1469

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

ACC

10000/141/585
(2ND)

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

10000/141/585
(2ND)

CIVILIAN EMPLOYEES, GENERAL
DEC. 1944 - FEB. 1946

136

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
NUMBER 12)

11 February 1946

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES

1. All previous memorandums detailing the cost of living bonus for civilian employees of the Allied Forces within the boundaries of Rome Province are hereby rescinded.

2. In accordance with information contained in Civilian Labour Information Bulletin Number 25, Rome Area Allied Command, APO 794, dated 8 February 1946, the following tables will be used in calculating civilian personnel payrolls for Rome Province, effective 1 February 1946.

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

(a) Adult Group

Basic Wage Lire per day	Maximum permissible bonus Lire per day Male	Female
Up to and including 120 lire	235	200
From 121 - 125 lire	232	197
From 126 - 130 lire	230	195
From 131 - 135 lire	227	192
From 136 - 165 lire	225	190
From 166 - 170 lire	222	187
From 171 - 175 lire	220	185
From 176 - 180 lire	217	182
181 and above	215	180

2355

(b) Juveniles (Male and Female) under 18 yrs of age may be paid a Cost of Living Bonus up to 109 lire per day.

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

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

APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
NUMBER 12)

11 February 1946

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES

1.All previous Memorandums detailing the cost of living bonus for civilian employees of the Allied Forces within the boundaries of Rome Province are hereby rescinded.

2.In accordance with information contained in Civilian Labour Information Bulletin Number 25, Rome Area Allied Command, APO 794, dated 8 February 1946, the following tables will be used in calculating civilian personnel payrolls for Rome Province, effective 1 February 1946.

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

(a) Adult Group

Basic Wage Lire per day	Maximum permissible bonus Lire per day Male	Female
Up to and including 120 lire	235	200
From 121 - 125 lire	232	197
From 126 - 130 lire	230	195
From 131 - 135 lire	227	192
From 136 - 165 lire	225	190
From 166 - 170 lire	222	187
From 171 - 175 lire	220	185
From 176 - 180 lire	217	182
181 and above	215	180

2355

(b) Juveniles (Male and Female) under 18 yrs of age may be paid a Cost of Living Bonus up to 109 lire per day.

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

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B.COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE MONTHLY WAGE GROUP.(ADMINISTRATIVE, OFFICE AND CLERICAL GRADES).

Monthly Wage Group (Including Chief Foreman-Artisan, Skilled & Unskilled grades)

(a) Adult Group

Basic Wage Lire per month	Maximum permissible bonus Lire per month: Male	Female
Up to and including 3000 lire	6110	5200
From 3001 - 3100 lire	6080	5170
From 3101 - 3200 lire	6030	5120
From 3201 - 3300 lire	5980	5070
From 3301 - 3400 lire	5930	5020
From 3401 - 3500 lire	5880	4970
From 3501 - 5000 lire	5850	4940
From 5001 - 5100 lire	5780	4870
From 5101 - 5200 lire	5730	4820
From 5201 - 5300 lire	5680	4770
From 5301 - 5400 lire	5630	4720
From 5401 -10000 lire	5590	4680
10001 lire and above	4290	3705

(b) Juveniles may be paid a Cost of Living Bonus up to 1794 lire per month.

NOTE Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus under (a) and (b) when full rations, i.e. all meals are provided to the employee by the employing service.

C.COST OF LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS AND MESSES WITHIN THE BOUNDARIES OF ROME PROVINCE

(a) Adult group

Basic Wage lire per month	Maximum permissible bonus Lire per month: Male	Female
Up to and including 3600 lire	4925	4625
From 3601 -3700 lire	4875	4575
From 3701 -3800 lire	4825	4525
From 3801 -4900 lire	4775	4475
From 4901 -5000 lire	4725	4425
From 5001 -5100 lire	4675	4375
From 5101 -5200 lire	4625	4325
From 5201 lire and above	4555	4255

(b) Juveniles may be paid a Cost of Living Bonus up to 1930

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TIVE, OFFICE AND CLERICAL GRADES).

Monthly Wage Group (Including Chief Foreman-Artisan, Skilled & Unskilled grades)

(a) Adult Group

Basic Wage Lire per month	Maximum permissible bonus Lire per month Male	Female
Up to and including 3000 lire	6110	5200
From 3001 - 3100 lire	6080	5170
From 3101 - 3200 lire	6030	5120
From 3201 - 3300 lire	5980	5070
From 3301 - 3400 lire	5930	5020
From 3401 - 3500 lire	5880	4970
From 3501 - 5000 lire	5850	4940
From 5001 - 5100 lire	5780	4870
From 5101 - 5200 lire	5730	4820
From 5201 - 5300 lire	5680	4770
From 5301 - 5400 lire	5630	4720
From 5401 -10000 lire	5590	4680
10001 lire and above	4290	3705

(b) Juveniles may be paid a Cost of Living Bonus up to 1794 lire per month.

NOTE Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus under (a) and (b) when full rations, i.e. all meals are provided to the employee by the employing service.

C.COST OF LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS AND MESSES WITHIN THE BOUNDARIES OF ROME PROVINCE

(a) Adult group

Basic Wage lire per month	Maximum permissible bonus Lire per month Male	Female
Up to and including 3600 lire	4925	4625
From 3601 -3700 lire	4875	4575
From 3701 -3800 lire	4825	4525
From 3801 -4900 lire	4775	4475
From 4901 -5000 lire	4725	4425
From 5001 -5100 lire	4675	4375
From 5101 -5200 lire	4625	4325
From 5201 lire and above	4555	4255

(b) Juveniles may be paid a Cost of Living Bonus up to 1930 lire per month.

Harry Galkin

HARRY GALKIN
1st Lt. Air Corps
Asst G-1 (A)

Distribution
"D"

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

1475

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

135

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel: 286

SUBJECT: Civilian Mess - Office employees. 29 January 1946

TO : HQ Commandant - Room 10 - Ground Floor

Reference your Daily Bulletin No. 29 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 1-15 February 1946.

Signorina	Elisa IEZZI	225 Lire
Signor	Arrigo NICE	225 Lire
Signor	Guglielmo WITTING	225 Lire
	Cash is enclosed	675 Lire

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

Encl. Lire 675

Encl 675 L

1476

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

№ 2669 134

DUPLICATE

PURCHASES & CONTRACTS

U.S. ALLIED CONTROL COMMISSION

Received From CAPT. M. K. BROWN
PURCHASES & CONTRACTS The sum

of 22.750 Lire for the payroll of LOCAL GOVERNMENT
(Section)

For period of JAN 16 1946 Date to JAN 31 1946 Date 2353

RECIPIENT

1477

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

DUPLICATE

PURCHASES & CONTRACTS

No. 2594 130

HQ. ALLIED CONTROL COMMISSION

Received From CAPT. M. H. BROWN PURCHASES & CONTRACTS The sum

of 21 295 Lire for the payroll of LOCAL GOVERNMENT (Section) 2353

For period of JAN 1 1946 (Date) To JAN 15 1946 (Date)

RECIPIENT

1478

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

133

HEADQUARTERS ALLIED COMMISSION
APO 394

28 January 1946
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT Sub Commission Sub-Commission or Section with 22750 Lire for Civilian Payrolls for period of 16 January to 31 January 1946 in the following denomination.

Notes		Quantity	Total
1000	Lire	19	19.000
500	»	4	2.000
100	»	15	1.500
50	»	2	100
10	»	14	140
5	»	2	10
2	»		
1	»		
	Grand Totals		22.750

2351

R A Hartford for Treasury
Authorizing Officer.

1479

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

131

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel: 206

12 January 1946

SUBJECT: Civilian Mess - Office employees.

TO : HQ Commandant - Room 10 - Ground Floor

Reference your Daily Bulletin No. 8 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-31 January 1946.

Signorina	Elisa IEZZI	240 Lire
Signor	Arrigo NICK	240 Lire
Signor	Guglielmo WITTNER	240 Lire
	Cash is enclosed	720

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

cm

Encl. Lire 720

Put Quick. 720 f

2350

1480

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

HEADQUARTERS ALLIED COMMISSION
APO 394

130

11 January 1946

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT Sub Commission Sub-Commission or Section with 21395 Lire for Civilian Payrolls for period of 1 January 1946 to 15 January 1946 in the following denomination.

Notes		Quantity	Total
1000	Lire	18	18.000
500	»	4	2.000
100	»	11	1.100
50	»	4	200
10	»	8	80
5	»	3	15
2	»		2343
1	»		
Grand Totals			21395

196

W.I. CUNNINGHAM, Captain
Authorizing Officer.

1481

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

129

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel: 286

SUBJECT: Civilian Mess - Office employees.

12 January 1946

TO : HQ Commandant - Room 10 - Ground Floor

Reference your Daily Bulletin No. 8 the following employees of Local Government Sub Commission , desire to partake of the mid-day meal for period 16-31 January 1946.

Signorina	Elina IEZZI	240 Lire
Signor	Arrigo NICE	240 Lire
Signor	Guglielmo WITTIEG	240 Lire
	Cash is enclosed	720

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

ram

Encl. Lire 720

2343

1482

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

DUPLICATE

128

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

343

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVERNMENT S/C PERIOD FROM 1 January 19

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Sig.na MARCELLA MANCIA	Int/Typist		½ month	4290	3640	2145	1820	3965	-	3965	1
2	Sig. AFRIGO NICE	Gen./Adm.Asst.		-	7480	4030	3740	2015	5755	65	5690	2
3	Sig. GUGLIELMO WITTINE	Jun.Adm.Asst.		12 days	4425	4290	2040	1900	4020	65	3955	3
4	Sig. GIUSEPPE CHEVALIER	Tech/Int.		½ month	5390	4070	2695	2055	4730	-	4730	4
5	Sig.na ELISA IEZZI	Int/Typist		12 days	2920	3900	1340	1800	3140	65	3955	5
6												6
7												7
8	Sign.na Marcella MANCIA granted leave with pay											8
9	for period: 2nd to 5th January.											9
10												10
11												11
12	Sig. NICE and Sig. CHEVALIER worked on											12
13	2nd of January.											13
14												14
15												15
16												16
17												17

CARRIED FORWARD

1483

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

Revised
F/F 4
(1-45)

ED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT S/C PERIOD FROM 1 January 194 6 TO 15 January 194

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist		½ month	4290	3640	2145	1820	3965	-	3965	1
n.Adm.Asst.		-	7480	4030	3740	2015	5755	65	5690	2
n.Adm.Asst.		12 days	4420	4290	2040	1980	4020	65	3955	3
Tech/Int.		½ month	5390	4070	2695	2055	4730	-	4730	4
Int/Typist		12 days	2920	3900	1340	1800	3140	65	3055	5
										6
										7
										8
leave with pay										9
										10
										11
										12
ked on										13
										14
										15
										16
										17

CARRIED FORWARD

1484

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	In cash
		Normal	Overtime								
BROUGHT FORWARD										21395	
19											19
20											20
21											21
22											23
23											23
24											24
25											25
26											26
27											27
28											28
29											29
30											30
31											31
32											32
33											33
										21395	

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing AEIN authorized scales, as modified by local Wages Sub Committee.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HA
EMPLOYEES ENTITLED THERETO.

DATE 31 January 1946 194

SIGNA

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

FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtim	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
BROUGHT FORWARD										
									21395	18
										19
										20
										21
										22
										23
										24
										25
										26
										27
										28
										29
										30
										31
										32
										33
									21395	

d that all above rates of pay ccordance with existing AFHQ' d scales, as modified by local b Committee.

NATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO

DATE 1 January 1946 194

SIGNATURE AND RANK OF PAYING OFFICER

1486

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

DUPLICATE

No. 2519 127

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From CAPT. M. H. BROWN
PURCHASES & CONTRACTS
The sum

2490 Lire for the payroll of LOCAL GOVERNMENT
(Section)

for period of DEC 16 1945 (Date) To DEC 31 1945 (Date) 2346

RECIPIENT

1487

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

Tel. 126

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

Tel: 286

AC/16/1/LG

27 December 1945

SUBJECT: Civilian Mess - Office employees.

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No. 345 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 1-15 January 1946.

Signorina	Elisa IEZZI	225 Lire
Signor	Arrigo NICE	225 Lire
Signor	Guglielmo WITTINE	225 Lire
		675

Cash is enclosed

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

mm

Encl. Lire 675

675 47 Lire

2345

1488

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

195

HEADQUARTERS ALLIED COMMISSION
APO 394

27 December 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT Sub Commission Sub-Commission or Section with 25265 Lire for Civilian Payrolls for period of 16 December 1945 to 31 December 1945 in the following denomination.

	Notes	Quantity	Total
1000	Lire	21	21.000
500	»	5	2.500
100	»	14	1.400
50	»	4	200
10	»	15	150
5	»	3	15
2	»		
1	»		
	Grand Totals		25.265

2344

Authorizing Officer.

1489

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

2348

DISTRICT OF: .....

SUB COMMISSION: LOCAL GOVERNMENT S/C ..... PERIOD FROM 16 December 1945

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	In Sommina
1	Sign. GIULIANA CONTI	Int/Typist	½	month	4290	3640	2145	1820	3965	-	3965	1
2	Sign.na MARCELLA MANCIA	" "		-	4290	3640	2145	1820	3965	-	3965	2
3	Sig. ARRIGO NICE	Sen.Adm.Asst.		-	7480	4030	3740	2015	5755	65	5690	3
4	Sig. GIUSEPPE CHEVALIER	Tech/Int.		-	5390	4070	2695	2035	4730	-	4730	4
5	Sig. GUGLIELMO WITTINE	Jun.Adm.Asst.		12 days	3420	4550	1620	2275	3895	65	3830	5
6	Sig.na ELISA BIZZI	Int/Typist		" "	2920	3900	1350	1800	3150	65	3085	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

CARRIED FORWARD 25265

1490

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

2343

SUB COMMISSION: LOCAL GOVERNMENT S/C PERIOD FROM 16 December 1945 TO 31 December 194

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	Int/Typist	½	month	4290	3640	2145	1820	3965	-	3965	1
	" "		-	4290	3640	2145	1820	3965	-	3965	2
	Sen.Adm.Asst.		-	7480	4030	3740	2015	5755	65	5690	3
	Tech/Int.		-	5390	4070	2695	2035	4730	-	4730	4
	Jun.Adm.Asst.		12 days	3420	4550	1620	2275	3895	65	3830	5
	Int/Typist		" "	2920	3900	1350	1800	3150	65	3085	6
											7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17
							CARRIED FORWARD			25265	

1491

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
		Normal	Overtime								
BROUGHT FORWARD											
18										25265	18
19											19
20											20
21											21
22											22
23											23
24											24
25											25
26											26
27											27
28											28
29											29
30											30
31											31
32											32
33											33
										25265	

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing AFHQ authorized scales, as modified by local wages sub committees.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES [illegible] EMPLOYEES ENTITLED THERETO.

DATE 27 December 1945 194.....

SIG[illegible]

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. – la somma indicata nella colonna precedente
	BROUGHT FORWARD									25265	18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
											33
										25265	

tified that all above rates of pay
in accordance with existing AFHQ'
horized scales, as modified by local
ee sub Committee.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE 27 December 1945 194

SIGNATURE AND RANK OF PAYING OFFICER

1493

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

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Loc & out Sk 193

16/1

9 DEC 1945

3/3.4/CA

21 Dec 45

SUBJECT : Pay during holiday period - Civilian personnel.

TO : All CA Sub-Commissions

1 The only holidays for which pay will be issued to civilian personnel will be Dec 25 and Jan 1.

2 On Dec 26 and Jan 2 they will only receive pay if attending for duty with their Section or Sub-Commission. It should be noted that Dec 26 and Jan 2 are both Wednesdays ($\frac{1}{2}$ days).

3 Monday 24 Dec is an unofficial holiday and the same applies for this as in para 2 except that it is not a half day.

H.E. ANSON, Major,
CA Section.

2342

7858

1494

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

DUPLICATE

N° 2414 199

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From CAPT. M. H. BROWN, PURCHASES & CONTRACTS The sum

of 36.852 Lire for the payroll of LOCAL GOVERNMENT (Section)

For period of ..... Date To ..... Date 23/4

RECIPIENT

1495

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

HEADQUARTERS ALLIED COMMISSION
APO 394

121

11 December 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT Sub Commission Sub-Commission or Section with 22880 Lire for Civilian Payrolls for period of 1 December 1945 to 15 December 1945 in the following denomination.

Notes	Quantity	Total
1000 Lire	19	19,000 ✓
500 »	4	2,000 ✓
100 »	15	1,500 ✓
50 »	4	200 ✓
10 »	16	160 ✓
5 »	4	20 ✓
2 »		2340
1 »		
Grand Totals	22,880	X

C.G.R. WILLIAMS, Major
Authorizing Officer.

1496

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

DUPLICATE

№ 2369 120

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From CAPT. M. H. BROWN
PURCHASES & CONTRACTS The sum

of 22,880 Lire for the payroll of LOCAL GOVERNMENT
(Section)

For period of DEC 1 - 1945 To DEC 15 1945
Date Date

RECIPIENT

1497

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVT. SUB COMMISSION PERIOD FROM CHRISTMAS 194

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signora GIULIANA CONTI	Int/Typist	24 days		165	140	3960	3360	7320	-	7320	1
2	" MARCELLA MARCIA	" "	" "		165	140	3960	3360	7320	-	7320	2
3	Sig. GIUSEPPE CHEVALIER	Tech/Int. Intendente-ragg.	14 days		186	165	2604	2310	4914	-	4914	3
4	" GUGLIELMO BITTINI	Gen. Admin. Asst.	14 days		92	175	140	262	402	-	402	4
5	(" ARRIGO MIC.	Gen. Admin. Asst.)	24 days		287	150	6888	3720	10608	-	10608	5
6	(July 1944 to Mar. 1945 with Region IV (Mar 1945 to Dec. 1945 with A.M.G.C.	)										6
7	(Signora ELISA [illegible]	Int/Typist	) 24 days		112	150	2688	3600	6288	-	6288	7
8	(Aug. 1944 to May 1945 with Region V (May 1945 to Dec. 1945 with A.M.G. A.C.	)										8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

CARRIED FORWARD 36852

1498

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees) CHRISTMAS BONUS 1945

SUB COMMISSION: LOCAL GOVT. SUB COMMISSION PERIOD FROM ..... 194 .... TO 194

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE OR MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	Int/Typist	24 days		165	140	3960	3360	7320	-	7320	1
	" "	"	"	165	140	3960	3360	7320	-	7320	2
R	Tech/Int. Jun. Admin. Asst.	14 days		186	166	2604	2310	4914	-	4914	3
	Jun. Admin. Asst.	1½ days		93	170	140	262	402	-	402	4
	Jun. Admin. Asst.) with Region IV with H.Q.M.G.A.	24 days		287	156	6888	3720	10608	-	10608	5
											6
	Int/Typist with Region V with Hq. M.G.A.	24 days		112	150	2688	3600	6288	-	6288	7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17

CARRIED FORWARD 36852

1499

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE
		Normal	Overtime							
BROUGHT FORWARD										36852
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										
32										
33										
										36852

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing Army authorised scales. as modified by local Wages Sub Committee.

W.J. Cunningham Capt.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES EMPLOYEES ENTITLED THERETO

DATE ..... 194....

1500

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtim	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	BROUGHT FORWARD									$6852	
											18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
										$6852	33

Certified that all above rates of pay are in accordance with existing AMG authorised scales, as modified by local Wages Sub Committee.

W.J. Cunningham Capt.
SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE ..... 194....

SIGNATURE AND RANK OF PAYING OFFICER

1301

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

118

HEADQUARTERS
ALLIED COMMISSION
G-1 CIVILIAN PERSONNEL
APO 394

SUBJECT : Christmas Bonus, 1945.

TO : All Employing Departments.

1. Christmas Bonus for Christmas 1945 has been authorized by Allied Force HQ (Admin. Memo. No. 51, dtd 12 Dec 45) to all Italian civilian personnel (G-1 Civilian personnel) who are employed by this headquarters as of 20 December 45.

2. The amount of the bonus for each employee will be two days' current total pay (base pay plus cost of living bonus) for each month of service during the year of 1945.

For the purpose of this computation the following rules will govern:

a. Employees in employees of 20 Dec 45 will be deemed to be continuing in employment for the balance of the month of December.
b. Only employment with the Allied Commission or HQ, whether in Rome or in the provinces, or with the PCB will be considered.
c. Overtime or other premiums will be disregarded.
d. Fractional amounts will be computed from the following table:

Date employment began	Amount of bonus
1st to 7th day of month	2 days
8th to 15th day of month	1½ days
16th to 23rd day of month	1 day
24th to last day of month	½ day

See also 117

Angelakis 2333

HARRY C. ANGELAKIS,
1st. Lt., Air Corps,
Asst. G-1 American,
Civilian Personnel Officer

7813

1502

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

RESTRICTED

16/1 /lcg 117
Local Govt

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 51) 12 December 1945

CHRISTMAS BONUS (1945) FOR ITALIAN CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

1. General - Following the established policy of keeping conditions of employment and wage scales for Allied Force employees in step with those prevailing in Italian Industry, a Christmas Bonus will be paid Italian Civilian employees of the Allied Forces for Christmas 1945.

2. Entitlement and Rate - Italian civilian employees in the employ of the Allied Forces on 20 December 1945 are entitled to receive a Christmas Bonus.

The amount of the bonus for each employee will be two days' current basic pay and cost of living bonuses for each completed month of continous service during the year of 1945 with the present employing unit or the predecessors thereof.

For the purpose of this computation all Italian Civilian employees in employ as of 20 December 1945 will be deemed to be continuing in employment for the balance of the month of December.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

DISTRIBUTION:
C

2337

1503

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

116

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

16/1/LG. Tel. 286

SUBJECT: Discipline 13 December 1945

TO : Civilian staff Local Government Sub Commission

There has been a noticeable slackness in the conduct of the civilian personnel and the following points have been noted:-

- late arrivals
- undue absenteism
- reluctance to carry out assigned duties
- failure to make complaints through the usual channels

The following points will be observed in the future:-

- The office hours are from :
  0830 hrs to 1230 hrs & (1400 hrs to 1800 hrs.)
  (except Wednesday and Saturday.
  Sunday closed.

Civilians absenting themselves for any reason will have to produce attestation from the dispensary justifying their absence or if this impossible certificate from own doctor.

Owing to the pressure of work and the shortage of staff, personnel may be required to carry out duties that are far from pleasing, but we are all in the same boat and I would like to see work being carried out without any undue complaining.

It is the director's wish that all staff problems be handled by the Chief clerk, thus, requests for interviews with the director and complaints will be made through him.

It has become necessary to enforce a new policy in the management of the working of the office and anyone not giving full cooperation in the fulfilling of same will be severely dealt with.

R.A.G. MANSFIELD
Chief Clerk
Local Government Sub Commission

RAGM/ww

2336

1504

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

115

HEADQUARTERS ALLIED COMMISSION
APO 534
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG.

Tel: 286

SUBJECT: Civilian Mess - Office employees

11 December 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No.334 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-31 December 1945.

Signorina	Elisa IEZZI	240	Lire
Signor	Arrigo NICE	240	Lire
Signor	Vittine Guglielmo	240	Lire
Cash is enclosed		720	

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

ie.

Encls. Lire 720

2335

1505

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

112

HEADQUARTERS ALLIED COMMISSION
APO 394

11 December 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT Sub Commission Sub-Commission or Section with 22880 Lire for Civilian Payrolls for period of 1 December 1945 to 15 December 1945 in the following denomination.

Notes		Quantity	Total
1000	Lire	19	19.000
500	»	4	2.000
100	»	15	1.500
50	»	4	200
10	»	16	160
5	»	4	20
2	»		
1	»		
Grand Totals		22.880	2334

O.G.R. WILLIAMS, Major
Authorizing Officer.

1506

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVERNMENT S/C 3 PERIOD FROM 1 December 194

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
			Normal	Overtime								
1	Sign. GIULIANO CONTI	Int/Typist	½	month	4290	3640	2145	1820	3965	-	3965	1
2	Sign.na MARCELLA MANCIA	Int/Typist		-	4290	3640	2145	1820	3965	-	3965	2
3	Signor ARRIGO NICE	Sen.Adm.Asst.		-	7480	4030	3740	2015	5755	65	5690	3
4	Signor GIUSEPPE CHEVALIER	Tech/Int.		-	4060	4290	2430	2145	4575	-	4575	4
5	Sig.na ELISA IEZZI	Int/Typist		-	2920	3900	1460	1950	3410	65	3345	5
6	Signor GUGLIELMO WITTINE	Jun.Adm.Asst.	5	days	2420	4550	465	875	1340	-	1340	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

CARRIED FORWARD

1507

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT S/C PERIOD FROM 1 December 194 5 TO 15 December 194

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist	½	month	4290	3640	2145	1820	3965	-	3965	1
Int/Typist		-	4290	3640	2145	1820	3965	-	3965	2
Sen.Adm.Asst.		-	7480	4030	3740	2015	5755	65	5690	3
Tech/Int.		-	4860	4290	2430	2145	4575	-	4575	4
Int/Typist		-	2920	3900	1460	1950	3410	65	3345	5
Jun.Adm.Asst.	5	days	2420	4550	465	875	1340	-	1340	6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17

CARRIED FORWARD [redacted]

1502

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE Per MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
BROUGHT FORWARD										22880	18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
											33
										22880	

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing AFHQ authorized scales, as modified by local Wages Sub Committee.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES EMPLOYEES ENTITLED THERETO.

DATE 11 December 1945 194

SIG

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

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. a somma indicata nella colonna precedente
BROUGHT FORWARD									22800	

22800

Certified that all above rates of pay are in accordance with existing AFHQ' authorized scales, as modified by local Sub Committee.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE 11 December 1945 194....

SIGNATURE AND RANK OF PAYING OFFICER

1510

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

DUPLICATE

№ 2294 /12

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

MAJOR G. PARKER
PURCHASES & CONTRACTS

Received From ..... *The sum*

of 2150 *Lire for the payroll of* LOCAL GOVERNMENT
(Section)

For period of NOV 16 1945 *To* NOV 30 1945
Date Date

2352
RECIPIENT

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

HEADQUARTERS ALLIED COMMISSION
APO 394

27 November 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT Sub Commission Sub-Commission or Section with 21540 Lire for Civilian Payrolls for period of 16 November 1945 to 30 November 1945 in the following denomination.

	Notes	Quantity	Total
1000	Lire	1+18	18.000
500	»	4	2.000
100	»	12	1.200
50	»	4	200
10	»	4+12	120
5	»	4	20
2	»		
1	»		2331
	Grand Totals		21,540

C.G.R. WILLIAMS . Major
Authorizing Officer.

1512

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

Float. 110

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel : 286

SUBJECT : Civilian Mess - Office employees

27 November 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No 321 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16th November 1945. 15th to 31st Dec.

Signorina ELISA IEZZI	225 Lire	Elisa Iezzi
Signor ARRIGO NICE	225 Lire	Arrigo Nice
Cash is enclosed herewith	450 Lire	

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

cg.

Encls. Lire 450

675

Received 450 Lire

Bulletins.

L Bube

2330

1513

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

109

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel : 286

SUBJECT : Civilian Mess - Office employees

27 November 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No. 321 the following employees of Local Government Sub Commisaion. desire to partake of the mid-day meal for period 16-18 November 1945.

Signorina	ELISA IEZZI	225 Lire
Signor	ARRIGO NICE	225 Lire
Cash is enclosed herewith		450 Lire

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

cs.

Encls. Lire 450

2323

1514

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: ..... LOCAL GOVERNMENT S/C.2 ..... PERIOD FROM ..... 16 November 194...

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	la somma
1	Sig.na GIULIANA CONTI	Int/Typist	1	month	4290	3640	2145	1820	3965	-	3965	1
2	Sig.na MARCELLA MANCIA	Int/Typist	"	"	4290	3640	2145	1820	3965	"	3965	2
3	Signor ARRIGO NICE	Gen.Adm.Asst.	"	"	7480	4030	3740	2015	5755	65	5690	3
4	Signor GIUSEPPE CHEVALIER	Tech/Int.	"	"	4860	4290	2430	2145	4575	"	4575	4
5	Sig.na ELISA IEZZI	Int/Typist	"	"	2920	3900	1460	1950	3410	65	3345	5
6	Sig. GUGLIELMO VITTINE	Jun. Adm. Asst.	5	DAYS	2420	4550	460	875	1340		1340	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

CARRIED FORWARD 21540

1515

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT S/O.Q. PERIOD FROM 16 November 194 5 TO 30 November 194 5

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	Int/Typist	1 month		4290	3640	2145	1820	3965	-	3965	1
	Int/Typist	"		4290	3640	2145	1820	3965	-	3965	2
	San.Adm.Asst.	"		7480	4030	3740	2015	5755	65	5690	3
	Tech/Int.	"		4860	4290	2430	2145	4575	-	4575	4
	Int/Typist	"		2920	3900	1460	1950	3410	65	3345	5
	JUN. ADM. ASST.	5	DAYS	2420	4550	145	875	1310		1310	6
											7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17

CARRIED FORWARD 21540

f 5 1 6

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

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY (PER 1)	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
	BROUGHT FORWARD											
18											21540	18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33
											21540	

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing AFHQ authorized scales, as modified by local wages Sub Committee

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES EMPLOYEES ENTITLED THERETO.

DATE 27 November 1943 194.....

SIG

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	BROUGHT FORWARD										
										21540	18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
											33
								21540			

...ified that all above rates of pay ...n accordance with existing AFHQ' ...orized scales, as modified by local ... Sub Committee

...IGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE 27 November 1943 194...

...

SIGNATURE AND RANK OF PAYING OFFICER

1518

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

107

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG

Tel: 478706

SUBJECT: Recognition of Italian civilians.

24 November 1945

TO : CA Section.

1610

1. Reference your 9/25 B/CA of 23 November, in view of the restricted class to which the proposal applies, this Sub Commission has no recommendations to make.

2. There are, however, among the under-mentioned classes several cases of outstanding service rendered to the Allies in furtherance of the common cause which appear to deserve recognition. The classes in question are:—

(a) high-ranking officials of the Central Government in Rome;

(b) Prefects and Prefects Regent of Provinces.

The Sub Commission trusts that there will be an opportunity to submit recommendations in respect of these cases.

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

CCRT/pcc

2327

2693

1519

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

16/1

CONFIDENTIAL

1816

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

Ref : 9/25 B/CA

23 Nov 45

SUBJECT : Recognition of Italian Civilians

TO : All CA Sub-Commissions

23 NOV 1945

1 The Italian Government proposes to recognise the work of those Italians who have rendered exceptionally meritorious service in the Civil sphere to the Allied and Italian Cause.

2 Recommendations need not be confined to those now in the employ of AC, nor is it essential that any person recommended should have ever been in the employ of the AC if the work was done in co-operation with AC in administering Italy.

3 The reward is primarily intended for those in the executive rather than in the clerical grades but this will not prohibit the recommendation of a clerk if the work has been of quite exceptional merit.

4 Recommendations will be in respect of any part of the period from the first landing to the present time.

5 Recommendations will reach CA Sec by 1000 hours 26 Nov and will show in each case a short citation showing the position occupied and particulars of the work which is deserving of recognition.

S.H. WHITE Lt Col,
A/VP CA Section

2326

1693

1520

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

DUPLICATE

No. 2179

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

CAPTAIN G. PARKER
PURCHASES & CONTRACTS

Received From ..... *The sum*

of 21 540 *Lire for the payroll of* LOCAL GOVERNMENT

NOV 15 1945
(Section)

For period of NOV 1 1945 *To* NOV 15 1945

Date Date

P E Carr Sgt.

RECIPIENT

1521

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

HEADQUARTERS ALLIED COMMISSION
APO 394

13 November 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply Local Government
Sub-Commission or Section with 21,540 Lire
for Civilian Payrolls for period of 1 November 1945
to 15 November 1945 in the following
denomination.

Notes		Quantity	Total
1000	Lire	18	18,000
500	»	4	2,000
100	»	12	1,200
50	»	4	200
10	»	12	120
5	»	4	20
2	»		
1	»		
Grand Totals		21,540	21,540

2524

C.G.R. WILLIAMS, Major,
Authorizing Officer.

103

R E S T R I C T E D DGK/gcm

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)
: 12 November 1945
NUMBER 48)

E X T R A C T

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

1. Paragraph 5c, AFHQ Administrative Memorandum Number 34, 1945, is rescinded and the following substituted therefor with effect from 15 October 1945:

"5. c. Overtime - Overtime may be paid at the rate of time-and-one-half for all completed hours worked over forty-eight (48) in any normal pay week for all completed hours in excess of eight (8) per day where a normal pay week cannot be established. A normal pay week is a pay week during which hours amounting to forty-eight (48) in total are scheduled over a fixed number of days. The computation of overtime in weeks other than normal shall be done on a daily basis of eight (8) hours per day. Excepted from these conditions are those employees specifically designated in the Appendices as being ineligible for overtime pay. Overtime rates may also be paid in any locality for the seventh consecutive day of working, whether Sunday or a week day. Overtime should be discouraged in the interests of efficiency and the employment of surplus labor."

2. Paragraph 2, AFHQ Administrative Memorandum Number 37, 1945, is amended by the deletion of paragraphs 6b (2) and 6b (3) and substituting the following therefor, with effect from 15 October 1945:

"6. b. (2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of:

For Monthly Wage Group

30 days work for hotel, mess and club employees.
26 days for other than hotel, mess and club employees.

For Daily Wage Group

either 48 hours within any normal work week

or 8 hours on any one day.

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

E X T R A C T

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

1. Paragraph 5c, AFHQ Administrative Memorandum Number 34, 1945, is rescinded and the following substituted therefor with effect from 15 October 1945:

"5. c. Overtime - Overtime may be paid at the rate of time-and-one-half for all completed hours worked over forty-eight (48) in any normal pay week for all completed hours in excess of eight (8) per day where a normal pay week cannot be established. A normal pay week is a pay week during which hours amounting to forty-eight (48) in total are scheduled over a fixed number of days. The computation of overtime in weeks other than normal shall be done on a daily basis of eight (8) hours per day. Excepted from these conditions are those employees specifically designated in the Appendices as being ineligible for overtime pay. Overtime rates may also be paid in any locality for the seventh consecutive day of working, whether Sunday or a week day. Overtime should be discouraged in the interests of efficiency and the employment of surplus labor."

2. Paragraph 2, AFHQ Administrative Memorandum Number 37, 1945, is amended by the deletion of paragraphs 6b (2) and 6b (3) and substituting the following therefor, with effect from 15 October 1945:

"6. b. (2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of:

For Monthly Wage Group

30 days work for hotel, mess and club employees.
26 days for other than hotel, mess and club employees.

For Daily Wage Group

either 48 hours within any normal work week

or 8 hours on any one day.

223

7631

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

AFHQ Administrative Memorandum Number 45 (con't'd)

(3) The proportion of bonus payable varies directly with the proportion of basic wage due (as defined in (2) above), subject to the proviso that Cost-of-Living Bonus will not be paid in respect of any day on which no work is performed.

(4) The Cost-of-Living Bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for over-time pay and female differential."

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

/S/ C.W. Christenberry
/T/ C.W. CHRISTENBERRY
Colonel, AGD
Adjutant General

Extracted by Headquarters
Allied Commission, G-1 Sect.
Civ. Pers., APO 394, 21 Apr.45

DISTRIBUTION
"D"

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

1525

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

R E S T R I C T E D

DCK/rem

14 NOV

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)
: 25 October 1945
NUMBER 47)

NOTICE OF TERMINATION OF EMPLOYMENT TO CIVILIAN EMPLOYEES

1. As military requirements diminish, it becomes necessary to reduce the number of Italian civilian employees in Allied establishments. To make these reductions in force as orderly as possible, the employing services will give adequate notice of discharge whenever possible. It is suggested that manual workers be given a minimum of one weeks' notice, and that office workers be notified two weeks in advance of dismissal.

2. In no circumstances, however, will employees be paid in lieu of notice.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

/S/ C.W. Christenberry
/C/ C.W. CHRISTENBERRY
Colonel, AGD
Adjutant General

Reproduced by Headquarters
Allied Commission, G-1 Sect.
Civ. Pers., APO 394, 10 Nov. 1945

DISTRIBUTION
"D"

115/1

R E S T R I C T E D

2322

7620

1628

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

101

HEADQUARTERS ALLIED COMMISSION
AFO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16 /1/LG

Tel: 286

SUBJECT: Civilian Mess - Office employees

13 November 1945.

TO : MC. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No.301 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-30 November 1945.

Signorina	Elisa TENZI	240 Lire	Elisa Tenzi
Signor	Arrigo Nice	240 Lire	Arrigo Nice
		480	

Cash is enclosed herewith.

Received 450 Lire

ie.

Encls: 480 Lire.

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission.

2321

1527

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

100

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/26 /1/16 Tel: 286

SUBJECT: Civilian Mess - Office employees 13 November 1945.

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No. 307 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-30 November 1945.

Simorina	Elisa	~~240~~ 225	Lire
Signor	Arrigo	Nice ~~240~~ 255	Lire
		~~480~~ 480	

Cash is enclosed herewith. 456

RALPH F. TEMPLE
Major
Director
Local Government Sub Commission.

ie.

Encls: ~~480~~ Lire.
456

2329

1528

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1 November 194...

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	la somma
1	Sig.na GIULIANA COMI	Int/Typist	1 month		4290	3640	2145	1820	3965	-	3965	1
2	Sig.na MARCELLA MANCIA	Int/Typist	"		4290	3640	2145	1820	3965	-	3965	2
3	Signor ARRIGO NICE	Sen. Adv. Asst.	"		7480	4030	3740	2015	5755	65	5690	3
4	Signor GIUSEPPE CHEVALIER	Tech/Int.	"		4860	4290	2430	2145	4575	-	4575	4
5	Sig.na. ELISA IAZZI	Int/Typist	"		2920	3900	1460	1950	3410	65	3345	5
6												6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17
									CARRIED FORWARD		21540	

1529

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1 November 194 5 TO 15 November 194

31 Oct 43

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist	½ month		4290	3640	2145	1820	3965		3965	1
Int/Typist	"		4290	3640	2145	1820	3965		3965	2
Gen. Adm. Asst.	"		7480	4030	3740	2015	5755	65	5690	3
Tech/Int.	"		4860	4290	2430	2145	4575		4575	4
Int/Typist	"		2920	3900	1460	1950	3410	65	3345	5
										6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17
								CARRIED FORWARD	21540	

1530

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
		Normal	Overtime								
BROUGHT FORWARD											
										21540	18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
											33
								21540			

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing AFHQ authorized scales, as modified by local wages sub committee.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIE
EMPLOYEES ENTITLED THERETO.

DATE ..... 194....

1531

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

FUNCTION	TIME Worked: Normal	TIME Worked: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. (a somma indicata nella colonna precedente)	
BROUGHT FORWARD											
									21540		18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
											33
							21540				

...fied that all above rates of pay ... accordance with existing AFHQ ...ized scales, as modified by local ...sub-Committee.

...SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE ..... 194.....

.....
SIGNATURE AND RANK OF PAYING OFFICER

1532

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

DUPLICATE

No. 210298

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From Major W. A. SEWELL, PURCHASES & CONTRACTS The sum

of 21475 Line for the payroll of LOCAL GOVERNMENT (Section)

For period of OCT 16 1945 (Date) to OCT 31 1945 (Date) 2233

RECIPIENT

1533

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

HEADQUARTERS ALLIED COMMISSION
APO 394

98A

29 Octo[illegible] 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply Local Government Sub-Commission or Section with 21,475 Lire for Civilian Payrolls for period of 16 October 1945 to 31 October 1945 in the following denomination.

