) Italian Carabinieri:
 - (a) Ground Floor Entrance on Via Maliso.
 - (b) Main Entrance on Via Veneto.
5. At times other than during the normal working day:
 - (1) Duty Officers: In the Duty Officer's Room, the room to the left of the present of the main gateway, on the 1st floor.
 - (2) Duty Clerk: At the Main Entrance to the Allied Commission Building.
 - (3) Italian Carabinieri:
 - (a) Two (2) Carabinieri will be posted at the Main Entrance to the Allied Commission Building during the entire night, one of whom will patrol the 2d, 3d, and 4th floors at least once each hour.
 - (1) Two (2) Carabinieri will be posted on the outside of the Allied Commission Building until 2300 hours, at which time, one of whom will be admitted to the building for the purpose of patrolling the 5th, 6th, 7th, and 8th floors, at least once each hour.
 - (b) On Wednesday afternoons:
 - (1) Duty Officer: In the Office of the Chief Commissioner.
 - (2) Duty Clerk: At the Main Entrance to the Allied Commission Building.
 - (3) Italian Carabinieri:
 - (a) Two (2) Carabinieri will be posted at the Main Entrance to the Allied Commission Building, one of whom will patrol the 2d, 3d, and 4th floors at least once each hour.
 - (b) One (1) Carabinieri will patrol the 5th, 6th, 7th, and 8th

Floors continued.

- 6. On (1) Carabinieri will be posted on the outside of the Allied Compound and (2) Carabinieri will be posted on the outside of the of the compound.
- 7. On Saturday afternoons:
 - (1) Duty Officer: In the Duty Officer's room, the room to the left of the main stairway, on the 1st floor.
 - (2) Duty Clerk: As at night, and on Wednesday afternoons.
 - (3) Italian Carabinieri: As on Wednesday afternoons.
- 8. On Sunday and Holidays:
 - (1) Duty Officer: As on Saturday afternoons.
 - (2) Duty Clerk: As on Saturday afternoons.
 - (3) Italian Carabinieri: As on Saturday afternoons.

SECTION IV - DUTIES OF DUTY AND INTERNAL SECURITY PERSONNEL.

6. DUTY OFFICER:

- a. To report promptly for duty.
- b. To remain at his post until properly relieved.
- c. To act promptly upon any verbal orders given to him by the Chief Commissioner, or by his authorized representative, who is:
 - (1) The Executive Commissioner.
 - (2) The Executive Officer (A).
 - (3) The Executive Officer (B).
 - (4) The Adjutant, Allied Commission.
- d. If he is unable to complete the order given to him during his tour of duty, he will pass it on for completion to the officer who relieves him.
- e. To insure that only authorized personnel are admitted to the Allied Commission Building during off-duty hours.
- f. To receive and act upon, or refer to the proper agency for action, any correspondence or any telephonic, telegraphic, or verbal messages duly referred to him during his tour of duty. The Duty Officer will decide whether immediate reference to the agency or officer concerned is necessary.
- g. To report all unusual circumstances or messages received by taking appropriate remarks in the Duty Officer's Book.
- h. To take proper action in case of sabotage, fire, theft, or any other emergency that may arise, and, if the incident is serious enough, to report it by telephone to:
 - (1) The Adjutant or Executive Officer (A) or (B).
 - (2) or, in their absence, to the Executive Commissioner.
- i. To raise the American and British flags before 0800 hours, each morning and to lower them at 1800 hours each evening.
- j. To insure that all internal security personnel are performing their duties as detailed in this order.

7. DUTY CLERK:

- a. To report promptly for duty.
- b. To remain at his post until properly relieved.
- c. To lock the main door promptly at 1600 hours on Wednesday, at 1400 hours on Saturday, and at 1900 hours on work day evenings, and to keep it locked on Sundays and holidays.
- d. To admit personnel to the building only as authorized by the Duty Officer.
- e. To retain the key to the main door in his possession. If it is necessary to leave his post in the course of duty, he will hand the keys over to the Duty Officer.
- f. To report any unusual circumstances promptly to the Duty Officer.

6. DUTY OFFICER:

- a. To report promptly for duty.
- b. To remain at his post until properly relieved.
- c. To act promptly upon any verbal orders given to him by the Chief Commissioner, or by his authorized representatives, who are:
 - (1) The Executive Commissioner.
 - (2) The Executive Officer (A).
 - (3) The Executive Officer (B).
 - (4) The Adjutant, Allied Commission.
- d. If he is unable to complete the order given to him during his tour of duty, he will pass it on for completion to the officer who relieves him.
- e. To insure that only authorized personnel are admitted to the Allied Commission Building during off-duty hours.
- f. To receive and act upon, or refer to the proper agency for action, any correspondence or any telephonic, telegraphic, or verbal messages delivered to him during his tour of duty. The Duty Officer will decide whether immediate reference to the agency or officer concerned is necessary.
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 - (1) The Adjutant or Executive Officer (A) or (B).
 - (2) or, in their absence, to the Executive Commissioner.
- i. To raise the American and British Flags before 0800 hours, each morning and to lower them at 1800 hours each evening.
- j. To insure that all internal security personnel are performing their duties as detailed in this order.

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- a. To report promptly for duty.
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- c. To lock the main door promptly at 1600 hours on Wednesday, at 1400 hours on Saturday, and at 1900 hours on work-day evenings, and to keep it locked on Sundays and holidays.
- d. To admit personnel to the building only as authorized by the Duty Officer.
- e. To retain the keys to the main door in his possession. If it is necessary to leave his post in the course of duty, he will hand the keys over to the Duty Officer.
- f. To report any unusual circumstances promptly to the Duty Officer.
- g. To inform the Duty Officer of any failure of the Italian Carabinieri to perform their duties.
- h. To report to the Duty Officer for instructions in any case not covered by this order.
- i. To require all visitors to the Allied Commission Building to state their business and the person or office they are calling on, after which a telephonic call will be made to the person or office to determine whether or not it is desired that the visitor be admitted. If the telephonic call fails to verify the fact that the visitor should be admitted, he will be courteously refused admittance and asked to return during the normal working day.
- j. To record the names of all visitors to the Allied Commission Building.

8. ITALIAN CARABINIERI:

- a. To report promptly for duty.

BEST COPY POSSIBLE

- 1. To prevent any unauthorized persons from entering the building or being in the near vicinity of the building. If American or British military personnel are lawfully in the building, they will be escorted immediately.
- 2. To prevent any unauthorized persons from entering the building.
- 3. To prevent any persons desiring to enter the building to the Duty Clerk.
- 4. To prevent any electric lights found to be burning in an empty office.
- 5. To prevent any unauthorized persons from entering the building or being in the near vicinity of the building. If American or British military personnel are lawfully in the building, they will be escorted immediately.
- 6. To report to the Duty Officer for instructions in any case not covered by this order.

SECTION V - PERSONNEL AUTHORIZED TO ENTER THE ALLIED COMMISSION BUILDING DURING OFF-DUTY HOURS.

- 9. The Duty Officer is authorized to admit the following personnel to the Allied Commission Building during off-duty hours:
 - a. Any Allied Commission Officer, or any Allied officer, whose office is in the Allied Commission Building.
 - b. Any enlisted man or other rank, when accompanied by an Allied Commission Officer or by an Allied officer whose office is in the Allied Commission Building.
 - c. Any enlisted man, other rank, or civilian who is in possession of a pass signed by an Allied Commission Officer or by an Allied officer whose office is in the Allied Commission Building, and authorized by the Adjutant, Allied Commission.
 - d. Telephone operators with proper identification and authorized passes.
 - e. Cleaning personnel with proper identification and authorized passes.
 - f. Personnel of the Allied Force's Motor File Depot with proper identification.
 - g. Messengers, when in possession of proper identification and authorized passes, or when authorized by the Public Relations Officer, Allied Commission, or by the Public Relations Officer, WFOUSA, in person.
 - h. Military Police personnel when on duty.

10. All passes for entrance of Enlisted Men, other ranks, or civilians to enter the Allied Commission Building during off-duty hours will be authorized by the Adjutant, Allied Commission, and will be submitted for authentication in duplicate to, or the form attached hereto as Enclosure No. 1.

VI - PROCEDURE IN CASE OF FIRE.

- 11. In case of fire in the Allied Commission Building, the following first procedure will be followed:
 - a. Alarm without delay.
 - b. Report to the Adjutant, Allied Commission.
 - c. Notify the Duty Officer by telephone, or otherwise.
- 12. The Duty Officer will:
 - a. Take charge of the fire and organize such personnel as are available in order to control or extinguish the fire.

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4. To report to the Duty Officer for instructions in any case not covered by this order.

SECTION 7 - PERSONNEL AUTHORIZED TO ENTER THE ALLIED COMMISSION BUILDING DURING OFF-DUTY HOURS.

- 9. The entry of persons is authorized to admit the following personnel to the Allied Commission Building during off-duty hours:
 - a. Any Allied Commission Officer, or any Allied officer, whose office is in the Allied Commission Building.
 - b. Any Enlisted Man or other rank, when accompanied by an Allied Commission officer or by an Allied officer whose office is in the Allied Commission Building, and authorized by the Adjutant, Allied Commission.
 - c. Any Enlisted Man, other rank, or civilian when in possession of a pass signed by an Allied Commission officer or an Allied officer whose office is in the Allied Commission Building, and authorized by the Adjutant, Allied Commission.
 - d. Telephone operators with proper identification and authenticated passes.
 - e. Cleaning personnel with proper identification and authenticated passes.
 - f. Personnel of the Allied Movie Microfilm Dept with proper identification.
 - g. Messengers, when in possession of proper identification and authenticated passes, or when admitted as requested by the Public Relations Officer, Allied Commission, or by the Public Relations Officer, WFOUSA, in person.
 - h. Military Police personnel when on duty.

10. All passes for admission of Enlisted Men, other ranks, or civilians to enter the Allied Commission Building during off-duty hours will be authenticated by the Adjutant, Allied Commission, and will be submitted for authentication in duplicate, on the form attached hereto as Inclosure No. 1.

SECTION 8 - PROHIBITION ON USE OF FIRE.

