

ACC

10000/125/21 ACC/517/

10000/125/21 ACC/517/PAT - A.C.C. ORGANIZATION
SEPT. 44 - NOV. 44

22 NOV 1944

8 - NOV 1944

577

NEF/MP/ja

HEADQUARTERS ALLIED COMMISSION
APO 394

2 November 1944

ESTABLISHMENT MEMORANDUM)

NUMBER 29)

1. Effective 1 November 1944, the travel allowance for Italian civilian employees of the Allied Commission will be fixed at the rate of 150 Lire per day.
2. For such portions of a day as exceed 8 hours, the travel allowance is 100 Lire.
3. The maximum period for which the travel allowance may be claimed without special permission is 14 days.
4. When the period of absence from home or duty station involves a longer period than 14 days, special permission will be granted by the chief of section employing the civilian. Such special permission constitutes authorization of the travel allowance in excess of the aforementioned 14 day period.
5. Absence from home or duty station is defined as a period exceeding 24 hours in length in which the civilian employee, by virtue of his official duties, is ordered to be temporarily away from the headquarters by which he is permanently employed, thereby involving absence from home.

By command of Commodore STONE:

NORMAN E. FISKE
Colonel
Deputy Chief of Staff.

OFFICIAL:

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

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981

29 OCT Recd

HEADQUARTERS
ALLIED COMMISSION
APO 394

1 - NOV 1944

29 October 1944

ESTABLISHMENT MEMORANDUM)

NUMBER

27)

1. The following note from the Economic Section is quoted for the information and guidance of all Regional Commissioners and AMG Armies:

"1. On 5 October the Commerce Sub-Commission and the Industry Sub-Commission made a joint request to the Economic Section that the officers of subject Sub-Commissions in the Armies and Regions be consolidated as a separate and single division. Decision has been made after conference with the Chief of Staff to the effect that such consolidation will not be made."

"2. All assignments to Armies and Regions of Industry officers and Commerce officers on the ground that they would work as a single division in the field will be changed and assignments made either to Industry or Commerce, as the case may be."

By command of Commandere STONE:

BORMAN E. FISKE,
Colonel
Deputy Chief of Staff.

OFFICIAL:

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

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OCT 20 1944

23 OCT 1944

HEADQUARTERS
ALLIED CONTROL COMMISSION
ESTABLISHMENT SECTION
APO 394

17 October 1944

ESTABLISHMENT MEMORANDUM)

NUMBER

26)

1. In accordance with the policy recently established by higher authority, awards, medals, decorations, honors, degrees and gifts of any nature whatsoever will not be accepted by members of the Allied Control Commission from the Italian Government, local sub-divisions thereof and Italian institutions. This prohibition applies whether the persons concerned are presently members of the Commission or have severed their connection thereto.

2. Executive Memorandum Number 81 is accordingly rescinded.

By command of Commodore STONE:

NORMAN E. FISKE
Colonel
Deputy Chief of Staff

OFFICIAL:

C. M. Parkin
C.M. PARKIN,
Colonel, Inf.,
Executive Officer (U.S.)

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CORRECTED COPY

2 OCT 1944

HEADQUARTERS
ALLIED CONTROL COMMISSION
ESTABLISHMENT SECTION
APO 394

17 October 1944.

ESTABLISHMENT MEMORANDUM)

NUMBER 25)

1. In accordance with the policy recently established by higher authority, awards, medals, decorations, honors, degrees and gifts of any nature whatsoever will not be accepted by members of the Allied Control Commission from the Italian Government, local subdivisions thereof and Italian institutions. This prohibition applies whether the persons concerned are presently members of the Commission or have severed their connection thereto.

2. Executive Memorandum Number 81 is accordingly rescinded.

By command of Commodore DOWD:

NORMAN E. FISKE
Colonel
Deputy Chief of Staff

OFFICIAL:


C. M. PARKER,
Colonel, Inf.,
Executive Officer (U.S.)

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20 OCT Recd

23 OCT 1944

517 W

HEADQUARTERS
ALLIED CONTROL COMMISSION
GICF

Office of the Chief of Staff.

Ref : 2605/413/GOS.

18 October 1944

SUBJECT : Handover of Territory to the Italian Government.

TO : R.C.'s Sicily, Southern, Sardegna, Lazio-Umbria,
Abruzzi-Marche, Toscana, Emilia, Liguria, Piemonte,
Lombardia and Venezia.

Effective as from 0001 hrs., 16 October 1944, the Provinces of
CHIETI, PESCARA, L'AQUILA, TERAMO, Rieti and VITERBO are handed over to the
Italian Government.

[Signature]
for
Brigadier,
Chief of Staff.

Copy to : List "G"
AFHQ, G-5
HQ AAC.

977

Adm. Let.

Major P. D. [unclear]

File 517

HEADQUARTERS
ALLIED CONTROL COMMISSION
(Establishment Section)
APO 394

1 OCT 1944

9 October 1944.

ESTABLISHMENT MEMORANDUM

NUMBER

25)

ORGANIZATION OF 1ST TRUCK BATTALION

1. Announcement is made of the organization of the 1st Truck Battalion, 2675th Regiment, Allied Control Commission, effective 6 October 1944.

2. This organization is hereby placed under the control of the Deputy Chief of Staff, Economic Section, Allied Control Commission, for maintenance and operation.

3. The order of activation placed the Battalion under the control of the Commanding Officer, 2675th Regiment, Allied Control Commission (Ovhd), for administration and supply.

By command of Commodore STONE:

NORMAN E. FISKE,
Colonel,
Deputy Chief of Staff.

OFFICIAL:

C. M. Parker
C. M. PARKER,
Colonel, Infantry,
Executive Officer.

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HEADQUARTERS
ALLIED CONTROL COMMISSION
(Establishment Section)
APO 394

8 October 1944

ESTABLISHMENT MEMORANDUM)

NUMBER

24)---Change No. 1.

