

Declassified E.O. 12356 Section 3.3/NND No. 785021

ACC

10000/141/473
(2ND)

OFFICE
JUNE

10000/141/473
(2ND)

OFFICE EQUIPMENT, STATIONERY, PUBLICATIONS, ETC.
JUNE 1945 - OCT. 1946

1949

Declassified E.O. 12356 Section 3.3/NND No. 785021

MINISTERO DELLE CORPORAZIONI

Carte carbone - forniture precedenti

1950

Declassified E.O. 12356 Section 3.3/NND No. 785021

10000

141

4773

THIS FOLDER
CONTAINS PAPERS
FROM JUNE 1945
TO OCT. 1946
CATALOGUE-

AC. HQ. SIGNAL OFFICE
Telephone Service

TO

Local Gov't.No. 174

Telephone	No. of Inst.	Type
<u>286</u>	<u>One</u>	<u>S</u>

RECEIVED BY

3492R. T. W. W.MARKET F. BROWN JR.
1st Lt. C. A.
AC. Signal Officer

DATE

Oct. 18, 1946

for.

HEADQUARTERS ALLIED COMMISSION
APO 794
CIVIL AFFAIRS SECTION

AC/6/5/2/16.

Tel : 457

SUBJECT : Door signs.

18 October 1946

TO : HQ Commandant (Office Space Section).

1. In view of the change in our office location and the merging of this Section with the Office of the Executive Commissioner w.e.f. 20 October, the following new set of door signs is required :

CAPT. J. V. VELLA

a)

OFFICE OF THE
EXECUTIVE COMMISSIONER

b)

COL. G. FAVA

c)

OFFICE OF
THE EXECUTIVE
COMMISSIONER

CLERKS

2. It will be appreciated if the above signs will be supplied to this Section, room 28, 3rd floor, as soon as possible.

3491

J. V. Vella

J. V. VELLA

Captain

Civil Affairs Section

/W

9290

HEADQUARTERS UNITED COMMISSION
APO 794
CIVIL AFFAIRS SECTION

AC/6/5/2/1C.

Tel : 286

SUBJECT : Repair of typewriter.

27 September 1946

TO : Office Space Section.

Will you please send a typewriter repair-man to this Section, Room 27, 5th Floor, to repair Imperial typewriter 2105401 which often tears the paper when the carriage is pushed back.

Truett Wells
J. T. VELA
Captain 3490
Civil Affairs Section

WV/

NOTE—Whenever practicable this voucher must accompany the stores

ISSUE AND RECEIPT VOUCHER.

20 SEP 1946

Army Form G 1033
(in books of 100)Issue
voucher No. 19445

Account

Date account
commences

For Office Stamp

To be completed
by Consignee

No. of sheets in voucher

Sheet No.

Receipt voucher No.

Account

Date account commences

Issued by LOCAL GOV'T SUPPLY (Lester A. H. AC)

To: (Lester A. H. AC)

Authority: (Lester A. H. AC)

Date and mode of conveyance

Carrier's or Convey Note No. and Date

Ledger Folio (1)	Cat. or Part No. (2)	DESIGNATION Section or Sub-Section (3)	Total number or quantity (4)	Description and marks on packages (5)	For Store Depot use only						Value (11)		
					S. (6)	R. (7)	D. (8)	U. (9)	Rate (10)		£	s.	d.
		TYPE WRITER IMPERIAL											
		Nos. Z 065507											
		Z 070690									34	89	
		Receipt											
		(For the above mentioned 2 typewriters											
		returned to B-4 on 19/IX/1946)											

Of consignor on original and triplicate, and of consignee on duplicate.
† Part No. to be completed in the case of M.T. or other technical stores.R.H. GREEN
SECOND ARY
SNDGLester A. H. AC
(Signature of consignor or consignee)

IF USED BY ORDNANCE OFFICERS AS AN ISSUE VOUCHER, TONNAGE TO BE ENTERED ON REVERSE

HEADQUARTERS ALLIED COMMISSION
APO 724
Civ 1 Affairs Section

AC/6/3/2/ 14

Tel. 286.

SUBJECT : Office machinery - location.

9 August 1946

To : Headquarters Allied Commission C.M.F.

1. Reference your AC/103/1/2 of August, we have checked the office machinery in our possession according to G-4, (B) Branch, and confirm that the four typewriters mentioned by you are actually in our possession, i.e.

U.S. Office Machinery

Typewriters

Imperials 12" No Z. 065507
No Z. 070690
No Z. 109401

Purchased Property Machinery

Olivetti No 539639 (not No 332539 as stated by you)

2. None of these typewriters are surplus to our present requirements as they are all in actual use.

WV/CC

JVV
J. V. VELLA
Capt.
Civ 1 Affairs Section.

3488

CERTIFIED TRUE COPY.

Tel. No. : ROME 489081, Ext. 436.

Headquarters,
Allied Commission (ITALY)
C.M.F.

Subject : Office Machinery - Location.

Ref : G-4/103/1/2.

6 August 1946.

Local Government Sub-Commission.

1. It is desired that a physical check be made of Office Machinery in your possession, accountable to G-4 (B) Branch, and which according to our records is as follows:-

W.D. Office Machinery

Typewriters

Imperial 12" No. Z.065507
No. Z.070690
No. Z.105401

Purchased Property Office Machinery

Olivetti No. 339639

2. Please confirm in writing, not later than 16 August 1946, that the a/m machinery is actually in your possession, or advise what differences exist, if any.

3. Please indicate at the same time if any of this machinery is surplus to your present requirements.

Signed

R.M. GREEN
R.M. GREEN,
S. Comd., ATS
DAQMG

3487

*Answer delivered
on 19/8/46*

STATIONERY REQUEST TO H.Q. SUPPLIES

LOCAL GOVERNMENT SUB COMMISSION

Section or Sub-Commission

25/VII/1946

Date

Floor	5th	Room	27	Tel.	286	ITEMS	UNIT	Amount Requested	Amount Issued
						Blotting Paper - 2 reams <i>medium</i> 3" x 9 3/4"	<i>sheet</i>	2 reams <i>sheet</i>	10
						Clay (paste)	<i>bottle</i>	1 bottle	1
						Clay brush		1	1
						File fasteners (only 18 of fibre)	<i>box</i>	100	2
						Pencils, black H. 2	<i>box</i>	8	8
						Paper clips, large	<i>box</i>	100	3
						Paper clips, small	<i>box</i>	100	1
						Pins, small	<i>cone</i>	200	1
						Rubbers, soft	<i>box</i>	2	2
						Staples for staplers	<i>box</i>	1 box	1
						Typing paper, normal size, thick	<i>ream</i>	1 packet	1
						" " " " thin	<i>ream</i>	1 packet	1
						" " large size, thick	<i>ream</i>	1 packet	1
						" " " " thin	<i>ream</i>	1 packet	1
						V.D. envelopes, large		10	10
						" " small		50	50
						Wrapping paper	<i>yard</i>	10 ft	10

3486

RECEIVED THE IN COLUMN

"AMOUNT ISSUED"

James H. McPherson
Signature & Rank Captain

OK

PERSONNEL IN SECTION

U. S. Military VII

British Military MLCivilian Office Employees 3

NOTE - Read Reverse Side

3486

1. Fill in all Blank Spaces except column "Amount - Issued".
2. List items alphabetically.
3. Signature of officer is "Required"
4. Submit request for two week periods as follows:
Submit on the 10th Draw on the 20th
" " " 25th " " 5th
5. Submit in "Duplicate".

*NOTE: If either day falls on a Sunday or Holiday, change schedule to following day:

HEADQUARTERS ALLIED COMMISSION
APO 794
LOCAL GOVERNMENT SUB COMMISSIONS

10/6/5/2/1E

19 July 1946.

SUBJECT : Distribution of Documents.

TO : See distribution below.

1. Wof 22 July, it is requested that the Branches etc. of this Hq named over-leaf will strike this S/C off their distribution lists for the documents also mentioned over-leaf. On and after a/m date no further distribution should be made to this S/C.

C/O
C.G.R. WILLIAMS
Major
Local Government Sub Commission

CGRW/an

To: Adjutant
O.C. British Detachment
Message Centre
PRO

3425

9135

<u>Title of document</u>	<u>Issuing office</u>
1. Daily Bulletin	Adjutant.
2. Special Orders	
3. Daily Routine Orders	O.C. British Detachment
4. Establishment Memorandum	
5. Executive Memorandum	
6. Executive Orders	
7. General Orders	Message Centre
8. General Routine Orders	
9. U.N.R.R.A. Economic Notes	
10. Italian Official Gazette	
11. Hq AG Monthly Report	
12. Italian Daily Papers	
13. AG Weekly Bulletin	P.R.O.
14. Daily Digest of Rome Press	

Page 0008

1952
 "LIST OF DOCUMENTS RECEIVED PERIODICALLY BY LOCAL GOVERNMENT SUB COMMISSION." 1A

<u>Title of document</u>	<u>Issuing office</u>
1. Daily Bulletin	A Nicholas Piombino, CWO, USA, Asst. Adjutant
2. Special Orders	A Adjutant
3. Daily Routine Orders	A Nicholas Piombino, CWO, USA, Asst. Adjutant
4. Establishment Memorandum	R.V. Dudley-Clarke, Capt. O.C. British Detachment, H.Q. Allied Commission, C.M.F.
5. Executive Memorandum	G.M. Parkin, Colonel, Inf. Executive Officer (A) Office of the Chief Commissioner
6. Executive Orders	Message Centre Office of the Executive Commissioner
7. AC Weekly Bulletins	Ellery W. Stone, Rear Admiral, USNR, Chief Commissioner
8. General Orders	Public Relations Branch, HQ AC APO 794
9. General Orders	L.C. Jayes, Major-General, U. S. Army, Chief of Staff, Headquarters Mediterranean Theater of Operations, United States Army.
10. General Routine Orders	Richard B. Bullock, Major, Adjutant, Headquarters 2675th Regiment Allied Commission APO 794
11. U.N.R.R.A. Economic Notes	Lieut.-General Sir William D. Morgan, K.C.B., D.S.O., M.C., Commander-in-Chief Central Mediterranean Forces
12. Daily Digest of Rome Press	Public Relations Division, U.N.R.R.A., Italy Mission
13. Italian Official Gazette	HQ AC Public Relations Branch
14. HQ AC Monthly Report	Message Centre, HQ AC
15. Italian Daily Papers	L.W. Hind-Smith, Lt Col. Office of the Executive Commissioner
14. AC Weekly Bulletin	Message Centre, HQ AC.
15. Daily Digest of Rome Press	

PRO

3484

Note: Documents issued by the same office have been marked in red with the same letter.