- 11. In case a fire is discovered in the Allied Commission Building, the person first discovering it will:
 - a. Sound alarm.
 - b. Attempt to extinguish the fire.
 - c. Advise the Duty Officer by telephone, or otherwise.
- 12. The Duty Officer will:
 - a. If a fire is discovered in the room of the fire and organize such persons as are available to assist in the building in order to control or extinguish the fire.
 - b. If unable to extinguish the fire, he will call the Fire Department at telephone number 52566.
 - c. Advise the commanding officer and get off the fire alarm and to notifying the building, except:
 - (1) The Chief Commissionaire.
 - (2) The Executive Commissionaire.
 - (3) The Executive Officer (A) or (B).
 - (4) The Headquarters Commandant.
 - (5) Fire Department personnel.
 - (6) Military Police personnel.
 - (7) The Commissioning Officer, Main Area, WFOUSA.

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From the... Executive Commissioner, Executive Officer and Executive Officer

VII - UNITED STATES ARMY

- 14. The Duty Officer and Duty Clerk will be detailed for duty from...
 - a. Major or below, and
 - b. Staff Sergeant or below will be placed on the... available for duty, except:
 - (1) Company Officers, Headquarters Company, 716th Regiment, MG.
 - (2) CIG, British Detachment.
 - (3) Motor Transportation Officers, 4th British and American.

VIII - INTERNATIONAL SECTION

- 15. The Duty Officer and the Duty Clerk will make their own arrangements for the...
 - a. The Duty Officer and the Duty Clerk will relieve one another for meals on Sundays and holidays.

- 16. Duty Officer's Vehicle:
 - a. If vehicle will be furnished to the Duty Officer.
 - b. This vehicle will be parked at the Motor Pool and will not be credited to be parked on the outside of the Allied Commission Building except for extremely early periods of time.
 - c. When the Duty Officer desires the vehicle, he will call telephone number 66258 for the American Motor Pool, or telephone number 84378 for the British Motor Pool.
 - d. Vehicles will be furnished for one week at a time, as indicated below:

23 to 29 December	By the British Motor Pool.
30 December to 5 January	By the American Motor Pool.
6 to 12 January	By the British Motor Pool.
13 to 19 January	By the American Motor Pool.
20 to 26 January	By the British Motor Pool.
27 January to 2 February	By the American Motor Pool.
3 to 9 February	By the British Motor Pool.
10 to 16 February	By the American Motor Pool.
17 to 23 February	By the British Motor Pool.

- 17. Instructions to the Commission regarding on duty:
 - a. The Duty Officer will insure that the Commission are properly instructed when they assume their post of duty. A copy of these orders, translated into Italian, will be available to the Duty Officer.
- 18. Publication of personnel reporting for duty with the Allied Commission during office hours:
 - a. Personnel personnel:
 - b. Personnel: Refer to the Hotel Management Section, Hotel Majestic, telephone number 66258 if no other information is available.

14. **Mails:**
 a. The Duty Officer and the Duty Clerk will take their own arrangements for the mail and will deliver to existing on duty.
 b. The Duty Officer and the Duty Clerk will have no other for mail on Sundays or holidays.

15. **Bedding:**
 a. The Duty Officer and the Duty Clerk will furnish their own bedding.

16. **Duty Officer's Vehicle:**
 a. A vehicle will be furnished to the Duty Officer.
 b. The vehicle will be parked at the Motor Pool and will not be overhauled to be parked on the outside of the Allied Forces Building except for extremely short periods of time.
 c. When the Duty Officer desires the vehicle, he will call telephone number 66258 for the American Motor Pool, or telephone number 84378 for the British Motor Pool.

d. Vehicles will be furnished for one week at a time, as indicated below:
 23 to 29 December By the British Motor Pool.
 30 December to 5 January By the American Motor Pool.
 6 to 12 January By the British Motor Pool.
 13 to 19 January By the American Motor Pool.
 20 to 26 January By the British Motor Pool.
 27 January to 2 February By the American Motor Pool.
 3 to 9 February By the British Motor Pool.
 10 to 16 February By the American Motor Pool.
 17 to 23 February By the British Motor Pool.
 Later, as indicated by notices published in the Daily Bulletin.

17. **Instructions to the Carabinieri when going on duty:**
 a. The Duty Officer will insure that the Carabinieri are properly instructed when they commence their part of duty. A supply of these orders, translated into Italian, will be available to the Duty Officer.

18. **Billing of personnel reporting for duty with the Allied Commission during off-duty hours:**
 a. **British personnel:**
 (1) Officers: Refer to the Hotel Management Section, Hotel Martello, telephone number 4576 if reporting between the hours of 0800 and 2000; after 2000 hours, refer to the Hotel Excelsior.
 (2) Enlisted Men: Refer to Headquarters Company, 7106th Regiment, IC, Fort A Italo, telephone number 66354.
 b. **Other personnel:**
 (1) Personnel: Refer to the Camp Commandant at either IC telephone number 44, or the Hotel Excelsior, telephone number 45741.
 (2) Other (Other ranks): Refer to OIC, British Detachment, RAVIG, telephone number 44050.

19. **Transportation:**
 a. If a request in writing for transportation by military personnel who are assigned or reporting to the Allied Commission, the request will be referred to:
 (1) American: American Motor Pool, telephone number 66258.
 (2) British: British Motor Pool, telephone number 84378.

20. The Duty Officer is authorized to excuse the Duty Clerk from his post for impromptu or other reasons, he will insure that the Duty Clerk is present in the Duty Officer's Room to answer the telephone.

By Command of ADAR ADAMLLI STONE:

W. C. Carr

W. C. Carr,
Brigadier,
Executive Commandant.

1 Inclusive:
For to be used when requesting pass for admittance to the JG Hqs during off-duty hours.

DISTRIBUTION:

- 5-cc Section or Division, AG.
- 5-Public Relations Officer, USA.
- 5-AF M.C.
- 5-47th Financier.
- 5-45 AG.
- 5-AF Long Lines Liaison Office.
- 5-Petr Low Division, PRS.
- 1-Each Officer, AG.

(Section or Division), Allied Commission.

(Date)

SUBJECT: Authority to enter the A.C. Building during Off-Duty Hours.

TO : The Chief Commissioner, Allied Commission.
(Attn: Adjutant, Allied Commission).

1. Request that _____ be authorized to enter the Allied Commission Building during off-duty hours for the following reason: _____

2. This person is employed by my Section (or Division) and/or has business with my Section (or Division) that cannot be consummated during the normal business day.

(Signature - Head of Section only)

Name Rank

HEADQUARTERS, ALLIED COMMISSION, APO 794, 1st Ind.

TO : Duty Office X, Allied Commission.

Approved.

FOR THE CHIEF COMMISSIONER:

JOHN R. HAYES
Major, ACD.
Adjutant

(Official Seal)

5096

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Bm/2/1

SECRET

AD

Subject: Security - Documents.

HQ 3 British Liaison Unit
Tel: 152965 (Ext 107)
G/31/4
20 Dec 46

HQ MHA

Ref your *B/G/1* dated 14 Dec 46.

1. Att herewith list of secret documents held by this HQ.
3. Submitted in accordance with K.Rs 1940 para 1667 sub para (a).

MILAN
LCE/PT

Y 11111-1111

Bm/2/1

30-12-46

Qued

me

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H. E. ...

Lt Col
GS
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SECRET DOCUMENTS

Code No	Title	Qty
1595	"Y" List Procedure 1946	1
1629	Clothing Reasoning Scheme 1946	1
1523	Manual of Army Catering Services - Part 4 - 1945	1
1519	Manual of Army Catering Services - Part 3 - 1945	1
7121	Manual of Military Intelligence - Pamphlet No 1 - 1946	2
7122	Manual of Military Intelligence - " 2 "	2
1507	Notes on Procedure etc in connection with trials by Court Mar.	1
7117	Basic and Battle Physical Training - Part 3 - 1946	2
7048	Basic and Battle Physical Training - " 5 "	2
7062	Basic and Battle Physical Training - " 7 "	2
7019	Visual Training - Pamphlet No 1 - 1946	1
7017	The Principles of Training	3
1591	Instructional Form of Proceedings for District Court Martial	1
1583	War Office Film Catalogue 1944	1
143	The Infantry Bulletin No 28	1
144	The Infantry Bulletin No 29/30	1
148	The Infantry Bulletin No 31	1
0106	The Infantry Bulletin No 32	1
105	The Infantry Bulletin No 33	1
153	The Infantry Bulletin No 34	1
144	The Infantry Bulletin No 35/36	1
7129	Carriage of vehicles by air	1
7001	Carriage of Army Equipment by air	1

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M.M.I. A

BM/G/I

39

THE ROYAL ARMY ALFIED COMMAND
APO No 794 US ARMY
Office of G-1 Br

Telephone:- 66671

Ref:- 12A

21 Dec 46

SUBJECT:- Christmas Holidays

Distribution for British

W.P.

The followings will be observed as holidays by all British units in this Command.

OGS	
DSO I (-D)	
DSO G (-D)	
GSO (-D)	
GSO (-D)	
GSO (-D)	
GSO (-D)	
GSO (-D)	

Dec 25 46
Dec 26 46
Jan 1 47

218

JL/CC

W.P.

RECEIVED 23 DEC 1946

J. K. ...
Major
D.M.C. ...

5093

File 38

Telephone: 49909AI LAND FORCES SUB COMM. AC (MIA) CEF
Rome. Ext: 40I

BM/G/I

14 Dec. '46.

List 'A'
List 'B'

Subject :- Security.

1. The procedure to be followed in the handling of secret documents is set out in the pamphlet "Classification, and Handling of, Protected Documents, 1944", a copy of which is held by "G" and is available to be seen by other branches of this H.Q.
2. It has been reported by War Office, that failure to observe the instructions contained in the pamphlet, has resulted in losses of secret documents which might otherwise have been avoided.
3. All branches will, therefore review the arrangements regarding the custody of secret documents to ensure strict compliance with the above mentioned instructions.
4. Particular attention will be given to the attached extracts (App. A) from the pamphlet.

APC
Major General, GOC, I.I.A.
for
for
for
14/12/46

RMC/cb

5092

List 'A'
List 'B'

Subject :- Security.

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4. Particular attention will be given to the attached extracts (App. A) from the pamphlet.

RVC/cb

Handwritten signature

Major General,
GOC, M.S.S.

fr

5092

Handwritten notes:
Reyout
14/12/46
SW

APPENDIX "A"
to HQ LMLA Letter RM/G/1
dated 14 Dec 46

EXTRACTS FROM PAMPHLET "CLASSIFICATION AND
HANDLING OF PROTECTED DOCUMENTS, 1944.