Notes	Quantity	Total
1000 Lire	18 ✓	18,000
500 »	4 ✓	2,000
100 »	12 ✓	1,200
50 »	3 ✓	150
10 »	11 ✓	110
5 »	3 ✓	15
2 »		
1 »		2317
Grand Totals		21.475

C.G.R. WILLIAMS, Major
Authorizing Officer.

1532

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

16/1

96

CIV. PERS. SECT. DATE 22-10-45 HQ 4194 AC.

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/36/LG Tel: 286

SUBJECT: Transfer of Civilian Employee. 22 October 1945

TO : G-1 (Civ)

1. Signora Rosa Tamassy, Interpreter Typist was transferred from Civil Affairs Section to Local Government Sub Commission on 6 June 1945.

2. As Mine Clearance Section, for which she works is no longer Local Government Sub Commission but under Civil Affairs Section may approval please be given for her transfer back to C.A. Section.

for. Major

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

RRT/mm

Copy to Civil Affairs Section

Ref/G-1/Civ/Pers/1073 1st Ind.
Hq.Allied Commission, G-1 Civ Pers Sect., APO 394, 25 October 45.

TO. Local Government Sub-Commission.

For your concurrence.

Edward D.S. Sullivan
EDWARD D.S. SULLIVAN
Major, Air Corps ECA
G-1 American.

I concur — I made the application!
CGR WILLIAMS Major Major
Local Govt Sub Com
27 Oct 45

2315

5421

1335

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

95

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel: 286

SUBJECT: Civilian Mess - Office employees

29 Oct. 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No. 294 the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 1-16 November 1945.

Signorina Elisa Iezzi	240	Lire
Signor Arrigo Nico	240	Lire
	480	

Cash is enclosed herewith.

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission.

ie

Encls: 480 Lire.

2334

1534

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

ORIGINAL

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 16 October 194

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Sig.na GIULIANA CONTI	Int/Typist	½ month	--	4290	3640	2145	1820	3965	65	3900	1
2	Sig.na MARCELLA MANCA	Int/Typist	"	--	4290	3640	2145	1820	3965	--	3965	2
3	Signor ARRIGO NUB	Gen.Acc.Assistant	"	--	7460	4030	3740	2015	5755	65	~~5755~~ 5690	3
4	Signor GIUSEPPE CHEVALIER	Tech/Interpreter	"	--	4860	4290	2430	2145	4575	--	4575	4
5	Sig.na ELISA IEZZI	Int/Typist	"	--	2920	3900	1460	1950	3410	65	3345	5
6												6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

CARRIED FORWARD 21,475

2373

1537

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

Revised
F/
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 16 October 1945 TO 31 October 1945

	FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G la somma indicata nella colonna precedente
	Int/Typist	½ month	—	4290	3640	2145	1820	3965	65	3900	1
	Int/Typist	"	—	4290	3640	2145	1820	3965	—	3965	2
	Gen. Gen. Assistant	"	—	7460	4030	3740	2015	5755	65	5690 5755	3
LER	Tech/Interpreter	"	—	4860	4290	2430	2145	4575	—	4575	4
	Int/Typist	"	—	2920	3900	1460	1950	3410	65	3345	5
											6
											7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17
									CARRIED FORWARD	21.475	

231

1538

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtim	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUC-TIONS	NET AMT. DUE	In some
BROUGHT FORWARD										21.475	
18											18
19											19
20											20
21											21
22											22
23											23
24											24
25											25
26											26
27											27
28											28
29											29
30											30
31											31
32											32
33											33
										21.475	

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing AFM authorized scales, as modified by local Wages Sub Committee

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HA

EMPLOYEES ENTITLED THERETO.

DATE ..... 194.....

SIGNA

1539

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

FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtim	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G la somma indicata nella colonna precedente
BROUGHT FORWARD									21.475	
										18
										19
										20
										21
										22
										23
										24
										25
										26
										27
										28
										29
										30
										31
										32
										33
									21.475	

rtified that all above rates of pay
in accordance with existing AFM
thorized scales, as modified by local
ps Sub Committee

IGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE ..... 194.....

SIGNATURE AND RANK OF PAYING OFFICER

1540

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

16/1 File

93

HEADQUARTERS ALLIED COMMISSION
APO 394

11 Oct. 45.
(Date)

107

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT Sub-Commission Sub-Commission or Section with 25,440 Lire for Civilian Payrolls for period of 10 Oct.45. to 15 Oct.45 in the following denomination.

Notes		Quantity	Total
1000	Lire	21	21.000
500	»	5	2.500
100	»	16	1.600
50	»	4	200
10	»	12	120
5	»	4	20
2	»		
1	»		
	Grand Totals		25.440

Authorizing Officer.

C.G.R. Williams Major

1541

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

92

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG — Tel: 286

SUBJECT: Civilian Mess - Office employees — 11 October 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No.281 para. 8, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-31 October 1945.

Signorina	Giuliana Conti	m/c	130	240 Lire	
Signorina	Elisa Iezzi	m/c	129	240 Lire	
Signor	Arrigo Nice	m/c	128	240 Lire	
				720	

Cash is enclosed herewith.

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

ie.

Encls. Lire 720.--

2312

5310

1542

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

HEADQUARTERS ALLIED COMMISSION
APO 394

91

11 Oct 45
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply Local Govt Sy
Sub-Commission or Section with 25,440 Lire
for Civilian Payrolls for period of 10 Oct 45
to 15 Oct 45 in the following
denomination.

Notes		Quantity	Total
1000	Lire	21	21,000
500	»	5	2,500
100	»	16	1600
50	»	4	200
10	»	12	120
5	»	4	20
2	»		
1	»		
Grand Totals			25,440 211

E E

Authorizing Officer

C.G.R. Williams Major

1543

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ROME SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 10 October 194...5

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	In Sequence
1	Sig.na GIULIANA CONTI	Int/Typist	½ Months	-	4290	3640	2145	1820	3965	65	3900	1
2	Sig.na MARCELLA MANCIA	Int/Typist	"	" -	4290	3640	2145	1820	3965	-	3965	2
3	Signor ARRIGO RICE	Sen.Adm.Assistant	"	" -	7480	4030	3740	2015	5755	65	5690	3
4	Signor GIUSEPPE CHEVALLIER	Tech/Interpreter	"	" -	4860	4290	2490	2145	4575	-	4575	4
5	Sig.na ELISA EZZI	Int/Typist	"	" -	2920	3900	1460	1950	3410	65	3345	5
6	Signora ROSA TAMBOSY	Int/Typist	"	" -	4290	3640	2145	1820	3965	-	3965	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17											1540	17

2931

CARRIED FORWARD 25440

1544

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

Revised
F/F 4
(1-45)

1

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 10 October 194 5 TO 15 October 194 5

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist	½ months	-	4290	3640	2145	1820	3965	65	3900	1
Int/Typist	"	-	4290	3640	2145	1820	3965	-	3965	2
Gen Asst	"	-	7480	4030	3740	2015	5755	65	5690	3
Tech/Interpreter	"	-	4860	4290	2490	2145	4575	-	4575	4
Int/Typist	"	-	2920	3900	1460	1950	3410	65	3345	5
Int/Typist	"	-	4290	3640	2145	1820	3965	-	3965	6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17
									7540	
								CARRIED FORWARD	25440	

2313

1545

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
BROUGHT FORWARD											
18										25.440	18
19											19
20											20
21											21
22											22
23											23
24											24
25											25
26											26
27											27
28											28
29											29
30											30
31											31
32											32
33											33
										25.440	

PAYMENTS AUTHORIZED

Certified that all movemtes of pay are in accordance with existing AFHQ. authorized scales, as modified by local Wages Sub Committee.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES [illegible] EMPLOYEES ENTITLED THERETO.

DATE ..... 194.....

SIGN

1546

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE For MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PER	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. 'a somma indicata nella colonna precedente	
	BROUGHT FORWARD									25.440		18
												19
												20
												21
												22
												23
												24
												25
												26
												27
												28
												29
												30
												31
												32
												33
										25.440		

ified that all abovemntes of pay
in accordance with existing AFHQ.
rized scales, as modified by local
Sub-Committees.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE ..... 194.....

SIGNATURE AND RANK OF PAYING OFFICER

1547

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

90

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel: 286

11 October 1945

SUBJECT: Civilian Mess - Office employees

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No.281 para. 8, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-31 October 1945.

Signorina	Giuliana Conti	240	Lire
Signorina	Elisa Iezzi	240	Lire
Signor	Arrigo Nice	240	Lire
		720	

Cash is enclosed herewith.

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

ie.

Encls. Lire 720.--

2203

5310

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

1548

89

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel: 620

SUBJECT: Attendance of civilian employees.

10 October 1945

TO : All civilians.

1. During the last few months, there have been frequent absences on the part of the civilian staff. Although the attitude of this Sub Commission has been to overlook absences on the assumption that they are unavoidable and due primarily to illness, it is necessary now, because of the frequency of absences and the increase in work, to adopt a more stringent policy.

2. Accordingly, in the future, all absences will result in a commensurate deduction in pay, unless a medical certificate or other reliable assurance is presented to the Director, or in his absence the Executive Officer.

3. No civilian will be permitted to leave the office before the stated hours of work without the express authorization of the Director, or in his absence the Executive Officer.

2208

RALPH R. TEMPLE
Major
Director
Local Government Sub Commission

RRT/pec

15497

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

DUPLICATE

16/1

№ 198988

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Major W. A. SEWELL
PURCHASES & CONTRACTS

Received From ..... *The sum*

of 276-05 *Lire for the payroll of* Head Equip

(Section)

or period of SEP 16 1945 *to* SEP 30 1945

Date Date

Bartolo, C. 2807

RECIPIENT

1550

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

88A

HEADQUARTERS ALLIED COMMISSION
APO 394

27 September 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT
Sub-Commission or Section with 27.605 Lire
for Civilian Payrolls for period of 16 September 1945
to 30 September 1945 in the following
denomination.

	Notes	Quantity	Total
1000	Lire	24	24.000
500	»	5	2.500
100	»	8	800
50	»	3	150
10	»	13	130
5	»	5	25
2	»		2306
1	»		
Grand Totals			27.605

Wm. G. R. WILLIAMS, Major
Authorizing Officer.

1551

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

16/1

REF/wfb 87

Local Govt.

ALLIED FORCE HEADQUARTERS
APO 512

AG 334/231 CAO-O

28 September 1945

RPT

SUBJECT: Workers' Internal Commissions

TO: All Concerned

1. In Italian industry it is the practice, as provided for by syndical agreement, to have in each plant a committee of employees known as an Internal Commission. This committee approximates what is known as a "works" or "shop committee" in the UK or US.

2. It is the policy of this headquarters that the formation of such Internal Commissions should be authorized. When a request for Internal Commission is initiated by the civilian employees of a military installation, the responsible military commander should encourage its formation.

3. Such Internal Commissions will have the following functions within their respective plants or installations:

a. Maintaining liaison between the workers and the employing service.

b. Presenting grievances and/or suggestions in respect of wage standards, hours, and working conditions.

c. Making proposals calculated to increase efficiency.

4. a. For your guidance, Internal Commissions are established in Italian Industry in undertakings employing more than twenty (20) workers and are composed of:

(1) three (3) members in undertakings employing less than 100 workers;

(2) six (6) members in undertakings employing more than 100 and less than 1,500; and

(3) nine (9) members in undertakings employing over 1,500.

b. Members of Internal Commissions are elected by secret ballot of all employees (i.e., both office and manual workers).

BY COMMAND OF THE SUPREME ALLIED COMMANDER:

2305

C. V. CHRISTENBERRY
Colonel, AGD
Adjutant General

DISTRIBUTION:
"C"

7290

1552

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

86

HEAD QUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

Tel : 286

AC/16/E/LG

29 Sept. 1945

SUBJECT : Civilian Employee Mens

TO : HQ. Comndt.

Reference Daily Bulletin No.269 dated 26 September.

Herewith Nominal Roll requested :

1. Miss CONTI GIULIANA Lire 225,00 Giuliana Conti
2. Miss ELISA IEZZI Lire 225,00 Elisa Iezzi
3. Mister ANRIGO NICE Lire 225,00 Anrigo Nice

Lire 675,00

FOR THE DIRECTOR :

R. R. Temple major

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

Rec'd 6 7

cg.

Encls. Lire 675,00

5195
2304

2

1553

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

HEADQUARTERS ALLIED COMMISSION
APO 394

85

27 Sep 45
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply Local Govt Sub-Commission or Section with 27,605 Lire for Civilian Payrolls for period of 16 Sep 45 to 30 Sep 45 in the following denomination.

Notes	Quantity	Total
1000 Lire	24	24.000
500 »	5	2,500
100 »	8	800
50 »	3	150
10 »	13	130
5 »	5	25
2 »		
1 »		
Grand Totals		27,605

CGR Williams, Major
Authorizing Officer.

1554

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ROME SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 16 September 194..

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signorina GIULIANA CONTI	Int/Typist		1	4290	3640	2145	1820	3965	-	3965	1
2	Signorina MARCELLA MANCIA	Int/Typist		month	4290	3640	2145	1820	3965	-	3965	2
3	Signor ARRIGO NICK	Gen.Adm.Assistant		"	7480	4030	3740	2015	5755	65	5690	3
4	Signor GIUSEPPE CIELVALIER	Tech/Interpreter		"	3860	4290	1930	2145	4075	-	4075	4
5	Signorina ELISA IZZI	Int/Typist		"	2920	3900	1460	1950	3410	65	3345	5
6	Signora ROSA TABASSY	Int/Typist		2	4290	3640	2145	1820	3965	-	3965	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

2303

CARRIED FORWARD 25005

T 555

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 16 September 194 5 TO 30 September 194 5

	FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE RATE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna pre[illegible]nte
I.	Int/Typist		8	4290	3640	2145	1820	3965	-	3965	1
LA	Int/Typist		month	4290	3640	2145	1820	3965	-	3965	2
	Sen Adm Assistant		"	7480	4030	3740	2015	5755	65	5690	3
LER	Tech/Interpreter		"	3860	4290	1930	2145	4075	-	4075	4
	Int/Typist		"	2920	3900	1460	1950	3410	65	3345	5
	Int/Typist		2	4290	3640	2145	1820	3965	-	3965	6
											7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17
	CARRIED FORWARD									25005	

23033

1556

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUC-TIONS	NET AMT. DUE	
		Normal	Overtime								
BROUGHT FORWARD											
										22.005	18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
											33
								22.005			

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing WSB authorized scales, as modified by Local Wages Sub Committee

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES

EMPLOYEES ENTITLED THERETO.

DATE 28 Sept 1945

1557

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

FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
BROUGHT FORWARD										
									22.805	18
										19
										20
										21
										22
										23
										24
										25
										26
										27
										28
										29
										30
										31
										32
										33
									22.005	

rtified that all above rates of pay
re in accordance with existing Allied
thorized scales, as modified by local
gous Sub Committee

NATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE 28 Sept 1945

SIGNATURE AND RANK OF PAYING OFFICER

1558

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

DUPLICATE

ADJUSTMENT OF BONUS INCREASE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ROME SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1 September 194

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	In Sou
1	Signorina GIULIANA CONTI	Int/Typist			4290	3640	-	650	650	-	650	1
2	Signorina MARCELLA MARCIA	Int/Typist			4290	3640	-	650	650	-	650	2
3	Signorina E. [illegible] IEZZI	Int/Typist			2920	3900	-	650	650	-	650	3
4	Signora ROSA TAMASSY	Int/Typist			4290	3640	-	650	650	-	650	4
5												5
6												6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

2303

CARRIED FORWARD 2600

1559

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

ADJUSTMENT OF BONUS INCREASE

Revised
F/F 4
(1-46)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

J.

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1 September 5 TO 15 September 194

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
CNTY	Int/Typist			4290	3640	-	650	650	-	650	1
ACIA	Int/Typist			4290	3640	-	650	650	-	650	2
I	Int/Typist			2920	3900	-	650	650	-	650	3
ry	Int/Typist			4290	3640	-	650	650	-	650	4
											5
											6
											7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17
	CARRIED FORWARD							2600			

2303

2558

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

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtim	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
	BROUGHT FORWARD										22.005	
18												18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33
											22.005	

PAYMENTS AUTHORIZED

Certified that all above rates of pay are in accordance with existing AFHQ. authorized scales, as modified by Local Wages Sub Commission.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES H
EMPLOYEES ENTITLED THERETO.

DATE 28 Sept. 194 5

SIGN

1561

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtim	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	BROUGHT FORWARD									22.005	
18											
19											
20											
21											
22											
23											
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											
										22.005	

rtified that all above rates of pay
e in accordance with existing AFHQ.
thorized scales, as modified by Local
ges Sub Commission.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE 28 Sept. 1945

SIGNATURE AND RANK OF PAYING OFFICER

16/1

84

GAS

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

9 SEP 1945

MEMORANDUM)
NUMBER 11)

12 September 1945

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

1. Reference Appendix "A", G-1 Section Civilian Personnel Memorandum Number 7, dated 26 May 1945, and Appendix "B" par.10., AFHQ Administrative Memorandum Number 34, dated 29 June 1945.

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

APPENDIX "A"

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

(a) Adult Group

Basic Wage	Max. Permissible bonus lire per month	
	Male	Female
Up to and including 3000 lire	4550 lire	3900 lire
From 3001 to 3100 lire	4520 lire	3870 lire
From 3101 to 3200 lire	4470 lire	3820 lire
From 3201 to 3300 lire	4420 lire	3770 lire
From 3301 to 3400 lire	4370 lire	3720 lire
From 3401 to 3500 lire	4320 lire	3670 lire
From 3501 to 5000 lire	4290 lire	3640 lire
From 5001 to 5100 lire	4220 lire	3570 lire
From 5101 to 5200 lire	4170 lire	3520 lire
From 5201 to 5300 lire	4120 lire	3470 lire
From 5301 to 5400 lire	4070 lire	3420 lire
From 5401 to 10000 lire	4030 lire	3380 lire
10001 lire and above	2730 lire	2405 lire

(b) Juveniles may still only be paid a cost of living bonus up to 54 lire per month.

NB: Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus

2201

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

FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE MONTHLY WAGE GROUP (EXCEPT HOTEL, MESS AND CLUB GRADES)

1. Reference Appendix "A", G-1 Section Civilian Personnel Memorandum Number 7, dated 26 May 1945, and Appendix "B" par. 1b., AFHQ Administrative Memorandum Number 34, dated 29 June 1945.

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

APPENDIX "A"

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

(a) Adult Group

Basic Wage	Max. Permissible bonus lire per month: Male	Female
Up to and including 3000 lire	4550 lire	3900 lire
From 3001 to 3100 lire	4520 lire	3870 lire
From 3101 to 3200 lire	4470 lire	3820 lire
From 3201 to 3300 lire	4420 lire	3770 lire
From 3301 to 3400 lire	4370 lire	3720 lire
From 3401 to 3500 lire	4320 lire	3670 lire
From 3501 to 5000 lire	4290 lire	3640 lire
From 5001 to 5100 lire	4220 lire	3570 lire
From 5101 to 5200 lire	4170 lire	3520 lire
From 5201 to 5300 lire	4120 lire	3470 lire
From 5301 to 5400 lire	4070 lire	3420 lire
From 5401 to 10000 lire	4030 lire	3380 lire
10001 lire and above	2730 lire	2405 lire

(b) Juveniles may still only be paid a cost of living bonus up to 104 lire per month.

NOTE: Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus under (a) and (b) when full rations, i.e. all meals are provided to the employee by the employing service.

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

DISTRIBUTION
"C"

2201

4170

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

83

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

MEMORANDUM)
:
NUMBER 10)

12 September 1945

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

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

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

APPENDIX "A"

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

(a) Adult Group

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

2300

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

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

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

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

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

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

APPENDIX "A"

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

(a) Adult Group

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

2300

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

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

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

DISTRIBUTION
"C"

7169

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

1566

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

HEADQUARTERS ALLIED COMMISSION
APO 394

82
copy 1

11 September 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply Local Government Sub Commission
Sub-Commission or Section with 22,275 Lire
for Civilian Payrolls for period of 1 Sept. to 15 Sept. 1945
to ..... in the following
denomination.

Notes	Quantity	Total
1000 Lire	20	20,000
500 »	2	1,000
100 »	9	900
50 »	5	250
10 »	11	110
5 »	3	15
2 »		
1 »		~~2259~~
Grand Totals		22,275

C. G. R. WILLIAMS, Major
Authorizing Officer.

1567

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

№ 1889 81

DUPLICATE

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Major W. A. SEWELL
PURCHASES & CONTRACTS

Received From ..... *The sum*

of 2223 *Line for the payroll of* LOCAL GOVERNMENT
(Section)

For period of SEP 1 1945 *to* SEP 15 1945
Date Date

2253

RECIPIENT

1568

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

1671 80

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG Tel : 206

SUBJECT : Civilian Meals - Office employees 13 September 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No.254 para. 8, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-30 September 1945 :

Signorina	Elisa BENZI	225	Lire	Elisa Benzi
Signor	Arrigo NICE	225	Lire	Arrigo Nice
		450	Lire	

Cash is enclosed herewith.

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

cg.

Encls. Lire 450.—

2297

1539

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

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG

Tel : 206

SUBJECT : Civilian Mess - Office employees

13 September 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor

Reference your Daily Bulletin No.254 para. 8, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-30 September 1945 :

Signorina	Elisa IEZZI	225	Lire
Signor	Arrigo NICE	225	Lire
		450	Lire

Cash is enclosed herewith.

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

cg.

Encls. Lire 450,—

1370

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

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG.- Tel: 478190.

SUBJECT: Report of Injury or Death. 11 September 1945

TO : C.A. Section.

1. Reference Nat. Section letter of 25 August under above subject, this may be considered a NIL return.

FOR THE DIRECTOR:

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

PEG/ic.

2295

5039

1571

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVERNMENT ..... PERIOD FROM 1 September 1945

NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	In Sonm
		Normal	Overtime								
1 Signorina Giuliana CONTI	Int/ Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
2 Signorina Marcella MANCIA	Int/ Typist	"		4290	2340	2145	1170	3315	—	3315	2
3 Signor Arrigo NICE	Senior Admin.Assist.	"		7480	4030	3740	2015	5755	65	5690	3
4 Signor Giuseppe CHEVALIER	Technical Interp.	"		3860	4290	1930	2145	4075	—	4075	4
5 Signorina Elisa IEZZI	Int/ Typist	"		2920	2600	1460	1300	2760	65	2695	5
6 Signora Rosa TAMASSY	Int/ Typist	"		4290	2340	2145	1170	3315	65	3250	6
7											7
8											8
9											9
10											10
11											11
12											12
13											13
14											14
15											15
16											16
17											17

2934

CARRIED FORWARD

1572

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1 September 1945 TO 15 September 1945

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/ Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
Int/ Typist	"		4290	2340	2145	1170	3315	—	3315	2
Senior Admin.Assist.	"		7480	4030	3740	2015	5755	65	5690	3
Technical Interp.	"		3860	4290	1930	2145	4075	—	4075	4
Int/ Typist	"		2920	2600	1460	1300	2760	65	2695	5
Int/ Typist	"		4290	2340	2145	1170	3315	65	3250	6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17

CARRIED FORWARD

2294

1573

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

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE Per MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
	BROUGHT FORWARD											
18											22.275	18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33
									22.275			

PAYMENTS AUTHORIZED

C.G.R.WILLIAMS, Major

Certified that all above rates of pay are in accordance with existing AEHQ authorized scales, as modified by Local Wages Sub Committee

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARI
EMPLOYEES ENTITLED THERETO.

DATE ..... 194....

1574

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

FUNCTION	TIME WORKED Normal	TIME WORKED Overtim	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
BROUGHT FORWARD										
									22.275	18
										19
										20
										21
										22
										23
										24
										25
										26
										27
										28
										29
										30
										31
										32
										33
							22.275			

Certified that all above rates of pay are in accordance with existing AFHQ authorized scales, as modified by Local Wages Sub Committee

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE ..... 194....

SIGNATURE AND RANK OF PAYING OFFICER

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

1375

11 76

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

3/3 H/CA

10 Sep 45

SUBJECT : Reports of Injury or Death

TO : All S/Cs

1 Attention is drawn to Hqt. Sec. letter unnumbered of 25 Aug and in particular para 5 thereof.

2 This Section has received no report from you.

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

2293

1578

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

DUPLICATE

16/1

PURCHASES & CONTRACTS

№ 181175

HQ. ALLIED CONTROL COMMISSION

Major W. A. SEWELL
PURCHASES & CONTRACTS

Received From ..... *The sum*

of 22,340 *Lire for the payroll of* Local Government
(Section)

For period of AUG 16 1945 *to* AUG 31 1945
Date Date

Straight £2252

RECIPIENT

16/1.

7/4

RESTRICTED

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

- 3 SEP 1945

28 August 1945.

ESTABLISHMENT MEMORANDUM)
NUMBER : 15)

WAGE-RATES OF ALLIED COMMISSION/ALLIED MILITARY GOVERNMENT CIVILIAN EMPLOYEES

1. The maximum and minimun wage rates payable to civilian employees of Allied Commission/Allied Military Government, together with cost-of-living bonuses, allowances, etc., are governed by AFHQ Administrative Memorandum Number 34, dated 29 June 1945, entitled "Conditions of Employment, Wage Scales, Bonuses and Allowances for Civilians Employed by the Allied Forces in Italy, Sicily and Sardinia", and its subsequent amendments.

2. In the past, Finance Sub-Commission, through the Audit Division of the Accounting Sub-Section has made a careful check of all Wages paid to civilian employees, from the Payrolls submitted by Sub-Accountants with their monthly Reports of Receipts and Disbursements, and where the rates have not conformed to the authorized scale, and Observation has been sent to the Sub-Accountant, calling for an explanation of the apparent error.

3. Since the implementation of AFHQ Administrative Memorandum Number 25, 1945, which authorized Labor and Wages Sub-Committees of the Allied Forces to make further upward adjustments of the Cost-of-Living bonuses locally, it has in fact been found impracticable for the Audit Division to check the rates of pay, as the local variations in authorized rates have become too complex and diverse to follow at this Headquarters. For example, the areas of jurisdiction of the Local Wages Sub-Committees do not necessarily coincide with Regional boundaries; and the directives issued by the Sub-Committees frequently authorize a flat rate of increase in the bonus without quoting a cumulative figure.

4. Nevertheless it is of the utmost importance that Sub-Accountants and other Officers responsible for compiling Payrolls ensure strict adherence to the rates authorized in their area, and to give effect to this, ALL PAYROLLS WILL IN FUTURE BEAR THE FOLLOWING ADDITIONAL CERTIFICATE, SIGNED BY THE PAYING OFFICER:

"Certified that all above rates of pay are in accordance with existing AFHQ authorized scales, as modified by Local Wages Committee".

2291

This order is to be strictly complied with.

5. Cabled instructions to this effect have already been sent to AMG Liguria, Piemonte, Lombardia, Venezie and Venezia Giulia, under reference Number 4251, dated 25 August 1945.

BY COMMAND OF REAR ADMIRAL STONE:

OFFICIAL:

C. M. PARKIN,

Declassified E.O. 12356 Section 3.3/NND No. 78 5021

NUMBER 15)

WAGE-RATES OF ALLIED COMMISSION/ALLIED MILITARY GOVERNMENT CIVILIAN EMPLOYEES

1. The maximum and minimum wage rates payable to civilian employees of Allied Commission/Allied Military Government, together with cost-of-living bonuses, allowances, etc., are governed by AFHQ Administrative Memorandum Number 34, dated 29 June 1945, entitled "Conditions of Employment, Wage Scales, Bonuses and Allowances for Civilians Employed by the Allied Forces in Italy, Sicily and Sardinia", and its subsequent amendments.

2. In the past, Finance Sub-Commission, through the Audit Division of the Accounting Sub-Section has made a careful check of all Wages paid to civilian employees, from the Payrolls submitted by Sub-Accountants with their monthly Reports of Receipts and Disbursements, and where the rates have not conformed to the authorized scale, and Observation has been sent to the Sub-Accountant, calling for an explanation of the apparent error.

3. Since the implementation of AFHQ Administrative Memorandum Number 25, 1945, which authorized Labor and Wages Sub-Committees of the Allied Forces to make further upward adjustments of the Cost-of-Living bonuses locally, it has in fact been found impracticable for the Audit Division to check the rates of pay, as the local variations in authorized rates have become too complex and diverse to follow at this Headquarters. For example, the areas of jurisdiction of the Local Wages Sub-Committees do not necessarily coincide with Regional boundaries; and the directives issued by the Sub-Committees frequently authorize a flat rate of increase in the bonus without quoting a cumulative figure.

4. Nevertheless it is of the utmost importance that Sub-Accountants and other Officers responsible for compiling Payrolls ensure strict adherence to the rates authorized in their area, and to give effect to this, ALL PAYROLLS WILL IN FUTURE BEAR THE FOLLOWING ADDITIONAL CERTIFICATE, SIGNED BY THE PAYING OFFICER:

"Certified that all above rates of pay are in accordance with existing AFHQ authorized scales, as modified by Local Wages Committee". 3291

This order is to be strictly complied with.

5. Cabled instructions to this effect have already been sent to AMG Liguria, Piemonte, Lombardia, Venezia and Venezia Giulia, under reference Number 4251, dated 25 August 1945.

BY COMMAND OF REAR ADMIRAL STONE:

C. M. PARKIN,
Colonel, Infantry,
Actg Vice President.

OFFICIAL:

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

DISTRIBUTION:
Group I Dist "D"
Group II Dist "A"

R E S T R I C T E D

7003

Declassified E.O. 12356 Section 3.3/NND No. 778021

1579

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

Floor 3

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG

Tel : 286

SUBJECT : Civilian Mess - Office employees

30 August 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor -

References Daily Bulletin No.239, para.2, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period : 1-15 September 1945 :

Signorina	Giuliana	CONTI	579	225	Lire
Signorina	Elisa	IEZZI	580	225	Lire
Signora	Rosa	TAMASSY	581	225	Lire
Signor	Arrigo	NICE	582	225	Lire
				900	Lire

Giuliana Conti.
Elisa Iezzi
Arrigo Nice

Cash is enclosed herewith.

FOR THE DIRECTOR :

R. R. Temple, major

RALPH R. [illegible],
Major,
Deputy Director,
Local Government Sub Commission.

cc.

Encls. Lit 900

Bal 900 / 900

2290

4951

1580

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

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel : 286

SUBJECT : Civilian Mess - Office employees

30 August 1945

TO : HQ. COMMANDANT - Room 10 - Ground Floor -

Reference Daily Bulletin No.239, para.2, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period : 1-15 September 1945 :

Signorina	Giuliana	CONTI	225	Lire
Signorina	Elisa	IEZZI	225	Lire
Signora	Rose	TAMASSY	225	Lire
Signor	Arrigo	NICE	225	Lire
			900	Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH R. [illegible],
Major,
Deputy Director,
Local Government Sub Commission.

cg.

Encls. Lit. 900

2283

4954

1581

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

72

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG. Tel: 286

SUBJECT: Report of Injury or Death — 28 August 1945

TO : Establishment Section.

P 70

Reference your unnumbered letter dated 25 August on above subject a negative report is rendered.

FOR THE DIRECTOR:

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

PGW/ic.

2288

4936

1582

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: Local Gov Affairs PERIOD FROM 1- August 194..5

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	LR SCHED
1	Signorina Giuliana CONTI	Int/Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
2	Signorina Marcella [illegible]	Int/Typist	"		4290	2340	2145	1170	3315	--	3315	2
3	Signor Arrigo MIC[illegible]	Supv.Admin.Assist.	"		7480	4030	3740	2015	5755	65	5690	3
4	Signor Giuseppe CH[illegible]	Technical Interp.	"		3860	4290	1930	2145	4075	--	4075	4
5	Signorina Elisa [illegible]	Int/Typist	"		2920	2600	1460	1300	2760	65	2695	5
6	Signora Rosa T[illegible]	Int/Typist	"		4290	2340	2145	1170	3315	--	3315	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17
								CARRIED FORWARD			22,340	

2 of 2

1583

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

Revised
F/F 4
(9-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LEGAL SUB COMMISSION PERIOD FROM 16 August 1945 TO 31 August 1945

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
Int/Typist	"		4290	2340	2145	1170	3315	--	3315	2
Sen. Admin. Asst.	"		7430	4030	3740	2015	5755	65	5690	3
Technical Interp.	"		3860	4290	1930	2145	4075	--	4075	4
Int/Typist	"		2920	2600	1460	1300	2760	65	2695	5
Int/Typist	"		4290	2340	2145	1170	3315	--	3315	6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17

1584

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

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PER	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
	BROUGHT FORWARD										22.30	
18												18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33
											22.30	

PAYMENTS AUTHORIZED

I CERTIFY THAT THE ABOVE SALARIES
EMPLOYEES ENTITLED THERETO.

W. A. Cunningham Captain

SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

1585

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PER	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	BROUGHT FORWARD									22.340	
18											
19											
20											
21											
22											
23											
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											
										22.340	

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

E. A. CURRIE Capt. Capitain

SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

SIGNATURE AND RANK OF PAYING OFFICER

1986

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

16 11

RESTRICTED

PRT 70

HEADQUARTERS
ALLIED COMMISSION
ESTABLISHMENT SECTION
APO 394

25 August 1945

SUBJECT: Report of Injury or Death

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

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

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

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

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

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

5. Negative reports are required.

BY COMMAND OF REAR ADMIRAL STONE:

11 2286

C. F. PARKIN
Col, Inf
Actg Vice President

RESTRICTED

6936

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

Local Govt

6/1

69

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

RHF/ab

25 AUG 1945

AG 248/894 D-O

21 August 1945

SUBJECT: Liquidation of Obligations to Civilian Employees, Contractors and Vendors

TO: All Concerned

1. During the period of redeployment many units are changing locations or being disbanded. It is of greatest importance that full payment be made to all civilian employees, that proper arrangements be made for the settlement of any unpaid bills and that all contractual obligations are terminated.

2. Failure to compensate civilian workers for work performed, failure to settle contracts or properly to dispose of unpaid bills is manifestly unfair to the employees and civilian agencies concerned. Such carelessness engenders ill will toward the United States. Much unnecessary investigation and paper work is required to ascertain whether or not the claims submitted are valid. Often it is impossible to secure positive evidence as to legitimacy of claims because of the lapse of time and removal of the units concerned.

3. All commanders of units which employ civilian labor, enter into contracts with civilian agencies, and execute purchases are reminded that it is their responsibility to effect proper settlement. When, because of circumstances beyond their control, units are not able to pay employees, settle unpaid bills or terminate contracts prior to movement or dissolution, complete facts of the case will be presented to the next higher echelon of command, which command will then assume responsibility that settlement is made.

4. Before the departure or disbandment of a unit the major command concerned will insure that all outstanding bills and civilian employees have been paid and contracts properly liquidated, or that suitable arrangements have been made to accomplish this end.

BY COMMAND OF GENERAL MCNARNEY:

2285

/s/ Edmund R. Shugart
EDMUND R. SHUGART
Colonel, AGD
Asst Adjutant General

DISTRIBUTION:
"X"
"WW"

Reproduced Hq 2675th Regt ALCOM (Ovhd), 25 Aug 45 ____.

6922

1582

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

UPLICATE

16/1

№ 1732 68

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Major W. A. SEWELL
PURCHASES & CONTRACTS

Received From ..... *The sum*

of 12,405 *Lire for the payroll of* ..... (Section)

For period of AUG 1 - 1945 Date *to* AUG 15 1945 Date

2254

RECIPIENT

1589

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

HEADQUARTERS ALLIED COMMISSION
APO 394

688
dcrj

11th August 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT
Sub-Commission or Section with 22,405 Lire
for Civilian Payrolls for period of 1st August 1945
to 15th August 1945 in the following
denomination.

Notes	Quantity	Total
1000 Lire	20	20,000
500 »	2	1,000
100 »	10	1,000
50 »	5	250
10 »	14	140
5 »	3	15
2 »		
1 »		
Grand Totals	22,405	2283

Ralph L. Temple, Major
Asst Pd M. Title Major
Authorizing Officer.

1590

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

1611

67

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

Tel : 286

SUBJECT : Civilian Mess - Office employee

13 August 1945

TO : HQ. Commandant - Room lo - Ground Floor

Reference Daily Bulletin No.222, para 4, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-31 August 1945 :

Signorina	GIULIANA	CONTI	L.	240	Lire	Giuliana Conti
Signorina	ELISA	IEZZI	"	240	Lire	Elisa Iezzi
Signor	ARRIGO	NICE	"	240	Lire	Arrigo Nice
			Lire	720	Lire	

Cash is enclosed herewith.

FOR THE DIRECTOR,

N.9. Commandant Light

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

720 Lire Paid Cash

cg.

Encls Lire 720,00

2282

4790

1591

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

66

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/IG Tel : 286

SUBJECT : Civilian Meals - Office employee 13 August 1945

TO : Hq. Commandant - Room 10 - Ground Floor

Reference Daily Bulletin No.222, para 4, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 16-31 August 1945 :

Signorina	GIULIANA	CONTI	L.	240 Lire
Signorina	ELISA	IEZZI	"	240 Lire
Signor	ARRIGO	HOH	"	240 Lire
			Lire	720 Lire

Cash is enclosed herewith.

FOR THE DIRECTOR,

W.P. Bumgardner Capt.

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

cg.

Encls Lire 720.00

2281

4790

1592

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: Area G.V.Rieti ..... PERIOD FROM 1st August 194..

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signorina Cl.diana CORTI	Int/Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
2	Signorina Marcella MARIA	Int/Typist	"		4290	2340	2145	1170	3315	¢ see note	3380	2
3	Signor Arrigo MAC.	Sr.Admin.Assts.	"		7480	4030	3740	2015	5755	65	5690	3
4	Sig.or Giuseppe CHIMIENTI	Technical Incorp.	"		3060	4290	2500	2145	4075	-	4075	4
5	Signorina Elisa LUZZI	Int/Typist	"		2920	2600	1460	1300	2760	65	2695	5
6	Signora Rosa TARANTINI	Int/Typist	"		4290	2340	2145	1170	3315	-	3315	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

¢ NOTE : Includes 65 lire wrongly deducted for last period.

CARRIED FORWARD 22,405

1593

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: Land Commission PERIOD FROM 1st August 194 5 TO 15th August 194 5

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
Int/Typist	"		4290	2340	2145	1170	3315	2 mos Hosp.	3380	2
Sr.Admin.Assist.	"		7480	4030	3740	2015	5755	65	5690	3
Technical Interp.	"		3360	4290	1680	2145	4075	"	4075	4
Int/Typist	"		2920	2600	1460	1300	2760	65	2695	5
Int/Typist	"		4290	2340	2145	1170	3315	"	3315	6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17
								CARRIED FORWARD	22,405	

ly deducted for last period.

1594

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	[illegible] SOURCE
BROUGHT FORWARD										22.405	
18											18
19											19
20											20
21											21
22											22
23											23
24											24
25											25
26											26
27											27
28											28
29											29
30											30
31											31
32											32
33											33
										22.405	

PAYMENTS AUTHORIZED

Ralph R. Tate, Major, Deputy Director.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES [illegible] EMPLOYEES ENTITLED THERETO

DATE ..... 194.....

1595

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. La somma indicata nella colonna precedente
	BROUGHT FORWARD								22.405		
18											
19											
20											
21											
22											
23											
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											
									22.405		

RVC T

Col. R. Tenney, Major, Deputy Director.
SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE ..... 194.....

