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ACC

10000/142/829

DISTRIBUTION OF IN
AUG. 1943 - MAY 194
(1 OF 2)

1443

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

DISTRIBUTION OF INSTRUCTIONS FOR GUIDANCE OF OFFICERS OF ACC
AUG. 1943 – MAY 1945
(1 OF 2)

1441

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

FILE CLOSED : 4 May 1945

SECRET

Downgraded to Confidential

Maj Brown
Lt Col

Lt. Col. WILMER - PERSONAL

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

Lt. Col. WILMER - PERSONAL

243

1446

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SECRET

Hd Wilmer

142

S E C R E T

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 512

10 November 1943

ALLIED CONTROL COMMISSION

DIRECTIVE NO. 1.

ORGANISATION

1. The attached chart (Appx. A) shows the initial organisation of HQ., Allied Control Commission. It will not be possible to set this complete organisation up immediately, but it is intended to build it up as rapidly as possible in order to enable it to function when required (See para. 11).

2. It will be seen that operations and intelligence on the one hand, and internal administration of the Commission on the other hand are under separate Deputy Chiefs of Staff. It will however be necessary for these two main divisions of Headquarters to work in close cooperation in order that the Administrative division may efficiently perform its function of assigning personnel, equipment, office space and the handling of correspondence.

3. The Deputy Chief of Staff (Administration) will not be concerned with Italian administration.

4. "Operations" means the work of the Vice Presidents' sections and connected staffs in carrying out the basic functions of the Commission. "Intelligence" other than "Security" will follow channels closely conforming to operations channels. This intelligence will consist mainly of industrial, technical and other information on which the operational work of the Commission will be based.

5. Further details of the organization and division of duties are given in Appendices B and C1 to C11.

6. Most of the senior appointments will be double banked, American and British, one officer acting as the deputy to the other.

7. Regions will organise their staffs to suit local conditions, but their organisation should parallel, as far as possible, the local Italian organisation.

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al administration of the Commission on the [illegible]
Chiefs of Staff. It will however be necessary for these two main divisions of Headquarters to work in close cooperation in order that the Administrative division may efficiently perform its function of assigning personnel, equipment, office space and the handling of correspondence.

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5. Further details of the organization and division of duties are given in Appendices B and C1 to C11.

6. Most of the senior appointments will be double banked, American and British, one officer acting as the deputy to the other.

7. Regions will organise their staffs to suit local conditions, but their organization should parallel, as far as possible, the local Italian organisation, in so far as this exists and the organisation of H.Q. Allied Control Commission.

FUNCTIONS

8. The main functions of the Commission and the rules governing the conduct of the Commission and its personnel are outlined in the directive at Appx. D. This directive applies also to Regions, subject to limitations on Regional Powers issued by H.Q. Allied Control Commission. APPX. D. MUST BE CAREFULLY STUDIED BY ALL OFFICERS OF THE COMMISSION INCLUDING OFFICERS IN REGIONS.

9. Provisional directives governing the functions of the various Sub-Commissions and the limitations of Regional Powers will be issued in due course.

10. It is particularly important that all officers should recognise the differences in functions, status and conduct between AMG and Control by Commission (ACC) (See Appx D).

11. The date on which the Allied Control Commission assumes operative powers and takes over from AMG will be notified separately.

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- 1 -

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DIRECTIVE NO. 1.

10 November 1943

12. All previous directives or instructions in conflict are rescinded.

By command of Major General JOYCE:

E. GUETTENBOCK
Brigadier
Vice Chief of Staff

OFFICIAL:

L. L. CLOUGH
Lt. Col., AGD
Adjutant

DISTRIBUTION:

1 - Every Officer (this Hq.)
3 - Each Regional Hq.
1 - Each Province of each Region

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DISTRIBUTION:

1 - Every Officer (this Hq.)
3 - Each Regional Hq.
1 - Each Province of each Region
20- File
6 - Allied Military Mission
6 - ANG, 15 Army Group for information
6 - M. G. Sec., AFHQ

SECRET

1450

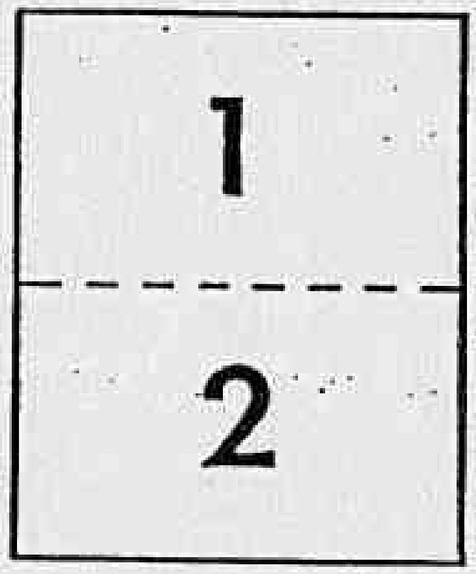
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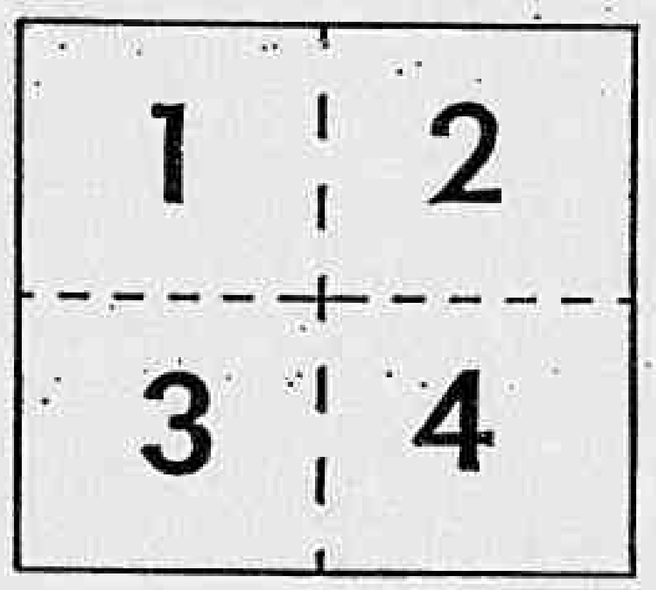
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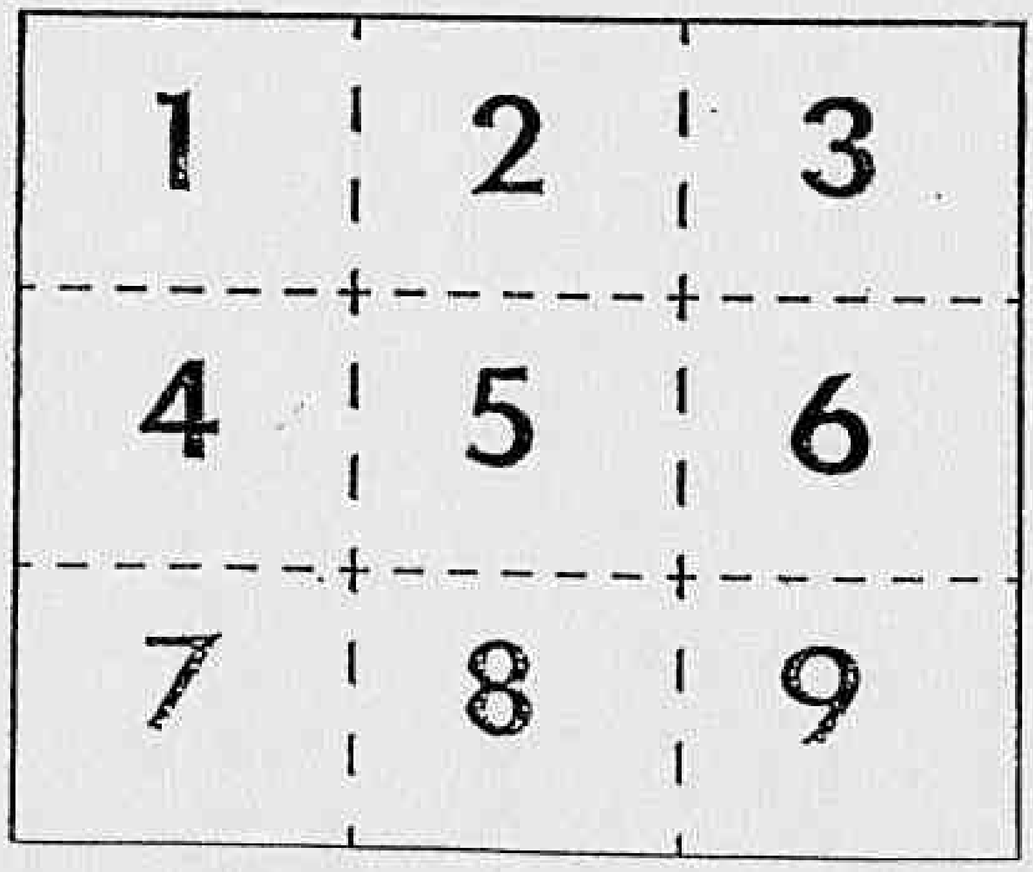
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MAPS AND CHARTS TOO LARGE TO FILM
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BEGINNING IN THE UPPER LEFT CORNER,
LEFT TO RIGHT, AND TOP TO BOTTOM.

SEE DIAGRAMS BELOW.







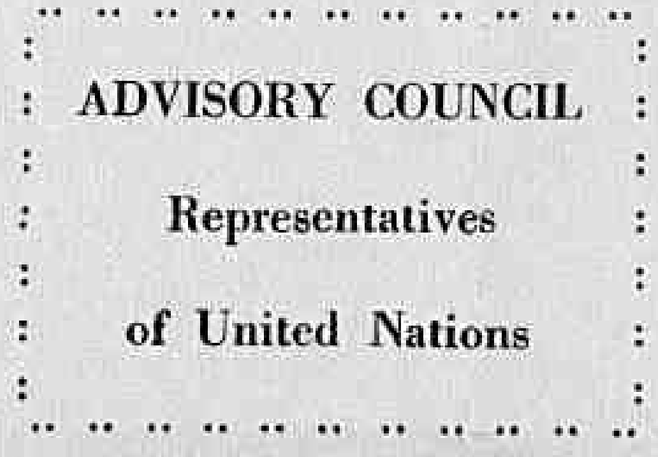
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ORGA

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ORGANIZATION - OF ALLIED - CONTROL - CO

PRESIDENT

(Allied Commander in Chief)

Personal Assistant

Personal Staff

DEPUTY PRESIDENT

Secretariat

CHIEF OF STAFF

Staff Officers

Personal Staff

DEPUTY CHIEF OF STAFF

Operations and

Security Intelligence

DEPUTY CHIEF OF STAFF

Administration

(G-1 and G-4)

INDUSTRIAL PLANNING STAFF

Chief

4541

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NTROL - COMMISSION

)

P. R. O.

Y CHIEF OF STAFF
Administration
(G-1 and G-4)

1455

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Appendix « A »
PROVISIONAL

1456

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MILITARY SECTION

Vice President

Staff Officers

- Naval Forces
- Land Forces
- Air Forces
- Boards of War
- Factories
- Disposal

Sub-commissions

POLITICAL SECTION

Vice President

Staff Officers

- Naval Affairs
- U.N.R.R.A.
- U.N.W.R.A.B.
- Displaced Persons

Sub-commissions

ECONOMIC & ADMINIS. SEC.

Vice President

Staff Officers

ECONOMIC DIRECTOR

Staff Officers

- Finance
- Foreign Trade
- Commerce
- Utilities
- Fuel
- Fisheries
- Labour

Sub-commissions

ADMINISTRATIVE

Staff Officers

- Rationing
- Public Health
- Legal
- Public Safety
- Control

Sub-commissions

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

INDUSTRIAL PLANNING STAFF
Chief
Staff Officers
Secretary

COMMUNICATIONS SECTION
Vice President
Staff Officers

Sub-commissions
p-building
transport
unications
l Services

(Operating instructions)

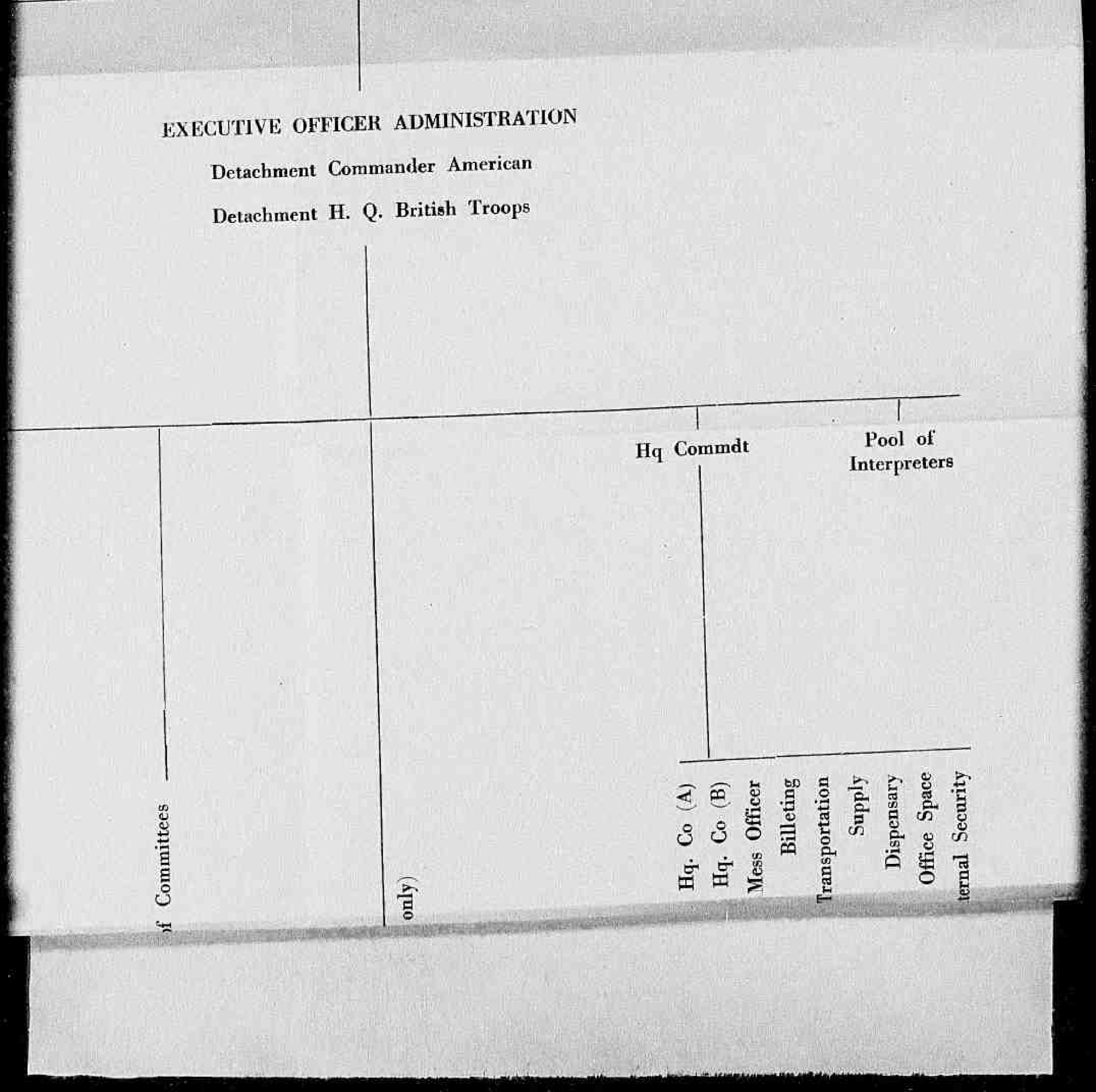
Misc.
Officers
OR/EM
Publications
Mails
Records
Archives
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Supply Officer A.
G.

EXECU
D
D

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Naval Forces

Land Forces

Air Forces

Prisoners of War

War Material Factories

War Material Disposal

Foreign and Internal Affairs

Information including liaison P. W. B.

Internees and Displaced Persons

Finance

Foreign Trade

Industry and Commerce

Public Works and Utilities

Fuel

Agriculture, Forestry and Fisheries

Labour

Interior, including rationing

Public Health

Legal

Region 1 .. ..

(Technical instructions)

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

Shipping and ship-building

Internal transport, including railways & highway transport

Telecommunications

Postal Services

.. ..

Secretaries of Comm

(For Administration only)

Hq. C
Hq. C
Mess
Bi
Transpo

Disp
Office
Internal S

Region : etc.
6 :

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

SECRET

Confidential

APPENDIX B

10 November 1943

STAFF ORGANISATION & CHANNELS OF COMMUNICATIONS
(PROVISIONAL)

1. The Deputy President, Vice-Presidents and Directors of the Allied Control Commission have each a staff. In the case of the Deputy President, his senior staff officer is known as the "Chief of Staff". In the other cases the senior staff officer is known as the "Chief Staff Officer" of the Section or Directorate concerned.

2. The Chief of Staff is responsible to the Deputy President for the efficient working of the Allied Control Commission as a whole. The orders of the Deputy President are issued in his name by the Chief of Staff or by officers to whom he may delegate this authority.

3. The Chief of Staff is responsible in particular for the direction of the work of the two Deputy Chiefs of Staff, and for any committees the chairmanship of which he may assume. He will be responsible for the appointment of Chairmen to any other committees whose terms of reference concern the work of both Deputy Chiefs of Staff.