1. Para 5(e) It is imperative that transmission and custody of such matter be covered by a receipt system. When more than one copy of a "TOP SECRET" document is made, such documents will be given copy numbers.
2. Para 12(a) "List will be kept of all "TOP SECRET" and "SECRET" documents to which a copy number has been given, and at least quarterly checks will be instituted, to bring any deficiencies to light at an early date."
3. Para 12(b) "As soon as possible after 1st December in each year, officers commanding formations, units, etc, will check the list of "TOP SECRET" and "SECRET" documents on their charge issued by the War Office (G2c), and will render the certificate required by King's Regulations, 1940, para; 1667 (e)."
4. Para 18(d) "When an officer who has charge of any protected documents is about to vacate his appointment on transfer or retirement, he will have the list of such documents verified, and will then hand over both the list and the documents to his successor, obtaining the necessary receipt for the documents."
5. Para 18(e) "Should it be necessary to transfer a registered document from one headquarter formation or unit to another, a proper handing over certificate must be obtained and forwarded to the issuing authority."

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Telephone
Rome, 48908; Ext 359

LAND FORCES SUB COM, AC (MMLA) GMP


— BM/G/1

29 Nov 46

HQ Commandant AC
(For Internal Security)

Subject: Major F.T.D. JOHN - RENE

May an A.C. Pass please be issued in respect of
a/m officer.



Major-General,
GOC, MMIA.

TER/mm

MMLA - 'G'
FILE <u>BM/G/1</u>
DATE <u>29/11/46</u>

Regd out.
29/11/46.

5030

File 36.

Tel: 489084
Ext: 401

LAND FORCES SUB COMM. AC (M.M.I.A.)
EM/C/1.

26 Nov. 46.

List 'A'

Subject:- Holidays

THURSDAY 28 NOV 46. AMERICAN Thanksgiving

Day, will be observed as a holiday by all Branches.

M.M.I.A. Duty Officer

0830hrs - 1230 hrs.....Major LUCKETT

1230 hrs- onwardsMajor CHAFFINGTON.

SGG/ter

J.P. Lamb
Major General.
M. M. I. A.
for

M.M.I.A. - 'O'
FILE BM/9/1
DATE 26/11/46.

INFO COPY
ONLY

5089

6005850)
35

tel: 489081
Ext: 218

LAND FORCES SUB COM. AC(MMIA)

DM/G/1

25 Nov 46

List 'A' less serials 1 : 4 : 17 and 20

Subject: File Check - Staff Tables and WEs

1. I have mislaid a personal file, dating from FRIULI Combat Gp days, and containing among other things, Staff Tables and WEs for an I CG Amm Table for an I CG etc.
2. The file is distinguished by a large blob of melted brown chinograph pencil on the outer cover, and is, I think, marked Staff Tables.
3. Please search carefully through drawers of desks etc, and see if this file is in your possession.

MMIA - 'G'
FILE <i>DM/G/1</i>
DATE <i>26/11/46</i>

M. M. I. A.

LT. Col. C.S.
M. M. I. A.

ARCS/ter

Regd. out

26/11/46

5088

34

Tel. 69081
Ext. 296

Land Forces Sub Comm AC
Mil. Mission Italian Army
A.P.O. S 551
Ref: Camp/D-3

18 Nov 46

G (SD)
M.M.I.A.

Subject: A.G.PASSES.

33

Reference your EM/G/1 dated 14. Nov 46.

The following passes are submitted for signature please.

Pass No	1068	(Cpl Saxton)
" "	1100	(S/Sgt Leach)
" "	1135	(S/Sgt Seacombe)
" "	3428	(Cpl Easton)
" "	10879	(Meli Lucia)

The u/m personnel are not in possession of an AC pass, may passes please be prepared and forwarded to this office.

Maj. W.K. BUSHE

Cpl. W. BRAND

5087

[Signature]

Capt,
Camp Commandant.

Field-wd.
10/11

BGS	
GSO 1 (-D)	
Dep G.	
GSO	<i>[Signature]</i>
GSO (C)	
GSO II (-)	
GSO I (URGE)	
G II (L)	

M.M.I.A. - 'G'

FILE *B7/61*

DATE 11 NOV 64

[Signature]

Camp Commandant

Huwilb pass as above 2000 signed.

[Signature]
20/11/46

G SD 33

Telephone:
Rome, 489081 Ext. 401

— RM/G/1 —
14 Nov 46

LIST "A"

Subject: A.C. PASSES (M.M.I.A.)

All A.C. Passes not bearing the SIGNATURE of the "issuing authority" must be handed in to G(SD). They will be returned as soon as they have been signed.

RHC/eb

D. Channing Brown
Lt Col,
GS, M.M.I.A.

*Reg out
14/11*

5086

32

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

ROKIA AREA ALLIED COMMAND
APO 794 US ARMY

MMIA - 'G'
FILE <i>Rm/6/11</i>
DATE <i>Reg/7/11/46</i>
<i>CBM/mtg</i>

5 November 1946

GENERAL ORDERS

NUMBER 16

HOLIDAY

Monday, 11 November 1946, will be a holiday for this command for the observance of Armistice Day.

All duties except necessary fatigue will be suspended.

BY ORDER OF COLONEL DASHER:

BURTON H. ROWDEN
Lt Col, GSC
Chief of Staff

OFFICIAL:

C. B. MURPHY
Major, AGD
Adjutant General

DISTRIBUTION:

"R"

785
RECEIVED 7 NOV 1946

BGS	X	<i>[initials]</i>
GSO I (SD)	X	<i>[initials]</i>
Dep G (I)		
GSO (SD)		
G (A)		
G (I)		
GSO (I)		
G II (I)		

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

5085

File 31A

MMIA - 'G'
FILED <i>B.M. G. H.</i>
DATE <i>Aug 11/46</i>

CC/1

Inter-Office Memo

- The attached specimen lay-out of correspondence which has been prepared by BGS and Col A/Q will be introduced forthwith.
- The following points are particularly emphasized:-
 - All correspondence to War Ministry, higher or equivalent formations will be prepared for signature of the GOC.
 - All correspondence to subordinate formations, ie BILs, will be prepared for the signature of the senior staff officer in the Branch, ie: G Branch *DES*; A Branch - *AAG*; Q Branch - *AQMG*.
 - To avoid unnecessary work, Chief Clerks A and Q should enquire from their officers when important letters to subordinate formations are to be signed by Col A/Q in order that the letter may be prepared for his signature.
 - Letters will not be prepared for the signature of "Major for" etc.
 - Names of officers will not be typed near the signature.
 - Branch reference letters will be shown *before* the reference number in all cases.
- The general standard of typing throughout the HQ is not very high at present, and Chief Clerks should endeavour to ensure a higher standard in future.

DES
DES
DES

1 Nov 46

DISTRIBUTION: Chief Clerks Branches
NGOs i/o Sections

R.P. G. H.

SSK,
Chief Clerk, MIA.

5084

(1) 11 9
(2) 11 10 5
(3) 11 10 5
(4) 11 10 5

31B

SPECIMEN

Telephone:
Room 489A81 Ext 267

LAND FORCES SUB-COM, AC (MMIA) CMF

+ 2167 A *

Oct 46

GHQ
CMF

Subject:- POSTINGS

With reference to your letter 549 A dated 7 Oct 46, will you please say if you are now in a position to give a reply.

Pte JONES will be available for posting on 30 Oct 46.

X/YZ

Copies to: Externals first
Internals second

Major-General,
GOC, MMIA.

Brigadier,
General Staff, MMIA.

Colonel,
Colonel A/Q, MMIA.

Lt-Col,
AAG, MMIA.

Lt-Col,
AQM, MMIA.

etc etc.

5083

INTER-OFFICE MEMO

LAND FORCES SUB COMMISSION A.C.
M.M.I.A. ROME.

30

File : ST/7
SUBJECT : Internal Security.
To : G(SD)

Date : 18 Oct 46

Ref your BM/G/1 dated 18 Oct herewith return as requested.

Room no. 7 - 2 desks - one key in possession
one key required

Room no. 9 - 2 desks - one key in possession
one key required

F.O. Murray capt.
Lt. Col.
A.D.S.T.
A.D.S.T.

5082

Reg 71 NOV 1946

SUBJECT :- Internal Security.

Land Forces Sub Commission A.C.
M.M.I.A. ROME.
RE/27/1
18 October 46.

To :- G(SD)

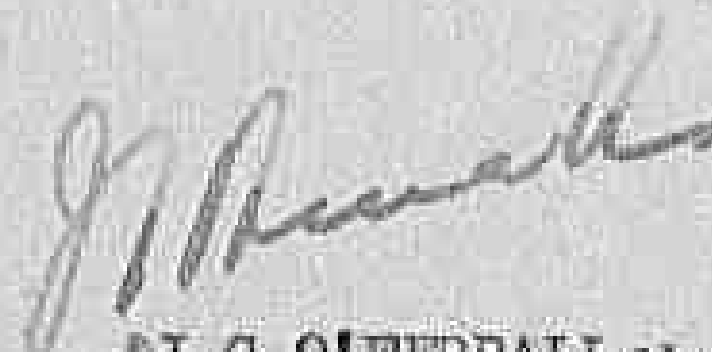
Reference your DM/G/1 of 18th October 46.

Herewith required information.

(i) Serial No of Rooms 16 & 16B
(ii) No of desks in Rooms 2
(iii) Whether or not key for
each desk is actually in possession. No Keys

(a) Further information:- One cupboard in room
16 complete with lock and key.

JCO/can



J.G.O'FERRALL Major
S.O.R.E.
M.M.I.A.

5081

Recy 1 NOV 1946

SUBJECT : - Internal Security.

Gen^l Forces Sub Commission A.C.
M.M.I.A.
S/X 506
18 October 46.


To : - G (SD).

Reference your BM/C/1 of 18th October 46.

Herewith required information.

(i) Serial No of Rooms	26 & 16B
(ii) No. of desks in Rooms	1
(iii) Whether or not key for each desk is actually in possession.	No keys

W.A.T.M./rg


W.A.T. MORECOMBE, Major
M.M.I.A.
S.O.R. Signals

5089

NOV 1 1946

SUBJECT : Internal Security.

Land Forces Sub Comm. AC.
(M.M.I.A.), R O M E.

A 218 18 Oct 46.

TO : 'G' Branch,
M.M.I.A.

Ref your EM/G/1 of 18 Oct 46.

Herewith data requested in respect of 'A' Branch.

<u>No of Room</u>	<u>No of desks</u>	<u>Without keys</u>
21	2 desks	2
24	1 "	1
28	1 "	1
30	2 "	2
40	6 "	5

Of the above, several have had the locks removed from the drawers.

