

0239

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

ACC

10000/125/44 4/PAT - ITA
FE

10000/125/44 4/PAT - ITALIAN CIVILIAN EMPLOYEES
FEB. 45 - OCT. 45

FILE

14/PAT

MINUTE SHEET No. 1.

DATE

PAGE

1.

Sgt Stokdale

Ref (350) Could you please take
up with G-1 (C) the question of
how much we pay an employee
who is only working half time?
N.P. 19/6

(2)

Ref (1)

Already done prior to engagement
19/6

MP.

19/6

HEADQUARTERS ALLIED COMMISSION
APO 394

G-1 Section Civilian Personnel

2 October 45 19.....

SUBJECT: Transfer.

TO : Patriots Branch - Civil Affairs Sect.
Brig. Carr

1. Reference your letter 4/PAT Dated 27 Sept. 45
2. Approval is granted for the transfer of Bassan, Lea
employed in Patriots Branch Sub-Commission, to Ital. Pris. of War
Sub-Commission.
3. Classification and wage rate to remain the same Interp/General
(Grade)
- at 4290 ~~xx~~ Plus L.B. lire per ~~xxx~~ month.

(Effective 1 Oct. 45)

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

+ No employee will be permitted to change from one Section to another without the
agreement of the respective employing Sections

Civ. Pers. Form 6

Nov. 44

Copy to. Ital. Pris. of War S/C
Internal Security
File.

2056

66A

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION
PATRIOTS BRANCH

Tel Ext 359

27 Sept 1945

Ref : 4/PAT

Subject : Civilian Employee Signorina Lea BASSAN

To : C - 1 (Civilian)

1. The services of the above named civilian will not be required by this Branch after 31 Sep 45 owing to the decrease in Patriots Branch work.
2. Italian Prisoners of War Sub Commission wishes to employ Signorina Bassan in the same grade, Interpreter General, and at the same rate of pay, I. 4290 per month plus bonus.
3. May approval please be given to this transfer w.e.f. 1 Oct. 45.

M. CARR, Brig,
VP CA Section.

HSE/mle.

2555

663

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION
PATRIOTS BRANCH

Tel Ext 350

Ref : 4/PAT

27 Sep 1945

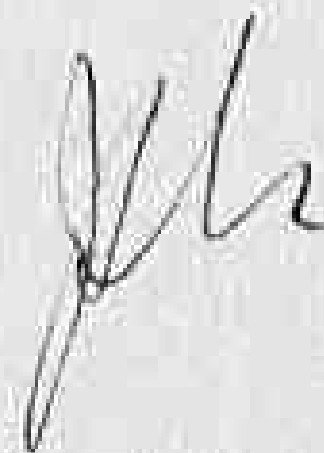
Subject : Civilian Needs

To : HQ Comdt.

Ref Daily Bulletin N. 269 dated 26 Sept.

Herewith Nominal Roll requested :

- | | | |
|----|--------------------------|-----------|
| 1. | Miss Lea VASSAR | L. 225,00 |
| 2. | Miss Maria Luisa CIRILLO | L. 225,00 |



M. CARR, Brig,
VP CA Section.

0295

785016

HEADQUARTERS
ALLIED COMMISSION

64A

CIVIL AFFAIRS SECTION
(SECTION)

APO 394

Patriots Branch

Reference: 4/PAT

Date: 24 September 1945

SUBJECT: Dismissal of Civilian Employees.

TO : Civilian Personnel Section, (Room II - GROUND FLOOR)
Headquarters, Allied Commission.

1. The following named employee of this Division will be dismissed with effect
from 1 October 45

Name of Employee: Gian DI ROBITANT

Classification : Sen. Adm. Asst.

Wage Rate : 74.80 plus bonus

2. Employee is being dismissed for the following reasons:

() Ceased operation.

() Inefficiency.

() Insubordination.

() Dishonesty.

() Security.

(x) Reduction in staff.

() Remarks The services of this employee are no longer required
as the work of this Branch has considerably decreased and will
decrease further.

3. Employee has been instructed to report to Civilian Personnel Section
25 Sept 45 for the purpose of obtaining required clearance.
(date)

Name: S.H. WHITE

Rank: Lt Col

Title: CSO C.A. Section

NOTE: This form must be submitted in duplicate.

63

4/ Dms.

