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

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ACC G 4 - ADMINISTRATIVE INSTRUCTIONS
AP 1944

File

HEADQUARTERS
ALLIED CONTROL COMMISSION
OFFICE OF G-4
APC 394

18 April '44

COPY NO 42

ADMINISTRATIVE INSTRUCTION No 3

W.D. Vehicles (British).

1. With effect from May 10th 1944, all vehicles on British War Establishment of the Allied Control Commission will be the responsibility for maintenance, recording and returns of one of the following:-

Headquarters Commandant, Regional Commissioners, S.C.A.O. Army, Director of Internees and Displaced Persons Sub-Commission. (Each referred to as the responsible officer).

2. Responsible officers will arrange for the maintenance of the vehicles set out below by May 18th 1944. All officials and Sub-Commissions holding vehicles specified in column 2, will render a return in the form shown in Appendix hereto, to the Responsible officer, as set out in Column 1, not later than 5 May '44.

Responsible officer	Vehicles for which responsible.
Headquarters Commandant.	- All vehicles in Motor Pools at Naples and Salerno, or assigned to any official, or Sub-Commission, at H.Q. Main or H.Q. Rear. - Vehicles of Liaison Officers in Naples and Salerno. - Vehicles of Region VIII.
S.C.A.O. 5th Army.	All vehicles with A.M.C. 5 Army including C.A.S. & Transportation Section (CAS) Vehicles with I.C. A.A.I. (Main H.Q.)
S.C.A.O. 8 Army.	All vehicles with 8 Army.
Regional Commissioner, Region 1.	All vehicles in Sicily.
Regional Commissioner, Region 2.	All Regional vehicles, any vehicles of A.C.C. I.C. at 2 District H.Q.
Regional Commissioners Regions 3, 4, 6 & 7.	Own vehicles only.
Region 5.	Own vehicles.
Displaced Persons Sub-Commission.	Vehicles of Italian Refugees Branch at Forth.
	Own vehicles except any at Naples or Salerno.

Only British vehicles are the subject of this order.

returns of one of the following:-

Headquarters Commandant, Regional Commissioners, S.C.A.C. Army, Director of Internees and Displaced Persons Sub-Commission. (Each referred to as the responsible officer).

2. Responsible officers will arrange for the maintenance of the vehicles set out below by May 18th 1944. All officials and Sub-Commissions holding vehicles specified in column 2, will render a return in the form shown in Appendix hereto, to the Responsible officer, as set out in Column 1, not later than 6 May '44.

Responsible officer	Vehicles for which responsible.
Headquarters Commandant.	- All vehicles in Motor Pools at Naples and Salerno, or assigned to any official, or Sub-Commission, at H.Q. Main or H.Q. Rear. - Vehicles of Liaison Officers in Naples and Salerno. - Vehicles of Region VIII.
S.C.A.C. 5th Army.	All vehicles with A.M.G. 5 Army including C.A.S. & Transportation Section (CAS) Vehicles with L.C. 4.A.I. (Main H.Q.)
S.C.A.C. 8 Army.	All vehicles with 8 Army.
Regional Commissioner, Region 1.	All vehicles in Sicily.
Regional Commissioner, Region 2.	All Regional vehicles. Any vehicles of A.C.C. L.C. at 2 District H.Q.
Regional Commissioners Regions 3, 4, 6 & 7.	Own vehicles only.
Region 5.	Own vehicles.
Displaced Persons Sub-Commission.	Vehicles of Italian Refugees Branch at Foggia.
	Own vehicles except any at Naples or Salerno.

Only British vehicles are the subject of this order.

3. Census of vehicles returns on May 21st 1944, and following months, will only be rendered by the Officers set out in Para 1, who will include all vehicles for which they are responsible. A certificate will be rendered with such return on the 21st May '44 only that such vehicles have been recorded and are included in the return.

4. Vehicles remain allotted to officers, or Sub-Commissions as at present, but Sub-Commissions and Officers will please ensure that the maintenance programme laid down by the responsible officer, including allowing the vehicle off the road for one day a week, is carried out.

By Command of LIEUT. GENERAL MASON MACPHERSON.

S. J. Miller
S. J. MILLER.
Major, R.A.
Col.

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

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

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HEADQUARTERS
ALLIED CONTROL COMMISSION
OFFICE OF G-4

3 April 1945

COPY NO.

AN INSTRUCTIVE INSTRUCTION NO. 1.