4. Each Chief Staff Officer is responsible for:

(a) the co-ordination of work within his Section and between his Section and other sections so as to ensure that there are no gaps or overlaps and that work is carried out in accordance with the orders of superior authorities.

(b) the initiation and, if applicable, conduct of conferences between Sections or Subcommissions and the direction of the work of any Committees within the Section.

(c) Seeing that the problems of Subcommissions are adequately studied.

(d) sifting and canalising all material proceeding from Subcommissions to higher authority.

(e) issuing instructions subject to approval of the Chief of Staff, and through the A.G. if necessary, in accordance with the wishes of the head of his Section and to further the work of the Commission.

(f) co-ordinated advice to the head of his Section, regarding the functioning of the Section.

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and other sections so a to ensure that there are no gaps or overlaps and that work is carried out in accordance with the orders of superior authorities.

(b) the initiation and, if applicable, conduct of conferences between Sections or Subcommissions and the direction of the work of any Committee within the Section.

(c) seeing that the problems of Subcommissions are adequately studied.

(d) sifting and consolising all material proceeding from Subcommissions to higher authority.

(e) issuing instructions subject to approval of the Chief of Staff, and through the A.G. if necessary, in accordance with the wishes of the head of his Section and to further the work of the Commission.

(f) co-ordinated advice to the head of his Section, regarding the functioning of the Section.

(g) the organisation of intelligence work within his Section.

(h) the organisation of his office and the transmission of correspondence therein.

(i) the allocation of duties to, and the supervision of the work of his staff and clerks, and ensuring that they keep themselves informed on subjects which effect them. 236

(j) recommendations to the head of his Section regarding the upgrading, downgrading, re-assignment or re-classification of his own staff or other office personnel, and the appropriate action in the case of corresponding matters regarding personnel of subordinate subcommissions.

5. In every case in Para. 4, "Section" includes "Directorate" (or Sub-Section).

6. It is the duty of other staff officers to assist their Chief Staff Officer in the performance of his duties.

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APPENDIX B

10 November 1945

7. All matters of policy and, in addition, important questions affecting more than one Subsection will be dealt with through staff channels.

8. Chiefs of Subcommissions will, however, be responsible for discussing problems with other Subcommissions concerned and for drawing the attention of the Staff to questions of policy or to questions affecting other Subcommissions.

9. Most Secret and diplomatic correspondence between the Allied Control Commission and higher authority or the Italian Government will be conducted only through the secretariat.

10. All other correspondence, whether functional or administrative, including all correspondence between HQ Allied Control Commission and parallel authority or Regions under the Commission will be dealt with by the A.C., unless it is a technical matter which concerns only one Section of the Commission (See Appx. C11).

11. Functional correspondence between one Section of the HQ Allied Control Commission and subordinate Regions will be conducted through the staff of that Section unless it is purely technical matter concerning one Subcommission only. In such cases the Subcommission will correspond direct.

12. Copies of all important or policy letters issued will be sent to AFHQ, 15th Army Group for information.

13. In personal contacts with other staff, staff officers should in general deal with opposite numbers of their own rank. A Chief Staff Officer will however always have right of access to his next superior Chief Staff Officer.

14. A chief of a Subcommission will not deal with his Vice President or Director, or their deputies, on any matter of principle or policy without first informing the Chief Staff Officer of the Vice-President or Director concerned.

15. Previous orders of HQ, A G on the same subjects are cancelled.

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

11. Functional [illegible] mission and subordinate Regions will be conducted through [illegible] unless it is purely technical matter concerning one Subcommission only. In such cases the Subcommission will correspond direct.

12. Copies of all important or policy letters issued will be sent to A/G, 15th Army Group for information.

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14. A chief of a Subcommission will not deal with his Vice President or Director, or their deputies, on any matter of principle or policy without first informing the Chief Staff Officer of the Vice-President or Director concerned.

15 Previous orders of HQ, A.C. on the same subjects are cancelled.

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

S E C R E T

APPENDIX C 1

10 November 1943

SECRETARIAT

(1) The Secretariat deals with Most Secret and Diplomatic contacts and such correspondence between the Allied Control Commission and the Italian Government. It also deals with correspondence between the Allied Control Commission and higher or parallel authority regarding such matters.

(2) The majority of correspondence between the Allied Control Commission and higher authority or the Italian Government will be dealt with by the Vice Presidents and the Staff through the Executive Officer (Administration) and the Adjutant General, who holds the main records of the Commission.

(3) It will therefore be of the utmost importance that the Executive Officer (Administration) and the Adjutant General, on the one hand, and the Secretariat on the other hand, should maintain close touch with each other.

(4) The Secretariat maintains a small office of record in regard to its own work. Some of its work will be of such a confidential nature that these records cannot be allowed out of the Secretariat office, and in such matters the Secretariat will for the present maintain its own archives. Records of other secretariat work will however, be sent to the Adjutant General for compilation in the main Commission archives.

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S E C R E T

APPENDIX C 2

10 November 1945

DEPUTY CHIEF OF STAFF

(OPERATIONS AND SECURITY INTELLIGENCE)

1. Under the direction of the Chief of Staff, the Deputy Chief of Staff (Operations and Security Intelligence) will coordinate:

(a) The operational or functional work of the Allied Control Commission in the execution of its task, including connected Intelligence matters.

(b) All Security measures for the Commission.

2. His staff will be divided into the branches.

(a) Operations

(b) Security

3. He will coordinate all Intelligence matters in accordance with Appendix C 3 "Organisation of Intelligence work in the Allied Commission (Provisional)" and Appendix C 4 "Security". The Secretary of the ACC Intelligence Committee will work under the orders of the Deputy Chief of Staff, Operations and Security Intelligence in matters concerning Intelligence.

4. Security work will be carried out in accordance with the provisions of Appendix C 4. The Security Branch will include a small G-3 Staff.

5. The work of the Industrial Planning Staff, (Appx C 5), will be carried out under the general direction of the Deputy Chief of Staff (Operations and Security Intelligence). Before issuing orders to the Industrial Planning Staff, he will consult the Vice Presidents concerned, or their chief staff officers.

6. The Deputy Chief of Staff (Operations and Security Intelligence) will be chairman of the ACC Intelligence Committee and will appoint chairmen for all other committees whose terms of reference affect more than one Vice President's Section of the Commission, after consultation with the Vice Presidents concerned.

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(i) Security

3. He will coordinate all Intelligence matters in accordance with Appendix C 3 "Organisation of Intelligence work in the Allied Commission (Provisional)" and Appendix C 4 "Security". The Secretary of the ACC Intelligence Committee will work under the orders of the Deputy Chief of Staff, Operations and Security Intelligence in matters concerning Intelligence.

4. Security work will be carried out in accordance with the provisions of Appendix C 4. The Security Branch will include a small G-2 Staff.

5. The work of the Industrial Planning Staff, (Appx C 5), will be carried out under the general direction of the Deputy Chief of Staff (Operations and Security Intelligence). Before issuing orders to the Industrial Planning Staff, he will consult the Vice Presidents concerned, or their chief staff officers.

6. The Deputy Chief of Staff (Operations and Security Intelligence) will be chairman of the ACC Intelligence Committee and will appoint chairmen for all other committees whose terms of reference affect more than one Vice President's Section of the Commission, after consultation with the Vice Presidents concerned.

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SECRET

APPENDIX C 3
10 November 1945

ORGANIZATION OF INTELLIGENCE WORK IN THE
ALLIED COMMISSION (PROVISIONAL)

General

1. Accurate and timely information is required for two main purposes:

(a) to provide a sound basis for plans and operations of the Commission.
(b) to provide the United Nations with intelligence about Germany, Japan and enemy occupied territories which will assist the United Nations' war effort. It should be possible to obtain much information about the enemy outside this theatre of operations, which will be of great value to our forces in other theatres, e.g. as regards selection of bombing objectives.

2. It must be remembered that this occupation and supervision of an ex-enemy country provides a very valuable opportunity for gaining Intelligence about our enemies. Full and early advantage must be taken of this.

3. Whereas military Intelligence has normally to be obtained from observation of an enemy, in the case of the ACC, Intelligence will be obtained from a co-belligerent and possibly co-operative nation.

4. Most of this Intelligence will be obtained by the Subcommissions in the ordinary course of their work and it will not be necessary to provide special Intelligence staffs except for the purpose of collecting, assessing and distributing information about enemy and enemy occupied territories, the value of which may not be apparent in the work of assisting and supervising the Italian Government.

5. The ACC Intelligence Committee will be composed of the Chief Intelligence Officers of Sections and the Principal Security officer, presided over by the Deputy Chief of Staff (Operations and Security Intelligence) or one of his staff Officers, and will have a secretary and assistants. Additional members may be added as required for special purposes.

6. This committee will be responsible for:

(a) collation of information received from Sections.
(b) provision of collated information to sections, subcommissions, staffs and committees of the allied commission as required.
(c) providing intelligence for AFHQ with particular reference to intelli-

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3. Whereas military intelligence has normally to be obtained from observation of an enemy, in the case of the ACC, Intelligence will be obtained from a co-belligerent and possibly co-operative nation.

4. Most of this Intelligence will be obtained by the Subcommissions in the ordinary course of their work and it will not be necessary to provide special Intelligence staffs except for the purpose of collecting, assessing and distributing information about enemy and enemy occupied territories, the value of which may not be apparent in the work of assisting and supervising the Italian Government.

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6. This committee will be responsible for:

(a) collation of information received from Sections.
(b) provision of collated information to sections, subcommissions, staffs and committees of the allied commission as required.
(c) providing intelligence for AFHQ with particular reference to intelligence about enemy and enemy occupied territories, including those outside this theatre of operations.

(d) liaison with the Joint Intelligence Committee, AFHQ.
(e) ensuring that the necessary records and statistics are maintained.
(f) receiving and dealing with questions asked by AFHQ or the JIC.

23

7. The intelligence staffs of Sections will:

(a) collate information collected by the subcommissions of that section.
(b) provide collated information for the ACC Intelligence committee.
(c) deal with questions asked by the ACC Intelligence Committee.
(d) frame questionnaires for the subcommissions of that section.
(e) ensure that the necessary records and statistics are maintained in accordance with the instructions of the ACC Intelligence Committee.

CONTINUED

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APPENDIX C 3

10 November 1943

8. The chief intelligence officer of each section will be ex officio a member of the ACC Intelligence Committee.

9. Liaison with combined chiefs of staff.

It will be for the JIC, AFHQ to forward intelligence from the Allied Commission to the CCOS.

10. Security.

The organisation of Security work is shown in Appendix C 4 (Security). The Principal Security Officer will be ex officio a member of the ACC Intelligence Committee.

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SECRET 2

S E C R E T

APPENDIX C 4

1[illegible] November 1943

SECURITY

1. Attention is drawn to Appx C 3 (Organisation of Intelligence Work in the Allied Control Commission) (Provisional), which lays down that the work of collecting, collating and distributing Intelligence reports, statistics and information required for the operations of the Allied Control Commission and for the furtherance of the war with Germany and Japan is dealt with through the ACC Intelligence Committee.

2. The task of Security Branch is to ensure the security of the operations of the Allied Control Commission, for example:-

(a) the internal working of the Commission.
(b) screening of personnel of, or working for the Commission.
(c) Contacts, whether personal or written between the Commission and the Italian Government or people, in conjunction with the Secretariat and Adjutant General.
(d) Coordination of measures for screening Italian Officials in cooperation with other sections concerned.
(e) Cooperation with I.N.C. regarding censorship of all communications from or to the Allied Control Commission and its personnel, and the issue of the necessary orders for such censorship.
(f) Cooperation with I.N.C. regarding censorship of all communications within Italy or between Italy and other countries, except communications of allied military forces.
(g) Arrangements with sections of the Commission concerned to give effect to plans made under (f).
(h) Arrangements through G-3 for provision of military guards, escorts, etc., whether Allied or Italian and through the Administrative Section for police or other civil protection.
(i) Provision and distribution of maps, surveys and photographs.
(j) Provision and distribution, within the Allied Control Commission, of intelligence concerning military operations, in conjunction with AFHQ or subordinate headquarters.

3. The Security Branch has no responsibility for:

(a) Written propaganda, dissemination of information to the public, or psychological warfare, which are dealt with by the Political Section (in cooperation with PWB) and by PRO.
(b) Regulation of the activities of newspaper correspondents, photographers, broadcasters, writers and other civilians accompanying or serving with the Commission, except from a security point of view.

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(c) [illegible]
Italian Government or people, in conjunction [illegible]
Adjutant General.

(d) Coordination of measures for screening Italian Officials in cooperation with other sections concerned.

(e) Cooperation with I.N.C. regarding censorship of all communications from or to the Allied Control Commission and its personnel, and the issue of the necessary orders for such censorship.

(f) Cooperation with I.N.C. regarding censorship of all communications within Italy or between Italy and other countries, except communications of allied military forces.

(g) Arrangements with sections of the Commission concerned to give effect to plans made under (f).

(h) Arrangements through G-3 for provision of military guards, escorts, etc., whether Allied or Italian and through the Administrative Section for police or other civil protection.

(i) Provision and distribution of maps, surveys and photographs.

(j) Provision and distribution, within the Allied Control Commission, of intelligence concerning military operations, in conjunction with AFHQ or subordinate headquarters.

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(b) Regulation of the activities of newspaper correspondents, photographers, broadcasters, writers and other civilians accompanying or serving with the Commission, except from a security point of view.

4. The Chief of the Security Branch is ex officio Principal Security Officer of the Allied Control Commission and is a member of the ACC Intelligence Committee. He is also in charge of G-3 Section.

23

5. G-3: G-3 is a small section under the Chief of the Security Branch. G-3 is responsible for plans and orders regarding strictly military operations of the Allied Control Commission itself. These will consist mainly of guards, escorts, etc., provided by military personnel whether Allied or Italian. In the case of Italian military forces, G-3 will deal through the Military Section.

6. G-3 has no responsibility for:

(a) Organisation and equipment of the Commission.

(b) Moves of the Commission.

(c) Liaison with other headquarters, except upon matters specifically assigned to this G-3 Section.

(d) Supervision of Signal Communications.

(e) Recommendations regarding priorities. All these subjects are dealt with by other sections of the Commission.

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SECRET

APPENDIX C 5

10 November 1943

INDUSTRIAL PLANNING

1. Functions of Industrial Planning Staff

The objectives towards which the Allied Control Commission is to work are given in Appx. D. In considering how these objectives are to be attained, the following factors have to be borne in mind:

(a) Economy in man power, particularly United Nations' manpower.
(b) Economy in shipping and imports.
(c) Italy will remain an active theatre of operations for some time.
(d) It will be a long time before material and shipping can be made available to restore Italian utilities, communications and industry, beyond the restoration required for immediate allied military operations.
(e) The slower the restoration of at least minimum standards of employment and living, the more chance there will be of civil disturbances and other embarrassments to the war effort of the United Nations.

2. It follows that there must be coordinated planning both long term to ensure economy of effort in attaining objectives ultimately desired; and short term for the immediate furtherance of the United Nations' war against Germany and Japan.

3. The Industrial Planning Staff will carry out the necessary planning on broad lines covering the whole of economic, industrial and commercial activities. Specifically it will:

(a) rely on Sections and subcommissions for carrying out detailed planning in their own spheres subject to the general policy formulated by the Industrial Planning Staff.
(b) deal with problems with which Sections cannot deal themselves and which they submit for its advice and assistance.
(c) coordinate the planning work of Sections in so far as it affects subjects with which the industrial planning staff is concerned, particularly when more than one section is concerned.
(d) obtain information on which to work, whether from the ACC Intelligence Committee or from Sections or Subcommissions.
(e) plan for projects which concern more than one Section.
(f) compile phased schedules of requirements from overseas.

4. The Industrial Planning Staff will consist of a chief and a number of regular- [illegible] planning staff officers. Under instructions from the Deputy Chief

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2. It follows that where [illegible] economy of effort in attaining objectives ultimately desired; and short term for the immediate furtherance of the United Nations' war against Germany and Japan.

3. The Industrial Planning Staff will carry out the necessary planning on broad lines covering the whole of economic, industrial and commercial activities. Specifically it will:

(a) rely on Sections and subcommissions for carrying out detailed planning in their own spheres subject to the general policy formulated by the Industrial Planning Staff.
(b) deal with problems with which Sections cannot deal themselves and which they submit for its advice and assistance.
(c) coordinate the planning work of Sections in so far as it affects subjects with which the industrial planning staff is concerned, particularly when more than one section is concerned.
(d) obtain information on which to work, whether from the ACC Intelligence Committee or from Sections or Subcommissions.
(e) plan for projects which concern more than one Section.
(f) compile phased schedules of requirements from overseas.

4. The Industrial Planning Staff will consist of a chief and a number of regularly assigned planning staff officers. Under instructions from the Deputy Chief of Staff (Operations and Security Intelligence) it may obtain additional planners from sections or decentralise certain work to sections concerned.

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5. The Industrial Planning Staff will report through the Deputy Chief of Staff (Operations and Security Intelligence) to the Deputy President, who will arrange, as may be required:

(a) to approve, revise or reject reports made.
(b) to forward reports to AFHQ for submission to the Combined Chiefs of Staff.