HEADQUARTERS ALLIED COMMISSION
420 394
C-1 Section Civilian Personnel

12 September 1945

MEMORANDUM)
NUMBER 41)

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

1. Reference Appendix "A", C-1 Section Civilian Personnel Memorandum Number 7, dated 26 May 1945, and Appendix "H" per. 1b., AFHQ Administrative Memorandum Number 34, dated 29 June 1945.
2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, per authority contained in AFHQ Administrative Memorandum 25, dated 18 April 1945, the following changes effective 1 September 1945 are published for necessary action within the boundaries of Home Province.

APPENDIX "A"

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

(a) Adult Group

<u>Basic Wage</u>		<u>Max. Permissible bonus</u>	
		<u>lire per month</u>	
		<u>Male</u>	<u>Female</u>
Up to and including 3000 lire	4550 lire	3900 lire	3900 lire
From 3001 to 3100 lire	4520 lire	3870 lire	3870 lire
From 3101 to 3200 lire	4470 lire	3820 lire	3820 lire
From 3201 to 3300 lire	4420 lire	3770 lire	3770 lire
From 3301 to 3400 lire	4370 lire	3720 lire	3720 lire
From 3401 to 3500 lire	4320 lire	3670 lire	3670 lire
From 3501 to 5000 lire	4290 lire	3640 lire	3640 lire
From 5001 to 5100 lire	4220 lire	3570 lire	3570 lire
From 5101 to 5200 lire	4170 lire	3520 lire	3520 lire
From 5201 to 5300 lire	4120 lire	3470 lire	3470 lire
From 5301 to 5400 lire	4070 lire	3420 lire	3420 lire
From 5401 to 10000 lire	4030 lire	3360 lire	3360 lire
10001 lire and above	2730 lire	2405 lire	2405 lire

2333

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

NOTE: Statement at the rate of 104 lire per month will be paid to...

1. Reference Appendix "A", 5-1 Section Civilian Personnel Memorandum Number 7, dated 26 May 1945, and Appendix "B" par. 1b., AFHQ Administrative Memorandum Number 34, dated 20 June 1945.

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

APPENDIX "A"

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

(a) Adult Group

Basic Wage	Max. Permissible bonus lire per month	
	Male	Female
Up to and including 3000 lire	4550 lire	3000 lire
From 3001 to 3100 lire	4520 lire	3870 lire
From 3101 to 3200 lire	4470 lire	3820 lire
From 3201 to 3300 lire	4420 lire	3770 lire
From 3301 to 3400 lire	4370 lire	3720 lire
From 3401 to 3500 lire	4320 lire	3670 lire
From 3501 to 3600 lire	4290 lire	3640 lire
From 3601 to 3700 lire	4220 lire	3570 lire
From 3701 to 3800 lire	4170 lire	3520 lire
From 3801 to 3900 lire	4120 lire	3470 lire
From 3901 to 4000 lire	4070 lire	3420 lire
From 4001 to 4100 lire	4030 lire	3380 lire
From 4101 to 4200 lire	2730 lire	2400 lire
From 4201 to 4300 lire		
From 4301 to 4400 lire		
From 4401 to 4500 lire		
From 4501 to 4600 lire		
From 4601 to 4700 lire		
From 4701 to 4800 lire		
From 4801 to 4900 lire		
From 4901 to 5000 lire		
From 5001 to 5100 lire		
From 5101 to 5200 lire		
From 5201 to 5300 lire		
From 5301 to 5400 lire		
From 5401 to 5500 lire		
From 5501 to 5600 lire		
From 5601 to 5700 lire		
From 5701 to 5800 lire		
From 5801 to 5900 lire		
From 5901 to 6000 lire		
From 6001 to 6100 lire		
From 6101 to 6200 lire		
From 6201 to 6300 lire		
From 6301 to 6400 lire		
From 6401 to 6500 lire		
From 6501 to 6600 lire		
From 6601 to 6700 lire		
From 6701 to 6800 lire		
From 6801 to 6900 lire		
From 6901 to 7000 lire		
From 7001 to 7100 lire		
From 7101 to 7200 lire		
From 7201 to 7300 lire		
From 7301 to 7400 lire		
From 7401 to 7500 lire		
From 7501 to 7600 lire		
From 7601 to 7700 lire		
From 7701 to 7800 lire		

HEADQUARTERS ALLIED COMMISSION
AFO 394
9-1 Section Civilian Personnel

MEMORANDUM)
:)
NUMBER 10)

12 September 1945

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

1. Reference Appendix "A", 9-1 Section Civilian Personnel Memorandum Number 6, dated 15 May 1945, and Appendix "H", par. 1a., AFHQ Administrative Memorandum Number 34, dated 29 June 1945.
2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, per authority contained in AFHQ Administrative Memorandum Number 25, dated 18 April 1945, the following changes effective 1 September 1945 are published for necessary action by employing units of the Allied Commission located within the boundaries of Rome Province.