(British Stores & Equipment - accounted for)

The following method of accounting for Stores, Equipment etc. drawn from British sources will be adopted throughout Allied Control Commission and Allied Military Government.

Lieut. (G-4) E. Howlands, G-4 Branch, H.Q., A.C.C. will, in the near future, visit Headquarters of Regions and A.C.C. Offices with a view to advising and where necessary, assisting in all matters relating to accounting procedure. It will be appreciated if every help is given to this Officer during his visits.

1. INVENTS

All invents for stores, equipment and materials must be plainly marked with the Unit's reference number and correct code nation, in all cases the Region must be shown (see example below).

As a guide, Region 4 will be quoted in the following method of accounting:-

(-) Clothing, Equipment and Accommodation Stores.

See rate Invent Books (H.Q. G. 994) and Ledgers with blank headings (A.C.C. 485) must be kept for all items enumerated above, the invents to run consecutively in each case as follows:-

EXAMPLE

UNIT'S NO.	DATE	FOR	ITEMS	COG NO.	COG DATE NO.
74/CIO/1	1/4/44	FOR	ITEMS	COG NO.	COG DATE NO.
(a)					

UNIT
(Show address for correspondence)

Unit Collecting.

Headquarters Region 4, A.C.C.
(b)

(a) It will be seen that under the heading UNIT'S NO. appears 74/CIO/1 which is an abbreviation for Region 4 Clothing Invent No. 1.

(b) The correct address for correspondence must in all cases be shown

Abbreviations for Equipment and Accommodation Stores should read as follows:-

1. INVENTS

All invents for stores, equipment and ordnance must be plainly marked with the Unit's reference number and correct location, in all cases the location must be shown (see example below).

As a guide, Region 4 will be noted in the following method of accounting:-

(a) Clothing, Equipment and Accumulation Stores

Equipment Invent (A.F. 8.94) and Bundles with blank headings (A.F. 465) must be kept for all items enumerated above, the Invent to run consecutively in same case as follows:-

EXAMPLE

UNIT'S NO.	DATE	NO. OF STORES	ACCUMULATION STORES	ARMY FORM G.994
R4/CLO/1	1/1/44	1	1	
(a)				

UNIT

(Enter address for communication)

Headquarters Region 4. A.F.

(b)

ADDRESS FOR STORES

Unit Collecting.

(a) It will be seen that under the heading UNIT'S NO. appears R4/CLO/1 which is an abbreviation for Region 4 Clothing Invent No. 1.

(b) The correct address for communication must in all cases be shown.

Abbreviations for Equipment and Accumulation Stores should read as follows:-

EQUIPMENT
R4/3/1

Invents to be numbered consecutively under this heading.

ACCUMULATION STORES
R4/1000/1

Invents to be numbered consecutively under this heading.

2. METHOD OF ACCOUNTING

Invents are normally made out on A.F. 8.94 for all items required from Ordnance sources, one copy being retained in the Unit file for reference. Three files should be kept for each separate heading as follows:-

3211

FILEFILE1. CLOTHING ISSUES

All copies of Issues submitted to A.P.O.S. and ~~any~~ ^{any} ~~any~~ ^{any} relating to same must be kept in this file for reference.

2. CLOTHING RECEIPTS

All receipt vouchers to be kept in this file. These vouchers should be given a receipt voucher number, the first one to read CLO/IV/1 abbreviation for CLOTHING RECEIPT VOUCHER NO. 1.

All items on this receipt voucher must be immediately entered on the receipt side of the Clothing Ledger (A.P. 165).

3. CLOTHING ISSUES

This file should only contain A.P. 1179 - Individual Issues of Clothing and Necessaries, and in the event of bulk issues to detachments or other Units A.P. G. 1033 - Receipt and Issues Voucher to be filed.

A.P. 1179 cover the following individual issues:-

(i) Clothing and Necessaries issued to replace unserviceable articles (O.Rs. only).

(ii) First Initial Issues to O.Rs. only.

(iii) Issues on Repayment - O.Rs.

A.P. P. 1954 (Articles on repayment) will be signed by the soldier concerned and an entry made in his A.P. 64 Part II showing amount charged, which will be signed by the Officer Commanding, these forms are accounted for as follows:-

A.P. P. 1954 to be completed in quadruplicate. At the end of each calendar month three copies are forwarded to Command Paymaster for onward transmission to Regimental Paymaster's concerned. The quadruplicate copy to be retained in file for reference, together with the supporting A.P. 1179. All issues on A.P. 1179 will be totalled at the end of the month, given a issue voucher number and totals entered on the issue side of Clothing Ledger (A.P. 284 or 165).