1. Paragraph 3 is amended to read as follows: "The designation of geographical names for Regions in lieu of numbers will not alter the procedure for assigning registration numbers to vehicles and for the marking of these vehicles. Roman numerals will continue to be used in all Regions with the exception of Southern, Liguria and Piemonte Regions who will use the capital letters SR, L and P respectively in place of Roman numerals."

By command of Commodore SPONE:

NORMAN E. FISKE,
Colonel,
Deputy Chief of Staff.

OFFICIAL:

C. M. Parkin
C.M. PARKIN,
Colonel, Inf.,
Executive Officer (US)

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HEADQUARTERS
ALLIED CONTROL COMMISSION
(Establishment Section)
APO 394

9 October 1944

ESTABLISHMENT MEMORANDUM)
:
NUMBER 5)

CHANGE NUMBER #1

LOCAL PURCHASES AND CONTRACTS

1. In all paragraphs, substitute "Chief of Staff" for "Executive Commissioner" where the latter appears in the memorandum.
2. In Paragraph 4d (3), - delete "Executive Commissioner" and substitute "Purchasing and Contracting Officer".

By command of Commodore STONE:

NORMAN E. FISKE,
Colonel,
Deputy Chief of Staff.

OFFICIAL:

C.M. Parker

C.M. PARKER,
Colonel, Inf.,
Executive Officer (US)

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PATRIOT BRANCH

CIRCULATION SLIP

Date 11 OCT 1944

PERIOD). For information
Attachment.....) For Action

Major Drage

✓ Capt. Knell

✓ Capt. Glasspool

✓ Capt. Harris

Capt. Rocco

Remarks

Full

6 OCT 1944

10 OCT 1944

HEADQUARTERS
ALLIED CONTROL COMMISSION
(Establishments Section)
APO 394

HEF/LTW/ja

4 October 1944

ESTABLISHMENT MEMORANDUM)

NUMBER

24)

REQUISITION OF MOTOR VEHICLES

1. Authority previously delegated to Regional Commissioners to requisition motor transport in their respective region is rescinded insofar as it affects Italian Government territory and the Commune of Naples. Headquarters, Allied Control Commission and its subordinate Commissions, Branches and other Subdivisions will not requisition motor vehicles in the above territory. Under very exceptional circumstances, individual requests for authority to requisition may be submitted to this Headquarters for action. Such requests should include specific details and full justification.

2. Requisitioned cars will not be transferred from one region to another except by authority of this headquarters, which will be granted only in exceptional circumstances. Regional Commissioners will derequisition and return all vehicles not essential to operation on the reduced scale contemplated by transfer of territory to the Italian Government. (See Establishment Memorandum #21, dated 3 September 1944).

3. The designation of geographical names for Regions in lieu of numbers will not alter the procedure for assigning registration numbers to vehicles and for the marking of these vehicles. Roman numerals will continue to be used. The number III is assigned to the Southern Region and the number XIV to Liguria Region.

By order of Captain STONE (USNR):

973

NORMAN E. FISKE,
Colonel,
Deputy Chief of Staff.

OFFICIAL:

C. M. Parkin
C.M. PARKIN,
Colonel, Inf.,
Executive Officer.

REF ID: A61032

3 - OCT 1944

HEADQUARTERS
ALLIED CONTROL COMMISSION
(Establishment Branch)
APO 394

28 September 1944

ESTABLISHMENT MEMORANDUM

NUMBER

25)

REQUISITIONED HOTELSGENERAL PRINCIPLES:

1. The following instructions refer to hotels requisitioned fully furnished and equipped (as distinct from hotels requisitioned for office purposes) and occupied by ACC/AMG for purposes of officers' billets and messes. Such part of ACC Administrative Order No. 2 of 27 January 1944 as referred to hotels is hereby rescinded, but such part thereof as referred to other accommodation for billets and messes, e.g. requisitioned villas and apartments, remains unaltered.

2. As set out in HQ AAI Letter 72/2/32 of 1 March 1944, in subsequent instructions from AAI and ACC Letter 13048/F of 22 August 1944 to R.F.Os., an agreement has been reached between the Allied Armies and the Italian Government whereby the latter, through the Comando Genio Militare, will assume responsibility for payment of all running expenses of certain hotels requisitioned and occupied as billets and messes by the Allied Armies. Included in the hotels covered by this agreement are all hotels so occupied by ACC/AMG. Hotels requisitioned and used as offices are not covered by this agreement; no fully furnished and equipped hotels should be used as accommodation for EM/Ops.

3. Except in cases of emergency during the early days of the occupation of a hotel (as specified in para. 12 below), no payments will be made out of ACC/AMG funds in respect of wages of civilian employees or other running expenses of the hotel as detailed later in this memorandum. Instead, these payments will be made by the hotel management, which will be indemnified in due course in accordance with Italian law for the entire period of requisition. However, pending final determination of the indemnity to be paid, the Comando Genio Militare will make advances to the hotel management to enable them to provide continuity of service. Instructions for obtaining the data on the basis of which these advances for the period to 31 July 1944 will be made and for reporting ACC/AMG payments (which will also be considered as payments on account of the total indemnity) have already been issued to R.F.Os. in letter 13048/F of 22 August 1944. Arrangements for future payments are dealt with hereinafter.

4. All regional officers whose duty it is to obtain the requisitioning of hotels should contact the nearest Claims and Hirings Officer, British Forces, whose duty it is to see that the arrangements made with Comando Genio Militare are implemented.