.....
SIGNATURE AND RANK OF PAYING OFFICER

1596

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

R E S T R I C T E D

DCK/fa

64

ALLIED FORCE HEADQUARTERS
APO 512

T 1611

ADMINISTRATIVE MEMORANDUM)
NUMBER 38)

10 AUG 1945

2 August 1945

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

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

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

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

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

BY COMMAND OF FIELD MARSHAL ALEXANDER;

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

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

DISTRIBUTION
"D"

2273
6451

R E S T R I C T E D

T 16/1

63

RESTRICTED

DCK/fa

ALLIED FORCE HEADQUARTERS
APO 512

0 AUG 1945

ADMINISTRATIVE MEMORANDUM)

NUMBER 37) 31 July 1945

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

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

1. Paragraphs 1a and 1b are rescinded.

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

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

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

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

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

3. The provisions of APHQ Administrative Memorandum Number 22, 1945, are made applicable to the whole of Italy, Sicily and Sardinia.

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

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

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

1. Paragraphs 1a and 1b are rescinded.

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

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

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

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

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

3. The provisions of AFHQ Administrative Memorandum Number 223, 1945, are made applicable to the whole of Italy, Sicily and Sardinia.

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

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

"Band Leader 55 lire (per hous plus 20% total cost of band)"

"Band Member 55 lire (per hour)"

6748

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

AFHQ Administrative Memo No. 37 (Cont'd)

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

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

++The above notes are inclusive of all bonuses and allowances."

7. Appendix "F" is amended by the addition of the details contained in paragraph 6 above, including footnote.

8. The amendments contained in paragraphs 4, 5, 6, and 7 above are retroactive to 1 July 1945.

BY COMMAND OF FIELD MARSHAL ALEXANDER;

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

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

N. P. T.

DISTRIBUTION
"D"

Declassified E.O. 12356 Section 3.3/NND No. 778021

Secret Unit 62

16/1

HEADQUARTERS ALLIED COMMISSION
APO 394
Establishment Section

Ref/106/EST

1 August 1945

- 9 AUG 1945

SUBJECT: Leave, Civilian Employees

TO : See Distribution

ART

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

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

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

c. Orders will not be requested for secretarial employees to travel unless concurred in by the Section concerned. Anyone travelling on leave outside the Rome Area without proper military orders is subject to disciplinary action which means placing the individual in a "leave without pay" status.

2273

d. Prior to departure from Rome, arrangements must be

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

TO : See Distribution

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

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

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

c. Orders will not be requested for secretarial employees to travel unless concurred in by the Section concerned. Anyone travelling on leave outside the Rome Area without proper military orders is subject to disciplinary action which means placing the individual in a "leave without pay" status.

d. Prior to departure from Rome, arrangements must be made in advance for messing and billeting by the individual. The Army does not accept this responsibility.

2273

6731

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

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

3. Travel orders will not be issued to locally-employed civilians for leave purposes.

BY COMMAND OF REAR ADMIRAL STONE:

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

OFFICIAL:

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

DISTRIBUTION

"A"

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

1603

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

DUPLICATE

16/1 No. 1663 61

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From Major W. A. SEWELL, PURCHASES & CONTRACTS The sum

of 22 45 Lire for the payroll of LOCAL EMPLOYMENT (Section)

For period of JUL 16 1945 (Date) to JUL 31 1945 (Date)

P.C.C. 2276

RECIPIENT

1604

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

60 days

HEADQUARTERS ALLIED COMMISSION
APO 394

23th July, 1945
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT
Sub-Commission or Section with 22,145 Lire
for Civilian Payrolls for period of 16th July, 1945
to 31st July, 1945 in the following
denomination.

Notes		Quantity	Total
1000	Lire	20	20,000
500	»	2	1,000
100	»	8	800
50	»	5	250
10	»	9	90
5	»	1	5
2	»		
1	»		
Grand Totals		22,145	

W.I. Cunningham Capt. 22'85
W.I. CUNNINGHAM, Captain.
Authorizing Officer.

1605

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

16/1

59

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG Tel: 286

SUBJECT: Civilian Mess - Office employees

TO : HQ Commandant - Room 10 - Ground Floor

Reference Daily Bulletin n.190, para 3, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 7-15 August 1945:

Signorina Giuliana CONTI	312	225 Lire
Signorina Elisa LEZZI	313	225 Lire
Signor Arrigo NICE	314	225 Lire
		675 Lire

Cash is enclosed herewith.

W.P. Cunningham Capt

R.R. CRIPPS
Director
Local Government Sub Commission

RRC.

Encls Lire 675

Rec'd 675 G.G.H.

2224

4690

1604

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

78

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG Tel: 206

SUBJECT: Civilain Mess - Office employees 31 July 1945

TO : Hq Commandant - Room 10 - Ground Floor

Reference Daily Bulletin n.190, para 5, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 1-15 August 1945

Signorina Giuliana CONTI	225 Lire
Signorina Elina IEZZI	225 Lire
Signor Arrigo NICE	225 Lire
	675 Lire

Cash is enclosed herewith.

R.R. CRIPPS
Colonel
Director
Local Government Sub Commission

rsm

Encls Lire 675

2273

4690

1607

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVERNMENT S/C ..... PERIOD FROM 16th July, 194 5 T

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signorina Giuliana C[illegible]	Int/Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
2	Signorina Marcella [illegible]	Int/Typist	"		4290	2340	2145	1170	3315	65	3250	2
3	Signor Arrigo [illegible]	Senr. Mine. Asst.	"		7490	4030	3745	2015	5755	65	5690	3
4	Signor Giuseppe [illegible]	Technical Interp.	"		3860	4290	1930	2145	4075	65	4010	4
5	Signorina Elisa [illegible]	Int/Typist	"		2920	2600	1460	1300	2760	65	2695	5
6	Signora Rosa [illegible]	Int/Typist	"		4290	2340	2145	1170	3315	65	3250	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17
								CARRIED FORWARD			2215	

22,22

1698

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

Revised
F [illegible]
(2-50)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: [illegible] PERIOD FROM 16th July. 194 5 TO 31st July. 194 5

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna pr[illegible]ente
Int/Typist	1 month		4290	2340	2145	1170	3315	65	3250	1
Int/Typist	"		4290	2340	2145	1170	3315	65	3250	2
Secr.Admin.Asst.	"		7480	4030	3740	2015	5755	65	5690	3
Technical Interp.	"		3860	2080	1930	2145	4075	65	4010	4
Int/Typist	"		2920	2600	1460	1300	2760	65	2695	5
Int/Typist	"		4290	2340	2145	1170	3315	65	3250	6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17
CARRIED FORWARD									22115	

Deducted in error

22,22

5

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

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
	BROUGHT FORWARD									22145		
18												18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33
										22,145		

PAYMENTS AUTHORIZED

I CERTIFY THAT THE ABOVE SALARIES
EMPLOYEES ENTITLED THERETO.

[illegible] Captain

SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.... ...
SI

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

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	PAGATO DA A.M.G. la somma indicata nella colonna precedente
BROUGHT FORWARD								2245		
										18
										19
										20
										21
										22
										23
										24
										25
										26
										27
										28
										29
										30
										31
										32
										33
							22,145			

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

Captain.
SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194....

SIGNATURE AND RANK OF PAYING OFFICER

1611

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

16/1

56

ALLIED [redacted] COMMISSION

INTER-OFFICE MEMORANDUM

2 JUL 1945

SUBJECT: Forms-Request for Personnel

FILE No. 23 July 5

TO Local Government S/C 194

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

2. Additional forms may be obtained from this office.

By f/

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

2271

6524

HEADQUARTERS

ALLIED COMMISSION

.....

(SECTION)

APO 394

Reference No. ..... Date .....

SUBJECT: *Request for Civilian Personnel.*

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

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

Proposed Grade .....

Total Required .....

LIST NECESSARY QUALIFICATIONS: Male ☐ Female ☐

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

.....

.....

.....

.....

.....

.....

2. Applicants should be referred for interview to .....

..... located in room ..... on the ..... floor.

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

.....

Name

.....

Address

.....

Phone No.

2270

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

SUBJECT: *Request for Civilian Personnel.*

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

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

Proposed Grade .....

Total Required .....

LIST NECESSARY QUALIFICATIONS: Male ☐ Female ☐

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

.....

.....

.....

.....

.....

.....

2. Applicants should be referred for interview to .....

..... located in room ..... on the ..... floor.

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

.....
Name

.....
Address

2270

.....
Phone No.

Name: .....

Rank: .....

Civ Pers Form 18
July 45

Designation: .....

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

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

1614

1610

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

16 July 1945

Ref Civ Pers/896

Subject. Civilian Employment

To . All Concerned.

1. Attention of all employing sections of this Headquarters is invited to AFHQ Administrative Memorandum No. 34 of 29 June 1945.

2. Wage rates and cost of Living Bonus scales as contained in this headquarters G-1 Section Civilian Personnel Memorandum Nos 6,7,8, and 9, as will prevail in so far as they relate to civilians employed within the boundaries of Rome Province.

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

DISTRIBUTION
"C"

2263

6479

16/1

54

RESTRICTED

ALLIED FORCE HEADQUARTERS
APO 512

2 6 JUL 1945

ADMINISTRATIVE MEMORANDUM)

NUMBER 34) 29 June 1945

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

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

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

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

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

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

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

3. Recruitment

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

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

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

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

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

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

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

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

3. Recruitment

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

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

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AFHQ ADM MEMO No. 34 (cont'd)

4. Rates of Pay

a. Allied Forces Basic Wage Scale - Employees throughout Italy, Sicily and Sardinia will be paid a basic wage below or within the rates set forth in the schedules attached as Appendices "A", "B" "C", "D", "E", "F", and "G", which shall be designated the "Allied Forces Basic Wage Scale" and become effective from the date of issue of this memorandum.

b. Monthly Rates of Pay - For the purpose of calculating payment for periods of less than one month, monthly rates of pay are related to an average of 26 working days per month at 8 hours per day; 30 days per month at 12 hours per day in case of Hotel, mess and club employees.

c. Procedure in respect of New Grades - Provisional rates for grades not listed may be established by appropriate Labor Officers in conjunction with AC/AMG. They will confirm in writing to AFLRS and notify the Chairman of the Local Sub-Committee of Labor and Wages Control Committee (AFLR (Italian) Board) concerned the classification and provisional rate of pay fixed. Application will then be made through normal channels to the Allied Force Local Resources (Italian) Board for approval.

d. Pay on Engagement - Italy, Sicily and Sardinia.

(1) All labor will be engaged at or below the minimum rate of pay laid down in Appendices "A", "B", "C", "D", "E", "F" and "G" and will be paid at this rate for at least seven (7) days. During this period they will be trade tested and thereafter receive a a rate of pay commensurate with their skill and ability below or within the limits set out in Appendices "A", "B", "D", "E", "F", and "G", due regard being given to the local prevailing rates for similar work in industry.

(2) All labor which has been employed previously by the Allied Forces may, at the discretion of the employing service, be reengaged at the same rate of pay on production of a certificate from the previous employing unit stating reasons for discharge and the latest rate of pay in issue.

e. Pay for Night Shifts - The daily basic rate of all persons employed on night shift may be increased by 10 lire. This applies only to workers engaged on a night shift, and not to those working through the day shift into the night. Overtime for such workers will be paid at one and one half times the increased base rate.

f. Differential between Male and Female Employees. - The scale and rates of pay for female employees will be 15% less than the comparable rates and scales for male employees except where separate female classifications are listed.

5. Hours of Work and Overtime

a. Hours of Work per day -All employees will be expected

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b. Monthly Rates of Pay - Monthly rates of pay are payment for periods of less than one month, monthly rates of pay are related to an average of 26 working days per month at 8 hours per day; 30 days per month at 12 hours per day in case of Hotel, mess and club employees.

c. Procedure in respect of New Grades - Provisional rates for grades not listed may be established by appropriate Labor Officers in conjunction with AC/AMG. They will confirm in writing to AFLRS and notify the Chairman of the Local Sub-Committee of Labor and Wages Control Committee (AFLR (Italian) Board) concerned the classification and provisional rate of pay fixed. Application will then be made through normal channels to the Allied Force Local Resources (Italian) Board for approval.

d. Pay on Engagement - Italy, Sicily and Sardinia.

(1) All labor will be engaged at or below the minimum rate of pay laid down in Appendices "A", "B", "C", "D", "E", "F" and "G" and will be paid at this rate for at least seven (7) days. During this period they will be trade tested and thereafter receive a rate of pay commensurate with their skill and ability below or within the limits set out in Appendices "A", "B", "D", "E", "F", and "G", due regard being given to the local prevailing rates for similar work in industry.

(2) All labor which has been employed previously by the Allied Forces may, at the discretion of the employing service, be reengaged at the same rate of pay on production of a certificate from the previous employing unit stating reasons for discharge and the latest rate of pay in issue.

e. Pay for Night Shifts - The daily basic rate of all persons employed on night shift may be increased by 10 lire. This applies only to workers engaged on a night shift, and not to those working through the day shift into the night. Overtime for such workers will be paid at one and one half times the increased base rate.

f. Differential between Male and Female Employees.- The scale and rates of pay for female employees will be 15% less than the comparable rates and scales for male employees except where seperate female classifications are listed.

5. Hours of Work and Overtime

a. Hours of work per day -All employees will be expected to work a minimum of eight (8) hours per day or forty-eight (48) hours per week, exclusive of meal times or time required to travel to and from the place of employment.

b. Days of Work per Week- They will normally be expected to work a minimum of six (6) consecutive days per week.

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AFHQ Adm Memo No. 34 (cont'd)

c. Overtime - Overtime may be paid at the rate of time-and-one-half for all completed hours worked over forty-eight (48) in any normal pay week and for those whose employment commenced or terminated within any normal pay week for each completed hour in excess of an average of eight (8) hours per day. Excepted from these conditions are those employees specifically designated in the Appendices as being ineligible for overtime pay. Overtime rates may also be paid in any locality for the seventh consecutive day of working, whether Sunday or a week-day. Overtime should be discouraged in the interests of efficiency and the employment of surplus labor.

6. Cost-of-Living Bonus

a. AFHQ Administrative Memorandum Number 62, 1944, as amended by AFHQ Administrative Memorandum Number 18, 1945, is superseded by the following, effective with the commencement of the first pay period subsequent to the date of issue of this memorandum.

b. The following provisions are applicable to Southern Italy, Sicily and Sardinia only, at the discretion of District, Base Section or equivalent commanders for the territory under their control.

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

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

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

c. In Northern Italy no bonus is authorized for payment with the exception of that authorized;

(1) Under sub-paragraph d below;

(2) By Local Sub-Committees established in accordance with AFHQ Administrative Memorandum Number 25, 1945, and subsequent amendments, application of which is hereby extended to Northern Italy, with the proviso that for Northern Italy the powers of Local Sub-Committees as defined in paragraph 6, AFHQ Administrative Memorandum Number 25, 1945, shall be limited to granting so much as may be necessary of a cost-of-living bonus as set

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couraged in the interests of efficiency and the employment of surplus labor.

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

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d. Essential key personnel who have been previously employed in Southern Italy, Sicily and/or Sardinia, and who have been trained for a specific job may continue to receive their present rates of pay, including bonuses.

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AFHQ Adm Memo No 34 (cont'd)

7. Advances - No advances of pay or bonuses will be made in any circumstances.

8. Leave

a. Annual Leave with Pay - Leave with pay at the rate of one half (½) day per month may be accumulated by employees in clerical and administrative grades only who have served the Armed Forces satisfactorily for six (6) months or more with the same Employing Service, to accrue from date of employment. Annual leave with pay will be granted to employees whose service has been satisfactory, and if the exigencies of the service permit. Annual leave with pay is not a basic right and cannot be allowed except in the above circumstances. No extra expense to the military unit or installation for the employment of a substitute will be allowed. In no circumstances will pay in lieu of leave be given.

b. Leave without Pay - Leave without pay may be granted for any period, in circumstances approved by the Commanding Officer of the Military unit or establishment.

c. Public Holidays - Public holidays will not be recognized by any military unit or establishment and there will be no extra pay for work performed on feast days or holidays.

9. Feeding of Employees - There will be no feeding of civilian employees except under rules and regulations prescribed by AFHQ.

10. Clothing and Accommodation - Clothing and accommodation will not be provided to civilian employees except under regulations promulgated by AFHQ.

11. Enticement - No unit will be permitted to engage a worker previously employed by an Allied agency unless he has been released by the former employing unit.

12. Allowances

a. Civilian employees when traveling on duty involving absence from the normal place of duty and home may, in the absence of Service accommodation, and rations, be paid subsistence allowance at the following rates for each full day's absence of 24 hours;

Monthly Basic Wage	Daily Subsistence Allowance
9,600 lire and more	250 lire
6,000 lire to 9,5999 lire	225 lire
4,500 lire to 5,999 lire	175 lire
3,500 lire to 4,499 lire	150 lire
less than 3,500 lire	125 lire

Daily Basic Wage	Daily Subsistence Allowance
370 lire and more	250 lire
231 lire to 369 lire	225 lire
170 lire to 230 lire	[illegible]

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will be granted to employees whose service has been satisfactory, and if the exigencies of the service permit. Annual leave with pay is not a basic right and cannot be allowed except in the above circumstances. No extra expense to the military unit or installation for the employment of a substitute will be allowed. In no circumstances will pay in lieu of leave be given.

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12. Allowances

a. Civilian employees when traveling on duty involving absence from the normal place of duty and home may, in the absence of Service accommodation, and rations, be paid subsistence allowance at the following rates for each full day's absence of 24 hours;

Monthly Basic Wage	Daily Subsistence Allowance
9,600 lire and more	250 lire
6,000 lire to 9,5999 lire	225 lire
4,500 lire to 5,999 lire	175 lire
3,500 lire to 4,499 lire	150 lire
less than 3,500 lire	125 lire

Daily Basic Wage	Daily Subsistence Allowance
370 lire and more	250 lire
231 lire to 369 lire	225 lire
170 lire to 230 lire	175 lire
135 lire to 169 lire	150 lire
less than 135 lire	125 lire

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APPENDIX "A" t[illegible]APHS Adm Memo No. 34

CLERICAL AND ADMINISTRATIVE GRADES (ITALY)

GRADE	LIRE PER MONTH Min.	Max.
Accountant	2200	5400
Assistant Purchasing Agent	3000	6300
Band Leader	3000	5500
Bookkeeper	2200	5000
Cashier Chief	2500	4400
Cashier	2200	3600
Cinema Manager	2200	3900
Office Clerk	2200	3600
Draughtsmen	2200	5000
Draughtsmen Chief	2500	5400
+Executive (business analysis, exporters, etc)	5000	11000
Interpreter General, male or female	2200	3900
Interpreter Technical	2600	4900
Junior Admin. Assistant, clerk supervisor	2200	5400
+Professional Worker (Electrical engineer, doctor, lawyer, dentist and construction, civil or mechanical engineer)	4000	11000
+Senior Administrative Assistant, sub-professional worker	3600	6800
Shop Superintendent	3000	5800
Shorthand Monitor	4500	6000
Supervisor of Labor	9000	10000
Deputy Supervisor of Labor	7500	8500
Assistant Deputy Supervisor of Labor	5500	6800
Teacher, language, whole-time	2600	4900
Telephone operator, English-Speaking, male or female	2200	3600
Telephone operator, non-English speaking, male or female	2000	2500
Typist, male or female	2000	3600
Typist, shorthand, English speaking, male or female	2100	3900
Warehouse Superintendent	2500	5000
Wireless Operator (Sender & Receiver)	3000	5400

+Overtime is not payable in these grades.

NOTES

1. ROME PROVINCE; For Rome Province 10% should be added to the above Basic Rates of Pay, calculated to the nearest five (5) lire.

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Assistant Purchasing Agent	2200	5400
Band Leader	3000	6300
Bookkeeper	3000	5500
Cashier Chief	2200	5000
Cashier	2500	4400
Cinema Manager	2200	3600
Office Clerk	2200	3900
Draughtsmen	2200	3600
Draughtsmen Chief	2200	5000
+Executive (business analysis, exporters, etc)	2500	5400
Interpreter General, male or female	5000	11000
Interpreter Technical	2200	3900
Junior Admin. Assistant, clerical supervisor	2600	4900
+Professional Worker (Electrical engineer, doctor, lawyer, dentist and construction, civil or mechanical engineer)	2200	5400
+Senior Administrative Assistant, sub-professional worker	4000	11000
Shop Superintendent	3600	6800
Shorthand Monitor	3000	5800
Supervisor of Labor	4500	6000
Deputy Supervisor of Labor	9000	10000
Assistant Deputy Supervisor of Labor	7500	8500
Teacher, language, whole-time	5500	6800
Telephone operator, English-Speaking, male or female	2600	4900
Telephone operator, non-English speaking, male or female	2200	3600
Typist, male or female	2000	2500
Typist, shorthand, English speaking, male or female	2000	3600
Warehouse Superintendent	2100	3900
Wireless Operator (Sender & Receiver)	2500	5000
	3000	5400

+Overtime is not payable in these grades.

NOTES

1. ROME PROVINCE; For Rome Province 10% should be added to the above Basic Rates of Pay, calculated to the nearest five (5) lire.

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AFHQ Adm Memo No. 34 (cont'd)

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

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

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

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

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

BY COMMAND OF FIELD MARSHAL ALEXANDER;

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

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

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"D"

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

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

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

BY COMMAND OF FIELD MARSHAL ALEXANDER;

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

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

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APPENDIX "B" to AFHQ Adm Memo No. 34

MESS AND CLUB GRADES (ITALY)

GRADE	LIRE PER MONTH Min.	Max.
Assistant Cook	2500	2800
Assistant Manager	3000	5000
Assistant Waiter	2500	2800
Barman	3500	4500
Cashier	2500	3600
Cook Head	2900	5500
Cook	2700	4000
Dish Washer	2500	2800
Handymen	2500	2800
Housekeeper (female)	2400	3400
Laundry Hand (male)	2700	3500
Linenkeeper, Linen Hand (female)	2100	3400
Manager	3900	6500
Orderly (British Mess)	2500	3000
Waiter, Head	3000	5000
Waiter	2700	3700
Waitress	2200	3100
Juveniles (male & female under 18 yrs) all grades		1500

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

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

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

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Assistant Cook	3000	5000
Assistant Manager	2500	2800
Assistant Waiter	3500	4500
Barman	2500	3600
Cashier	2900	5500
Cook Head	2700	4000
Cook	2500	2900
Dish Washer	2500	2800
Handyman	2400	3400
Housekeeper (female)	2700	3500
Laundry Hand (male)	2100	3400
Linenkeeper, Linen Hand (female)	3900	6500
Manager	2500	3000
Orderly (British Mess)	3000	5000
Waiter, Head	2700	3700
Waiter	2200	3100
Waitress		
Juveniles (male & female under 18 yrs) all grades		1500

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

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

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

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APPENDIX "C" to AFHQ Adm Memo

HOTEL GRADES (ITALY)

GRADE	LIRE PER MONTH Min.	Max.
Barman	3500	4500
Bell Boy (18 years of age & over)	2500	2800
Bell Boy (under 18 years of age)	-	1500
Bookkeeper	2000	4000
Boilerman, Hotel	2400	3150
Carpenter, Hotel	2400	3150
Cashier, Chief	2500	4400
Chambermaid	2100	3000
Chef or Head Cook	2900	7000
Chef, Second	2900	6000
Cook	2700	4400
Cook, assistant	2500	2800
Dish Washer	2500	2800
Electrician, Hotel	2550	3600
Elevator Operator	2500	2800
Hall Porter	3000	5900
Handyman	2500	3300
Housekeeper (female)	2400	3400
Laundryhand (male)	2700	3500
Laundryhand (female) or Ironing Women	2100	2900
Linen Keeper, Linen Hand (female)	2100	3400
Manager	3900	7400
Manager, Assistant, Head Receptionist or Personnel Controller	3500	5900
Mason, Hotel	2400	3300
Painter, Hotel	2550	3150
Plumber, Hotel	2400	3150
Porter	2500	3300
Pot & Utensil Washer	2500	3000
Stillroom Hand	2500	3000
Storeman, Pantryman	2500	3600
Telephone Operator (English-speaking) (male or female)	2100	3600
Telephone Operator (non English speaking) (male or female)	1650	2500
Waiter, Head	3400	6500
Waiter, Second Head	3400	5500
Waiter, Assistant	2500	2800
Waiter	2700	4400
Waitress	2200	3100
Watchman, Hotel	2700	3900
Juveniles (Male & Female under 18 years of age) all grades		1500

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	Min.	Max.
Barman	3500	4500
Bell Boy (18 years of age & over)	2500	2800
Bell Boy (under 18 years of age)	-	1500
Bookkeeper	2000	4000
Boilerman, Hotel	2400	3150
Carpenter, Hotel	2400	3150
Cashier, Chief	2500	4400
Chambermaid	2100	3000
Chef or Head Cook	2900	7000
Chef, Second	2900	6000
Cook	2700	4400
Cook, assistant	2500	2800
Dish Washer	2500	2800
Electrician, Hotel	2550	3600
Elevator Operator	2500	2800
Hall Porter	3000	5900
Handyman	2500	3300
Housekeeper (female)	2400	3400
Laundryhand (male)	2700	3500
Laundryhand (female) or Ironing Women	2100	2900
Linen Keeper, Linen Hand (female)	2100	3400
Manager	3900	7400
Manager, Assistant, Head Receptionist or Personnel Controller	3500	5900
Mason, Hotel	2400	3300
Painter, Hotel	2550	3150
Plumber, Hotel	2400	3150
Porter	2500	3300
Pot & Utensil Washer	2500	3000
Stillroom Hand	2500	3000
Storeman, Pantryman	2500	3600
Telephone Operator (English-speaking) (male or female)	2100	3600
Telephone Operator (non English speaking) (male or female)	1650	2500
Waiter, Head	3400	6500
Waiter, Second Head	3400	5500
Waiter, Assistant	2500	2800
Waiter	2700	4400
Waitress	2200	3100
Watchman, Hotel	2700	3900
Juveniles (Male & Female under 18 years of age) all grades		1500

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APPENDIX "D" to AFHQ Adm Memo No. 34

CLASSIFIED ARTISAN, SKILLED AND UNSKILLED GRADES (ITALY)

Foreman or Ganger; (Artisan and silled labor) 20% per day more than the basic rate in issue to the highest paid man under his supervision

Foreman or Ganger; (Unskilled Labor) 20% per day more than the basic rate paid to unskilled labor.

Chief Foremen ; (Artisan and Skilled labor supervising three (3) or more foremen or Gangers) 4000-6000 lire per month.

Chief Foremen ; (Unskilled Labor supervising three (3) or more foremen or Gangers) 3000-5400 lire per month.

GRADE	LIRE PER DAY Min.	Max.
Ammunition Mechanic	90	135
Anti-Malarial Laborer	-	90
Apprentices, all grades	40	90
Artisan's Mate (helper)	85	105
Armature Winder	100	165
Armourer	100	145
Asphalt Layer	90	120
Baker	90	120
Baler, clothing & soft goods	85	105
Barber	85	115
Battery Worker	90	135
Blacksmith	90	125
Boilermaker	90	125
Boilerman	90	120
Bookbinder	105	125
Bookbinder's Assistant	85	100
Brakeman	90	120
Bricklayer	90	120
Butcher	85	110
Caretaker (cemetery)	90	130
Carpenter	90	120
Caulker	90	120
Charcoal Maker	90	120
Chauffeur & Mechanic	90	125
Chauffeur or Driver	85	105
Chainman	90	115
Checker	85	95
Checker, railway goods yard	90	115
Closers (Boot repairing), male or female	85	100
Clothing Classifier	65	85
Coachbuilder	90	120

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Chief Foreman ; (Artisan and Skilled Labor supervising three (3) or more foremen or Gangers) 4000-6000 lire per month.

Chief Foreman ; (Unskilled Labor supervising three (3) or more foremen or Gangers) 3000-5400 lire per month.

GRADE	LIRE PER DAY Min.	Max.
Ammunition Mechanic	90	135
Anti-Malarial Laborer	-	90
Apprentices, all grades	40	90
Artisan's Mate (helper)	85	105
Armature Winder	100	165
Armourer	100	145
Asphalt Layer	90	120
Baker	90	120
Baler, clothing & soft goods	85	105
Barber	85	115
Battery Worker	90	135
Blacksmith	90	125
Boilermaker	90	125
Boilerman	90	120
Bookbinder	105	125
Bookbinder's Assistant	85	100
Brakeman	90	120
Bricklayer	90	120
Butcher	85	110
Caretaker (cemetery)	90	130
Carpenter	90	120
Caulker	90	120
Charcoal Maker	90	120
Chauffeur & Mechanic	90	125
Chauffeur or Driver	85	105
Chainmen	90	115
Checker	85	95
Checker, railway goods yard	90	115
Closers (Boot repairing), male or female	85	100
Clothing Classifier	65	85
Coachbuilder	90	120
Cobbler	90	125
Compositor	105	125
Compositer's Assistant	90	100
Compositor Chief	120	135
Concreter	85	120

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

NOTES

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

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

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

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

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

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

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

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APPENDIX "D" to APHQ Adm Memo No. 34 (Cont'd)

GRADE	LIRE PER DAY Min.	Max.
Cooper	90	150
Coppersmith	90	135
Coremaker (foundry)	90	120
Cutters	85	125
Dental Mechanic	100	125
Drier, m/c and Preparer	85	105
Driver, Truck	95	115
Driver, Crane or Winch)		
Driver, Mechanical Plant)	100	130
Driver, M.R. Electric)		
Driver, Steam Roller of IC stationary)		
Driver Mechanic, Truck	95	125
Driver, Truck and Trailer	100	130
Driver, Engine Loco	100	130
Electricians	95	135
Electro-Plater	90	135
Elevator Repairer Mechanic	95	135
Employees, Clothing, Boot and Shoe Manufacturing Plants		
+ Cutter, Machine	100	135
+ Machine Operator, male or female	85	105
+ Cutter, Pattern	150	195
+ Cutter, Assistant	85	95
+ Embroiderer, male or female	90	115
+ Boot Machinist	90	120
+ Boot Machine Operator Mechanic r	100	125
Exhumer of Bodies	-	95
Farrier	90	115
Farrier with own anvil	110	135
Fire-Fighter	85	95
Fireman, Oil Fuel, Coal or Steam Loco	90	120
Fitter or Mechanic, Aero, Radial or Diesel	110	145
Fitter or Mechanic, Automobile or Mt	100	135
Foundryman	85	115
Gardener	85	95
Gear Cutting Specialist	-	165
Glazier	85	115
Greaser	85	105
Grinder, Precision	100	135
Grooms or Stablemen	85	95
Gunfitter	90	135
Hammerman or Striker	90	105
Inspector, Precision Work	140	175

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Dental Mechanic	100	125
Drier, m/c and Preparer	85	105
Driver, Truck	95	115
Driver, Crane or Winch)		
Driver, Mechanical Plant)	100	130
Driver, M.R. Electric)		
Driver, Steam Roller or IC stationery)		
Driver Mechanic, Truck	95	125
Driver, Truck and Trailer	100	130
Driver, Engine Loco	100	130
Electricians	95	135
Electro-Plater	90	135
Elevator Repairer Mechanic	95	135

Employees, Clothing, Boot and Shoe Manufacturing Plants

+ Cutter, Machine	100	135
+ Machine Operator, male or female	85	105
+ Cutter, Pattern	150	195
+ Cutter, Assistant	85	95
+ Embroiderer, male or female	90	115
+ Boot Machinist	90	120
+ Boot Machine Operator Mechanic r	100	125
Exhumer of Bodies	-	95
Farrier	90	115
Farrier with own anvil	110	135
Fire-Fighter	85	95
Fireman, Oil Fuel, Coal or Steam Loco	90	120
Fitter or Mechanic, Aero, Radial or Diesel	110	145
Fitter or Mechanic, Automobile or Mt	100	135
Foundryman	85	115
Gardener	85	95
Gear Cutting Specialist	-	165
Glazier	85	115
Greaser	85	105
Grinder, Precision	100	135
Grooms or Stablemen	85	95
Gunfitter	90	135
Hammerman or Striker	90	105
Inspector, Precision Work	140	175
Joiner	95	125

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GRADE	LIRE PER DAY Min.	Max.
Laboratory & Dispensary Assistant	100	125
Lifesaver	85	105
Lighthouse Keeper	85	100
Lineman	100	135
Linetype Operator	100	145
Lithe Engraver	130	165
Lithographer	100	145
Lithographer's Assistant	90	105
Locksmith	90	135
Lumber Workers		
Choker Setter	85	115
Dogger	90	115
Edgerman	90	125
Faller	90	115
Log Turner	85	105
Lumber Handler	85	95
Machine Minder	85	105
Machine Minder's Assistant	70	90
Machinist	90	135
Markers & Sorters, male or female	75	100
Masons	90	125
Mechanics, sewing machine) Mechanics, typewriter) Mechanics, wireless)	100	135
Mechanics, Marine Engr (RR)	-	135
Mechanic's Assistant	90	105
Messenger (English-speaking (under 18 years of age))	-	65
Messenger (English-speaking) 18 years of age and over)	70	90
Milling Hand (Flour Mill)	90	105
Motion Picture Operator	90	135
Motor Launch Driver Mechanic (Venice)	120	150
Moulders	90	135
Nurses, (Hospital)	90	115
Occupational Therapist	90	115
Packer	85	95
Painter, Varnisher Signwriter	95	120
Paper Cutter Operator	105	125
Parquet Layer	90	115
Pattern Maker	90	125
Pavement Layer	90	115
Permanent Way Inspector	85	110

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Linetype Operator	100	145
Lithe Engraver	130	165
Lithographer	100	145
Lithographer's Assistant	90	105
Locksmith	90	135
Lumber Workers		
Choker Setter	85	115
Dogger	90	115
Edgerman	90	125
Faller	90	115
Log Turner	85	105
Lumber Handler	85	95
Machine Minder	85	105
Machine Minder's Assistant	70	90
Machinist	90	135
Markers & Sorters, male or female	75	100
Masons	90	125
Mechanics, sewing machine)		
Mechanics, typewriter)	100	135
Mechanics, wireless)		
Mechanics, Marine Engr (PT)	-	135
Mechanic's Assistant	90	105
Messenger (English-speaking (under 18 years of age))	-	65
Messenger (English-speaking) 18 years of age and over)	70	90
Milling Hand (Flour Mill)	90	105
Motion Picture Operator	90	135
Motor Launch Driver Mechanic (Venice)	120	150
Moulders	90	135
Nurses, (Hospital)	90	115
Occupational Therapist	90	115
Packer	85	95
Painter, Varnisher Signwriter	95	120
Paper Cutter Operator	105	125
Parquet Layer	90	115
Pattern Maker	90	125
Pavement Layer	90	115
Permanent Way Inspector	85	110
Pier Supervisor	105	140
Plasterer	95	120
Platelayer (Railroads)	85	105
Plater (Printing)	100	125
Plumber	90	120
Pointsman (Railroads)	85	95
Police Officer, male or female	85	120

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GRADE	LIRE PER DAY Min.	Max.
Postal Sorter, male or female	75	120
Presser Hand	85	110
Pressers, Machine (Hoffman Steam Press)	90	125
Printer	100	135
Process Engravers	130	165
Photo Developer, Single or Machine	100	120
Printing Machine Minder	90	135
Printing Machine Mate	85	105
Quarryman	90	115
Recordak Operator	90	110
Repairer, Watch & Precision Instruments	120	165
Rigger	95	120
Rivet Heater	85	105
Riveter	95	120
Riveter Holder-up	85	105
Road Supervisor	90	125
Road Worker	85	95
Saddler	85	115
Saw Repairer & Sharpener	90	115
Sawyer	90	115
Sewing Hand, Male or female	60	85
Sheet Metal Worker	100	135
Shoemaker (Special Boot & Surgical Work)	100	135
Shunter or Brakesman	85	105
Slater	85	105
Smelterer (Ore Smelting)	90	120
Stacker, Forage, expert	85	100
Stevedore	90	110
Stevedore, coaling ore	100	120
Stevedore Head	100	125
Stereotyper	100	145
Stone, hand cutter	95	120
Storeman or Storewoman	85	100
Tailor (with own machine)	105	125
Tailor (without own machine)	85	105
Tent Maker (with own machine)	105	125
Tent Maker (without own machine)	85	105
Tent Mender	85	105
Tile Layer	90	115
Time-Keeper	90	135
Tinsmith	90	120
Toolmaker	90	125
Track Walker, Railroad	85	105
Trimmer, Coal	85	105
Trimmer	90	125

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Photo Developer, Single or Machine	90	135
Printing Machine Minder	85	105
Printing Machine Mate	90	115
Quarryman	90	110
Recordak Operator	120	165
Repairer, Watch & Precision Instruments	95	120
Rigger	85	105
Rivet Heater	95	120
Riveter	85	105
Riveter Holder-up	90	125
Road Supervisor	85	95
Road Worker	85	115
Saddler	90	115
Saw Repairer & Sharpener	90	115
Sawyer	60	85
Sewing Hand, Male or female	100	135
Sheet Metal Worker	100	135
Shoemaker (Special Boot & Surgical Work)	85	105
Shunter or Brakesman	85	105
Slater	90	120
Smelterer (Ore Smelting)	85	100
Stakeer, Forage, expert	90	110
Stevedore	100	120
Stevedore, cosling ore	100	125
Stevedore Head	100	145
Stereotyper	95	120
Stone, hand cutter	85	100
Storeman or Storewoman	105	125
Tailor (with own machine)	85	105
Tailor (without own machine)	105	125
Tent Maker (with own machine)	85	105
Tent Maker (without own machine)	85	105
Tent Mender	90	115
Tile Layer	90	135
Time-Keeper	90	120
Tinsmith	90	125
Toolmaker	85	105
Track Walker, Railroad	85	105
Trimmer, Coal	90	135
Turner	110	135
Truck Master	100	125
Truck Master's Assistant	90	135
Tire Treader		

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

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

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

NOTES

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

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APPENDIX "F" to AFHQ Adv Memo No. 34

ALL GRADES (SICILY)

GRADES	LIRE PER DAY Min.	Max.
CLERICAL & ADMINISTRATIVE		
Accountant, certified	150	185
Accountant	120	150
Adviser, agriculture	170	200
Adviser, financial (English-speaking Economist)	170	200
Adviser, legal, grad, lawyer (English-speaking)	200	255
Adviser, legal, grad, lawyer	130	150
Adviser, property control (English-speaking)	180	210
Adviser, transportation	200	285
Censor, Civil		
Chief re-examiner	140	195
Re-examiner	100	125
Clerk, male	80	110
Clerk, female	70	100
Economic Research Assistant	170	250
Interpreter, oral	90	125
Interpreter, translating	100	125
Manager, office executive (English-speaking)	135	170
Manager, personnel supervisory (English-speaking)	135	170
Manager, refrigeration plant	170	190
Office boys	35	55
Operators, telephone	90	110
Operators, telephone (English speaking)	120	140
Overseer, departmental, Class I	155	190
Overseer, departmental, Class II	140	160
Purchasing Agent, fruit & vegetables	230	290
Secretary, executive (English-speaking)	130	165
Secretary, executive	100	130
Superintendent, garage	140	175
Superintendent, warehouse	160	190
Stenographer	100	110
Teacher, language	175	200
Telephone, consultant, technical(English-speaking)	160	200
Timekeepers, male	80	110
Timekeepers, female	70	100
Typists, male	80	105

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CLERICAL & ADMINISTRATIVE

Accountant, certified	150	185
Accountant	120	150
Adviser, agriculture	170	200
Adviser, financial (English-speaking Economist)	170	200
Adviser, legal, grad, lawyer (English-speaking)	200	255
Adviser, legal, grad, lawyer	130	150
Adviser, property control (English-speaking)	180	210
Adviser, transportation	200	285
Censor, Civil	140	195
Chief re-examiner	100	125
Re-examiner	80	110
Clerk, male	70	100
Clerk, female		
Economic Research Assistant	170	250
Interpreter, oral	90	125
Interpreter, translating	100	125
Manager, office executive (English-speaking)	135	170
Manager, personnel supervisory (English-speaking)	135	170
Manager, refrigeration plant	170	190
Office boys	35	55
Operators, telephone	90	110
Operators, telephone (English speaking)	120	140
Overseer, departmental, Class I	155	190
Overseer, departmental, Class II	140	160
Purchasing Agent, fruit & vegetables	230	290
Secretary, executive (English-speaking)	130	165
Secretary, executive	100	130
Superintendent, garage	140	175
Superintendent, warehouse	160	190
Stenographer	100	110
Teacher, language	175	200
Telephone, consultant, technical (English-speaking)	160	200
Timekeepers, male	80	112
Timekeepers, female	70	100
Typists, male	80	105
Typists, female	70	90
Writer	120	145

CLASSIFIED LABOR

Ammunition Expert	90	110
Appraiser, chief	130	140

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MARINE GRADES (ITALY)

GRADE	LIRE PER DAY Min.	Max.
+ Diver	110	125
++ Linesman (Navy)	85	95
Pumpman (Navy)	85	95
Rope Splicer	90	115
Sailmaker	95	125
Salvage Hand	85	105
Salvage Hand (Master)	100	125
Security Patrol Officer or Deputy Harbormaster	-	165
Shipwright	105	135

SEA-GOING RATES (SCHOONERS)

Master	-	250
1st Officer	-	200
2nd Officer	-	180
3rd Officer	-	170
Chief Engineer	-	250
1st Engineer	-	200
2nd Engineer	-	180
3rd Engineer	-	170
Bosun	-	150
Cook or steward	-	140
Seamen	-	130

HARBOR CRAFT RATES - TUGBOATS, "Z" CRAFT, ETC

Master	-	180
Mate	-	140
Engineer	-	140
Cook or steward	-	120
Seaman	-	120
Stoker or Fireman	-	125

BARGES & LIGHTERS

Bargeman and Lighterman	85	105
Master Bargeman and Master Lighterman	100	120

+ Plus 35 lire per hour under water.
++ 5 lire per hour extra while tending diver.