6. Responsibilities of Sections.

Sections will,
(a) carry out work for the Industrial Planning Staff, in accordance with the orders of the Deputy Chief of Staff.
(b) keep the Industrial Planning Staff informed of progress in their own spheres, and of problems of such nature as to require the assistance of the Industrial Planning Staff.

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APPENDIX C 6

10 November 1943

DEPUTY CHIEF OF STAFF
(ADMINISTRATION)

1. The Deputy Chief of Staff (Administration) is responsible for the internal administration of the ACC and of the personnel of the ACC and of Regions under its control.

2. He has no responsibility for any personnel or supply of the Italian Government or people, since the Vice Presidents of the Commission coordinated by the Deputy Chief of Staff (Operations and Security Intelligence) are responsible for the operations of the Commission.

3. The Deputy Chief of Staff (Administration) is responsible for all G-1 and G-4 work within the ACC itself. He coordinates the work of G-1, G-4 and the Executive officer (Administration)and relieves the Chief of Staff of all detailed work in conjunction therewith.

4. Subject to the direction of the Chief of Staff, he is responsible for the assignment of all personnel, vehicles and equipment of the Allied Control Commission and for controlling all moves of the Commission or any portion thereof.

5. As the efficiency of the working of the Commission will largely depend on the proper administration of its personnel, the Deputy Chief of Staff (Administration) and his subordinates will keep in close touch with other sections of the Commission and with subordinate Regions (or Provincial Groups). They will always consult the other Sections concerned before posting or moving personnel, supplies or equipment.

6. British and American Staff Officers will be appointed to branches and sections under the Deputy Chief of Staff (Administration) to deal with British and American aspects, respectively, of particular administrative functions.

7. Subject to AFHQ orders and the directions of the Chief of Staff, the Deputy Chief of Staff (Administration) is responsible for organising and reorganising Regions under control of Hq. ACC and for the transfer of Regions or parts thereof from AMG to ACC control or vice versa.

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for the operations [illegible]

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APPENDIX C 7

1D November 1943

G-1 BRANCH

1. The task of the G-1 Branch is to see that the Allied Control Commission as a whole is supplied with personnel, American and British, in adequate numbers and of suitable rank and qualifications and to see that personnel are suitably assigned in accordance with the requirements of the Commission and the qualifications of individuals.

2. G-1 will produce the plans regarding personnel, while the A.G. is responsible for issuing the necessary orders to put such plans into effect when approved.

3. G-1 will be responsible for the compilation of draft TO/WEs and correspondence concerning them.

4. The G-1 Branch contains both American and British officers, who must work in close cooperation as the personnel plan must be an integrated, inter-Allied plan.

5. For the performance of its duties the G-1 Branch will in all cases seek the advice of the Chief Staff Officer of the Section concerned.

6. The G-1 Branch is charged with the formulation of policies and the supervision of the execution of administrative arrangements pertaining to the personnel of the Commission as individuals and to civilians under supervision or control of the Commission.

7. The G-1 Branch will furnish the Deputy President, Chief of Staff and Deputy Chief of Staff (Administration) with advice on morale.

8. The specific duties of the personnel section will include planning for and the supervision of activities concerning:

(a) Procurement, classification, reclassification, assignment, promotion, downgrading, pay, transfer, retirement, and discharge of all personnel.
(b) Replacement of personnel.
(c) Decorations, citations, honors, and awards.
(d) Leaves of absence and furloughs.
(e) Discipline, reward and punishment.
(f) Religious, recreational, and welfare work; supervision of military and non-military agencies devoted to such work.
(g) General regulations and routine administration which especially con-

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the advice of the Chief Staff Officer of the Section concerned.

6. The G-1 Branch is charged with the formulation of policies and the supervision of the execution of administrative arrangements pertaining to the personnel of the Commission as individuals and to civilians under supervision or control of the Commission.

7. The G-1 Branch will furnish the Deputy President, Chief of Staff and Deputy Chief of Staff (Administration) with advice on morale.

8. The specific duties of the personnel section will include planning for and the supervision of activities concerning:

(a) Procurement, classification, reclassification, assignment, promotion, demotion, pay, transfer, retirement, and discharge of all personnel.
(b) Replacement of personnel.
(c) Decorations, citations, honors, and awards.
(d) Leaves of absence and furloughs.
(e) Discipline, reward and punishment.
(f) Religious, recreational, and welfare work; supervision of military and non-military agencies devoted to such work.
(g) General regulations and routine administration which especially concerns individuals, or routine administration not specifically assigned to another general staff section.
(h) Preparation of such parts of administrative plans and orders as relate to activities under the supervision of G-1.

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APPENDIX C 8

10 November 1945

G-4 BRANCH

1. The G-4 Branch is charged with the preparation of policies, and the supervision of execution of arrangements for supply, transportation, and other administrative matters related thereto. It is responsible for advice as to necessary decisions concerning supply and transportation for the Allied Control Commission as a whole.

The main task of the G-4 Branch is to ensure adequate and suitable equipment for the commission itself, for the Regions under control of the Commission and in conjunction with the HQ 2675th Regt. and British Administrative HQ at Tizi-Ouzou, for the initial equipment of newly formed Regions. This will necessitate careful planning, allocation and re-allocation of the limited equipment, particularly motor vehicles, to provide for all needs while giving priority to the most urgent requirements.

2. The specific duties of the G-4 Branch will include the planning for and supervision of activities concerning:

(a) Procurement, storage, and distribution of all supplies for consumption or use by the Allied Control Commission.
(b) Location of supply and maintenance establishments for use by the Allied Control Commission.
(c) Transportation of supplies by land, air, and water.
(d) Maintenance of equipment.
(e) Construction, operation, and maintenance, of utilities and other facilities relating to supply, shelter, transportation, and hospital accomodations.
(f) Salvage of ACC equipment and material.
(g) Procurement of real estate, shelter, and facilities, including their requisitioning, repair, maintenance, and disposition, in conjunction with local commanders.

3. The compilation of draft TE/G1098s and correspondence concerning them is a responsibility of G-4.

4. The G-4 Branch contains both American and British Officers, who must work in very close cooperation as the supply, equipment and movement plan must be an integrated, inter-allied plan.

5. In all cases G-4 will seek the advice of the Chief Staff Officer of the

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tion or use by the Allied Commission.
(b) Location of supply and maintenance establishments for use by the Allied Control Commission.
(c) Transportation of supplies by land, air, and water.
(d) Maintenance of equipment.
(e) Construction, operation, and maintenance, of utilities and other facilities relating to supply, shelter, transportation, and hospital accomodations.
(f) Salvage of ACC equipment and material.
(g) Procurement of real estate, shelter, and facilities, including their requisitioning, repair, maintenance, and disposition, in conjunction with local commanders.

5. The compilation of draft TE/C1093s and correspondence concerning them is a responsibility of G-4.

4. The G-4 Branch contains both American and British Officers, who must work in very close cooperation as the supply, equipment and movement plan must be an integrated, inter-allied plan.

5. In all cases G-4 will seek the advice of the Chief Staff Officer of the Section concerned.

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6. It is for G-4 to produce plans, including those for movement, and, when they are approved, draft the order for issuance by the Adjutant General.

7. This section has no responsibility for supplies to the Italian people.

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APPENDIX C 9

1D November 1943

EXECUTIVE OFFICER (ADMINISTRATION)

1. The Executive Officer (Administration) acts as the agent for putting into effect the orders and plans of the Deputy Chief of Staff (Administration).

2. He will be responsible for the supervision of

(a) Secretaries of Committees, except in technical matters with which they deal.

(b) Adjutant General.

(c) Headquarters Commandant.

(d) The Supply Officer.

(e) Pool of Interpreters.

3. He will arrange for the issue of administrative orders to subordinate Regions.

4. He will be responsible for all arrangements for meetings between the officers of HQ Allied Control Commission and the Italian Government as may be required, and for the provision of a secretary and interpreters.

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(b) Adjutant General.

(c) Headquarters Commandant.

(d) The Supply Officer.

(e) Pool of Interpreters.

3. He will arrange for the issue of administrative orders to subordinate Regions.

4. He will be responsible for all arrangements for meetings between the officers of HQ Allied Control Commission and the Italian Government as may be required, and for the provision of a secretary and interpreters.

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APPENDIX C 10

10 November 1943

SUPPLY OFFICER

1. The Supply Officer is responsible for the execution of the approved G-4 plan for the supply of equipment, stores, and vehicles to the Allied Control Commission including the supply of Regions under control of the Commission.

2. He will maintain a complete record of equipment, supplies, vehicles issued to the Commission and to Regions under Commission control. This record in convenient form will be made available to G-4 on request for future planning. He will ensure that complete records are furnished to the Supply Officer of the 2675th Regt. and British Administrative Headquarters.

3. If Italian vehicles are made available to the Commission, he will make the necessary arrangements through the Military Section.

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5. If Italian vehicles are made available to the Commission, he will make the necessary arrangements through the Military Section.

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APPENDIX C 11

10 November 1943

ADJUTANT GENERAL

1. Except for certain Most Secret and Diplomatic communications as detailed in Appx. C 1, and functional correspondence as outlined in Part II Appx. , the AG will deal with all correspondence of the Allied Commission or any portion of it and higher or parallel authority or the Italian Government.

2. Correspondence between the HQ Allied Control Commission and its subordinate Regions will be dealt with through the AG, unless it is a technical matter which concerns only one Section of the Commission.

3. The AG will:

(a) Bring to the attention of the appropriate Staff branch cases which come to his notice in which it appears that no policy has been established.

(b) Will authenticate and distribute all orders and instructions.

(c) Will maintain the office of record for the headquarters.

(d) Will operate the Army Postal Services.

4. The AG, is responsible for the classification and custody of protected documents in accordance with the advice of the Security Intelligence Branch.

5. The AG is responsible for the execution of approved policies, at the headquarters, pertaining to:

(a) Classification of all individuals joining the command, their subsequent assignment, reclassification, and reassignment, their promotion, down grading, transfer, retirement and discharge.

(b) Procurement and replacement of personnel.

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(b) Will authenticate and distribute all orders and instructions.

(c) Will maintain the office of record for the Headquarters.

(d) Will operate the Army Postal Services.

4. The AG, is responsible for the classification and custody of protected documents in accordance with the advice of the Security Intelligence Branch.

5. The AG is responsible for the execution of approved policies, at the Headquarters, pertaining to:

(a) Classification of all individuals joining the command, their subsequent assignment, reclassification, and reassignment, their promotion, down grading, transfer, retirement and discharge.

(b) Procurement and replacement of personnel.

(c) Decorations, citations, honors, and awards.

(d) Leaves of absence and furloughs.

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(e) Recreation and welfare and all other morale matters not specifically assigned to other agencies.

(f) Custody of the records of all personnel belonging to the Commission which are not kept in a subordinate unit.

(g) Preparation and distribution of the Station List.

(h) Preparation and submission of reports on strength, casualties, and incidental returns.

(i) Operation of control reference library.

(j) Compilation of archives and historical records. These will be very important not only for reference but also to assist Public Relations. Detailed instructions will be issued later.

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APPENDIX D

10 November 1943

ALLIED CONTROL COMMISSION

TERMS OF THE ARMISTICE WITH ITALY

1. The Italian Government has been bound by the conditions of an armistice which stipulates generally (Article X) that "The Commander in Chief of the Allied Forces reserved to himself the right to take any measure which in his opinion may be necessary for the protection of the interests of the Allied Forces for the prosecution of the war, and the Italian Government binds itself to take such administrative or other action as the Commander in Chief may require...." The terms of the armistice and supplements to it are such that the United Nations are in a position if they enforce the full measure of the rights for which they have stipulated, to completely to control Italian administration and economy.

2. The Italian Government has now declared war upon Germany. Accordingly it has been granted a qualified acceptance as a co-belligerent. In a Tripartite Statement of 13 October 1943, it was declared that: "The relationship of co-belligerency between the Government of Italy and the United Nations' Governments cannot of itself affect the terms recently signed, which retain their full force and can only be adjusted by agreement between the Allied Governments in the light of the assistance which the Italian Government may be able to afford to the United Nations' cause." The United Nations desire to convert Italy into an effective instrument against Germany. They look to the Italian Government to produce tangible results. By rallying the entire people, armed forces and civilians alike to a vigorous resistance to the Germans, the government may hasten the redemption of Italy and prove its value to the United Nations. Concessions must wait upon performance. The Italian Government has been advised that our terms may be modified, from time to time, if military necessity or the cooperation of the Italian Government makes such a concession desirable. These conditions, therefore, represent the requirements with which the Italian Government can be expected to comply so far as it may be in a position to do so, subject to such modifications and adjustments as may be authorized by the British and American Governments.

3. The status of co-belligerency does not mean that Italy is henceforth to be reckoned as one of the United Nations or is to be admitted by the British and American Governments to their counsels as an ally. It means that the Italian Government will be fighting the same enemy, and that the United Nations support it for that immediate and limited purpose only. The relationship is not in any way to prejudice the untrammelled right of the people of Italy at the proper time to decide on a form of Government of their own choosing.

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PURPOSE OF THE ALLIED CONTROL COMMISSION

4. The Allied Control Commission is being established to give instructions and guidance to the Italian Government on military, political, economic and administrative matters and to enforce and execute the terms of the armistice and supplements to it.

MILITARY MISSION TO THE ITALIAN GOVERNMENT

5. Upon the granting of the Italian armistice the Allied Commander in Chief appointed a military mission to the Italian Government. That mission, under Lieutenant General F. N. Mason MacFarlane and, in his absence, in charge of Brigadier General Maxwell D. Taylor, has been operating at the temporary seat of the Italian Government, at Brindisi. The scope of the mission corresponds to portions of the duties which are assigned to the Military and Political Sections of the Commission, and to that extent the activities which it has been carrying on will serve as preliminary to the functions which these Sections will now assume. When the Allied Control Commission has been organized and comes into contact with the Italian Government the mission will be terminated.

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CONTINUED

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MILITARY SECTION OF THE COMMISSION — 10 November 1943

6. This Section will be formed initially on the nucleus of officers now at BRINDISI and TARANTO. These officers are at present handling matters pertaining to the Italian fleet and mercantile marine, and the Italian ground and air forces.

POLITICAL SECTION

7. There is a small political group at BRINDISI which will similarly form the nucleus for expansion into the Political Section.

ADVISORY COUNCIL

8. It is contemplated that an advisory council will be created. Its membership will be composed of representatives of those of the United Nations whose interests are involved in the operations of the Allied Control Commission.

OPERATION OF THE ALLIED CONTROL COMMISSION

9. Measures are now being taken to bring the Allied Control Commission into operation at the seat of the Italian Government, and to develop the Italian Government to the point where territory at present under Allied Military Government may be placed under its administration. This will involve the following steps:

a. A small party, composed of officers from certain of the Subcommissions, has been dispatched to Brindisi. This group joining with the members of the Military Mission will be organized into the advance command post of the Allied Control Commission. Through these representatives the Commission will establish contact with the Italian Government and begin the preliminary examination of immediately pressing questions. One task will be to commence planning for the transfer of territory to Italian administration, which will, however, be subject to the guidance and supervision of the Allied Control Commission.

b. Headquarters Allied Military Government at Palermo, now under command of AFHQ, will be transferred to the Command of the Deputy President Allied Control Commission.

c. The Italian Government will continue broadening its political composition and strengthening its administrative structure.

d. When it is determined that the Italian governmental system is in condition, politically and administratively, to be entrusted with the responsibility, the transfer of areas will be undertaken, on orders from AFHQ.

10. Four provinces adjacent to Brindisi have already been removed from the Allied Military Government of Region II and restored to Italian administration. The Allied Control Commission will ensure that this arrangement operates in a matter satisfactory to the

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d. When it is determined that the Italian governmental system is in condition, politically and administratively, to be entrusted with the responsibility, the transfer of areas will be undertaken, on orders from AFHQ.

10. Four provinces adjacent to Brindisi have already been removed from the Allied Military Government of Region II and restored to Italian administration. The Allied Control Commission will ensure that this arrangement operates in a matter satisfactory to the Allied Forces.

REGION 6 (SARDINIA)

11. The situation in Region 6 (Sardinia) differs from that of an area under Allied Military Government. It is being administered by a High Commissioner appointed by the Badoglio Government, subject to the control of a Regional Allied Commissioner from AFHQ. This mission has been entrusted to Brigadier P.K.Boulnois, who has established headquarters at Sassari. The Allied interest in Sardinia is chiefly the efficient utilization of the coal mines, and other than that to see that it is governed in a way acceptable to the United Nations. Region 6 will be brought under command of the Allied Control Commission at a date to be notified later.

RELATION WITH PSYCHOLOGICAL WARFARE BRANCH

12. The relations established between the Allied Military Government and the Psychological Warfare Branch will, in general, be perpetuated when the Allied Control Commission succeeds to the former. These relations are summarized as follows:

(a) PWB is recognized by the Allied Control Commission as the agency

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to conduct all forms of propaganda.

(b) PWB retains control of its personnel and equipment in territories under ACC jurisdiction.

(c) PWB will appoint a representative to the ACC Planning staff.

(d) PWB propaganda initiated in and directed to the territories under ACC jurisdiction will be under the general direction, and at the service of ACC. It is understood that propaganda asked for by ACC should not conflict with the joint central directives which PWB receives from London and Washington as modified and approved by AFHQ.

