

ACC

10000/141/592

CIVILIAN REPLACEMENT OF
JULY 1944 - NOV. 1945

10000/141/592

CIVILIAN REPLACEMENT OF MILITARY PERSONNEL
JULY 1944 - NOV. 1945

0 3 2 9

MINUTE SHEET No. 1.

DATE		Page
July 26.	<u>V.P.</u> Hermit = <u>RAHman</u> Gr.	
27.	<u>Int</u> Refinement. <u>R.R. Gapp</u> Gr.	

2961

0630

6-1(B)

Form ACC. R. 3.

9

CASUALTY SLIP - BRITISH OFFICERS & OTHER RANKS

Personal No:	Rank	NAME	Regiment or Corps	NATURE OF CASUALTY
—	Min	P. RASMUSSEN	British Civilian	Struck off strength of local Govt Sub Com on repatriation to UK 2/11/45

2960

[Signature]

Signature of Commander

Major

3 Nov 45

Date of Despatch

Exec. Offr, Local Govt Sub Com

Formation or Region

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB-COMMISSION

Tel: 478190

23 October 1945

AC/PERS/LG/1

SUBJECT: Air Travel - Miss P. Rasmussen

TO: Priorities Officer,
R.A.F. Transport Command,
ROME

Miss Phyllis Rasmussen, British Civilian, who is employed in my office handling the work of a Junior Officer, is scheduled to terminate her service with the Allied Commission on 25 October 1945. Her departure was planned to be coincident with the return of an officer from U.K. who is at present on LTAP. However, I have been informed that that officer, because of his low release group, is to be retained in England.

It is therefore absolutely essential for the carrying out of the work of my Sub-Commission that Miss Rasmussen prolong her service for one week to enable me to secure another officer. Miss Rasmussen has consented to remain for that period.

The failure of the regular officer to return from U.K. has made it impossible for me to send my Deputy, Major G.C.R. Williams, to London to consult with local government experts there concerning British voting procedure. This information is urgently needed by the Italian Ministry of the Interior in order to enable them to properly frame a similar type of legislation for certain categories of voters.

Miss Rasmussen, who has been working on election matters with us, has been thoroughly briefed and has been instructed by me to consult with these experts and arrange for the transmission of the requisite information by special messenger or air mail.

She bears with her a letter from my Deputy, who is personally acquainted with the local government agent.

Inasmuch as Miss Rasmussen cannot be sent to U.K. for another week and thereafter must perform with the greatest urgency the special mission described above, it is absolutely essential that she have a very high priority which will enable her to arrive in London not later than 2 November 1945.

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

RRT/

8A

Miss P. Rasmussen
Headquarters
Allied Commission
GAP

20 Sept 45

To: Director, Local Government Sub-Commission

1. I hereby beg to submit my resignation from Headquarters Allied Commission as at 25 Oct 45.
2. With your consent, my arrangements please be made for my repatriation to UK by air on 26 Oct 45.

Phyllis Rasmussen.

Copy to: G-1(B)

2958

HEADQUARTERS ALLIED COMMISSION
APO 394
LOCAL GOVERNMENT SUB-COMMISSION

AGO/16/7/INT

25 June 1945

Subject: Civilians (Br) for the Allied Commission (ITALY)
TO: Civil Affairs Section

1. After a period of three months, this Sub-Commission will be in a position to release:
 - a) 1 Sjt. ATS
 - b) 1 Private ATS
2. This plan will allow for the retention, after the period above-mentioned, of:
 - 1 S/Sjt. (Br) as Chief Clerk
 - 1 Cpl. (A) as Deputy CG and stenographer
3. Replacements for the releases mentioned in para 1 above will require the following qualifications:
 - a) 1 shorthand Typist (first class) with experience of office administration
 - b) 1 Shorthand Typist.

R. H. Gipp
R.H.GIPPS, Colonel
Director
Local Government Sub-Commission

2957

Memorandum

23 June 1945

Subject: Civilianization of OR Staff.

To: Director, Local Govt. S/C.