(iv) Issues on repayment - Officers

In all cases A.P. 3225 (Officers issues on repayment) must be completed and the officer's signature obtained. ONE COPY ONLY TO BE COMPLETED. In addition A.P. 1179 will be completed in duplicate, both copies be signed by the officer. At the end of each calendar month the A.P. 1179 will be given an issue voucher number which in turn will be quoted on the relevant A.P. 3225 for

3.

CLOTHING ISSUES

This file should only contain A.P. H.1179 - Individual issues of Clothing and Necessaries, and in the event of bulk issues to detachments or other Units A.Ps. G.1033 - Receipt and Issues Voucher to be filed.

A.P. H.1179 cover the following individual issues:-

(i) Clothing and Necessaries issued to regular unserviceable articles
(O.Rs. only).

(ii) First Initial Issues to O.Rs. only.

(iii) Issues on Repayment - O.Rs.

A.P. P.1954 (Articles on repayment) will be signed by the soldier concerned and an entry made in his A.P. G.1033 Part II showing amount charged, which will be signed by the Officer Commanding, these forms are accounted for as follows:-

A.P. 1954, to be completed in quadruplicate. At the end of each calendar month three copies are forwarded to Command Paymaster for onward transmission to Regimental Paymaster's concerned. The quadruplicate copy to be retained in file for reference, together with the supporting A.P. H.1179. All issues in A.P. H.1179 will be totalled at the end of the month, given an issue voucher number and totals entered on the issue and of Clothing Ledger (A.P. 284 or 105).

(iv) Issues on repayment - Officers

In all cases A.P. G.3225 (Officers issues on repayment) must be completed and the officer's signature obtained. ONE COPY ONLY TO BE COMPILED. In addition A.P. H.1179 will be completed in duplicate, both copies to be signed by the officer. At the end of each calendar month the A.P. H.1179 will be given an issue voucher number which in turn will be quoted on the relevant A.Ps. G.3225 for the current month. The original copy of A.P. H.1179 together with A.Ps. G.3225 will then be forwarded to:-

The Command Paymaster.

The duplicate copy of A.P. H.1179 will be retained in the Unit's file for reference, total issues being entered in the issue side of the Clothing Ledger (A.P. 284 or 105).

4. EQUIPMENT INDENTS

All copies of Indents submitted to A.D.O.S. and correspondence relating to same will be kept in this file for reference.

...../3

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ContentFILE5. EQUIPMENT RECEIPTS

All Receipt Vouchers to be numbered consecutively i.e., in the case of the first receipt voucher it should read thus:-

ES/RV/1 which is an abbreviation for EQUIPMENT RECEIPT VOUCHER NO. 1.
All items received on receipt voucher should immediately entered on the Receipt side of Equipment Ledger (A.B.165)

6. EQUIPMENT ISSUES

The same procedure as in Clothing Issues, except that all issues will be entered on the issue side of Equipment Ledger (A.B.165).

7. ACCOMMODATION STORES - INVENTS

All copies of Inventories submitted to A.B.D.O.J. and correspondence relating to same will be kept in this file.

8. ACCOMMODATION STORES - RECEIPTS

All receipt vouchers to be numbered consecutively i.e., in the case of the first receipt voucher it should read thus:-

ACC/RV/1 which is the abbreviation for ACCOMMODATION STORES RECEIPT VOUCHER NO. 1. All items on receipt voucher should immediately be entered on receipt side of Accommodation Store Ledger (A.B.165).

9. ACCOMMODATION STORES - ISSUES

This file normally contains copies of A.F. C.1013 (Issue and Receipt Vouchers) of items of accommodation stores which have been returned to Ordnance or issued to other Units, all such issues should be entered on the Issue side of Accommodation Store Ledger (A.B.165). Items issued within the Region etc. should be signed for on A.B.108.

3. A.F.C.1098 EQUIPMENT

There is now only one Global A.F.C.1098 Book which covers all Regions, A.M.C., 5 & 8 Armies and H.Q. A.C.O. Main and Rear.

It will be the responsibility of this H.Q. to distribute to Regions according to existing needs, therefore, with the exception of personal equipment all requirements of A.F.C.1098 Equipment will be applied for through this Headquarters only.