(e) In the event of a conflict between ACC and PWB which cannot be settled on the spot, the problem is to be referred to AFHQ for decision.

CONDUCT OF ALLIED CONTROL COMMISSION

13. Care must be taken to ensure that no precedent may be created prejudicial to the United Nations or the ACC. Long range commitments will be avoided, except under orders of the Deputy President. The Commission will act through and upon the Italian Government and will not itself assume the government of the liberated territory. Allied officers should not allow themselves to be drawn into any discussions as to whether the Italian Government is legally competent to do what is required of it. It is a domestic question, in which, in general, the United Nations are not interested, by what particular measures the Italian authorities give effect to our demands. It is for the Italians to decide upon an appropriate form of internal action and to prepare draft documents. Major documents should be submitted to the Commission in order that errors and implications prejudical to the United Nations may be detected. In proper cases, reference must be made to AFHQ through normal channels. The representatives of the Allied Governments should not thrust the Italian authorities aside and frame their measures for them, but should have control over important acts before they are taken.

JURISDICTION OF ITALIAN COURTS OVER MEMBERS OF THE ALLIED FORCES

14. The operations of the Allied Nations throughout Italian territory must be free from restraint, regulation, taxation, public charge or other impediment. No Italian Court will be allowed, without the consent of the Allied Commander in Chief, to exercise jurisdiction over any member of the Allied Forces or person

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JURISDICTION OF ITALIAN COURTS OVER MEMBERS OF THE ALLIED FORCES

14. The operations of the Allied Nations throughout Italian territory must be free from restraint, regulation, taxation, public charge or other impediment. No Italian Court will be allowed, without the consent of the Allied Commander in Chief, to exercise jurisdiction over any member of the Allied Forces or person accompanying such forces, or any officials of one of the Allied Nations. If complaint is made of the conduct of any member of the Allied Forces, the complainant must be called upon to substantiate the charge with a statement of particulars, in order that any disciplinary action found necessary may be taken.

ATTITUDE OF MEMBERS OF THE COMMISSION TO THE ITALIAN GOVERNMENT

15. The members of the Commission, whether acting officially or otherwise, should maintain a correct attitude toward members of Italian Government, neither autocratic on the one hand nor familiar on the other. They should bear in mind that the provisional arrangements between the Allied Governments and that of Marshal Badoglio are dictated by war needs and are not to stand in the way of the Italian People, after the elimination of Fascism and the eviction of the German Forces, having a government of their free democratic choice. In the meantime, it is important that there be built up an anti-Fascist Government on the broadest base possible. It is desirable that all healthy elements which can deliver some good be rallied to the common effort. The success of the plan to entrust the Italian authorities with the administration of Italian territory under supervision of the Allied Commission is dependent upon the development of an Italian Government on whose intentions and ability the Allied Governments can rely.

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MILITARY GOVERNMENT SECTION.

ALLIED FORCE HEADQUARTERS.

Downgraded to ~~Confidential~~

OVERALL OUTLINE FOR OCCUPATION OF ITALY.

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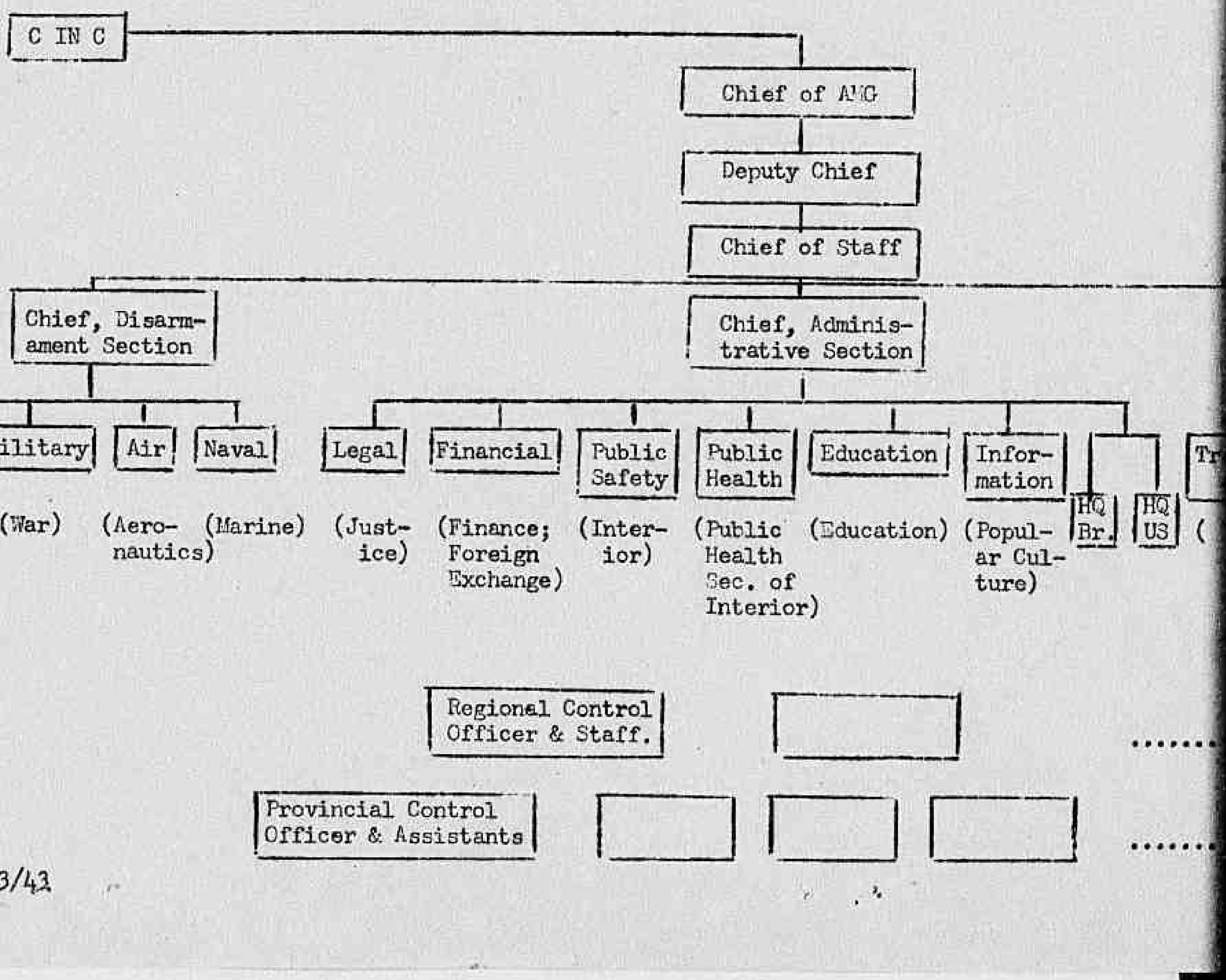
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APPENDIX. 7.

ALLIED MILITARY CONTROL



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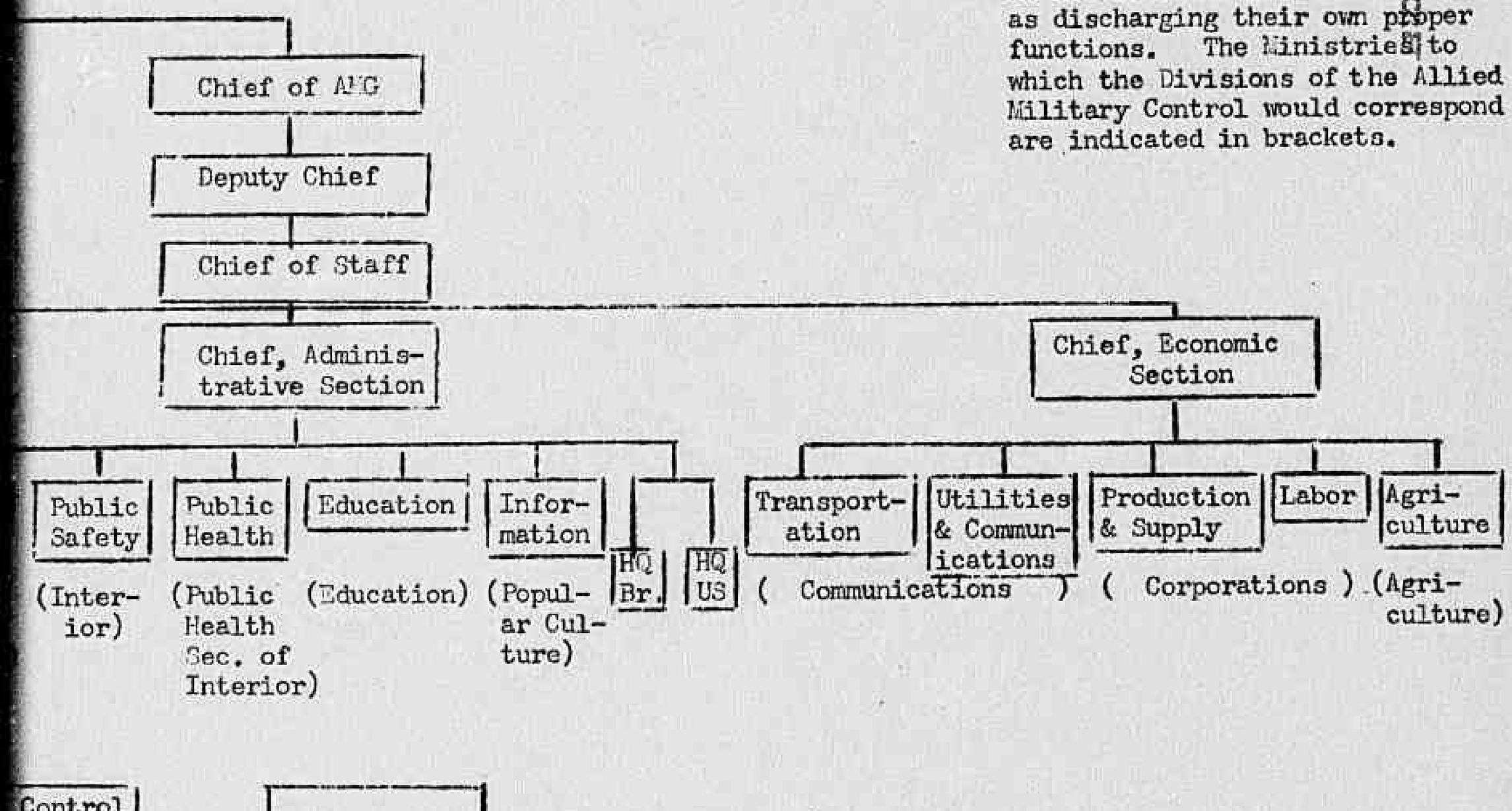
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ALLIED MILITARY CONTROL



NOTE: The several Divisions of the Allied Military Control would supervise the various Ministries of the Italian Government as well as discharging their own proper functions. The Ministries to which the Divisions of the Allied Military Control would correspond are indicated in brackets.

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Equals British MOST SECRET

SECRET
(Equals British MOST SECRET)

ALLIED FORCE HEADQUARTERS

MILITARY GOVERNMENT SECTION

5 AUG 1943

OVERALL OUTLINE FOR OCCUPATION OF ITALY

CONTENTS

A. First Assumed Situation.

B. Scheme of Progressive Regional Organization.

C. Allied Military Government Headquarters.

D. Second Assumed Situation.

E. Allied Military Control.

APPENDICES

Appendix 1 TO/WE for Region 3.

" 2 TO/WE for Region 4.

" 3 Draft plan of MG of Region 4.

" 4 A chart of organization AMG Headquarters.

" 5 TO/WE for AMG Headquarters.

" 6 A draft Proclamation and accompanying notice in blank.

" 7 A chart of organization of Allied Military

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C. Allied Military Government Headquarters.

D. Second Assumed Situation.

E. Allied Military Control.

APPENDICES

Appendix	1	TO/WE for Region 3.
"	2	TO/WE for Region 4.
"	3	Draft plan of MG of Region 4.
"	4	A chart of organization AMG Headquarters.
"	5	TO/WE for AMG Headquarters.
"	6	A draft Proclamation and accompanying notice in blank.
"	7	A chart of organization of Allied Military Control.

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ALLIED FORCE HEADQUARTERS

MILITARY GOVERNMENT SECTION

OVERALL OUTLINE FOR OCCUPATION OF ITALY

A. FIRST ASSUMED SITUATION

1. Political developments in Italy make it necessary that a plan be prepared for a quick occupation of a part or all of that country. Since it can not be foreseen just when or how events will unfold, the scheme for military government of the territory to be occupied must be kept flexible. The First Assumed Situation supposes that the occupation will spread gradually from the South to the North. This situation might arise in one of several ways: landings might be made in force at points on the foot and ankle of the Italian boot; or the landing might follow upon an armistice. German forces present in southern Italy might then resist, or they might retire as rapidly as transportation could be found. In every case military control would be established progressively over one area after another. For present purposes it is further assumed that the occupation of the whole of Italy would not be completed until D + 30 at the earliest. It is expected that personnel already requested for Post-Husky Operations, of which those on first priority should arrive during the latter half of August, will be used. If the occasion should arise before they become available, a quick organization will be effected at the moment.

B. SCHEME OF PROGRESSIVE REGIONAL ORGANIZATION

2. By direction already given for Post-Husky Planning, AMG Sicily (referred to herein as Region 1) is charged with the preparation of a plan for the militar-

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an armistice. German forces present in southern Italy might then resist, or they might retire as rapidly as transportation could be found. In every case military control would be established progressively over one area after another. For present purposes it is further assumed that the occupation of the whole of Italy would not be completed until D + 30 at the earliest. It is expected that personnel already requested for Post-Husky Operations, of which those on first priority should arrive during the latter half of August, will be used. If the occasion should arise before they become available, a quick organization will be effected at the moment.

B. SCHEME OF PROGRESSIVE REGIONAL ORGANIZATION

2. By direction already given for Post-Husky Planning, AMG Sicily (referred to herein as Region 1) is charged with the preparation of a plan for the military government of Region 2, comprising Calabria, Lucania and Puglia. When the time comes it will carry out that plan, supplying the personnel from its own strength.

3. In preparing for an occupation of Campania - designated herein as Region 3 - the task force assigned to that operation will supply temporarily a part of the personnel for Allied Military Government; the remainder will have to be recruited elsewhere, presumably from the contingents coming from Great Britain and the United States, along with a few officers to be withdrawn from AMG Sicily. This group is already in the process of formation. Its estimated TO/TE is shown in Appendix 1.

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4. For Region 4, Lazio and Abruzzi, another AMG organization will be formed. Save for a few officers to be taken from AMG Sicily, its personnel will presumably come from the Post-Husky contingent. Its calculated TO/WE is shown in Appendix 2. A draft plan for the military government of all Regions, particularly applicable to Region 4, is attached as Appendix 3.

5. Each Regional organization will have a planning group of officers assigned to key positions. The function of this group will be to prepare, within the framework of this Overall Outline (as it may be amended from time to time), a plan for their specific mission. The preparatory work for AMG Sicily will be available in this connection, and the experience derived from previous operations will be taken into account. Close liaison will be maintained with the combat force with which they are later to operate.

6. Further Regions will be organized as the occupation is extended. Region 5 will probably consist of Umbria and the Marches.

C. ALLIED MILITARY GOVERNMENT HEADQUARTERS

7. Upon these Regional Military Governments an Allied Military Government will be superimposed. Its personnel will be recruited in part from AMG Sicily and in part from other sources. As early as appears necessary, AMG Headquarters or at least the cadre therefor will be organized. Appendix 4 shows a chart of the projected organization of AMG Headquarters.

Operations in Regions 2 and 3 will be under the command of the G.O.C., 15th Army Group, and the military governments set up in those regions will come under the control of the Headquarters of AMG Sicily, whose jurisdiction will have

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into account. Close liaison will be maintained with the combat force with which they are later to operate.

6. Further Regions will be organized as the occupation is extended. Region 5 will probably consist of Umbria and the Marches.

C. ALLIED MILITARY GOVERNMENT HEADQUARTERS

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8. An estimated TO/WE for the Allied Military Government Headquarters is set out in Appendix 5. This represents what is believed would be necessary if a situation of military government over a resisting nation as distinguished from a post-armistice military control should obtain. If Italian resistance collapsed and an armistice were made, the composition and organization of the central authority would undergo some alteration. (See Second Assumed Situation.) Whatever the degree and nature of the military control over Italy, however, it seems evident that certain general features will be present. The central authority must have special staff divisions for legal matters, finance, public safety, etc.; there must be officers

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spread throughout the country for general administration; and between this bottom layer and the top there must be regional civil affairs officers each with a special staff.

9. The prospect of a progressive occupation of Italy by conquest or under an armistice indicates the necessity of a new type of proclamation concentrating on the initial rather than the mature phase of military government. When civil affairs officers go ashore with a task force they should post a brief proclamation, uniform for all landings on the mainland and limited to the immediately essential elements. If the various forces laid down different regulations, the later establishment of AMG control would involve the posting of new orders and so give an appearance of uncertainty on our part. A draft proclamation, and accompanying notice in blank, are set out in Appendix 6. Subsequent measures of military control would depend upon developments.

Where the trial of an offense was to be had before an AMG court, the composition and procedure of the court would conform, as nearly as practicable, to the judicial system established in AMG Sicily.