APPENDIX "A"

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

(a) Adult Group

	<u>Basic Wage</u>		<u>Max. Permissible bonus</u>	
	<u>Male</u>		<u>Female</u>	
Up to and including 120 lire	175		150	
From 121 -125 lire	172		147	
From 126 -130 lire	170		145	
From 131 -135 lire	167		142	
From 136 -165 lire	165		140	
From 166 -170 lire	162		137	
From 171 -175 lire	160		135	
From 176 -180 lire.	157		132	
181 and above	155		130	

(b) Juveniles (male and female), under 18 yrs of age may be paid a cost of living bonus up to 60 lire per day.

2532

1. Reference Appendix "A", 3-1 Section Civilian Personnel Memorandum Number 6, dated 15 May 1945, and Appendix "H", par. 1a., AFHQ Administrative Memorandum Number 34, dated 29 June 1945.

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

APPENDIX "A"

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

(a) Adult Group

Basic Wage

Up to and including 120 lire
From 121 -125 lire
From 126 -130 lire
From 131 -135 lire
From 136 -165 lire
From 166 -170 lire
From 171 -175 lire
From 176 -180 lire.
181 and above

Max. Permissible bonus

Lire per day

Male

Female

175 150
172 147
170 145
167 142
165 140
162 137
160 135
157 132
155 130

2552

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

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

W.P.H.
N.P. THEODORE
1st Lt. AGD
Acting G-1 (A)

DISTRIBUTION

"C"

60A

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

Tel No 489061
Ext 358

11 Sept 1945

Ref : A/PAT

Subject : Civilian Mems.

To : HQ Comdt.

Ref Daily Bulletin No 253 dated 10 Sept.

Herewith Nominal Roll requested :

- | | | |
|----|------------------------------------|-----------|
| 1. | <i>AV</i> Miss Lea BASSAN | L. 225.00 |
| 2. | <i>AV</i> Miss Maria Luisa CIRILLO | L. 225.00 |

Avd HSP 1/2

for

R.R. Temple Major
R. R. CRIFFS, Colonel,
Director,
Local Government Sub Commission.

/mlc.

2351

0301

59A

HEADQUARTERS ALLIED COMMISSION
APO 324
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

Tel. Ext 358
11 Sept 1945

Ref : 1/PAT
Subject : Reports of Injury or Death.
To : Civil Affairs Section

Ref Est Section letter dated 25 Aug 45 and your letter
3/3B/CA dated 10 Sept 45.

A HIL return is required.

58A

for
R. R. CRIPPS, Colonel,
Director,
Local Government Sub Commission.

/mlo.

2550

504

291

4.
11 SEP RecdHEADQUARTERS ALLIED COMMISSION
APO 594
CIVIL AFFAIRS SECTION

Pats

58A

3/5 B/GA

10 Sep 45

SUBJECT : Reports of Injury or Death

TO : All S/Cs

574.

- 1 Attention is drawn to Est. Sec. letter unnumbered of 25 Aug and in particular para 5 thereof.
- 2 This Section has received no report from you.

S.H. White
S.H. WHITE, Lt Col,
CSO CA Section

2549

294

11 SEP Recd

RESTRICTED

HEADQUARTERS
ALLIED COMMISSION
ESTABLISHMENT SECTION
APO 394

25 August 1945

SUBJECT : Report of Injury or Death

TO : Director, Local Government Sub-Commission, Hq Allied Commission

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

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

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

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

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

5. Negative reports are required.

BY COMMAND OF REAR ADMIRAL STONE:

C.M. PARKIN
Col, Inf
Actg Vice President

RESTRICTED

233
w/
5 SEP RecdHEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

Ref/G-1/Civ.Pers./992

5 September 1945

SUBJECT. Social Insurance.

TO .✓ Patriots Branch

1. Reference your 4/PAT dated 3 Sept 1945.

2. Attached hereto Form SI-1 to be handed to employee concerned, who in turn must present same to Italian Office (Istituto Cassa Malattia - Piazza Caprettari 70, Roma) for medical benefits and financial compensation as described in HQ AC, G-1 Civ.Pers. ltr. Ref./268 dated 8 January 1945. 2817

(1) Incl.
Form SI-1N.F. THEODORE
1st Lt. AGD
Ass't G-1 American.
J.H.P.