IF NO CIRCUMSTANCES WILL REGIONS SEC INVENT DIRECT ON THEIR ORDNANCE FOR ITEMS OF A.F.C.1098 EQUIPMENT.

All items of A.F.C.1098 Equipment held by Regions will be taken on Ledger charge (A.B.165), items in excess of requirements will be reported to this H.Q.

7. ACCOMMODATION STORES - RECEIPTS

All copies of receipts submitted to A.D.O.C. and correspondence relating to same will be kept in this file.

8. ACCOMMODATION STORES - RECEIPTS

All receipt vouchers to be numbered consecutively i.e., in the case of the first receipt voucher it should read thus:-

100/IN/1 which is the abbreviation for ACCOMMODATION STORES RECEIPT VOUCHER NO. 1. All items on receipt voucher should, immediately be entered on receipt side of accommodation store ledger (A.D. 105).

9. ACCOMMODATION STORES - ISSUES

This file normally contains copies of A.F. G. 1033 (Issue and Receipt Vouchers) of items of accommodation stores which have been returned to Ordnance or issued to other units, all such issues should be entered on the issue side of accommodation store ledger (A.D. 105). Items issued within the Region etc. should be signed for on A.D. 103.

3. A.F. G. 1098 EQUIPMENT

There is now only one Global A.F. G. 1098 Scale which covers all Regions, A.M.C., 5 & 8 Armies and 16.03. A.C.G. Main and Rear.

It will be the responsibility of this H.Q. to distribute to Regions according to existing needs, therefore, with the exception of personal equipment all requirements of A.F. G. 1098 Equipment will be supplied through this Headquarters only.

IN NO CIRCUMSTANCES WILL REGIONS ETC. INVENT DIRECT ON THEIR ORDNANCE FOR ITEMS OF A.F. G. 1098 EQUIPMENT.

All items of A.F. G. 1098 Equipment held by Regions will be taken on Ledger charge (A.F. G. 103), items in excess of requirements will be reported to this H.Q. from whence disposal instructions will be issued. In no circumstances will H.Q. return items of A.F. G. 1098 Equipment to Ordnance or issue same to any other unit without first obtaining authority from this Headquarters.

4. ARMED STORES

It is essential that Regions etc. maintain a register of all **3240** Stores held by personnel of the Region.

This register should contain Number, Rank, Name, of Officer or O.R. showing Number, Type, Mark, and make of pistol or rifle in possession, in addition Binoculars, Goggles and Watches G.S. in possession should be shown if drawn from Army stores. All such items must be taken on charge by the Region concerned and in the event of an officer being posted away checked in, such items will be vouchered over to the unit he joins. In the event of O.R. being posted away from the Region, full particulars of arms held will be shown on A.D. 1157 and struck off the Register. Full particulars will be obtained of all arms held, so that items of arms etc. can be immediately entered in this register.

4. (Cont'd)

The above procedure will greatly assist in reducing the daily returns of Warlike Stores to this Headquarters.

5. PETROL, OIL AND LUBRICANTS ACCOUNTING.

In the event of a Requisition etc. becoming self-accounting i.e. when supplies of petrol, Oil and Lubricants are drawn from R.A.S.C. sources in bulk, the following accounting system will be adopted.

- (i) Demands for POL on Demos will be made on O i/c Supplies on A.T.S. 328 (General Service Requisition), or an equivalent demand. This will be prepared in duplicate, the original being receipted and handed to the O i/c Supplies and the duplicate being stamped by the Officer i/c Supplies with his office stamp indicating that the issue has been made. The duplicate will then be returned to the Unit. Each such demand will be signed by an officer and will be receipted by an A.S.C. not below the rank of Sergeant.
- (ii) A statement of receipts, issues in daily bill notes will be kept on A.S.G. 3512 (P.O.L. account) or an equivalent manuscript form. A separate form will be kept for each Pump or Store to enable a Stock-Check to be taken at any time.
- (iii) A.S.G. 825 (P.O.L. Issue Voucher) or equivalent pro-forma will be kept in original only, and will be issued daily for recording on statement of receipts, issues, etc. (A.S.G. 3512) to the Unit Office.
- (iv) At the end of each month A.S.G. 442 and the average A.P.C. for the month worked out as in United Kingdom. In addition A.S.G. 3512 (or equivalent) will be totalled and filed for a period of three months, together with the separate documents for receipts and issues.
- (v) At the end of each week all Transport Work Tickets will be withdrawn from Drivers and totals thereon recorded in Vehicle Log Book (A.S.G. 442).

