

1576

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

ACC

10000 1134 1174

SOUTHERN

Oct. - Dec

10000 11341174

SOUTHERN REGION - STAFF MEMORANDUM

Oct. - Dec 1944

HEADQUARTERS
SOUTHERN REGION, ALLIED COMMISSION
APO 394, U.S. Army

STAFF MEMORANDUM

NUMBER

STAFF ORGANIZATION

Adjutant	30 December 1944
Asst. Asst.	
Asst. Asst.	

1. With effect 1 January 1945, certain changes in the staff organization of Southern Region. The main purpose of this reorganization will be to bring the staff work of Southern Region more in line with present practices in Rome, and with the other Regions formed or forming in Central and North Italy.

2. a. The word "Section" will be used, as in H.Q. Allied Commission, to distinguish the broad division between the Civil Affairs and Economic Sections. The various technical branches will be known as Divisions. They will always be grouped in their respective sections.

Civil Affairs Section

Education Division

Local Government Division

Legal Division

Monuments, Fine Arts and
Archives Division

Public Health Division

Public Safety Division

Economic Section

Agriculture Division

Communications Division

Economics and Supply
Division

Finance Division

Labor Division

Public Works and Utilities
Division

Transportation Division

b. Local Government, and Monuments, Fine Arts and Archives, are not represented in Southern Region H.Q. Matters affecting these two divisions will be referred to JAR Comdr LAWRENCE.

c. The Communications Sub-Commission in Rome is an independent Sub-Commission. In Southern Region, for convenience, it will be regarded as within the Economic Section.

d. The Economics and Supply Division will comprise the Sub-Divisions of Economics, Food, Commerce and Industry.

e. Property Control is a Sub-Division of Finance.

3579

staff organization of Southern Region. The main purpose of this reorganization will be to bring the staff work of Southern Region more in line with present practices in Rome, and with the other Regions formed or forming in Central and North Italy.

2. a. The word "Section" will be used, as in H.Q. Allied Commission, to distinguish the broad divisions between the Civil Affairs and Economic Sections. The various technical branches will be known as Divisions. They will always be grouped in their respective sections.

<u>Civil Affairs Section</u>		<u>Economic Section</u>
Education Division		Agriculture Division
Local Government Division		Communications Division
Legal Division		Economics and Supply Division
Monuments, Fine Arts and Archives Division		Finance Division
Public Health Division		Labor Division
Public Safety Division		Public Works and Utilities Division
		Transportation Division

b. Local Government, and Monuments, Fine Arts and Archives, are not represented in Southern Region H.Q. Matters affecting these two divisions will be referred to Mr. Condr LAMERCA.

c. The Communications Sub-Commission in Rome is an independent Sub-Commission. In Southern Region, for convenience, it will be regarded as within the Economic Section.

d. The Economics and Supply Division will comprise the Sub-Divisions of Economics, Food, Jobs, and Industry.

e. Property Control is a Sub-Division of Finance.

3579

3. It is NOT intended to establish 14 of the two Sections, occupying positions analogous to those of the Vice-Presidents at H.Q. Allied Commission. There may, however, be occasions when the Regional Commissioner will ask the senior officer of each Section to speak on behalf of the whole Section.

4. The work now carried out by the Assistant's Office will be divided and simplified. Below the Executive Officer will be two officers (not necessarily of the same rank); one will be the Staff Officer (Administration), the other the Staff Officer (Secretariat).

5. a. The detailed division of duties between these two officers is shown on attached appendix. (Sent only to officers concerned.)
- b. Briefly, the Staff Officer (Administration) will be concerned with all administrative matters affecting personnel and material, American, British and civilian, on the strength of Southern Region. He will coordinate, as may be necessary, the work of the Company Commander, Company "C," 2675th Regiment, and the Commander, British Detachment, Southern Region.
- c. Civilian truck transport will continue to be operated by the Transportation Division.
- d. The Staff Officer (Secretariat) will be responsible for the proper organization of all office work at Regional Headquarters.
- e. The style "Headquarters" will not be used; "Commander, British Detachment" will be used instead.
- f. The style "Adjutant" will only be used when it is necessary to give effect to U.S. regulations.
- g. Nothing in this reorganization will alter the present direct correspondence between Company "C" and H.Q. 2675th Regiment, and between Commander, British Detachment, and 7-1 and 7-4 British, H.Q. Allied Commission.
6. It will be clear that the work of these two officers (Administrative and Secretariat) must be carefully coordinated. A Staff Conference will be held two weeks after the initiation of the scheme, to discuss progress and any improvements suggested by experience.

J. K. DUNLOP,
Brigadier,
Regional Commissioner.

DISTRIBUTION:

Each Zone Commissioner	2
Each Division	2
Administrative Officer	2
Secretariat	5
CO, Co "C"	2
H.Q. Br. Det.	2
H.Q. Allied Comm.	5
File	1

HEADQUARTERS
2 NOV 1944
A. C. C.

HEADQUARTERS
SOUTHERN DISTRICT, UNITED STATES ARMY
HQ 35th, 113th Army

ADJ. 2229

File

Adjutant	MP
Asst. Asst.	
Asst. Asst.	
Chief Clerk	RLC

30 October 1944

STAFF MEMORANDUM
VARIABLE 3)

Discipline, Supervision, and Control of A. C. C. Commission Officers.

1. The Chief of Staff has ruled that the Regional Commissioner will be responsible for the discipline of all A. C. Officers in the Region and for the general supervision and control of their work.

2. This responsibility is delegated to Zone Commissioners in respect of all A. C. Officers whose activities are confined more or less to the Zone concerned. Officers with inner spheres of action will come under Region HQ.