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APPENDIX „F" to AFHQ Adm Memo No. 34 (cont'd)

GRADE	LIRE PER DAY Min.	Max.
Engineer, locomotive diesel	105	150
Engineer, steam, stationery	95	125
Engineer, mechenical	140	170
Exporter, English-speaking (buyer & shipper export goods)	170	285
Farrier	80	105
Firemen	80	115
Fireman, oil fuel	80	105
Fire Fighter	85	95
Fitter-Automotive (motor mechanic)	90	125
Fitter driver (chauffeur-mechanic)	90	125
Foundryman	80	105
Furnaceman	80	125
Glazier	80	105
Greaser, refrigerating	80	115
Greaser, others	80	105
Grinder, precision	80	105
Hairdresser	80	105
Hammerman	80	105
Hammerman (steam-operated hammer)	90	130
Inspector, citrus fruit	115	170
Joiner, wood	80	115
Keeper, storeroom or warehouse	80	100
Laboratory Assistant	70	90
Laborer, semi-skilled	75	85
Lime Burner	90	115
Lithographer	90	135
Lithographer, assistant	80	100
Locator, Expeditor - C.E.M.		175
Locksmith	95	120
Loftsman	90	125
Machine tender	90	115
Machinist, lathe operator	100	125
Machinist, milling machine operator	100	125
Machinist, plane operator	100	110
Machinist, tool room	100	135
Machinist, bench work	100	125
Maker, cabinet	80	115
Maker, mattress	80	105

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Export Goods)	17[illegible]	205
Farrier	80	105
Fireman	80	115
Fireman, oil fuel	80	105
Fire Fighter	85	95
Fitter-Automotive (motor mechanic)	90	125
Fitter driver (chauffeur-mechanic)	90	125
Foundryman	80	105
Furnaceman	80	125
Glazier	80	105
Greaser, refrigerating	80	115
Greaser, others	80	105
Grinder, precision	80	105
Hairdresser	80	105
Hammerman	80	105
Hammerman (steam-operated hammer)	90	130
Inspector, citrus fruit	115	170
Joiner, wood	80	115
Keeper, storeroom or warehouse	80	100
Laboratory Assistant	70	90
Laborer, semi-skilled	75	85
Lime Burner	90	115
Lithographer	90	135
Lithographer, assistant	80	100
Locator, Expeditor - C.E.M.		175
Locksmith	95	120
Loftsman	90	125
Machine tender	80	115
Machinist, lathe operator	100	125
Machinist, milling machine operator	100	125
Machinist, plane operator	100	110
Machinist, tool room	100	135
Machinist, bench work	100	125
Maker, cabinet	80	115
Maker, mattress	80	105
Maker, pattern	105	150
Maker, template	80	125
Malaria Control expert	200	250
Mason	80	105
Mechanic, automotive, motor	90	125
Mechanic, diesel	80	125
Mechanic, instrument repairer	100	135

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GRADE	LIRE PER DAY Min.	Max.
Appraiser	120	130
Apprentices, all trades	35	75
Armature winder	90	130
Armorer	90	125
Baker	80	105
Band Leader	55 (per hour plus 20% of totel cost of band)	
Band Member	55 (per hour)	
Bartender	60	90
Battery worker	80	100
Blacksmith	90	125
Boilermaker	90	125
Bookbinder	80	105
Bookbinder's assistant	60	70
Bootmaker, surgical	110	135
Bricklayer	85	115
Burner, acetylene	80	125
Butcher	80	105
Caretaker, cemetery	80	105
Carpenter	80	105
Chainman	80	105
Chargehand, female (sub-forewoman)	80	100
Clothing classifier & repairer, female	50	60
Coachbuilder	80	115
Coachpainter	80	115
Compositor, chief	135	145
Compositor	100	135
Compositor, assistant	80	100
Concrete laborer	70	80
Concrete mixer operator	105	115
Cement finisher	105	115
Cooper	100	130
Coppersmith	80	100
Core Maker	105	125
Cupelo Tender	80	125
Dental hygienist & technician		230
Dockgate controller	80	115
Draftsman, engineering	110	140
Driver, crane, automotive	115	140
Driver, motor truck	80	115
Driver, mule	70	80
Driver, steam roller	100	130
Electrician - wiring	85	125
Electrician - communications	85	135

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Baker	55 (per hour plus	
Band Leader	20% of total cost of band)	
Band Member	55 (per hour)	
Bartender	60	90
Battery worker	80	100
Blacksmith	90	125
Boilermaker	90	125
Bookbinder	80	105
Bookbinder's assistant	60	70
Bootmaker, surgical	110	135
Bricklayer	85	115
Burner, acetylene	80	125
Butcher	80	105
Caretaker, cemetery	80	105
Carpenter	80	105
Chainman	80	105
Chargehand, female (sub-forewomen)	80	100
Clothing classifier & repairer, female	50	60
Coachbuilder	80	115
Coachpainter	80	115
Compositor, chief	135	145
Compositor	100	135
Compositor, assistant	80	100
Concrete laborer	70	80
Concrete mixer operator	105	115
Cement finisher	105	115
Cooper	100	130
Coppersmith	80	100
Core Maker	105	125
Cupalo Tender	80	125
Dental hygienist & technician	230	
Dockgate controller	80	115
Draftsman, engineering	110	140
Driver, crane, automotive	115	140
Driver, motor truck	80	115
Driver, mule	70	80
Driver, steam roller	100	130
Electrician - wiring	85	125
Electrician - communications	85	135
Electrician - auto	90	125
Electrician - technician	175	190
Engineer, industrial consulting	340	
Engineer, electrical	140	170
Engineer, locomotive	105	170

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GRADE	LIRE PER DAY Min.	Max.
Skilled repairer of hospital clothing and textiles, females	55	80
Slater	80	115
Smelterer	80	105
Sock and woolen repairer, female	50	70
Steamfitter	85	125
Stoker and fireman	80	105
Storekeeper, tool room	80	110
Supervisor, road	80	115
Tailor, cutter, male	75	85
Tailor, cutter, female	65	75
Tailor, own machine	80	90
Tailor, without machine	70	80
Tailoress, own machine	70	80
Tailoress, without machine	50	70
Tallyman	115	145
Tent mender	80	105
Textile refitter	80	105
Tinsmith	80	105
Toolsmith	80	115
Vulcanizer	80	115
Welder, gas & electric	90	125
Wood turner	80	110
UNCLASSIFIED LABOR		
Boys (under 18 years of age)		40
Unskilled laborers, male	60	75
Unskilled laborers, female	-	50
Unskilled laborers, (heavy) female	-	60
Watchman day	55(overtime at 10 lire per hour)	
Watchman night	60 (overtime at 12 lire per hour)	
FOREMAN		
Ganger of unskilled labor (not less than 12 laborers)		85
Foreman of unskilled labor		95
Foreman of classified labor 20 lire above the maximum of the particular classification, provided not less than 12 laborers under charge.		
MARINE LABOR (Classified)		
Boathand	75	85
Boathand, chief	85	95
	80	125

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Steamfitter	85	125
Stoker and fireman	80	105
Storekeeper, tool room	80	110
Superviser, road	80	115
Tailor, cutter, male	75	85
Tailor, cutter, female	65	75
Tailor, own machine	80	90
Tailor, without machine	70	80
Tailoress, own machine	70	80
Tailoress, without machine	50	70
Tallyman	115	145
Tent mender	80	105
Textile refitter	80	105
Tinsmith	80	105
Toolsmith	80	115
Vulcanizer	80	115
Welder, gas & electric	90	125
Wood turner	80	110

UNCLASSIFIED LABOR

Boys (under 18 years of age)		40
Unskilled laborers, male	60	75
Unskilled laborers, female	-	50
Unskilled laborers, (heavy) female	-	60
Watchman day	55(overtime at 10 lire per hour)	
Watchman night	60 (overtime at 12 lire per hour)	

FOREMAN

Ganger of unskilled labor (not less than 12 laborers)	85
Foreman of unskilled labor	95
Foreman of classified labor 20 lire above the maximum of the particular classification, provided not less than 12 laborers under charge.	

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MARINE LABOR (Classified)

Boathand	75	85
Boathand, chief	85	95
Chipper-caulker	80	125
Coxswain	80	110

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

GRADE	LIRE PER DAY Min.	Max.
Mechanic, Locomotive bench work	80	125
Mechanic, searchlight	135	155
Mechanic, sewing machine	80	100
Mechanic, typewriter	80	110
Mechanic, typewriter, assistant	65	80
Mechanic, wireless	100	135
Medical Practitioner	30 per hour	40 per hour
Molder	100 per day	135 per day
Nursing Orderly	80	105
Operator, crane	80	125
Operator, crane, electrical	80	125
Operator, crane, steam	80	125
Operator, linotype	105	135
Operator, pump	80	110
Operator, radio	95	120
Operator, radio (with rations)	70	95
Operator, radio apprentice	65	85
Operator, radio apprentice (with rations)	40	60
Operator, saw	80	105
Operator, tire	90	125
Operator, winch	80	105
Painter, polisher	80	105
Physiotherapist	115	140
Plasterer	80	105
Plumber	85	115
Porter, cold storage meat	75	85
Printer	100	135
Projectionist, motion picture	110	135
Projectionist, motion picture assistant	80	100
Quarryman - stone cutters	70	85
Radiographer	140	175
Rat catcher		90
Reinforcing iron worker	90	115
Repairer, gasket	80	105
Repairer, shoe	80	115
Research analyst	90	110
Rivet heater	70	95
Rivetter	80	105
Rivetter, bucker-up	60	70
Saddler	80	115

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

Medical Practitioner	80 per hour	40 per hour
Molder	100 per day	135 per day
Nursing Orderly	80	105
Operator, crane	80	125
Operator, crane, electrical	80	125
Operator, crane, steam	80	125
Operator, linotype	105	135
Operator, pump	80	110
Operator, radio	95	120
Operator, radio (with rations)	70	95
Operator, radio apprentice	65	85
Operator, radio apprentice (with rations)	40	60
Operator, saw	80	105
Operator, tire	90	125
Operator, winch	60	105
Painter, polisher	80	105
Physiotherapist	115	140
Plasterer	80	105
Plumber	85	115
Porter, cold storage meat	75	85
Printer	100	135
Projectionist, motion picture	110	135
Projectionist, motion picture assistant	80	100
Quarryman - stone cutters	70	85
Radiographer	140	175
Rat catcher		90
Reinforcing iron worker	90	115
Repairer, gasket	80	105
Repairer, shoe	80	115
Research analyst	90	110
Rivet heater	70	95
Rivetter	80	105
Rivetter, bucker-up	60	70
Saddler	80	115
Saleswoman	60	90
Saw Setter	90	125
Sawyer	80	105
Scraper	65	75
Sheet Metal Worker	90	120
Signwriter	85	110
Skilled remaker of woolen clothing	70	80

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

APPENDIX "F" to AFHQ Adm Memo No. 34 (cont'd)

GRADE	LIRE PER DAY Min.	Max.
Maid	35	55
Orderly, medical & mess (monthly)	880	1760
Orderly, other (monthly)	440	880
Steward - clubs & messes	65	110
Waiter	60	75
Waitress	40	60

HOTEL EMPLOYEES

FOLLOWING IS BASIC RATE FOR SECOND CATEGORY HOTEL
FOR IST CATEGORY HOTEL ADD IO%
FOR 3RD CATEGORY HOTEL DEDUCT IO%

Director	5700 monthly	6840 monthly
Assistant Director	5130 "	5700 "
Secretary	15.15per hour	15.15 per hour
Assistant Secretary	11.00 " "	12.10 " "
Desk Clerk	11.00 " "	12.10 " "
Head Porter	11.00 " "	12.10 " "
Assistant Head Porter	9.65 " "	11.00 " "
Porter	6.90 " "	6.90 " "
Operating Engineer	9.65 " "	12.10 " "
Upholsterer	9.65 " "	12.10 " "
Maid	6.90 " "	6.90 " "
Assistant Maid	5.50 " "	5.50 " "
Elevator Operator, 18 years of age and above	6.90 " "	6.90 " "
Elevator Operator, under 18 years of age.	5.50 " "	5.50 " "
Bell-boy	5.50 " "	5.50 " ""
Linen-Keeper	7.70 " "	7.70 " "
Assistant linen-keeper	6.60 " "	6.60 " " .

LAUNDRY EMPLOYEES (CLASSIFIED)

	15 per day	30 Per day
Drier and preparer, male & female (under 18 years of age)		
Drier and Preparer, male (18 yrs of age & under)	75	95
Drier & preparer, female (18 yrs of age & above)	55	75
Ironer, hand, male & female (under 18 yrs of age)	15	30
Ironer, hand, male (18 yrs of age & above)	75	95
Ironer, hand, female (18 yrs of age & above)	55	75
Ironer, machine, male & female (under 18 yrs)	15	30
Ironer, Machine, male (18 yrs of age & above)	75	95
Ironer, machine female (18 yrs of a e & above)	55	75
Ironer, chief, male		100
Ironer, chief, female		85
Sorter, (Class II)		90
Sorter, (Class I)		100
Washer, hand, female		45
Washer, machine, male		

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

Waitress	60	75
	40	60

HOTEL EMPLOYEES

FOLLOWING IS BASIC RATE FOR SECOND CATEGORY HOTEL
FOR IST CATEGORY HOTEL ADD 10%
FOR 3RD CATEGORY HOTEL DEDUCT 10%

Director	5700 monthly	6840 monthly
Assistant Director	5130 "	5700 "
Secretary	15.15 per hour	15.15 per hour
Assistant Secretary	11.00 " "	12.10 " "
Desk Clerk	11.00 " "	12.10 " "
Head Porter	11.00 " "	12.10 " "
Assistant Head Porter	9.65 " "	11.00 " "
Porter	6.90 " "	6.90 " "
Operating Engineer	9.65 " "	12.10 " "
Upholsterer	9.65 " "	12.10 " "
Maid	6.90 " "	6.90 " "
Assistant Maid	5.50 " "	5.50 " "
Elevator Operator, 18 years of age and above	6.90 " "	6.90 " "
Elevator Operator, under 18 years of age.	5.50 " "	5.50 " "
Bell-boy	5.50 " "	5.50 " "
Linen-Keeper	7.70 " "	7.70 " "
Assistant linen-keeper	6.60 " "	6.60 " " .

LAUNDRY EMPLOYEES (CLASSIFIED)

Drier and preparer, male & female (under 18 years of age)	15 Per day	30 Per day
Drier and Preparer, male (18 yrs of age & under)	75	95
Drier & preparer, female (18 yrs of age & above)	55	75
Ironer, hand, male & female (under 18 yrs of age)	15	30
Ironer, hand, male (18 yrs of age & above)	75	95
Ironer, hand, female (18 yrs of age & above)	55	75
Ironer, machine, male & female (under 18 yrs)	15	30
Ironer, Machine, male (18 yrs of age & above)	75	95
Ironer, machine female (18 yrs of a e & above)	55	75
Ironer, chief, male		100
Ironer, chief, female		85
Sorter, (Class II)		90
Sorter, (Class I)		100
Washer, hand, female		45
Washer, machine, male	75	100
Washer, machine, female	55	65

NOTE; Concerning Hotel Employees, including those classified as domestic but working in hotels, all work in excess of the normal eight-hour day will be paid at the regular hourly rate. The basic rule of time and one-half is not applicable.

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

APPENDIX "F" to AFHQ Adm Memo No. 34 (cont'd)

GRADE	LIRE PER DAY Min.	Max.
Diver (plus additional hourly rate of 35 lire when under water)		110
Draughtsman (leadsman)	100	120
Driller, ships' plates	80	115
Leadingman	140	160
Master (superintendant)	185	225
Master (salvage hand)	85	110
Mechanic, ship geer	80	120
Pilot (rate to be fixed at discretion of employing service)		
Quarterman (asst-Supt)	155	190
Quartermaster	130	160
Rigger	90	130
Rivetter, ship	80	115
Sailmaker	80	115
Salvage Hand	70	90
Shipfitter	90	135
Shipwright	90	135

SEAGOING RATES (SCHOONERS)

Master and chief Engineer	250
1st Officer and 1st Engineer	200
2nd Officer and 2nd Engineer	180
3rd Officer and 3rd Engineer	170
Bo'sun	150
Cook or Steward	140
Seeman	130

HARBOR CRAFT RATES - TUGBOATS, "Z" CRAFT ETC.

Master	180
Mate	140
Engineer	140
Cook or Steward	120
Seeman	120
Stoker or Fireman	125

BARGES & LIGHTERS

Bargemen	85	105
Master Bargeman	100	120

DOMESTIC EMPLOYEES (CLASSIFIED)
MESS & HOSPITALS

Caretaker Guard (Monthly)		2640
Chef	75	110
Cleaner, officers' quarters, male	65	80
Cleaner, officers' quarters, female		
Cook		

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

Leadingman	80	115
Master (superintendant)	140	160
Master (salvage hand)	185	225
Mechanic, ship gear	85	110
Pilot (rate to be fixed at discretion of employing service)	80	120
Querterman (asst-Supt)		
Quartermaster	155	190
Rigger	130	160
Rivetter, ship	90	130
Sailmaker	80	115
Salvage Hand	80	115
Shipfitter	70	90
Shipwright	90	135
	90	135

SEAGOING RATES (SCHOONERS)

Master and chief Engineer	250
1st Officer and 1st Engineer	200
2nd Officer and 2nd Engineer	180
3rd Officer and 3rd Engineer	170
Bo'sun	150
Cook or Steward	140
Seaman	130

HARBOR CRAFT RATES - TUGBOATS, "Z" CRAFT ETC.

Master	180
Mate	140
Engineer	140
Cook or Steward	120
Seaman	120
Stoker or Fireman	125

BARGES & LIGHTERS

Bargeman	85	105
Master Bargeman	100	120

DOMESTIC EMPLOYEES (CLASSIFIED)
MESS & HOSPITALS

Caretaker Guard (Monthly)		2640
Chef	75	110
Cleaner, officers' quarters, male	65	80
Cleaner, officers' quarters, female	50	70
Cook	75	100
Dish Washer	35	55
Gardener (10 hour day)	55	65

Declassified E.O. 12356 Section 3.3/NND No. 78 5021

APPENDIX "H" to AFHQ Adm Memo No. 34

COST OF LIVING BONUS AUTHORIZED BY PARAGRAPH 6

1. Bonus for Italian Civilian Employees other than those covered by paragraph 2 of this Appendix.

a. Daily Wage Group

(1) Adult Group

Basic Wage	+Maximum Permissible bonus per day
Up to and including 120 lire per day	75 lire
From 121 to 125 lire	72 lire
From 126 to 130 lire	70 lire
From 131 to 135 lire	67 lire
From 136 to 165 lire	65 lire
From 166 to 170 lire	62 lire
From 171 to 175 lire	60 lire
From 176 to 180 lire	57 lire
From 181 lire and above	55 lire

(2) Juveniles may be paid a cost-of-living bonus up to 29 lires per day.

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

b. Monthly Wage Group

(1) Adult Group

Basic Wage	+ Maximum Permissible Bonus per month
Up to and including 3000 per month	1950 lire
from 3001 to 3100 lire	1920 lire
From 3101 to 3200 lire	1870 lire
From 3201 to 3300 lire	1820 lire
From 3301 to 3400 lire	1770 lire
From 3401 to 3500 lire	1720 lire
From 3501 to 5000 lire	1690 lire
From 5001 to 5100 lire	1620 lire
From 5101 to 5200 lire	1570 lire
From 5201 to 5300 lire	1520 lire
From 5301 to 5400 lire	1470 lire
From 5401 lire and above	1430 lire

(2) Juveniles May be paid a cost-of-living bonus up to 754 lire

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Basic Wage	+Maximum Permissible bonus per day
Up to and including 120 lire per day	75 lire
From 121 to 125 lire	72 lire
From 126 to 130 lire	70 lire
From 131 to 135 lire	67 lire
From 136 to 165 lire	65 lire
From 166 to 170 lire	62 lire
From 171 to 175 lire	60 lire
From 176 to 180 lire	57 lire
From 181 lire and above	55 lire

(2) Juveniles may be paid a cost-of-living bonus up to 29 lires per day.

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

b. Monthly Wage Group
(1) Adult Group

Basic Wage	+ Maximum Permissible Bonus per month
Up to and including 3000 per month	1950 lire
from 3001 to 3100 lire	1920 lire
From 3101 to 3200 lire	1870 lire
From 3201 to 3300 lire	1820 lire
From 3301 to 3400 lire	1770 lire
From 3401 to 3500 lire	1720 lire
From 3501 to 5000 lire	1690 lire
From 5001 to 5100 lire	1620 lire
From 5101 to 5200 lire	1570 lire
From 5201 to 5300 lire	1520 lire
From 5301 to 5400 lire	1470 lire
From 5401 lire and above	1430 lire

2257

(2) Juveniles May be paid a cost-of-living bonus up to 754 lire per month.

Note; Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus under (a) and (b) when full rations i.e. all Meals are provided to the employee by the employing service.

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

APPENDIX "G" to AFHQ Adm Memo No. 34

SKILLED & UNSKILLED GRADES (SARDINIA)

Classification	Hourly Rate lire	Daily Rate (8 hours) lire
Skilled workers	9.90	79.00
Semi-skilled workers	9.58	76.60
Unskilled workers	7.33	58.60
Female workers	4.98	39.80
Apprentices	5.68	45.40

PROFESSIONAL & OFFICE GRADES (SARDINIA)

	Monthly Lire
College or Undergraduate with degrees	4,000
High School Graduate	2,400
Others	1,250

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

APPENDIX "H" to AFHQ Adm Memo No. 34 (cont'd)

2. Bonus for Italian Civilians Employed in Allied Hotels, Clubs and Messes and other Employees whose wages are paid partly in kind.

a. Adult Group	+Maximum Permissible Bonus per month
Up to and including 3600 lire per month	1325 lire
From 3601 to 3700 lire	1275 lire
From 3701 to 3800 lire	1225 lire
From 3801 to 4900 lire	1175 lire
From 4901 to 5000 lire	1125 lire
From 5001 to 5100 lire	1075 lire
From 5101 to 5200 lire	1025 lire
From 5201 and above	955 lire

b. Juveniles may be paid a cost-of-living bonus up to 130 lire per month.

+ These maxima are liable to modification by the action of local Sub-Committees established in accordance with AFHQ Administrative Memorandum Number 25, 1945.

Declassified E.O. 12356 Section 3.3/NND No. 778502/

1661

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

DUPLICATE

№ 1578

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From Major W. A. SEWELL
PURCHASES & CONTRACTS The sum

of 12,145 Lire for the payroll of LOCAL GOVERNMENT
(Section)

For period of JUL 1 - 1945 Date to JUL 15 1945 Date

Pfc Dwight Slef - 2253
RECIPIENT

1062

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

16/1

63

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel 10 JUL 1945

Ref Civ Pers/ 892 13 July 1945

Subject . Employment of Civilian Personnel

To . All Concerned.

1. As agreed at the Establishment Section Meeting of 9 July 1945, the employment of personnel for duty in this Headquarters building has been delegated to a greater extent to the office of G-1 Section Civilian Personnel.

2. So that fair consideration may be given to all prospective employees whom have already been registered with G-1 Section Civilian Personnel Office, independent recruiting as authorized, and practiced in the past will be minimized to the extent as mentioned below.

3. The attached form has been adopted for use in this Headquarters, and will be used by all Sections and Sub-Commissions requiring additional civilian staff. Recommended applicant will be contacted after a three day period if any difficulty or delay is experienced in the selecting of satisfactory applicants already on file with this office.

4. Civilians will not be directed to this office, as has been the practice in the past, with a request for their employment. The above instructions - as outlined above, and set forth on CIV PERS FORM 18 will be complied with.

5. Additional forms (Civ Pers Forms 18) may be obtained from this office.

N. P. Theodore
N. P. THEODORE
1st Lt. AGD.
Ass't G-1 (A)2254

DISTRIBUTION
"C"

1 Incl.
CIV PERS FORM 18

6435

63D

HEADQUARTERS
ALLIED COMMISSION

Section
APO 394

Reference No. _____ _____ 1945

SUBJECT. Request for Civilian Personnel

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

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

Proposed Grade_____

Total Required_____

LIST NECESSARY QUALIFICATIONS; MALE ☐ FEMALE ☐

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

_____

_____

_____

_____

_____

_____

2. Applicants should be referred for interview to_____

_____Located in Room_____on the_____floor.

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

12353

_____
Name

_____
Address

_____
Phone No.

Declassified E.O. 12356 Section 3.3/NND No. 78502/

SUBJECT. Request for Civilian Personnel

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

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

Proposed Grade_____

Total Required_____

LIST NECESSARY QUALIFICATIONS; MALE ☐ FEMALE ☐

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

2. Applicants should be referred for interview to_____ _____Located in Room_____on the_____floor.

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

2253

_____
Name

_____
Address

_____
Phone No.

_____
Name

_____
Rank

_____
Designation

CIV PERS FORM 18
July 45

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

1665

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

1611

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HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG Tel : 286

SUBJECT : Civilian Mess - Office employees 13 July 1945

TO : HQ. Commandant - Room 10 - Ground Floor

Reference Daily Bulletin n.190, para 3, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 15-30 July 1945 :

349	Signorina	Giuliana	CONTI	240 Lire
336	Signorina	Elina	PEZZI	240 Lire
351	Signor	Arrigo	NICE	240 Lire
352	Signor	Joe	CHEVALIER	240 Lire
353	Signora	Rose	TAMASSY	240 Lire

1200 Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH. R. TEMPLE
Major
Deputy Director
Local Government SubCommission

cg.

Encls Lire 1200

Recd 12005
7.7.45

2253

1666

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

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HEADQUARTERS ALLIED COMMISSION
APO 534
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG

Tel : 286

SUBJECT : Civilian Mess - Office employees

13 July 1945

TO : H.Q. Commandant - Room 10 - Ground Floor

Reference Daily Bulletin n.190, para 3, the following employees of Local Government Sub Commission, desire to partake of the mid-day meal for period 15-30 July 1945 :

Signorina	Giuliana	CONTI	240 Lire
Signorina	Nina	ENZI	240 Lire
Signor	Arrigo	NICOLI	240 Lire
Signor	Joe	OSWALDI	240 Lire
Signora	Rosa	SPAGNOLI	240 Lire
			1200 Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH P. TRUMAN
Major
Deputy Director
Local Government Sub Commission

cc.

Lire 1200

2231

1607

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: LOCAL GOVERNMENT ..... PERIOD FROM 1st July, 194..

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signorina Giuliana CONTI	Int/Typist	½ month		4290	2340	2145	1170	3315	65	3250	1
2	Signorina Marcella MACCA	Int/Typist	"		4290	2340	2145	1170	3315	65	3250	2
3	Signor Arrigo RICE	Senr.Mun.Assistant.	"		7480	4030	3740	2015	5755	65	5690	3
4	Signor Giuseppe CHEVALIER	Technical Interp.	"		3860	4290	1930	2145	4075	65	4010	4
5	Signorina Elisa LIZZI	Int/Typist	"		2920	2600	1460	1300	2760	65	2695	5
6	Signora Rose TAMASY	Int/Typist	"		4290	2340	2145	1170	3315	65	3250	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17
			2255									

CARRIED FORWARD 22,345

1668

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

Revised F/Post 1.01

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1st July, 194 5 TO 15th July, 194 5

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente	
Int/Typist	½ month		4290	2340	2145	1170	3315	65	3250		1
Int/Typist	"		4290	2340	2145	1170	3315	65	3250		2
Secr.Admin.Assistant	"		7800	4030	3740	2015	5755	65	5690		3
Technical Interp.	"		3860	4290	1930	2145	4075	65	4010		4
Int/Typist	"		2920	2600	1460	1300	2760	65	2695		5
Int/Typist	"		4290	2340	2145	1170	3315	65	3250		6
											7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17
								CARRIED FORWARD	22,145		

2252

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1669

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

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
	BROUGHT FORWARD										22.45	
18												18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33
											22.45	

PAYMENTS AUTHORIZED

I CERTIFY THAT THE ABOVE SALARIES H
EMPLOYEES ENTITLED THERETO.

Ralph R. Tisdale, Major, Deputy Director.
SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

SIGN

1670

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

	FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	BROUGHT FORWARD								22.145		
											18
											19
											20
											21
											22
											23
											24
											25
											26
											27
											28
											29
											30
											31
											32
											33
								22.145			

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

Edith R. Tait, Major, Deputy Director.
SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

.....
SIGNATURE AND RANK OF PAYING OFFICER

1671

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: ..... PERIOD FROM 16 June 194

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signorina Giuliana Conti	Int/Typist	1/2 month	—	4290	2340	2145	1170	3315	65	3250	1
2	" Marcella Marcia	"	"		4290	2340	2145	1170	3315	65	3250	2
3	Signor Arrigo NICE	Secr. Admin. Asst.	"		7480	4030	3740	2015	5755	65	5690	3
4	" Guiseppe CHEVALIER	Technical Int.	"		2860	4550	1430	2275	3705	65	3640	4
5	Signorina Elsia IEZZI	Int/Typist	"		2420	2600	1210	1300	2510	65	2445	5
6	Signora Rae TAMASY	"	"		4290	2340	2145	1170	3315	65	3250	6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17
			4 22 3									

CARRIED FORWARD 21525

1672

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

Revised
F/F 4

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: ..... PERIOD FROM 16 June 1945 TO 30 June 1945

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist	1/2 month	—	4290	2340	2145	1170	3315	65	3250	1
"	"		4290	2340	2145	1170	3315	65	3250	2
Senr. Admin. Asst.	"		7480	4030	3740	2015	5755	65	5690	3
Jr. Technical Int.	"		2860	4550	1430	2275	3705	65	3640	4
Int/Typist	"		2420	2600	1210	1300	2510	65	2445	5
"	"		4290	2340	2145	1170	3315	65	3250	6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17

1673

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED		WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
		Normal	Overtime								
BROUGHT FORWARD											
18											18
19											19
20											20
21											21
22											22
23											23
24											24
25											25
26											26
27											27
28											28
29											29
30											30
31											31
32											32
33											33

PAYMENTS AUTHORIZED

I CERTIFY THAT THE ABOVE SALARIES HA
EMPLOYEES ENTITLED THERETO.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

SIGNA

1674

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

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
BROUGHT FORWARD										
										18
										19
										20
										21
										22
										23
										24
										25
										26
										27
										28
										29
										30
										31
										32
										33

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

DATE ..... 194....

.....
ATURE AND RANK OF AUTHORIZING OFFICER

.....
SIGNATURE AND RANK OF PAYING OFFICER

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

16/1

49

CIVIL AFFAIRS SECTION - LOCAL GOVERNMENT S/O - PATRIOTS BRANCH -

Col.	FAVA Guido	L.	500,00	Patriots Branch
Capt.	C.F. DI ROBILANT	"	100,00	" "
Ten.	VILLA Alberto	"	200,00	" "
Sig.	CITTILO Maria Luisa	"	100,00	" "
Sig.	BASSAN Lea	"	50,00	" "
Sig.	NICE Arrigo	"	100,00	Local Governent S/O
Sig.	CHEVALLIER Joe	"	100,00	" " "
Sig.ra	TAMASSY Peco	"	50,00	" " "
Sig.	OGETI Giuliana	"	50,00	" " "
Sig.	MANDA Marcella	"	50,00	" " "
Sig.	IEZZI Elisa	"	50,00	" " "
Sig.	CALAMIRA Giuseppina	"	50,00	Civil Affairs Section
Sig.	SERAHIN Ivanka	"	50,00	" " "
Sig.	ROSSI Elena	"	50,00	" " "
Sig.	ROSATI Idda	"	50,00	" " "
Sig.	CLERICUZIO Velia	"	50,00	" " "

L. 1600,00

Firenze 2-X-1945.

Ricevuta £ 1600. (milleseicento) da Patriots Branch - Local Government. S.C. e Civil Affairs Section. per sottoscrizioni pro Profughi dalla Lunigiana

L. Lunardi Cap.

2248

16/1

28

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

5 JUL 1945

Ref Civ Pers/864

3 July 1945

Subject. Annual Leave of Absence - Locally Employed Civilians.

To . All Concerned.

1. Attention is directed to paragraph 5 AFHQ Administrative Memorandum 47, dtd 16 Nov. 44.

"5. LEAVE

a. Annual Leave with Pay - Leave with pay at the rate of one half (½) day per month may be accumulated by monthly Paid employees in clerical and administrative grades who have served the Armed Forces satisfactorily for six (6) months or more with the same Employing Service, to accrue from date of employment. Annual leave with pay will be granted to employees whose service has been satisfactory, and if the exigencies of the service permit. Annual leave with pay is not a basic right and cannot be allowed except under the above circumstances. No extra expense to the military unit or installation for the employment of a Substitute will be allowed. Under no circumstances will pay in lieu of leave be given.

b. Leave Without Pay - Leave without pay may be granted for any period, under circumstances approved by the Commanding Officer of the Military unit or establishment."

2. The attached form has been adopted for use in this Headquarters to insure that no civilian receives a surplus amount of authorized leave with pay, which may otherwise occur in the event of a transfer to another Allied unit or in a re-assignment to another section.

3. Each employing section will be required to complete form, and forward same to G-1 Section Civilian Personnel for approval prior to granting of leave.

2247

4. Any leave with pay or otherwise, granted prior to issuance of these instructions will be entered on inclosed form in the same manner and forwarded immediately to this office, where it will be placed in employees personal file.

5. Additional forms may be had upon request directed to this office.

Declassified E.O. 12356 Section 3.3/NND No. 778502

Subject. Annual Leave of Absence - Locally Employed Civilians.

To . All Concerned.

1. Attention is directed to paragraph 5 AFHQ Administrative Memorandum 47, dtd 16 Nov. 44.

"5. LEAVE

a. Annual Leave with Pay - Leave with pay at the rate of one half (½) day per month may be accumulated by monthly Paid employees in clerical and administrative grades who have served .. the Armed Forces satisfactorily for six (6) months or more with the same Employing Service, to accrue from date of employment. Annual leave with pay will be granted to employees whose service has been satisfactory, and if the exigencies of the service permit. Annual leave with pay is not a basic right and cannot be allowed except under the above circumstances. No extra expense to the military unit or installation for the employment of a Substitute will be allowed. Under no circumstances will pay in lieu of leave be given.

b. Leave Without Pay - Leave without pay may be granted for any period, under circumstances approved by the Commanding Officer of the Military unit or establishment."

2. The attached form has been adopted for use in this Headquarters to insure that no civilian receives a surplus amount of authorized leave with pay, which may otherwise occur in the event of a transfer to another Allied unit or in a re-assignment to another section.

3. Each employing section will be required to complete form, and forward same to G-1 Section Civilian Personnel for approval prior to granting of leave.

2247

4. Any leave with pay or otherwise, granted prior to issuance of these instructions will be entered on inclosed form in the same manner and forwarded immediately to this office, where it will be placed in employees personal file.

5. Additional forms may be had upon request directed to this office.

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

1 Incl.

Civilian Employee's Leave - Application Form.

DISTRIBUTION
"C"

6287

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

1678

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

DISTRIBUTION SLIP

Date 12 APR 1945 File

Please read attached and initial

TO CRIPPS

Col. ~~SPEARS~~

Maj. TEMPLE

Maj. WILLIAMS

(Incl. 1, Ltr Civ Pers/864 dtd 3 July 1945.

CIVILIAN EMPLOYEE'S LEAVE - APPLICATION FORM

NAME Thos Kennedy IDENT NO.

EMPLOYED BY

DATE EMPLOYMENT BEGAN 5 July 45.

Leaves taken, granted or requested (Show inclusive Date) From	To	Total Days	Requesting authority & Reason With Pay (W/P)	or Without Pay (W-O/P)

(See Reverse Side)

(1)

2246

1st IND.

SUBJECT. Leave of Absence for _____

To _____ Sub-Commission or Sect.

1. Leave without pay for 6 days commencing 13th

hereby authorized.

Date _____ 1945

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

(To be submitted in duplicate)

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

EMPLOYED BY

DATE EMPLOYMENT BEGAN 5 July 44.

Leaves taken, granted or requested (Show inclusive Date) From	To	Total Days	Requesting authority & Reason With Pay (W/P)	or Without Pay (W-O/P)

(See Reverse Side)
(1)

2246

1st IND.

SUBJECT. Leave of Absence for _____

To _____ Sub-Commission or Sect.

1. Leave without pay for 6 days commencing 15 X with

hereby authorized.

Date _____ 1945

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

(To be submitted in duplicate)

CIV PERS FORM 17
July 45

6287

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

1. The below Certification to be signed by employee.

TO WHOM IT MAY CONCERN.

This is to certify that I have not received any leave with pay either in this Headquarters, or any other Allied unit, other than those days which were authorized.

(Signed)

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

1682

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

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

25th June, 1945.
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT SUB COMMISSION Sub-Commission or Section with 21,525 Lire for Civilian Payrolls for period of 16th June, 1945 to 30th June, 1945 in the following denominations.

	Notes	Quantity	Total
1000	Lire	19	19,000
500	»	2	1,000
100	»	12	1,200
50	»	4	200
10	»	12	120
5	»	1	5
2	»		
1	»		
	Grand Totals	21,525	

W.I. Cunningham 26/6/45
W.I. CUNNINGHAM, Captain.
Authorizing Officer.

1683

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

DUPLICATE

№ 1513

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Major W. A. SEWELL

Received From PURCHASES & CONTRACTS *The sum*

of 2,625 *Lire for the payroll of* [illegible]

(Section)

For period of 16 OCT. 1945 *to* 30 Oct. [illegible]

Date Date

[signature]

RECIPIENT

1684

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

16/1

46

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG

Tel : 478190

SUBJECT : Civilian Mess - Office employees

29 June 1945

TO : HQ. Commandant - Room 10 - Ground Floor

Reference Daily Bulletin n.170, para.3, the following employees of Local Government Sub Commission desire to partake of the mid-day meal for period 1-15 July 1945 :

391	Signorina	Giuliana	CONTI	225	Lire
392	Signorina	Elisa	DENZI	225	Lire
393	Signorina	Marcella	MANCIA	225	Lire
394	Signor	Joe	CHEVALIER	225	Lire
395	Signor	Arrigo	NICE	225	Lire
396	Signora	Rose	TANASSY	225	Lire
				1350	Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH. R. TEMPLE
Major
Deputy Director
Local Government S/C

cg.