John
Major General,
M.M.I.A.

5079

JWS/EG.

Reg 1 NOV 1946

SUBJECT:- Internal Security.

cc/7

To:- G(SD)
MMIA.

Reference your EM/G/1 dated 18 Oct 46.

- (1) Serial No of Room (48)
- (11) No of Desks in Room (5)
- (111) Two desks with locks and keys

Two desks without drawers - keys not required.

One desk (three drawers) no locks and keys.

18.10.46.

R.R. Stock

S.S.M.
Chief Clerk,
M.M.I.A.

78

Reg 1 NOV 1946

Subject: Internal Security.

Medical Branch, MMIA.

M/9.

18 Oct 46.

To : "G" (SD).

Reference your EM/G/1 dated 18th October 1946.

1. (i) Room 23
(ii) ONE Desk
(iii) NO Keys are kept in Medical Branch

-
2. (i) Room 40
(ii) ONE Desk
(iii) NO Keys are kept in Medical Branch.
-

A. C. [Signature]
DAMES (Away on tour). 5077

Medical Branch
Land Forces Sub Commission
A. C. (MMIA)

148

/RKJ.

NOV 1946

SUBJECT: Internal Security.

LAND FORCES SUB COMMISSION, AC.
M.M.I.A. ROME.

OM/1/69/CC.RR.

18 October, 1946.

TO: G (SD) Branch.

1. Reference your letter HM/G/1 dated 18 Oct 46, the information requested is as follows:-

Room No. 12. Containing 3 desks of which 1 has key.

Room No. 14. Containing 3 desks of which 1 has key.

R. Limbert

R. LIMBERT, Major.
CC.RR Section,
M. M. I. A.

CAS.

5078

Reg. E.I. NGV

SUBJECT : Internal Security

LAND FORCES SUB COMMISSION A.C.
 M.M.I.A.
 R O M E
 Q.499

18 October 1946

TO : G (SD)

Ref your EM/6/1 of 18 Oct.

Herewith return as requested:

No of Room	No of Desks	In possession of key (Yes or no)
19	1	no
25	2	no
27	2	no
32	1	no
34	1	yea.

E. W. Byatt
 Major

E. W. BYATT, Major
 D.A. Q.M.G.

5075

Reg 1 NOV 1946

LAND FORCES SUB COMMISSION A.O.
M.M.I.A.
ITALIAN PRISONERS OF WAR DIVISION

ADM/29/8

19 Oct 46

Subject : Internal Security

To : "G" Branch

Ref your BM/G/1 of 18 Oct 46.

<u>Serial No. of Room</u>	<u>No. Desks in Room</u>	<u>Keys in possession</u>
5	1 desk 2 cabinets	No key or lock No key
8	1 desk	No key
11	2 desks	One no key or lock
15	1 desk 1 cabinet	No key or lock No key or lock
13	2 desks 1 cabinet	No keys and one no lock No key

J. E. REXIS
J. E. REXIS, Lt. Col.
Chief
IPW Division

5074

Regd 1 NOV 46

FROM : G(TRG) M.M.I.A.

TO : G(SD) M.M.I.A.

SUBJECT : OFFICE KEYS

DATE : 18 Oct 46

Ref your BM/G/1 dated 18 Oct 46.

Herewith is G(TRG) statement on the above mentioned subject.

Room 37.....	No Door Key	} Containing:-
Contents:-		
2 Office Desks.....	No Keys	

Room 52.....	No Door Key	} Containing:-
Contents		
2 Office Desks.....	No Keys	

Sgd. *D. Walter*
B. G. R. G.

5073

Reg E1 AL

Subject; Keys

FROM : G(TRG) MMLA

TO : G(SD) MMLA

DATE : 18 Oct 46.

ROOM 37 (G-109)

Subject : INTERNAL SECURITY.

CAMP OFFICE,
Land Forces Sub Commission A.C.
19th Oct 46

To : G (SD)

Herewith return as requested in your Bl/G/1 of
18th Oct 46.

Room No 2b - 2 Desks - No Keys
Room No 4 - 4 Desks - Keys held for 1
Room No 6 - 1 Desk - Keys held

A Westman
Sgt.
for Capt.
Camp Commandant.

/apw

5072

NOV 1946

SUBJECT :- Internal Security.

REME Branch
M.M.I.A.

18 October 1946

Room 18. (Lt Col BLUNT.) one desk - no drawers. One table. Two cupboards - one with keys.

Room 22. (Maj MACKENZIE.) 1 Desk - 2 Drawers with keys. 1 Desk - 9 Drawers - no keys. 1 Cupboard - 2 doors - no keys.

Room 20. (Clerks.) 1 Desk with 8 drawers (no locks). 1 Cupboard - 2 doors - no keys. 2 Cupboards with keys.



A. BLUNT, Lt. Col.
Assistant Director of Mechanical Engineering.
M.M.I.A.

AB/ cb

5071

18 NOV 1946

MM A - (G)
FILE <i>B-1/101</i>
DATE <i>Reg/25/10</i>

CORRECTED COPY

 HEADQUARTERS
 ALLIED COMMISSION
 APO 794

17 October, 1946

SUBJECT: Internal Security.

TO : All Occupants of the Allied Commission Building.

1. During the past month there have been numerous incidents of thefts and unwarranted entrance in the Allied Commission offices at night and on Wednesday and Saturday afternoon and Sundays. On the night of 5-6 October entrance was made into a room on the ground floor and the thief was apprehended on Via Veneto with one typewriter, and investigation showed that he had two more typewriters on the window sill ready for his return trip. His statement in part was: "I saw the window open and it gave me the idea to enter the building and see what I could steal."

2. The present system of internal security is definitely unsatisfactory. There are no Military Police, either British or American, available to assist in this duty, hence the following measures will be instituted effective at 0800 hours, 21 October 1946.

a. All outside doors of Allied Commission building except the main door (glass) will be locked at 1815 hours each evening, Monday through Friday; at 1300 hours on Saturday and all day Sunday and will remain locked until 0800 hours the following morning.

b. The main door (glass) will be locked at 1900 hours each evening; at 1400 hours Saturday and will remain locked on Sunday. It will be necessary for any officer who has essential business to enter the building the time the main door is locked, to contact the Duty Officer, (Phone No. 433) or by bell on main door to admit him at the main door. The key to the main door will be retained in the possession of the Duty Officer, who will personally admit visitors to the building. This responsibility will NOT be delegated. No civilians and no EM or OR's will be permitted to enter the building during the hours the main door is locked unless accompanied by a British or American Officer, except those assigned to definite duty in the building such as Message Center, telephone switchboard, etc. They will have a written pass signed by the Director of the Division for which they work, and will be checked in and out by the Duty Officer.

c. No person will be permitted to remove any article from the building without a signed authority therefor from the Camp Commandant (B), or the Adjutant, 7106th Regiment. (The custom of taking Government typewriters from this building for night work at billets, is hereby discontinued).

d. The old fire regulations requiring that offices be left unlocked are hereby rescinded. Each Division may lock the doors of their offices. However all windows will be closed and locked at the end of the day. Desks will be kept locked during non-duty hours. This is the responsibility of the personnel concerned. When doors are locked necessary arrangements will be made for admitting of cleaning personnel to clean offices by divisions.

e. The post of the Duty Officer will be in the vicinity of the main door during his duty hours and it will be his responsibility to see that the Italian Carabinieri understand and thoroughly carry out these instructions. He will, also, during his tour of duty, by personal inspection, insure that the CGR who patrol the different floors in the building, are performing their duties properly.

BY COMMAND OF REAR ADMIRAL STONE:

M. CARR
Brigadier
Executive Commissioner.

OFFICIAL:

John R Hayes
JOHN R HAYES
Major AGD
Adjutant

DISTRIBUTION:

- 5 - Chief Commissioner
- 5 - Executive Commissioner
- 5 - Archives
- 5 - Economics and Civil Affairs Sub-Commission
- 5 - Legal Sub-Commission
- 5 - Displaced Persons Sub-Commission
- 5 - Communications Sub-Commission
- 5 - Public Relations Sub-Commission
- 5 - Land Forces Sub-Commission
- 5 - Air Forces Sub-Commission
- 5 - Camp Commandant
- 5 - Executive Officer (A)
- 5 - Executive Officer (B)
- 5 - Message Center
- 5 - Internal Security
- 5 - Russian Representative
- 5 - French Representative
- 5 - Navy Sub-Commission
- 5 - Hq. Supply, G-4, S-4
- 5 - CEM Branch
- 5 - 7106th Regiment
- 5 - S-1 & G-4 (B)
- 5 - Public Safety Sub-Commission
- 5 - 12 BIU
- 5 - 1 GCR
- 5 - ASAA
- 5 - 47 Finance
- 5 - Micro-Film Depot
- 5 - Petroleum Division
- 5 - AFA

BGS	
G-4 (SD)	
Dep. Dir.	
G-4 (SD)	
G-4 (A)	
G-4 (B)	
USD (G-4)	
G-4 (L)	

INFORMATION:

- 5 - UNRRA
- 5 - AJDC

314/0(1)
28

SUBJECT: Internal Security.

LAND FORCES SUB-COM, AG (MILIA)

(489084 Ext. 216)

~~RR/G/1~~

21 Oct 46

20 1 CAMP CODES
HR-DUANGPENG ALLIED CONTROL

Ref HQ AG letter (unreferenced) subject Internal security dated 17 Oct 46 para 2(a).

In order that this S/G may carry out these orders, seventy three keys and seven-ton locks are required immediately for desks in the offices of this S/G.

May these please be provided forthwith ?

Your rep should contact the office of L.P.S.C. G Branch (Clerks) for details.

ARCS/sb

A.P. Goulet

Lt Col.
CS.

Copy to: Office of Executive Commissioner

By out 21:16:46.
3069

G Ops + 26
8/29/46

7 BRITISH LIAISON UNIT
FLORENCE
Tel: 293618-23

Ref: BLU/9
31 August 1946

Subject : Accommodation - Visiting Officers
To : M.M.I.A.
Copies : 1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12 Blus

1. As intimated in this HQ, letter BLU/9 dated 29 August the Excelsior Hotel, and garage will close down for British Officers as from Sept. 11 next.
The OR's transit Hotel also close down from the same date.
2. 7 BIU Officer Mess will open w.e.f. 11 Sept next.
The address of this Mess is No.10 Via Lorenzo Magnifico, Piazza della Libertà.
3. Accommodation will be available at the above Mess for visiting British Officers from the 16 Sept next up to a maximum of 2 at any one time.
4. Rations and bedding must be brought.
5. No accommodation is available in the Mess for visiting officers wives or families.
6. Visiting Italian Officers can be accommodated at the Italian officers transit Hotel, Albergo CORONA D'ITALIA - Via Nazionale.
This Hotel supplies sleeping accommodation only, but meals can be obtained at CIRCOLO UFFICIALI - Via Degli Arazieri.
7. British ORs will be accommodated at 7 BLU OR Billet - Villa Primavera No. 4 Piazzale Galileo.
8. Italian ORs will be accommodated at the FOSTO SOSTA - Via TRIPOLI, and meals will be supplied as long as rations are brought.
9. Italian Civilian personnel can be accommodated at the Pensione PRIMAVERA No. 2 Via...