HEADQUARTERS ALLIED COMMISSION
AFG 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTIC BRANCH

Tel. Rtt. 358
3 September 1945

Ref : 4/PAT

Subject: Sickness Civilian Employees

To : G-1(Civilian)

1944 old jacket

Reference your Civ Pers/268 of 8 June 1945 it is reported that Mr. Gian di Robillant, Senior Admin. Asst is absent owing to sickness from today 3 September 1945.

PK

R. R. CRIFFS, Colonel
Director
Local Government Sub Com

/lb

22310

54A

HEADQUARTERS ARMED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

Tel No 489081
Ext 358

30th August 1945

Ref : 4/PAT
Subject : Civilian Means.
To : HQ Comdt.

RSE Daily Bulletin No 241 dated 29th Aug.

Herewith Nominal Roll requested :

- | | |
|----------------------------------|-----------|
| 1. Miss Les KASSAN 137 | L. 225,00 |
| 2. Miss Marie Jeanne CIRILLO 346 | L. 225,00 |

By 1450 4/11/45
Heath May

R.R. CRIPPS, Colonel,
Director,
Local Government Sub Commission.

/enc.

2545

0307

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

Tel Ext 358
13 August 1945

Ref : 4/PAT
Subject : Civilian Mess.
To : HQ Comdt.

Ref Daily Bulletin No 223 11 August
Herewith Nominal Roll requested :

- | | |
|--------------------------------|------------|
| 1. Miss Lea Bassan | L. 240 |
| 2. Miss Maria Lul a Cirillo/21 | L. 240 |
| | <u>480</u> |

Recd 4802
S. H. White
S.H. WHITE,
Lt Colonel
D/Director
Local Government Sub Commission.

/ mlo.

4162

HEADQUARTERS ALLIED COMMISSION

APO 394

LOCAL GOVERNMENT SUB COMMISSION

PATRIOTS BRANCH

Ref : 4/PAT

Subject : Civilianless.

To : HQ Comdt.

Tel Ext 358

13 August 1945

Ref Daily Bulletin No 223 11 August

Herewith Nominal Roll requested :

- | | |
|----------------------------------|------------|
| 1. Miss Lea Bassen / 21 | L. 240 |
| 2. Miss Maria Lui e Cirillo / 21 | L. 240 |
| | <u>480</u> |

Recd 4/2/45
W. H. White
W. H. White

S.H. WHITE,
Lt Colonel
D/Director
Local Government Sub Commission.

/ mlc.

20/4/45

ALLIED FORCE HEADQUARTERS

APO 512

ADMINISTRATIVE MEMORANDUM)

10 AUG Recd

NUMBER

38)

2 August 1945

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

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

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

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

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

BY COMMAND OF FIELD MARSHAL ALEXANDER;

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

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

N. F. T.

DISTRIBUTION

"D"

R E S T R I C T E D

2543

0310

10 AUG 1945

RECEIVED

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Ans

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ALLIED FORCE HEADQUARTERS

APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER

37)

31 July 1945

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

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

1. Paragraphs 1a and 1b are rescinded.
2. Paragraphs 6b and d are rescinded and the following substituted therefor;

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

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

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

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

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

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

1. Paragraphs 1a and 1b are rescinded.
2. Paragraphs 6a and c are rescinded and the following substituted therefor:
 - "6. b. The following provisions are generally applicable throughout Italy, Sicily and Sardinia at the discretion of District, Base Section or equivalent commanders for the territory under their control.
 - (1) Italian Civilians directly employed by the Allied Forces may be paid, in addition to the amounts established in paragraph 4 above, all or part of a cost-of-living bonus as set forth in Appendix "A" hereto.
 - (2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of eight (8) hours work if paid on a daily basis; 26 days work if paid on a monthly basis; or 30 days work in the case of Hotel, Mess and Club employees. The cost-of-living bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for overtime pay and female differential.
 - (3) In the case of an employee who does not work a full pay period the proportion of the bonus which may be paid is to correspond with the proportion of basic wages, excluding overtime, earned during that period."