AG. HQ. SIGNAL OFFICE
Telephone Service

TO Local Gov't. ³⁹¹

NO 95

Telephone	No. of Inst.	Type
319	TWO	S

RECEIVED BY: 483

R. Towheto, Exec.

MARLEY R. BROWN Jr.
1st. Lt. C.E.
AG. Signal Office

DATE July 24, 1946

for

HEADQUARTERS ALLIED COMMISSION
APO 794
LOCAL GOVERNMENT SUB COMMISSION

15/2
AG/6/LG

Tel. 286

SUBJECT : Repair of filing cabinet

18 July 1946

TO : Office Space Section

Will you please arrange for the repair of a filing cabinet in this Office, Room 27, 5th Floor. One of the drawers has come apart and cannot be used in its present condition.

ww/rm

C.G.R. WILLIAMS
Major
Local Government Sub-Commission

3482

6/5/46
AC. HQ. SIGNAL OFFICE
Telephone Service

16 JUL 1946
TO Local Gov't.

No. 93*(on Major Williams' room)*

Telephone	No. of Inst.	Type
314	One	S

RECEIVED BY 3481

DATE July 16, 1946

P. Toney Etc.
MARLEY R. BROWN Jr.
1st Lt. C.E.
US Signal Officer

289A

STATIONERY REQUEST TO HQ. SUPPLY

Local Government Sub-Commission

10 July 1946

Date

Section or Sub-Commission

286

Tel.

27

Room

5th

Floor

ITEMS

	UNIT	Amount Requested	Amount Issued
X Blotting Paper - 2 sheaves	2 sheaves	2	2
X Cloy (paste)	1 bottle	1	1
X Cloy brush	1	1	1
Diaries 1946	2	2	2
Drawing paper for charts	10 yards	10	10
Folders, green	10	10	10
Ink, red	1 bottle	1	1
X Pencils, black N. 2	10	10	10
Pencils, blue	3	3	3
Pencils, red	3	3	3
Pencils, green	3	3	3
X Paper clips, small	100	100	100
X Pins, small	200	200	200
X Rubbers, soft	4	4	4
Scratch pads, medium	4	4	4
X Supplies for stapler	1 box	1	1
X Typing paper, quarto, thin and thick	4 packets	4	4
Thumb tacks	100	100	100
X W.D. Envelopes, small	50	50	50
X Wrapping paper	10 yds	10	10

43480

Drawing paper for charts	10 yards	10
Folders, green	10	10
Ink, red	1 bottle	1
Pencils, black N. 2	10	10
Pencils, blue	3	3
Pencils, red	3	3
Pencils, green	3	3
Paper clips, small	100	100
Pins, small	200	200
Rubbers, soft	4	4
Scratch pads, medium	4	4
Supplies for stapler	1 box	1
Typing paper, quarto, thin and thick	4 packets	4 3480
Thumb tacks	100	100
W.D. Envelopes, small	50	50
Wrapping paper	10 yds	10

RECEIVED ITEMS IN COLUMN

" AMOUNT ISSUED

Clifford
Signature & Rank
Major

PERSONNEL IN SECTION

U. S. Military NILBritish Military NIL

CHIEF CLERK
Civilian Office employees 5 *William*

NOTE - Read Reverse Side

1. Fill in all Blank Spaces except column "Amount - Issued".
2. List items alphabetically.
3. Signature of officer is "required"
- *4. Submit request for two week periods as follows;
Submit on the 10th Draw on the 20th
" " " 25th " " " 5th
5. Submit in "duplicate".

*NOTE: If either day falls on a Sunday or Holiday, change schedule to following day;

ROME AREA ALLIED COMMAND
APO 794, US ARMY

AG 311.3/49

CBM/BL/an
10 July 1946

15 JUL 1946

SUBJECT: Telephone Equipment

TO : All Units

1. Due to the increasing number of lost telephone instruments and other telephone equipment incurred by units moving, being redeployed, or deactivated, the following measure will be effective immediately.

2. Before vacating a premise or area, it will be the responsibility of each Commanding Officer, or Officer in Charge of each respective unit, to obtain a clearance from Signal Officer, this Headquarters, to insure that all telephone equipment has been retrieved by signal personnel effecting disconnection. In the event of missing equipment, Officer in Charge of unit will be held strictly accountable for reimbursement of monetary value of equipment.

BY COMMAND OF BRIGADIER LOW:

s/ C. B. Murphy
C. B. MURPHY
Major AGD
Adjutant General

DISTRIBUTION
"A"

AG 311.3/49
(10 Jul 46)

1st Ind.

RBE/mb

HEADQUARTERS, ALLIED COMMISSION (OVERHEAD), APO 794, U. S. ARMY, 12 July 1946.

TO: All Sub-Commissions, Branches & Sections, Allied Commission, APO 794,
U. S. Army.

For compliance.

BY COMMAND OF REAR ADMIRAL STONE:

Richard B. Bullock
RICHARD B. BULLOCK
Major Inf
Adjutant

3479

6/5/2
HEADQUARTERS
2675TH REGIMENT
ALLIED COMMISSION (OVERHEAD)
APO 794
HEADQUARTER'S SUPPLY

287
HE/mlp

5 July 1946

W. 10 JUL 1946

SUBJECT: Issue of Stationery.

TO : All Concerned.

1. Previous instructions for the issue of stationery by Headquarters Supply are hereby rescinded.

2. Requests for stationery by Sections and Sub-Commissions of the Allied Commission, will be submitted twice monthly to Headquarters Supply, Ground Floor, Room #40, on the 10th and 25th day of each month. Issues will be made on the 20th and 5th day of each month respectively from 0900 to 1200 hours.

3. Requests will be submitted on stationery form available at Headquarters Supply.

4. Only essential needs will be requested.

5. The foregoing will become effective 10 July at which time the initial request will be made.

Henry Ellenbaust
HENRY ELLENBAUST
CWO. USA
Hq. Supply Officer

3478

File 286

HEADQUARTERS ALLIED COMMISSION
APO 734
LOCAL GOVERNMENT SUB-COMMISSION

AG/6/5/2/16

Tel. 206

SUBJECT: Stationary Supplies

2 July 1946

TO : Hq Commission

1. May the following items of stationary be issued to the above office:

5 shorthand notebooks	5 red pencils
20 black pencils N. 2	5 green pencils
5 blue pencils	2 packs pen points
1 pack carbon paper medium	2 rolls gummed Glaxine
5 pencils rubbers	3 Diaries 1946
2 packs typing paper quarto	

Jos

W
O.G.R. WELLES
Major
Local Government Sub-Commission

3477

HEADQUARTERS ALLIED COMMISSION
APO 794
LOCAL GOVERNMENT SUB-COMMISSION

AC/6/5/2/LG

Tel. 286

SUBJECT: Stationary Supplies

25 June 1946

TO : HQ Commandant

1. May the following items of stationary be issued to the above office:

3 shorthand notebooks
3 boxes of paper clips
1 bottle fountain pen-ink
5 black pencils

1 ruler

4 soft rubbers
4 sheafs of blotting paper
1 clay brush
3 blue pencils

C.G.R. WILLIAMS
Major
Local Government Sub-Commission

OS

3476

U.S. SIGNAL OFFICE
Telephone Service

TO

Local Gov't.No. 67

Telephone	No. of Last.	Type
478107	Two	S

RECEIVED BY 3475Q. Towles, ExecDATE June 24, 1946for MARLEY R. BROWN JR.
1st. Lt. C.E.
U.S. Signal Officer

785021

283

NOTE—Voucher must accompany the Stores when practicable

$$\frac{240}{36} = 6.67$$

*For Office Stamp)

Account : 0811 04

Issued by :—

Issued to :—

Date and Mode of
Conveyance }
Carriers or Convoy
Note No. and Date

Authority for Issue :

Army Form G 1033
(in books of 100)

* Of consignor on original and triplicate, and of consignee on duplicate.

* (Signature of consignor or consignee)

785021

Issue Voucher
No. and Date

NOTE—Voucher must accompany the Stores when practicable

Receipt

Voucher

No. and Date

Account :—

• For Office Stamp

Account : _____

No. of Sheets

Sheet No. _____

Issued by :—

Issued to :—

Date and Mode of Conveyance

Carriers or Convoy
Note No. and Date

Authority for Issue :—

Ledger
Folio
(1)

Cat. or
Part No.
(2)DESIGNATION
(3)

Section or Sub-Section

Quantity
(4)

Description and marks on packages	(5)

For Store Depot use only.

S.
(b)

R
17D
09U
19Rate
(10)Value
(11)

3478

Army Form G 1033
(in books of 100)

• Of consignor on original and triplicate,
and of consignee on duplicate.

(Signature of consignor or consignee)

File 281

HEADQUARTERS ARMED COMMISSION
APO 794
LOCAL GOVERNMENT SUB-COMMISSION

AG/6/5/2/16

Tel. 286

SUBJECT: Stationary Supplies.

18 June 1946

TO : Mr. Commandant.

1. May the following items of stationary be issued to the above office:

4 soft rubbers
4 sheafs blotting paper
1 cloy brush
3 blue pencils
1 ruler

thumb tacks
supplies for stapler
2 packets thin copy paper
(small size)
2 packets thick ~~copy~~ paper
(big size)

5 black pencils

JVV

RAIM R. TEMPLE *cap*
Major
Director
Local Government Sub-Commission

Jos

3472

HEADQUARTERS ALBANY CO. DISTRICT
AFB 794
LOCAL GOVERNMENT SUB-COMMISSION

AC/6/5/2/10

Rel. 206

SUBJECT: Stationary Supplies

11 June 1946

TO : Hq Commandant.

1. May the following items of stationary be issued to the above Office:

1 clay brush
3 blue pencils
2 thin pencils
thumb tacks
1 ruler
supplies for stapler

10 black pencils #2
10 scratchpans-small
6 " -medium
50 #100 paper fasteners "0.00"
4 sheafs of blotting paper
5 sheafs of carbon paper

JRV
for
Major
Director
Local Government Sub-Commission

✓ 13/13

3471

HEADQUARTERS ALLIED COMMISSION
APO 794
LOCAL GOVERNMENT SUB-COMMISSION

AC/6/5/2/13

Tel. 206

SUBJECT: Pencils for statistical work.

8 June 1946

TO : Purchases and Contracts.

1. The bearer of this letter, Mr. O. Sparvieri, has purchased yesterday the following articles which were required for statistical work in this Sub-Commission:

1 colored pencil (brown) 9407 "Igor Orlow"
1 chalk pencil (yellow)

L. 1002

L. 5

L. 105

2. It will be appreciated if this amount will be refunded to him.

PR T
RALPH R. WATKINS
Major
Director
Local Government Sub-Commission

JTW/oe

3470

9075

HEADQUARTERS ALLIED COMMISSION
APO 794
LOCAL GOVERNMENT SUB-COMMISSION

Ref. 6/5/2

Tel. 286

SUBJECT: Supplies required for statistical work.

5 June 1946

TO : Purchases and Contracts.