1. As intimated in this HQ. letter BLU/9 dated 29 August the Excelsior Hotel, and Garage will close down for British Officers as from Sept. 11 next.
The OR's transit Hotel also close down from the same date.
2. 7 BLU Officer Mess will open w.e.f. 11 Sept next. The address of this Mess is No.10 Via Lorenzo Magnifico, Piazza della Libertà.
3. Accommodation will be available at the above Mess for visiting British Officers from the 16 Sept next up to a maximum of 2 at any one time.
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This Hotel supplies sleeping accommodation only, but meals can be obtained at CIRCOLO UFFICIALI - Via Degli Arazieri.
7. British ORs will be accommodated at 7 BLU OR Billet - Villa Primavera No. 4 Piazzale Galileo.
8. Italian ORs will be accommodated at the POSTO SOSTA - Via TRIPOLI, and meals will be supplied as long as rations are brought.
9. Italian Civilian personnel can be accommodated at the Pensione PRIMAVERA No. 2 Via Finiguerra.
Charge per night L. 150 - L. 200 exclusive of meals.
10. For British Officers wishing to bring their families with them to FLORENCE the following arrangements have been made.
ALBERGO ANGLIO AMERICANO (UMERRA Hotel)
Via Geribaldi (Tel: 21900-28432-28433)

(a) Provided full rations per person are handed in to the management:-
Double Room, Inclusive of Meals L. 1600 per day for both persons.

INFO COPY
ONLY

- (b) If no rations are handed in:-
 Double room inclusive of meals for both L.2220 per day
 " " exclusive " " L. 550 " "
- (c) If full rations are handed in:-
 Single room inclusive of meals L. 850 per person per day.
- (d) If no rations are handed in:-
 Single room inclusive of meals L. 1200 per person per day
 " " exclusive " " L. 380 " "

11. Vehicles can be parked either at the officers Mess, the OR's Billet or the AFGLO AMERICAN Hotel, whichever is the more convenient.

D.S.L. GREGSON
 Major
 DAI & QMG

NOTE:- Para 9 - It is suggested that if HQ. MMIA approached the Ministry of War, they would agree to treat drivers and other Italian civilian employees of MMIA as "Militarised" personnel, in which case they could be treated as Italian ORs, see para 8

25

G(OPS & SD)

ROME AREA ALLIED COMMAND
APO 794, US ARMY
(G-4 British Section)

Q 221

Tel: 66504
24 August 46

SUBJECT: 'Q' Movements GHQ CMF Working instruction
No 48 'TORCHLIGHT' Train movements

47
DISTRIBUTION 'R'

Reference this HQ letter Q 221 dated 16 August 46.

1. The following amendments will be made:

PARA.1. Delete : "every Wednesday commencing 18 Aug 46"
Substitute : "every Sunday commencing 18 Aug 46"
Delete : "every Wednesday commencing 20 Aug 46"
Substitute : "every Wednesday commencing 21 Aug 46"

(signed) J. KELLY
Major
DACMG

'Q' Distribution : LIST 'A'

Amendments
24 8/46

MMIA - 'G'
FILE <i>Bm/g/1</i>
DATE <i>R/27/8/46</i>

5067

Bm 19/1
G (OPS & SD) 24

ROME AREA ALLIED COMMAND
APO 794, US ARMY
(G-4 British Section)

Q.211

Tel: 66504
19 August 46

Subject : Travel facilities for military personnel
on civilian passenger trains

DISTRIBUTION 'R' (British)

1. Effective 1st August 46 a "Rapido Elettromotrice" (1st Class) was introduced daily between ROME and REGGIO with connections to SICILY.
2. Reservations can be arranged by Q(Mov) Liaison Office Rome for Officers travelling on duty between ROME and NAPLES. Applications will be submitted to Q(Mov) Liaison Office ROME (Tel ROME 043191 ext 9384) at least 48 hours prior to desired date of travel.
3. Timings are as follows:

ROME (Termini) dep 0620
 NAPLES (Mergellina) arr 0957
 NAPLES (Mergellina) dep 1852
 ROME (Termini) arr 2220

RRS	
USO I (ND)	
Dep. G. II	
USO I (SD)	12
USO I (I)	
USO II (I)	12
USO I (HH)	
G II (b)	

'Q' Distribution: LIST "A"

Signed W.H. HUGHES
Lt Col
AA & QMG

M M I A - G
 FILE Bm 19/1
 DATE R 22/8/46

23
Bm 19/11
a. (ops of SD)

ROME AREA ALLIED COMLAND
APO 794, US ARMY
(G-4 British Section)

Q. 221

Tel : 66504
23 July 46

SUBJECT: Q (Movements) GHQ CME Working Instructions
No. 47 "TORCHLIGHT" Train Arrangements.-

Distribution 'R'

1. ~~Monday~~ ^{SUNDAY} A special "Staff" train will run from NAPLES to UDINE every Wednesday commencing 18th. August 1946 and from UDINE to NAPLES every Wednesday commencing 21st. August 1946.

2. The name of the train will be "TORCHLIGHT" and will consist of the following coaches etc :

- 2 Sleeping Cars
- 1 Restaurant Car
- 1 1st. Class Coach
- 1 Baggage Van
- 1 Motor Car Van (for two cars).

Additional motor car van for two cars can be arranged at three days notice. Maximum accommodation is 22 Sleeping Berths and Seating accommodation for batmen.

3. (a) Applications for accommodation Northbound trips will be made to "A" Branch 3 District by 1200 hrs each Friday. Berths will be allocated by 1600 hrs each Friday and information will be available from 3 District at 1730 hrs each Friday, telephone : NAPLES 10935 or after 1800 hrs : Duty Officer : NAPLES 10200 Ext. 3.
 - (b) Applications for accommodation on Southbound trips will be made to Rear HQ XIII Corps (A Branch) by 1000 hrs each TUESDAY.
 - (c) Details of officers, number of batmen, drivers, etc. and number and types of cars will be required.
4. Timings of this special train are attached at Appendix "A".
HEALS WILL BE SERVED EN ROUTE.
5. Movements NAPLES and Q (Movements) Rear XIII Corps will arrange Berthing details when advised of authorised bookings by Q (Mov) GHQ #46/65 A Branch Rear XIII Corps respectively.
6. If train is not booked to capacity when booking closes on Saturday and Tuesday, Womens Services of Officer status and Category A wives may be given accommodation on Torlight on a "space-available" basis at the discretion of Lov Area concerned.

commencing 18th August 1946 and from UDINE to NAPLES every Wednesday commencing 26th August 1946.

2. The name of the train will be "TORCHLIGHT" and will consist of the following coaches etc :

- 2 Sleeping Cars
- 1 Restaurant Car
- 1 1st-Class Coach
- 1 Baggage Van
- 1 Motor Car Van (for two cars).

Additional motor car van for two cars can be arranged at three days notice. Maximum accommodation is 22 Sleeping Berths and Seating accommodation for batmen.

3. (a) Applications for accommodation Northbound trips will be made to "A" Branch 3 District by 1200 hrs each Friday. Berths will be allocated by 1600 hrs each Friday and information will be available from 3 District at 1730 hrs each Friday, telephone : NAPLES 10935 or after 1800 hrs : Duty Officer : NAPLES 10200 Ext.3.

(b) Applications for accommodation on Southbound trips will be made to rear HQ XIII Corps (A Branch) by 1000 hrs each TUESDAY.

(c) Details of officers, number of batmen, drivers, etc. and number and types of cars will be required.

4. Timings of this special train are attached at Appendix "A". MEALS WILL BE SERVED EN ROUTE.

5. Movements NAPLES and Q (Movements) Rear XIII Corps will arrange Berthing details when advised of authorised bookings by Q (Mov) HQ A Branch Rear XIII Corps respectively.

6. If train is not booked to capacity when booking closes on Saturday and Tuesday, Womens Services of Officer status and Category A wives may be given accommodation on Torchlight on a "space-available" basis at the discretion of Mov Area concerned.

7. Rations will be provided.

8. Train will be staffed by Wagon Lit Coy personnel on scale of 6 per trip.

BGS	
GSO I (SD)	
Dep. G. H.	
GSO II (SD)	
GSO II (C)	
GSO III (SD)	
GSO I (CG)	
G U (L)	

'Q' Distribution : List 'A'

CW.

(Signed) W.H. HUGHES
Lt. Col.,
AA & CMG

M M T A - 'C'
FILE BM/G/1
DATE R/23/8/46

21

BM/G/1

SUBJECT: Addresses of AC Personnel - Officers

LAND FORCES SUB-COMM, AC (MMA)
(489081 Ext. 401) BM/G/1

8 Aug 46

TO : LIST 'A' (less serials 1 and 2)

1. A case occurred recently where a Duty Officer had considerable difficulty in finding out where a member of AC, who was urgently required, resided.

2. It is pointed out that this info can be found:-

(a) In the case of MMA Personnel:-

In the MMA Residential Telephone Directory;

(b) In the case of other AC Personnel:-

In the AC Duty Officers' Room.

RVC/ab

[Handwritten Signature]
Major General,
M. M. I. A.

5084

ROME AREA ALLEID COMMAND
APO 794, US ARMY
(G-4 British Section)

Q.221

Tel : 66504
23 July 1945

SUBJECT : Q (Movements) GHQ CMF Working Instructions No.47
"TORCHLIGHT" Train Arrangements.

Distribution "E".

1 A special "Staff" train will run from NAPLES TO UDINE every Monday commencing 22 July and from UDINE TO NAPLES every Wednesday commencing 24 July.

2 The name of the train will be "TORCHLIGHT" and will consist of the following coaches etc :

- 2 Sleeping Cars
- 1 Restaurant Car
- 1 First Class Coach
- 1 Baggage Van
- 1 Motor Car Van (for two cars)

Additional motor car van for two cars can be arranged at three days notice. Maximum accommodation is 22 Sleeping Berths and Seating accommodation for batmen.