3. The ruling does NOT apply, of course, to HQ A. C. Officers visiting the Region on duty.

4. Officers on duty in this Region, other than HQ A. C. Officers on official visits, will conform to the following rules:

a. They will report to the Regional Commissioner on their arrival in the Region. If, as necessary, they go direct to a distant Zone, they will report to the Zone Commissioner. Similarly they will report to the Regional or Zone Commissioner on their departure.

b. Changes of location of such officers will normally take place on Regional Movement Orders. If HQ A. C. Movement Orders are received direct by the officer, he will, of course, carry out the order promptly, but before doing so, he must inform his Zone Commissioner, who will inform Regional Headquarters.

c. Presumably all communications to such officers on important policy matters will be routed through Regional HQ, but if the officer receives communication on such matters direct, he will supply a copy promptly to the Zone Commissioner for the transmission to this HQ.

d. The Officer will supply the Zone Commissioner with one copy of every message or letter on important policy which he dispatches, and will keep in general contact with the Zone Commissioner.

e. The Officer may sign his letters as a member of his Sub-Commission, but this does not mean his signature. If he requires the wider

Commission Officers.

1. The Chief of Staff has ruled that the Regional Commissioner will be responsible for the discipline of all AC Officers in the Region and for the general supervision and control of their work.

2. This responsibility is delegated to Zone Commissioners in respect of all AC Officers whose activities are confined more or less to the Zone concerned. Officers with their spheres of action will come under Region HQ.

3. The ruling does NOT apply, of course, to HQ AC Officers visiting the Region on duty.

4. Officers on duty in this Region, other than HQ AC Officers on official visits, will conform to the following rules.

a. They will report to the Regional Commissioner on their arrival in the Region. If, of necessity, they go direct to a distant Zone, they will report to the Zone Commissioner. Similarly they will report to the Regional or Zone Commissioner on their departure.

b. Changes of location of such officers will normally take place on Regional Movement Orders. If HQ AC Movement orders are received direct by the officer, he will, of course, carry out the order promptly, but before doing so, he must inform his Zone Commissioner, who will inform Regional Headquarters.

c. Presumably all communications to such officers on important policy matters will be routed through Regional HQ, but if the officer receives communication on such matters direct, he will supply a copy promptly to the Zone Commissioner for the transmission to this HQ.

d. The Officer will supply the Zone Commissioner with one copy of every message or letter on important policy which he dispatches, and will keep in general contact with the Zone Commissioner.

e. The Officer may sign his letters as a member of his Sub-Commission if this has been his practice. If he requires the wider authority conferred by signing for the Zone Commissioner or for the Regional Commissioner, he must consult the Commissioner concerned before doing so.

f. Zone Commissioners will be responsible for coordinating the work of such officers with the other activities of the Zone and such officers will be careful not to take any steps, technical or otherwise, which may have effects outside the spheres of his own activities without obtaining the prior approval of Zone Commissioner.

3578

5. It is NOT desired to interfere in any way with an AC officer in carrying out his normal duties. The job is the important thing. But an AC officer working in the Region must realize that, unless the Regional Commissioner and Zone Commissioners are kept constantly and promptly advised on all important matters, they will be unable to exercise supervision and control in accordance with the Chief of Staff's instruction or, for that matter, to help the officer in his job by use of their wider authority and more ample resources.

6. In short, all AC officers working in this Region are to be built into the Regional team, with all the responsibilities and whatever advantages that may entail.

Clive E. Trapeley
CLIVE E. TRAPELEY,
Colonel,
Regional Commissioner.

CET/bb

cc. 40 to Headquarters Allied Commission, CHIEF OF STAFF for distribution to Heads of Sections and Independent Sub-Commissions.

Adjutant	
Asst. Asst.	MP
Asst. Asst.	
Chief	PX

HEADQUARTERS
SOUTHERN REGION, ALLIED COMMISSION
APO 394, U. S. Army

EST Sec.
2217

30 October 1944

Adjutant
JCC

STAFF MEMORANDUM)

NUMBER 2)

Transport Organization

1. Regional and Zone Commissioners will be responsible for the documentation, operation, maintenance and garaging of all AC vehicles, whether WD, TE, requisitioned or civil supply, within their Region or Zone and for personnel employed in connection therewith on the following basis:

a. DOCUMENTATION: The requisitioning Officer (for requisitioned vehicles) The Company Commander (for American TE, WD vehicles), the HQ Commandant (for British WD vehicles) and the Transportation Officer (for civil supply vehicles) will hold the respective vehicles on their charge. They must be kept advised by Zone Commissioners (through the Executive Officer) of all changes of station and casualties of vehicles. The responsibility of the Requisitioning Officer, the Company Commander and the HQ Commandant in respect of vehicles ends there.

b. OPERATIONS: The Commissioner concerned will be in charge of all operations through such officers as he may appoint.

c. MAINTENANCE, GARAGING and PERSONNEL: The Transportation Officers at Region HQ or in Zones will be responsible to their Commissioner for the maintenance and garaging of all vehicles and will be in charge of all personnel employed in connection with operation, maintenance and garaging.

2. A new "Maintenance Section" of the Road Division, Transportation Sub-Commission has been established at HQ AC and is charged with the technical supervision, control, organization and inspection of the maintenance of the vehicles in AC/AMG. Their channel of communication on technical matters will be through the Regional Transport Officer to the Regional Maintenance Officer (Mr. Gross).

Clive E. Temperley
CLIVE E. TEMPERLEY,
Colonel,
Regional Commissioner.

DISTRIBUTION:

"B"

Copy to Chief of Staff, Headquarters Allied Commission.

3577

GET/bb

1385