5. As indicated in the following detailed instructions, there will be a military officer in charge of each hotel, who will have certain specific duties

979

REQUISITIONED HOTELSGENERAL PRINCIPLES:

1. The following instructions refer to hotels requisitioned fully furnished and equipped (as distinct from hotels requisitioned for office purposes) and occupied by AOC/AMG for purposes of officers' billets and messes. Such part of AOC Administrative Order No. 2 of 27 January 1944 as referred to hotels is hereby rescinded, but such part thereof as referred to other accommodation for billets and messes, e.g. requisitioned villas and apartments, remains unaltered.

2. As set out in Hq. A.I. Letter 72/2/42 of 1 March 1944, in subsequent instructions from A.I. and AOC Letter 13048/E of 22 August 1944 to R.F.Os., an agreement has been reached between the Allied armies and the Italian Government whereby the latter, through the Comando Genio Militare, will assume responsibility for payment of all running expenses of certain hotels requisitioned and occupied as billets and messes by the Allied armies. Included in the hotels covered by this agreement are all hotels so occupied by AOC/AMG. Hotels requisitioned and used as offices are not covered by this agreement; no fully furnished and equipped hotels should be used as accommodation for R.F.Os.

3. Except in cases of emergency during the early days of the occupation of a hotel (as specified in para. 12 below), no payments will be made out of AOC/AMG funds in respect of wages of civilian employees or other running expenses of the hotel as detailed later in this memorandum. Instead, these payments will be made by the hotel management, which will be indemnified in due course in accordance with Italian law for the entire period of requisition. However, pending final determination of the indemnity to be paid, the Comando Genio Militare will make advances to the hotel management to enable them to provide continuity of service. Instructions for obtaining the data on the basis of which these advances for the period to 31 July 1944 will be made and for reporting AOC/AMG payments (which will also be considered as payments on account of the total indemnity) have already been issued to R.F.Os. in letter 13048/E of 22 August 1944. Arrangements for future payments are dealt with hereinafter.

4. All regional officers whose duty it is to obtain the requisitioning of hotels should contact the nearest Claims and Hirings Officer, British Forces, whose duty it is to see that the arrangements made with Comando Genio Militare are implemented.

5. As indicated in the following detailed instructions, there will be a military officer in charge of each hotel, who will have certain specific duties and responsibilities to undertake. Regional Commissioners and the AOC Headquarters Commandant will, if they have not already done so, arrange to have appointed an "Allied Officer in Charge" of each hotel occupied by AOC/AMG for purposes of billeting and messing.

6. The above are the general principles involved. Detailed procedure is dealt with below.

RESTRICTED

973

RESTRICTED

Estab Memo No. 23 this Ho, dtd 28 Sept 44 (Cont'd)

DETAILED INSTRUCTIONS:

7. The actual requisitioning of hotels for ACC/AMG officers' billets and messes will be handled through the appropriate military authorities (Base Section, Town Major, etc.), who have been fully informed of the arrangements referred to in this memorandum.

8. It is essential when a hotel is requisitioned for ACC/AMG officers' billets and messes that a complete physical inventory of the furniture and equipment be taken by an ACC/AMG officer immediately the premises are occupied. This inventory must include reserve stocks of linen, china, cutlery, furniture, etc., but will not include such items as wines and spirits belonging to the hotel. This inventory, properly authenticated by ACC/AMG and countersigned by the hotel management, must be forwarded promptly to the military authority requisitioning the hotel; a copy of the inventory will be retained at the Regional ACC/AMG Headquarters as a record of the articles requisitioned.

9. If a requisitioned hotel has more accommodation than is required by ACC/AMG officers, the surplus will be made available to transient officers or left vacant, rather than allow the hotel management to rent any portion of the hotel to civilians.

10. As indicated above, it has been arranged that, pending final determination of the compensation payable by the Italian Government to requisitioned hotels, the Comando Genio Militare will advance funds to the hotel management to assure the continuity of service.

11. These advances will be made to the hotel management by the Comando Genio Militare on the basis of monthly statements (which must be approved by the Allied officer in charge of the hotel) of payments made by the management for the following items:

- (a) Wages and salaries of the civilian staff, at the authorized rates.
- (b) Replacements of crockery, cutlery, linen, glassware, etc.
- (c) Minor repairs necessary to maintain service
- (d) Purchase of cleaning materials, etc.
- (e) Laundry charges, if additional to (a) and (d) above, but excluding the personal laundry of occupants
- (f) Essential insurance, including compulsory social insurance contributions and benefit (e.g. family allowance) payments
- (g) Heating expenses (including fuel for cooking)

This statement will not include any element of profit, rent or dilapidations.

12. If the hotel has sufficient working capital to meet its current expenses until the first advance can be made, all operating expenses will be paid by the hotel management. However, if the management is unable to pay the operating expenses and an advance cannot immediately be obtained from the Comando Genio

inventory, properly authenticated by ACC/AMG and counter-signed by the hotel management, must be forwarded promptly to the military authority requisitioning the hotel; a copy of the inventory will be retained at the Regional ACC/AMG Headquarters as a record of the articles requisitioned.

9. If a requisitioned hotel has more accommodation than is required by ACC/AMG officers, the surplus will be made available to transient officers or left vacant, rather than allow the hotel management to rent any portion of the hotel to civilians.

10. As indicated above, it has been arranged that, pending final determination of the compensation payable by the Italian Government to requisitioned hotels, the Comando Genio Militare will advance funds to the hotel management to assure the continuity of service.

11. These advances will be made to the hotel management by the Comando Genio Militare on the basis of monthly statements (which must be approved by the Allied officer in charge of the hotel) of payments made by the management for the following items:

- (a) Wages and salaries of the civilian staff, at the authorized rates.
- (b) Replacements of crockery, cutlery, linen, glassware, etc.
- (c) Minor repairs necessary to maintain service
- (d) Purchase of cleaning materials, etc.
- (e) Laundry charges, if additional to (a) and (d) above, but excluding the personal laundry of occupants
- (f) Essential insurance, including compulsory social insurance contributions and benefit (e.g. family allowance) payments.
- (g) Heating expenses (including fuel for cooking)

This statement will not include any element of profit, rent or dilapidations.