3. Application for accommodation from AFHQ, GHQ and 3 District will be made to this GHQ (A1). Details of officers, number of batmen, drivers, etc and number and types of cars will be required.

Applications for accommodation on Southbound trips will be made to Rear HQ XIII Corps (A branch) giving details as required for Northbound trips.

Bookings for NORTHBOUND trips will close at 1000 hrs each SATURDAY and for SOUTHBOUND trips at 1000 hrs each TUESDAY.

4. Timings of this special train are attached at Appendix "A". MEALS WILL BE SERVED EN ROUTE.

5 Movements NAPLES and Q (Movements) Rear XIII Corps will arrange Berthing details when advised of authorised bookings by Q (Mov) GHQ and A Branch Rear XIII Corps respectively.

6 If train is not booked to capacity when booking closes on Saturday and Tuesday, Womens Services of Officer status and ~~Category A~~ ^{Category A} Nives may be given accommodation on Torchlight on a "space-available" basis at the discretion of Mov. Area concerned.

7 Rations will be provided.

8 Train will be staffed by Wagon Lit Coy personnel on scale of 6 per trip.

Bm/gll

26

2 The name of the train will be "TORCHLIGHT" and will consist of the following coaches etc :

- 2 Sleeping Cars
- 1 Restaurant Car
- 1 First Class Coach
- 1 Baggage Van
- 1 Motor Car Van (for two cars)

Additional motor car van for two cars can be arranged at three days notice. Maximum accommodation is 22 Sleeping Berths and Seating accommodation for batmen.

3. Application for accommodation from AFHQ, CHQ and 3 District will be made to this CHQ (A1). Details of officers, number of batmen, drivers, etc and number and types of cars will be required.

Applications for accommodation on Southbound trips will be made to Rear HQ XIII Corps (A branch) giving details as required for Northbound trips.

Bookings for NORTHBOUND trips will close at 1000 hrs each SATURDAY and for SOUTHBOUND trips at 1000 hrs each TUESDAY.

4. Timings of this special train are attached at Appendix "A". MEALS WILL BE SERVED EN ROUTE.

5 Movements NAPLES and Q (Movements) Rear XIII Corps will arrange Berthing details when advised of authorised bookings by Q (Mov) CHQ and A Branch Rear XIII Corps respectively.

6 If train is not booked to capacity when booking closes on Saturday and Tuesday, Womens Services of Officer status and ~~junior~~ Category A Wives may be given accommodation on Torchlight on a "space-available" basis at the discretion of Mov. Area concerned.

7 Rations will be provided.

8 Train will be staffed by Wagon Lit Coy personnel on scale of 6 per trip.

BGS	
GSO I (SD)	1/11/11
Dep G II	1/11/11
GSO II (SD)	1/11/11
GSO II (I)	
GSO III (SD)	1/11/11
GSO III (I)	
G II (I)	

for. W.E. HUGHES
Lt. Col.
AA & QMG

MMTA - 'G'
FILE Bm/1/11
DATE 26/11/46

26084

Land files 1/2 9

B. S. / 100

B.M/G/1

18 July 1946

Distri:

9-1

A-1

D-1

HEADQUARTERS ARMED COMMISSION

AFC 724

Office of the Executive Commissioner

Co Sec
RE - 10

Sup Wain 2/1
cc. Reg. Office 16, 18 JUL 1946

Ref. 65/33

OFFICE MEMORANDUM)
NUMBER (8)

THIS MEMORANDUM CANNOT BE REPRODUCED
NO LATER DATE THAN 21 OCTOBER 1944

CORRESPONDENCE AND FILING

In order to achieve a uniform system for the handling and preservation of correspondence in this Headquarters and thus make for more efficiency, the following procedure will be adopted forthwith in all Sections, Sub-Commissions etc.

1. ENTERING CORRESPONDENCE

All correspondence will be PUT ON A FILE as soon as possible after receipt, having been entered in a register suitably columned to record:

- (i) Reference number of office of origin.
- (ii) Office of origin.
- (iii) Date of origin.
- (iv) Date of receipt.
- (v) Subject.
- (vi) Number of file and folio number of document.

2. FILES

- (a) All files will have a number and the department of origin will be indicated by a suffix, e.g. on Executive Commissioner files, EC follows all numbers.
- (b) The subject of the file will appear boldly on the outside cover.
- (c) The security classification of the most highly classified enclosure will appear on the outside cover.
- (d) The following file records will be kept:

5062

- (i) Alphabetical index.
- (ii) Numerical index.
- (iii) Register of date of receipt, and return, of files from other departments.
- (iv) Register of date of sending out, and return, of own departments' files.

Present '91
Branch

THIS MEMORANDUM CARRIES NO FORCE OR EFFECT
No. 18 DATED 24 OCTOBER 1944

A-1
Q-1

CORRESPONDENCE AND FILING

In order to achieve a uniform system for the handling and representation of correspondence in this Headquarters and thus make for more efficiency, the following procedure will be adopted forthwith in all Sections, Sub-Commission etc.

1. INCOMING CORRESPONDENCE

All correspondence will be PUT ON A FILE as soon as possible after receipt, having been entered in a register suitably columned to record:

- (i) Reference number of office of origin.
- (ii) Office of origin.
- (iii) Date of origin.
- (iv) Date of receipt.
- (v) Subject.
- (vi) Number of file and folio number of document.

2. FILES

- (a) All files will have a number and the department of origin will be indicated by a suffix, e.g. on Executive Commissioner files, EC follows all numbers.
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- (d) The following file records will be kept:

5062

- (i) Alphabetical index.
- (ii) Numerical index.
- (iii) Register of date of receipt, and return, of files from other departments.
- (iv) Register of date of sending out, and return, of own departments' files.

3. FILE COMPILATION.

- (a) Correspondence will be secured to right hand side of file: a minute sheet for inter-departmental communication will be attached to the left hand side.
- (b) After 100 folios, a file should be closed down and a subsequent volume started.

BCS	
GSO I (SD)	
Dep G III	
GSO I (SU)	
GSO II ()	
GSO III ()	
GSO IV ()	
GSO V ()	
GSO VI ()	

M.M.I.A.
32/9/44
FILED
DATE R/19/7/44

81600

(c) Minutes will be set out as follows:

WFO: Ex. 20th.

TEXT

CAS
5 July

Tel: ext. 123

Signature and a pointment"

(NB. For the attention of a particular officer or Sub-Section of a Section may be inserted if desired).

4. CORRESPONDENCE FOR THE SIGNATURE OF THE CHIEF COMMISSIONER OR EXECUTIVE COMMISSIONER.

(a) All correspondence will be submitted, on the appropriate headed paper, suitably initialed, on a file with relevant references prominently flagged.

Sufficient copies will be prepared to allow the following distribution:

- 2 copies Addressee
- 1 copy Chief Commissioner
- 1 " Ex. Com.
- 1 copy to File
- 1 " " File
- 1 " " each additional addressee.

(b) Specimen letters for signature by Chief Commissioner and Executive Commissioner are appended at Appendices "J", "K", "L" and "M" hereto.

(c) Distribution. External distribution only on the top copy will distribution: on internal copies only.

5. DRAFTS FOR THE APPROVAL OF THE COMMISSIONER AND EXECUTIVE COMMISSIONER

As in the case of correspondence in final form, drafts (double spaced) will be submitted, suitably initialed, on a file and all relevant references prominently flagged.

Drafts, when approved, must be prepared for signature by the department of origin.

6. OUTGOING CORRESPONDENCE.

ALL OUTGOING CORRESPONDENCE will have a reference number composed of (a) number of the file (b) folio number of the particular letter (c) suffix showing department of origin, e.g. 1304/72/EG. It will be entered in a register suitably columned to record:

4/60

(a) All correspondence will be submitted, on the appropriate headed paper, suitably initialed, on a file with relevant references prominently flagged.

Sufficient copies will be prepared to allow the following distribution:

- 2 copies Addressee
- 1 copy Chief Commissioner
- 1 " " Ex. Cor.
- 1 copy to fleet
- 1 " " file
- 1 " " each additional addressee.

(b) Specimen letters for signature by Chief Commissioner and Executive Commissioner are appended at Appendices "u", "v", "w" and "x" hereto.

(c) Distribution. External distribution only on the top copy. Full distribution on internal copies only.

5. DRAFTS FOR THE APPROVAL OF THE COMMISSIONER AND EXECUTIVE COMMISSIONER

As in the case of correspondence in final form, drafts (double spaced) will be submitted, suitably initialed, on a file and all relevant references prominently flagged.

Drafts, when approved, must be prepared for signature by the department of origin.

6. OUTGOING CORRESPONDENCE.

ALL OUTGOING CORRESPONDENCE will have a reference number composed of (a) number of the file (b) folio number of the particular letter (c) suffix showing department of origin, e.g. 1504/72/EC. It will be entered in a register suitably columnated to record:

- (i) Reference number.
- (ii) Date of despatch.
- (iii) Subject.
- (iv) Addressee.

BY COMMAND OF REAR ADMIRAL STONE,

M. S. M. D.

Brigadier,
Executive Commissioner.

DISTRIBUTION

List "y" Group 1 (less 40 to 47, 51, 55 & 60)

Appendix "B"

HEADQUARTERS ALLIED COMMISSION
Office of the Chief Commissioner
APO 794

Reference No. of Department of origin.

July 1946
(M.P. no date of
month to be shown)

My dear Mr. Prime Minister:

↓ 2 or 3 spaces only
Indented paragraphs but do not number.

.....
.....

Such letters to be written in the 1st person singular

↓ 4 spaces from body of letter

Yours very truly,

↑ 5 spaces

MURRY W. STONE
Rear Admiral, USNR
Chief Commissioner

Dr. Alcide De Gasperi,
President of the Council of Ministers,
Italian Government,
ROME.

NOTE. Above style to be used for all letters
to Prime Minister, Italian Government,
for which the signature of Chief Commissioner
is required.

Appendix "A"

HEADQUARTERS ALLIED COMMISSION
Office of the Chief Commissioner
APO 794

July 1946
(NB. No date of
month to be shown)

Reference No. of Department of origin

↓ 3 spaces

Subject: Food Supply

↓ 3 spaces

TO : G-5 Section, Allied Force Headquarters.

↓ 4 or 5 spaces

1. Number paragraphs in the following manner:

a.

(1).....

2. ,.....