1. Referring to our conversation this morning, will you please purchase for this Sub Commission the following articles:

10 sq. meters of black paper required for statistical work;
1 pair of scissors, from 4. to 6 inches long.

2. The above articles are required very urgently.


RALPH R. TEMPLE
Major
Director
Local Government Sub-Commission

1/1/03

3469

File 277

HEADQUARTERS AL. IND. COMMISSION
APO 794
LOCAL GOVERNMENT SUB-COMMISSION

AG/6/5/2/LG

Tel: 286

SUBJECT: Stationary Supplies

4 June 1946

TO : Hq. Commandant

May the following items of stationary be issued to the above office:

1 bottle of clay(paste)
1 punch
drawing paper
100 drawing pins
2 red pencils
4 pencil rubbers
✓10 black pencils K.2
✓10 scratchpads-small
✓6 " -medium
6 " -large
2 thick cardboard folders (D) with tape
2 painting brushes of inch wide

✓50 K.100 paper fasteners "CADO"
500 small pins
cloth drawing
100 paper clips-small
2 boxes staples
Insecticide for filing cabinets
1 G.O. Book 136
10 pens (pointed)
10 green folders
20 yellow file covers(long)
✓4 scraps blotting paper
50 small A.D. envelopes

RRY

ROSEN R. THOMAS
Major
Director
Local Government Sub-Commission

HEADQUARTERS ALLIED COMMISSION
APO 794
LOCAL GOVERNMENT SUB-COMMISSION

Tel: 286

28 May 1946

AG/6/5/2/AG

SUBJECT: Stationery Supplies

TO : HQ Commandant

May the following items of stationery be issued to the
above office:

Staples (4 boxes)
Gummed Paper (4 Boxes)
Carbon paper (black and blue)
5 pencil rubbers
Insecticide (for file cabinets)
10 black pencils c. 2
5 scratchpads - small
Supply for stapling machine (4 boxes)

Paper clamps - small (2 boxes)
Pen points - 2 papers

Tracy Whitaker
RALPH R. WHITE Capt
Major
Director
Local Government Sub-Commission

3467

275

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/1B

Tel: 286

SUBJECT: Repair of chairs.

22 May 1946

TO : Office Space Section.

Will you please arrange for the repair of two chairs in this office, room 27, 5th floor. The chairs in question (one upholstered) are in constant use and their repair is urgently needed.

JW Capt
RALPH R. ASHLEY
Major
Director
Local Government Sub Commission.

Joi

3466

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel: 286

SUBJ CT: Stationery Supplies

21 May 1946

TO : HQ Commandant.

May the following items of stationery please be issued to the above office:

10 Green Folders
2 Thick cardboard Folder (U) with tape
20 " " " " "
Insecticide (for filing cabinets)
4 Sheaf's blotting paper
6 envelopes with paper fasteners
100 " small
10 pencils No. 2
3 " red
2 balls of string

5 pencils rubbers
3 packs pins

01

764
RALPH R. TAPES
Major
Director
Local Government Sub Commission.

3465

270

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies

14 May 1946

TO : HQ Commandant.

May the following items of stationery please be issued to
the above office:

1 balls of string
200 envelopes - small, medium
20 file covers
20 shorthand notes - books

1 pack long carbon paper
wrapping paper

ei

For Mr. Temple
RAFF R. TEMPLE

Major

Director

Local Government Sub-Commission

3464

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG.

Tel: 286

SUBJECT: Office Machinery - Location-7 May 1946

TO : G-4 (B)

Reference your G4/103/1/2 of 3 May we are returning you herewith, duly signed, as requested, one copy of your Issue and Receipt Voucher in connection with the four British W.D. Imperial typewriters on charge to our Sub-Commission.

Ww/e1

TVV

RALPH R. TEMPLE *col*

Major

Director

Local Government Sub-Commis-
sion

3463

9013

No. of sheets in voucher _____ Sheet No. _____

To BE FILLED IN BY CONSIGNOR

Issued by G-4 (B)Issue Voucher No. G4/HQ/AC/256To LOCAL GOVAccount OFFICE MACHINERYDate account commenced 3/5/45Authority G-4 (E)

DESIGNATION Size and Fitting	SECTION	Catalogue Number ††
TYPEWRITERS IMPERIAL		
12" No. Z.065507 ✓		
" " Z.070690 ✓		
" " Z.105401 ✓		
" " Z.106009 ✓		

† Of Consignor on original and triplicate and of Consignee on duplicate.
 †† To be completed in the case of MT and similar stores, also for clothing, necessities and general stores when Catalogue Nos. are published.
 * These columns for Store Depot use only.

Store
Date

MONTHLY DATA NO. 12 1945
 3462

ISSUE AND RECEIPT VOUCHER

20 Army Form G1033

(E) H. O. A. C.

PARTICULARS OF DESPATCH

For Office Stamp. \$

TO BE FILLED IN BY CONSIGNEE.

Carrier's Note No. _____

Account

Date of Despatch .

Receipt
Voucher No.

Mode of Conveyance.

Date account commenced

GOVERNMENT SUB-COMMISSION

H. Q. A. C.

~~(E) H.Q., A.C.~~

REMARKS.

(Tonnage, etc., details to be entered here when this form is used by Ordnance Officers as an Issue Voucher).

[illegible]

• **CONSIGNOR**

Storeholder's Initials

Date _____

- **CONSIGNEE**

Storeholder's Initials

Date _____

Posted by [...](#)

Checked by.

TALLY

LEDGERS

DATE _____

§ Signature of Consignor or Consignee)

S. Comd., ATS.,
G-4 (B). H.Q., A.C.

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB-COMMISSION

Tel: 286

7 May 1946

AC/6/5/2/1G

SUBJECT: Stationery Supplies

TO : HQ Commandant.

May the following items of stationery please be issued to the above office:

1 large S.O. book 129
1 sheaf blotting paper
envelopes - small
150 (3 boxes of) No.100 Fasteners
30 file covers
4 pencils No.2
4 envelopes of small pins

1 pack long carbon paper
2 scratchpads - small
2 " - medium
6 unlined scratch pads - med
5 pencil rubbers.

Ralph R. Temple
RALPH R. TEMPLE *cap*
Major
Director
Local Government Sub Commission
on

ei

3461

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB-COMMISSION

AC/6/5/2/LG

Tel. 286

SUBJECT : Repair of door

6 May 1946

To : Office Space Section

Will you please send a joiner to this
Sub-Commission to repair door of Room 50, 5th Floor, which does not
close properly.

WW/M

JW
RALPH R. TEMPLE *Capt*
Major
Director
Local Government Sub-Commission

3460

9006

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB/COMMISSION

AO/6/5/2/LG

Tel. 286

SUBJECT : Repair of type-writers

6 May 1946

TO : Office Space Section

Will you please send a type-writer repair-man
to this Sub/Commission, Room 27, 5th Floor, to repair Imperial type-writer
N. 2065507 which slips badly.

JVV
RALPH R. TEMPLE *Capt*
Major
Director
Local Government Sub-Commission

WW/LG

3459

9005

JB/hs

INTER OFFICE MEMO
OFFICE OF G-4 (B)

Ext:436

6 MAY 1946

G4/103/1/2

3 May 1946.

SUBJECT : Office Machinery - Location.

TO : Local Government Sub-Commission.

1. Reference your Return Ref. AC/6/5/2/LG dated 25 April 1946.
2. AF's G1033 are attached hereto in respect of the British WD typewriters which are shown on your return to bring them officially on charge to your Sub-Commission. It is requested that the second copy be signed and returned to this Branch.

R.M. GREEN
S. Cond. ATS
G-4 (B)

3458

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB-COMMISSION

Tel: 286

AC/6/5/2/LG

30 April 1946

SUBJECT: Stationery Supplies.

TO : HQ Commandant

May the following items of stationery please be issued to the above
office:

- 1 sheaf blotting paper
- wrapping paper
- 10 pencils No. 2
- 3 red pencils
- drawing paper
- 3 balls of string
- envelopes - small, medium
- 3 typewriter ribbons
- 4 erasers for typewriters (green)
- 4 scratch pads - small
- 6 " " medium
- 2 packs typing paper short - thick
- 1 bottle cloy (paste)
- 4 envelopes of small pin

- 1 pack carbon paper long
- 1 bottle fountain pen ink
- 3 shorthand notebooks
- cloth drawing transparent (m. 10)
- 1 box drawing pins
- 5 pencils rubbers


RALPH R. TEMPLE
Major
Director
Local Government Sub-Commission

ci

3457

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/16.

Tel : 286

SUBJECT : Office Machinery - Location.

25 April 1946

TO : G-4 (B).

1. Reference Daily Bulletin No. 91 of 19 April requesting detailed returns of British M.D. office machinery.

2. This Sub Commission is in possession of the following typewriters :

1	IMPERIAL	12"	N. Z	063567
1	"	"	"	070690
1	"	"	"	105401
1	"	"	"	106009



RALPH R. TARRLE
Major
Director
Local Government Sub Commission

WW

3456

8187

262

HEADQUARTERS ALLIED COMMISSION
APO 894
LOCAL GOVERNMENT SUB COMMISSION

Subject: Adding Machine Repairs.

25 April 1946

To : Office Space Section

May a workman please be sent here to check an "Olivetti"
adding machine; its ribbon is dry.

R.R. Temple

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

3455

261

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel. 286

SUBJECT: Stationery Supplies

23 April 1946

TO : HQ Commandant

May the following items of stationery please be issued
to the above office:

Envelopes - long N) 200
string - 1 ball
10 pencils N° 2
pen points - 2 packs

Typing paper - short - thin
2 packs short carbon paper
5 scratch pads - small
1 punch

prongs - 1 box

690

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

3454

260

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

16 April 1946

TO : HQ Commandant

May the following items of stationery please be issued to the
above office:

Typing paper - long - thin
2 packs - carbon paper - long
15 pencils No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
3 packs - pins
4 typewriter ribbons
envelopes - small No. 200
" - medium

5 typewriter erasers
pen points - 2 packs
6 shorthand notebooks
1 bottle fountain pen ink
cloth drawing transparent (m. 10)
1 box drawing pins
1 bottle Indian ink (black)
1 bottle of paste
blotting paper
5 pencils rubbers

RM

711 0-11
RALPH R. TEMPLER
Major
Director
Local Government Sub Commission

3453

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/1G

Tel: 236

SUBJECT: Stationery Supplies.

9 April 1946

TO : HQ Commandant

May the following items of stationery please be issued to the above office:

Typing paper - long - thick
" " - short - thin
2 packs - carbon paper - long
10 pencils No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
3 packs - pins
4 typewriter ribbons
envelopes - small
" - medium

5 typewriter erasers
pen points - 2 packs
2 boxes file fasteners
6 shorthand notebooks
1 bottle fountain pen ink
cloth drawing transparent (m. 10)
brown wrapping paper
5 pencils rubbers
5 scratch pads - small
2 boxes staples (Zenith)

THV cap
7
RALPH R. YEMPLE
Major
Director
Local Government Sub Commission

RE:

3452

258

HEADQUARTERS ARMED COMMISSION
APO 324
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/1G

Tel: 286

SUBJECT: Stationery Supplies.