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

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

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

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

RECEIVED

25012

HEADQUARTERS ALLIED COMMISSION
APO 394
Establishment Section

Ref/106/EST

1 August 1945

SUBJECT: Leave, Civilian Employees

TO : See Distribution

1. The following rules concerning leave, and travel in connection therewith, are applicable to all Allied civilian employees of AC/AMG:

- a. The concurrence of the section or sub-commission personnel and administrative officer will be required prior to the submission of the leave form to this office. If leave is desired outside the vicinity of Rome, the proper request for orders (request for travel or assignment orders) must be submitted through the normal channels, stating in the blank provided for complete statement of the mission the following purpose: "authorized leave of absence". Travel will not be requested by ATC aircraft or rail unless accompanied by a statement to the effect that cost of the travel will be borne by the individual. Individual motor transport, except travel by the regular courier services, will not be requested, although if the individual transport is scheduled to the destination of the individual, this office has no objection, except as laid down by Ltr. Ref. 550/118/EC, Office of the Executive Commissioner, subject "Travel to Northern Towns", dated 21 June 1945.

b. Employees who travel contrary to regulations do so at their own risk. Ignorance of the law and/or regulations cannot be considered an excuse.

c. Orders will not be requested for secretarial employees to travel unless concurred in by the Section concerned. Anyone travelling on leave outside the Rome Area without proper military orders is subject to

1. The following rules concerning leave, and travel in connection therewith, are applicable to all Allied civilian employees of AC/AMG:

- a. The concurrence of the section or sub-commission personnel and administrative officer will be required prior to the submission of the leave form to this office. If leave is desired outside the vicinity of Rome, the proper request for orders (request for travel or assignment orders) must be submitted through the normal channels, stating in the blank provided for complete statement of the mission the following purpose: "authorized leave of absence". Travel will not be requested by ATC aircraft or rail unless accompanied by a statement to the effect that cost of the travel will be borne by the individual. Individual motor transport, except travel by the regular courier services, will not be requested, although if the individual transport is scheduled to the destination of the individual, this office has no objection, except as laid down by Ltr. Ref. 550/118/EC, Office of the Executive Commissioner, subject "Travel to Northern Towns", dated 21 June 1945.
- b. Employees who travel contrary to regulations do so at their own risk. Ignorance of the law and/or regulations cannot be considered an excuse.
- c. Orders will not be requested for secretarial employees to travel unless concurred in by the Section concerned. Anyone travelling on leave outside the Rome Area without proper military orders is subject to disciplinary action which means placing the individual in a "leave without pay" status.
- d. Prior to departure from Rome, arrangements must be made in advance for messing and billeting by the individual. The Army does not accept this responsibility.

Ltr. File 106/EST, 1 August 1945, Cont'd

2. Travel orders will not be granted for secretarial employees to proceed on temporary duty away from their assigned posts unless the request therefor is accompanied by a detailed explanation of the necessity for the travel.
3. Travel orders will not be issued to locally-employed civilians for leave purposes.

BY COMMAND OF REAR ADMIRAL STONE:

C. M. PERKIN,
Colonel, Inf.
Actg Vice President

OFFICIAL:

J. L. Jones

J. L. JONES,
Colonel
Executive Officer (B)

DISTRIBUTION

"A"

0316

49A

HEADQUARTERS ALLIED COMMISSION
APO 594
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

Ref. Ext. 321
30 July 1945

Ref : 1/2AT
Subject: Civilian Mess
To : HQ Comdt.

273 H Aug

Ref Daily Bulletin No. 210 of 29 July 1945.

Herewith Nominal Roll requested:

- | | | | |
|------------------------------|-----|---------|-----|
| 1. Miss Maria Latica Cirillo | 3/5 | L. 225- | 240 |
| 2. Miss Lea Danson | 1/6 | L. 225- | 240 |

PR

S. H. WILLS,
Lt. Colonel,
D/Director,
Local Government Sub Com.

Recd. 4/30/45
4/30/45

/lb

0.62

845 4 Rnd LSA
ALLIED [REDACTED] COMMISSION
INTER-OFFICE MEMORANDUM

SUBJECT: Forms-Request for Personnel

FILE No.

TO: ☒ Patriots Branch S/c.

23 July

1945

1. Attached forms (Civ Pers Form 18) forwarded to your Section for future use as prescribed in ltr Civ Pers No. 892 dated 13 July 1945.

2. ^{44A} Additional forms may be obtained from this office.

As for
N.P. THEODORE
1st Lt. AGI
Ass't G-1 (A)

2539

HEADQUARTERS

ALLIED COMMISSION

(SECTION)

A P O 394

Reference No.

Date

SUBJECT: Request for Civilian Personnel.