6. BRITISH RATIONS - METHOD OF ACCOUNTING.

Accounts for rations are submitted on A.S. 55 (in duplicate) to R.A.S.C. in duplicate, giving total number of officers and other ranks in mess at time of submission. Great care must be taken with the compilation of this return in order to ascertain that no uncertainty over withdrawals exists. In order to ensure this it is essential that a Daily Casualty Return is submitted to the Supply Officer in duplicate and a duplicate of both Officers and Other Ranks. A register will be kept by the Supply Officer showing all personnel on the strength of the Requisition which will be amended as and when necessary, so that overdrawals of Rations can be indicated, or vice-versa, in the case of underdrawals.

7. COMPLETION OF A.T.S. 1157.

Officer i/o Supplies with his office stamp indicating that the issue has been made. The duplicate will then be returned to the Unit, which such demand will be signed by an Officer and will be receipted by an N.C.O. not below the rank of Sergeant.

- (iii) A statement of receipts, issues or daily balances will be kept on M.F. 3512 (P.O.L. Account) or an equivalent manuscript form. A separate form will be kept for each Plug or Store to enable a Stock-Check to be taken at any time.
- (iv) M.F. 3525 (P.O.L. Issue Voucher) or equivalent pro-forma will be kept in original only, and will be issued daily for recording on statement of receipts, issues, etc. (M.F. 3512) to the Unit Office.
- (v) At the end of each month M.F. 412 and the average M.F. 3512 for the month worked out in United Kingdom. In addition, M.F. 3512 (or equivalent) will be totalled and filed for a period of three months, together with the separate documents for receipts and issues.
- (vi) At the end of each week all Transport Work Tickets will be withdrawn from Drivers and totals thereon recorded in Vehicle Log Book (M.F. 412).

6. BRITISH RATIONS - METHOD OF ACCOUNTING.

Accounts for Rations are submitted on M.F. 35 (in duplicate) to P.O.L. in duplicate, giving total number of rations in the ranks in Mess at the of submission. Great care must be taken with the completion of this account in order to ascertain that no uncertainty or errors are made. In order to this it is essential that a Daily Quantity Return is submitted to the Supply Officer on arrival and departure of both Officers and Other Ranks. A register will be kept by the Supply Officer showing all personnel on the strength of the Battalion which will be updated as and when necessary, so that overdrawals of rations can be indicated, or vice-versa, in the case of underdrawals.

7. COMPLETION OF M.F. 1157.

- All Other Ranks posted to a Region etc. should be in possession of M.F. 1157. In all cases a Kit Inspection will be held at the first available opportunity and the kit inspection of the soldier will be checked against the relative M.F. 1157. If the M.F. 1157 of the soldier is not to hand, a temporary M.F. 1157 will be made out, and deficiencies made up.
- KIT INSPECTIONS WILL BE CARRIED OUT BY OFFICERS ONLY, WHO SHOWS-CAUTIONS AND ARTICLES WHICH ARE UNCOMMUNICABLE, WHICH WILL BE EXCHANGED BY THE SUPPLY OFFICER.
- If the original M.F. 1157 should come to hand after the arrival of the soldier at the station, the temporary M.F. 1157 can be compared with the original and any observations made accordingly.
- 8. All arms and ammunition will be kept in the P.L. Stores, these will be properly labelled by the individual concerned.

...../5.

1. General

- 3 -

2. ARMY STORES AND ACCOUNTS

If not already in possession of the following, they are applicable to British recruitment, Accounts etc. are requested to insert on the nearest Summary Depot to enable Lieut. T. Rowlands to assist in these matters.

Items Required

6 A.B. 105	-	Leaf or without printed headings.
3 A.C. 106 109	-	
3 A.C. 106 109	-	Indexed
12 A.T. 109	-	Index for Ordnance Stores.
6 A.T. 1033	-	Issue and Receipt Voucher.
25 A.T. 1075	-	Record of Clothing, Equipment Issues.
10 A.T. 1054	-	(P.P.S.) Issues in Deployment O.R.
50 A.T. 1055	-	Officers Issue in Deployment.
5 A.T. 108	-	Issue of 10/11.
5 A.T. 105	-	Index for A.C. 106, 109.
50 A.T. 1057	-	Transfer of Clothing, Equipment etc. O.R.

A small stock of the above Army Books and Forms will be carried by Lieut. Rowlands to supply Regions who are unable to obtain same but it would be appreciated if every endeavour is made to obtain them as there is insufficient to supply all.