Encls. Lire 1350

2243

16/1 Local Lit 45

~~HEADQUARTERS ALLIED COMMISSION~~
APO 394
G-1 Section Civilian Personnel

Ref Civ Pers/865 28 June 1945

Subject. Civilian Labour.

To . All Employing Units.

Please affix undermentioned notice in a prominent position for Italian Civilian Employees to read.

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

Copy on notice board

DISTRIBUTION
"D"

A L L I E D F O R C E H E A D Q U A R T E R S

June, 1945

TO THE ITALIAN CIVILIAN EMPLOYEES
OF THE ALLIED FORCES

Throughout the long months and hard-fought battles of the Allied Campaign in Italy, the work of Italian civilians employed by the Allied Forces has been of material assistance in bringing victory. Your contribution to the combined effort against the enemy, in maintaining the flow of supplies from ships to the battle lines as well as in producing and servicing equipment and installations, has helped in the defeat of Germany as surely as have the efforts of your brothers in the Italian Armed Forces and the inspiring deeds of the Patriots behind enemy lines.

We look forward now to your continued efforts and support until final victory assures peace and security to all men.

/s/ H.R. ALEXANDER
Field Marshal,
Supreme Allied Commander
Mediterranean Theatre.

2242

ITALIAN TRANSLATION.

AGLI IMPIEGATI CIVILI ITALIANI DELLE FORZE ALLEATE.

Attraverso le lunghe e duramente combattute battaglie della campagna Alleata in Italia, l'opera dei civili Italiani impiegati delle Forze Alleate è stata di materiale importanza nel conseguimento della vittoria. Il vostro contributo allo sforzo comune contro il

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

Please affix undermentioned notice in a prominent position for Italian Civilian Employees to read.

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

Copy on notice board

DISTRIBUTION
"D"

A L L I E D F O R C E H E A D Q U A R T E R S

June, 1945

TO THE ITALIAN CIVILIAN EMPLOYEES
OF THE ALLIED FORCES

Throughout the long months and hard-fought battles of the Allied Campaign in Italy, the work of Italian civilians employed by the Allied Forces has been of material assistance in bringing victory. Your contribution to the combined effort against the enemy, in maintaining the flow of supplies from ships to the battle lines as well as in producing and servicing equipment and installations, has helped in the defeat of Germany as surely as have the efforts of your brothers in the Italian Armed Forces and the inspiring deeds of the Patriots behind enemy lines.

We look forward now to your continued efforts and support until final victory assures peace and security to all men.

/s/ H.R. ALEXANDER
Field Marshal,
Supreme Allied Commander
Mediterranean Theatre.

2242

ITALIAN TRANSLATION.

AGLI IMPIEGATI CIVILI ITALIANI DELLE FORZE ALLEATE.

Attraverso le lunghe e duramente combattute battaglie della campagna Alleata in Italia, l'opera dei civili Italiani impiegati delle Forze Alleate è stata di materiale importanza nel conseguimento della vittoria. Il vostro contributo allo sforzo comune contro il nemico, nel mantenere attivo il flusso dei rifornimenti dai piroscafi ai campi di battaglia, come pure nel costruire ed attivare attrezzamenti ed installazioni, ha aiutato a sconfiggere la Germania tanto sicuramente quanto lo hanno gli sforzi dei vostri fratelli nelle Forze Armate Italiane e le animose gesta dei Patrioti al tergo delle linee nemiche. Noi ci aspettiamo adesso che la vostra opera e il vostro aiuto continuino finchè la vittoria finale assicuri pace e sicurezza a tutti gli uomini.

2242

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

1657

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

HC

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG Tel : 478190

SUBJECT : Civilian Mess - Office employees 29 June 1945

TO : H). Commandant - Room 10 - Ground Floor

Reference Daily Bulletin n.178, para.3, the following employee of Local Government Sub Commission desire to partake of the mid-day meal for period 1-15 July 1945 :

Signarina	Giuliana	CONTI	225	Lire
Signorina	Mina	IEZZI	225	Lire
Signorina	Marcella	MANCIA	225	Lire
Signor	Joe	CHEVALIER	225	Lire
Signor	Arrigo	NICE	225	Lire
Signora	Rina	Tomasig	225	Lire
			1350	Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH. P. TEMPLE
Major
Deputy Director
Local Government Sub

cg.

Encls. Lire 1350

2241

16/1

43

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

25 JUN 45

MEMORANDUM)
;
NUMBER 9)

22 June 1945

Revised Basic Rates of Pay for Hotel Mess and Club Employees

1. Reference paragraph 3 (e) and appendix's "B" and "C" AFHQ Administrative Memorandum Number 47 dated 16 November 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, the undermentioned Basic Rates of Pay are authorized for Hotel, Mess and Club Employees of the United Nations Forces employed within the Boundaries of Rome Province.

3. These rates supersede those for Hotel, and Mess and Club Employees as set forth in above mentioned Memorandum.

RATES OF PAY FOR HOTEL EMPLOYEES OF THE ALLIED FORCESS EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE. EFFECTIVE 1 JUNE 1945.
MONTHLY RATES

GRADES	Scale of Pay Min.	Max.
Manager	4500	8600
Asst. Manager, Head Receptionist or personnel controller.	3500	6500
Chief Cashier	3000	5500
Book-Keeper	2500	4500
Hall Porter	3000	3500
Porter	2500	3300
Hotel Watchman	2700	3900
Telephone Operator (Male or Female) (English Speaking)	3100	3600
Telephone Operator (Male or Female) (non English Speaking)	2000	2500 2240
Lift Boy Operator	2500	2800
Bell Boy	2500	2800
Bell Boy (under 18 yrs of age)	-	1650
Handyman	2500	3300
Head Waiter	3400	6500
Waiter	2700	4400
Waitress	2200	3300
Asst. Waiter	2500	2800
Barman	3500	4500
Head Cook or chef	2900	8000
Cook	2700	5000

Declassified E.O. 12356 Section 3.3/NND No. 778021

1. Reference paragraph 3, (e) and appendix's "B" and "C" AFHQ Administrative Memorandum Number 47 dated 16 November 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, the undermentioned Basic Rates of Pay are authorized for Hotel, Mess and Club Employees of the Allied Armed Forces employed within the Boundaries of Rome Province.

3. These rates supersede those for Hotel, and Mess and Club Employees as set forth in above mentioned Memorandum.

RATES OF PAY FOR HOTEL EMPLOYEES OF THE ALLIED FORCESS EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE. EFFECTIVE 1 JUNE 1945.

MONTHLY RATES

GRADES	Scale of Pay Min.	Max.
Manager	4500	8600
Asst. Manager, Head Receptionist or personnel controller.	3500	6500
Chief Cashier	3000	5500
Book-Keeper	2500	4500
Hall Porter	3000	6500
Porter	2500	7300
Hotel Watchman	2700	3900
Telephone Operator (Male or Female) (English Speaking)	2100	3600
Telephone Operator (Male or Female) (non English Speaking)	2000	2500
Waves Operator	2500	2800
Bell Boy	2500	2800
Bell Boy (under 18 yrs of age)	-	1650
Handyman	2500	3300
Head Waiter	3400	6500
Waiter	2700	4400
Waitress	2200	3700
Asst. Waiter	2500	2800
Barman	3500	4500
Head Cook or chef	2900	8000
Cook	2700	5000
Asst. Cook	2500	3500
Pot and Utensil Washer	2500	3300
Dishwasher	2500	3000
Storeman, Pantryman	2500	4500
Still Room Hand	2500	3500
Housekeeper (Female)	2400	4600
Linen Keeper, Linen Hand (Female)	2100	3600

(1) contd'

2220

6205

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

GRADES	Scale of Pay Min.	Max.
Chambermaid	2100	3000
Laundry Hand (Male)	2700	4000
Laundry Hand (female or Ironing Woman	2100	2900
Hotel Plumber	2400	4000
Hotel Electrician	2550	4500
Hotel Painter	2550	4000
Hotel Boilerman	2400	4000
Hotel Carpenter	2400	4000
Hotel Mason	2400	4000
Juveniles (male or female) (under 18 yrs all grades)		1650

NOTES:

1. Deduction for Food. Wage rates will be reduced by thirty lire per day so long as rations are being issued. Such reductions will be recorded on payroll forms.
2. Female Rates. Where female rates are not specified fifteen (15) per cent will be deducted from the male rate in the same classification.
3. Overtime and additional Pay. The standard working day for Hotel, Mess and Club employees will be regarded as one of 12 hrs duration, and overtime or additional pay is not authized unless a legal collective contract, existing prior to 1st September 1942, can be produced by the Management and is verified by A.M.G./AC. In any event payment of overtime or additional pay will only be made in Hotel, in which the civilian management is responsible for the entire administration and engagement of labour. Overtime will in no case be paid to Hotel, Mess or Club Employees directly employed by the Allied Armed Forces.
4. These rates of pay are applicable and may be granted at the descretion of the Allied Military Manager with the concurrence of the Civilian Hotel Managers to the following - listed classified "de Luxe" hotels;

   Ambassador Hotel — Grand Hotel
   Bernini Hotel — Excelsior Hotel

   For all other hotels taken over by the Allied Forces as going concerns the above rates of pay less a deductionof ten (10) per cent may be applied.

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

Hotel Plumber	2550	4500
Hotel Electrician	2550	4000
Hotel Painter	2400	4000
Hotel Boilerman	2400	4000
Hotel Carpenter	2400	4000
Hotel Mason		1650
Juveniles (Male or female) (under 18 yrs all grades)		

NOTES;

1. Deduction for Food. Wage rates will be reduced by thirty lire per day so long as rations are being issued. Such reductions will be recorded on payroll forms.

2. Female Rates. Where female rates are not specified fifteen (15) per cent will be deducted from the male rate in the same classification.

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Bernini Hotel — Excelsior Hotel

For all other hotels taken over by the Allied Forces as going concerns the above rates of pay less a deductionof ten (10) per cent may be applied.

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

43D

Ref. Civ Pers Memo 9 22 June 1945.

SALARY SCHEDULE FOR MESS AND CLUB EMPLOYEES OF THE ALLIED ARMED FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE.
MONTHLY RATES

GRADES	Scale of pay Min	Max.
Asst. Cook	2500	3500
Asst. Manager	3000	5600
Asst. waiter	2500	2800
Barman	3500	4500
Cashier	2500	4200
Cook	2700	4800
Dishwasher	2500	3000
Handyman	2500	3000
Head Cook	2900	6000
Head Waiter	3000	5000
Housekeeper (female)	2400	4000
Laundry hand (male)	2700	3800
Linen keeper, Linen hand (female)	2100	3600
Manager	3900	7000
Orderly, British Mess	2500	3000
Waiter	2700	3700
Waitress	2000	3100
Juvenile (male & female) (under 18 yrs of age all grades	-	1650

NOTES;

1. Wage rates will be reduced by 30 lire per day so long as rations are being issued. Such reductions will be recorded on payroll forms.
2. Overtime rates are not permissible for employees in Messes and Clubs.
3. Where female rates are not specifie fifteen (15) per cent will be deducted from the male rate in the same classification.

2239

N. P. THEODORE,
1st Lt. AGD.,
G-1 American.

DISTRIBUTION.
"C"

(3)

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

Grades	Scale of pay Min	Max.
Asst. Cook	2500	3500
Asst. Manager	3000	3600
Asst. waiter	2500	2800
Barmen	3500	4500
Cashier	2500	4200
Cook	2700	4800
Dishwasher	2500	3000
Handyman	2500	3000
Head Cook	2900	6000
Head Waiter	3000	5000
Housekeeper (female)	2400	4000
Laundry hand (male)	2700	3800
Linen keeper, Linen hand (female)	2100	3600
Manager	3900	7000
Orderly, British Mess	2500	3000
Waiter	2700	3700
Waitress	2000	3100
Juvenile (male & female) (under 18 yrs of age all grades	-	1650

NOTES;

1. Wage rates will be reduced by 30 lire per day so long as rations are being issued. Such reductions will be recorded on payroll forms. 2239
2. Overtime rates are not permissible for employees in Messes and Clubs.
3. Where female rates are not specifie fifteen (15) per cent will be deducted from the male rate in the same classification.

"

"

N. P. THEODORE,
1st Lt. AGD.,
G-1 American.

DISTRIBUTION.
"C"

6205

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

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

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

Issued 42

MEMORANDUM)
NUMBER 8)

16/1

25 JUN

22 June 1945

COST OF LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES EMPLOYED WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE HOTEL, CLUB AND MESS TRADES.

1. Reference G-1 Section Civilian Personnel, Memorandum Number 2, dated 19 March 1945, and paragraph 2, Appendix "B" AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

2. As determined by the Local Sub-Committee of the Labor and Wages Control Committee, the following changes effective 1 June 45 are published for necessary action by employing units of the Allied Commission located within the boundaries of Rome Province.

APPENDIX "B"

COST OF LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTEL, CLUBS AND MESSES WITHIN THE BOUNDARIES OF ROME PROVINCE.

(a) Adult Group

Basic Wage Lire per month	Maximum Permissible bonus lire per month.
Up to and including 3600 lire	31[illegible] lire
From 3601 to 3700 lire	3075 lire
From 3701 to 3800 lire	3025 lire
From 3801 to 4900 lire	2975 lire
From 4901 to 5000 lire	292[illegible] lire
From 5001 to 5100 lire	287[illegible] lire
From 5101 to 5200 lire	2825 lire
From 5201 lire and above.	27[illegible]5 lire

(b) Juveniles (Male and Female), under 18 years of age may be paid a cost of living bonus up to 730 lire per month.

2233

[illegible]
[illegible] P. THEODORE,
1st Lt. AGD.,
G-1 American.

DISTRIBUTION
"C"

6204

1695

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

DUPLICATE

16/11

№ 1414

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From Major W. A. SEWELL
PURCHASES & CONTRACTS *The sum*

of 23,366 *Line for the payroll of* LOCAL GOVERNMENT

For period of 1 - GIU. 1945 (Date) *To* 15 GIU. 1945 (Date)

Sections 1945

P G Wright S/Sgt 2253

RECIPIENT

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

40

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/10 Tel : 206

SUBJECT : Civilian Mess - Office employees 14 June 1945

TO : HQ. Commandant - Room 10 - Ground Floor

Reference Daily Bulletin n.161 para. 7, the following employee of Local Government Sub Commission desire to partake of the mid-day meal for period 16-30 June 1945 :

264
Signor Arrigo NICE Arrigo Nice 225 Lire

Cash is enclosed herewith.

FOR THE DIRECTION :

RALPH R. TEMPLE
Major
Deputy Director
Local Government S/C

RR Temple Major

Received 15/6

cg.

Encls. Lire 225

1697

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

161

35

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG. Tel : 236

SUBJECT : Civilian Mess - Office employees 11 May 1945

TO : Lt. Commandant - Room 29 - Ground Floor

Reference Daily Bulletin n.161 para 7. the following employees of Local Government S/C desire to partake of the mid-day meal for period 16-30 June 1945 :

Signorina	Juliana Conti - 1	225	Lire
Signorina	Marcella Mancia - 2	225	Lire
Signorina	Elisa Iezzi - 3	225	Lire
Signor	Joe Chevalier - 4	225	Lire
Signora	Tamassy Rosa - 5	225	Lire
		1125	Lire

Giuliana Conti - Marcella Mancia - Elisa Iezzi - Joe Chevalier

Cash in enclosed herewith.

FOR THE DIRECTOR :

Rec'd 11 2 57 hrs G.A.D.

RALPH R. TEMPLE
Major
DeputyDirector
Local Government SubCommission

eg
Encls. Lire 1125

2255

1698

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

1611

38

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

IMMEDIATE

12 JUN 1945

Ref: 3/3 B/Ca. 12 Jun 45

SUBJECT: Civilian Accommodation.

TO: See Distribution below.

Notification has been issued this morning from the Executive Commissioner's Office that the Hotel Colonna will close at the end of this month. This appears to affect the following civilians employed by Sub-Commissions of this Section and they should be warned immediately that they must find alternative accommodation.

Should they prefer to leave the Commission, every effort will be made to help them to reach their homes.

Miss Romeo,
Miss Rosetti,
Sig. Rubino,
Sig. Moriano,
Sig. D'Antimo,
Sig. Romano,
Sig. Fedrette,
Sig. Pisapia,
Sig. Stein,
Sig. Levi,
Miss Chiehn.

A. D. Bonham-Carter.
A.D. BONHAM-CARTER, Lt. Col.,
CCO Civil Affairs Section.

DISTRIBUTION: Displaced Persons & Repatriation S/C,
Education S/C,
Monuments, Fine Arts & Archives, S/C
Legal S/C,
Local Government S/C.
Patriots Branch,
Public Health S/C.
Public Safety S/C.

2234

1605

6098/LG

1699

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

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG.

Tel : 236

11 May 1945

SUBJECT : Civilian Mess - Office employees

TO : HQ. Commandant - Room 39 - Ground Floor

Reference Daily Bulletin n.161 para 7. the following employees of Local Government S/C desire to partake of the mid-day meal for period 16-30June 1945 :

Signorina	Juliana Conti	225	Lire
Signorina	Marcella Marcia	225	Lire
Signorina	Elisa Lenzi	225	Lire
Signor	Joe Chevalier	225	Lire
		900	Lire

Copia is enclosed herewith.

FOR THE DIRECTOR :

RALPH R. TEMPLE
Major
DeputyDirector
Local Government SubCommission.

95
Enclo. Lire 900

1700

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: Local Government ..... PERIOD FROM 1st June 194-

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	In some
1	Signorina Giuliana CONTI	Int/Typist	½ month	-	4290	2340	2145	1170	3315	65	3250	1
2	Signorina Maria CORI	"	"	-	4290	2340	2145	1170	3315	—	3315	2
3	Signorina Marcella MANCIA	"	"	-	4290	2340	2145	1170	3315	65	3250	3
4	Signor Arrigo NICE	Technical Int.	"	-	5390	4070	2695	2035	4730	~~65~~	~~4730~~	4
5	Signor Giuseppe CHEVALIER	" "	"	-	2860	4550	1430	2275	3705	65	3640	5
6	Signorina Elisa IEZZI	Int/Typist	10 days	-	2420	2600	931	1000	1931	—	1931	6
7	Signora Rose TAMASSY	"	-	-	4290	2340	2145	1170	3315	65	3250	7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

23327

CARRIED FORWARD 23366

1701

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: Local Government PERIOD FROM 1st June 1945 TO 15th June 1945

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Asst / Typist	½ month	-	4290	2340	2145	1170	3315	65	3250	1 ✓
"	"	-	4290	2340	2145	1170	3315	—	3315	2 ✗
"	"	-	4290	2340	2145	1170	3315	65	3250	3 ✓
Technical Asst.	"	-	5390	4070	2695	2035	4730	~~65~~	~~4665~~ 4730	4
" "	"	-	2860	4550	1430	2275	3705	65	3640	5
Asst / Typist	10 days	-	2420	2600	931	1000	1931	—	1931	6
"	"	-	4290	2340	2145	1170	3315	65	3250	7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17

2327

CARRIED FORWARD 23566

3

1702

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

DUPLICATE

16/1

№ 133635

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From Major W. A. SEWELL. PURCHASES & CONTRACTS The sum

of 27.321 Lire for the payroll of LOCAL GOVERNMENT (Section)

For period of 16 MAG. 1945 Date To 31 MAG. 1945 Date

[signature] RECIPIENT 2233

1703

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

16/1

34

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG Tel : 286

SUBJECT : Civilian Mess - Office employees 28 May 1945

TO : H.Q. Commandant - Room 33 1st Floor

Reference Daily Bulletin n. 148 para 7, the following employees of Local Government S/C desire to partake of the mid-day meal for period 1-15 June 1945 :

Signorina	Giuliana CONTI 145	225	Lire
Signorina	Marcella MANCIA 146	225	Lire
Signor	Giuseppe CHEVALIER 147	225	Lire
		675	Lire

Giuliana Conti
Marcella Mancia
Joe Chevalier

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH R. TEMPLE
Major
Deputy Director
Local Government S/C

cg.
Encls. Lire 675

Rec'd 675 lire

2230

4949

1702

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

23

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG Tel : 286

SUBJECT : Civilian Mess - Office employees 28 May 1945

TO : HQ. Commandant - Room 33 1st Floor

Reference Daily Bulletin n. 148 para 7, the following employees of Local Government S/C desire to partake of the mid-day meal for period 1-15 June 1945 :

Signorina	Giuliana CONTI	225	Lire
Signorina	Marcella MANCIA	225	Lire
Signor	Giuseppe CHEVALIER	225	Lire
		675	Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH R. TEMPLE
Major
Deputy Director
Local Government S/C

cc.
Encls. Lire 675

220

1703

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

32

ALLIED [redacted] COMMISSION

INTER-OFFICE MEMORANDUM

SUBJECT: Civilian Employees FILE No.

TO : Local Government 28 May 45 194

1. Attached forms to be used when separation is effected.

2. Additional forms available upon request to this section.

3 Incls.
Civ Pers Form No. 8

N. W. DRAGNEFF
Lt. Col. AGD 2228
G-1 Americas.

1706

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

32A

HEADQUARTERS
ALLIED COMMISSION

(SECTION)

APO 384

Reference ..... Date .....

SUBJECT: *Dismissal of Civilian Employees.*

TO : Civilian Personnel Section, (Room II - Ground Floor)
Headquarters, Allied Commission.

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

Name of Employee: .....

Classification : .....

Wage Rate : .....

2. Employee is being dismissed for the following reasons:

( ) Ceased operation.
( ) Inefficiency.
( ) Insubordination.
( ) Dishonesty.
( ) Security.
( ) Reduction in staff.
( ) Remarks. .....

.....

.....

.....

.....

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

Name: .....

Rank: .....

Title: .....

2227

Civ. Pers. Form 8
Feb. 45

1707

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: ..... PERIOD FROM 16th may 194

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signorina Giuliana CONTI	Int/Typist	½ month	-	4290	~~650~~ 2340	2145	1170 325	3315 325	26	3614	1
2	Signorina Maria CORI	" "	½ month	-	4290	2340	2145	1170 325	3315 325	26	3614	2
3	Signore Dario MOSIANO	Senior Admin. Asst	½ month	-	7480	4030	3740	2015 1300	5755 1300	-	7055	3
4	Signorina Marcella MANCINI	Int/Typist	½ month	-	4290	2340	2145	1170 325	3315 325	26	~~3640~~ 3614	4
5	Signore Corrado NICE	Technical Int	½ month	-	5390	4070	2695	2035 1300	4730 1300	26	~~6033~~ 6004	5
6	Signore Giuseppe CHEVALIER	" "	~~½ month 14 days~~	-	~~2860~~	4550	~~1430~~ 1320	1750	2850			6
7			12 days		2860	4550	1320	2100	3420	-	3420	7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

9222

CARRIED FORWARD 27,321

1708

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

Revised
F/F 4
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: ..... PERIOD FROM 16th May 1945 TO 31 May 1945

	FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
1.	Int/Typist	½ month	-	4290	~~500~~ 2340	2145	325 1170	325 3315	26	3614	1
"	"	½ month	-	4290	2340	2145	325 1170	325 3315	26	3614	2
3.	Sen. Dist. Asst.	½ month	-	7480	4030	3740	1300 2015	1300 5755	-	7055	3
4.	Int/Typist	½ month	-	4290	2340	2145	325 1170	325 3315	26	~~3614~~ 3614 ~~3614~~	4
"	Technical Int	½ month	-	5390	4070	2695	1300 2035	1300 4730	26	~~6004~~ ~~6003~~	5
6.	"	~~10 days to 14 days~~	-	~~2860~~	~~4550~~	~~1430 1100~~	1750	2850			6
		12 days		2860	4550	1320	2100	3420	-	3420	7
											8
											9
											10
											11
											12
											13
											14
											15
											16
											17

CARRIED FORWARD 27,321

9222

2

1709

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

	NAME OF EMPLOYEE	FUNCTION	TIME Worked		WAGE Per MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PER	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
			Normal	Overtime								
	BROUGHT FORWARD											
18												18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33

PAYMENTS AUTHORIZED

I CERTIFY THAT THE ABOVE SALARIES
EMPLOYEES ENTITLED THERETO.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

SI

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

	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE FOR MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
	BROUGHT FORWARD										
18											
19											
20											
21											
22											
23											
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO.

SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

SIGNATURE AND RANK OF PAYING OFFICER

RESTRICTED

16/1

RVB/gem

30

ALLIED FORCE HEADQUARTERS
APO 512

23 MAY 1945

AG 012/185 GEG-O

20 May 1945

SUBJECT: Supplying of Information to Italian Tax Officials.

TO : All Concerned.

1. Although the Allied Forces are not liable to Italian taxation, this exemption is not extended to their Italian or other civilian employees who are normally resident in Italy. Similarly, an Italian contractor is liable to taxation under Italian law in respect of profits arising out of any contract entered into with an element of the Allied Forces.

2. Italian tax-assessing officials who make application, may be allowed, as a means of assisting them in the collection of taxes and not more frequently than once in six months, to inspect the Social Insurance Cards kept in accordance with Administrative Memorandum Number 61, this headquarters, 1944, and may be furnished with the names of Italian persons or firms having contracts with the Allied Forces. The minimum value of contracts for which contractors names are furnished will be at the discretion of the military officer concerned.

3. Italian tax-assessing officials will not be furnished with copies of payrolls of civilian employees or given information as to amounts of wages paid, nor will they be supplied with information regarding contracts other than as provided in paragraph 2 above.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

Reproduced by Hq. Allied Commission
G-1 Sect Civ Pers. 26 May 45.

NWD

S/ C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD.
Adjutant General

Ref Civ Pers/783

1st Ind.

NWD/jl

2225

HQ Allied Commission, G-1 Sect Civ Pers., APO 394, 26 May 1945.
TO: See Distribution.

1. For information and compliance, all Sections and Regions of Allied Commission maintaining Social Insurance Reports for locally employed civilians.

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

1. Although the Allied Forces are not liable to Italian taxation, this exemption is not extended to their Italian or other civilian employees who are normally resident in Italy. Similarly, an Italian contractor is liable to taxation under Italian law in respect of profits arising out of any contract entered into with an element of the Allied Forces.

2. Italian tax-assessing officials who make application, may be allowed, as a means of assisting them in the collection of taxes and not more frequently than once in six months, to inspect the Social Insurance Cards kept in accordance with Administrative Memorandum Number 61, this headquarters, 1944, and may be furnished with the names of Italian persons or firms having contracts with the Allied Forces. The minimum value of contracts for which contractors names are furnished will be at the discretion of the military officer concerned.

3. Italian tax-assessing officials will not be furnished with copies of payrolls of civilian employees or given information as to amounts of wages paid, nor will they be supplied with information regarding contracts other than as provided in paragraph 2 above.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

Reproduced by Hq. Allied Commission
G-1 Sect Civ Pers. 26 May 45.

NWD

S/ C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD.
Adjutant General

Ref Civ Pers/783 1st Ind. NWD/jl 2225

HQ Allied Commission, G-1 Sect Civ Pers.,APO 394, 26 May 1945.
TO: See Distribution.

1. For information and compliance, all Sections and Regions of Allied Commission maintaining Social Insurance Reports for locally employed civilians.

2. The attention of tax officials should be drawn to the fact that under the system now in force all employees of the

5951

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

Allied Forces, except office employees, are issued with supplementary ration cards. These cards, which show the name and address of the employees, are surrendered when food is purchased and should be available to tax assessing officers on application to the offices of S.E.P.R.A.L. (Sezione Provinciale Alimentazione) where they are ultimately collected.

N. W. DRAGNEFF
Lt. Col. AGD.
G-1 American

DISTRIBUTION
"D"

Declassified E.O. 12356 Section 3.3/NND No. 778021

N. W. DRAGNEFF
Lt. Col. AGD.
G-1 American

DISTRIBUTION
"D"

RESTRICTED

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

16/1 Local Govt. 29

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel 2 6 MAY 1945

MEMORANDUM)
:
NUMBER 7) 26 May 1945

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

1. Reference par. 2, G-1 Section Civilian Personnel, Memorandum Number 2, dated 19 March 1945, and par. 2, Appendix "A" AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

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

APPENDIX "A"

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

2. Monthly Wage Group. (Including Chief Foremen - Artisan, Skilled and Unskilled grades).

(a) Adult Group.

Basic Wage lire per month	Maximum permissible bonus, lire per month	
	Male	Female
Up to and including 3000 lire	4550 lire	2600 lire
From 3001 to 3100 lire	4520 lire	2570 lire
From 3101 to 3200 lire	4470 lire	2520 lire
From 3201 to 3300 lire	4420 lire	2470 lire
From 3301 to 3400 lire	4370 lire	2420 lire
From 3401 to 3500 lire	4320 lire	2370 lire
From 3501 to 5000 lire	4290 lire	2340 lire
From 5001 to 5100 lire	4220 lire	2270 lire
From 5101 to 5200 lire	4170 lire	2220 lire
From 5201 to 5300 lire	4120 lire	2170 lire
From 5301 to 5400 lire	4070 lire	2120 lire
From 5401 to 10000 lire	4030 lire	2080 lire
10001 lire and above	2730 lire	1755 lire

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

FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE MONTHLY WAGE GROUP
(EXCEPT HOTEL, MESS AND CLUB GRADES)

1. Reference par. 2, G-1 Section Civilian Personnel, Memorandum Number 2, dated 19 March 1945, and par. 2, Appendix "A" AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

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

APPENDIX "A"

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

2. Monthly Wage Group. (Including Chief Foremen - Artisan, Skilled and Unskilled grades).

(a) Adult Group.

Basic Wage lire per month	Maximum permissible bonus. lire per month	
	Male	Female
Up to and including 3000 lire	4550 lire	2600 lire
From 3001 to 3100 lire	4520 lire	2570 lire
From 3101 to 3200 lire	4470 lire	2520 lire
From 3201 to 3300 lire	4420 lire	2470 lire
From 3301 to 3400 lire	4370 lire	2420 lire
From 3401 to 3500 lire	4320 lire	2370 lire
From 3501 to 5000 lire	4290 lire	2340 lire
From 5001 to 5100 lire	4220 lire	2270 lire
From 5101 to 5200 lire	4170 lire	2220 lire
From 5201 to 5300 lire	4120 lire	2170 lire
From 5301 to 5400 lire	4070 lire	2120 lire
From 5401 to 10000 lire	4030 lire	2080 lire
10001 lire and above	2730 lire	1755 lire

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

Note. Abatement at the rate of 104 lire per month will

5837

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

be made from the maximum permissible bonus under (a) and (b) when full rations, i.e. all meals are provided to the employees by the employing service.

N. W. DRAGNEFF
Lt. Col. AGD.
G-1 American

DISTRIBUTION
"C"

Declassified E.O. 12356 Section 3.3/NND No. 78 502 /

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

DISTRIBUTION
"O"

Lt. Col. AGD.
G-1 American

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

1611

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

26 MAY 1945

Ref Civ Pers/775

24 May 1945

Subject. Civilian Employees (Female)

To . Local Government

1. It is requested that the attached forms be completed and returned to this office as soon as possible.

2. Information requested is necessary to adjust rates of pay between this headquarters and those of private industries.

N. W. DRAGNEFF
Lt. Col. AGD.
G-1 American

Incls. (3) Forms: Information Female Employees
with Dependents.

2223

5928

1720

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

DUPLICATE

№ 1248

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Received From Major W. A. SEWELL
PURCHASES & CONTRACTS The sum

of 11,277 Lire for the payroll of Local Government
(Section)

For period of 1 - MAG. 1945 To 15 MAG. 1945
Date Date

RECIPIENT

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

26

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

12th May, 1945.
(Date)

SUBJECT: Requisition for Cash

TO : Paying Officer.

1. Please supply LOCAL GOVERNMENT
Sub-Commission or Section with 16,777 Lire
for Civilian Payrolls for period of 1st May, 1945
to 15th May, 1945 in the following
denominations.

	Notes	Quantity	Total
1000	Lire	13	13,000
500	»	3	1,500
100	»	20	2,000
50	»	4	200
10	»	6	60
5	»	1	5
2	»	6	12
1	»		
	Grand Totals		16,777

W. I. Cunningham Capt.
W. I. CUNNINGHAM. Captain.
Authorizing Officer.

25

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

A 15 MAY 1945

MEMORANDUM)
NUMBER 6)

15 May 1945

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

1. Reference par. 1, G-1 Section Civilian Personnel Memorandum Number 2, dated 19 March 1945, and Appendix "A", AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

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

APPENDIX "A"

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

(a) Adult Group

Basic Wage Lire per day	Max. Permissible bonus Male	Female
	lire per day	
Up to and including 120 lire	175	100
From 121 to 125 lire	172	97
From 126 to 130 lire	170	95
From 131 to 135 lire	167	92
From 136 to 165 lire	165	90
From 166 to 170 lire	162	87
From 171 to 175 lire	160	85
From 176 to 180 lire	157	82
181 and above	155	80

2222

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

NOTE: Abatement at the rate of 4 lire per day will be made from the maximum permissible bonus under (a) and (b) in

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

FORCES WITHIN THE BOUNDARIES OF ROME PROVINCE AND COMPRISING THE DAILY WAGE GROUP

1. Reference par. 1, G-1 Section Civilian Personnel Memorandum Number 2, dated 19 March 1945, and Appendix "A", AFHQ Administrative Memorandum Number 18, dated 24 March 1945.

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

APPENDIX "A"

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

(a) Adult Group

Basic Wage Lire per day	Max. Permissible bonus Male lire per day	Ferale lire per day
Up to and including 120 lire	175	100
From 121 to 125 lire	172	97
From 126 to 130 lire	170	95
From 131 to 135 lire	167	92
From 136 to 165 lire	165	90
From 166 to 170 lire	162	87
From 171 to 175 lire	160	85
From 176 to 180 lire	157	82
181 and above	155	80

2222

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

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

N. W. DRAGNEFF,
Lt. Col. AGD.,
G-1 American

DISTRIBUTION
"C"

5818

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

16/1 Local Govt 24

RESTRICTED

HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

RHF/lja

15 MAY 1945

AG 248.5/700 D-O

8 May 1945

SUBJECT: Wage Entry on Civilian Accident and Social Insurance Reports.

TO : All Concerned.

1. References: AFHQ Administrative Memorandum Number 61, 16 December 1944.
NATOUSA Circular Number 74, 23 May 1944.

2. Workmen's Compensation and Social Insurance are available to civilian employees of the US Forces in accordance with the provisions of reference publications. When an employee becomes eligible for the benefits described therein, the employing unit must complete the prescribed form on behalf of the employee.

3. The amount of compensation provided the individual is based upon his wage rate. This rate is entered by the employing unit as Item Number 9 on Social Insurance Form SI-1 and as Item Number 3 on the standard Workmen's Accident Report.

4. It has been agreed by the Italian Government and all Allied employers of labor that, in completing Social Insurance Form SI-1 and the standard Workmen's Accident Report, only the Allied Forces Basic Wage Will be Reported. Italian officials will then make the adjustments necessary to translate this figure into an amount comparable to that of the Italian private industry basic wage.

BY COMMAND OF GENERAL MCNARNEY:

/S/R. H. Frese
R. H. FRESE
Maj. AGD.
Asst Adjutant General

2221

Reproduced by Hq. Allied Commission,
G-1 Sect. Civ Pers., 11 May 45.

NWD

Ref Civ Pers/727 1st Ind. NWD/jl

Hq. Allied Commission, G-1 Sect. Civ Pers., APO 394, 11 May 1945.
TO: See Distribution.

Declassified E.O. 12356 Section 3.3/NND No. 78 5021

SUBJECT: Wage Entry on Civilian Accident and Social Insurance Reports.

TO : All Concerned.

1. References: AFHQ Administrative Memorandum Number 61, 16 December 1944.
NATOUSA Circular Number 74, 23 May 1944.

2. Workmen's Compensation and Social Insurance are available to civilian employees of the US Forces in accordance with the provisions of reference publications. When an employee becomes eligible for the benefits described therein, the employing unit must complete the prescribed form on behalf of the employee.

3. The amount of compensation provided the individual is based upon his wage rate. This rate is entered by the employing unit as Item Number 9 on Social Insurance Form SI-1 and as Item Number 3 on the standard Workmen's Accident Report.

4. It has been agreed by the Italian Government and all Allied employers of labor that, in completing Social Insurance Form SI-1 and the standard Workmen's Accident Report, only the Allied Forces Basic Wage Will be Reported. Italian officials will then make the adjustments necessary to translate this figure into an amount comparable to that of the Italian private industry basic wage.

BY COMMAND OF GENERAL MCNARNEY:

/S/R. H. Frese
R. H. FRESE
Maj. AGD.
Asst Adjutant General

2221

Reproduced by Hq. Allied Commission,
G-1 Sect. Civ Pers., 11 May 45.

NWD

Ref Civ Pers/727 1st Ind. NWD/jl

Hq. Allied Commission, G-1 Sect. Civ Pers., APO 394, 11 May 1945.
TO: See Distribution.

1. For information and compliance, all Sections and Regions of Allied Commission maintaining Social Insurance Reports for locally employed civilians.

DISTRIBUTION
"D"

N. W. DRAGNEFF,
Lt. Col. AGD.
G-1 American

R E S T R I C T E D

5793

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

1720

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

23

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG Tel : 286

SUBJECT : Civilian Mess - Office employees 12 May 1945

TO : HQ. Commandant - Room 33 1st floor

Reference Daily Bulletin n.114 para 7, the following employees of Local Government S/C desire to partake of the mid-day meal for period 15-31 May 1945 :

Signorina	Giuliana	CONTI	267	160 Lire	Giuliana Conti
Signorina	Marcella	MENGIA	268	160 Lire	Marcella Mencia
Signorina	Maria	CORI	269	160 Lire	Maria Cori
Signor	Arrigo	NICR	270	160 Lire	Arrigo Nicr
				640 Lire	

Cash is enclosed herewith.

FOR THE DIRECTOR :

Read & Ack
G.C.A.

RALPH R. TEMPLE
Major
Deputy Director
Local Government S/C

cfg.

Encls. 640 Lire

2220

1727

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

22

ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AG/16/1/LG Tel : 286

SUBJECT : Civilian Mess - Office employees 12 May 1945

TO : H/Q. Commandant - Room 33 1st Floor

Reference Daily Bulletin n.114 para. 7, the following employees of Local Government S/C desire to partake of the mid-day meal for period 15-31 May 1945 :

Signorina	Giuliana CONTI	160 Lire
Signorina	Marcella REICIA	160 Lire
Signorina	Maria CORI	160 Lire
Signor	Arrigo NICK	160 Lire
		640 Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH R. TEMPLE
Major
Deputy Director
Local Government S/C

2213

cg.

Encls. 640 Lire

1726

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: .....

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1st May 194...