10. It is important that Civil Affairs Officers who may be thrown into the midst of rapidly moving events should have at hand some general instructions to guide their conduct and thus to avoid wide variations between different areas. A mimeographed pamphlet of Instructions for Civil Affairs Officers is being prepared.

11. Early reports from Sicily indicate that the feeding of a destitute civil population is a very important early need. It may be expected that there will have been looting before our arrival, and that food will be greatly needed from the outset. The matter of civilian supply is thus a matter of capital importance. A

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11. Early reports from Sicily indicate that the feeding of a destitute civil population is a very important early need. It may be expected that there will have been looting before our arrival, and that food will be greatly needed from the outset. The matter of civilian supply is thus a matter of capital importance. A prompt meeting of the situation creates good propaganda and so softens the enemy's will to resist.

12. It is desirable that Military Government Section, AFHQ, receive adequate reports of the operation of military government on the ground. With events happening rapidly, the experience of one operation should be made immediately available in planning for the next. 21 Liáson has now been established between this Section and the Psychological Warfare Branch. The representative of the PWB at AMG Headquarters, and during the assualt phase the representative with the task force, can be of great value, by planting in the enemy's mind the idea that our government

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would be beneficient, and in creating the desired response on the part of inhabitants of territory already occupied.

D. SECOND ASSUMED SITUATION

13. We should be prepared for a second situation, wherein Italy suddenly made a complete submission and signed an armistice, German troops presented no serious obstacle to Allied occupation, and a system of military control had to be thrown over the entire territory in short order. The following outline is prepared for such a contingency.

E. ALLIED MILITARY CONTROL

14. Some form of Allied Military Control would have to be established at the Italian capital, to supervise the national administration and see to it that the terms of the armistice were performed. A chart of a projected Allied Military Control is set out in Appendix 7. It will be seen that the organization is very similar to that for an Allied Military Government. A Disarmament Section however has been added, since the disarming of enemy forces, which in a belligerent occupation would be effected by the combat forces, would after an armistice be a function of the Military Control.

15. On the above assumption it would be necessary to have a Provincial Control Officer in the chief city of every province, 97 in all. His function would be comparable to those of a CAO in a Military Government. He would observe and report on local conditions to Allied Military Control Headquarters, and would execute directions sent down to him. In particular he would supervise the local administration of the prefect. Thus the Allied Military Control would have units of

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16. It is proposed, if this type of control is established, to divide Italy, including Sicily, into six Regions as follows:

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Each Region will have a group of staff officers from the HQ of Allied Military Control Headquarters, established in the most important cities as follows:

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They will be "trouble shooting" audit groups controlled by Chief Staff Officers and their functions will be :-

a. To inspect the working of IMS in all provinces in the Region

		Population
Region 1	Sicily	4,000,000
Region 2	Calabria, Lucania, Puglie, Campania	8,621,000
Region 3	Abruzzi, Lazio, Umbria, Marches	6,251,000
Region 4	Tuscany, Emilia	6,313,000
Region 5	Piedmont, Liguria, Lombardy	10,800,000
Region 6	Veneto, Venizia Tridentian, Venizia Giulia	5,934,000

Each Region will have an Allied Military Control Regional HQ established in the most important cities, as follows:

Region 1	Palermo
Region 2	Naples
Region 3	Rome
Region 4	Florence
Region 5	Milan
Region 6	Venice

The Regional Control Officer and his staff will be a "trouble-shooting" group.

Their functions will be:-

a. to inspect all provinces and advise all Provincial Control Officers in the Region;

b. to make recommendations on policy to AMG HQ;

c. to submit situation reports to AMG HQ;

d. to despatch special division staff officers wherever they may be needed throughout the Region to investigate and advise on local difficulties.

The Regional special staff would not have representatives of every one of the divisions at AMG HQ., but only such as seemed to be necessary and appropriate to the

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Region 5 Milan

Region 6 Venice

The Regional Control Officer and his staff will be a "trouble-shooting" group. Their functions will be:-

a. to inspect all provinces and advise all Provincial Control Officers in the Region;

b. to make recommendations on policy to AMG HQ;

c. to submit situation reports to AMG HQ;

d. to despatch special division staff officers wherever they may be needed throughout the Region to investigate and advise on local difficulties.

The Regional special staff would not have representatives of every one of the divisions at AMG HQ., but only such as seemed to be necessary and appropriate to the region. Thus, for example, the Region comprising the industrial area of the North should be stiffened with specialists on utilities, production and labor.

The three Provinces of Sardinia will be administered by SCAOs only. The senior of the three will be at Cagliare. He will be given a small extra staff and will communicate direct with Rome.

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17. Certain legal differences should be pointed out between military government set up in occupied territory from which the enemy has been expelled and the military control imposed upon a defeated government to assure that the terms of an armistice are fulfilled. The powers of a military government flow from the fact

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that it is there. The authority of the government which has been driven out is for the moment suspended. The military government which displaces it exercises supreme authority, subject to the rules of international law. (See F.M. 27-10, ch.10; Manual of Military Law, ch. 14, Amendments (No. 12), pp 65 ff.) The powers of the military government are not based upon any concession, but upon the general principles of international law. If on the other hand an armistice is made with the enemy, that instrument will henceforth govern the relations between the opposing governments. The victor agrees upon certain terms to cease hostilities against the vanquished. It does not expel the existing government from the conquered territory, but imposes a control upon it to enforce the terms of the armistice. The victor's rights over the territory will thenceforth be those for which it stipulated and which the defeated government accepted as the price of a cessation of fighting. The victor may impose far-reaching demands, and may even stipulate that it shall have all the powers of an occupying power -- that is, the powers it would have had if it had driven out the enemy government and established a military government. But the control under an armistice will ordinarily be less extensive than in a military government. The victor may reserve the right to secure by its own direct action the benefits it has demanded, but it will usually act in the first instance through the existing governmental machinery.

The distinction should not be unduly magnified. To the officer in charge of a provincial capital military government and post-armistice control may look much the same. But at the national capital it will make considerable difference whether the Allied Military authority is itself governing Italy or is merely controlling the Italian national government.

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The distinction should not be unduly magnified. To the officer in charge of a provincial capital military government and post-armistice control may look much the same. But at the national capital it will make considerable difference whether the Allied Military authority is itself governing Italy or is merely controlling the Italian national government.

18. If the Italian Government should make an armistice, and the German forces should then make a stand at some line, e.g. the Po Valley, it is quite possible that the territory which the Italian Government had actually submitted to us would be under an Allied Military Control operating at Rome, whilst an Allied Military Government would be operating with the combat forces along the front.

19. Should an armistice be signed before the arrival of Post-Husky personnel from the United Kingdom or the United States (i.e., say, before August 25), much the greater part of the personnel for Provincial and Regional Control Officers and staffs would have to be drawn from the personnel of AMG Sicily.

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20. In the event of an occupation pursuant to an armistice, a proclamation would be drawn up in AFHQ and directions would be given for its publication throughout Italy.

21. The Dodecanese Islands, being within the theater controlled by GHQ, Middle East Forces, present a special situation. It is being recommended to the Combined Chiefs of Staff that the Commander in Chief, MEF, be instructed as follows:

a. In the event of a belligerent occupation of the Dodecanese Islands by forces under his command, an AMG similar in form to that established in Sicily and contemplated for the Italian mainland, shall be set up. The personnel should be both British and American, approximately half and half. The pattern of Allied Military Government should conform, as nearly as practicable, to that indicated in Post-Husky planning. This would ensure a uniformity of system and facilitate the eventual transfer of control to a central Allied Military authority at Rome.

b. If, as supposed in the Second Assumed Situation, the Italian Government is granted an armistice, the Commander in Chief, MEF, would accept the submission of the Dodecanese Islands in the name of the Allied Nations. He would thereupon establish local Allied Military Control in conformity with the scheme set out in this Overall Outline.

In order that the Commander in Chief, MEF, may be acquainted with what the foregoing recommendation would require, material on the plan for AMG Sicily and on Post-Husky planning, as well as the present Overall Outline, are being transmitted to him by this Headquarters.

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personnel should be both British and American, approximately half and half. The pattern of Allied Military Government should conform, as nearly as practicable, to that indicated in Post-Husky planning. This would ensure a uniformity of system and facilitate the eventual transfer of control to a central Allied Military authority at Rome.

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In order that the Commander in Chief, MEF, may be acquainted with what the foregoing recommendation would require, material on the plan for AMG Sicily and on Post-Husky planning, as well as the present Overall Outline, are being transmitted to him by this Headquarters.

22. The foregoing outline for meeting various eventualities is necessarily tentative. Events in Italy may at any time present a situation which would have to be exploited very quickly. All personnel drawn into military government work should therefore be prepared for hasty readjustments in plans.

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Appendix 1

RECAPITULATION PERSONNEL - REGION 3.

Total Personnel (Officers)

	Maj Gen	Brig & Brig Gen	Col	ItCol	Maj	Capt	Lieut	Total	Grand Total
Hq Staff (Excl. Military Administration)									
C .C.A.O.									
D.C.C.A.O.		1						1	
Chief of Staff			1					1	
Deputy Chief of Staff (Special Divisions)									
Admin.Staff					1	2	2	5	
Deputy Chief of Staff (Interior)									
Admin.Staff					1	2	3	6	
									13
Legal Division									
Chief Legal Officer.			1					1	
Deputy Chief Legal Officer				1				1	
Chief Counsel					1			1	
Staff									
Chief Judicial Officer					1			1	
Staff						1		1	
Officer in Charge Civil Courts						1		1	
Staff									
									6
Financial Division									
Chief Financial Officer.			1					1	
Deputy Chief Financial Officer				1				1	
Chief of Accounting Section				1				1	
Staff						1		1	
Chief of Revenue Section					1			1	
Staff									
Chief of Customs & Excise Section					1			1	
Staff									
Chief of Monopolies Section					1			1	
Staff									
Budget Director						1		1	
AMFA - Staff									

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Deputy Chief Legal Officer					1			1		
Chief Counsel										
Staff					1			1		
Chief Judicial Officer						1		1		
Staff										
Officer in Charge Civil Courts						1		1		
Staff										6
Financial Division										
Chief Financial Officer.			1					1		
Deputy Chief Financial Officer				1				1		
Chief of Accounting Section				1				1		
Staff						1		1		
Chief of Revenue Section					1			1		
Staff					1			1		
Chief of Customs & Excise Section										
Staff					1			1		
Chief of Monopolies Section										
Staff						1		1		
Budget Director										
AMFA - Staff						1		1		
Controller Financial Institutions										
Staff						1		1		
Controller Currency & Exchange										
Staff										10
Public Health & Welfare Division										
Director of Public Health & Welfare			1					1		21
Deputy Director Public Health & Welfare				1				1		
Chief Public Health Section				1				1		
Staff					1	1		2		
Chief Welfare Section					1			1		
Staff						2		2		

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	Maj Gen	Brig & Brig Gen	Col	LtCol	Maj	Capt	Lieut	Total	Grand Total
Public Safety Division									
Commissioner Public Safety			1					1	
Deputy Commissioner Public Safety				1				1	
Supt. Civil Police					1			1	
Staff						1		1	
Supt.Fire & Civil Defense					1			1	
Staff						1		1	
Supt. of Prisons						1		1	
Staff						1		1	
Supt. Special Police (C/I)						1		1	
Staff						1		1	
Supt. of Licensing									7
Staff									
Division of Agriculture									
Director of Agriculture				1				1	
Deputy Director of Agri.					1			1	
Chief Agriculture Section						1		1	
Staff						1		1	
Chief Fisheries Section									4
Staff									
Division Transportation, Communication & Utilities									
Director Transportation, Communication & Utilities				1				1	
Dep.Director Transp. Communication & Utilities					1			1	
Chief Railroad Section					1			1	
Staff						1		1	
Chief P.T.T. Section						1		1	
Staff						1		1	
Chief Utilities Section									5
Staff									
Division Economics & Supply									
Director Economics & Sup.			1				1		

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Director of Agriculture				1				1	
Deputy Director of Agri.					1			1	
Chief Agriculture Section						1		1	
Staff						1		1	
Chief Fisheries Section									
Staff						1		1	
Chief Forests Section									
Staff									
Division Transportation, Communication & Utilities									4
Director Transportation, Communication & Utilities				1				1	
Dep.Director Transp. Communication & Utilities									
Chief Railroad Section					1			1	
Staff					1			1	
Chief P.T.T. Section									
Staff						1		1	
Chief Utilities Section									
Staff						1		1	
Supervisor Highways									
Staff									
Division Economics & Supply									5
Director Economics & Sup.				1				1	
Deputy Director Economics & Supply				1				1	
Chief Requirements Division					1			1	
Staff					1			1	
Chief Industry & Resources Division									
Staff					1			1	
Statistics & Research						1		1	
Labor Division									21
Director of Labor				1				1	
Deputy Director of Labor					1			1	
Chief Manpower Division						1		1	
Staff						1		1	
Chief Labor Disputes Div.									
Staff						1		1	
Counsel									

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	Maj Gen	Brig & Brig Gen	Col	LtCol	Maj	Capt	Lieut	Total	Grand Total
Education & Fine Arts									
Director Education & Fine Arts					1			1	
Deputy Director Education & Fine Arts									
Director Museums & Monuments									
Staff									
Director of Education									
Staff									1
Property Controller									
Controller of Allied & Enemy Property				1				1	
Deputy Controller Allied & Enemy Property					1			1	
Assistant Controllers						1		1	
Accountants						1		1	
Counsel									4
Information									
Director of Information					1			1	
Deputy Director Information						1		1	
Chief Intelligence Section									
Staff									
Chief Records Section									
Staff									2
Advisor on Italian Foreign Relations									
Staff									
Advisor on Italian Colonial Affairs									
Civil Affairs Officers			1	10	10	6	5	32	

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Deputy [illegible]								
Enemy Property					1		1	
Assistant Controllers					1		1	
Accountants								4
Counsel								
Information								
Director of Information				1			1	
Deputy Director Information					1		1	
Chief Intelligence Section								
Staff								
Chief Records Section								
Staff								2
Advisor on Italian Foreign Relations								
Staff								
Advisor on Italian Colonial Affairs								
Civil Affairs Officers		1	10	17	6	5	39	
HQ Commandant								
Deputy Hq Commandant								
Supply Officers								
Personnel Officers								
Transport Officers								
Company Officers								39
CAPOs								21
Chief			1				1	
Deputy			1				1	
Staff			1	9	10	8	26	30

Total E.M. & O.R. Personnel - 225

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RECAPITULATION PERSONNEL - REGION 4

	Maj Gen	Brig & Brig Gen	Col	LtCol	Maj	Capt	Lieut	Total	Grand Total
Hq Staff (Excl. Military Administration)									
C.C.A.O.									
D.C.C.A.O.		1						1	
Chief of Staff			1					1	
Deputy Chief of Staff (Special Divisions)				1				1	
Admin. Staff					1		2	3	
Deputy Chief of Staff (Interior)					1			1	
Admin. Staff					1			1	4
Legal Division									
Chief Legal Officer			1						
Deputy Chief Legal Officer				1				1	
Chief Counsel				1				1	
Staff					1	1		2	
Chief Judicial Officer					1			1	
Staff									
Officer in Charge Civil Courts						1			
Staff									
Financial Division									
Chief Financial Officer			1					1	
Deputy Chief Financial Officer				1					
Chief of Accounting Section				1				1	
Staff						1		1	
Chief of Revenue Section									
Staff							1	1	
Chief of Customs & Excise Section					1			1	
Staff									
Chief of Monopolies Section					1			1	
Staff									

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	Maj Gen	Brig & Brig Gen	Col	LtCol	Maj	Capt	Lieut	Total	Grand Total
Public Safety Division									
Commissioner Public Safety									
Deputy Commissioner Public Safety				1				1	
Supt. Civil Police									
Staff								1	
Supt. Fire & Civil Defense					1				
Staff								1	
Supt. of Prisons						1			
Staff								1	
Supt. Special Police (C/I)						1			
Staff								1	
Supt. of Licensing						1			
Staff								1	
Division of Agriculture									7
Director of Agriculture				1					
Deputy Director of Agri.					1			1	
Chief Agriculture Section						1		1	
Staff								1	
Chief Fisheries Section									
Staff									
Chief Forests Section						1		1	
Staff									
Division Transportation, Communication & Utilities									4
Director Transportation, Communication & Utilities		1						1	
Dep. Director Transp. Communication & Utilities			1					1	
Chief Railroad Section			1					1	
Staff									
Chief P.T.T. Section				1				1	
Staff									
Chief Utilities Section				1				1	
Staff									
Supervisor Highways				1				1	
Staff									
Division Economics & Supply									3

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| | | |

	Maj Gen	Brig & Brig Gen	Col	LtCol	Maj	Capt	Lieut	Total	Grand Total
Education & Fine Arts									
Director Education & Fine Arts				1				1	
Deputy Director Education & Fine Arts					1			1	
Director Museums & Monuments						1		1	
Staff									3
Property Controller									
Controller of Allied & Enemy Property				1				1	
Deputy Controller Allied & Enemy Property					1			1	
Assistant Controllers					1	1	1	2	
Accountants						1		1	
Counsel						1	1	2	
Information									3
Director of Information					1			1	
Deputy Director Information						1		1	
Chief Intelligence Section									
Staff									2
Chief Records Section									
Staff									
Advisor on Italian Foreign Relations									
Staff									
Advisor on Italian Colonial Affairs									
Civil Affairs Officers			1	17	19	15	10		62
HQ Commandant									
Deputy Hq Commandant									
Supply Officers									

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Accountants						1			1		
Counsel						1	1		2		
Information											
Director of Information					1				1		
Deputy Director Information:						1			1		
Chief Intelligence Section:											
Staff											
Chief Records Section											
Staff											
Advisor on Italian Foreign: Relations											2
Staff											
Advisor on Italian Colonial: Affairs											
Civil Affairs Officers			1	17	19	15	10				62
HQ Commandant											
Deputy Hq Commandant											
Supply Officers											
Personnel Officers											
Transport Officers											
Company Officers											
CAPOs											
Chief					1				1		
Deputy					1						
Staff				4	1	1	15	5	10		
											57

Total U. S. and U. K. Personnel -- 300

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APPENDIX 3.