2 April 1946

TO : HQ Commandant

May the following items of stationery please be issued to the above office:

Typing paper - long - thin
2 packs - carbon paper - long
10 pencils No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
3 packs - pins
4 typewriter ribbons
1 bottle correction fluid

envelopes - small
" - medium
5 typewriter erasers
pen points - 2 packs
2 boxes of file fasteners
1 bottle of paste
1 bottle fountain pen ink
cloth drawing transparent (m. 10)
50 file folders - large
1 bottle of Indian ink (black)

RT

RAJESH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3451

2000

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

785021

file 6/5/2

Level for't. 252

ROME AREA ALLIED COMMAND
APO 794, US ARMY

MEMORANDUM:

CBM/jlc/vjr
28 March 1946

80 MAR 1946

SUBJECT : Change of telephone numbers

TO : See Distribution

1. The following changes in telephone numbers have been made during the past few days.

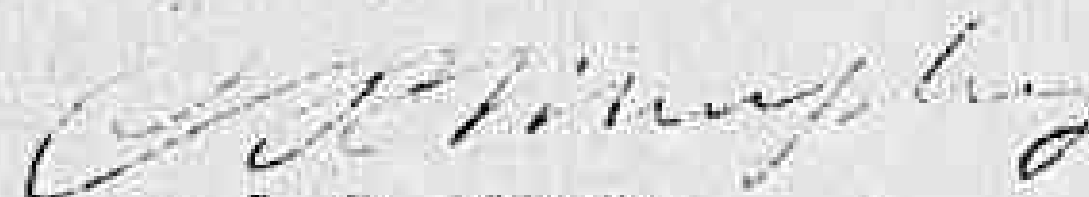
4

OLD	NEW	OLD	NEW	OLD	NEW	OLD	NEW
471301	478008	471537	478937	471423	478186	496553	478943
471304	478010	471538	478938	471426	478161	496554	478544
471311	478052	471539	478884	471427	478106	496572	478506
471314	478054	471595	478885	471460	478960	496577	478577
471322	478017	471593	478886	471462	478916	496578	478579
471326	478047	471597	478887	471464	478917	496580	478975
471332	478062	471599	478888	471467	478918	496592	478975
471333	478063	471486	478940	471468	478935	496597	478976
471334	478064	471463	478913	471480	478970	496610	478982
471339	478068	471491	478914	471481	478261	496618	478984
471361	478069	471495	478915	471482	478252	496628	478956
471370	478096	471499	478990	471483	478253	496639	478957
471381	478145	471501	478921	471484	478254	496640	478971
471382	478146	471502	478922	471485	478255	496649	478992
471383	478147	471503	478923	496592	478502	496650	478650
471384	478148	471504	478924	496503	478907	496651	478651
471385	478149	471505	478925	496509	478919	496652	478652
471386	478136	471506	478926	496517	478932	496653	478653
471388	478137	471507	478927	496551	478934	496654	478654
471399	478138	471508	478928	496552	478935	496655	478655
471440	478648	471509	478929	496553	478937	496656	478656
471565	478651	471512	478656	496524	478938	496657	478657
471567	478653	471513	478657	496525	478946	496658	478658
471568	478654	471514	478658	496526	478947	496659	478659
471574	478674	471519	478666	496527	478951		
471581	478951	471396	478116	496528	478952		
471582	478952	471397	478300	496537	478504		
471583	478953	471410	478176	496550	478540		
471584	478954	471413	478177	496551	478541		
471585	478955	471421	478182	496552	478542		

3450

2. For changes not yet listed above, call Information 055 for new numbers of subscribers who do not respond to old numbers.

BY COMMAND OF BRIGADIER GENERAL DASHER:



C. B. MURPHY
Major, AGD
Adjutant General

DISTRIBUTION:
"R"

256

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel: 286

SUBJECT: Telephone Directory.

30 March 1946

TO : HQ Signals Officer

The following is the list required by your letter of 27 March:

Director	Major Ralph R. Temple	495 620
Executive Officer	Major C.G.R. Williams	314
Asst. Ex. Officer	Capt. J.V. Vella	478/190 +
Interpreters	---	478/107
Clerks	---	286

+ This number is about to be changed to an internal one.



RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

CGRW/mm

34+3

8140

5th Floor Room 255

SIGNAL SECTION
HEADQUARTERS ALLIED COMMISSION
APO 394

27 March 1946

29 MAR 1946 RFE

SUBJECT: Telephone Directory.

TO : LOCAL GOVERNMENT SUB-COMMISSION

1. Request a section directory listing location and telephone number of all officers in section and a listing for all telephones in section.

2. This information is necessary to correct present directory.

Marley R. Brown
MARLEY R. BROWN,
1st Lt. CS.
Hq. Signal Officer.

3443

8153

254

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LC.

Tel : 314

SUBJECT : Telephones.

28 March 1946

TO : Hq. Commandant.

Reference your HQC/O of 22 March.

The telephone most suitable to be replaced by an inside number is :-

47 0190.

CGW

RALPH R. THOMAS
Major
Director
Local Government Sub Commission

CGRA/ww

3447

8136

253

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LG

Tel: 266

SUBJECT: Stationery Supplies.

26 March 1946

TO : HQ Commandant

May the following items of stationery please be issued to the above office:

Typing paper - long - thin
2 packs - carbon paper - long
4 shorthand notebooks
10 pencils - No. 2
3 red pencils
3 blue pencils
3 green pencils
1 ball of string
2 boxes staples (Zenith)
5 pencil rubbers
3 boxes paper clips - large
" " " " - medium
" " " " - small
3 packs - pins
4 typewriter ribbons
2 rolls gummed Glassine

50 file folders - large
envelopes - small
" - medium
" - large
5 typewriter erasers
brown wrapping paper
pen points - 2 packs
1 roll scotch tape
5 scratch pads - small
" " " - very small
" " " - medium
" " " - large
3 boxes of file fasteners (metal)
1 bottle of paste
S.O. Book 136½ Code 28-76-0
1 bottle fountain pen ink

JW *apt*
RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3446

HEADQUARTERS ALLIED COMMISSION
OFFICE OF THE HEADQUARTERS COMMANDANT
APO 394

HQ: 0

22 March 1946

SUBJECT: Telephones

23 MAR 1946

TO : Local Government S/C

At present your office has the 2 outside lines. It is proposed that these now be reduced to 1. Please let me know by return the numbers most suitable to you to give up.

For your information it is not the intention to remove the telephone instruments. The only difference will be that to get an outside number you will require to dial "0". Incoming calls will go through Hdqs Exchange.

A. G. Graham Lt. Col.
A.G. GRAHAM, M.C.
Hq. Commandant.

3445

8116

251

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AO/6/5/2/LG

Tel: 314

SUBJECT: Reduction of Telephones.

21 March 1946

TO : HQ Commandant

Reference your HQC/O of 15 March, both the telephones therein referred to are in constant daily use and neither can be spared at the present.

CgV

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

CGRW/mm

3444

8139

LOCAL GOVERNMENT S/C

Russel J.L.

Capt.

As.Ex.O.

5/48

478190

Interpreters

5/50

478107

3443

6/5/2 950

250A

HEADQUARTERS ALLIED COMMISSION

OFFICE OF THE HEADQUARTERS COMMANDANT

APO 394

HQCI 0

15 March 1946

SUBJECT: Reduce of telephones.

TO : Local Government S/C

Your offices have the enclosed list of outside telephones. As it is desired that as many as possible should now be given back for use by the Italians, would you please let me know by return which of these outside lines you do not now require.

A. G. Graham Lt. Col.

A. G. GRAHAM, M. C.

Hq. Commandant.

3442

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AO/6/5/2

Tel :478706

SUBJECT : Change of telephone.

15 March 1946

TO : Adjutant
O.C. British Detachment.

May the following notice please be published in the
DAILY BULLETIN and DAILY ROUTINE ORDERS for two successive issues :-
" The following change of telephone number in LOCAL GOVERNMENT
SUB COMMISSION is notified to all concerned :

Executive Officer Major C.G.R. WILLIAMS Tel. 514. "



RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

CGRW/rw

3441

8117

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

File 248

SUBJECT : Telephones

9 March 1946

TO : HQ Signals Officer

It would be appreciated if the undermentioned
telephone could be changed to an unrestricted internal number:-

Loc/ Govt. S/C.	Major C.G.R. Williams	Telephone 478706
	Executive Officer	Room 46 5th floor.

CGR

CGRS/vw

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

3440

2013

Declassified E.O. 12356 Section 3.3/NND No. 785021

246

TALLY IN

APD 394

Station

Req No.

Shipped by Maj. RALPH TEMPLE

- Local Government S/C

Date 8/3/46

Consignee: Hq & Hq Co Supply, 2675th Regt.

Authority

NUMBER AND KIND OF PACKAGES	CONTENTS	UNIT	TOTAL
1 ////////	Typewriter, Underwood #44092-5, 10" carriage last item////////	ea ////////	

Off. V. M. Smith
Shipper

Received the above articles in apparent good order and condition (except as noted) this date

(Signature)

Designation

245

~~to G.F.D.I.T.~~

+ Issued to:

}

Place

Date 26/1/46

Hq & Hq Co Supply, 2675th Regt.

(Name of supply branch)

Property

Number	Stock Number	Articles
1	Typewriter Woodstock N. 50139618, 11" carriage	
////////	//////// last item	////////

Received the above-named articles.

RAG Mansford

No. **M/R1250**

3436

Q. M. C. Form. 487. Revised May 14 1931. + Strike out words not applicable.

6/5/2

Filed

MEMORANDUM RECEIPT

+ CREDIT + DEBIT + SLIP

+ Issued to: { Local Government Sub-Commission - Attn: Maj. WILLIAMS
 + Turned in by: {

Place Hq & Hq Co Supply 2675th Regt (Ovhd)

Date 15/9/45

QM

Property

(Name of supply branch)

NUMBER	STOCK NUMBER	ARTICLES
1	Typewriter, L.C. Smith, #1153593E, 11" carriage	
////	////	last item/

CERTIFICATE

"It is understood by signing this M/R I am personally responsible for the proper maintenance of the above property. I will submit all reports called for by the Company Commander, I will not release the above property to anyone without first clearing with the Company Commander, and that if I fail in any way to safeguard the above U.S. Govt property, I am subject to disciplinary action as well as being financially responsible.

I certify I have read and understood the above."

Qd
 (Signature)

Note: This M/R is temporary, pending return of Maj. Temple.

Received the above-named articles.