1. The following plan is workable only if complete civilianization is permissible and desirable.
2. If complete civilianization is not desired and it is at all times necessary to have an OR on duty in the Clerks' Office, two ORs will have to be retained and the plan amended as in paragraph 7.
3. The plan hereunder provides for the joint working of Local Government and Patriots' Registries.

4. Reduction of OR Staff.

Release - 1 Sjt.
2 Cpls.

5. Introduction of British Civilian Staff.

Employ (a) 1 Shorthand-Typiste (first-class) with experience in office administration.

(b) 1 Shorthand-Typiste (first-class)

6. Personnel for Joint Registry - 1 OR

1) S/Sjt.	British
2) Deputy - (5a above)	"
3) Shorthand-Typiste (5b above)	"
4) Registration Clerk	Italian
5) Records Clerk	"
6) Typiste	"
7) Typiste	"
8) Filing Clerk/Messenger	"

7. Personnel for Joint Registry - 2 ORs

Replace "Deputy" above by Cpl and introduce only one British Shorthand-Typiste.

8. In the plan under paragraph 6 British personnel (1), (2) and (3) are considered essential and will provide necessary flexibility, i.e. duties will be interchangeable.

9. Italian personnel (4) - (8) may be adjusted locally as required.

10. In the opinion of Major Williams it is essential to keep an American OR to facilitate contact with American Units. I do not know the value of this.

11. Present Staff: Local Government.

2956

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2) Deputy - (5a above)	"
3) Shorthand-Typiste (5a above)	"
4) Registration Clerk	Italian
5) Records Clerk	"
6) Typiste	"
7) Typiste	"
8) Filing Clerk/messenger	"
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Replace "Deputy" above by Cpl and introduce only one British Shorthand-Typiste.
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9. Italian personnel (4) - (8) may be adjusted locally as required.
10. In the opinion of Major Williams it is essential to keep an American OR to facilitate contact with American Units. I do not know the value of this.
11. Present Staff : Local Government.

S/Sjt.	British
Cpl. - Stenographer	American
Registration/Filing Clerk	Italian
Records Clerk	"
Typiste	"
12. Present Staff - Patriots Branch

Sjt.	British	Registration/Filing Clerk	Italian
Private - Stenographer	"	Typiste	Italian

2956

Tel Ext 112

353

HEADQUARTERS ALLIED COMMISSION

APO 394

C-1 (B)

20 JUN 1945

REFERENCE : C-1/132/A

19 June 1945

SUBJECT : Civilians (r) for the Allied Commission (ITALY)

TO : Distribution below

1. It is desired to plan for the replacement, by civilians, of British Other Rank personnel in this HQ.

2. Will you, therefore, please make a survey of Other Rank posts which can be civilianised and forward your recommendations to this Branch giving the following information :-

(a) Qualifications of individuals or groups of individuals by equivalent army ranks, e.g. general duty clerks, shorthand typists, statisticians, office supervisors, specialists, etc.

(b) Any particular post which can be filled by an Italian civilian as opposed to a British civilian.

3. It will be assumed that civilians can be provided in equivalent army ranks from Private to W.O.1.

4. Please base your calculations on the phased programme assuming that your Sub-Commissions will remain very approximately at the same strength as at present for 3 months, but will then gradually decrease over a period of a further 3 months as responsibilities are handed back to the Italian Government.

J.L. Jones

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

/wvj

DISTRIBUTION : Office of the Executive Commissioner (2)
VP Economic Section (10)
VP Civil Affairs Section (10)
Communications Sub-Commission.

Returns to reach CA Sec by 27 Jun 45

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6167 d.g.