ALLIED FORCE HEADQUARTERS

Military Government Section

Draft Plan for Military Government of all Regions, particularly applicable to Region 4.

INTRODUCTION

The following plan deals with the immediate establishment of AMG in any Region in the event of military operations involving its occupation. It assumes that Region 4 will only be occupied after the successful conclusion of AVALANCHE. The government will eventually become a part of a larger system of military government of all occupied Italy. The Commander in Chief 15 Army Group will be the supreme governmental authority in territory occupied by his forces. Unless otherwise stated all Civil Affairs personnel assigned to Region 4 will be under the control of the present AMG Headquarters (formed for operations against Sicily).

At Appendix 2 is a TO/WE for personnel to carry out the Government of Region 4. The personnel will be obtained and made available by AFHQ. Appropriate groups will accompany the occupying forces, the remainder being sent forward as soon as the situation allows.

The responsibility for government will be joint and American and British personnel will be divided as shown in TO/WE. Both flags will be flown at headquarters and post of Military Government. The national flag of the Senior Officer present will be on the right (i.e., on the left of anyone approaching).

OBJECTIVES

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supreme governmental authority in territory occupied by his forces. Unless otherwise stated all Civil Affairs personnel assigned to Region 4 will be under the control of the present AMG Headquarters (formed for operations against Sicily).

At Appendix 2 is a TO/WE for personnel to carry out the Government of Region 4. The personnel will be obtained and made available by AFHQ. Appropriate groups will accompany the occupying forces, the remainder being sent forward as soon as the situation allows.

The responsibility for government will be joint and American and British personnel will be divided as shown in TO/WE. Both flags will be flown at headquarters and post of Military Government. The national flag of the Senior Officer present will be on the right (i.e., on the left of anyone approaching).

OBJECTIVES

The objectives of the military government of Region 4 will be:

(a) to relieve combat troops of the necessity of providing for civil administration.

(b) to restore law and order and normal conditions among the civil population as soon as possible, procure the necessary food supplies for them and where necessary provide relief and maintenance for destitutes within available resources.

(c) to assist in making available to the occupying forces the economic resources of the occupied territory.

(d) to promote political and military objectives of the Allied Forces

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in connection with future operations through efficient government of the territory and the application of the policies toward the civil population laid down by the Commander in Chief.

BASIS OF PLAN

Fundamentals of the system of military government prescribed by both Great Britain and the United States are the same, being based on the rules annexed to the Hague Convention of 1907 and usages and customs of international law recognized by both governments.

The basic directives as to military government on which this plan is based are:

U. S. Manual of Military Government (FM 27-5)

British Manual of Military Law, Section 8, Chapter 14.

Notes on Military Government of Occupied Enemy Territory
(Parts I and II)

ORGANIZATION

Military government will be under the control of the Chief Civil Affairs Officer, AMG.

The Regional Civil Affairs Officer for Region 4 will be a Brigadier General with a Colonel as Chief of Staff. His staff will include Colonels as heads of the following special divisions:

Legal

Financial

Public Health and Welfare

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British Manual of Military Law, Section 8, Chapter 14.

Notes on Military Government of Occupied Enemy Territory
(Parts I and II)

ORGANIZATION

Military government will be under the control of the Chief Civil Affairs Officer, AMG.

The Regional Civil Affairs Officer for Region 4 will be a Brigadier General with a Colonel as Chief of Staff. His staff will include Colonels as heads of the following special divisions:

Legal

Financial

Public Health and Welfare

Public Safety

Also the following Special Divisions headed by Lieutenant Colonels:

Agriculture

Transportation and Communications

Economics and Supply

Labor

Property Control

Civil Affairs Police Officers

Headed by a Major:

Education and Fine Arts

Information

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FUNCTION OF SPECIAL DIVISIONS

These will be found in detail in the Instructions for Civil Affair Officers.

FIELD ORGANIZATION

For the Field Organization, the TO/WE provide 62 Civil Affairs Officers, including 1 Colonel, 17 Lieutenant Colonels, 19 Majors, 15 Captains, and 10 Lieutenants.

There are also 57 Civil Affairs Police Officers under a Lieutenant Colonel.

The above figures are based on the assumption that a Colonel will be SCAO of the largest town, a Lieutenant Colonel will be SCAO of each of the other provincial capitals and CAO-CAPO will be allotted to all provincial capitals in proportion to their populations.

Although CAOs may be allotted in the planning stages to definite Provincial capitals, it is the responsibility of the SCAO to re-allot them on arrival on the ground after investigation of the local situation.

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of the proposed town, a Lieutenant Colonel will be SCAO of each of the other provincial capitals and CAO-CAPO will be allotted to all provincial capitals in proportion to their populations.

Although CAOs may be allotted in the planning stages to definite Provincial capitals, it is the responsibility of the SCAO to re-allot them on arrival on the ground after investigation of the local situation.

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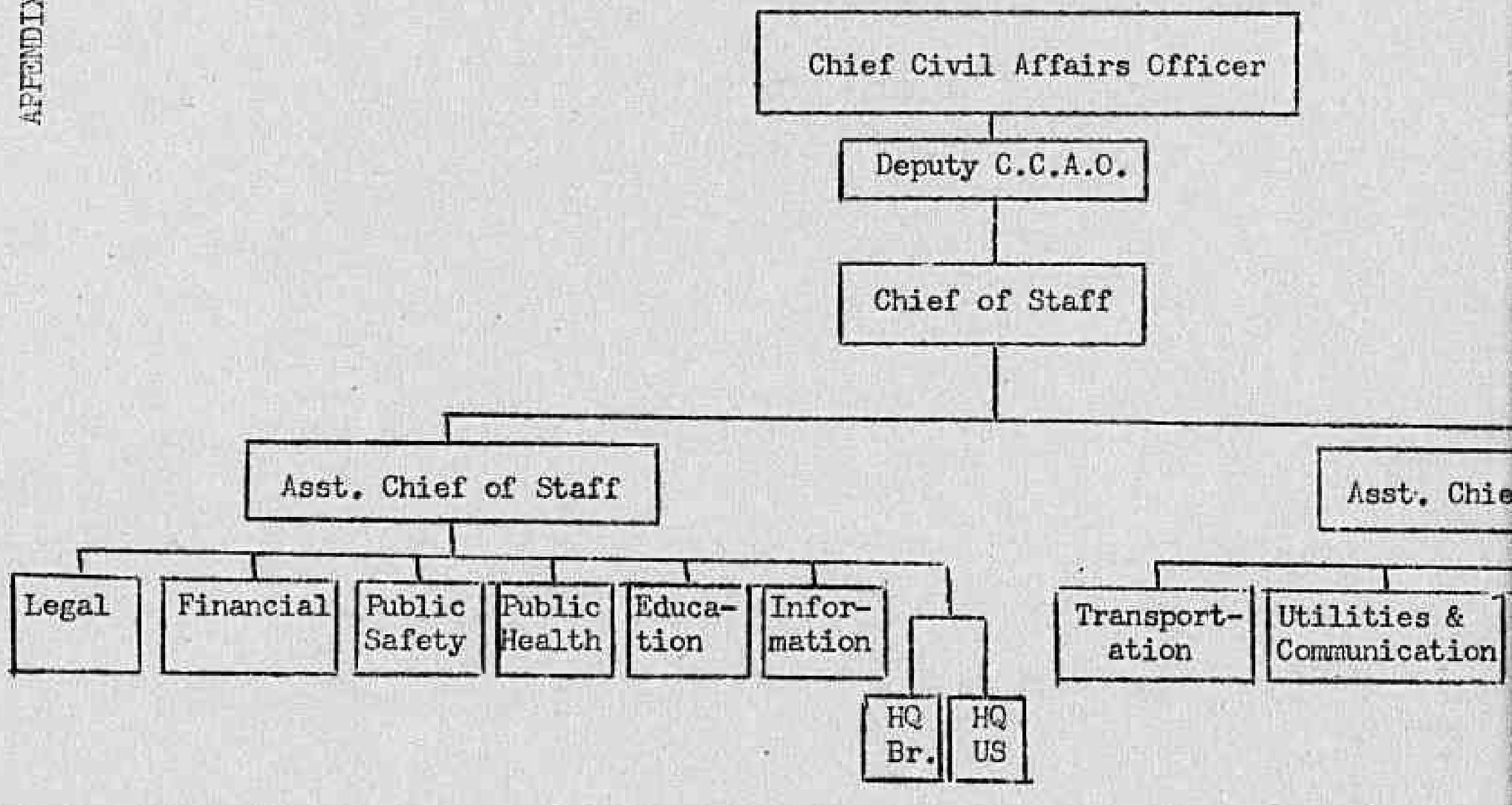
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APPENDIX 4

ALLIED MILITARY GOVERNMENT HEADQUARTERS



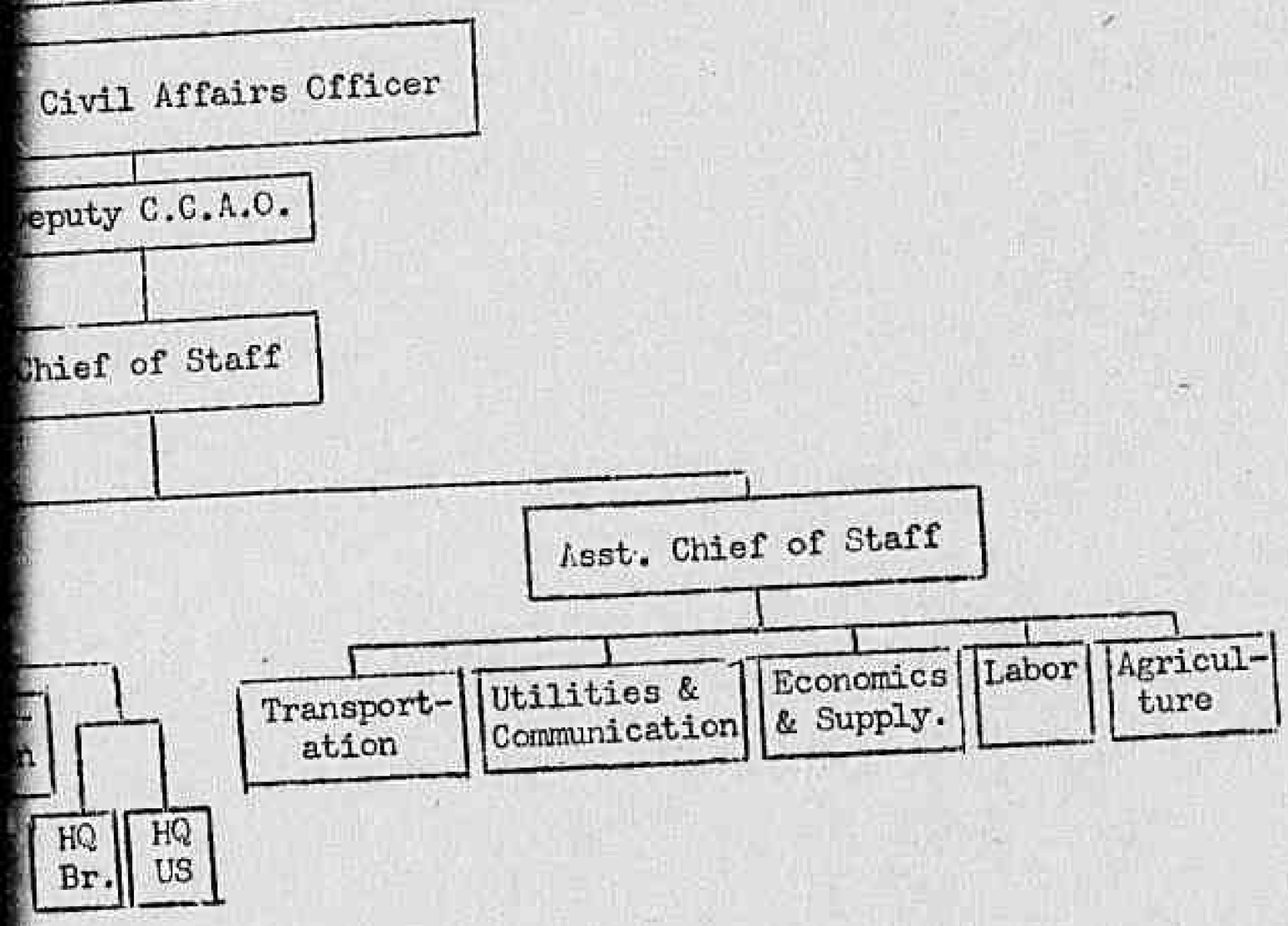
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APPENDIX 5

NATIONAL HQ.

RECAPITULATION PERSONNEL -

TOTAL PERSONNEL (OFFICER)

	Maj Gen	Brig & Brig Gen	Col	Lt. Col	Maj	Capt	Lieut	Total	Grand Total
Hq Staff (Excl. Military Administration)									
C.C.A.O.	1							1	
D.C.C.A.O.	1							1	
Chief of Staff		1						1	
Asst. ~~Deputy~~ Chief of Staff (~~Special~~ Divisions)		1						1	
Admin Staff			1	3	5	5	6	20	
Asst. ~~Deputy~~ Chief of Staff (~~Interior~~)		1						1	
Admin Staff			1	2	4	4	4	15	40
Legal Division									
Chief Legal Officer		1						1	
Deputy Chief Legal Officer			1					1	
Chief Counsel			1					1	
Staff				2	3	3		8	
Chief Judicial Officer			1					1	
Staff				3	4	1		8	
Officer in Charge Civil Courts			1					1	
Staff				1	2	1		4	25
Financial Division									
Chief Financial Officer		1						1	
Deputy Chief Financial Officer			1					1	
Chief of Accounting Section			1					1	
Staff				3	7	5		15	
Chief of Revenue Section			1					1	
Staff				2	4	3		9	
Chief of Customs & Excise Section				1				1	
Staff					2	2		4	
Chief of Monopolies Section				1				1	

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Chief Legal Officer		1						1	
Deputy Chief Legal Officer			1					1	
Chief Counsel			1					1	
Staff				2	3	3		8	
Chief Judicial Officer			1					1	
Staff				3	4	1		8	
Officer in Charge Civil Courts			1					1	
Staff				1	2	1		4	25
Financial Division									
Chief Financial Officer		1						1	
Deputy Chief Financial Officer			1					1	
Chief of Accounting Section			1					1	
Staff				3	7	5		15	
Chief of Revenue Section			1					1	
Staff				2	4	3		9	
Chief of Customs & Excise Section				1				1	
Staff					2	2		4	
Chief of Monopolies Section				1				1	
Staff					2	2		4	
Budget Director				1				1	
AMFA - Staff			1	1	3	5		10	
Controller Financial Institutions			1					1	
Staff				4	5	5		14	
Controller Currency & Exchange			1					1	
Staff				1	2	1		4	70
Public Health & Welfare Division									
Director Public Health & Welfare		1						1	
Deputy Director Public Health & Welfare			1					1	
Chief Public Health Section			1					1	
Staff				4	8	8		20	
Chief Welfare Section			1					1	
Staff				3	6	7		16	40

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	Maj Gen	Brig & Brig Gen	Col	LtCol	Maj	Capt	Lieut	Total	Grand Total
Public Safety Division									
Commissioner Public Safety		1						1	
Deputy Commissioner Public Safety			1					1	
Supt. Civil Police			1					1	
Staff				3	3	6		12	
Supt. Fire & Civil Defense			1					1	
Staff				1	2	2		5	
Supt. of Prisons			1					1	
Staff				1	2	2		5	
Supt. Special Police (C/I)			1					1	
Staff				1	2	1		4	
Supt. of Licensing			1					1	
Staff					1	1		2	
									35
Division of Agriculture									
Director of Agriculture			1					1	
Deputy Director of Agri.			1					1	
Chief Agriculture Section				1				1	
Staff					5	3	3	11	
Chief Fisheries Section				1				1	
Staff					2	2	1	5	
Chief Forests Section				1				1	
Staff					2	1	1	4	
									25
Division Transportation, Communication & Utilities									
Director Transportation, Communication & Utilities	1							1	
Dep. Director Transp. Communication & Utilities		1						1	
Chief Railroad Section		1						1	
Staff				2	4	4		10	
Chief P.T.T. Section		1						1	
Staff				4	5	6	2	17	
Chief Utilities Section		1						1	
Staff				2	4	3		9	
Supervisor Highways				1				1	
Staff					2	2		4	
									46
Division Economics & Supply									

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Staff			5	3	3	11		
Chief Fisheries Section		1				1		
Staff			2	2	1	5		
Chief Forests Section		1				1		
Staff			2	1	1	4		
							25	
Division Transportation, Communication & Utilities								
Director Transportation, Communication & Utilities	1					1		
Dep. Director Transp. Communication & Utilities		1				1		
Chief Railroad Section		1				1		
Staff			2	4	4	10		
Chief P.T.T. Section		1				1		
Staff			4	5	6	2	17	
Chief Utilities Section		1				1		
Staff			2	4	3		9	
Supervisor Highways			1				1	
Staff				2	2		4	
							46	
Division Economics & Supply								
Director Economics & Sup		1				1		
Deputy Director Economics & Supply		1				1		
Chief Requirements Division		1				1		
Staff			2	3	4		9	
Chief Industry & Resources Division		1				1		
Staff			2	3	4		9	
Statistics & Research				1	2		3	
							25	
Labor Division								
Director of Labor		1				1		
Deputy Director of Labor		1				1		
Chief Manpower Division			1				1	
Staff				3	2		5	
Chief Labor Disputes Div.			1				1	
Staff				2	2		4	
Counsel				1	1		2	
							15	

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Inasmuch as Psychological Warfare Branch will be responsible for disseminating information for AMG, and the censorship of Posts, Telephones and Telegraphs will be by the censor, it is expected that the Information Division will be greatly reduced from that shown hereon.