TO : G-1 (A) Section Civilian Personnel.

1. Request that this office be assigned the following civilian personnel;

Proposed Grade

Total Required

LIST NECESSARY QUALIFICATIONS; Male ☐ Female ☐

(When requesting personnel in the grade of Junior Administrative Assistant or any higher position CIV PERS FORM 2 will be used and attached as an inclosure to this form.)

2. Applicants should be referred for interview to on the floor.

3. In compliance with your Ltr Civ Pers No. 892 dated 13 July 1945, may the below listed civilian be referred to this section for possible employment in the event that no suitable applicants are available;

Name

Address

Phone No.

SUBJECT: Request for Civilian Personnel.

TO : G-1 (A) Section Civilian Personnel.

1. Request that this office be assigned the following civilian personnel:

Proposed Grade

Total Required

LIST NECESSARY QUALIFICATIONS: Male ☐ Female ☐

(When requesting personnel in the grade of Junior Administrative Assistant or any higher position CIV PERS FORM 2 will be used and attached as an inclosure to this form.)

2. Applicants should be referred for interview to on the floor.
3. In compliance with your Ltr Civ Pers No. 892 dated 13 July 1945, may the below listed civilian be referred to this section for possible employment in the event that no suitable applicants are available;

Name

Address

Phone No.

Name:

Rank:

Designation:

Civ Pers Form 18
July 45

778

/4

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HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

16 July 1945

Ref Civ Pers/396

Subject. Civilian Employment

To. All Concerned.

1. Attention of all employing sections of this Headquarters is invited to AFHQ Administrative Memorandum No. 34 of 29 June 1945.
2. Wage rates and cost of Living Bonus scales as contained in this headquarters G-1 Section Civilian Personnel Memorandum Nos 6,7,8, and 9, as will prevail in so far as they relate to civilians employed within the boundaries of Rome Province.

46A



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

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ALLIED FORCE HEADQUARTERS
APO 512

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ADMINISTRATIVE MEMORANDUM

NUMBER 34) 29 June 1945

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

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

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

1. Definitions - For the purpose of this memorandum the follow-
ing definitions apply:

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

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

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

3. Recruitment

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

b. British Installations and Units - Applications for

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

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

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

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

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

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

3. Recruitment

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

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

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R E S T R I C T E D

ARMO Memo No. 34 (cont'd)

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

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

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

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

- a. Ufficio del Lavoro
- b. Camere del Lavoro
- c. Unioni Industriali
- d. Local Sub-Committee, as authorized in ARHQ Administrative Memorandum Number 25, 1245.

BY COMMAND OF FIELD MARSHAL ALEXANDER;

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

3 Inclosures:
Appendices "A", "B", "C", "D", "E", "F", "G", "H", and "I"

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G-1 Section Civil Pers, 5 July 1965

M. F. T.

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"D"

rate above may be paid under paragraph (1) above.
b. No allowances are payable under paragraph (1) above if rat-
ions are provided in kind, or under paragraph (2) if quarters are
provided.

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

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

BY COMMAND OF FIELD MARSHAL ALEXANDER;

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

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

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C-1 Section Civ Pers, 6 July 1945

N. E. T.

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R E S T R I C T E D

Assistant Manager	3000	5000
Assistant Waiter	2500	2800
Barran	3500	4500
Cashier	2500	3600
Cook Head	2900	5500
Cook	2700	4050
Dish Washer	2500	2800
Handyman	2500	2800
Housekeeper (female)	2400	3400
Laundry Hand (male)	2700	3500
Linenkeeper, Linen Hand (female)	2100	3400
Manager	3300	6500
Orderly (British Mess)	2500	3000
Waiter, Head	3000	5000
Waiter	2700	3700
Waitress	2200	3100
Juveniles (male & female under 18 yrs)		
all grades		1500

- NOTES
1. All rates subject to a deduction of 30 lire per day where meals are provided.
 2. The standard working day for Hotel, Mess & Club employees is 12 hours, and no overtime will normally be paid unless a legal collective contract, existing before 1 September 1942, can be produced and verified by 10/2/43. This only applies to the Hotels which are taken over and where the management is responsible for the entire administration and supply of labor, and not the Hotels, Messes and Clubs which are requisitioned and direct labor employed by the armed Forces.
 3. The rates for Messes and Clubs will apply to the whole of Italy, and no increase is therefore payable in respect of Rome Province.

2333

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

NOTES

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

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

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

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

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

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

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

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

NOTES

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