8242

PRO FORMA - Part 1

POST	NO. OF OFFICERS INVOLVED	GRADE EXPRESSED IN TERMS OF MILITARY RANK	REMARKS
Ass't Executive Officer	1	Major / Captain	Political administration in special regard to Local Government
Ass't Executive Officer	1	Captain	Office organization and knowledge of Local Government
P. A. to Director	1	Captain	Common sense - and a good knowledge of the Italian language Good address and manners

PRO FORMA - Part 1

NO. OF OFFICERS INVOLVED	GRADE EXPRESSED IN TERMS OF MILITARY RANK	R E M A R K S
1	Major / Captain	Political administration in special regard to Local Government
1	Captain	Office organization and knowledge of Local Government machinery
1	Captain	Common sense - and a good knowledge of the Italian language Good address and manners

(4)

PRO FORMA - Part 2

POST	NO. OF OFFICERS INVOLVED	GRADE EXPRESSED IN TERMS OF MILITARY RANK	R E M A R K S
Deputy	1	Lt Colonel/ Major	Power to direct and command and to deal with high state officials
Executive Officers	2	Major / Captain	Political administration in special regard to Local Government
Executive Officer, Office	1	Captain	Office organization and knowledge of Local Government
P. A. to Director	1	Captain	Common sense - and a good knowledge of the Italian language Good address and manners

PRO FORMA - Part 2

	NO. OF OFFICERS INVOLVED	GRADE EXPRESSED IN TERMS OF MILITARY RANK	R E M A R K S
	1	Lt Colonel/ Major	Power to direct and command and to deal with high ranking Italian state officials
	2	Major / Captain	Political administration in special regard to Local Government
Office	1	Captain	Office organization and knowledge of Local Government machinery
	1	Captain	Common sense - and a good knowledge of the Italian language Good address and manners

1828

16/7

Interior

(3)

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 594
ADMINISTRATIVE SECTION

25 JUL 1944

25 Jul 44

4/15B/AS

SUBJECT : Civilian Replacement of Military Personnel.

TO : Directors, Public Health Sub-Commission
Public Safety Sub-Commission
Interior Sub-Commission
Legal Sub-Commission
Property Control Sub-Commission
Education Sub-Commission
Monuments, Fine Arts & Archives S.C.

- 1 C-5 AFHQ are preparing a study on the possibilities of the gradual replacement of military by civilian personnel within the ACC framework prior to the cessation of hostilities in Italy. In the event of it being decided that this can and should be done it is desired to attach to this study an appendix showing the posts now held by military personnel under ACC which could be occupied by civilians.
- 2 Directors of Sub-Commissions will please therefore submit on the attached pro-forma a list of posts in Sub-Commissions including their specialists with Regions in the field which could be filled by civilian representatives. This list will be returned without fail by 1200 hours on Thursday 27 July as the committee now studying this problem wish to leave on Friday morning.
- 3 This list should be in two parts:
Part I : officers who can be replaced during the continuance of hostilities.
Part II: officers who can be replaced after the cessation of hostilities and assuming also that very few combat troops remain in Italy.
- 4 In compiling the list under Part II, Directors can assume either that their functions at HQ and in the field will remain as at present or alternatively if they feel that in the circumstances envisaged in Part II it will not be necessary to maintain so large a staff at HQ or in the field they may so state in the remarks column, and in such case will show what total number of personnel will be required and which may be civilian.

C.R. Upjohn

C.R. UPJOHN, Col.
Head, Admin Sec.

2952

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PART. I
PRO FORMA

Testing

Remarks -

Post	No. of Officers involved	Grade expressed in terms of military rank	Special qualifications Required	Grade Remarks A, B or C (including conditions req'd for "C" category)
<i>Director</i>	<i>1</i>	<i>Captain</i>	<i>Power of command - direction - and knowledge of Italian Govt. machinery.</i>	
<i>Executive Officer (Adm. & Finance)</i>	<i>1</i>	<i>1st Lt. in Regt.</i>	<i>Political Administration with special regard to local Govt.</i>	
<i>Asst. Executive Officer</i>	<i>2</i>	<i>Major/Captain</i>	<i>Political administration with special regard to local Govt.</i>	
<i>Asst. to Executive Officer</i>	<i>1</i>	<i>Captain</i>	<i>Office organization - knowledge of local Govt. machinery.</i>	
<i>P.A. Director</i>	<i>1</i>	<i>Captain</i>	<i>Common sense - and a good knowledge of the Italian language. Good address and manners.</i>	

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PRO-NORMLA

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HEADQUARTERS
ALLIED CONTROL COMMISSION
INTERIOR SUB COMMISSION
APO 394

19 July 1944.

ACD/16/3/Int

SUBJECT: Replacement of EM/ORs in HQ A.C.C.