	Maj Gen	Brig & Brig Gen	Col	Lt.Col	Maj	Capt	Lieut	Total	Grand Total
Education & Fine Arts									
Director Education & Fine Arts			1					1	
Deputy Director Education & Fine Arts				1				1	
Director Museums & Monuments				1				1	
Staff					2	1		3	
Director of Education				1				1	
Staff					1	1	1	3	
									10
Property Controller									
Controller of Allied & Enemy Property			1					1	
Deputy Controller Allied & Enemy Property				1				1	
Assistant Controllers				2	4	2		8	
Accountants					1	2		3	
Counsel					1	1		2	
									15
Information									
Director of Information			1					1	
Deputy Director Information			1					1	
Chief Intelligence Section				1				1	
Staff				2	4	4		10	
Chief Records Section				1				1	
Staff					1	2	2	5	
Chief Press Section				1				1	
Staff				3	6	6		15	
Advisor on Italian Foreign Relations				1				1	
Staff					1	1		2	
Advisor on Italian Colonial Affairs				1	1	1		3	
									41
Civil Affairs Officers									
HQ Commandant				1				1	

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Deputy [illegible]									
Enemy Property				2	4	2		3	
Assistant Controllers					1	2		2	
Accountants					1	1			15
Counsel									
Information									
Director of Information			1					1	
Deputy Director Information			1					1	
Chief Intelligence Section				1				1	
Staff				2	4	4		10	
Chief Records Section				1				1	
Staff					1	2	2	5	
Chief, Press Section				1				1	
Staff				3	6	6		15	
Advisor on Italian Foreign Relations				1				1	
Staff					1	1		2	
Advisor on Italian Colonial Affairs				1	1	1		3	
									41
Civil Affairs Officers									
HQ Commandant				1				1	
Deputy HQ Commandant				1				1	
Supply Officers					2	2	4	8	
Personnel Officers					2	2	2	4	
Transport Officers						2	6	8	
Company Officers									30
CAPOs									
Chief									
Deputy									
Staff									

Total E.M. & O.R. Personnel = 600

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APPENDIX 6

ALLIED MILITARY GOVERNMENT

PROCLAMATION NO.I

[Draft now under discussion. The issue of this Overall Outline will not be delayed on that account].

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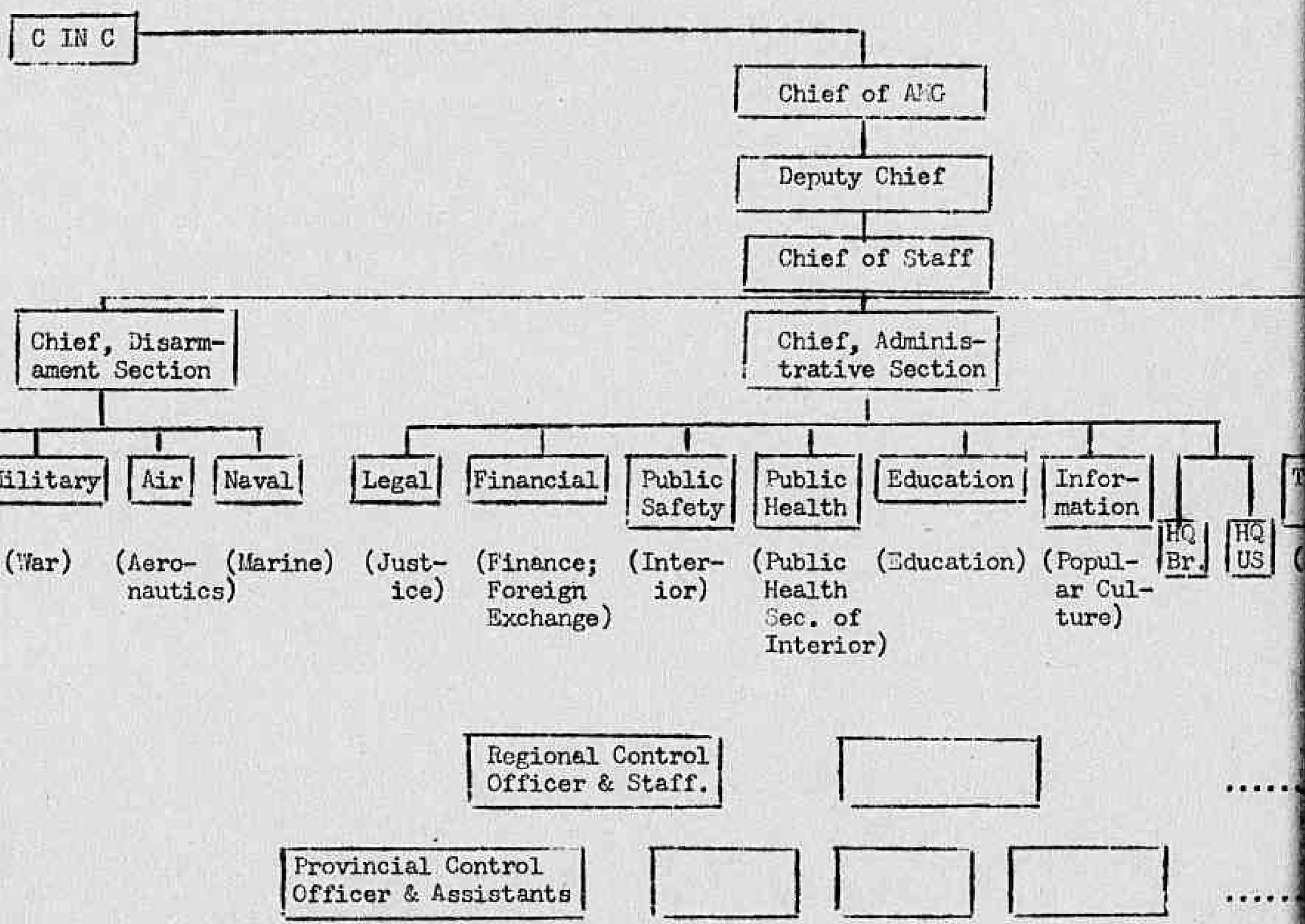
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ALLIED MILITARY CONTROL



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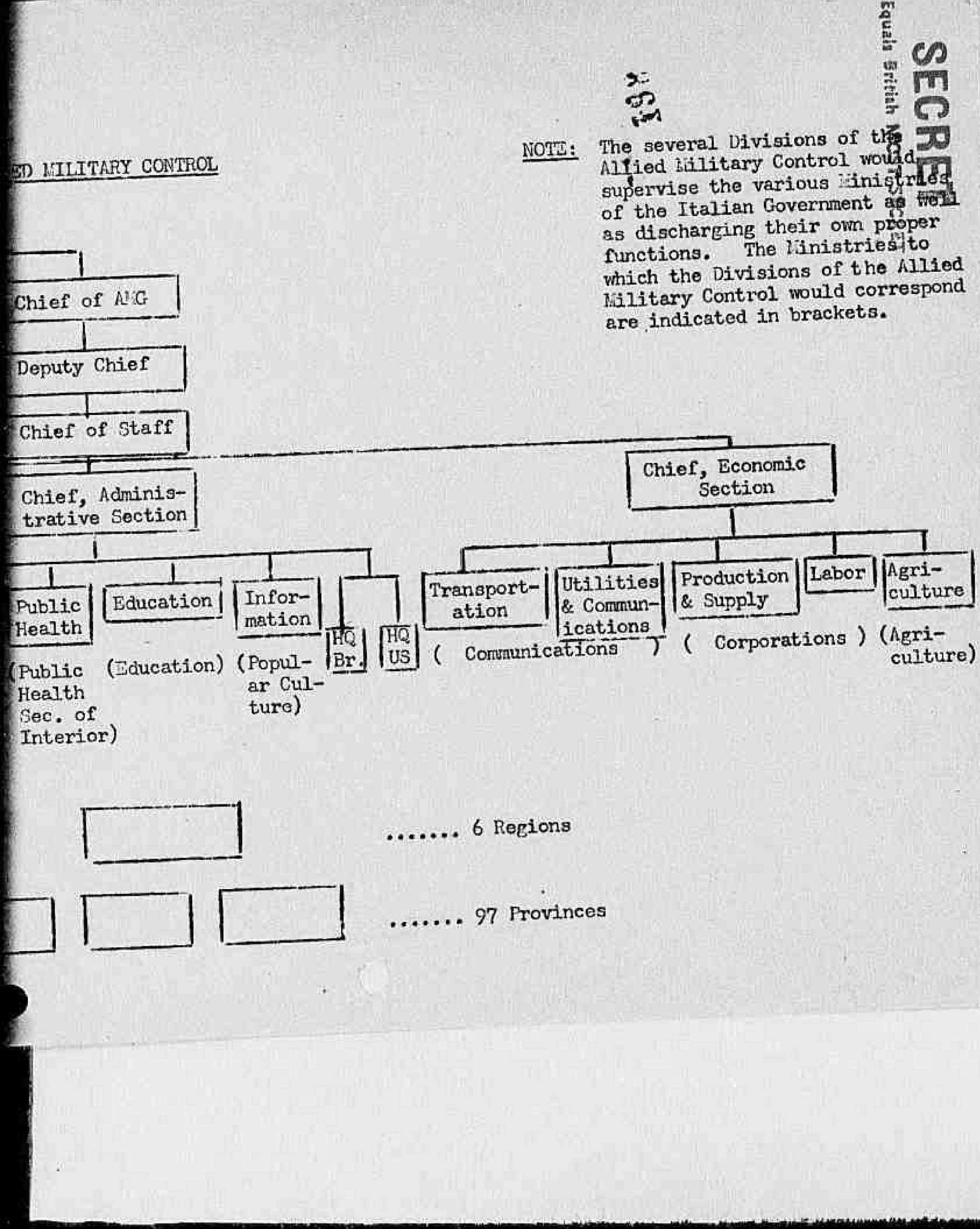
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ED MILITARY CONTROL



NOTE: The several Divisions of the Allied Military Control would supervise the various Ministries of the Italian Government as well as discharging their own proper functions. The Ministries to which the Divisions of the Allied Military Control would correspond are indicated in brackets.

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Arthur's Expeditionary Folio.

A. On basis of First Assumed Situation - Occupation in Force.

I. Proclamation.

I have enclosed copy of memorandum for Chief Legal Officer on why I think the new draft Proclamation No. 1 is what we need for an initial phase. From my telephone conversation with Colonel Chanler on Friday I judge he will be in general agreement.

As to whether we would later need proclamations similar to the higher-numbered proclamation for AMG Sicily, I think only time can tell.

What defects have been observed in Sicily proclamations?

II. Production of Proclamations.

Given an acceptable English text of a single proclamation, M.G.S., AFHQ, could have it translated at Tizi Ouzou. This should require two or three days. Captain Moult of AFHQ press tells me that, if we obtained the priority, he could set type and run off 6000 copies withing 3 days. Thereafter, at rate of 6000 per day.

III. A M Lire.

What do we use for money? Please note my memorandum to Chief Financial Officer, raising question whether AMFA or MGS, AFHQ, will order A M Lire for future operations? This should be clearly settled on the ground. If MGS, AFHQ is to be responsible, we need a forecast based on experience of AMG Sicily.

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IV. Control of Financial Institutions.

How far is it desirable to go, in Post-Duce operations,

in the way of closing financial institutions and imposing a moratorium (Proc. No. 5); in the way of financial regulations as in Proc. No. 10?

Please consider relation between extent of tasks assumed and probable ability of available personnel to discharge them.

V. Judicial System.

What changes should be made in the system of courts?

In the rules of Court?

In the distribution of personnel for maximum efficiency?

What are the chief shortcomings of judicial officers which could be prevented by previous training?

Is it fair to assume that prosecutions will not be many, and that accordingly the judicial staff could be less numerous, with lawyers being shifted to General Administration?

VI. Legal Division on the Counsel Side.

How much work of this sort arises from day to day?

Are the judicial officers in the field much called upon for curbstone opinions?

VII. Public Safety.

May the carabinieri be counted upon to do a satisfactory job under not very intensive supervision? How thin may the CAROs be spread?

VIII Property Control.

To what extent should this be perpetuated in mainland operations?

What is the quantity of work they find to do?

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IX. Supply.

Colonel Sutherland will be inquiring all about this.

B. On Basis of Second Assumed Situation - Post-Armistice Military Control

I. Field Organization.

What comments on Overall Outline plan for Provincial Control Officers and "trouble-shooting" group?

II. AMG Personnel..

How many officers now in Sicily could be extricated to participate in a Thinspread?

How would the provincial teams of 2,3, or 4 officers be selected?

III. What instructions should be given Provincial Control Officers as to relations with Civil population?

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Military Government Section, AFHQ

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August 5th, 1943.

Dear Charles:

Having written you a very formal memo, and inclosed another for Graffety-Smith (which kindly note and deliver), I put in just a brief word in a more personal vein. Only as it's late at night and I wish to get this off at once, I must be brief. How are you getting on anyhow?

Please, if time can be found, tell us how things have gone, and what in the light of your experience we should expect in planning for other things. Am I right in my feeling that our judicial machinery, including the number of judicial officers and prosecutors, is relatively more numerous than the situation imperatively demands? (Cf. Rowe's prediction).

In the event we should soon have to do what we jokingly call Operation Thinspread (see Second Assumed Situation in Overall Outline), how large a number could be extracted from Sicily? Would they all be so deeply committed that they could not be withdrawn quickly. In short, advise on the situation, from your point of view, if we should have to do the most in the shortest time, before the arrival of replacements on order.

Am I right in estimating that for future operations we could plan on fewer judges and prosecutors, and use the personnel thus released for general administration?

On the original landing, what military government personnel was attached to divisions, corps and armies, or to lower echelons? What was the lowest formation to which a CAO was allotted? In general, what ranks? What changes would you recommend?

Can you give us an opinion on the usefulness of food and medicine for civilian use immediately after occupation?

We are extremely short of news as to how you got on. Soyez bon pour les pauvres gens de l'état major.

I keep very busy with very interesting crystal-gazing. My very kindest to you all.

Yours as ever,

SECRET Archie Jackman

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Your Reading job only awaits reply & my wire, & mail service is clear.

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ALLIED FORCE HEADQUARTERS

Military Government Section

CF/os
5 August 1943

MEMORANDUM FOR: Chief Legal Officer, AMG Sicily.

SUBJECT : Draft of Proclamation for Use in Mainland Occupation.

1. Reference is made to AFHQ message 6389 and the reply F 3 for the CCAO. The Chief MGS directs that I set out the views of this office at greater length than can be done by telegraph, and elicit a more detailed response. The draft of a proclamation for the initial phase is inclosed. The exact circumstances under which it would be posted can not certainly be foreseen. See the Overall Outline for Occupation of Italy inclosed herewith. (Six copies are being sent at the same time to the CCAO.)

2. As is said in the reply for the CCAO, much of Proclamation No. 1 for AMG Sicily can be retained with small changes. The preamble is in part inapplicable; there should be a new one fitted to the occasion. The substance of Articles I, IV, VI, VII and VIII should be preserved, and they have in effect been incorporated in the new Draft. Article II in its original form may well be dropped. Article V is out of date, though there may well be vestiges of Fascism to be destroyed later. Article III calls for special consideration.

3. Either Article III should be elaborated to define more particularly the acts which will be punished, or Proclamation No. 2 (in a slightly revised version) must be retained. It is believed here that, under the circumstances reasonably to be expected, Proclamation No. 2 is needlessly detailed and menacing. It implies that there will be widespread resistance on the part of the people to whom it is addressed. Other reasons will readily occur why No. 2 does not sound the desired note. But if No. 2 is not to be posted along with No. 1, then certainly No.1 needs to be expanded. See paragraphs 2,3, and 4 of the Draft; if offenses are defined with that much particularity it is believed that the courts of military government could carry on indefinitely. But the original Article III is hardly adequate to serve as a warning of what acts will bring punishment.

4. It seems clearly preferable to say that offenses are punishable "by an appropriate military tribunal" rather than "by an Allied Military Court". There may be many tactical situations wherein no Allied Military Court could conveniently be set up and where the commander of the combat force would order the case tried in the way customary in the army of which his force was a part.