12. If the hotel has sufficient working capital to meet its current expenses until the first advance can be made, all operating expenses will be paid by the hotel management. However, if the management is unable to pay the operating expenses and an advance cannot immediately be obtained from the Comando Genio Militare, then payments may be made out of ACC/AMG funds until funds are made available to the hotel management. Disbursements out of ACC/AMG funds must be supported by the vouchers prescribed by the Chief Accountant of ACC for use by Sub-accountants (see Sub-accountants Instructions Nos. 1 and 2).

SECRET

Estab Memo No 23 this Ed. 1st 28 Sept 44 (Cont'd)

13. The statement referred to in para. 11 above requires the approval of the officer in charge of the hotel. Furthermore, any payments made out of ACC/AMC funds requires the approval of the officer in charge of the hotel. The following explanations are accordingly submitted for reference:

(a) As regards payments made by the hotel management, the officer in charge of the hotel is required to "certify that the wages paid are correct", but as regards other expenditures his responsibility is confined to the quality and quantity of the services received and does not include the prices. This is interpreted to mean that the officer concerned should, wherever possible, be present when employees are paid and see that they receive their money and sign the payroll, make tests from time to time to ensure that employees figuring on the payroll are on the job and verify that the basic gross rates of pay are within the limits imposed by amendment No. 5 to AFHQ Adv. Adm. Echelon Adm. Instr. No. 24 of 17 July 1944, or subsequent amendments thereto; he would not be required to check daily attendance of all employees, verify social insurance contributions or the clerical accuracy of the payrolls. As regards payments other than for salaries and wages, the hotel management should be instructed that only such bills as has received the approval in writing of the officer as to quantity and quality could be included in the monthly statements. The officer in charge of the hotel should initial payrolls, orders, invoices, etc. "For Identification" when verified or approved and at the end of each month he should compare the management's statement with these initialled documents. He will then append the following signed declaration at the foot of the management's statement:

"With reference to the above statement, I certify to the best of my knowledge and belief that (a) the basic gross rates of pay for civilian employees are within the authorized limits, (b) that I have satisfied myself that employees figuring on the payrolls have been paid and are " bona fide " employees of the hotel, (c) that the number of employees is not excessive, and (d) that the services and supplies included in the statement were authorized by me and that the quantity and quality thereof is fair and reasonable.

.....1944

Signature and Rank"

(b) As regards any emergency payments made out of ACC/AMC funds, the officer in charge of the hotel must accept full responsibility as to quantities, quality, prices or rates, arithmetical accuracy of bills, etc. as prescribed in Sub-accountants Instructions Nos. 1 and 2.

(c) It is to be noted that if wages and salaries are paid out of ACC/AMC funds because the hotel management is unable to meet these expenses, no deductions will be made for social insurance contributions and

correct", but as regards other expenditures his responsibility is confined to the quality and quantity of the services received and does not include the prices". This is interpreted to mean that the officer concerned should, wherever possible, be present when employees are paid and see that they receive their money and sign the payroll, make tests from time to time to ensure that employees figuring on the payroll are on the job and verify that the basic gross rates of pay are within the limits imposed by Attachment No. 5 to ACC/AMG Adm. Instr. No. 24 of 17 July 1944, or subsequent amendments thereto; he would not be required to check daily attendance of all employees, verify social insurance contributions or the clerical accuracy of the payrolls. As regards payments other than for salaries and wages, the hotel management should be instructed that only such bills as had received the approval in writing of the officer as to quantity and quality could be included in the monthly statements. The officer in charge of the hotel should initial payrolls, orders, invoices, etc. "For identification" when verified or approved and at the end of each month he should compare the management's statement with these initialled documents. He will then append the following signed declaration at the foot of the management's statement:

"With reference to the above statement, I certify to the best of my knowledge and belief that (a) the basic gross rates of pay for civilian employees are within the authorized limits, (b) that I have satisfied myself that employees figuring on the payrolls have been paid and are "bone fide" employees of the hotel, (c) that the number of employees is not excessive, and (d) that the services and supplies included in the statement were authorized by me and that the quantity and quality thereof is fair and reasonable.

.....1944

.....Signature and Rank

- (b) As regards any emergency payments made out of ACC/AMG funds, the officer in charge of the hotel must accept full responsibility as to quantities, quality, prices or rates, arithmetical accuracy of bills, etc. as prescribed in Sub-accountants Instructions Nos. 1 and 2.
- (c) It is to be noted that if wages and salaries are paid out of ACC/AMG funds because the hotel management is unable to meet these expenses, no deductions will be made for social insurance contributions and no benefits (e.g. family allowance) payments will be made. However, if the employees are paid by the hotel management, social insurance contributions and benefit payments will be dealt with in accordance with Italian law as modified by Proclamations, etc.