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	
1	Signorina Giuliana CONTI	Int/Typist.	½ month	-	4290	1690	2145	845	2990	26	2964	1
2	Signorina Maria CONI	Int/Typist.	½ month	-	4290	1690	2145	845	2990	-	2990	2
3	Signore Dario MORLAND	Sour.Admin.Asst.	½ month	-	7480	1430	3740	715	4455	-	4455	3
4	Signorina Marcella MANCINI	Int/Typist.	½ month	-	4290	1690	2145	845	2990	26	2964	4
5	Signore Arrigo NICK	Technical Interpreter	½ month	-	5390	1430	2695	715	3410	26	3404	5
6												6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

2213

CARRIED FORWARD 16,777

1729

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

Revised
F/F 4
(45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: LOCAL GOVERNMENT PERIOD FROM 1st May 194 5 TO 15th May 194 5

FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Int/Typist.	½ month	-	4290	1690	2145	845	2990	26	2964	1
Int/Typist.	½ month	-	4290	1690	2145	845	2990	--	2990	2
Secr. Admin. Asst.	½ month	-	7480	1430	3740	715	4455	--	4455	3
Int/Typist.	½ month	-	4290	1690	2145	845	2990	26	2964	4
Technical Interpreter	½ month	-	5390	1470	2695	735	3430	26	3404	5
										6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17
							CARRIED FORWARD		16,771	

16/1

SD F 22

1730

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

NAME OF EMPLOYEE	FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	a comma
BROUGHT FORWARD										16,777	
18											18
19											19
20											20
21											21
22											22
23											23
24											24
25											25
26											26
27											27
28											26
29											29
30											30
31											11
32											32
33											33
										26,777	

PAYMENTS AUTHORIZED

W. H. Cunningham Capt

M. L. CUNNINGHAM, Captain
SIGNATURE AND RANK OF AUTHORIZING OFFICER

I CERTIFY THAT THE ABOVE SALARIES HAVE
EMPLOYEES ENTITLED THERETO

DATE ..... 194.... ....

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

FUNCTION	TIME WORKED: Normal	TIME WORKED: Overti	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
BROUGHT FORWARD									16,777	
										18
										19
										20
										21
										22
										23
										24
										25
										26
										27
										28
										29
										30
										31
										32
										33
									16,777	

I CERTIFY THAT THE ABOVE SALARIES HAVE BEEN PAID BY ME TO THE EMPLOYEES ENTITLED THERETO

W. I. CUNNINGHAM, Captain
SIGNATURE AND RANK OF AUTHORIZING OFFICER

DATE ..... 194.....

W. I. CUNNINGHAM, Capt. In.
PAYING OFFICER

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

Please read and initial.

Mr. Nice Angelo Vici
Mrs Conti Guglielmo Conti
Miss Toni Maria Cora
Miss Maria Marcella Maurici

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

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

4 MAY 1945

4 May 1945.

ESTABLISHMENT MEMORANDUM)
:
NUMBER 8)

TERMINATION OF EMPLOYMENT BY ITALIAN CIVILIANS

1. All offices employing Italian civilians in the clerical and supervisory grades are directed to inform personnel within their offices of the following:

a. That in the event of termination of employment by the Allied Commission, the employee will be given two weeks' notice.

b. That in the event of termination of employment by the employee, two weeks' notice must be given by the employee to the Allied Commission.

c. That in the event of discharge of employee for fault of misconduct, no notice need by given and discharge will be immediate.

2. This policy will be effected as an operating procedure, wherever practicable, consistent with operational and working conditions within each office of the Allied Commission. The foregoing policy is also for the adoption by Regions.

BY COMMAND OF REAR ADMIRAL STONE:

C. H. PARKIN
Colonel, Infantry,
Actin Vice President.

OFFICIAL:

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

DISTRIBUTION:
"A"

1734

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

19

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG. Tel: 286

2nd May, 1945.

SUBJECT: Civilian employees.

TO : G-1 (Civilian)

1. Signor Arrigo NICE , Technical Interpreter employed by Local Government Sub-Commission desires to terminate his employment with effect from 16th May, 1945. A vacancy has therefore occurred for a technical interpreter.

2. The applicant should have a thorough knowledge of the English language and be capable of acting as interpreter at conferences with high governmental officials. The duties consist of making and typing translations of all incoming correspondence and documents; answering telephone conversations in Italian and acting as interpreter at conferences with Italian Governmental Officials.

3. This employee is urgently required and applicants should be sent to Major R.R.Temple, Room 50, 5th Floor for interview.

FOR THE DIRECTOR,

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

PRT/pgw.

2216

16/1

18

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

1 MAY 1945

Ref. G-1/Civ. Pers/368 1 May 1945 1945

Subject. Civilian Personnel - Information.

To . Local Government Sub-Commission.

1. This office desires to obtain a completed Civilian Personnel Form No. 1, (Application for Employment) from all Civilians employed locally by this Headquarters.

2. It will be noted that in most instances persons who have not had the occasion to fill the above mentioned form were employed by this Headquarters during the earlier days in Rome.

3. It is requested that employee be instructed to report to this office with attached slip, between the hours of 0830 to 1130 and from 1400 to 1700.

R. T. UHLER
Lt. Col. AGD.
G-1(A)

Incl. 2 Request Slip
(2)

2215

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

Subject. Civilian Personnel - Information

To . Local Government Sub-Commission.

1. This office desires to obtain a completed Civilian Personnel Form No. 1.(Application for Employment) from all Civilians employed locally by this Headquarters.

2. It will be noted that in most instances persons who have not had the occasion to fill the above mentioned form were employed by this Headquarters during the earlier days in Rome.

3. It is requested that employee be instructed to report to this office with attached slip, between the hours of 0830 to 1130 and from 1400 to 1700.

R. T. UHLER
Lt. Col. AGD.
G-1(A)

Incl. #2 Request Slip
(2)

2215

5683

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

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

DUPLICATE

16/1.

PURCHASES & CONTRACTS

№ 1157

17

HQ. ALLIED CONTROL COMMISSION

Major W. A. SEWELL

Received From PURCHASES & CONTRACTS *The sum*

of 11,556 *Lire for the payroll of* LOCAL GOVERNMENT

(Section)

For period of 16 APR 1945 *to* 30 APR 1945

Date Date

2214

F B Wright S/Sgt

RECIPIENT

1738

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

16

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/1/LG

SUBJECT : Civilian Mess - Office employees — Tel : 286

TO : HQ. Commandant - Room 33 1st floor — 24 April 1945

Reference Daily Bulletin n.114 para 7, the following employees of Local Government S/C desire to partake of the mid-day meal for period 1-15 May 1945 :

16-31

154 Signorina	Giuliana CONTI	150 Lire	Giuliana Conti -
155 Signorina	Marcella MANOLA	150 Lire	Marcella Manola
156 Signor	Arrigo NICE	150 Lire	Nice Arrigo
		450 Lire	

Cash is enclosed herewith.

FOR THE DIRECTOR :

J. Cunningham Hanks Capt
for RALPH R. TEMPLE
Major
Deputy Director
Local Government S/C

cc.
Emols. 450 Lire

Recd 450 Lire

17739

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

DUPLICATE

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

DISTRICT OF: ..... SUB COMMISSION: Local Government PERIOD FROM 16th April 1945

	NAME OF EMPLOYEE	FUNCTION	TIME WORKED Normal	TIME WORKED Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	la somma
1	Signorina Giuliana CONTI	Int/Typist	½ month	—	4290	1690	2145	845	2990	26	2964	1
2	" Maria CORI	Int/Typist	"	—	4290	1690	2145	845	2990	26	2964	2
3	Signor Dario MODIANO	Gen. Admin. Asst.	"	—	7480	1430	3740	715	4455	—	4455	3
4	Signorina Marcella MANCIA	Typist	"	—	3960	1690	1980	845	2825	26	2799	4
5	Signor Arrigo NICE	Technical Interpreter	"	—	5390	1470	2695	735	3430	26	3404	5
6												6
7												7
8												8
9												9
10												10
11												11
12												12
13												13
14												14
15												15
16												16
17												17

CARRIED FORWARD 16586

2221

1740

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

Revised
F/F 1
(1-45)

ALLIED MILITARY GOVERNMENT

PAYROLL (Civilian Employees)

SUB COMMISSION: Local Government - PERIOD FROM 16th April 1945 TO 30th April 1945

FUNCTION	TIME WORKED: Normal	TIME WORKED: Overtime	WAGE PER MONTH OR DAY	BONUS PER MONTH OR DAY	WAGE FOR PAY PERIOD	BONUS FOR PAY PERIOD	GROSS AMT. DUE	DEDUCTIONS	NET AMT. DUE	RICEVUTO DA A.M.G. la somma indicata nella colonna precedente
Asst/Typist	½ month	—	4290	1690	2145	845	2990	26	2964	1
Asst/Typist.	"	—	4290	1690	2145	845	2990	26	2964	2
Gov. Admin. Asst.	"	—	7480	1430	3740	715	4455	—	4455	3
Typist	"	—	3960	1690	1980	845	2825	26	2799	4
Technical Interpreter	"	—	5390	1470	2695	735	3430	26	3404	5
										6
										7
										8
										9
										10
										11
										12
										13
										14
										15
										16
										17
						CARRIED FORWARD	16586			

16/1

2215

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

14

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB COMMISSION

AC/16/2/18 Tel : 286

SUBJECT : Civilian Mess - Office employees 24 April 1945

TO : HR. Commandant - Room 33 1st floor

Reference Daily Bulletin n.114 para 7. the following employees of Local Government S/C desire to partake of the mid-day meal for period 1-15 May 1945 :

Signorina	Giuliana CONTI	150 Lire
Signorina	Marcella MANOIA	150 Lire
Signor	Arrigo NICE	150 Lire
		450 Lire

Cash is enclosed herewith.

FOR THE DIRECTOR :

RALPH R. TEMPLE
Major
Deputy Director
Local Government S/C

cg.
Encls. 450 Lire

2211

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

CIVILIAN PAYROLLS - RECEIPTING:

1. ALL CIVILIAN EMPLOYEES WILL IN FUTURE RECEIPT BOTH COPIES OF THE PAYROLL IN INK.

2. When a civilian employee is unable personally to draw his/her salary he/she must sign an authority for a deputy to draw, made out in the following form:

---------- - - -- ---- SUB COMMISSION.

I hereby authorize - - - - - - - - - - - - - to draw my salary for the period - - - - - - - - - - - I shall be unable to draw myself because -- - - - - - - - - - - - - - - - -

Signed----------

Name in Block Capitals ----------

Date----------

(D.B.114/3).

1743

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

16/1 Local Hist 12

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ALLIED FORCE HEADQUARTERS
APO 512

24 APR 1945

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 24) 17 April 1945

EXTRACT

Condition of Employment and Wage Scales for Civilians Employed By the Allied Forces in Italy, Sicily and Sardinia.....I

* * * * *

I--- CONDITION OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

AFHQ Administrative Memorandum Number 47, 1944 is amended as follows:

1. In Appendix "D":

Delete:	Stevedore, coaling ore	100	115
Add :	Stevedore, coaling ore	100	120
Add :	Postal Sorter (male or female)	75	120
Add :	Fire Fighter	85	95

2. In Appendix "F": (Added by Section II, AFHQ Administrative Memorandum Number 2, 1945.)

Add :	Driver, Steam roller	100	130
Add :	Fire Fighter	85	95
Delete:	Driver, male	70	80
Add :	Driver, mule	70	80

* * * * *

BY COMMAND OF FIELD MARSHAL ALEXANDER:

S/ C. W. Christenberry 2209
C. W. CHRISTENBERRY
Colonel, AGD.
Adjutant General

Extracted by Headquarters
Allied Commission, G-1 Sect.
Civ Pers.,APO 394, 21 Apr.45

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1744

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

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

20 APR 1945

MEMORANDUM)
:
NUMBER 5)

18 April 1945

SOCIAL INSURANCE COVERAGE FOR
ITALIAN CIVILIANS EMPLOYED DIRECTLY
BY ALLIED FORCES

1. Letter Ref./268, Headquarters Allied Commission, G-1 Sect. Civ Pers., dtd 8 January 1945, is amended as follows:

Par. 2 b is rescinded and the following substituted therefor:

"(b) When employment terminates or is interrupted by illness, accident or other compensatory contingency, employees must present themselves with appropriate card to the proper Istituto on the first day absent."

2. Sections are requested to inform employees of the above to insure them from forfieture of any benefits which they may be entitled to receive.

N. W. DRAGNEFF
Lt. Col. AGD.
G-1(A)

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"C"

2203

5569

1745

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

DUPLICATE

№ 1080

PURCHASES & CONTRACTS

HQ. ALLIED CONTROL COMMISSION

Major W. A. SEWELL
PURCHASES & CONTRACTS

Received From ..... *The sum*

of 21,262 *Lire for the payroll of* LOCAL GOVERNMENT
(Section)

For period of 1 April *Date* *to* 15 April *Date* 1945

P Stright S/Sgt 2207
RECIPIENT

1746

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

Form C Short

10

16/0

17 APR

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

Ref Civ Pers/622 7 April 1945

Subject. Workmen's Compensation in Italian Territory.

To . See Distribution.

In addition to the completion of required forms as set forth in Ltr. this Headquarters Ref. Civ Pers/234, dtd 14 December 1944, Subject: Workmen's Compensation In Italian Territory, the attached form will be completed and submitted to this Headquarters not later than forty eight hours after accident occurs.

2206

N. W. DRAGNEFF
Lt. Col. AGD.
G-1(A)

1 Incl.
Appendix "A"

DISTRIBUTION
"C"

5576

APPENDIX "A" to Ltr. G-1 Sect. Civ Pers/622 dtd 7 Apr 45.

THE INJURED

Name _____

Sex _____ Age _____ Race _____

Length of Employment _____

Employee No. _____ Classification _____

Performing Assigned Duty at time of Accident: Yes ____ No ____

DIAGNOSIS AND DISPOSITION

Nature of injury and part of body affected. Describe clearly

_____

_____

TYPE: FATALITY: PERMANENT TOTAL: TEMPORARY TOTAL: PERMANENT PARTIAL. Disposition of Case: QUARTERS: HOSPITAL:

Estimated Length of Disability _____

Date and Hour treated _____

CAUSE ANALYSIS

What machine, machine part, or other physical agency was involved in the accident? (UNSAFE CONDITION) _____

_____

_____

_____

Was personal failure wholly or partially responsible for accident, and how? (UNSAFE ACT) _____

_____

2205

CORRECTED ACTION

What has been done to prevent a similar injury? _____

_____

_____

REPORT MADE BY: _____.

DATE

Declassified E.O. 12356 Section 3.3/NND No. 778021

THE INJURED

Name _____

Sex _____ Age _____ Race _____

Length of Employment _____

Employee No. _____ Classification _____

Performing Assigned Duty at time of Accident: Yes ____ No ____

DIAGNOSIS AND DISPOSITION

Nature of injury and part of body affected. Describe clearly

_____

_____

TYPE: FATALITY: PERMANENT TOTAL: TEMPORARY TOTAL: PERMANENT PARTIAL. Disposition of Case: QUARTERS: HOSPITAL:

Estimated Length of Disability _____

Date and Hour treated _____

CAUSE ANALYSIS

What machine, machine part, or other physical agency was involved in the accident? (UNSAFE CONDITION) _____

_____

_____

_____

Was personal failure wholly or partially responsible for accident, and how? (UNSAFE ACT) _____

_____

_____

2205

CORRECTED ACTION

What has been done to prevent a similar injury? _____

_____

_____

REPORT MADE BY: _____.

DATE _____

Hour _____.

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

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HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

1611

1859

ESTABLISHMENT MEMORANDUM)
:
NUMBER 6) 31 March 1945

CIVILIAN EMPLOYEE'S TRAVELING ALLOWANCE

1. Establishment Memorandum No. 1, dtd 4 January 1945, is hereby rescinded.

2. Travelling allowances for civilian employees of Allied Commission will be paid in accordance with the provisions of Section II, AFHQ, Administrative Memorandum No. 17, dtd 23 March 1945.

"II- PAYMENT OF SUBSISTENCE ALLOWANCE TO CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY, AND SARDINIA

Section III, AFHQ Administrative Memorandum Number 65, 1944, is rescinded and the following substituted therefor:

1. Civilian employees when travelling on duty involving absence from the normal place of duty and home may, in the absence of Service accommodation, and rations, be paid subsistence allowance at the following rates for each full days absence of 24 hours:

Monthly Basic Wage	Daily Subsistence Allowance
9,600 lire and more	250 lire
6,000 lire to 9,599 lire	225 lire
4,500 lire to 5,999 lire	175 lire
3,500 lire to 4,499 lire	150 lire
less than 3,500 lire	125 lire

Daily Basic Wage	Daily Subsistence Allowance
370 lire and more	250 lire
231 lire to 369 lire	225 lire
170 lire to 230 lire	175 lire
135 lire to 169 lire	150 lire
less than 135 lire	125 lire

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

2204

b. For absences involving procurement of sleeping accommodation by the traveller at his own expense, two fifths of the daily allowance rate above may be paid for this item in addition

Declassified E.O. 12356 Section 3.3/NND No. 778522

hereby rescinded.

2. Travelling allowances for civilian employees of Allied Commission will be paid in accordance with the provisions of Section II, AFHQ, Administrative Memorandum No. 17, dtd 23 March 1945.

"II- PAYMENT OF SUBSISTENCE ALLOWANCE TO CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY, AND SARDINIA

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1. Civilian employees when travelling on duty involving absence from the normal place of duty and home may, in the absence of Service accommodation, and rations, be paid subsistence allowance at the following rates for each full days absence of 24 hours:

Monthly Basic Wage	Daily Subsistence Allowance
9,600 lire and more	250 lire
6,000 lire to 9,599 lire	225 lire
4,500 lire to 5,999 lire	175 lire
3,500 lire to 4,499 lire	150 lire
less than 3,500 lire	125 lire

Daily Basic Wage	Daily Subsistence Allowance
370 lire and more	250 lire
231 lire to 369 lire	225 lire
170 lire to 230 lire	175 lire
135 lire to 169 lire	150 lire
less than 135 lire	125 lire

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

2204

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

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

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

3. These rates will become effective for travel performed on and after 1 March 1945."

3. Travelling allowance will be claimed by the employee on the Special Claim Form (F/F35), which will also be certified by the appropriate officer. Payment will be made by the Headquarters Commandant, Finance Officers and/or Sub-Accountants, quoting this Establishment Memorandum as their authority in the space provided on the Payment Voucher (F/F3). Supplies of Claim Form, (F/F35), are being distributed to all Regions by this Headquarters, and additional supplies will be furnished upon application.

4. Nothing in this Establishment Memorandum shall be construed as bearing reference to U. S. or British civilian employees.

By Command of Rear Admiral STONE:

C. M. PARKIN,
Colonel, Infantry
Actg Deputy Executive Commissioner

OFFICIAL:

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

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"A"

Declassified E.O. 12356 Section 3.3/NND No. 785027

Establishment Memorandum as their authority in the space provided on the Payment Voucher (F/P3). Supplies of Claim Form, (F/P35), are being distributed to all Regions by this Headquarters, and additional supplies will be furnished upon application.

4. Nothing in this Establishment Memorandum shall be construed as bearing reference to U. S. or British civilian employees.

By Command of Rear Admiral STONE:

C. M. PARKIN,
Colonel, Infantry
Actg Deputy Executive Commissioner

OFFICIAL:

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

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"A"

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

ALLIED FORCE HEADQUARTERS
APO 512

1988

ADMINISTRATIVE MEMORANDUM)

NUMBER 18) 24 March 1945

COST-OF-LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OF THE ALLIED FORCES

1. Appendices "A" and "B" to AFHQ Administrative Memorandum Number 62, 1944, are superseded by the Appendices "A" and "B" below, effective with the commencement of the first pay period subsequent to 1 March 1945.

2. For pay periods between the dates of 8 December 1944 and 28 February 1945 (both inclusive), the Appendices "A" and "B" to AFHQ Administrative Memorandum Number 62, 1944 are effective and any payments made thereunder are validated.

Appendix "A"

COST-OF-LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OTHER THAN THOSE COVERED BY APPENDIX "B"

1. Daily Wage Group

a. Adult Group

Basic Wage	Maximum Permissible Bonus
Up to and including 120 lire	75 lire
From 121 to 125 lire	72 lire
From 126 to 130 lire	70 lire
From 131 to 135 lire	67 lire
From 136 to 165 lire	65 lire
From 166 to 170 lire	62 lire
From 171 to 175 lire	60 lire
From 176 to 180 lire	57 lire
From 181 and above	55 lire

b. Juveniles may be paid a cost-of-living bonus up to 29 lire per day.

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

2203

2. Monthly Wage Group

a. Adult Group

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

1. Appendices "A" and "B" to AFHQ Administrative Memorandum Number 62, 1944, are superseded by the Appendices "A" and "B" below, effective with the commencement of the first pay period subsequent to 1 March 1945.

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Appendix "A"

COST-OF-LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES OTHER THAN THOSE COVERED BY APPENDIX "B"

1. Daily Wage Group

a. Adult Group

Basic Wage	Maximum Permissible Bonus
Up to and including 120 lire	75 lire
From 121 to 125 lire	72 lire
From 126 to 130 lire	70 lire
From 131 to 135 lire	67 lire
From 136 to 165 lire	65 lire
From 166 to 170 lire	62 lire
From 171 to 175 lire	60 lire
From 176 to 180 lire	57 lire
From 181 and above	55 lire

b. Juveniles may be paid a cost-of-living bonus up to 29 lire per day.

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

2203

2. Monthly Wage Group

a. Adult Group

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

AFHQ Adm Memo No. 18 (cont'd)

Basic Wage	Maximum Permissible Bonus
Up to and including 3000 lire	1950 lire
From 3001 to 3100 lire	1920 lire
From 3101 to 3200 lire	1870 lire
From 3201 to 3300 lire	1820 lire
From 3301 to 3400 lire	1770 lire
From 3401 to 3500 lire	1720 lire
From 3501 to 5000 lire	1690 lire
From 5001 to 5100 lire	1620 lire
From 5101 to 5200 lire	1570 lire
From 5201 to 5300 lire	1520 lire
From 5301 to 5400 lire	1470 lire
From 5401 and above	1430 lire

b. Juveniles may be paid a cost-of-living bonus up to 754 lire per month.

Note: Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus under (a) and (b) when full rations i.e. all meals are provided to the employee by the employing service.

Appendix "B"

COST-OF-LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS AND MESSES AND OTHER EMPLOYEES WHOSE WAGES ARE PAID PARTLY IN KIND.

1. Adult Group

Basic Wage	Maximum Permissible Bonus
Up to and including 3600 lire	1325 lire
From 3601 to 3700 lire	1275 lire
From 3701 to 3800 lire	1225 lire
From 3801 to 4900 lire	1175 lire
From 4901 to 5000 lire	1125 lire
From 5001 to 5100 lire	1075 lire
From 5101 to 5200 lire	1025 lire
From 5201 and above	955 lire

2. Juveniles may be paid a cost-of-living bonus up to 130 lire per month.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

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

From 3001 to 3100 lire	1920 lire
From 3101 to 3200 lire	1870 lire
From 3201 to 3300 lire	1820 lire
From 3301 to 3400 lire	1770 lire
From 3401 to 3500 lire	1720 lire
From 3501 to 5000 lire	1690 lire
From 5001 to 5100 lire	1620 lire
From 5101 to 5200 lire	1570 lire
From 5201 to 5300 lire	1520 lire
From 5301 to 5400 lire	1470 lire
From 5401 and above	1430 lire

b. Juveniles may be paid a cost-of-living bonus up to 754 lire per month.

Note: Abatement at the rate of 104 lire per month will be made from the maximum permissible bonus under (a) and (b) when full rations i.e. all meals are provided to the employee by the employing service.

Appendix "B"

COST-OF-LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS, CLUBS AND MESSES AND OTHER EMPLOYEES WHOSE WAGES ARE PAID PARTLY IN KIND.

1. Adult Group

Basic Wage	Maximum Permissible Bonus
Up to and including 3600 lire	1325 lire
From 3601 to 3700 lire	1275 lire
From 3701 to 3800 lire	1225 lire
From 3801 to 4900 lire	1175 lire
From 4901 to 5000 lire	1125 lire
From 5001 to 5100 lire	1075 lire
From 5101 to 5200 lire	1025 lire
From 5201 and above	955 lire

2. Juveniles may be paid a cost-of-living bonus up to 130 lire per month.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

S/ C. W. CHRISTENBERRY
Colonel, AGD.
Adjutant General

Reproduced by HQ AC, G-1 Sect. Civ Pers,
APO 394, 27 Mar 45.
NWD

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R E S T R I C T E D

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

1611

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

16 MAR 1945

MEMORANDUM)
:
NUMBER 1)

12 March 1945

CONDITIONS UNDER WHICH ITALIANS
WILL BE EXEMPTED FROM THE MILITARY SERVICE

The following supersedes all instructions previously issued by this headquarters regarding conditions under which Italian Civilians employed by the Allied Forces may be exempted from the Military Service. AFHQ Adm. Memo. No. 10, dtd 20 Feb 45, Copy atchd hereto, is authority.

1. General

a. As a result of the additional commitments undertaken by the Italian Authorities to provide Italian Units for employment as such with the Allied Forces, it is essential that the required Italian Personnel be made available for service in these units now being organized to the maximum extent, which is possible without involving depletion of Allied Manpower.

b. All Italians in AMG/AC employment, either directly or by contractors, who are subject to call will continue in their employment only on the conditions set forth below:

2. Initial Procedure - Application will be made for authority to retain in employment personnel subject to call in the following manner:

a. Application forms (Appendix "A") will be completed by the Regional Commissioner and/or Director of Sub-Commission of employing unit in respect of all personnel affected. Separate forms will be used for each individual for whom authority to retain in employment is requested.

b. Forms will be submitted in quadruplicate to the Labor Supply Office of each respective region for inital action. For employing sections of HQ. AC. forms will be submitted directly to G-1 Section Civ. Pers. p. 176.

c. Regional Labor Supply Office will forward three (3) copies of the application form as follows;

Category I - Skilled Labor - To Chief of Special Staff Section at AFHQ. 2202

Category II - All other Labor - To the appropriate exempting authorities, which in this case, as designated in AFHQ Adm Memo No. 10, is G-1 Section Civilian Personnel, for the Chief Commissioner

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

WILL BE EXEMPTED FROM THE MILITARY SERVICE

The following supersedes all instructions previously issued by this headquarters regarding conditions under which Italian Civilians employed by the Allied Forces may be exempted from the Military Service. AFHQ Adm. Memo. No. 10, dtd 20 Feb 45, Copy atchd hereto, is authority.

1. General

a. As a result of the additional commitments undertaken by the Italian Authorities to provide Italian Units for employment as such with the Allied Forces, it is essential that the required Italian Personnel be made available for service in these units now being organized to the maximum extent, which is possible without involving depletion of Allied Manpower.

b. All Italians in AMG/AC employment, either directly or by contractors, who are subject to call will continue in their employment only on the conditions set forth below:

2. Initial Procedure - Application will be made for authority to retain in employment personnel subject to call in the following manner:

a. Application forms (Appendix "A") will be completed by the Regional Commissioner and/or Director of Sub-Commission of employing unit in respect of all personnel effected. Separate forms will be used for each individual for whom authority to retain in employment is requested.

b. Forms will be submitted in quadruplicate to the Labor Supply Office of each respective region for initial action.

p. 176. For employing sections of HQ. AC. forms will be submitted directly to G-1 Section Civ. Pers.

c. Regional Labor Supply Office will forward three (3) copies of the application form as follows;

Category I - Skilled Labor - To Chief of Special Staff Section at AFHQ. 2202

Category II - All other Labor - To the appropriate exempting authorities, which in this case, as designated in AFHQ Adm Memo No. 10, is G-1 Section Civilian Personnel, for the Chief Commissioner Allied Commission.

3. Approved Exemptions - Original certificate of exemption with It Italian HQ seal will be kept on file at Headquarters Allied Commission G-1 Section Civilian Personnel, where they may be shown by an Allied Officer to Italian authorities when necessary. A "Certified True Copy" of each exemption will be sent to the employing unit of person to whom it concerns.

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

4. Refusal of Exemption- Where an application is refused, the employing unit may continue to employ such personnel until called up by the Italian Authorities.

5. Duration of Exemption - Exemptions granted under the provisions hereof will be valid only for a period of six months with effect from date of exemption. Applications for further exemption will be submitted in the same manner except that the form will be marked "RENEWAL" and previous authority quoted. Prior to termination of initial exemption, every effort possible must be made by employing unit to replace exempted employees with personnel not within the Military Call Up Classes.

6. Notification [illegible]

"Upon expiration of exemption, certified true copy of certificate will be withdrawn from the exempted person and returned to this Headquarters."

7. Channels of Application -

a. Column No. 15 will be filled by Regional Commissioner, and or Director of Sub-Commission concerned.

b. Forms will be submitted through normal channels. Civilians must not be sent to this Headquarters to make their own application.

c. Care must be exercised in filling out applications as errors will cause refusal of application.

R. T. Uhler

R. T. UHLER
Lt. Col. AGD.
G-1 American

2 Incls.
AFHQ Adm Memo No. 10 (Copy)
Appx "A" & "B" to AFHQ Adm Memo No. 10.

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

4. Refusal of Exemption- Where an application is refused, the employing unit may continue to employ such personnel until called up by the Italian Authorities.

5. Duration of Exemption - Exemptions granted under the provisions hereof will be valid only for a period of six months with effect from date of exemption. Applications for further exemption will be submitted in the same manner except that the form will be marked "RENEWAL" and previous authority quoted. Prior to termination of initial exemption, every effort possible must be made by employing unit to replace exempted employees with personnel not within the Military Call Up Classes.

6. Notification - Upon release from employment of any exempted personnel, Regional Commissioners, and/or Directors of Sub-Commissions will notify this Headquarters by memorandum, enclosing "Certified True Copy" of exemption certificate, and instruct employee to report to the nearest Reali Carabinieri Headquarters for direction to the nearest Military District.

7. Channels of Application -

a. Column No. 15 will be filled by Regional Commissioner, and or Director of Sub-Commission concerned.

b. Forms will be submitted through normal channels. Civilians must not be sent to this Headquarters to make their own application.

c. Care must be exercised in filling out applications as errors will cause refusal of application.

R. T. Uhler

R. T. UHLER
Lt. Col. AGD.
G-1 American

2 Incls.
AFHQ Adm Memo No. 10 (Copy)
Appx "A" & "B" to AFHQ Adm Memo No. 10.

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ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM No. 10. 20th February 1945.

CONDITIONS UNDER WHICH ITALIANS WILL BE EXEMPTED FROM THE MILITARY SERVICE

1. General.

(a) As a result of the additional commitments undertaken by the Italian Authorities to provide Italian Units for employment as such with the Allied Forces, it is essential that the required Italian personnel be made available for service in these units now being organized to the maximum extent, which is possible without involving depletion of Allied manpower.

(b) All Italians in Allied employment, either directly or by contractors, who are subject to call will continue in their employment only on the conditions set forth below.

2. Initial Procedure.

Application will be made for authority to retain in employment personnel subject to call in the following manner:

(a) Application forms (Appendix "A") will be completed by the employing unit in respect of all personnel affected. Men falling within the following categories will be listed on separate forms:

Category I - Skilled Labour employed in Military Installations.
Category II - All other Labour.

Forms will be submitted in quadruplicate to the local British or United States Labour representative except in the case of personnel employed by the Italian State railways, forms for whom will be submitted direct to the Director Military Railways Italy.

(b) The local British or United States Labour representative will complete the certificate appearing on the application form stating whether or not replacements can be provided from civilian sources. He will then forward three (3) copies of the application form as follows:

Category I - To appropriate Head of Service or Chief of Special Staff Section at AFHQ, who will in turn forward 2 copies to the appropriate exempting authority with his recommendation.

Category II - To the appropriate exempting authority (see paragraph 3 and 5.)

3. Exempting Authorities.

(a) The following are declared to be

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

(a) As a result of the additional commitments undertaken by the Italian Authorities to provide Italian Units for employment as such with the Allied Forces, it is essential that the required Italian personnel be made available for service in these units now being organized to the maximum extent, which is possible without involving depletion of Allied manpower.

(b) All Italians in Allied employment, either directly or by contractors, who are subject to call will continue in their employment only on the conditions set forth below.

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Category I - To appropriate Head of Service or Chief of Special Staff Section at AFHQ, who will in turn forward 2 copies to the appropriate exempting authority with his recommendation.

Category II - To the appropriate exempting authority (see paragraph 3 and 5.)

3. Exempting Authorities.

(a) The following are declared to be Exempting Authorities for the purpose of this instruction:

(1) Commanding General, 15th Army Group.
(2) Commanders of Armies.
(3) Commanders of Corps.
(4) Commanders of British Districts and United States Base Sections or Depots.

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

(5) Flag Officer, Northern Area, MEDITERRANEA
(6) Flag Officer, TARANTO, Adriatic and Liaison, ITALY.
(7) Commander, United States EIGHTH Fleet.
(8) Senior Naval Officer, Eastern Sicily.
(9) Commander-in-Chief, RAF, MED/ME.
(10) Commanding General, AAF/MTO
(11) Commanding General NAFD/ATC.
(12) Commanding General, The Replacement and Training Command, MTOUSA.
(13) Commanding General, ROME Area Allied Command.
(14) Commanding Officer, Headquarters Command, AFHQ.
(15) Chief Commissioner, The Allied Commission.
(16) Director Military Railway Service Italy.

(b) Independent organizations operating over widespread areas will refer applications for exemption to the nearest appropriate exempting authority.

4. Procedure by Exempting Authority.

(a) The exempting authority will take into consideration the certificate of the British or United States Labour representative but will not authorize exemption in any case unless satisfied that the retention in employment of the individual concerned is so essential that such individual will be of greater value to the Allied War effort by remaining in his present capacity than he would be if called into the Italian Military Service.

(b) Where exemption is granted the Exempting Authority will complete a Certificate of Exemption (Appendix "B") and will forward it together with one copy of the application form to the appropriate Italian Authority as set out below:

Commando in Capo del basso Tirreno, NAPLES
Territorial HQ ROME
Territorial HQ BARI
Territorial HQ PALERMO
Territorial HQ NAPLES
Mil HQ CALABRIA) Until such time as committments are taken
Mil HQ SARDINIA) over by territorial HQ at NAPLES and ROME respectively.

or to other Territorial HQs as and when they are established.

(c) The Certificate of Exemption will be sealed and countersigned on behalf of the Italian Authorities and returned to the Exemption Authority for onward transmission to the employing unit who will hand it to the person exempted.

(d) Should the Italian Authorities take exception to an exemption authorized by an Allied Exempting Authority, they will return the Certificate of Exemption, with their comments but without Seal or

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

Command, MTOUSA.
(13) Commanding General, ROME Area Allied Command.
(14) Commanding Officer, Headquarters Command, AFHQ.
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(c) The Certificate of Exemption will be sealed and countersigned on behalf of the Italian Authorities and returned to the Exemption Authority for onward transmission to the employing unit who will hand it to the person exempted.

(d) Should the Italian Authorities take exception to an exemption authorized by an Allied Exempting Authority, they will return the Certificate of Exemption, with their comments but without Seal or Countersign, to the Exempting Authority, through MMIA for review. Final determination in each case will rest with the Exempting Authority, but full consideration will be given to the views of the Italian Authorities and MMIA.

5. Channels of Application.

All applications forwarded by the local British or United States Labour Representative to an Exempting Authority will be submitted through the normal channels of command.

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

Copy AFHQ Adm Memo No. ~~10 (cont'd)~~

6. Duration of Exemption.

Exemption granted under the provisions ~~hereof will~~ be ~~valid only~~ for a period of six months with effect from date of exemption. Applications for further exemption will be submitted in the same manner except that the form will be marked "RENEWAL" and the previous authority quoted.

7. Notification.

(a) Employing units will notify the Exempting Authority of any person to whom exemption has been granted who is subsequently released from employment, and will instruct the released employee to report to the nearest Reali Carabinieri Headquarters for direction to the nearest Italian Military District.

(b) Exempting Authorities will supply full particulars of all personnel whose exemption is cancelled or expires to the appropriate Italian Authority as set out in paragraph 4(b) above.

8. Civilian Firms.

Applications for exemption will be made by the authority concerned in similar form and on similar grounds as set forth above in respect of personnel employed by civilian firms doing work of operational importance for the Allied Forces.

9. Refusal of Exemption.

Where an application for permission to retain personnel in employment is refused, the employing unit may continue to employ such personnel until called up by the Italian authorities.

10. Applicability.

(a) This instruction is applicable to Italian Civilian personnel employed by both British and United States Forces and by civilian firms doing work of operational importance for the Allied Forces.

(b) Nothing in this instruction shall in any way affect Italian prisoners of war (including co-operators) employed by the Allied Forces.

2200

(c) Nothing in this instruction shall be construed as providing exemption for deserters from the Italian Armed Forces. In all cases deserters will be turned over to the nearest Italian Military Authority for return to their units for disciplinary action.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

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

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BY COMMAND OF FIELD MARSHAL ALEXANDER:

OFFICIAL:

(Signed) C.W.CHRISTENBERRY
Colonel, AGD
Adjutant General.

JOHN HARDING
Lieutenant General
Chief of Staff

2 Incls. Appx "A"
Appx "B"

REPRODUCED: HQ ALLIED COMMISSION, G-1 Sect. Civ Pers. APO 394,U.S. Army.

RTU 12 March 1945.

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

APPENDIX "A" to AFHQ Adm Memo No. 1[illegible]

+ Military
  Naval
  Air Force

APPLICATION FOR EXEMPTION FROM CALL UP OF ITALIAN PERSONNEL WITHIN 1914-1924 CLASSES

P A R T I C U L A R S

1. Serial No._____. 2. Surname_____
3. Christian Name_____. 4. Father's Name_____
5. Military Class_____. 6. Military No. (if any)_____
7. Home address_____
8. Name of Last Italian Unit in which serving_____
_____
9. Italian Military District to which belonging_____
10. Civil Trade_____
11. Nature of Present Employment_____
_____
12. Whether employed with W.E._____
13. Grounds of Application if surplus to W.E._____
_____
14. The following to be completed by the Labor Representative (Labor Supply Office)
    Whether or not replacable_____
    Signature of Labor Representative_____
    Date_____.

15. Signature_____
    Name of Employing Unit_____
    Date_____. ~~2109~~

DECISION OF EXEMPTING AUTHORITY

EXEMPTION GRANTED IN RESPECT OF SERIAL NO._____
FOR SIX MONTHS FROM DATE.

EXEMPTION REFUSED IN RESPECT OF SERIAL NO.

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

PARTICULARS

1. Serial No._____. 2.Surname_____

3. Christian Name_____.4. Father's Name_____

5. Military Class_____.6. Military No.(if any)_____

7. Home Address_____

8. Name of Last Italian Unit in which serving_____

_____

9. Italian Military District to which belonging_____

10. Civil Trade_____

11. Nature of Present Employment_____

_____

12. Whether employed with W.E._____

13. Grounds of Application if surplus to W.E._____

_____

14. The following to be completed by the Labor Representative (Labor Supply Office)

Whether or not replaceble_____

Signature of Labor Representative_____

Date_____.

15. Signature_____

Name of Employing Unit_____ 2193

Date_____.

DECISION OF EXEMPTING AUTHORITY

EXEMPTION GRANTED IN RESPECT OF SERIAL NO._____ FOR SIX MONTHS FROM DATE.

EXEMPTION REFUSED IN RESPECT OF SERIAL NO._____.

SIGNATURE_____

Name of Exempting Authority_____

Date_____

+ Delete whichever is inapplicable.

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

[redacted]

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

APPENDIX "B" to AFHQ Adm Memo No. 10

DICHIARAZIONE
(Certificate)

Al Comando del Distretto Militare di _____
(To the Command of the Military District of)

_____.

Si dichiara che il Sig _____ (Nome e cognome)
(This is to certify that) (Name)

della classe _____ presta servizio presso _____
(is employed by)

_____

_____ (Occupazione)
(Occupation)

Si prega volerlo esonerare del richiamo alle armi
(It is requested that he be exempted from Military Service)

Firmato _____
(Signed)

_____ Data
(date)

Bollo Stato Maggiore RE
(Italian HQ Stamp)

2198

16/1.

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

16 JAN 1945

Ref. Civ Pers/268

8 January 1945

Subject: Social Insurance Coverage for Italian Civilians Employed Directly by Allied Forces.

To : See Distribution.