Alfred Johnson
 3455
 Maj

No. M/R896

MEMORANDUM RECEIPT

+ CREDIT + DEBIT SLIP

+ Issued to:
+ Earned in by:

Ref. Ralph E. TEMPLE - Local Govt. S/O

Place

Date 26/7/16

Hq & Hq Co Snnlv, 2675th Regt.

(Name of supply branch)

Property

Number	Stock Number	Articles
2	Typewriter Woodstock N.HW139612, 11" carriage	
////////	//////// last item	////////

Hq. Co. SUPPLY

VOUCHER 1 M/R 1250

DATE 30/1/46

CASH BOOK

CASH

OTHER SERVICES

Received the above-named articles.

R. R. Temple, Major

No. W/B3.250

Q. M. C. Form. 487. Revised May 14 1931. + Strike out words not applicable

3433.

253

HEADQUARTERS ALLIED COMMISSION
AFC 394
LOCAL GOVERNMENT SUB COMMISSION

AG/5/5/2/LG

Tel: 286

SUBJECT: Repair of Typewriters.

8 March 1946

TO : Office Space Section

Will you please send typewriter repair man to this
Sub Commission, Room 27, 5th Floor. to repair and clean the
following typewriters:

Olivetti
"

No. 262854
No. 183950

RM/nn

26
RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

3432

252

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/1G

Tel: 286

SUBJECT: Stationery Supplies.

5 March 1946

TO : HQ Commandant

May the following items of stationery please be issued to the
above office:

Typing paper - long - thin
2 packs - carbon paper - long
10 pencils - No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
2 boxes staples (Zenith)
5 pencil rubbers
2 boxes very small clips

3 packs - pins
2 typewriter ribbons
50 file folders - large
envelopes - No. 200
5 typewriter erasers
brown wrapping paper
pen points - 2 packs
1 bottle fountain pen ink
2 bottles of paste
1 box drawing pins
cloth drawing transparent (m.10)



RALPH R. TEMPLE

Major

Director

Local Government Sub Commission

RM

3431

251

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/1G

Tel: 286

SUBJECT: Office Equipment.

1 March 1946

TO : Office Space Section

Could you possibly provide this Sub Commission with keys for file lockers, a padlock for documents safe and a date stamp.

These items are urgently required as we have no means of securing files for the night and holidays periods and no means of dating our incoming mail.

RM/mm

JVL C H
RALPH R. TWIPLE
Major
Director
Local Government Sub Commission

3430

250

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

26 February 1946

TO : HQ Commandant

May the following items of stationery please be issued to the
above office:

Typing paper - short - thick
" " " - thin
" " - long - thick
" " " - thin
2 packs - carbon paper - long
4 shorthand notebooks
10 pencils - No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
2 boxes staples (Zenith)
5 pencil rubbers

3 packs - pens
2 typewriter ribbons
50 file folders - large
envelopes - small
5 typewriter erasers
brown wrapping paper
pen points - 2 packs
5 scratch pads - small
1 bottle India ink (black)
1 bottle fountain pen ink
cloth drawing transparent (m.10)

JRV Capt

f RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

HHA

3429

249

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

12 February 1946

TO : HQ Commandant

May the following items of stationery please be issued to the above office:

2 packs - carbon paper - long
4 shorthand notebooks
10 pencils No.2
3 red pencils
3 blue "
3 green "
1 ball of string
2 boxes staples (Zenith)
5 pencils rubbers
3 packs - pens
2 typewriter ribbons
50 file folders - large

envelopes - small
brown wrapping paper
pen points - 2 packs
5 scratch pads - medium
" " " - large
1 box drawing pins
drawing ink - white
" " - green
" " - red
" " - blue
2 bottles India ink (black)
cloth drawing transparent

JVV *apt*
RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3423

248

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/13

Tel: 286

SUBJECT: Stationery Supplies.

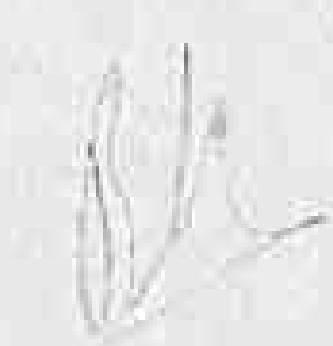
6 February 1946

TO : HQ Commandant

May the following items of stationery please be issued to the above office:

Typing paper - short - thick
2 packs - carbon paper - long
4 shorthand notebooks
10 pencils - No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
3 packs - pins
50 file folders - large
1 pack - carbon paper - short

envelopes - small
" - large
1 box drawing pins
drawing ink - white
" " - green
" " - red
" " - blue
2 bottles India ink (black)
cloth drawing transparent
(as per specimen)
4 pencil rubbers


RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3423

247

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LG

Tel: 286

SUBJECT: Signs.

4 January 1946

TO : HQ Commandant (Office Space Section)

May this Sub Commission please be supplied with the
following door sign:

CAPT. J.V. VELLA.



RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3426

8037

246

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies

29 January 1946

TO : HQ Commandant

May the following items of stationery please be
issued to the above office:

2 packs - carbon paper - long ✓
4 shorthand notebooks ✓
10 pencils - No. 2
3 red pencils
3 blue "
3 green "
1 ball of string ✓
1 pack stencils
7 diaries 1946

3 packs - pins
envelopes - small
pen points - 2 packs
5 scratch pads - small
" " " - very small
" " " - medium
" " " - large
1 Calendar 1946

JVV

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

ram

3425

HEADQUARTERS ALLIED COMMISSION.
APO 394
OFFICE OF THE EXECUTIVE COMMISSIONER.

Ref:- 19/AB.

28th February 1946.

EXECUTIVE MEMORANDUM

20 MAY 1946

NUMBER.

8.

MICROFILMING OF A.C. RECORDS.

1. The examination of files received into the custody of Archives has resulted in the fact that instructions under Executive Memorandum No.7, dated 5 January 1946 are not sufficiently explicit.
2. Duplicates of correspondence, copies of directives and similar circulars originating in other offices are still being retained as well as extraneous matter which is of no retentive value.
3. As the microfilming of all Allied Commission records will shortly commence, the examination for discard of material under para 2 must be carried out as soon as possible.
4. Chiefs of Sub-Commissions, Branches and Chief Liaison Officers will therefore immediately arrange the following action upon files still in their possession:-

- (a) Abstract from all files extraneous matters such as circulars, directives (other than those emanating from their own office) and duplicate copies of any document not deemed essential for recording.
- (b) Remove all paper clips, staples, pins, etc from letters.
- (c) Rebind all documents at the HEAD of the file, and not at the side, with steel or fibre fasteners (specimen attached above)
- (d) Before closing down, furnish a report that all files transferred to outside bodies (i.e. UNRRA, etc.) have been so actioned and that a list of such files has been forwarded to Archives Branch in accordance with para 6 of Executive Memorandum No.7.

3424

1. The examination of files received into the custody of Archives has resulted in the fact that instructions under Executive Memorandum No.7, dated 5 January 1946 are not sufficiently explicit.
2. Duplicates of correspondence, copies of directives and similar circulars originating in other offices are still being retained as well as extraneous matter which is of no retentive value.
3. As the microfilming of all Allied Commission records will shortly commence, the examination for discard of material under para 2 must be carried out as soon as possible.
4. Chiefs of Sub-Commissions, Branches and Chief Liaison Officers will therefore immediately arrange the following action upon files still in their possession:-
 - (a) Abstract from all files extraneous matters such as circulars, directives (other than those emanating from their own office) and duplicate copies of any document not deemed essential for recording.
 - (b) Remove all paper clips, staples, pins, etc from letters.
 - (c) Rebind all documents at the HEAD of the file, and not at the side, with steel or fibre fasteners (specimen attached above)
 - (d) Before closing down, furnish a report that all files transferred to outside bodies (i.e. UNRRA, etc.) have been so actioned and that a list of such files has been forwarded to Archives Branch in accordance with para 6 of Executive Memorandum No.7.

3424

5. Archives Branch are authorized to refuse to accept any files in which the above instructions have not been carried out.

For the Chief Commissioner.



Brigadier,
Executive Commissioner.

DISTRIBUTION.

LIST "A"
ARCHIVES BRANCH (50 copies)

HEADQUARTERS ALLIED COMMISSION
APO 394.
OFFICE OF THE EXECUTIVE COMMISSIONER.

Ref No:- 19/AB.

9th February 1946.

SUBJECT:- Inventory of Files.

20 MAY 1946

To:- Distribution as below.

In order to ascertain the amount of space required to house Allied Commission files and to assess the total number of files to be Micro-filmed, returns as per attached pro-forma will be rendered direct to Archives Branch not later than 28th February 1946.

FOR THE CHIEF COMMISSIONER.

TR.

Brigadier,
Executive Commissioner.

DISTRIBUTION.

"A"

INVENTORY OF FILES.

SUB COMMISSION	BRANCH OFFICE IF APPLICABLE (C)	ROOM NO	FLOOR	TELE NO.	No of Files
LOCATION. (+)					
OFFICER or IV/OR delegated i/c Files					

No of files loaned to outside organizations., i.e. U.N.N.R.A. (must not be included in)

above total:-

In order to ascertain the amount of space required to house Allied Commission files and to assess the total number of files to be Micro-filmed, returns as per attached pro-forma will be rendered direct to Archives Branch not later than 28th February 1946.

FOR THE CHIEF COMMISSIONER.

TR.

Brigadier.
Executive Commissioner.

DISTRIBUTION.
"A"

INVENTORY OF FILES.

SUB COMMISSION _____ BRANCH OFFICE _____
IF APPLICABLE (a) _____
LOCATION. (+) _____ ROOM NO. _____ FLOOR _____ TELE NO. _____
OFFICER or EM/OR delegated i/c Files _____ No of Files _____
No of files loaned to outside organizations, i.e. U.N.N.R.A. (must not be included in 3423
above total:- _____

NAME OF PERSON HANDED OVER TO _____

DESIGNATION _____

DATE _____ SIGNATURE _____ Officer or EM/OR delegated i/c Fil

DATE _____ SIGNATURE _____ HEAD OF SUB COMMISSION.

- (a) For Sub Commissions - sufficient copies attached for distribution.
- (+) Of Offices situated outside the A.C. Headquarter building.

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AD/C/S/2/16

Tel: 286

SUBJECT: Typewriters.

24 January 1946

TO : HQ Commandant

The amount of typing to be carried out by this Sub Commission has increased sensibly since the last handover of territory and we now find it impossible to meet all requirements with the available typewriters.

Would you kindly consider the issue of 1 standard British typewriter (Imperial if possible) and one wide carriage typewriter to this Sub Commission.

The matter is to be considered as urgent.

RM/ren

JN
RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

3422

8021

243

HEADQUARTERS ALLIED COMMISSION
APO 94
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LQ

Tel: 286

SUBJECT: Stationery Supplies.