(no complimentary close)

↓ 5 spaces from last line of letter

MILBY W. STONE
Rear Admiral, USNR
Chief Commissioner

N.B. Above style to be used for official letters to higher authorities,
for which the signature of Chief Commissioner is required.

Appendix "C"

HEADQUARTERS ALLIED COMMISSION
Office of the Chief Commissioner
A20 794

Reference No. of Department of origin.

July 1946
(i.e. no date of month to be shown)

Dear Dott. Prunas

↓ 2 or 3 spaces

Indent paragraphs but do not number

.....
.....
.....

Such letters to be written in the 1st person singular

↓ 4 spaces from body of letter

Very truly yours,

↓ 5 spaces

MILLY W. STONE
Rear Admiral, USNR
Chief Commissioner

Dott. R. PRUNAS
Secretary General to the
Ministry of Foreign Affairs
Italian Government
ROME

NOTE. Above style will be used for all Demi-Official letters, for which the signature of Chief Commissioner is required.

5080

Appendix "D"

HEADQUARTERS ALLIED COMMISSION
Office of the Executive Commissioner
APO 794

Ref. : July 1946
(N.P. no date of
month to be shown)

SUBJECT:

TO :

- 1. Text of first paragraph
- 2. Text of second paragraph

ETC

For the Chief Commissioner:

Brigadier,
Executive Commissioner.

Encls.

NOTES

- (i) Above style will be used for all official letters for which the signature of Executive Commissioner is required.
- (ii) "For the Chief Commissioner" will only be inserted in case of communication with parallel and higher formations.
Correspondence to lower formations will close with the following:
"By Command of Rear Admiral Stone:
Brigadier, " Executive Commissioner. "

(iii) All paragraphs will be numbered.

SUBJECT:

TO :

- 1. Text of first paragraph
- 2. Text of second paragraph

ETC

For the Chief Commissioner:

Brigadier,
Executive Commissioner.

Encls.

NOTES

- (i) Above style will be used for all official letters for which the signature of Executive Commissioner is required.
- (ii) "For the Chief Commissioner" will only be inserted in case of communication with parallel and higher formations.
Correspondence to lower formations will close with the following:
"By Command of Rear Admiral Stone:
Brigadier,
Executive Commissioner. "
- (iii) All paragraphs will be numbered.

SUBJECT: Passes

'G' BRANCH

BM/G/1

Jul 46TO : IME Sec

Ref your IMT/219 dated 17 Jul 46.

Herewith requirements of 'G' Branch Officers:-

Appt	Rank	Name	No	Regt	If in possession or not
B.G.S.	Brig	M.W. HOPE	14524	RA	In possession
G I (SD)	Lt Col	A.R.C. SOUTHEY	50234	RB	" "
G I (TRG)	Col	W.L. MEDLAM	42286	KINGS	" "
Dep G3	Col	L.R. ALBERT	0146597	Inf US	Not " "
Dep G3	Col	A.W. MORSE (vice Col Albert w.o.f.)	0158330	Cav US	Not " "
GII (SD)	Maj	A.A. BINNINGTON	88167	E Yorks	In possession
GII (SD)	Maj	R.H. CHARRINGTON	27164	Suffolke	Not " "
GII (TRG) (Pms)	Maj	H.M. BELLAMY	81488	Border	Not arrived
GII (TRG) (Sohs)	Maj	R.P. CHRISTIE	143425	Camorons	In possession
GII (L)	Maj	G.F. BAUMANN	253995	Int Corps	Leaving 27/7/46
GII (L)	Maj	H. EBSWORTH	188135	Int Corps	Not in possession
GII (INT)	Maj	R.L.H. de THIEU	134365	Int Corps	" " 5059
GIII (SD)	Cnpt	M. WILKINSON	170736	RA	" " "

ARCS/jw

Lt Col,
GS.

BM/E/IG (SD) 7

SUBJECT : Passes

LAND FORCES SUB COM, A.C. (MMIA)

(Tel Ext: 359)

INT/219

17 July 46

TO : All Branches and Heads of Services.

Will all Heads of Branches and Services please submit to 'G' (Int) Clerk (Room 50) lists showing No., Name, Rank and Regt or Corps of officers who are not yet in possession of War Ministry Passes giving authority to enter Italian military property.

visit " " units & establishments.

Edith Perry Major
for Lt Col
GS

lh

gzi

This should also go to all BLU's.

MMIA - 'G'
FILE BM/E/
DATE R/17/7

EGS	
GSO I (D)	<i>X</i>
Dep G (I)	
GSO I (S)	<i>X</i>
GSO I (C)	
GSO II (D)	<i>X</i>
GSO I (G)	
G H (E)	

Date 18/7/46

Subject : Awards - General Service Medal with Clasp "Palestine".

Land Forces Sub-Comm. A.C.
(M.H.I.A.) R O M E .

A 378

7 May 1946.

To : List 'A' and 'B'

1. A.C.I. 311/46 is republished hereunder for information:-

"1. Officers who have been awarded the General Service Medal under Army Order 217 of 1939, and who have not yet received it should write to the Under-Secretary of State, The War Office (A.G. 4 (Medals)), Droitwich, stating the address to which they wish the medal to be sent. Officers serving abroad are strongly advised to nominate a person at home to receive and take charge of the medal.

2. The medals of other ranks have been forwarded to Os. i/c records for disposal to:-

- (a) those still serving at home;
- (b) those discharged or released from the Service;
- (c) the next-of-kin of those who have not lived to receive them.

Applications should NOT be made to the War Office.

Medals of other ranks will not be forwarded to personnel serving overseas but will be held by Os. i/c records until recipients return to the United Kingdom.

3. The medals of other ranks commissioned after the award should be applied for as laid down in part. 1 above."

2. It is suggested that officers who have been awarded this medal like to forward the necessary particulars to A 3 Branch this HQ in order that a consolidated list may be rendered.

5058

M. J. May DAAG.

Major General

1. A.C.I. 311/46 is republished hereunder for information:-
 - "1. Officers who have been awarded the General Service Medal under Army Order 247 of 1939, and who have not yet received it should write to the Under-Secretary of State, The War Office (A.G. 4 (Medals)), Droitwich, stating the address to which they wish the medal to be sent. Officers serving abroad are strongly advised to nominate a person at home to receive and take charge of the medal.
 2. The medals of other ranks have been forwarded to Os. i/c records for disposal to:-
 - (a) those still serving at home;
 - (b) those discharged or released from the Service;
 - (c) the next-of-kin of those who have not lived to receive them.

Applications should NOT be made to the War Office. Medals of other ranks will not be forwarded to personnel serving overseas but will be held by Os. i/c records until recipients return to the United Kingdom.
 3. The medals of other ranks commissioned after the award should be applied for as laid down in para. 1 above."
 2. It is suggested that officers who have been awarded this medal like to forward the necessary particulars to A 3 Branch this HQ in order that a consolidated list may be rendered.

5058

M.M. / Maj DAAC.
 Major General,
 M.I.I.A.

680 I	SOX	<i>Ray</i>	X
680 II	SOX	<i>Quill</i>	X
680 III	SOX	<i>Am</i>	X

/as

MMIA - 'G'
FILE <i>Bm/ef</i>
DATE <i>R/9/5</i>

6/9/50 5-

SUBJECT: Courses - Officers

LAND FORCES SUB COMMISSION
A.C. (I. M. I. A.) FORM E
A 361

3 May 45

TO : A & B Lists

Copy of G TRS. CHQ TIT signal C 40775 dated 30 Apr. 454

SUBJECT IS STAFF COLLEGE COURSES CAMBERLY AND HAIFA 1947 AND 1948(.)
 ONE YEAR COURSES COURSE JAN 47 AND SUBSEQUENT YEARS(.) NO EXAM
 FOR 1947 COURSE BU THERE WILL BE A QUALIFYING NOT RPT NOT
 COMPETITIVE EXAM IN FEB 47 FOR 48 COURSE(.) T(0) OBJECT TO
 TRAIN SELECTED OFFICERS FOR WAR AND FIT THEM FOR COMMAND OR 2ND
 GRADE STAFF APPTS(.) THREE(.) QUALIFICATIONS(.) A(.)
 OFFICERS MUST HAVE REGTL EXPER ENCE AND SHOULD HAVE HAD SOME STAFF
 EXPERIENCE IN A F. JMN(.) THOSE WITHOUT LATER EXPERIENCE WILL
 DO A STAFF ATT OF AT LEAST ONE MONTH AT A THE HQ AFTER SELECTION
 BUT PRIOR TO COURSE (.) B(.) BATTLE TYPE IENCE DESIRABLE BUT
 NOT RPT NOT NECESSARY(.) C(.) ONLY REGULAR OFFICERS AND THOSE
 ON REGISTERS FOR PLACEMENT COMMISSIONS ELIGIBLE(.) D(.) AGE
 LIMITS 47 COURSE(.) 28 OR MORE ON 1 JAN 47 OUTSTANDING OFFERS MAY
 BE YOUNGER(.) NO UPPER AGE LIMIT(.) 48 COURSE(.) 26 OR MORE
 ON 1 JAN 46 AND NOT RPT NOT MORE THAN 32 ON 1 JAN 48(.) T(.)
 WED CAT A OR DETERMINED BY HQ'S LIKELY TO BE GRADED A WITHIN 6
 MONTH(.) EXCEPTIONAL CASES GRADED B DUE TO WAR SERVICE MAY BE
 PROMOTED PROVIDED MENTION IN ARMY APPROVED BUT FULL REASONS
 WILL BE REQUIRED FOR SUCH RECOMMENDATIONS(.) T(.) OFFERS WHO
 HAVE COMPLETED A B STAFF COURSE INELIGIBLE(.) G(.) OFFERS WHO
 OF RANG RASC WERE RASC MAY BE RECOM ENDED PROVIDED THEY COMPLY
 WITH THE ABOVE QUALIFICATIONS(.) FOUR(.) NOMINAL ROLLS OF
 PERSONNEL RECOMM ENDED TO BE FORWARDED TO HQ WITHA BY 1 JUNE.
 ALL REVENUE REQUIRED