RECEIVED

Estate Memo No. 23, this No. 24-25 Sept 24 (Cont'd)

- (d) Where Allied military rations are provided, five 900 per month will be deducted from the wage or salary of each employee, whether payment is made out of ACC/ANG funds or by the hotel management. However, where deductions for such rations are made by the hotel management, the amount of such deductions will be paid over by the management to the nearest ACC/ANG Sub-accountant and it will be the responsibility of the officer in charge of the hotel to see that payment is duly made; this procedure has retroactive effect.
- (e) It has been intimated that, wherever practicable, the former staffs of requisitioned hotels should be retained. However, should the existing staff to a hotel be obviously in excess of requirements, for example in the case of a hotel only partially occupied, it will be the responsibility of the officer in charge to see that an excessive number of employees is not retained on the payroll, whether payment is made out of ACC/ANG funds or by the hotel management. In these circumstances, it may not be practicable to keep the number of cooks, waiters and kitchen employees within the limits for messes set out in ACC Administrative Order No. 2 of 27 January 1944 and consequently the limits imposed by this Order are hereby relaxed in so far as messes in requisitioned hotels are concerned. Administrative Order No. 2 remains in effect so far as messes other than in requisitioned hotels are concerned.
- (f) Essential "war time" repairs should not be paid for by the hotel management, but should be made by the appropriate military organization (e.g. Royal Engineers) or be paid for, if properly authorized (see Establishment Memorandum No. 5 of 2 August 1944), out of ACC/ANG funds.
- (g) Public services such as water, electricity, etc. will be taken care of by the Comando Genio Militare Direct and consequently will not be paid either by the hotel management or out of ACC/ANG funds.
- (h) It is intended that bars should be operated as a separate unit either by the hotel management or the ACC/ANG Mess and therefore no expenses in connection therewith should be included in the monthly statement referred to in para. 11 above.
14. Regional Commissioners must report to the Chief accountant at ACC Headquarters the date as from which each hotel in their region has been requisitioned for ACC/ANG officers' billets and messes and indicate whether any expenses have had or will have to be paid out of ACC/ANG funds.

11/11/44
NORMAN E. FISKE,
Colonel, Cavalry.

to the nearest ACC/AMG fund. The officer in charge of the hotel to see that payment is duly made; this procedure has retroactive effect.

- (e) It has been intimated that, wherever practicable, the former staffs of requisitioned hotels should be retained. However, should the existing staffs of a hotel be obviously in excess of requirements, for example in the case of a hotel only partially occupied, it will be the responsibility of the officer in charge to see that an excessive number of employees is not retained on the payroll, whether payment is made out of ACC/AMG funds or by the hotel management. In these circumstances, it may not be practicable to keep the number of cooks, waiters and kitchen employees within the limits for messes set out in ACC Administrative Order No. 2 of 27 January 1944 and consequently the limits imposed by this Order are hereby relaxed in so far as messes in requisitioned hotels are concerned. Administrative Order No. 2 remains in effect so far as messes other than in requisitioned hotels are concerned.
- (f) Essential "war damage" repairs should not be paid for by the hotel management, but should be made by the appropriate military organization (e.g. Royal Engineers) or be paid for, if properly authorized (see Establishment Memorandum No. 5 of 2 August 1944), out of ACC/AMG funds.
- (g) Public services such as water, electricity, etc. will be taken care of by the Comando Genio Militare direct and consequently will not be paid either by the hotel management or out of ACC/AMG funds.
- (h) It is intended that bars should be operated as a separate unit either by the hotel management or the ACC/AMG Mess and therefore no expenses in connection therewith should be included in the monthly statement referred to in para. 11 above.

14. Regional Commissioners must report to the Chief accountant at ACC Headquarters the date as from which each hotel in their region has been requisitioned for ACC/AMG officers' billets and messes and indicate whether any expenses have had or will have to be paid out of ACC/AMG funds.

DISTRIBUTION:

"a"

(Plus 100 copies for the Accounting Sub-Section of Finance Sub-Commission)

Norman E. Fiske
NORMAN E. FISKE,
Colonel, Cavalry,
For the Executive Commissioner.

Regions: Army AMG's & Forward Regions

PATRIOT BRANCH
CIRCULATION SLIP

Date _____

FOLIO.....³.....) For information
Attachment.....) ~~For action~~

1	Major Drage	
2	Capt. Knell	PK
3	Capt. Glaspool	
X	Capt. Harris	122.10
	Capt. Rocco	

Remarks _____
_____ *file* _____

RESTRICTED

3 - OCT 1944

HEADQUARTERS
ALLIED CONTROL COMMISSION
(Establishments Branch)
AFC 394

27 September 1944

ESTABLISHMENT MEMORANDUM)

NUMBER 22)

ESTABLISHMENT OF MAINTENANCE, ROAD DIVISION,
TRANSPORTATION SUB-COMMISSION

1. A Maintenance Section has been established under the Road Division, Transportation Sub-Commission.

2. a. The Road Division will assume complete responsibility for supervision, control, organization and inspection of all vehicle maintenance (both TE & WE) to include both domestic and civil transport vehicles of this Headquarters and the Regions. This in no way relieves Regional Commissioners and Senior Officers of the responsibility of the supervision of maintenance of vehicles assigned to them.

b. To carry out this responsibility:

(1) All maintenance and operating personnel of this Headquarters and in the Regions operating or maintaining motor transport will be assigned to the Transportation Sub-Commission.

(2) All tools and equipment for maintaining these vehicles will be allocated by the Transportation Sub-Commission.

(3) The Transportation Sub-Commission will be responsible for garage allocation.

3. Responsibility of G-4 (See Annex "A" and "B" attached.)

4. Responsibility of other elements:

a. Headquarters Maintenance Officer will be responsible for the carrying out of the duties detailed in paragraph 2 (a) above. It is essential that all incidents, involving accountability of property be coordinated with G-4 (both American and British). (See Annex "A" and "B".)

b. Regional Maintenance Officers (Transportation Sub-Commission Officer) will be directly responsible for the maintenance of all vehicles within their respective Region; the supervising and training of personnel in maintenance and driving, and the continuous execution of preventive maintenance. He will make frequent technical inspection of all vehicles within his Region and bring about correction of all deficiencies noted.

c. Regional Commissioners will assume the usual "Commanding Officer" responsibility and supervision, as directed in U.S. AW 83 and AR 35-6640 and 670