22 January 1946

TO : HQ Commandant

May the following items of stationery please be issued to the
above office:

Typing paper - short - thick
" " - long - thin
2 packs - carbon paper - long
4 shorthand notebooks
10 pencils - No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
3 boxes paper clips - small
1 Calendar 1946

3 packs - pins
2 typewriter ribbons
50 file folders - large
envelopes - small
5 typewriter erasers
brown wrapping paper
pen points - 2 packs
2 rolls gummed Glassine
1 bottle of paste
2 boxes file fasteners (metal)
7 Diaries 1946

mm

RALEH R. TEMPLE
Major
Director
Local Government Sub Commission

3421

242

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

Tel: 286

15 January 1946

AC/6/5/2/LG

SUBJECT: Stationery Supplies.

To : HQ Commandant

May the following items of stationery please be issued to the
above office:

Typing paper - long - thick
" " short - thick
2 packs - carbon paper - long
4 shorthand notebooks
10 pencils - No. 2
3 red pencils
3 blue "
3 green "
1 ball of string
3 packs - pins

50 file folders - large
envelopes - small
brown wrapping paper
pen points - 2 packs
1 roll scotch tape
5 scratch pads - medium
S.O. Book 136½ Code 28-76-0
5 pencils rubbers
2 typewriter erasers
1 style pen for signing stencils

JL

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3420

241

HEADQUARTERS ALLIED COMMISSION
APO 324
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/16

Tel: 286

SUBJECT: Stationery Supplies.

9 January 1946

TO : HQ Commandant

May this Sub Commission be supplied with the following items of stationery, please:

- 1 Calendar 1946
- 7 Diaries 1946

1946

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mmh

2419

1457

240

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

Tel: 286

8 January 1946

AC/6/5/2/1E

SUBJECT: Stationery Supplies.

TO : HQ Commandant

May the following items of stationery please be issued to the
above office:

- ✓ Typing paper - short - thick
- ✓ " " " thin
- ✓ " " long - thick
- ✓ " " " thin
- ✓ 2 packs - carbon paper - long
- ✓ 6 shorthand notebooks
- ✓ 10 pencils - No. 2
- ✓ 3 red pencils
- ✓ 3 blue "
- ✓ 3 green "
- ✓ 2 balls of string
- ✓ 2 boxes staples (Zenith)
- ✓ 5 pencil rubbers
- ✓ 3 boxes paper clips - large
- ✓ " " " " - medium
- ✓ " " " " - small

- ✓ 3 packs - pins
- ✓ 2 typewriter ribbons
- ✓ 50 file folders - large
- ✓ 5 sheets blotting paper
- ✓ envelopes - small 3418
- ✓ " - very small
- ✓ " - medium
- ✓ " - large
- ✓ 5 typewriter erasers
- ✓ brown wrapping paper
- ✓ pen points - 2 packs
- ✓ ink for rubber stamp pad
- ✓ 1 roll scotch tape
- ✓ 5 scratch pads - small
- ✓ typewriter-oil
- ✓ 1 box drawing pins

RL
RALPH R. TEEPLE

Major

Director

Local Government Sub Commission

LH

7968

HEADQUARTERS ALLIED COMMISSION

APC 394

Office of the Executive Commission

Ref. : 1/AB.

EXECUTIVE MEMORANDUM

NUMBER

7.

5 January 1946.

20 MAY 1946

CARE AND CUSTODY OF ALLIED COMMISSION RECORDS.

1. The function of the Archives Branch of the Office of the Executive Commissioner is to collect, arrange, index, safeguard and store records of Allied Commission (both Headquarters and field) in a manner most suitable for reference.

2. All Offices of Headquarters A.C. will constantly review their current files with a view to sending those not essential for current work to Archives. Such files will always be available to the office concerned.

3. All offices will keep papers relating to questions of policy on special files. Action or Routine documents will not be filed in Policy Files, but will be transferred to Archives when they have not been required for use for three months. If the subject of such a transferred file revives and reference to previous correspondence is unnecessary, a continuation cover under the original number may be opened.

4. No correspondence or documents will be destroyed other than duplicates of printed matter, copies of which are in the appropriate file.

5. Reference files containing only directives, orders or similar circulars which originated in other offices will NOT be sent to Archives. Archives Branch will see that the record copy of such documents is on the appropriate file of the originator.

6. Where any offices are amalgamated or absorbed or any functions are transferred to another office, policy files may be retained as long as necessary. Action and routine files will be dealt with as follows:-

a. If it appears that the matter in action will be closed within two or three weeks, that particular action will be concluded on and under the reference number of the original file, altered only by the substitution of the identifying letters of the new office.

b. Where the matter appears likely to continue beyond this period, a new file will be opened and the cover conspicuously endorsed:-

"Continued from (file)..... of.....branch."

As soon, therefore as the files are independent, the original will be sent to Archives. It is unsound for an office to adopt files belonging to another

1. The function of the Archives Branch of the Office of the Executive Commissioner is to collect, arrange, index, safeguard and store records of Allied Commission (both Headquarters and field) in a manner most suitable for reference.

2. All Offices of Headquarters A.C. will constantly review their current files with a view to sending those not essential for current work to Archives. Such files will always be available to the office concerned.

3. All offices will keep papers relating to questions of policy on special files. Action or Routine documents will not be filed in Policy Files, but will be transferred to Archives when they have not been required for use for three months. If the subject of such a transferred file revives and reference to previous correspondence is unnecessary, a continuation cover under the original number may be opened.

4. No correspondence or documents will be destroyed other than duplicates of printed matter, copies of which are in the appropriate file.

5. Reference files containing only directives, orders or similar circulars which originated in other offices will NOT be sent to Archives. Archives Branch will see that the record copy of such documents is on the appropriate file of the originator.

6. Where any offices are amalgamated or absorbed or any functions are transferred to another office, policy files may be retained as long as necessary. Action and routine files will be dealt with as follows:-

a. If it appears that the matter in action will be closed within two or three weeks, that particular action will be concluded on and under the reference number of the original file, altered only by the substitution of the identifying letters of the new office.

b. Where the matter appears likely to continue beyond this period, a new file will be opened and the cover conspicuously endorsed:-

"Continued from (file)..... of.....branch."

As soon, therefore as the files are independent, the original will be sent to Archives. It is unsound for an office to adopt files belonging to another office.

7. When any Branch or Office is closing down or is absorbed, a complete list showing the disposition of ALL files emanating from that branch will be forwarded to Archives.

IT IS OF THE UTMOST IMPORTANCE that contact be made with Archives Branch before an Office or Branch closes or is absorbed, so that an Archives representative can call at that Office to discuss any questions relating to this procedure.

8. In no circumstances will files or individual papers be transferred to any outside body. Any files which are temporarily essential to the efficient working of an outside body may be loaned to such a body for a period not exceeding three months. The Officer borrowing the files will receipt a list of these and will forward this to the Archivist who will take steps to see these are returned on the stated date. (see Exhibit "A" attached)

LISTING...9.....

2038

*****2*****

LISTING.

9. Lists in quadruplicate (see Exhibit "3" attached) will be prepared by the sender showing by number and title all files transferred to Archives. One copy will be enclosed in a stout envelope inside the crate to which the files belong, and the other three sent to Archives under separate cover. A receipt will be obtained.

DISPATCH.

10. Files transmitted to Archives will be securely tied in bundles not exceeding 12" in height. Files from different offices or branches will not be included in the same bundle. Those to be transported to Headquarters will be securely crated; each crate containing a list of contents for checking.

For the Chief Commissioner.

MS/L

Brigadier,
Executive Commissioner.

DISTRIBUTION.

List "A"
Archives Branch (50 copies)

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/10

Tel : 286

18 December 1945

SUBJECT : stationery supplies.

TO : HQ. COMMANDANT

May the following items of stationery please be issued to the above office :

2 paste brushes
Typing paper - short - thick
" " " - thin
" " long - thin
2 packs - carbon paper (long)
3 shorthand notebooks
10 pencils - No.2
2 red pencils
2 blue "
2 green "
1 ball of string
2 boxes staples (Zenith)
1 box inch erradicator
5 pencil rubbers

3 packs - pins
2 typewriter ribbons
50 sheets blotting paper
envelopes - small
" - very small
" - medium
" - large
5 typewriter erasers
brown wrapping paper
pen points - 2 packs
1 bottle India ink (black)
ink
1 roll Scotch tape
1 bottle of paste

RALPH R. TEMPLE,
Major,
Director,
Local Government sub Commission.

cc.

3416

238

File

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel : 286

SUBJECT : Typewrite Repairs

12 December 1945

TO : HQ Comdt (Office Space Section)
(Through G.A. Section)

1. Reference our letter of even No. dated 4 November 1945.
2. Imperial typewrite No. 2 106009 was repaired about 15th or 16th November but is now found to be in need of repair again. The trouble being that it skips when in use, thus marring the appearance of correspondence.
3. May the necessary repairs be carried out as quickly as possible please. This machine can be found in Room 27, Fifth Floor.

RRT

RALPH R. TEMPLE,
Major,
Director,
Local Government Sub Commission.

3415

7816

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

Tel: 286

7 December 1945

AG/6/5/2/LG

SUBJECT: Typewriter Repairs.

TO : HQ Comdt (Office Space Section)
(Through CA Section)

May the typewriter repair man please be sent to Room 27, Fifth Floor, to overhaul typewriter Underwood No. 4092-5.

It would be appreciated if this work could be carried out as soon as possible.

CGN

RAIMON P. TEMPLE
Major
Director
Local Government Sub Commission

ERS/mm

3414

7496

236

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/1C

Tel: 286

SUBJECT: Stationery Supplies.

4 December 1945

TO : HQ Commandant

May the following items of stationery please be issued to the
above office:

2 paste brushes
Typing paper - short - thick
" " " thin
" " long - thin
2 pads - carbon paper (long)
3 shorthand notebooks
10 pencils - No. 2
2 red pencils
2 blue "
2 green "
1 ball of string
2 boxes staples (Zenith)

3 pads - pins
2 typewriter ribbons
50 sheets blotting paper
envelopes - small
" medium
" large
5 typewriter erasers
brown wrapping paper
pen points - 2 packs
1 bottle India ink (black)
ink
1 roll Scotch tape

JR
RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3413

6/8/45
HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/2.1/CA

26 Nov 45

SUBJECT : Requests for Services and Supplies.

TO : All CA Sub-Commissions.

The HQ Commandant has requested that all requests for services and supplies, normally requested from Office Space Section, be submitted through Sections. Sub-Commissions will therefore submit all future requests for such services and supplies through this office for approval and onward transmission to Office Space Section.

Copy to: HQ Comdt.