5057

FOR 1947 COURSE FU THERE WILL BE A QUALIFYING NOT RPT NOT
 COMPETITIVE TEAM IN FEB 47 FOR 48 COURSE(.) . THE O(.) OBJECT TO
 TRAIN SELECTED OFFICERS FOR WAR AND FIT THEM FOR COMMAND OR 2ND
 GRADE STAFF APPTS(.) THREE(.) QUALIFICATIONS(.) 4(.)
 OFFICERS MUST HAVE REGTL EXPER ENCE AND SHOULD HAVE HAD SOME STAFF
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 BUT PRIOR TO COURSE(.) B(.) BATTLE EXPERIENCE DESIRABLE BUT
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 ON REGISTERS FOR PLACEMENT COMMISSIONS ELIGIBLE(.) D(.) AGE
 LIMITS 47 COURSE(.) 23 OR MORE ON 1 JAN 47 OUTSTANDING OFFRS MAY
 BE YOUNGER(.) IN UPPER AGE LIMIT(.) 48 COURSE(.) 26 OR MORE
 ON 1 JAN 46 AND NOT RPT NOT MORE THAN 32 ON 1 JAN 48(.) E(.)
 MED CAT A OR CERTIFIED BY MO 'S LIKELY TO BE GRADED A WITHIN 6
 MONTH(.) EXCEPTIONAL CASES GRADED B DUE TO WAR SERVICE MAY BE
 RECOMMENDED PROVIDED RETENTION IN ARMY APPROVED BUT FULL REASONS
 WILL BE REQUIRED FOR SUCH RECOMMENDATIONS(.) F(.) OTHERS WHO
 HAVE COMPLETED A R STAFF COURSE INELIGIBLE(.) G(.) 5457
 OF RANG RANG RANG RANG RANG MAY BE RECOMMENDED PROVIDED THEY COMPLY
 WITH THE ABOVE QUALIFICATIONS(.) FOUR(.) NOMINAL ROLLS OF
 PERSONNEL RECOMMENDED TO BE FORWARDED TO HQ TIA BY 1 JUNE.
 NIL RETURN REQUIRED.)

BGS	
GSO I (SD)	Atch
Dep G III	
GSO II (SD)	Wax
GSO II (I)	
GSO III (SD)	Wax
GSO I (TRG)	
G II (I)	

(Major) Frog Director
 Major General,
 M.M. A.A.

MMIA - '0'
FILE BME/L
DATE R/3/5

Bm/5/1

Disto to "A" Branch MMIA
ALL branches & Services MMIA (copy)
Camp Bandt C O P E Y
16 July 45

HQ ROME AREA ALLIED COMMAND
APO 794, US ARMY

SUBJECT: 1939/45 Star & Campaign Stars.

DISTRIBUTION: LIST 'B' (British).

11 July 45

Ref: 27A

1. Extracts from AMHQ letter G-1(Br)/6185/A.3 dated 22 June 45 are repeated for information in para 5.

2. First instalment of medal ribbon for :-

1939/45 Star
Italy Star
France & Germany Star

will be available shortly, but only in very limited quantities.

3. Priority of issue on the scale of 1 1/2" per man will be made to eligible personnel of the earlier Release Groups particulars of whom, up to Group 16, are already held at this Headquarters.

4. Indents will NOT be submitted to Ordnance until further instructions have been issued by this Headquarters.

5. " 1. A consolidated ACI dealing with the 1939/45 Star, the various campaign stars and the Defence Medal will be issued in due course.

2. In the meantime the War Office, by Memorandum 66/General/8070 (ACMA) dated 15 Jun 45, have authorised the immediate issue of the ribbon of the 1939/45 Star, Burma Star, Italy Star or France and Germany Star to qualified personnel in straightforward cases, prior to the publication of the relevant ACI. It should be clearly understood that such issue is entirely provisional and its continued wearing will be subject to the verification of individual claims, as laid down in the ACI.

3. To qualify for the 1939/45 Star personnel must have :-

(a) aggregated six months operational service (or two months RAF air crew operational service) in any of the operational commands listed in para 4 below: or

(b) (i) won an honour, decoration, mention in despatches, Commendation for Brave Conduct, or Commendation for valuable service in the air; or

(ii) Died on service: or

(iii) been evacuated as a result of wounds or sickness arising out of service, the sickness not being due to misconduct. "Evacuation" means evacuated beyond P.P., or to hospital in the case of Base Troops.

5058

MMIA-G
BM/c-1
17/7

4
G
BM/c-1

2. First instalment of medal ribbon for :-

- 1939/45 Star
- Italy Star
- France & Germany Star

will be available shortly, but only in very limited quantities.

3. Priority of issue on the scale of 1 1/2 per man will be made to eligible personnel of the earlier Release Groups particulars of whom, up to Group 15, are already held at this Headquarters.

4. Indents will NOT be submitted to Ordnance until further instructions have been issued by this Headquarters.

5. " 1. A consolidated ACI dealing with the 1939/45 Star, the various campaign stars and the Defence Medal will be issued in due course.

2. In the meantime the War Office, by Memorandum 68/General/8070 (ACI/d) dated 15 Jun 45, have authorised the immediate issue of the ribbon of the 1939/45 Star, Burma Star, Italy Star or France and Germany Star to qualified personnel in straightforward cases, prior to the publication of the relevant ACI. It should be clearly understood that such issue is entirely provisional and its continued wearing will be subject to the verification of individual claims, as laid down in the ACI.

3. To qualify for the 1939/45 Star personnel must have :-

(a) aggregated six months operational service (or two months RAF air crew operational service) in any of the operational commands listed in para 4 below: or

(b) (i) won an honour, decoration, mention in despatches, Commendation for Brave Conduct, or Commendation for valuable service in the air: or

(ii) Died on service: or

(iii) been evacuated as a result of wounds or sickness arising out of service, the sickness not being due to misconduct. "Evacuation" means evacuated beyond EAP, or to hospital in the case of Base Troops.

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4. The operational Commands referred to in para 3 are :-

(a) The operational Commands laid down for the Africa Star in ACI 1690/43, para 6(b) and GPO 348/45.

(b) The operational Commands laid down for the 1939/45 Star in ACI 32/44, para 6(a) and (c) and ACI 450/44, para 3 modified as follows as far as operations in the Mediterranean and Burma are concerned :-

- GPO 1
- GPO 11 (off)
- GPO 11 (SP)
- GPO 2 (WE)
- GPO 2 (L)
- GPO 3 (SP)
- GPO 3 (On-call)
- GPO 7/1

6-11 (T) M
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OPERATIONAL COMMANDS

	<u>FROM</u>	<u>TO</u>
Italy	11. 6. 45	8. 5. 45
Italy	11. 6. 45	17. 8. 45
Corsica	11. 6. 45	4. 10. 45
Greece	11. 6. 45	3. 5. 45
Dodecanese	11. 6. 45	8. 5. 45
Lebanon	11. 6. 45	8. 5. 45
Turkey	11. 12. 44	8. 5. 45

These modifications will appear in the forthcoming AGI.

There are a few operational Commands, mainly in the Pacific in addition to those mentioned above, which will also be included in the AGI.

5. (a) To qualify for the award of the Italy Star, Burma Star, or France and Germany Star recipients must have previously qualified for the 1939/45 Star under either Para 3(a) or (b) above. They then qualify for the appropriate theatre Star by entry into operational service (i.e. service of one day or more in the operational Command).

(b) An exception to the rule stated in (a) above is that individuals who entered into operational service for the first time during the last six months of the war in Europe, will be awarded the Italy and/or France and Germany Star, the prior award of the 1939/45 Star under para 3 (a) or (b) not being required. Such personnel will not be eligible for the award of the 1939/45 Star until they have fulfilled the conditions of para 3 by later service elsewhere.

6. The campaign stars will be worn in the following order of precedence :-

1. 1939/45 Star
2. Atlantic Star
3. Air Crew Europe Star
4. Africa Star
5. Pacific Star
6. Burma Star
7. Italy Star
8. France and Germany Star

7. The examination of doubtful cases will be deferred until after the publication of the AGI and queries on these cases should not be raised now.

BVM/ly

(Sgd) B. V. WOOD,
Staff Capt,
for Lt-Col,
Lt. & QMG.

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ENV/iv

(Sgd) E. V. WOOD,
Staff Capt,
for Lt-Col,
A1 & QHQ.

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OFFICE MEMO
No3

CONFIDENTIAL.

Land Forces Sub Com, A.C.
(M.M.I.A.)

G/36

3 Feb 45.

As a matter of general principle members of Allied
Forces will refrain from any participation in Italian politics.

L. M. Ingelhart

Lt. Col
G.S.
M.M.I.A.

DIST:
All Offrs of MMIA.
(Incl outstation EOs.)

ts.

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CONFIDENTIAL

LAND FORCES SUB-CCM. A.C.
(M.M.I.s.s.)
File No. G/36
2 Jan 45

OFFICE MEMO
NO. 2

for info. Extract from DISTANCE Signal #29 of 30 Dec. is given below

"ORVIETO signal address is ITALIAN RFT DEPOT ORVIETO (.)

Depot sends signals by phone through 9 MIL Prison ORVIETO

(.) any message addressed Italian Rft Depot thru 9 MIL

Prison will reach (.)"

D/L
Lt. Col. S
G. S.

Distributions:

All Offrs MMA HQ
All Clerks Offices
Signals Office

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Land Forces Sub-Com, A.C.
(N.M.I.A.)

9/25/44
18 Dec 44

OFFICE MEMORANDUM
Pg. 1

Reproduced below is text of AFHQ Signal FX 69639 dated 17 Dec.

This is self explanatory and all officers of the Mission will note and comply with the instructions contained therein.

"1. A growing tendency has developed of addressing messages to this Headquarters "PERSONAL" for some named individual. This is of course proper in certain cases where it is desired to limit distribution. It is misused however when it is merely the intent to insure that the message reaches the proper person and under the procedure now in effect within the Headquarters causes such unnecessary clerical labor and delay in distribution. Usually it is unnecessary to name the individual who is to take action in the matter under correspondence but where the originator desires to insure that his message is seen by a particular individual but does not desire to limit distribution to him, the message should be addressed to him, but the word "PERSONAL" should not be used. Correct address in such a case would be "AFHQ FOR JONES".

2. Where it is the intent to limit distribution to the addressee, or such persons as he may designate, it is urgently requested that the message be addressed for his eyes only, for example, "AFHQ FOR JONES FOR HIS EYES ONLY", or "AFHQ PERSONAL AND PRIVATE FOR JONES". This method of address will only be used by subordinate commands in the case of messages for SAC, D/SAC, CHIEF OF STAFF, DEPUTY CHIEF OF STAFF, CAC, CG WFOUSA and CHIEF OF STAFF WFOUSA."

5052

A.M. Jones

Lt. Col.,
GS

DISTRIBUTION:
ALL officers WFOUSA HQ.

1988