The Italian Government has agreed to pay for and to provide social insurance benefits for Italian Civilians employed directly by the Allied Forces. The following is published for the guidance and information of employing Sections of Headquarters Allied Commission, and does not necessarily imply that Regions are compelled to adopt this method of appliance.

1. Except in unusual cases where separate arrangements must be made, this office will act as a point of centralisation, and will maintain files, records, cards, etc., as set forth in Administrative Memorandum Number 61, attached as an appendix to this letter.

2. To expedite payment of Social Insurance to an employee who might be entitled to same, all Sections are strictly requested to comply with the following, (as contained in Headquarters Allied Commission Office Memo No. 15, dated 1 Aug. 44):

"In those cases in which separation is desired, the employee will be sent to Civilian Personnel with a memorandum detailing the reasons for separation. At the same time a Final Payroll Form(FF/4) should be completed."

(a) This is extremely important in determining whether or not employee is elegible for unemployment compensation. Therefore, letter must include reasons for separation.

(b) When employment terminates or is interrupted by illness, accident or other compensatory contingency, employing Section will forward notification to this office. This Section will complete and certify card,(Form SI-1) and forward same to appropriate Section, who in turn will forward it to employee. Reverse side of card contains instructions for employees guidance.

See p. 11.

(c) In the case of workers who walk out on the job, or

6 139

Declassified E.O. 12356 Section 3.3/NND No. 78502

To : See Distribution.

The Italian Government has agreed to pay for and to provide social insurance benefits for Italian Civilians employed directly by the Allied Forces. The following is published for the guidance and information of employing Sections of Headquarters Allied Commission, and does not necessarily imply that Regions are compelled to adopt this method of appliance.

1. Except in unusual cases where separate arrangements must be made, this office will act as a point of centralisation, and will maintain files, records, cards, etc., as set forth in Administrative Memorandum Number 61, attached as an appendix to this letter.

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"In those cases in which separation is desired, the employee will be sent to Civilian Personnel with a memorandum detailing the reasons for separation. At the same time a Final Payroll Form(FF/4) should be completed."

(a) This is extremely important in determining whether or not employee is elegible for unemployment compensation. Therefore, letter must include reasons for separation.

(b) When employment terminates or is interrupted by illness, accident or other compensatory contingency, employing Section will forward notification to this office. This Section will complete and certify card, (Form SI-1) and forward same to appropriate Section, who in turn will forward it to employee. Reverse side of card contains instructions for employees guidance.

See p. 11.

(c) In the case of workers who walk out on the job, or otherwise absent themselves without due reasons, Sections are requested to notify this office in writing. At such a time this office will place his social insurance card (Form SI-1) in a suspense file for a period of 30 days. If worker fails to return during this allotted period of time, existing insurance rights will be considered forfeited and card will be destroyed.

4714

Declassified E.O. 12356 Section 3.3/NND No. 785027

L+r 268, G-1 Civ Pers datd 8 Jan 45 cont'd.

3. In the event of an employee requesting any benefits for members of his family, a memorandum is to be forwarded to this office giving employee's and father's name. The proper certificates (SI-2) will be returned to Section to be given to employee. Civilians will not be sent to this office unless so requested.

4. A notice to workers informing them of this new benefit will be posted in prominent places throughout the building. A copy of notice, with specific instructions for Allied Commission employees, is attached for posting in individual offices.

On wall in general office.

R. T. Uhler
R. T. UHLER
Lt. Col. AGD.
G-1(A)

3 Incls.
Incl.-1- AFHQ Admin Memo No.61
(Appendix A-B-C-D)
Incl.-2- AFHQ Admin Memo No.61
(Appendix D Italian Translation)
Incl.-3- L+r, Notice to Workers.

DISTRIBUTION

"D"

Declassified E.O. 12356 Section 3.3/NND No. 78502/

Republished as an Appendix to Letter, Headquarters Allied Commission, G-5 Civilian Personnel Section, Ref. No. 26Y dated, 8 JAN 1945

ALLIED FORCE HEADQUARTERS
A.P.O. 512

ADMINISTRATIVE MEMORANDUM
NUMBER 61

16 December 1944.

SOCIAL INSURANCE COVERAGE FOR ITALIAN CIVILIANS EMPLOYED DIRECTLY BY ALLIED FORCES.

1. a. The Italian Government has agreed to pay for and to provide social insurance benefits for Italian Civilians employed directly by the Allied Forces. These benefits will be extended through the regular Italian social security system and will cover:

(1) Illness of worker or of member of his family(free medical care and indemnity for worker during illness).
(2) Unemployment (indemnity)
(3) Tuberculosis(free medical care and indemnity)
(4) Marriage and birth (financial aid)
(5) Invalidity and old age(pensions)

b. In addition, workmen's compensation for accidental injury or death will continue as presently provided under AFHQ regulations(accident claims being referred to Institute Nazionale Infortuni by means of report form prepared by employing unit).

2. To implement the coverage scheme certain minimum information is required and the following is the responsibility assumed by the Allied Forces.

a. The paying officer or his delegate will be responsible for preparation of a "Worker's Social Insurance Card" Form SI-1 (copy attached as appendix "B") for each workers employed. The cards will be maintained during period of employment.

b. The file will be initially constituted to include cards for all workers paid the first pay period after the effective date of the plan. The date of commencing work, from the standpoint of social insurance coverage, will be considered as being the same as the effective date of the plan and will be so entered in item 3 of the card, except in the case of employing units which are able and wish to give their employees the benefit of coverage for the entire period of their employment by supplying the actual commencing date, where verifiable from records. (The latter procedure will be of distinct advantage to employees with respect to eligibility for and amounts of unemployment, tuberculosis, old-age and invalidity benefits).

c. When employment terminates or is interrupted by illness, accident or other compensatory contingency, the card will be completed, certified by the paying officer or his delegate and given to the worker to enable him to establish his social insurance rights by turning in the card at the appropriate Italian office. A new card will be prepared to cover any succeeding period of employment should he again return to work.

2196

d. When a worker, during his period of employment, wishes to apply for medical care for a member of his family or for marriage or birth allowance (i.e. a benefit not contingent on his own separation from work) a certification that he is currently employed by the Allied Forces will be given to him, at his request, on the "Worker's Employment Status Report" form SI-2(copy attached as appendix "C") based on information already contained on his social insurance card Form SI-1.

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

1. a. The Italian Government has agreed to pay for and to provide social insurance benefits for Italian Civilians employed directly by the Allied Forces. These benefits will be extended through the regular Italian social security system and will cover:

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(2) Unemployment (indemnity)
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2. To implement the coverage scheme certain minimum information is required and the following is the responsibility assumed by the Allied Forces.

a. The paying officer or his delegate will be responsible for preparation of a "Worker's Social Insurance Card" Form SI-1 (copy attached as appendix "B") for each workers employed. The cards will be maintained during period of employment.

b. The file will be initially constituted to include cards for all workers paid the first pay period after the effective date of the plan. The date of commencing work, from the standpoint of social insurance coverage, will be considered as being the same as the effective date of the plan and will be so entered in item 3 of the card, except in the case of employing units which are able and wish to give their employees the benefit of coverage for the entire period of their employment by supplying the actual commencing date, where verifiable from records. (The latter procedure will be of distinct advantage to employees with respect to eligibility for and amounts of unemployment, tuberculosis, old-age and invalidity benefits).

c. When employment terminates or is interrupted by illness, accident or other compensatory contingency, the card will be completed, certified by the paying officer or his delegate and given to the worker to enable him to establish his social insurance rights by turning in the card at the appropriate Italian office. A new card will be prepared to cover any succeeding period of employment should he again return to work.

2156

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3. A suggested file maintenance procedure is attached hereto for information (appendix "A").

4. The effective date of this plan is 1 Dec 1944.

5. A sufficient supply of Forms SI-1 and SI-2(printed in English with Italian translation) is being produced and will be distributed forthwith to employing units together with attached notice in Italian,(English translation

4714

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

Admin Memo No 61, ASHQ, dtd 16 Dec. 44 (cont'd)

attached as Appendix "D") suitable for posting at work sites, explaining the plan to workers. The scheme will be initiated, retrospectively to 1 Dec 44.

By command of Field Marshal ALEXANDER:

(Sgd C.N. CHRISTENBERRY,
Colonel AGD,
Acting Adjutant General.

APPENDIX "A" to ASHQ Admin Memo No. 61.

SUGGESTED FILE MAINTENANCE PROCEDURE
"WORKER'S SOCIAL INSURANCE CARD"
FORM SI-1

1. The first five items on card will be filled in then or before worker draws first pay. The length of pay period will be indicated by marking the appropriate word (weekly, monthly, bi-weekly or semi-monthly) in item 5, or by rubber stamp. The card then goes on the ACTIVE file.

2. Each pay day, cards in the active file will be pulled for each worker paid and will be tallied by circling the number of the pay period in item 7. If the worker is leaving, the card will be completed by drawing a line through the unused numbers in item 7 and filling in items 8,9 and 10, and will be given to the worker.. (NOTE: Item 10 requires no entry other than a dash line---, indicating nothing to report, except in cases where, in the opinion of the unit supervisor, the separation from work is a "VOLUNTARY QUIT" without justification or a "DISMISSAL FOR CAUSE" of such a nature as to affect the worker's right to unemployment compensation. In such cases only, one or the other of the two reasons cited should be entered in writing or by rubber stamp). If the worker is not leaving, the card will be returned to the active file after tally in item 7.

3. Cards not pulled (at conclusion of process described in paragraph 2, above) will represent workers who walked out on the job without drawing pay, or who have otherwise absented themselves since last pay period. These cards will be date stamped in item 6 and will be placed in DEAD FILE. If worker later reports and returns to work, the card (date-stamped to show pay periods missed) will be replaced in active file. If he is laid off, card will be completed and given to him. In accordance with policy stated in paragraph 2(c) of Directive accompanying this procedure, cards remaining in dead file for period of more than 30 days, as shown by date-stamp in item 6, may be destroyed with resultant forfeiture of existing social insurance rights. Cards may be retained longer, however, where reason for workers's absence is known and there is expectation of his returning to work or claiming card.

4. Whenever workers employment terminates at either his own or employing unit's volition, or is interrupted by illness, accident, or other compensatory contingency, he is entitled to and will need his card to establish social insurance rights. At discretion of unit supervisor, card may be given to a person other than the worker(for example, a family member or fellow worker, on written request) where the worker is unable, for reasons beyond his control, personally to pick up the card.

5. Employing units in a position to give their employees insurance credit for periods of employment prior to the effective date of the social insurance plan (see paragraph 2(b) of Directive accompanying this procedure)may do so by issuing separate cards to certify the prior period of employment. As an alternative, a written entry may be made under item 7: "Plus (no) pay periods from (date)to (date) to be taken account of when item 8 is filled in upon comp-

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

1. The first five items on card will be filled in when or before worker draws first pay. The length of pay period will be indicated by marking the appropriate word (weekly, monthly, bi-weekly or semi-monthly) in item 5, or by rubber stamp. The card then goes on the ACTIVE file.

2. Each pay day, cards in the active file will be pulled for each worker paid and will be tallied by circling the number of the pay period in item 7. If the worker is leaving, the card will be completed by drawing a line through the unused numbers in item 7 and filling in items 8,9 and 10, and will be given to the worker.. (NOTE: Item 10 requires no entry other than a dash line---, indicating nothing to report, except in cases where, in the opinion of the unit supervisor, the separation from work is a "VOLUNTARY QUIT" without justification or a "DISMISSAL FOR CAUSE" of such a nature as to affect the worker's right to unemployment compensation. In such cases only, one or the other of the two reasons cited should be entered in writing or by rubber stamp). If the worker is not leaving, the card will be returned to the active file after tally in item 7.

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5. Employing units in a position to give their employees insurance credit for periods of employment prior to the effective date of the social insurance plan (see paragraph 2(b) of Directive accompanying this procedure)may do so by issuing separate cards to certify the prior period of employment. As an alternative, a written entry may be made under item 7: "Plus (no) pay periods from (date)to (date) to be taken account of when item 8 is filled in upon completion of the card. In this case, the date shown in item 3 will be the actual commencing date.

6. Both items 6 and 7 on the card are simply tally items to simplify file maintenance. They may be used in whatever manner and with whatever variations the unit supervisor finds desirable. Other items are essential to the Italian social insurance system. An entry must be made in each. Writing and figures must be clear and in ink, indelible pencil or rubber stamp. ERASURES AND CORRECTIONS ARE NOT PERMISSIBLE BECAUSE OF NECESSITY OF GUARDING AGAINST FRAUDULENT CHANGES IN INFORMATION ON CARD. If a mistake is made, a new card should be prepared.

Declassified E.O. 12356 Section 3.3/NND No. 78 5021

APPENDIX "B" TO ...drin Memo No. 61.

WORKER'S SOCIAL INSURANCE CARD, FORM SI-1

(FRONT OF CARD)

1. _____ of _____
(Last Name) (First Name) (Father's Name)

2. Province_____ 3. Employment recorded on this card began_____
(Date)

4. Job Classification_____ 5. Pay period: Weekly Bi-Weekly
Monthly Semi-Monthly

6. Above-named worked at least part of each pay period except pay periods ending _____
(Use Date stamp to record terminal date of any pay period or periods missed).

7. Daily or pay periods worked:
(Circle No. for each pay period: Final No. circled represents no. of pay periods to be entered in item 8, below).

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 etc. etc. 52

8. Employment recorded on this card ended_____ with total of
(Date)

_____ pay periods worked.
(Write out No.)

9. Final pay rate L._____ per day / Month 10. Reason for ending employment _____

WORKER'S SOCIAL INSURANCE CARD
ALLIED FORCES IN ITALY
Form SI-1 Dec. 44. Certified_____
(signature and stamp)

(BACK OF CARD)

NOTICE TO THE WORKER.

This card is valid for determining your right to unemployment, invalidity and old age, tuberculosis and sickness assistance benefits with respect to period of employment certified on reverse side.

In applying for benefits, card must be submitted with regular application forms to nearest Institute Italiano Previdenza Sociale office.

If no immediate application is being made, the card should nevertheless be submitted to nearest Previdenza Sociale office for recording, so that credit may be given in calculating your future benefit rights. 2195

Before submitting card, you must write date and commune of birth here.

.....

If there is no social insurance office in Commune where you live, application

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

4. Job Classification_____ 5. Pay period: Weekly Bi-Weekly
Monthly Semi-Monthly

6. Above-named worked at least part of each pay period except pay periods ending

_____

(Use date stamp to record terminal date of any pay period or periods missed).

7. Tally of pay periods worked:
(Circle No. for each pay period: Final No. circled represents no. of pay periods to be entered in item 8, below).

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 etc. etc. 52

8. Employment recorded on this card ended_____with total of
(Date)

_____pay periods worked.
(Write out No.)

9. Final pay rate L._____per day / month 10. Reason for ending employment

_____ _____

WORKER'S SOCIAL INSURANCE CARD
ALLIED FORCES IN ITALY
Form SI-1 Dec. 44. Certified_____
(signature and stamp)

(BACK OF CARD)

NOTICE TO THE WORKER.

This card is valid for determining your right to unemployment, invalidity and old age, tuberculosis and sickness benefits with respect to period of employment certified on reverse side.

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If no immediate application is being made, the card should nevertheless be submitted to nearest Previdenza Sociale office for recording, so that credit may be given in calculating your future benefit rights. 2195

Before submitting card, you must write date and commune of birth here.

.....

If there is no social insurance office in Commune where you live, application forms and information may be obtained at Municipio.

ATTENTION: Any alteration of information on this card renders it void and is punishable by law. Safeguard this card carefully. Duplicates are not issued.

4714

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

appendix "C" to AFHQ Admin Memo No. 61

WORKER'S EMPLOYMENT STATUS REPORT FOR SOCIAL INSURANCE BENEFITS - FORM SI-2.

(FRONT OF FORM)

1._____ of _____
(Last Name) (First Name) (Father's Name)

2. Province_____ 3. Pay Period: Weekly Bi-Weekly Monthly Semi-Monthly

4. The above-named is currently employed by the Allied Forces and has been so employed for_____ pay periods.
(Write out No.)

WORKERS EMPLOYMENT STATUS REPORT
ALLIED FORCES IN ITALY

Date_____

Certified_____
(Signature and Stamp)

Form SI-2

(BACK OF FORM)

NOTICE TO THE WORKER.

This certificate is valid for determining right to sickness assistance for a family member or to marriage and birth allowance.

Certificate must be submitted with regular application form to nearest Assistenza Pubblica or Previdenza Sociale Office.

Before submitting certificate, you must write date and commune of birth here.

.....

If there is no social insurance office in commune where you live, application forms and information may be obtained at Municipio.

ATTENTION: Any alterations of information on this certificate renders it void and is punishable by law. Safeguard this certificate carefully. Duplicates are not issued.

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

4. The above-named is currently employed by the Allied Forces and has been so employed for_____pay periods.
(Write out No.)

WORKERS EMPLOYMENT STATUS REPORT
ALLIED FORCES IN ITALY

Date_____

Certified_____
(Signature and Stamp)

Form SI-2

(BACK OF FORM)

NOTICE TO THE WORKER.

This certificate is valid for determining right to sickness assistance for a family member or to marriage and birth allowance.

Certificate must be submitted with regular application form to nearest Assistenza Pubblica or Previdenza Sociale Office.

Before submitting certificate, you must write date and commune of birth here.

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If there is no social insurance office in commune where you live, application forms and information may be obtained at Municipio.

ATTENTION: Any alterations of information on this certificate renders it void and is punishable by law. Safeguard this certificate carefully. Duplicates are not issued.

Declassified E.O. 12356 Section 3.3/NND No. 778021

APPENDIX "D" TO AFHQ Admin Memo No. 61

136

TRANSLATION

MINISTRY OF INDUSTRY, COMMERCE & LABOUR

NOTICE TO WORKERS.

Application of Social Insurance to Workers Engaged by the Allied Forces.

This Ministry has arranged to give immediate effect to the provision recently approved by the Council of Ministers which admits you and your family to the benefits of social insurance for invalidity and old age, unemployment, tuberculosis, marriage and birth, industrial accidents and occupational diseases.

To obtain such benefits you must apply to the appropriate Insurance Institute, transmitting with the application an appropriate certificate that will be given to you by the Allied Forces Command.

This certificate must be requested by you, both in the case of contingency giving you the right to an immediate benefit and in case of your ceasing work.

In the latter case, the certificate is of great importance to your future rights to social insurance benefits, and therefore you should present it promptly to the National Social Security Institute, so that, in calculating your insurance, provisions can be made to take into account your period of work with the Allied Forces.

For this reason it is to your interest to look after the presentation of the certificate and to take care not to lose it, since duplicates are not issued.

The State is assuming the expense for the benefits to which you will be entitled for your employment with the Allied Forces, wishing in this way to recognize the contribution that you are giving, with your work, to the cause of liberation.

THE MINISTER,
Gronchi

29 November 1944.

SF

2194

Declassified E.O. 12356 Section 3.3/NND No. 778027

This Ministry has arranged to give immediate effect to the provision recently approved by the Council of Ministers which admits you and your family to the benefits of social insurance for invalidity and old age, unemployment, tuberculosis, marriage and birth, industrial accidents and occupational diseases. SICKNESS

To obtain such benefits you must apply to the appropriate Insurance Institute, transmitting with the application an appropriate certificate that will be given to you by the Allied Forces Command.

This certificate must be requested by you, both in the case of contingency giving you the right to an immediate benefit and in case of your ceasing work.

In the latter case, the certificate is of great importance to your future rights to social insurance benefits, and therefore you should present it promptly to the National Social Security Institute, so that, in calculating your insurance, provisions can be made to take into account your period of work with the Allied Forces.

For this reason it is to your interest to look after the presentation of the certificate and to take care not to lose it, since duplicates are not issued.

The State is assuring the expense for the benefits to which you will be entitled for your employment with the Allied Forces, wishing in this way to recognize the contribution that you are giving, with your work, to the cause of liberation.

THE MINISTER,
Gronchi

29 November 1944.

FF

2194

4714

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

Italian Translation to Appendix "D"
AFHQ Admin Memo No. 61

6

MINISTERO DELL' INDUSTRIA
DEL COMMERCIO E DEL LAVORO

AVVISO AI LAVORATORI

Applicazione delle assicurazioni sociali ai lavoratori italiani ingaggiati delle Forze alleate.

Questo Ministero ha disposto che sia data immediata esecuzione al provvedimento - recentemente approvato dal Consiglio dei Ministri - che ammette voi e le vostre famiglie ai benefici delle assicurazioni sociali per l'invalidità e vecchiaia, per la disoccupazione; per la tubercolosi, per la maternità e natalità; per le malattie e per gli infortuni sul lavoro e le malattie professionali.

Per ottenere tali benefici dovrete rivolgervi al competente istituto assicuratore trasmettendo, con la domanda, un apposito certificato che vi verrà rilasciato dai Comandi delle Forze Alleate.

Tale certificato dovrà essere da voi richiesto sia per eventi per cui abbiate diritto a benefici immediati, sia al momento della cessazione del vostro rapporto di lavoro.

Anche in quest' ultimo caso, il certificato ha una grande importanza per i vostri eventuali diritti ai benefici delle assicurazioni sociali, e perciò dovrete presentarlo subito all' Istituto nazionale della previdenza sociale, perchè possa provvedere a tener conto, nella vostra posizione assicurativa, del periodo di lavoro da voi prestato presso le Forze alleate.

E' quindi, interesse vostro provvedere alla presentazione dei certificati, e di aver cura di non smarrirli: perchè non saranno rilasciati duplicati.

Lo Stato si è addossato le spese dei benefici che vi potranno competere in conseguenza del lavoro prestato alle dipendenze delle Forze alleate, volendo con ciò riconoscere il concorso che con la vostra opera date alla causa della liberazione.

2193

IL MINISTRO
Gronchi

Rome, 25 November 1944

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

Applicazione delle assicurazioni sociali ai lavoratori italiani ingaggiati dalle Forze alleate.

Questo Ministero ha disposto che sia data immediata esecuzione al provvedimento - recentemente approvato dal Consiglio dei Ministri - che ammette voi e le vostre famiglie ai benefici delle assicurazioni sociali per l'invalidità e vecchiaia, per la disoccupazione, per la tubercolosi, per la nuzialità e maternità: per le malattie e per gli infortuni sul lavoro e le malattie professionali.

Per ottenere tali benefici dovrete rivolgervi al competente istituto assicuratore presentando, con la domanda, un apposito certificato che vi verrà rilasciato dai Comandi delle Forze Alleate.

Tale certificato dovrà essere da voi richiesto sia per eventi per cui abbiate diritto a benefici immediati, sia al momento della cessazione del vostro rapporto di lavoro.

Anche in quest' ultimo caso, il certificato ha una grande importanza per i vostri eventuali diritti ai benefici delle assicurazioni sociali, e perciò dovrete presentarlo subito all' Istituto nazionale della previdenza sociale, perchè possa provvedere a tener conto, nella vostra posizione assicurativa, del periodo di lavoro da voi prestato presso le Forze alleate.

E' quindi, interesse vostro provvedere alla presentazione dei certificati, e di aver cura di non smarrirli: perchè non saranno rilasciati duplicati.

Lo Stato si è addossato le spese dei benefici che vi potranno competere in conseguenza del lavoro prestato alle dipendenze delle Forze alleate, volendo con ciò riconoscere il concorso che con la vostra opera date alla causa della liberazione.

2193

IL MINISTRO
Gronchi

Roma, 25 Novembre 1944

4714

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

Local Govt.

1365

RESTRICTED

HEADQUARTERS ALLIED COMMISSION
APO 394
ESTABLISHMENT SECTION

ESTABLISHMENT MEMORANDUM)
:
NUMBER 35)

20 December 1944.

CIVILIAN PERSONNEL PROCEDURE

1. GENERAL.

a. The standard operating procedure for reception, assignment and departure of all Allied civilian personnel, reporting to the Commission is established in order to centralize the general administration and prevent duplication of effort by the agencies, sub-commissions and civilians concerned.

b. The Civilian Personnel Director will be responsible to the Vice-President of the Establishment Section for the execution of this plan.

2. DEFINITIONS.

a. "Attached" will be used in relationship to all personnel who do not come under the assigning jurisdiction of any Allied Commission official, but are officially connected with this Commission for their daily work.

b. "Assigned" will be used whenever personnel comes under complete control of an Allied Commission official and is available for assignment in place of an officer or enlisted men & other ranks.

3. PROCEDURE.

a. Reporting.

(1) The Head of the civilian agency will give advanced warning of new arrivals and have them report immediately to the Civilian Personnel Director, (or Duty Officer after office hours), with all credentials.

(2) No responsibility or privilege shall be allowed any civilian until the registration formalities are completed.

b. Registration.

(1) Each Allied Civilian will present a copy of his orders and sign the appropriate Headquarters Register upon arrival and departure.

(2) All Civilians will be interviewed; a secret "Registration-card File" will be kept by the Director.

c. Classification.

2192

(1) The Civilian Personnel Director will determine the "assigned-", "attached-", or "miscellaneous-" status and the degree of Allied Commission responsibility.

(2) If assimilated rank is not stated by the Home Office of the Parent agency, the Civilian Personnel Director will recommend the case

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

1. GENERAL.

a. The standard operating procedure for reception, assignment and departure of all Allied civilian personnel, reporting to the Commission is established in order to centralize the general administration and prevent duplication of effort by the agencies, sub-commissions and civilians concerned.

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c. Classification.

(1) The Civilian Personnel Director will determine the "assigned-", "attached-", or "miscellaneous-" status and the degree of Allied Commission responsibility. 2192

(2) If assimilated rank is not stated by the Home Office of the Parent Agency, the Civilian Personnel Director will recommend the case to the Allied Commission Adjutant for an appropriate letter of identification.

d. Assignment.

(1) Initial Allied Commission Section Assignments will be made by the Civilian Personnel Director.

RESTRICTED

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

Estab Memo No. 35, this Hq. dtd 20 Dec 44 (Cont'd):

(2) Internal assignments will be made by the Personnel Officer concerned.

(3) All changes in assignment will be checked with the Civilian Personnel Director.

e. Coordination.

(1) All statistical information will be coordinated by the Civilian Personnel Director, so that accurate reports can be submitted to higher Headquarters.

(2) All mutual matters of personnel policy will be cleared with the Civilian Personnel Director.

f. Orientation.

The Director will orient the new civilian to:

(1) The overseas environment, giving special attention to military relationship, Allied Commission organization and the section of Italy to which the individual is to be sent.

(2) Responsibilities as to; military law, censorship, classified information, wearing of uniform, reading of Daily Bulletin, etc.

(3) Privileges as to billeting, messing, recreational facilities, P-X, transportation, etc.

g. Administrative.

(1) In general, administrative details will be left to the agency concerned.

(2) The Director will keep record of medical inoculations, and, if not otherwise arranged, be responsible for informing all those concerned, when a check is due.

(3) He will check identification cards and keep number of all "privilege" cards issued.

(4) To facilitate the accumulation of passes and permits, a routing slip and necessary requests will be issued.

h. Clearance.

(1) Orders of departure will be given to the Director for issuance to the civilian concerned. If the civilian receives the order directly from higher Headquarters, he will immediately present it to the Civilian Personnel Director.

(2) The civilian concerned will be notified immediately and provided with a clearance-slip to be completed.

(3) Upon proper completion and signing out on the Headquarters Register, the travel orders will be handed to the civilian.

Declassified E.O. 12356 Section 3.3/NND No. 778021

e. Coordination.

(1) All statistical information will be coordinated by the Civilian Personnel Director, so that accurate reports can be submitted to higher Headquarters.

(2) All mutual matters of personnel policy will be cleared with the Civilian Personnel Director.

f. Orientation.

The Director will orient the new civilian to:

(1) The overseas environment, giving special attention to military relationship, Allied Commission organization and the section of Italy to which the individual is to be sent.

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(2) The civilian concerned will be notified immediately and provided with a clearance-slip to be completed.

(3) Upon proper completion and signing out on the Headquarters Register, the travel orders will be handed to the civilian.

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

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

4360

Estab Memo No. 35, this Hq, dtd 20 Dec 44 (Cont'd):

4. CONCLUSION:

Effective this date, the procedure designated will be followed by all concerned.

By command of Rear Admiral STONE:

NORMAN E. FISKE
Colonel
Deputy Chief of Staff

OFFICIAL:

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

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"A" (plus 50 copies for the Allied Civilian Personnel Director)

U.N.R.R.A.
F.E.A.

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HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Section Civilian Personnel

28 DEC 1944 4
122

Ref/G-1/CivPers/245 23 December 1944

SUBJECT; Civilian Employee - Female.

TO ; See Distribution.

1. Rates of Pay for Females.

a. Attention is directed to paragraph 3 b of Administrative Memorandum N° 47, AFHQ, dtd 16 Nov 44, whereby it is established that female employees shall be paid 15% less than the comparable rates and scales for male employees; except where separate female classifications are listed.

b. The official ruling as now approved by the Resources Board is that this deduction will be made. All calculations, and computations are made on the 1 Oct 44 rate. After such totals are arrived at, the 16 Nov 44 bonus amount is added in its entirety. With respect to the 15% deduction in the case of female employees, such deduction is made from the 1 Oct 44 male rate, and then the proper 16 Nov 44 bonus is added.

Example;

(1)	Regular rate of Pay (Male Accountant)	5400
(2)	Plus 10% for Rome Province	+ 540
(3)	Total Salary-Rome Prov.(Male Accountant)	5940
(4)	Less 15 for female	891
(5)	FEMALE RATE FOR ROME PROV.	++5050
(6)	Add 16 Nov 44 Bonus	1230
(7)	TOTAL FEMALE PAY	6280

c. The following figures, as samples, give the completed calculation for female employees in the categories mentioned (figures include 10% additional for Rome Province and 15% deduction for females). The November 16 Bonus as authorized in AFHQ Admin. Memo. N° 46cs, and defined in letter Reference Civ. Pers. N° 187 dtd 24 Nov 44 is to be added to the rates below.

Grade	Min	Max
Accountant	2055	5050
Bookkeeper	1870	4675
Clerk, Office	1870	3365
Draughtsman	1870	4675
Executive	4675	10285
Interpreter, Technical	2430	4580

2190

Declassified E.O. 12356 Section 3.3/NND No. 78502

a. Attention is directed to paragraph 3 b of Administrative Memorandum N° 47, AFHQ, dtd 16 Nov 44, whereby it is established that female employees shall be paid 15% less than the comparable rates and scales for male employees; except where seperate female classifications are listed.

b. The officials ruling as now approved by the Resources Board is that this deduction will be made. All calculations, and computations are made on the 1 Oct 44 rate. After such totals are arrived at, the 16 Nov 44 bonus amount is added in its entirety. With respect to the 15% deduction in the case of female employees, such deduction is made from the 1 Oct 44 male rate, and then the proper 16 Nov 44 bonus is added.

Example;

(1)	Regular rate of Pay (Male Accountant)	5400
(2)	Plus 10% for Rome Province	+ 540
(3)	Total Salary-Rome Prov.(Male Accountant)	5940
(4)	Less 15% for female	891
(5)	FEMALE RATE FOR ROME PROV.	++5050
(6)	Add 16 Nov 44 Bonus	1200
(7)	TOTAL FEMALE PAY	6250

c. The following figures, as samples, give the completed calculation for female employees in the categories mentioned (figures include 10% additional for Rome Province and 15% deduction for females). The November 16 Bonus as authorized in AFHQ Admin. Memo. N° 46cs, and defined in letter Reference Civ. Pers. N° 187 dtd 24 Nov 44 is to be added to the rates below.

Grade	In	Ex	2190
Accountant	2055	5050	
Bookkeeper	1870	4675	
Clerk, Office	1870	3365	
Draughtsman	1870	4675	
Executive	4675	10285	
Interpreter, Technical	2430	4580	
Jr. Admin. Asst.Clerk Supervisor	2055	5050	
Professional Worker	3740	10285	
Sr. Admin. Asst.Sub Professional	3365	6360	
Messenger, E.S. under 17		65	
" " over 17		85	
Unskilled labor		80	

4538

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

Ltr Civ Pers/245, dtd 23 Dec 44 (Cont'd)

2. The following grades will be classed as separate female classifications, and will not be subject to a 15% deduction.

Interpreter General
Telephone Operator F.S.
" " M.M.S.
Typist, Shorthand F.S.

3. All Sections are requested to make necessary adjustments on forthcoming payrolls.

+ Rome increment is 10% for Office Workers, 10 lire for Artisan grades.
++ Computed to closest 5 lire- 5049= 5050

R.F. UHLER
Lt. Col. AGD
G-1 (A)

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

16/6 Local Govt

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HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Civilian Personnel Section

Ref Civ Pers/234 14 December 1944

Subject. Workmen's Compensation in Italian Territory.

To . All Concerned.

The following is based on Circular No.74 HQ NATOUSA cs and is published for information and guidance of all concerned.

1. In the event of a Civilian employed locally by the Allied Commission in Italy, sustaining death, injury or illness arising out of and in the course of such employment, the employing Section, Subcommission or Branch will:

(a) Cease paying his salary or wages as from the date he stops work.
(b) Give him, or his dependants, a certificate of injury in the forms set out.
(c) Advise him or his dependants to apply to the local Office of the Istituto per L'Assicurazione Contro gli Infortunii sul Lavoro for such medical attention and or compensation as he or his dependants are entitled to receive. The address of the local office of the Istituto and of the Doctors employed by them can be ascertained from the Mayor (Podesta). In Rome injured persons should if possible, be sent to Ospedaliero dell' Istituto Nazionale Infortunii No. 9 via Monte Della Gioie. Where not practicable, send to any civilian hospital.

2. No compensation or Medical attention (other than first aid treatment) should be given as the above Istituto is organized to deal with them. It has an office in all towns of sufficient importance, and will arrange to have the injured person collected by ambulance on being so requested.

3. The certificate of injury referred to in par. 1(b) above will be made out in quadruplicate and will be forwarded to Headquarters Allied Commission, G-1 Civilian Personnel Section for proper signature (Par 3 on form) and further action. Two copies will be returned to respective Sub-Commission one of which will be handed to injured person (see par. 1 b) other to be retained for files.

2189

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

Subject. Workmen's Compensation in Italian Territory.

To . All Concerned.

The following is based on Circular No.74 HQ NATOUSA cs and is published for information and guidance of all concerned.

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4. A Declaration of Injury, Annex"A" to HQ NTOUSA Circular No. 132 (attached), signed by official supervisor of employee will be forwarded in triplicate with the certificate of injury referred in above paragraph (3).

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

5. These instructions will apply only to Headquarters of Allied Commission. Regions will comply with instructions set forth in MTOUSA Circulars 74, 126, and 132 cs. Forms will be submitted directly to Regional Offices of the U.S. Claims Service. One copy of each to be forwarded to this office for information.

R. T. URLER
R. T. URLER
Lt. Col. AGD.
G-1(A)

2-Incls.
1- Certificate of Injury.
1- Declaration of Injury.

DISTRIBUTION

"D"

Declassified E.O. 12356 Section 3.3/NND No. 778502

office for information.

R. T. Uhler
R. T. UHLER
Lt. Col. AGD.
G-1(A)

2-Incls.
1- Certificate of Injury.
1- Declaration of Injury.

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"D"

Declassified E.O. 12356 Section 3.3/NND No. 78S021

NO. ALLIED CIRCULAR 77

3
129A

CERTIFICATO D'INFORTUNIO

CERTIFICATE OF INJURY

1. I certify that Signor _____
io certifico che il Signor

of _____ born on _____
da (Address) (indirizzo) nato il (Date) (data)

the son of _____ and of _____
figlio di (Father's name) (Nome del padre) e di (Mother's name) (nome della madre)

was killed/incapacitated at _____ hours on _____
è morto/ferito alle ore il giorno (date) (data)

at _____
a (Exact location of the accident) (esatta località dell' infortunio)

in an accident arising out of and in the course of his employ-
l'infortunio è avvenuto mentre lavorava alle dipendenze delle
ment with the Allied Forces.
Forze Militari Alleate.

as _____
qualità di (Exact nature of employement) (esatta categoria e mestiere)

2. The accident occurred in the following circumstances.
L'infortunio è avvenuto nelle seguenti circostanze.

(Give short particulars and state whether the accident was
(Fare dettagliate e brevi descrizioni circa l'infortunio
attributable to any wilful or negligent act of the employee)
precisando se è stato causato per negligenza dell'operaio)

3. His daily earnings for each of the fifteen days immediately
Paga giornaliera per gli ultimi quindici giorni precedenti
prior to the accident were as follows.
l'infortunio.

2188

Day Giorno	Date Data	Gross Earnings Including Overtime Totale paga comp.	Day Giorno	Date Data	Gross Earnings Including Overtime Totale paga comp.

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

the son of _____ and of _____
figlio di (Father's name) (Mother's name) e di
(Nome del padre) (nome della madre)

was killed/incapacitated at _____ hours on _____
è morto/ferito alle ore il giorno (date)
(date)

at _____
a (Exact location of the accident)
(esatta località dell' infortunio)

in an accident arising out of and in the course of his employ- l'infortunio è avvenuto mentre lavorava alle dipendenze delle
ment with the Allied Forces.
Forze Militari Alleate.

as _____
quale di (Exact nature of employement)
(esatto categoria e mestiere)

2. The accident occurred in the following circumstances.
L'infortunio è avvenuto nelle seguenti circostanze.

(Give short particulars and state whether the accident was
(Date dettagliate e brevi descrizioni circa l'infortunio
attributable to any wilful or negligent act of the employee)
precisando se è stato causato per negligenza dell'operaio)

3. His daily earnings for each of the fifteen days immediately
Paga giornaliera per gli ultimi quindici giorni precedenti 2188
prior to the accident were as follows.
l'infortunio.

Day Giorno	Date Data	Gross Earnings Including Overtime Totale paga compresso straordinario	Day Giorno	Date Data	Gross Earnings Including Overtime Totale paga compresso straordinario
1			9		
2			10		
3			11		
4			12		
5			13		
6			14		
7			15		
8					

-1-

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

Signature of the C.C. Unit_____
Firma del Comandante l'Unita

Name in Block letters_____
Nome in stampatello

Date_____ Personal Number_____
Data N. di matricola

A. The Officers of the Institute have been instructed that should they require any further information they should communicate with the CLM Joint Claims Commission(A.C. should do likewise in any difficulty)

Gli Ufficiali dell'Istituto sono a conoscenza che se hanno bisogno di ulteriori informazioni o assistenza devono comunicare con Joint Claims Commission. Le Unita (A.C. devono fare lo stesso in difficolta).

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Name in Block letters _____
Nome in stampatello

Date _____ Personal Number _____
Date N. di matricola

4. The Officers of the Institute have been instructed that should they require any further information they should communicate with the CIM Joint Claims Commission(A.C. should do likewise in any difficulty)

Gli Ufficiali dell'Istituto sono a conoscenza che se hanno bisogno di ulteriori informazioni o assistenza devono comunicare con Joint Claims Commission. Le Unità (A.C. devono fare lo stesso in difficoltà).

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ANNEX "A" TO HQ NTOUSA CIRCULAR "132

DECLARATION OF INJURY

_____
(Rank, Full Name, and APO Number)
certify that _____
(Name of injured worker)
residing at _____
(Complete home address)
who is employed as _____
(Show exact capacity, ie, Labor, Carpenter, etc.)
by the American Army at _____
(Name Town, City and area)
born on _____ at _____
(date, month & year) (Place of Birth)
son of _____ and _____
(Father's name) (Mother's name)
was injured _____
(date and hour)
while in the performance of duty.

The injury occurred in the following manner; _____
_____
_____
_____
(State facts briefly- indicate if injury was due to carelessness intoxication or wilfull misconduct).