TO : G - 1 (B)

1. Reference your 16008/2/G-1 of 17th July, the following is the information requested:

ASN NUMBER	RANK	NAME	REGT/CORP (Brit. only)	PRESENT EM- PLOYMENT.	IF AVAILABLE FOR RELEASE IMMEDIATELY
S/6205794	S/Sgt	WRIGHT, Philip G.	R.A.S.C.	Chief Clerk	No
32721259	Tech/Sgt	TRIGONY, Joseph G.		Stenographer	No.

2. ADDITIONAL INFORMATION - It is impossible, without detriment to its efficiency, to release either the EM or the OR in this Sub-Commission, owing, not only to the fact that there are many Secret and Confidential Documents which cannot be entrusted to civilian personnel, but also that the volume of work which at present is heavy, continues to increase; and really calls for another EM or OR with experience in office routine to overtake it.

R. G. B. SPICER
Colonel
Director
Interior Sub-Commission

TCS/jgt

2949

1546

Interior: Returns to ree Admin Sec by 22 Jul. S.H. JTE Lt Col. 18 Jul.

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

REFERENCE : 16008/2/C-1

17 July 1944

SUBJECT : Replacement of EM/ORS in HQ A.C.C.

TO : Distribution below

1. Approximately 750 EM/ORS are required from this HQ to make up Regions IX to XII and your full co-operation is requested in making available all EMs and ORs whose duties can be performed by civilians.

2. You will therefore forward to G-1(B) by 24 Jul 44, Nominal Rolls in duplicate of all EMs and ORs employed in Sub-Commissions, Branches, and all units of HQ A.C.C.

Proforma will be prepared giving the following particulars :

(i) (ii) (iii) (iv) (v) (vi) (vii)

ASN NUMBER	RANK	SURNAME	CHRISTIAN NAME & IVI	REGT/CORPS (Brit. only)	PRESENT EMP- LOYMENT.	IF AVAILABLE FOR RELEASE
e.g. clerk, IMMEDIATELY driver, telephonist, runner, clerk, No. Short-hand Typist-Chief						

S/6205794. S/Sgt. WRIGHT. Philip. G. RASC.

ADDITIONAL
INFORMATION

(viii) If not available immediately, state reason and earliest date available for release.

3. No military replacements for personnel withdrawn will be available and continued efficient functioning of each unit can be assured only by taking immediate steps to employ civilian personnel. Applications for civilian personnel will be made to the Employments Officer in accordance with HQ A.C.C. Adv. Admin. Instruction No. 1.

FOR THE ESTABLISHMENTS OFFICER

JLJ/ES

DISTRIBUTION

Secretary General & Archives (1)
Administrative Section (10)
Economic Section (12)
Political Section (1)

Public Relations Branch (1)
G-4 (1)
HQ Commandant (2)
Adjutant (1)

J.L. JONES,
Lt. Colonel,
G-1(B).

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					c.s. clerk, driver, telephonist,	

5/6205794. 5/Sgt. WRIGHT. Philip. G. RASC. Chief Clerk No. 2675 Regt.

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FOR THE ESTABLISHMENTS OFFICER

JLT/ES

DISTRIBUTION

Secretary General & Archives	(1)	Public Relations Branch	(1)
Administrative Section	(10)	G-4	(1)
Economic Section	(12)	HQ Commandant	(1)
Political Section	(1)	Adjutant	(1)
Civil Affairs Branch	(1)	A.C.C. Liaison Officer HQ 4AI	(1)
Displaced Persons Sub-Comm.	(1)	Advisory Council	(1)
Italian Refugees Branch	(1)	P.M.B.	(1)
Security Branch	(1)	Army Sub-Commission (Allied	(1)
Communications Sub-Comm.	(1)	Control Commission personnel	(1)
War Materials Disposal Sub-Comm.	(1)	only)	(1)
		2675 Regt.	(1)

J.L. JONES,
Lt. Colonel,
G-1(B).