ESTABLISHMENT OF MAINTENANCE, ROAD DIVISION,
TRANSPORTATION SUB-COMMISSION

1. A Maintenance Section has been established under the Road Division, Transportation Sub-Commission.
2. a. The Road Division will assume complete responsibility for supervision, control, organization and inspection of all vehicle maintenance (both TE & VE) to include both domestic and civil transport vehicles of this Headquarters and the Regions. This in no way relieves Regional Commissioners and Senior Officers of the responsibility of the supervision of maintenance of vehicles assigned to them.
 - b. To carry out this responsibility:
 - (1) All maintenance and operating personnel of this Headquarters and in the Regions operating or maintaining motor transport will be assigned to the Transportation Sub-Commission.
 - (2) All tools and equipment for maintaining these vehicles will be allocated by the Transportation Sub-Commission.
 - (3) The Transportation Sub-Commission will be responsible for garage allocation.
3. Responsibility of G-4 (See Annex "A" and "B" attached.)
4. Responsibility of other elements:
 - a. Headquarters Maintenance Officer will be responsible for the carrying out of the duties detailed in paragraph 2 (a) above. It is essential that all incidents, involving accountability of property be coordinated with G-4 (both American and British). (See Annex "A" and "B".)
 - b. Regional Maintenance Officers (Transportation Sub-Commission Officer) will be directly responsible for the maintenance of all vehicles within their respective Region; the supervising and training of personnel in maintenance and driving, and the continuous execution of preventive maintenance. He will make frequent technical inspection of all vehicles within his Region and bring about correction of all deficiencies noted.
 - c. Regional Commissioners will assume the usual "Commanding Officer" responsibility and supervision, as directed in U.S. AR 33 and AR 35-5640 and AR 650-15 and British W.D. Regulations.
5. Accountability (See Annex G-4 "A" and "B".)
6. All maintenance officers will establish maintenance channels for repair and evacuation within their respective scope of operations.

DISTRIBUTION:
"A"

Norman E. Fiske
NORMAN E. FISKE,
Colonel,
Establishment Officer.

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ANNEX "A" to
Etab Memo No 22, 27 Sept 44.

RESPONSIBILITIES OF G-4 (A)

1. Vehicle Records.

- a. G-4 (A) is responsible for the accountability for all U.S. Army vehicles (which includes requisitioned civilian vehicles) and Motor Maintenance equipment used by Allied Control Commission and 2675th Regiment.
- b. The Transportation Sub-Commission will turn over to G-4 (A) the complete records on all U.S. Army vehicles, motor maintenance, and accessories now in the possession of the Transportation Sub-Commission.
- c. A Property Book will be set up in each Region by the American Unit Transportation Officer in accordance with instructions contained in Circular 170, War Department, dated 24 July 1944. The American Unit Transportation Officer will be responsible and accountable for all such property within his unit.

- (1) The Property Book, which will be known as the "Unit Transportation Sub-Commission Property Book", will account for all U.S. Army vehicles and motor maintenance equipment other than 2675th Regimental T/E vehicles and equipment issued direct to Companies.
- (2) G-4 (A) will be notified in writing of the assignment and relief of the Transportation Officer so that a transfer of property on the Unit Transportation Property Book can be accomplished in accordance with Circular 170, War Department, dated 24 July 1944.
- (3) Reassignment of Tools and Equipment now charged to 2675th Regiment as T/E property will be made as directed by the Transportation Sub-Commission.
- (4) The reassignment and transfer of all U.S. Army tools and equipment will be accomplished by G-4 (A) as requested by the Transportation Sub-Commission. The Transportation Sub-Commission will furnish G-4 (A) a complete list of tools and equipment (American) now charged to the Transportation Sub-Commission.
- d. Reports of Survey or certificates will be prepared on damaged, lost or stolen vehicles, motor maintenance equipment or accessories by the American Transportation Officer in each unit and forwarded to G-4 (A). Ref. AR 35-6640.
- e. In case of salvage through an Ordnance Depot, a true copy of the Salvage Receipt of the old vehicle, and the Tally Out on the new vehicle, will be forwarded to G-4 (A).

2. Reports.

b. The Transportation Sub-Commission will turn over to G-4 (A) the complete records on all U.S. Army vehicles, motor maintenance, and accessories now in the possession of the Transportation Sub-Commission.

c. A Property Book will be set up in each Region by the American Unit Transportation Officer in accordance with instructions contained in Circular 170, War Department, dated 24 July 1944. The American Unit Transportation Officer will be responsible and accountable for all such property within his unit.

- (1) The Property Book, which will be known as the "Unit Transportation Sub-Commission Property Book", will account for all U.S. Army vehicles and motor maintenance equipment other than 2675th Regimental T/E vehicles and equipment issued direct to Companies.
- (2) G-4 (A) will be notified in writing of the assignment and relief of the Transportation Officer so that a transfer of property on the Unit Transportation Property Book can be accomplished in accordance with Circular 170, War Department, dated 24 July 1944.
- (3) Reassignment of Tools and Equipment now charged to 2675th Regiment as T/E property will be made as directed by the Transportation Sub-Commission.
- (4) The reassignment and transfer of all U.S. Army tools and equipment will be accomplished by G-4 (A) as requested by the Transportation Sub-Commission. The Transportation Sub-Commission will furnish G-4 (A) a complete list of tools and equipment (American) now charged to the Transportation Sub-Commission.

d. Reports of Survey or certificates will be prepared on damaged, lost or stolen vehicles, motor maintenance equipment or accessories by the American Transportation Officer in each unit and forwarded to G-4 (A). Ref. AR 35-6640.

e. In case of salvage through an Ordnance Depot, a true copy of the Salvage Receipt of the old vehicle, and the Tally Out on the new vehicle, will be forwarded to G-4 (A).

2. Reports.

a. Monthly Material Status Reports will be submitted by the Unit American Transportation Officer on forms furnished by G-4 (A), indicating status of equipment as of 1200 hours on the 10th of each month, so as to reach the office of G-4 (A) not later than 1200 hours on the 12th day of each month. This deadline must be met.