10. RETURNS

All returns previously called for by this office are cancelled and the following are substituted.

Returns will be submitted at 15th of each month and forwarded to reach this office not later than 21st of each month. (This instruction will be adhered to 14A instructions detailed on Form will be 14B/1).

- (1) CENSUS FORM 45B - Monthly Census of Warlike Stores.
- (11) 1.2. FORM 45B - Census of Office Machinery.
- (111) MONTHLY CENSUS OF "B" VEHICLES.

RESPONSIBILITY FOR RETURN

- (a) All returns in para. 2 above will be consolidated and rendered by Headquarters Regions and A.C. 106, 109, 1075 in respect of their Headquarters, Sub-Commissions and Detachments.
- (b) H.Q. Commandants, Main and Rear H.Q.s. Will be responsible for the submission of return (111) above in respect of vehicles of their pools.
- (c) O.C. British Detachment, Headquarters, Allied Central Commission will be responsible for rendition of Monthly Census of Warlike Stores in respect of all British Other Ranks of Main and Rear Headquarters, and

- 50 Hqs. 3225 - Officers Issue in Regiment.
- 5 Hqs. 102 - Issued on 10/11/44.
- 5 Hqs. 55 - Issued on 10/11/44.
- 20 Hqs. 1157 - Transfer of Cistern, Equipment etc. O.Rs.

At mail attack of the above Army Base and Base will be carried by Lieut. Rowland to supply Regions and the whole to be the same but it would be represented if every endeavour is made to obtain them as there is insufficient to supply all.

10. RETURNS

All returns previously called for by this office are cancelled and the following are substituted.

Returns will be submitted as at 15th of each month and forwarded to reach this office not later than 25th of each month. (This instruction will be returned to all instructions received on 1/1/45 will be ignored).

- (i) Census Form 45B - Monthly Census of Vehicle Stores.
- (ii) H.Q. Form 45B - Census of Office Machinery.
- (iii) Monthly Census of "V" Vehicles.

RESPONSIBILITY FOR RETURN

- (a) All returns in p. 1.2 above will be consolidated and rendered by Headquarters Regions and H.Q. units in respect of their Headquarters, Sub-Commissions and Detachments.
- (b) H.Q. Commandants, Main H.Q. Rear H.Q. will be responsible for the submission of return (iii) above in respect of vehicles of their pools.
- (c) C.C. British Detachment, Headquarters, Allied Control Commission will be responsible for rendering of Monthly Census of Vehicle Stores in respect of all British Other Ranks of Main and Rear Headquarters, and all items held in U.S. Stores.
- (d) H.Q. Commandant, Rear Headquarters will render return (i) and (ii) in consolidated in respect of all officers of strength of Sub-Commissions and Departments of Rear H.Q. In addition return (ii) will also be consolidated by H.Q. Commandant Rear H.Q. in respect of all Sub-Commissions and Departments of Rear H.Q.
- (e) Sub-Commissions and Departments of Main H.Q. Allied Control Commission will be the subject of a further instruction in respect of return (ii) and return (i) in so far as the latter affects officers of their departments.

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(4) PERCENT "UP" (VARIABLE STOCK AND LOCATION RETURN)

1. The Department will use the following codes and H. J. Commentants Main and the following will submit Appendix "H" (vehicle strength and location return) in triplicate direct to the H. J. of their local office. The Department will use the following codes and H. J. Commentants Main and the following will submit Appendix "H" (vehicle strength and location return) in triplicate direct to the H. J. of their local office.

This person will now be paid at 12¢ of each month. And must reach A.D. 60, by 50¢ of each month.

H. R. 10000 ... 6. Harmon will return former copies of this
from H. R. 10000 ... 6. H. R. 10000 ... 6. H. R. 10000 ... 6.
will check against H. R. 10000 ... 6. H. R. 10000 ... 6.

BRIGGS, A. - *VENTURA COUNTY COLLEGE*

Headquarters Memphis,, advises that H.Q. Commandants Arin and Reet H. Os. will be responsible for submission of Vehicle Casualty Reports to this office in respect of vehicles in their area. This return MST be submitted within 24 hours of casualty occurring, if necessary by cable. Confirmation to follow by post.

[illegible]

THE ABOVE MATTERS WILL BE VERY INTERESTING READ TO THE OFFICE BY
THEY WILL BE VERY INTERESTING.

Erthelien

S. J. HILL,
MAYOR, NEW

0606