Nature of injury _____
(Give extent of injury and indicate whether injured stopped work)
The injured workeer has been employed by the American Army since _____.
(Date)
at a daily wage of _____.
(Amount)
The witnesses are _____
_____
_____
(Give names & addresses, if military personnel give serial No. and APO)

Attending physician _____ 2187

Name-
Address-

Address of O.D.T. or S.L. _____
nearest place of accident _____

or

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(Name of injured worker)

residing at _____
(Complete home address)

who is employed as _____
(Show exact capacity, ie, Labor, Carpenter, etc.)

by the American Army at _____
(Name Town, City and area)

born on _____ at _____
(date, month & year) (Place of Birth)

son of _____ and _____
(Father's name) (Mother's name)

was injured _____
(date and hour)

while in the performance of duty.

The injury occurred in the following manner; _____

_____

_____

_____

(State facts briefly- indicate if injury was due to carelessness intoxication or wilfull misconduct).

Nature of injury _____
(Give extent of injury and indicate whether injured stopped work)

The injured workeer has been employed by the American Army since _____.
(Date)

at a daily wage of _____.
(Amount)

The witnesses are _____

_____

_____

(Give names & addresses, if military personnel give serial No. and APO)

Attending physician _____ 2167

Name-

Address-

Address of O.D.T. or S.L. nearest place of accident _____

Declaration made _____ on _____
(Place) (Date)

Signed _____
(Official Superior)

Rank _____ Serial No. _____

ANNEX "A" -1-

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16/1

1026

HEADQUARTERS ALLIED COMMISSION
APO 394
G-1 Civilian Personnel Section

10 NOV 1944

Ref/G-1/Civ Pers/136

8 November 1944

Subject: Job Standards.

To : All Sub-Commissions and Branches.

1. For the guidance of offices employing civilian personnel, and to eliminate the possibilities of any person being paid in excess to his, or her, qualifications or duties, the following grades set forth by AFHQ Basic Wage Scale are defined, and will be adherred to as closely as possible.

PRELIMINARY JOB STANDARD STATEMENT I

TITLE.

Junior Administrative Assistants, Accountants, Clerk Supervisors.
Salary; 2420 L. to 5940 L.

At the lower level of the grade an attempt should be made to place all those who are most comperable to the senior and principal clerical grades in the U.S. Civil Service. They should work under general supervision and perform difficult and responsible office work. Their duties should require considerable training and experience. They must prove that they can exercise independent judgement and exhibit outstanding skill in dealing with specialized subject matter. Their thorough knowledge of office procedure and practice should be unquestioned and should require but little supervision from officers.

They must exhibit marked ability to lead and supervise a stenographic and or clerical staff engaged in simple and elemental operations. This staff may be as small as two or three if the operations are difficult in character but considerably larger if the functions are pure routine in character. Persons recruited for these positons must be able to do simple planning for the organized lay-out of work, and able to effectively direct others in the operations along the most economical and efficient methods. A person in this type of post should be sufficiencly skilled to replace a staff sergeant, a warrant officer, or a second Lt. depending upon the size and nature of the operations

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Subject: Job Standards.

To : All Sub-Commissions and Branches.

1. For the guidance of offices employing civilian personnel, and to eliminate the possibilities of any person being paid in excess to his, or her, qualifications or duties, the following grades set forth by AFHQ Basic Wage Scale are defined, and will be adherred to as closely as possible.

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They must exhibit marked ability to lead and supervise a stenographic and or clerical staff engaged in simple and elemental operations. This staff may be as small as two or three if the operations are difficult in character but considerably larger if the functions are pure routine in character. Persons recruited for these positons must be able to do simple planning for the organized lay-out of work, and able to effectively direct others in the operations along the most economical and efficient methods. A person in this type of post should be sufficiently skilled to replace a staff sergeant, a warrant officer, or a second Lt. depending upon the size and nature of the operations involved.

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PRELIMINARY JOB STANDARD STATEMENT II

TITLE. Senior Administrative Assistants, Sub-Professional Workers, Junior Executive Officers.
Salary. 3960 L to 7480 L.

Persons recruited for these positions should be able to replace officers of Company grade and minimum should not be paid unless the replacement or addition to the staff can be measured in terms of an effective replacement of and officer of the rank of Captain. In terms of U. S. Civil Service standards such persons should be comperable to section supervisors (Major Sub-Division of a Bureau in a small Department)

They must be able to effeciently manage an important office with the absolute minimum of supervision. The office in which engaged must deal with important specialized and techinical work requiring lengthy experience and excellent educational qualifications. They must know how to give clear instructions to subordinate supervisors and be capable of objectively evaluating the work produced.

In the case of Sub-Professional Workers; they must possess skill, some experience, and important professional training in the subject matter with which the office deals. Their work must be of a professional; scientific, or technical character requiring thorough knowledge of the principles involved in the profession or technical skill. As required, they should demonstrate skill in supervising others and in planning and laying out work for others.

PRELIMINARY JOB STANDARD STATEMENT III

TITLE. Executives, Business Analysts, Exporters, etc.
Salary. 5500 L to 12100 L.

Persons recruited for these positions should be able to replace officers of the field grade of Major and Lt.Col. In terms of U. S. Civil Service Standards they should, as a minimum be capable of supervising an important section in a Bureau, heading a small Division within a Bureau, operate as a staff technical specialist, or as first assistant to the Chief of a Bureau or Department. The maximum salary, in terms of the Italian public service is equivalent to the highest grade of public servant.

All persons recruited for these positions must be specialists in the field in which employed. Specialized

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can be measured in terms of the effective replacement of and officer of the rank of Captain. In terms of U. S. Civil Service standards such persons should be comperable to section supervisors (Major Sub-Division of a Bureau in a small Department)

They must be able to effeciently manage an important office with the absolute minimum of supervision. The office in which engaged must deal with important specialized and technicel work requiring lengthy experience and excellent educational qualifications. They must know how to give clear instructions to subordinate supervisors and be capable of objectively evaluating the work produced.

In the case of Sub-Professional Workers; they must possess skill, some experience, and important professional training in the subject matter with which the office deals. Their work must be of a professional; scientific, or technical character requiring thorough knowledge of the principles involved in the profession or technical skill. As required, they should demonstrate skill in supervising others and in planning and laying out work for others.

PRELIMINARY JOB STANDARD STATEMENT III

TITLE. Executives, Business Analysts, Exporters, etc.
Salary. 5500 L to 12100 L.

Persons recruited for these positions should be able to replace officers of the field grade of Major and Lt.Col. In terms of U. S. Civil Service Standards they should, as a minimum be capable of supervising an important section in a Bureau, heading a small Division within a Bureau, operate as a staff technical specialist, or as first assistant to the Chief of a Bureau or Department. The maximum salary, in terms of the Italian public service is equivalent to the highest grade of public servant.

All persons recruited for these positions must be specialists in the field in which employed. Specialized experience and training in the appropriate field should not be of less duration than five years. There should be no supervision of a routine character involved in their work. They should be capable of performing their duties under broad and general supervision. They must have a proven capacity for independent judgement, and be capable of producing carefully conceived and complete operational plans. They must posess outstanding skill in analysis and in making situation reports. They must be capable of advising high ranking

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officers on difficult and important matters. They must produce evidence to show that they can plan, organize and conduct independent investigations or act as consultants to Sub-Commission or Regional Directors as required.

R. T. Uhler

R. T. UHLER
Lt. Col. AGD.
G-1 American.

Schedule approved by AFHQ to be effective - Oct. 1. 1944

APPENDIX "A"

(82) 1

Salary Schedule for the Employment
of Administrative, Office and Clerical Italian Civilian Employees of
the Allied Armed Forces in Italy paid on a monthly basis.

ALLIED FORCES BASIC WAGE SCALE

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min.	Max.	Min.	Max.	
Accountant	2,100	4,500	2,200	5,400	20%
Assistant Purchasing Agent	3,000	5,500	3,000	6,300	15%
Band Leader	3,000	5,000	3,000	5,500	10%
Book-keeper	2,000	4,000	2,200	5,000	25%
Cashier ~~Chief~~	2,500	3,500	2,200	3,400	25%
Cinema Manager	2,080	3,120	2,200	3,900	25%
Clerk Office.	1,820	2,860	2,200,	3,600	30%
Draughtsman	2,000	4,000	2,200.	5,000	25%
Draughtsman Chief	2,500	4,500	2,500	5,400	20%
Executives (business analysts, exporters, etc)	5,000	9,600	5,000	11,000	14%
Interpreter, General male or female	1,820	3,120	2,200	3,900	25%
do. Technical	2,600	3,900	2,600	4,900.	25%
Junior Adm. assistant, clerk supervisors.	2,100	4,500	2,200	5,400	20%
Professional Worker (electrical engineer, doctor, lawyer, dentist, construction, civil mechanical engineer).	4,000	9,600	4,000	11,000	14%
Senior Administrative Assistant, Sub-Professional worker.	3,600	6,000	3,600	6,800	14%
Shop Superintendent.	3,000	5,000	3,000	5,800	16%
Supervisor of Labour,	8,000	9,000	9,000	10,000	11%
Deputy " " "	6,500	7,500	7,500	8,500	13%
Assistant Deputy Supervisor of Labour.	5,000	6,000	5,500	6,800	13%
Teacher, language, whole-time	2,600	3,900	2,600	4,900.	25%
Telephone Operator, speaking English male or female	1,820	2,860	2,200	3,600	30%
Telephone Operator, non-English speaking male or female	1,430	1,950	2,000	2,500	30%
Typist male or female	1,820	2,860	2,000	3,600.	30%
Typist shorthand, English speaking male or female	2,080	3,120	2,100	3,900	25%
Warehouse Superintendent	2,500	4,000	2,500	5,000	25%
Wireless Operator, (Sender & Receiver)	3,000	4,500	3,000	5,400	20%
Prisoner of War Mail Examiner	New Grade		2,900	3,700	

NOTES

1. ROME PROVINCE: For Rome Province 10% should be added to the Allied Force

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	Scale				
	Min.	Max.	Min.	Max.	
Accountant	2,100	4,500	2,200	5,400	20%
Assistant Purchasing Agent	3,000	5,500	3,000	6,300	15%
Band Leader	3,000	5,000	3,000	5,500	10%
Book-keeper	2,000	4,000	2,200	5,000	25%
Cashier ~~Chief~~	2,500	3,500	2,200	3,600	25%
Cinema Manager	2,080	3,120	2,200	3,900	25%
Clerk Office.	1,820	2,860	2,200	3,600	30%
Draughtsman	2,000	4,000	2,200	5,000	25%
Draughtsman Chief	2,500	4,500	2,500	5,400	20%
Executives (business analysts, exporters, etc)	5,000	9,600	5,000	11,000	14%
Interpreter, General Male or female	1,820	3,120	2,200	3,900	25%
do. Technical	2,600	3,900	2,600	4,900	25%
Junior Adm. assistant, clerk supervisors.	2,100	4,500	2,200	5,400	20%
Professional Worker (electrical engineer, doctor, lawyer, dentist, construction, civil mechanical engineer).	4,000	9,600	4,000	11,000	14%
Senior Administrative Assistant, Sub-Professional worker.	3,600	6,000	3,600	6,800	14%
Shop Superintendent.	3,000	5,000	3,000	5,800	16%
Supervisor of Labour,	8,000	9,000	9,000	10,000	11%
Deputy " " "	6,500	7,500	7,500	8,500	13%
Assistant Deputy Supervisor of Labour.	5,000	6,000	5,500	6,800	13%
Teacher, language, whole-time	2,600	3,900	2,600	4,900	25%
Telephone Operator, speaking English male or female	1,820	2,860	2,200	3,600	30%
Telephone Operator, non-English speaking male or female	1,430	1,950	2,000	2,500	30%
Typist male or female	1,820	2,860	2,000	3,600	30%
Typist shorthand, English speaking male or female	2,080	3,120	2,100	3,900	25%
Warehouse Superintendent	2,500	4,000	2,500	5,000	25%
Wireless Operator, (Sender & Receiver)	3,000	4,500	3,000	5,400	20%
Prisoner of War Mail Examiner New Grade			2,900	3,700	

NOTES

1. ROME PROVINCE: For Rome Province 10% should be added to the Allied Force Basic Wage Scale, calculated to the nearest five (5) lire.

2. Except where female classifications are listed, the above rates of pay apply equally to male or female employees.

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APPENDIX "B"

Salary Schedule for the
Employment of Classified Artisan, Skilled and Unskilled Grade Employees
of the Allied Armed Forces in Italy paid on a daily basis.

ALLIED FORCES BASIC WAGE SCALE

Foreman or Ganger : (Artisan and Skilled Labour) 10 lire per day more than highest paid man under his supervision.

Foreman or Ganger : (Unskilled Labour) 10 lire per day more than rate paid to his men.

Chief Foreman : (Artisan & Skilled Labour supervising three (3) or more foremen or gangers) 4000 - 6000 lire per month.

Chief Foreman : (Unskilled Labour supervising three (3) or more foremen or gangers) 3000 - 5400 lire per month.

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min. lire	Max. lire	Min. lire	Max lire	
Ammunition Mechanic	80	120	90	135	12%
Anti-Malarial Labourer	-	70	-	90	28%
Apprentices, all grades	30	60	40	90	50%
Artisan's Mate (helper)	70	90	85	105	17%
Armature Winder	90	150	100	165	10%
Armourer	90	130	100	145	12%
Asphalt Layer	80	105	90	120	15%
Baker	80	105	90	120	15%
Baler, clothing and soft goods	75	90	85	105	17%
Barber	70	100	85	115	15%
Battery worker	80	120	90	135	12%
Blacksmith	80	110	90	125	14%
Boilermaker	80	110	90	125	14%
Boilerman	80	105	90	120	15%
Bookbinder	85	110	105	125	14%
Bookbinder's Assistant	70	85	85	100	17%
Boot Machinist	80	105	90	120	15%
Boot Machine Operator Mechanic	90	110	100	125	14%
Brakeman	80	105	90	120	15%
Bricklayer	80	105	90	120	15%
Butcher	70	95	85	110	16%
Caretaker (Cemetery)	80	120	90	150	8%
Carpenter	80	105	90	120	15%
Caulker	80	105	90	120	15%
Charcoal Maker	80	105	90	120	15%
Chauffeur Mechanic	80	110	90	125	14%
Chauffeur or Driver	70	90	85	105	17%
Chairman	80	100	90	115	15%
Checker	65	80	85	95	20%
Checker, Railway Goods Yards	80	100	90	115	15%
Cleaner (boat repairing)	60	85	85	100	17%

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to his men.

Chief Foreman : (Artisan & Skilled Labour supervising three (3) or more foremen or gangers) 4000 - 6000 lire per month.

Chief Foreman : (Unskilled Labour supervising three (3) or more foremen or gangers) 3000 - 5400 lire per month.

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min. lire	Max. lire	Min. lire	Max lire	
Ammunition Mechanic	80	120	90	135	12%
Anti-Malarial Labourer	-	70	-	90	28%
Apprentices, all grades	30	60	40	90	50%
Artisan's Mate (helper)	70	90	85	105	17%
Armature Winder	90	150	100	165	10%
Armourer	90	130	100	145	12%
Asphalt Layer	80	105	90	120	15%
Baker	80	105	90	120	15%
Baler, clothing and soft goods	75	90	85	105	17%
Barber	70	100	85	115	15%
Battery worker	80	120	90	135	12%
Blacksmith	80	110	90	125	14%
Boilermaker	80	110	90	125	14%
Boilerman	80	105	90	120	15%
Bookbinder	85	110	105	125	14%
Bookbinder's Assistant	70	85	85	100	17%
Boot Machinist	80	105	90	120	15%
Boot Machine Operator Mechanic	90	110	100	125	14%
Brakeman	80	105	90	120	15%
Bricklayer	80	105	90	120	15%
Butcher	70	95	85	110	16%
Caretaker (Cemetery)	80	120	90	130	8%
Carpenter	80	105	90	120	15%
Caulker	80	105	90	120	15%
Charcoal Maker	80	105	90	120	15%
Chauffeur Mechanic	80	110	90	125	14%
Chauffeur or Driver	70	90	85	105	17%
Chainman	80	100	90	115	15%
Checker	65	80	85	95	20%
Checker, Railway Goods Yards	80	100	90	115	15%
Closers (boot repairing)	60	85	85	100	17%
Clothing Classifier	55	65	65	85	30%
Coach Builder	80	105	90	120	15%
Cobbler	80	110	90	125	14%
Compositor	90	110	105	125	14%
Compositor's Assistant	80	90	90	100	11%
Compositor Chief	100	120	120	135	12%
Concreter	70	105	85	120	15%
Cooper	80	105	90	150	43%

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(8½A)

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx. increase on max.
	Min. lire	Max. lire	Min. lire	Max. lire	
Coppersmith	80	120	90	135	12½
Coremaker (Foundry)	80	105	90	120	15%
Cutter	75	110	85	125	14%
Dental Mechanics	90	110	100	125	14%
Driller, S/c and Preparer	70	90	85	105	17%
Driver, Truck					
" Crane or Winch					
" Mechanical Plant					
" M.P. Electric					
" Diesel Roller or Id Stationary	80	100	95	115	15%
Driver Mechanic, Truck	85	105	95	125	20%
Driver, Truck & Trailer	85	120	100	130	8%
Driver, Engine Loco.	90	110	100	130	10%
[illegible]	85	120	95	135	12½
[illegible] Fitter Mechanic	85	120	95	135	12½
Electro - Plater			90	135	
[illegible] Glazing and [illegible] Plants					
[illegible]	100	120	100	135	12½
[illegible] Operator, male or female	60	90	85	105	17%
[illegible]	150	180	150	195	8%
[illegible] Assistant male or female.	70	80	85	95	20%
[illegible] male or female	70	100	90	115	15%
[illegible]	50	60	60	85	42%
[illegible] of Bodies	-	90	-	95	20%
[illegible]	80	100	90	115	15%
[illegible] with own anvil	100	120	110	135	12½
[illegible] Oil Fuel, Coal or Steam Loco.	80	105	90	120	15%
[illegible] Mechanic, Aero [illegible] diesel	100	130	110	145	12%
[illegible]	70	100	85	115	15%
[illegible]	70	80	85	95	20%
[illegible] cutting specialist	New Grade		-	165	-
Clerical	75	100	85	115	15%
[illegible]	70	90	85	105	17%
[illegible], precision	90	120	100	135	12½
[illegible] or Stableman	65	75	85	95	25%
[illegible]	80	120	90	135	12½
[illegible] or Driver	70	90	90	105	17%
[illegible]	85	110	95	125	14%
[illegible] Mechanic, [illegible] or M.	90	120	100	135	12½

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" Crane or Winch					
" Mechanical Plant					
" M.R. Electric					
" Steam Roller or IC Stationary	80	100	95	115	15%
Painter Mechanic, Truck	85	105	95	125	20%
Patrol, Truck & Trailer	85	120	100	130	8%
Pilot, Engine Loco.	80	110	100	130	10%
	85	120	95	135	12%
" Spanner Mechanic	85	120	95	135	12%
Electro-Plater			90	135	
Plasterer and Fibrous Plaster.	100	120	100	135	12%
Plate Machine Operator,	60	90	85	105	17%
Platers:	150	180	150	105	8%
Plater's Assistant	70	80	85	95	20%
Plumber male or female.	70	100	90	115	15%
Polisher male or female	50	60	60	85	42%
Polishing of Bodies	-	80	-	95	20%
Porter	80	100	90	115	15%
Pressman with own anvil	100	120	110	135	12%
Pump Man, Oil Fuel, Coal or Steam Loco.	80	105	90	120	15%
Fitter or Mechanic, Aero radial diesel	100	130	110	145	12%
Punchman	70	100	85	115	15%
Gardener	70	80	85	95	20%
Gear cutting specialist	New Grade		-	165	-
Glazier	75	100	85	115	15%
Grinder	70	90	85	105	17%
Grinder, precision	90	120	100	135	15%
Grocer or Shallomen	65	75	85	95	25%
Guardsman	80	120	90	135	15%
Hairdresser or Barber	70	90	90	105	17%
Hawker	85	110	95	125	14%
Heavy Mechanic, Fitter or IE.	90	120	100	135	12%

+ These grades are restricted to plants engaged in fabricating new garments for the Allied Forces and working under their direct control.

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Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx % increase on max.
	Min.	Max.	Min.	Max.	
Laboratory & dispensary assistant	90	110	100	125	14%
Life Savers	70	90	85	105	17%
Lighthouse Keeper	-	80	80	100	25%
Linemen	90	120	100	135	12%
Linotype Operator	90	130	100	145	12%
Litho Engravers	120	150	130	165	10%
Lithographer	90	130	100	145	12%
Lithographer's assistant	80	90	90	105	17%
Lumber Workers					
Choker Setter	70	100	85	115	15%
Dogger	80	100	90	115	15%
Edgerman	80	110	90	125	14%
Faller	80	100	90	115	15%
Log Turner	70	90	85	105	17%
Lumber handler	65	80	85	95	20%
Machine Minder	70	90	85	105	17%
Machine Minder's Assistant	50	70	70	90	28%
Machinist	80	120	90	135	12%
Mariners & Sorters make or female	55	70	70	90	28%
Masons	80	110	90	125	14%
Mechanics, sewing machine					
" typewriter					
" wireless	90	120	100	135	12%
Mechanics, Marine Engr (RN)	-	120	-	135	12%
Mechanics assistant	80	90	90	105	17%
Messenger					
English speaking (under 17)	-	50	-	65	30%
" " (over 17)	60	70	70	90	28%
Motion Picture Operator	80	120	90	135	12%
Moulders	80	120	90	135	12%
Nurses (Hospital)	80	100	90	115	15%
Occupational Therapist	80	100	90	115	15%
Packer	65	70	85	95	36%
Painter, varnisher, signwriter	85	105	95	120	15%
Paper cutter operator	90	110	105	125	14%
Parquet Layer	80	100	90	115	15%
Pattern Maker	80	110	90	125	14%
Pavement Layer	80	100	90	115	15%
Permanent Way Inspector	75	95	85	110	16%
Pier Supervisor	95	125	105	140	12%
Plasterer	85	105	95	120	15%
Platelayer (Railroads)	70	90	85	105	17%
Plater (Printing)	90	110	100	125	14%
Plumber	80	105	90	120	15%
Pointsman (Railroads)	60	80	85	95	20%
Police Officer		New grade	85	120	-
Pressers, Machine (Woollen					

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Lighthouse Keeper	70	90	85	105	17½
Lineman	-	80	65	100	25%
Linotype Operator	90	120	100	135	12½
Litho Engravers	90	130	100	145	12½
Lithographer	120	150	150	165	10%
Lithographer's assistant	90	130	100	145	12½
	80	90	90	105	17½
Lumber Workers					
Choker Setter	70	100	85	115	15%
Dogger	80	100	90	115	15%
Edgerman	80	110	90	125	14%
Faller	80	100	90	115	15%
Log Turner	70	90	85	105	17%
Lumber handler	65	80	85	95	20%
Machine Minder	70	90	85	105	17%
Machine Minder's Assistant	50	70	70	90	28%
Machinist	80	120	90	135	12½
Markers & Sorters make or female	55	70	70	90	28%
Masons	80	110	90	125	14%
Mechanics, sewing machine					
" typewriter	90	120	100	135	12½
" wireless	-	120	-	135	12½
Mechanics, Marine Engr (RN)	80	90	90	105	17%
Mechanics assistant					
Messenger					
English speaking (under 17)	-	50	-	65	30%
" " (over 17)	60	70	70	90	28%
Motion Picture Operator	80	120	90	135	12½
Moulders	80	120	90	135	12½
Nurses (Hospital)	80	100	90	115	15%
Occupational Therapist	80	100	90	115	15%
Packer	65	70	85	95	36%
Painter, varnisher, signwriter	85	105	95	120	15%
Paper cutter operator	90	110	105	125	14%
Parquet Layer	80	100	90	115	15%
Pattern Maker	80	110	90	125	14%
Pavement Layer	80	100	90	115	15%
Permanent Way Inspector	75	95	85	110	16%
Pier Supervisor	95	125	105	140	12½
Plasterer	85	105	95	120	15%
Platelayer (Railroads)	70	90	85	105	17%
Plater (Printing)	90	110	100	125	14%
Plumber	80	105	90	120	15%
Pointsman (Railroads)	60	80	85	95	20%
Police Officer	New grade		85	120	-
Pressers, Machine (Hoffman Steam Press)	80	110	90	125	14%
Printer	90	120	100	135	12½
Process Engravers	120	150	130	165	10%
Photo developer, single or machine	New grade		100	120	-
Printing Machine Minder	90	120	90	135	12½
" " Mate	70	90	85	105	17%

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Grade	Present Naples Basic Rate		Proposed Allied Force Basic Wage Scale		Approx increase on max
	Min.	Max.	Min.	Max.	
	LIRE	LIRE	LIRE	LIRE	
Quarryman	80	100	90	115	15%
Recordak Operator	New Grade		90	110	-
Repairer, Watch and Precision Instrument	120	150	120	165	10%
Rigger	85	105	95	120	15%
Rivet Heater	70	90	85	105	17%
Riveter	85	105	95	120	15%
Riveter Holder-up	70	90	85	105	17%
Road Supervisor	80	110	90	125	14%
Road Worker	60	70	85	95	36%
Saddler	75	100	85	115	15%
Saw Repairer & Sharpener	80	100	90	115	15%
Sawyer	80	100	90	115	15%
Sheet Metal Worker	80	120	100	135	12%
Shoe Maker (Special Boot & Surgical Work)	90	120	100	135	12%
Shunter or Brakesman	70	90	85	105	17%
Slater	70	90	85	105	17%
Smelterer (ore smelting)	80	105	90	120	15%
Stacker, forage	New Grade		65	85	-
Stevedore	80	85	90	110	30%
Stevedore, coaling ore	90	95	100	115	21%
Stevedore head	90	100	100	125	25%
Stereotyper	90	110	100	145	32%
Stone handcutter	85	105	95	120	15%
Storeman or Storewoman	60	80	85	100	25%
Tailors (with own machine)	90	110	105	125	14%
Tailors (without own M/c)	70	90	85	105	17%
Tent makers (with own M/c)	90	110	105	125	14%
Tent Makers (without own M/c)	70	90	85	105	17%
Tent Mender	70	90	85	105	17%
Tile Layer	80	100	90	115	15%
Time-keeper	70	120	90	135	12%
Tinsmith	80	105	90	120	15%
Tool Maker	80	110	90	125	14%
Track walker, railroad	70	90	85	105	17%
Trimmer Coal	70	90	85	105	17%
Turner	80	120	90	135	12%
Truck Master	100	120	110	135	12%
Truck Master's Assistant	90	110	100	125	14%
Tyre Treader	80	120	90	135	12%
Upholsterer	80	105	90	120	15%
Vulcaniser	80	105	90	120	15%
Warehouseman or Storekeeper	80	120	90	135	12%
Washer, hand male or female	50	60	85	95	58%
Washer, machine male or female	70	90	85	105	17%
Watchman	60	70	70	90	28%
Welder	85	120	95	135	12%
Wheelwright	80	100	90	115	15%
Unskilled labour	-	65	-	85+	30%
Boys up to 17	-	35	-	45	30%

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Rivetter Holder-up	[illegible]	[illegible]	95	120	15
Road Supervisor	70	90	85	105	17
Road Worker	80	110	90	125	14
Saddler	60	70	85	95	36
Saw Repairer & Sharpener	75	100	85	115	15
Sawyer	80	100	90	115	15
Sheet Metal Worker	80	100	90	115	15
Shoe Maker (Special Boot & Surgical Work)	80	120	100	135	12
Shunter or Brakesman	90	120	100	135	12
Slater	70	90	85	105	17
Smelterer (ore smelting)	70	90	85	105	17
Stacker, forage	80	105	90	120	15
Stevedore	(New Grade		65	85	-
Stevedore, coaling ore	80	85	90	110	30
Stevedore head	90	95	100	115	21
Stereotyper	90	100	100	125	25
Stone handcutter	90	110	100	145	32
	85	105	95	120	15
Storeman or Storewoman	60	80	85	100	25
Tailors (with own machine)	90	110	105	125	14
Tailors (without own M/c)	70	90	85	105	17
Tent makers (with own M/c)	90	110	105	125	14
Tent Makers (without own M/c)	70	90	85	105	17
Tent Mender	70	90	85	105	17
Tile Layer	80	100	90	115	15
Time-keeper	70	120	90	135	12
Tinsmith	80	105	90	120	15
Tool Maker	80	110	90	125	14
Track walker, railroad	70	90	85	105	17
Trimmer Coal	70	90	85	105	17
Turner	80	120	90	135	12
Truck Master	100	120	110	135	12
Truck Master's Assistant	90	110	100	125	14
Tyre Treader	80	120	90	135	12
Upholsterer	80	105	90	120	15
Vulcaniser	80	105	90	120	15
Warehouseman or Storekeeper	80	120	90	135	12
Washer, hand male or female	50	60	85	95	58
Washer, machine male or female	70	90	85	105	17
Watchman	60	70	70	90	28
Welder	85	120	95	135	12
Wheelwright	80	100	90	115	15
Unskilled labour					
Boys up to 17	-	65	-	85+	30
	-	35	-	45	30

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+ Labourers on main drains 10 lire per day extra whilst actually employed on drains.

NOTES 1. ROME PROVINCE For Rome Province 10 lire should be added to the Allied Force Basic Wage Scale.

2. Except where female classifications are listed, the above rates of pay apply equally to male or female employees.

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APPEND. "C"

HOTEL GRADES
(Monthly Rates)

Grade	Present Naples Basic Rate		Proposed Allied Forces Basic Wage Scale		Approx increase on max
	Min.	Max.	Min.	Max.	
	lire	lire	lire	lire	
Manager	3,900	7,400	3,900	7,400	-
Assistant Manager, Head Receptionist or personnel controller	New grade		3,500	5,900	-
Chief Cashier	2,500	3,500	2,500	4,400	25%
Book-keeper	2,000	4,000	1,800	4,000	-
Hall Porter	New grade		3,000	5,900	-
Porter	2,400	2,900	2,400	3,300	14%
Hotel Watchman	New grade		2,700	3,900	-
x Telephone operator (English-speaking) male or female	x 2,100	3,300	2,100	3,600	9%
x Telephone operator (non-English speaking) male or female	x 1,650	2,250	1,650	2,500	11%
Elevator operator	1,700	2,100	1,700	2,100	-
Bell Boy (over 17)	x 1,800	2,100	1,800	2,100)	(Equal to
Bell Boy (under 17)	x -	1,500	-	1,500)-	-(present
Handyman	1,900	2,400	2,300	3,300 37%	(rate for
Head Waiter	3,400	4,400	3,400	6,500 48%	passengers
Waiter	2,700	3,400	2,700	4,400 30%	
Waitress	2,200	2,300	2,200	2,800	-
Assistant Waiter	2,100	2,600	2,100	2,600	-
Barman	New grade		3,500	4,500	-
Head Cook or Chef	2,900	4,400	2,900	7,000	60
Cook	2,700	3,600	2,700	4,400	22
Assistant Cook	1,800	2,100	1,800	2,600	25
Pot & Utensil Washer	New grade		2,000	3,000	-
Dish washer	2,000	2,500	1,600	2,500)	Equal to present rate for washer
Stoneman, pantryman	x 2,400	3,600	2,400	3,600)	Equal to present rate for warehouseman
Still room hand	New grade		1,900	3,000	
Housekeeper	2,400	3,400	2,400	3,400	-
Linen keeper, linen hand	1,900	2,400	1,900	3,400	42%
Chambermaid	2,100	2,700	2,100	3,000	11%
Laundryhand (male)	New grade		2,700	3,500	-
Laundryhand (female) or Ironing Woman	New grade		1,500	2,900	-
Hotel Plumber	x 2,400	3,150	2,400	3,150	-
" Electrician	x 2,550	3,600	2,550	3,600	-
" Painter	x 2,550	3,150	2,550	3,150	-
" Boilerman	x 2,400	3,150	2,400	3,150	-
" Mason	x 2,400	3,300	2,400	3,300	-
" Carpenter	x 2,400	3,150	2,400	3,150	-

x The rates for these grades have been computed on a 30-day month basis.

* No increase on the proposed Allied Force Basic Wage Scale is authorised for Rome Province.

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Assistant Manager, Head Receptionist or personnel controller		New grade		3,500	5,900	-
Chief Cashier		2,500	3,500	2,500	4,400	25%
Book-keeper		2,000	4,000	1,800	4,000	-
Hall Porter		New grade		3,000	5,900	-
Porter		2,400	2,900	2,400	3,300	14%
Hotel Watchman		New grade		2,700	3,900	-
x Telephone operator (English-speaking) male or female	x	2,100	3,300	2,100	3,600	9%
x Telephone operator (non-English speaking) male or female	x	1,650	2,250	1,650	2,500	11%
Elevator operator		1,700	2,100	1,700	2,100	-
Bell Boy (over 17)	x	1,800	2,100	1,800	2,100)	(Equal to
Bell Boy (under 17)	x	-	1,500	-	1,500)-	-(present
Handyman		1,900	2,400	2,300	3,300	37% (rate for
Head Waiter		3,400	4,400	3,400	6,500	48% passengers
Waiter		2,700	3,400	2,700	4,400	30%
Waitress		2,200	2,800	2,200	2,800	-
Assistant Waiter		2,100	2,600	2,100	2,600	-
Barman		New grade		3,500	4,500	-
Head Cook or Chef		2,900	4,400	2,900	7,000	60
Cook		2,700	3,600	2,700	4,400	22%
Assistant Cook		1,800	2,100	1,800	2,600	25
Pot & Utensil Washer		New grade		2,000	3,000	-
Dish washer		2,000	2,500	1,600	2,500)	Equal to present rate for washer
Storeman, pantryman	x	2,400	3,600	2,400	3,600)	Equal to present rate for warehouseman
Still room hand		New grade		1,900	3,000	
Housekeeper		2,400	3,400	2,400	3,400	-
Linen keeper, linen hand		1,900	2,400	1,900	3,400	42
Chambermaid		2,100	2,700	2,100	3,000	11
Laundryhand (male)		New grade		2,700	3,500	-
Laundryhand (female) or Ironing Woman		New grade		1,500	2,900	-
Hotel Plumber		x 2,400	3,150	2,400	3,150	-
" Electrician		x 2,550	3,600	2,550	3,600	-
" Painter		x 2,550	3,150	2,550	3,150	-
" Boilerman		x 2,400	3,150	2,400	3,150	-
" Mason		x 2,400	3,300	2,400	3,300	-
" Carpenter		x 2,400	3,150	2,400	3,150	-

x The rates for these grades have been computed on a 30-day month basis.

* No increase on the proposed Allied Force Basic Wage Scale is authorised for Rome Province.

...../NOTES

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1 & 2C

NOTES. 1. All rates subject to a deduction of 900 lire per month where meals are provided.

2. The standard working day for Hotel, Mess and Club employees is 12 hours and no overtime will normally be paid unless a legal collective contract, existing before 1.9.42, can be produced and verified by ACC/ANG. This only applies to hotels which are taken over and where the management is responsible for the entire administration and supply of labour, and not to Hotels, Messes and Clubs which are requisitioned and direct labour employed by the Armed Forces.

3. Except where female classifications are listed, the above rates of pay apply equally to male or female employees.

4. (a) The maximum rate, and such rates as may be definitely specified, will apply to De-Luxe Hotels only.

(b) The maximum rate authorised for payment in the case of First-Class Hotels will be at the rate of Ten per cent (10%) less than the maximum for De-Luxe Hotels.

(c) The maximum rate authorised for payment in the case of Second-Class Hotels will be at the rate of Twenty per cent (20%) less than the maximum for De-Luxe Hotels.

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APPENDIX "D"

MESSES AND CLUBS.

(Monthly Rates)

	Min. lire	Max. lire
Assistant Cook	1600	2100
Assistant Waiter	2100	2600
Cook	2700	3600
Dish Washer	1600	1900
Handyman	1900	2400
Head Cook	2700	4400
HeadWaiter	2700	4400
Orderly (British Mess)	2400	3000
Waiter	2700	3400
Waitress	2200	2800

NOTES:

1. All rates subject to a deduction of 900 lire per month where meals are provided.

2. The standard working day for Hotel, Mess and Club employees is 12 hours, and no overtime will normally be paid unless a legal collective contract, existing before 1.9.42, can be produced and verified by AMG/ACC. This only applies to the Hotels which are taken over and where the management is responsible for the entire administration and supply of labour, and not the Hotels, Messes and Clubs which are requisitioned and direct labour employed by the Armed Forces.

3. The rates for Messes and Clubs will apply to the whole of ITALY.

4. Except where female classifications are listed, the above rates of pay apply equally to male or female employees.

APPENDIX "E"

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MARINE GRADES.

Daily Rates.

Grade	Present Naples Basic Rate		Proposed Allied Force Basic Wage Scale		Approx % increase on max.
	Min. lire	Max. lire	Min. lire	Max. lire	
Diver *	-	110	* 110	125	14%
Lineman (Navy) +	-	80	+ 85	95	20%
Pumpman (Navy)	-	80	85	95	20%
Rope Splicer	80	100	90	115	15%
Sailmaker	85	110	95	125	14%
Salvage Hand	70	90	85	105	17%
Salvage Hand (Master)	95	110	100	125	14%
Security Patrol Officer or Deputy Harbourmaster	-	150	-	165	10%
Shipwright	80	100	105	135	35%

SEA-GOING RATES (SCHOONERS)

Master	-	250	-	250	-
1st Officer	-	200	-	200	-
2nd Officer	-	180	-	180	-
3rd Officer	-	170	-	170	-
Chief Engineer	-	250	-	250	-
1st Engineer	-	200	-	200	-
2nd Engineer	-	180	-	180	-
3rd Engineer	-	170	-	170	-
Bo'sun	-	140	-	150	7%
Cook or Steward	-	130	-	140	8%
Seaman	-	120	-	130	8%

HARBOUR CRAFT RATES - TUGBOATS, "Z" CRAFT ETC.

Master	-	180	-	180	-
Mate	-	140	-	140	-
Engineer	-	140	-	140	-
Cook or Steward	-	110	-	120	9%
Seaman	-	110	-	120	9%
Stoker or Fireman	80	100	-	125	25%

BARGES & LIGHTERS.

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Bargeman	70	90	85	105	17%
Master Bargeman	80	110	100	120	9%

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	lire	lire	lire	lire	
Diver *	-	110	110	125	14%
Lineman (Navy) +	-	80	85	95	20%
Pugman (Navy)	-	80	85	95	20%
Rope Splicer	80	100	90	115	15%
Sailmaker	85	110	95	125	14%
Salvage Hand	70	90	85	105	17%
Salvage Hand (Master)	95	110	100	125	14%
Security Patrol Officer or Deputy Harbourmaster	-	150	-	165	10%
Shipwright	80	100	105	135	35%

SEA-GOING RATES (SCHOONERS)

Master	-	250	-	250	-
1st Officer	-	200	-	200	-
2nd Officer	-	180	-	180	-
3rd Officer	-	170	-	170	-
Chief Engineer	-	250	-	250	-
1st Engineer	-	200	-	200	-
2nd Engineer	-	180	-	180	-
3rd Engineer	-	170	-	170	-
Bo'sun	-	140	-	150	7%
Cook or Steward	-	130	-	140	8%
Seaman	-	120	-	130	8%

HARBOUR CRAFT RATES - TUGBOATS, "Z" CRAFT ETC.

Master	-	180	-	180	-
Mate	-	140	-	140	-
Engineer	-	140	-	140	-
Cook or Steward	-	110	-	120	9%
Seaman	-	110	-	120	9%
Stoker or Fireman	80	100	-	125	25%

BARGES & LIGHTERS.

2180

Bargeman	70	90	85	105	17%
Master Bargeman	80	110	100	120	20%

* Plus 35 lire per hour under water.

\+ 5 lire per hour extra whilst tending diver.

NOTE: Except where female classifications are listed, the above rates of pay apply equally to male and female employees.

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