H.E. Anson
H.E. ANSON, MAJOR,
for A/VP CA Sect. 1 2

7719

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

20 November 1945

TO : HQ Commandant

May the following items of stationery please be issued to the
above office:

2 paste brushes
Typing paper - short - thick
" " " - thin
2 packs - carbon paper
Scratch pads - small
" " medium
3 shorthand notebooks
10 pencils - No. 2
2 red pencils
2 blue "
2 green "

2 boxes - large clips
1 ball of string
3 packs - pins
2 typewriter ribbons
1 bottle of paste
50 file folders - large
50 sheets blotting paper
6 " " " - large
envelopes - small
3 typewriter erasers
1 date stamp

JRB
RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

3411

233

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/1G

Tel: 206

SUBJECT: Typewriter Repairs.

14 November 1945

TO : Typewriter Repair Shop.

1. Imperial Typewriter No. 2106009 is in need of attention, as it skips badly and mars the appearance of correspondence. Please supply the necessary repair man to Room 27, Fifth floor, as soon as possible.

agw

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

pec

3410

7585

232

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

13 November 1945

TO : HQ Commandant.

May the following items of stationery please be issued to the
above office:

2 paste brushes
1 tape measure
50 sheets - graph paper
Typing paper - short - thick
" " " thin
2 packs - carbon paper
1 bottle red ink
Scratch pads - small
" " medium
3 shorthand notebooks

5 pencils - No. 2
3 boxes - paper clips
1 ball of string
3 packs - pins
2 typewriter ribbons
1 stylo pen for signing stencils



RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

pec

3400

HEADQUARTERS ARMED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

MY/6/5/2/10

Tel: 236

SUBJECT: Location - Local Government S/C.

9 November 1945

TO : Adjutant

Please insert the following in the next issue of Daily Bulletin:

Capt. J.L. Russell (B) has now been appointed Asst. Ex. Officer of Local Government Sub Commission and is located in Room 48, 5th Floor, telephone No. 478190.

RRJ
RALPH R. THAYER
Major
Director
Local Government Sub Commission

FRS/111

3403

7555

230

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/5/5/2/LG

Tel: 236

SUBJECT: Telephone Directory.

9 November 1945

TO : Signal Office - Room 43, 1st Floor Annex

Reference para 4. of Daily Bulletin No. 307 dated 9 November 1945.
The following are particulars regarding telephone numbers for Local Government Sub Commission.

<u>Appointment</u>	<u>Name</u>	<u>Rank</u>	<u>Room</u>	<u>Floor</u>	<u>Int.</u>	<u>Ext.</u>
Director	TEMPLE R.E.	Major	52	5	495/620	—
Exec. Officer	WILLIAMS C.G.R.	"	46	5	—	478706
Asst. Ex. Off.	CUTHBERTSON W.I.	Capt.	48	5	—	478190
" " "	RUSSELL J.L.	"	48	5	—	478190



RAIEN R. TEMPLE
Major
Director
Local Government Sub Commission

DRE/142

3407

7554

229

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/16

Ref: 286

SUBJECT: Repair of a window.

9 November 1945

TO : HQ Commandant (Office Space Section)

Please supply a workman to repair a window in Room 27,
5th Floor.

CLW

RALPH R. TEEPLE
Major
Director
Local Government Sub Commission

HER

3406

7546

228

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/10

8 November 1945.

SUBJECT: Telephone Listings.

TO : Signals Office - Room 43, 1st Floor.

Will you please note that the undermentioned officer is now
with this Sub Commission:

RUSSELL J.L. Capt.

Ram
5 - 48

Rhine
478190

CyW

RALPH R. TEMPLE,
Major,
Director,
Local Government Sub Commission.

FRS

3405

544

227

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/1G

Tel: 286

SUBJECT: Signs.

8 November 1945

TO : HQ Commandant (Office Space Section)

May this Sub Commission please be supplied with the following
door signs:

CAPT. J.L. RUSSELL.

Specimen is attached. — which please return

Ugh

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

RRB/nm

3404

7543

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/16

Tel: 286

SUBJECT: Stationery Supplies.

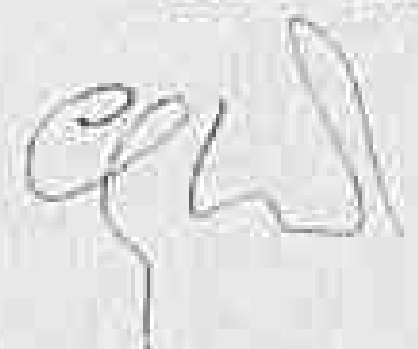
6 November 1945

TO : HQ Commandant.

1. May the following items of supply please be issued to this office:

Typing paper - short - thin
" " " thick
2 boxes paper clips
3 typewriter erasers
2 typewriter ribbons
3 shorthand notebooks
2 packs carbon paper
Brown wrapping paper

String
3 packs pins
5 pencils No. 2
1 bottle of paste
Blotting paper
Correction fluid
Pen points
1 bottle India ink (black)



RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

pec

3403

725

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/LG.

Tel: 286

SUBJECT: Typewriters.

8 November 1945.

TO : HQ Commandant (Office Space Section)

May the typewriters repairman please be sent to this Sub Commission
to repair three Imperial Typewriters as soon as possible.
They are in Room 27, 5th Floor.

Cy W

BMS/1e

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission.

3402

7530

224

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AO/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

30 October 1945

TO : HQ Commandant.

May the following items of supply please be issued to this office:

2 typewriter ribbons
5 pencils - No. 2
4 Exercise Books - Code No. 28-31
6 Medium-size scratch pads
6 small " " "
typing paper -short - thin
" " " thick
2 typewriter erasers
2 boxes paper clips
2 packs pins

Envelopes - small
Brown wrapping paper
String
3 packs carbon paper - long
1 Date Stamp
Blotting paper
Gummed labels
Scotch tape


RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

peo

3401

223

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AO/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

23 October 1945

TO : HJ Commandant

1. Please issue the following items of stationery to the above two offices:

10 pencils - No. 2
2 " - blue
2 " - red
1 box pen points
2 boxes paper clips
1 box stencils
1 ball string - thin
1 " " - thick
Brown wrapping paper
2 typewriter ribbons
3 shorthand notebooks
Envelopes - small
" - medium

Typing paper - short - thin
" " - short - thick
1 box staples (Zenith)
Blotting paper
3 packs carbon paper (long)
S.O. Book 136¹/₂ - Code 28-76
" " " - Code 28-33
Typewriter erasers
File fasteners

R. R. Temple
RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

pcc

3400

222

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AO/6/5/2/10

Tel: 286

17 October 1945

SUBJECT: Repairs to Typewriter.

TO : HQ Commandant (Office Space Section)

Imperial Typewriter No. 2070690 in use by this Branch is need of repair.

May this please be done as soon as possible.

AW

RALPH R. TELWIE
Major
Director
Local Government Sub Commission

RME/em

3393

5376

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AC/G/5/2/LG

Tel: 266

SUBJECT: Stationery Supplies.

16 October 1945

TO : HQ Commandant.

Please issue the following items of stationery to the above two
offices:

3 packs carbon paper
typing paper - short - thin
" " " thick
10 pencils - No. 2
3 typewriter erasers
3 " ribbons
1 ball of string
Envelopes - medium
" - small

3 boxes paper clips
3 packs pins
1 ruler
1 box medium size clips

R. R. Temple Major

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

pcc

3398

290

6/5/2
J/L

ALCON LIAISON OFFICER PALMER

6918

11 October 1945

ROUTINE

RESTRICTED PD

PARA ONE PD TWO BOXES FOR MACCALLUM SENT THROUGH MFO ON NINE OCTOBER PD

PARA TWO FOR ACTION ALCON LIAISON OFFICER PALMER FROM HQ ALCON GIVE ACCT FARM

PARA TWO PD LEATHER STRAPS THROUGH ARMY POST OFFICE PD

LEGAL GOVERNMENT S/C

476190

3353

C. J. LEONE
OWO USA
Asst. Adjutant

No. 920P

MILITARY FORWARDING ORGANIZATION

DATE 9 Oct 45

RECEIPT FOR BAGGAGE FOR DESPATCH

OWNER'S NAME and RANK Lt. Col. H. J. Mc CALLUM
UNIT AC

No. of PIECES and Description of Baggage

1 upan locked
1 #/box "

DESTINATION and ADDRESS to which baggage is to be forwarded

Allied Command
Prison officer
Via Libertas Palermo
Sicily

CONDITION of Baggage on Receipt

(A) Securely packed and fastened

good
as above

(B) If insecurely fastened say how

Is the Baggage insured against LOSS in transit PILFERAGE, FIRE, etc.

NOTE No responsibility is accepted for
loss through pilferage, fire, theft, etc.
vide G. O. 1005 (7) of 31.7.42.

SIGNED

STATION

Franklin
MFO Rome

FOR MFO USE ONLY

FORWARDED No.

DATE

WAY BILL No.

WAGON/TRUCK No.

RR. No. (If applicable)

POLICY No.

CONS No.

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AC/6/5/2/LG

Tel: 286

2 October 1945

SUBJECT: Stationery Supplies.

TO : HQ Commandant.

Please issue the following items of stationery to the above two offices:

3 packs carbon paper
4 packs pins
Brown wrapping paper
2 balls string
3 shorthand notebooks
Envelopes - small
" - medium
Typing paper - short - thin
" " " thick
2 bottles India ink

10 pencils - No. 2
2 " blue
2 " red
Blotting paper
3 typewriter erasers
3 " ribbons
1 stylus for signing stencils
4 boxes paper clips



RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

pcc

1395

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AG/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

25 Sept. 1945

TO : HQ Commandant.

Please issue the following items of stationery to the above 2 offices:

2 bottles ink
4 packs pins
10 pencils - No. 2
2 " blue
2 " red
4 typewriter erasers
3 shorthand notebooks
3 packs carbon paper (long)
2 balls string
Brown wrapping paper
2 boxes file fasteners

Typing paper - short -thin
" " - short -thick
3 waste paper baskets
6 S.O. Book 136¹ - Code 28-76
6 small scratch pads
6 medium " " (lined)
Envelopes - small
" - medium
" - large
1 styles for signing stencils



R. R. CRIPPS
Colonel
Director
Local Government Sub Commission

pec.

3384

2062

Declassified E.O. 12356 Section 3.3/NND No. 785021

6/5/2

File 916
R 52054

MEMORANDUM RECEIPT

* ~~CREDIT~~ * DEBIT SLIP

* Issued to:
* Taken by:

Interior Sub Commission

Place HQ SUPPLY 2675th REGIMENT, ACC.

Date 1 August 1944

Quartermaster
(Name of supply branch)

Property

Number	Stock Number	Articles
--------	--------------	----------

1		Typewriter, Woodstock, 14" carriage, # N 635280 E
---	--	---

////////////////////////////////////last item////////////////////////////////////

3393

(N.B. This M/R supersedes all previous M/Rs re:above property.)

Received the above-named articles.

Ralph R. Temple, Capt.
Int. S/c

No. M/R 239

215

6/5/2

HEADQUARTERS ALLIED COMMISSION
AFC 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AO/6/5/2/LC

Tel: 286

SUBJECT: Stationery Supplies.