3. Supplies.

a. All American vehicles and motor maintenance equipment will be drawn through G-4 (A), this Headquarters.

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ANNEX "A" to
Estab Memo No 22. 27 Sept 44
(Cont'd)

b. All motor maintenance parts will be drawn on an exchange basis, direct from the nearest Ordnance Depot or the parts section of the Transportation Sub-Commission. Requisitions will be submitted to G-4 (A).

c. Unserviceable vehicles may be salvaged at any Ordnance Depot. Unserviceable American vehicles will not be turned into REME. Replacements may be drawn direct from the nearest Ordnance Depot. (See paragraph 1, Section E.)

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ANNEX "B" to
Etab Memo No 22, 27 Sept 41.

RESPONSIBILITY OF G-4 (BRITISH)

1. G-4 (British) will be responsible for records and major items of supply.
2. Records.
 - a. G-4 (British) will keep all records and prepare vehicles census of all W.D. vehicles in use in the Sub-Commission.
 - b. Vehicle Casualties: These will be rendered by G-4 (B) for all W.D. vehicles of the Commission.
 - c. Vehicle locations:
 - (1) Distribution of all vehicles to Regions, AMG Armies will be recorded by G-4. For this purpose whenever W.D. vehicles (other than W.E. vehicles) are moved from one part of the Commission to another, a copy of the movement order will be sent to G-4. W.E. vehicles will not be moved except on the instructions of G-4 Branch.
 - (2) Whenever any W.D. vehicles, whether on W.E. or not, are transferred from one part of the Commission to another, transfer and transferee will sign and exchange A.F.'s G.1033 and transferor will forward a third copy signed by both to G-4 (British).
3. Supply.
 - a. Vehicles:
 - (1) Except as provided in sub-paragraph (a) (2), no vehicles will be drawn by any Region, or other part of the Commission except on the instructions of G-4 Branch.
 - (2) AMG 8th Army are authorized to replace unserviceable British vehicles by vehicles of the same category through Army sources. They are not authorized to draw additional vehicles or replace a vehicle of one type by a vehicle of another type without G-4 sanction.
 - b. Equipment:
 - (1) Regions will be responsible for indenting for their own vehicle tools and spare parts.
 - (2) G-4 will indent for all G.1038 W.D. parts.

2. Records.

a. G-4 (British) will keep all records and prepare vehicles census of all W.D. vehicles in use in the Sub-Commission.

b. Vehicle Casualties: These will be rendered by G-4 (B) for all W.D. vehicles of the Commission.

c. Vehicle Locations:

(1) Distribution of all vehicles to Regions, AMG Armies will be recorded by G-4. For this purpose whenever W.D. vehicles (other than W.E. vehicles) are moved from one part of the Commission to another, a copy of the movement order will be sent to G-4. W.E. vehicles will not be moved except on the instructions of G-4 Branch.

(2) Whenever any W.D. vehicles, whether on W.E. or not, are transferred from one part of the Commission to another, transfer and transferee will sign and exchange A.F.'s G.1033 and transferer will forward a third copy signed by both to G-4 (British).

3. Supply.a. Vehicles:

(1) Except as provided in sub-paragraph (a) (2), no vehicles will be drawn by any Region, or other part of the Commission except on the instructions of G-4 Branch.

(2) AMG 8th Army are authorized to replace unserviceable British vehicles by vehicles of the same category through Army sources. They are not authorized to draw additional vehicles or replace a vehicle of one type by a vehicle of another type without G-4 sanction.

b. Equipment:

(1) Regions will be responsible for indenting for their own vehicle tools and spare parts.

(2) G-4 will indent for all G.1098 M.T. Equipment and LAD equipment authorized under Special List 94/1 and will issue same when received to Transportation Sub-Commission for allotment.

(3) G-4 will indent for M.T. First Aid Kits to scale and will issue them to Transportation Sub-Commission who will be responsible for keeping them replenished.

(4) If any major items of garage equipment are required, surplus to LAD scale, Transportation Sub-Commission will submit a special case to G-4 Branch for supply.

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ANNEX "B" to
 Estab Memo No 22, 27 Sept 44
 (Cont'd)

4. In order to carry out the above policy, the returns set out in Appendix "B" will be rendered to G-4 Branch by the parties set out in such appendix. All previous instructions as to returns to G-4 Branch are cancelled.
5. Administrative Instruction No. 3 of 18 April 1944 is cancelled and responsibility for vehicles will be as set out in paragraph 7.
6. Returns to be Rendered

Type of Return	Rendered by	Rendered to	Date
Return of all vehicles in possession of or under orders that have been issued from any British source other than G-4 or Transportation Sub-Commission and present locations.	All Regions, AMG Armies, Sections, Sub-Commissions of Branches.	G-4 (B)	
Vehicle Census Return (WE, Civilian Supply & Miscellaneous vehicles will all be shown but separately.)	Responsible officers named in Paragraph 7.	G-4 (B)	21st each month
Vehicle Casualties. Any vehicle lost, stolen, or otherwise struck off strength (e.g. Fire, accident, wear and tear.) No particular form is necessary but vehicle must be clearly identified. If BLR, cause must be stated and BLR certificate forwarded as early as possible.	Responsible officers named in Paragraph 7.	G-4 (B)	Within 24 hours

7. With effect from 1 October 1944 responsibility for recording and returns of all vehicles, whether WE, civilian or otherwise authorized, will be as follows:

6. Returns to be Rendered

Type of Return	Rendered by	Rendered to	Date
Return of all vehicles in possession of or under orders that have been issued from any British source other than G-4 or Transportation Sub-Commission and present locations.	All Regions, JMS Armies, Sections, Sub-Commissions of Branches.	G-4 (E)	
Vehicle Census Return (WE, Civilian Supply & Miscellaneous vehicles will all be shown but separately.)	Responsible officers named in Paragraph 7.	G-4 (E)	21st each month
Vehicle Casualties. Any vehicle lost, stolen, or otherwise struck off strength (e.g. fire, accident, wear and tear.) No particular form is necessary but vehicle must be clearly identified. If BLR, cause must be stated and BLR certificate forwarded as early as possible.	Responsible officers named in Paragraph 7.	G-4 (E)	Within 24 hours

7. With effect from 1 October 1944 responsibility for recording and returns of all vehicles, whether WE, civilian or otherwise authorized, will be as follows:

Responsible Officer	Vehicles for Which Responsible
Headquarters Commandant	- All British WE vehicles and Requisitioned vehicles in Hq Motor Pools or assigned to any official, sub-commission, etc., other than sub-commissions, etc., of which the Director is "Responsible Officer" as set out in this instruction. - Vehicles of Liaison Officers in Rome.

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ANNEX "B" to
 Eatab Memo No 22, 27 Sept 44
 (Cont'd)

Responsible Officer	Vehicles for Which Responsible
Director, Transportation Sub-Commission	1. All WE and Requisitioned Vehicles assigned to Transportation Sub-Commission. 2. All other vehicles (civilian supply, fire, etc.) assigned to Sub-Commission, Branches, etc., at Hq ACC.
SCAO's 5th & 8th Armies	All WE, civilian Supply & other vehicles working with respective armies, including vehicles of Displaced Persons and Repatriation Sub-Commission.
Regional Commissioners	1. All WE vehicles on charge to Region or Province. 2. All requisitioned cars requisitioned by or transferred to Region. 3. All civilian supply vehicles allotted to Region. 4. Any other W.D. vehicles working within the Region on civilian work of which notice is given to Regional Commissioner by G-4 Branch. 5. For maintenance only, any vehicle of Displaced Persons and Repatriation Sub-Commission working within the Region which notice is given to Regional Commissioner by the Sub-Commission
Displaced Persons and Repatriation Sub-Commission	All own vehicles except those working in army areas.

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22 SEP 1944

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. M.C. SECTION
AFC 594

Ref/10/4/CA.

18 September 1944

EXECUTIVE MEMORANDUM

NUMBER

00

APPOINTMENT OF MEMBERS A DISPLACED PERSONS SUB
COMMISSION & ITALIAN REFUGEE BRANCH

1. W.S.F. 23 September, 1944, the Internees and Displaced Persons Sub-Commission and Italian Refugee Branch will be reorganized and amalgamated and will be known as the Displaced Persons and Registration Sub-Commission. The new Sub-Commission will carry out functions and activities previously performed by the above Sub-Commission and Branch, and include reorganization.
2. Colonel C.D. Findley, C.B.E., M.C., is appointed Director and will carry out the reorganization.

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for
M.S. LUSH,
Brigadier,
Executive Commission.

Gen. Gumpel

Add. Det.

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18 September 1944

R.C. 41-C. SECTION
AEC 534

565/40/14/22.

EXECUTIVE MEMORANDUM
SUBJECT: 80

ORGANIZATION OF ITALIANS & DISPLACED PERSONS SUB
COMMISSION & ENGLISH REFUGEE BRANCH

1. W.O.I. 23 September, 1944, the Internees and Displaced Persons Sub-Commission and Italian Refugee Branch will be reorganized and unified and will be known as the Displaced Persons and Identification Sub-Commission. The new Sub-Commission will carry out functions and activities previously performed by the above Sub-Commission and Branch, and includes reactivation.
2. Colonel C.B. WADSWORTH, C.B.D., M.C., is appointed Director and will carry out the reorganization.

Her Supply Co

M.S. LUSH,
Director,
Executive Commission.

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Adm. Sec.

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HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. A.M.C. SECTION
APO 394

19 SEP 1944

Ref/366/176/DA.

13 Sept 1944

SUBJECT : Southern Region (Zones)

TO : Distribution below.

1. Southern Region, consisting of the Provinces of Campobasso and Foggia and the former Regions 2, 3 and 7, commenced operations on 28 August with Colonel C.E. Temperley, OBE, MC, as Regional Commissioner.

2. The Region has been organized into six Zones as follows:-

Zone

Bari (former Region 2
less Taranto)

Provinces.

Bari
Potenza
Matera
Brindisi
Lecce

Taranto (from Region 2)

Taranto

Naples (from Region 3)

Avellino
Benevento
Naples

Salerno (from Region 3)

Salerno

Foggia (from Region 5)
Hq. at Lecce

Campobasso
Foggia

Catanzaro (former Region 7)

Provincia Calabria
Cosenza
Catanzaro

NORMAN E. FISKE,
Colonel,
Deputy Executive

SUBJECT : Southern Region (Zones)

TO : Distribution below.

1. Southern Region, consisting of the Provinces of Campobasso and Foggia and the former Regions 2, 3 and 7, commenced operations on 28 August with Colonel C.E. Temperley, CBE, MC, as Regional Commissioner.

2. The Region has been organized into six Zones as follows:-

Provinces.

Dari
Potenza
Matera
Brindisi
Lecce

Taranto

Avellino
Benevento
Naples

Salerno

Campobasso
Foggia

Reggio Calabria
Cosenza
Catanzaro

NORMAN E. FISKE,
Colonel,
Deputy Executive
Commissioner.

Zones.

Dari (former Region 2
less Taranto)

Taranto (from Region 2)

Naples (from Region 3)

Salerno (from Region 3)

Foggia (from Region 3)
Re. at Lecce

Catanzaro (former Region 7)

DISTRIBUTION:

"C" Plus Group 2 List "A"

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