18 September 1945

TO : HQ Commandant

1. Please issue the following items of stationery to the above 2 offices, please:--

3 packs pins
2 bottles ink
1 bottle India ink
2 boxes staples "Zenith"
10 pencils - No. 2
2 " - blue
2 " - red
3 typewriter erasers
3 shorthand notebooks
Brown wrapping paper
1 ball of string
Gummed labels

Envelopes -- medium
" -- small
Blotting paper
3 typewriter ribbons
2 packs pen points
3 boxes paper clips
2 rolls Scotch tape
Typing paper -- short -- thick
" " " " -- thin
" " " " -- long -- thick
" " " " -- thin
3 packs carbon paper (long)
Brown gummed paper

R. R. Cripps

R. R. CRIPPS
Colonel
Director
Local Government Sub Commission

pec

3392

6/5/2

2/4

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AG/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

4 September 1945

TO : HQ Commandant

Please issue the following items of stationery to the above two offices:

- 2 - bottles ink
- 4 - packs pins
- Envelopes - small
- " - medium
- " - large
- 3 - packs carbon paper
- 2 - packs pen points
- 10 - pencils No. 2
- 2 - " red
- 3 - typewriter ribbons
- Small scratch pads

- Blotting paper
- Shorthand notebooks
- 5 - bottles India Ink
- Brown wrapping paper
- 1 - ball of string
- 3 - typewriter erasers
- Typing paper - long - thick
- " " " - thin
- " " - short - thick
- " " - thin
- 2 - boxes staples (Zenith)

FOR THE DIRECTOR:

R. R. Temple Capt.

RALPH R. TEMPLE
Major
Deputy Director
Local Government Sub Commission

pec

3391

4993

213

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AG/6/5/2/1G

Tel: 286

SUBJECT: Stationery Supplies.

14 August 1945

TO : HQ Commandant

May the following items of stationery please be issued to the
2 offices above-mentioned:

10 pencils - No. 2
2 packs pins
India ink - 2 bottles
Envelopes - small
Typing paper - short - thin
" " " - thick
Typewriter ribbons - 2
2 Shorthand notebooks

Staples (Zenith)
Paper clamps
File fasteners
Brown wrapping paper
Correction fluid
Scratch pads - small
" " - medium

FOR THE DIRECTOR:

Alfred S. Temple
for *Nay*

RAIMON R. TEMPLE
Major
Deputy Director
Local Government Sub Commission

pcc

3390

212

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AG/6/5/2/1G

Tel: 236

SUBJECT: Stationery Supplies.

7 August 1945

TO : HQ Commandant.

offices:
Please issue the following items of stationery to the above two

10 pencils - No. 2
3 " blue
3 " red
2 packs carbon paper
1 bottle ink
3 typewriter erasers
1 ball of string
brown wrapping paper

envelopes - small
" medium
4 packs pins
2 boxes paper clips
blotting paper
2 typewriter ribbons
2 packs pen points
file folders - long
typing paper - short - thick
" " thin

FOR THE DIRECTOR:

R. R. Temple
Major

RAIMON R. TEMPLE
Major
Deputy Director
Local Government Sub Commission

pec

3383

AC/6/5/2/10

Ref 206

SUBJECT: Stationery Supplies.

7 August 1945

TO : HQ Commandant.

offices:
Please issue the following items of stationery to the above two

10 pencils - No. 2
3 " blue
3 " red
2 packs carbon paper
1 bottle ink
3 typewriter erasers
1 ball of string
brown wrapping paper

envelopes - small
" medium
4 packs pins
2 boxes paper clips
blotting paper
2 typewriter ribbons
2 packs pen points
file folders - long
typing paper - short - thick
" " thin

FOR THE DIRECTOR:

R. R. Temple
Major

RAJAH R. TEMPLE
Major
Deputy Director
Local Government Sub Commission

pec

3303

4742

211

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/LG

Tel: 286

SUBJECT: Signs.

3 August 1945.

TO : HQ. Commandant (Office Space Section)

May this Sub Commission please be supplied with the following
door sign:

Miss E. RASHBURN.

Specimen is attached.

PGW/ie

SR
RALPH R. TEMPLE
Major,
Deputy Director,
Local Government sub Commission.

3388

4716

210

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/6/5/2/10

SUBJECT: Telephone Listings

TO : Signals Office - Room 43, 1st Floor Annex

CRIPPS R.R. Colonel	5 - 52	495 and 620
CUNNINGHAM W.I. Captain	5 - 48	478190
REAKES J.S. Major	5 - 54	358
TEMPLE R.R. Major	5 - 46	478706
WHITE S.H. Lt Col.	5 - 56	469
WILLIAMS C.G.R. Major	5 - 48	478190

PGW/ma

196
R.R. CRIPPS
Colonel
Director
Local Government Sub Commission

3387

4693

209

6/4/2

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AC/6/5/2/14

SUBJECT: Stationery Supplies.

TO : HQ Commandant.

Tel: 286

31 July 1945

May the following items of supply please be issued to the above two offices, please:

3 bottles ink
10 pencils - No. 2
2 packs carbon paper - legal size
4 packs pins
1 ball string
brown wrapping paper
50 file folders - large
shorthand notebooks

envelopes - small
typing paper - legal-size - thin
" " " " thick
" " " " thin
" " " " short
" " " " " thick
2 typewriter ribbons
blotting paper
10 - S.O. Book 136 (Code 28-76)

pec

W. R. R. CRIPP
R. R. CRIPP, Colonel
Director
Local Government Sub Commission

3366

AC/6/5/2/1G

SUBJECT: Stationery Supplies.

TO : HQ Commandant.

Tel: 286

31 July 1945

May the following items of supply please be issued to the above two offices, please:

3 bottles ink
10 pencils - No. 2
2 packs carbon paper - legal size
4 packs pins
1 ball string
brown wrapping paper
50 file folders - large
shorthand notebooks

envelopes - small
typing paper - legal-size - thin
" " " " " thick
" " " " " thin
" " " " " thick
2 typewriter ribbons
blotting paper
10 - S.O. Book 136 (Code 28-76)

pec

R. R. CRIPES

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

3386

4688

208

6/5/2

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS OFFICE

AO/6/5/2/1G

Tel: 286

SUBJECT: Stationery Supplies.

24 July 1945

TO : Hq Commandant.

Please issue the following items of stationery to the above 2 offices:

4 packs pins
10 pencils - No. 2
1 ball string
typing paper - legal-size - thick
" " - " " thin
" " - short thick
" " - " thin
carbon paper - legal-size (2 packs)
brown wrapping paper

3 bottles ink
1 box pen points
file folders - large
gummed labels
erasers for typewriters
2 typewriter ribbons
small scratch pads
medium " "

FOR THE DIRECTOR:

Ralph R. Temple
RALPH R. TEMPLE
Major
Deputy Director
Local Government Sub Commission

peo

3385

4624

6/5/2

207

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

6/5/2/LG

17 July 45.

SUBJECT: Repair of Electric Light.

TO : HQ AC Office Space Section

It is requested that an electrician be sent
up to 5 floor room 54 for the repair of the electric
light.

pk

Local Government Sub Commis.

3384

4568

206

6/5/2

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AO/6/5/2/LG

Tel: 286

SUBJECT: Stationery Supplies.

17 July 1945

TO : Hq Commandant.

Please issue the following items of stationery to the above two offices.

3 bottles ink
10 pencils - No. 2
2 " green
carbon paper (full package)
2 balls of string
two packages stencils
3 packs of pins

brown wrapping paper
paper clips
typewriter ribbons
" erasers
shorthand notebooks

W. P. Cripps
R. R. CRIPPS
Colonel
Director

Local Government Sub Commission

pee

3383

205

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AC/6/5/2/14

Tel: 286

SUBJECT: Stationery Supplies.

10 July 1945

TO : HQ Commandant.

Please issue the following items of supply to this office:

10 pencils - No. 2
2 " - red
2 " - blue
3 pks. pins
1 package pen points
file folders - large
carbon paper - legal size
1 ball of string
file fasteners

brown wrapping paper
typing paper - short - thick
" " " thin
" " long Thick
" " " thin
shorthand notebooks
typewriter ribbons
3 typewriter erasers
blotting paper

FOR THE DIRECTOR:

3302

R. R. Temple
RALEIGH R. TEMPLE
Major
Deputy Director
Local Government Sub Commission

pcc

4516

204

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/6/5/2/IG.

Tel: 286

SUBJECT: Typewriter repair.

27th June 1945.

TO : HQ. Commandant (Office Space Section)

Will you please send a mechanic to repair a typewriter in
Room 54 5th Floor.

FOR THE DIRECTOR:

5381

H. P. Temple

H. P. TEMPLE.
Major,
Deputy Director,
Local Government Sub Commission.

4439

203

Army Form G 1033
(in books of 100)

For Office Stamp,

To be completed by Counselor

No. of sheets in voucher..... Sheet No.
 Receipt voucher No.
 Account.....
 Date account commenced.....

At.....
At.....

Carrier's or Convoy Note No. and Date.....

* Of consignor on original and triplicate and of consignee on duplicate.
† Part No. to be completed in the case of M.T. or other technical stores.

IF USED BY ORDNANCE OFFICERS AS AN ISSUE VOUCHER, TONNAGE TO BE ENTERED ON REVERSE

202

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AO/6/5/5/1G

Tel: 286

SUBJECT: Stationery Supplies.

26 June 1945

TO : HQ Commandant.

May this office please be furnished with the following items of stationery:

2 bottles of ink
3 packages of pins
3 " paper clips
Envelopes - medium
" - large
Carbon paper - long
Paste
10 pencils - No. 2
4 " green
India Ink.

Blotting paper
Paper, typing - short - thick
" " " thin
3 Typewriter ribbons
S.O. Books, 136; Code 2876
String
Large scratch pads (ruled)

FOR THE DIRECTOR:

pcc

R. R. Temple
RALEPH R. TEMPLE
Major

Deputy Director
Local Government Sub Commission

3379

4426

201

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION
PATRIOTS BRANCH

AC/6/5/2/16

Tel: 236

SUBJECT: Stationery Supplies.

18 June 1945

TO : HQ Commandant.

May this Sub Commission please be furnished with the following items, please:

3 bottles ink
3 packages pins
envelopes - small
" - medium
50 file folders - large
2 boxes paper clips
2 boxes large paper clamps
1 pair of scissors
brown wrapping paper
6 pencils No. 2

carbon paper - long
small scratch pads
2 typewriter ribbons
typing paper - short - thick
" " " - thin
pen points (Falcon)
2 shorthand notebooks
1 ball of string

FOR THE DIRECTOR:

h *AGW* *Major*
RALPH R. TEMPLE
Major
Deputy Director
Local Government Sub Commission

pcc

3373

4388

2080