5. It is not overlooked that the distinction in Proclamation No. 2 between capital and other offenses became a fundamental jurisdictional matter in Proclamation No. 4. So if the distinction is not perpetuated, either in the drafting of a new No. 1 or by retaining No. 2, the entire AMG

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judicial system is thrown somewhat out of joint. But it is believed that that system may well be revised to the extent thus made necessary, taking account at the same time of the experience in Sicily and the estimate of the situation for mainland occupation. You will note that the Overall Outline, paragraph 9, directs that for future operations the composition and procedure of AMG courts will conform, as nearly as is practicable, to the judicial system established for AMG Sicily.

6. If, as the CCAO agrees, the publication of many proclamations is to be avoided at the initial stage, are there not several matters of first importance which should be included in Proclamation No. 1? E. g., passes, circulation and public assemblies. If the old Proclamation No. 3 is not to be posted, there should be a provision in No. 1 on legal tender. The new draft covers this subject. (Note, however, accompanying memorandum on A. M. Lire).

7. It is believed that the new Draft incorporates all matters in the old No. 1 on which later proclamations depended, so that if in a mature phase it should be desired to post the later proclamations (revised), that would be perfectly possible. Translation can be done at Tizi Ouzou, and the AFHQ Press has adequate facilities to produce on very short notice any anticipated quantity of a single new proclamation. Accordingly it is the view here that, unless there is some objection not now perceived, the Draft inclosed represents the most suitable form of proclamation for use in the varied contingencies that must be kept in view, and complies with the CCAO's desire to retain the form of No. 1 as nearly as practicable.

8. The question also arises what form of proclamation should be posted in the event of an armistice - what it should say - and whether it should be published by the Allied Forces or by the Italian Government in accord with our direction. That matter will soon be taken up here. Your suggestions would be appreciated.

9. Since matters of this sort should not be long in suspense, a prompt preliminary reply by telegraph is requested, with a fuller statement by mail.

Charles Fairman

CHARLES FAIRMAN,
Lt. Col., JAGD,
Legal Advisor.

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ALLIED FORCE HEADQUARTERS

Military Government Section

CF/eg
5 August 1943

MEMORANDUM FOR: Chief Legal Officer, AMG Sicily.

SUBJECT : Draft of Proclamation for Use in Mainland Occupation.

1. Reference is made to AFHQ message 6389 and the reply F 3 for the CCAO. The Chief MGS directs that I set out the views of this office at greater length than can be done by telegraph, and elicit a more detailed response. The draft of a proclamation for the initial phase is inclosed. The exact circumstances under which it would be posted can not certainly be foreseen. See the Overall Outline for Occupation of Italy inclosed herewith. (Six copies are being sent at the same time to the CCAO.)

2. As is said in the reply for the CCAO, much of Proclamation No. 1 for AMG Sicily can be retained with small changes. The preamble is in part inapplicable; there should be a new one fitted to the occasion. The substance of Articles I, IV, VI, VII and VIII should be preserved, and they have in effect been incorporated in the new Draft. Article II in its original form may well be dropped. Article V is out of date, though there may well be vestiges of Fascism to be destroyed later. Article III calls for special consideration.

3. Either Article III should be elaborated to define more particularly the acts which will be punished, or Proclamation No. 2 (in a slightly revised version) must be retained. It is believed here that, under the circumstances reasonably to be expected, Proclamation No. 2 is needlessly detailed and menacing. It implies that there will be widespread resistance on the part of the people to whom it is addressed. Other reasons will readily occur why No. 2 does not sound the desired note. But if No. 2 is not to be posted along with No. 1, then certainly No. 1 needs to be expanded. See paragraphs 2,3, and 4 of the Draft; if offenses are defined with that much particularity it is believed that the courts of military government could carry on indefinitely. But the original Article III is hardly adequate to serve as a warning of what acts will bring punishment.

4. It seems clearly preferable to say that offenses are punishable "by an appropriate military tribunal" rather than "by an Allied Military Court". There may be many tactical situations wherein no Allied Military Court could conveniently be set up and where the commander of the combat force would order the case heard in the way customary in the army of which his force was a part.

5. It is not overlooked that the distinction in Proclamation No. 2 between capital and other offenses became a fundamental jurisdictional matter in Proclamation No. 4. So if the distinction is not perpetuated, either in the drafting of a new No. 1 or by retaining No. 2, the entire AMG

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judicial system is thrown somewhat out of joint. But it is believed that that system may well be revised to the extent thus made necessary, taking account at the same time the experience in Sicily and the estimate of the situation for mainland occupation. You will note that the Overall Outline, paragraph 9, directs that for future operations the composition and procedure of AMG courts will conform, as nearly as is practicable, to the judicial system established for AMG Sicily.

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CHARLES FAIRMAN,
Lt. Col., JAGD,
Legal Advisor.

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ALLIED MILITARY GOVERNMENT

PROCLAMATION NO. 1

TO THE PEOPLE OF ITALY:

(Preamble appropriate to the circumstances under which the occupation takes place.)

1. The authority of the Italian Government is suspended and that of the Allied Forces is supreme in all those places occupied by the Allied Forces. Your existing personal and property rights will be fully respected by the Allied Military Government; it will be no more severe than your own conduct and the exigencies of war may require.

2. All persons in occupied territory must obey promptly, in letter and in spirit, all orders given them by the Allied Military Authorities. They must refrain from any act hostile to, in fraud of, or interfering with the Allied Nations or helpful to the enemy, from any trade or communication with the enemy, from any act of looting, pillage, sabotage or disorder, from any wrongful taking or receiving of property of the Allied Nations, and from any crime against members of the Allied Forces or other adherents to any Government at war with the Axis powers. Any person charged with disobeying an order made by the Allied Military Authorities or with otherwise violating the laws of war will be liable to trial and on conviction to punishment by an appropriate military tribunal. Any conspiracy, advice or attempt to commit any of the acts denounced above will be likewise punishable.

3. Violations of Italian penal laws may, in the discretion of the Allied Military Authorities, be tried in an appropriate military tribunal.

4. The mayor or other principal representative of any commune may be charged as representing the members thereof, with any offense with which such members are alleged to be collectively responsible and in the event of his being convicted of such offense in his

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hostile to, in fraud of, or interfering with the Allied Nations or helpful to the enemy, from any trade or communication with the enemy, from any act of looting, pillage, sabotage or disorder, from any wrongful taking or receiving of property of the Allied Nations, and from any crime against members of the Allied Forces or other adherents to any Government at war with the Axis powers. Any person charged with disobeying an order made by the Allied Military Authorities or with otherwise violating the laws of war will be liable to trial and on conviction to punishment by an appropriate military tribunal. Any conspiracy, advice or attempt to commit any of the acts denounced above will be likewise punishable.

3. Violations of Italian penal laws may, in the discretion of the Allied Military Authorities, be tried in an appropriate military tribunal.

4. The mayor or other principal representative of any commune may be charged as representing the members thereof, with any offense with which such members are alleged to be collectively responsible and in the event of his being convicted of such offense in his representative capacity, and collective responsibility being established, a collective punishment may be imposed upon such commune.

5. The civil adminstration, including the courts of law, and all services of public utility will continue to function, subject to the direction of the Allied Military authorities. Public officials and employees, except such as may be removed by the Allied Military authorities, will remain in the faithful performance of their duties.

6. Existing laws and regulations on price control, rationing, and blackout will continue to be obeyed save as they may be modified from time to time by the Allied Military authorities.

7. All persons must have in their possession at all times an identity card in accordance with Italian law and must produce the same upon the demand of any member of the

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Allied Forces. If any person has lost or shall lose his identity card he shall apply for a duplicate to the proper local government official who, after satisfying himself of the applicant's identity, shall issue a new card with the words seconda copia marked thereon.

8. During permitted hours persons may circulate within the commune of their residence and also within a radius of 10 kilometers from their homes. No one shall circulate beyond those limits or at other than permitted hours without a pass from a Civil Affairs Police Officer or other officer designated by the Allied Military authorities.

9. No person shall promote or attend any public meeting, theatrical, moving picture or other performance, or parade or demonstration, unless permission has been obtained from the Allied Military Government. Attendance at religious services (including baptisms, weddings and funerals), at school, and at courts of law does not fall within the above requirements.

10. All United States coin and all United States currency bearing a yellow seal on the right side of the face of the bill and known as United States Yellow Seal currency, all notes bearing the inscription "British Military Authority" issued by the British Government and all coins of Great Britain, and all Allied Military Lire, are hereby made legal tender in the occupied territory. No person shall refuse to accept such legal tender for the payment of any amount. The rate of exchange between such monies and the Italian Lira shall be as follows:

The Allied Military Lira is equal the Italian Lira.

One Dollar in United States money equals 100 Lire (all denominations).

One British Pound equals 400 Lire (all denominations).

11. Further proclamations, orders and regulations will be issued from time to time as occasion may require. So long as you remain peaceable and comply with the require-

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the right side of the face of the

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One Dollar in United States money equals 100 Lire (all denominations).

One British Pound equals 400 Lire (all denominations).

11. Further proclamations, orders and regulations will be issued from time to time as occasion may require. So long as you remain peaceable and comply with the requirements of the Allied Military authorities you will be subject to no greater interference than may be inevitable in view of military exigencies, and may go about your normal vocations without fear.

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12. This proclamation will become operative in each province or part thereof within the occupied territory on the date of its first publication therein.

GENERAL ~~COMMANDER IN CHIEF, ALLIED FORCES~~

SECRET

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ALLIED MILITARY GOVERNMENT

SECRET

NOTICE

SURRENDER YOUR ARMS, AMMUNITION, WEAPONS AND RADIO SENDING EQUIPMENT.

I

Notice is hereby given that all arms, weapons, ammunition, explosives of any kind, and any war supplies of any kind must be surrendered

before _____ (time)

to _____ (officer)

at _____ (place)

II

Notice is hereby given that all radio sending equipment must be surrendered

before _____ (time)

to _____ (officer)

at _____ (place)

CURFEW WILL BEGIN AT THE HOUR OF ARREST

[illegible] will be permitted to circulate on the streets

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to _____
(officer)

at _____
(place)

II

Notice is hereby given that all radio sending equipment must be surrendered

before _____
(time)

to _____
(officer)

at _____
(place)

CURFEW WILL BEGIN AT THE HOUR OF SUNSET

Until further notice no person will be permitted to circulate on the streets or outside of his own house within the Occupied Territory between the hours of sunset and sunrise without a permit from the Allied Military Government.

Any person found on the streets between those hours will be severely punished.

All persons are further warned that military guards are instructed to shoot any person seen on the streets after those hours who attempts to hide or escape.

SECRET

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to _____
(officer)

at _____
(place)

II

Notice is hereby given that all radio sending equipment must be surrendered

before _____
(time)

to _____
(officer)

at _____
(place)

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ALLIED FORCE HEADQUARTERS
APO 512

1 November 1943

SUBJECT: General Instructions.

TO : Major General Maryon A. Joyce.

1. You are appointed Acting Deputy President of the Allied Control Commission for Italy. You will be responsible to the Allied Commander in Chief, who is ex-officio President of the Commission. All communications between the Allied Control Commission and the Governments of the United Nations will be transmitted through Allied Force Headquarters.

2. The Italian Government has become bound by the conditions of an Armistice (Annex A) and of a supplementary Instrument of Surrender (Annex B). The former has been made public. The terms of the latter will for the present not be disclosed to the world, and you will accordingly withhold them from all persons except those representatives of the United Nations or of the Italian Government whom it may necessarily concern officially. The armistice (the "short terms") deals chiefly with military measures. In Article 10 however it is stipulated generally that

> "The Commander in Chief of the Allied Forces reserves to himself the right to take any measure which in his opinion may be necessary for the protection of the interests of the Allied Forces for the prosecution of the war, and the Italian Government binds itself to take such administrative or other action as the

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an Armistice (Annex A) and of a supplementary [illegible]
(Annex B). The former has been made public. The terms of the latter will for the present not be disclosed to the world, and you will accordingly withhold them from all persons except those representatives of the United Nations or of the Italian Government whom it may necessarily concern officially. The armistice (the "short terms") deals chiefly with military measures. In Article 10 however it is stipulated generally that

> "The Commander in Chief of the Allied Forces reserves to himself the right to take any measure which in his opinion may be necessary for the protection of the interests of the Allied Forces for the prosecution of the war, and the Italian Government binds itself to take such administrative or other action as the Commander in Chief may require . . . . ."

The Instrument of Surrender (the "long terms") deals with conditions of a political, economic and financial nature as well. The United Nations are in a position, if they enforce the full measure of the rights for which they have stipulated, completely to control Italian administration and economy.

3. The Italian Government has now declared war upon Germany. Accordingly it has been accorded a qualified acceptance as a co-belligerent.

> "The relationship of co-belligerency between the

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Governments of Italy and the United Nations' Governments cannot of itself affect the terms [of the Instrument of Surrender] recently signed, which retain their full force and can only be adjusted by agreement between the Allied Governments in the light of the assistance which the Italian Government may be able to afford to the United Nations cause." (Tripartite Statement of 13 October 1943.)

The United Nations desire to convert Italy into an effective instrument against Germany. They look to the Italian Government to produce tangible results. By rallying the entire people, armed forces and civilians alike, to a vigorous resistance to the Germans, the Government may hasten the redemption of Italy and prove its value to the United Nations. Concessions must wait upon performance. The Italian Government has been advised that the conditions of the Armistice and of the Instrument of Surrender may be modified from time to time if military necessity or the cooperation of the Italian Government makes such a concession desirable. The terms of the Instrument of Surrender have in some respects been superseded or rendered obsolescent by the course of events; some of the clauses have already been executed. The Instrument, however, represents the requirements with which the Italian Government can be expected to comply so far as it may be in position to do so, subject to such modifications and adjustments as may be authorized by the British and American Governments.

4. The status of co-belligerency does not mean that Italy is hence-

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the redemption of Italy and prove its value to the United Nations. Concessions must wait upon performance. The Italian Government has been advised that the conditions of the Armistice and of the Instrument of Surrender may be modified from time to time if military necessity or the cooperation of the Italian Government makes such a concession desirable. The terms of the Instrument of Surrender have in some respects been superseded or rendered obsolescent by the course of events; one of the clauses have already been executed. The Instrument, however, represents the requirements with which the Italian Government can be expected to comply so far as it may be in position to do so, subject to such modifications and adjustments as may be authorized by the British and American Governments.

4. The status of co-belligerency does not mean that Italy is henceforth to be reckoned as one of the United Nations or is to be admitted by the British and American Governments to their councils as an ally. It does mean that the Italian Government will be fighting the same enemy, and that the United Nations support it for that immediate and limited purpose only. The relationship is not in any way to prejudice the unfettered right of the people of Italy at the proper time to decide on a form of Government of their own choosing.

5. The Allied Control Commission is being established to give instructions and guidance to the Italian Government on military, political, economic and administration matters and to enforce and execute the surrender. See Administrative Memorandum No.

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6. The structure of the Allied Control Commission will be as follows. It will be divided into four Sections: Military, Political, Economic and Administrative, and Communications. Each Section will be in charge of a vice president, and will comprise, as shown below, a number of Subcommissions, each charged with a particular matter:

I. Military Section - Vice President

Subcommissions:

Naval Forces

Land Forces

Air Forces

Prisoners of War

War Material Factories

Material Disposal

II. Political Section - Vice President

Subcommissions:

Foreign and Internal Political Affairs

Foreign Interests and Displaced Persons

Information, Press and Censorship

III. Economic and Administrative Section - Vice President

1. Economic Subsection - Director

Subcommissions:

Finance

Foreign Trade

Industry and Commerce

Public Works and Utilities

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War Material Factories

Material Disposal

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Subcommissions:

Foreign and Internal Political Affairs

Foreign Intercrese and Displaced Persons

Information, Press and Censorship

III. Economic and Administrative Section - Vice President

1. Economic Subsection - Director

Subcommissions:

Finance

Foreign Trade

Industry and Commerce

Public Works and Utilities

Fuel

Food

Agriculture, Forests and Fisheries

Labor

2. Administrative Division - Director

Subcommissions:

Interior (including rationing)

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Legal

Public Safety

Education, Fine Arts and Archives

Public Health

Property Control

IV. Communications - Vice President

Subcommissions:

Shipping

Internal and Civil Air Transportation

Posts and Telecommunications.

7. The personnel for the Economic and Administrative Section and in the main that for Communications will be drawn from a group of specially qualified officers who have been sent to this theatre for duties involving civil affairs. Many of these have been engaged in the Allied Military Government of Occupied Territory. When the time comes, therefore, for the Commission to take control, the former will give place to the latter without serious disruption of organization or violent displacement of personnel. Similarly qualified officers may at the outset be assigned to the Political Section, though it is contemplated that civilian personnel will be introduced as soon as practicable.

8. Upon the granting of the Italian armistice the Allied Commander in Chief appointed a military mission to the Italian Government. That mission, under Lieutenant General F. N. Mason Mac Farlane and, in his absence, in charge of Brigadier General Maxwell D. Taylor, has been operating at the temporary seat of the Italian Government,

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8. Upon the granting of the Italian armistice the Allied Commander in Chief appointed a military mission to the Italian Government. That mission, under Lieutenant General F. H. Mason Mac Farlane and, in his absence, in charge of Brigadier General Maxwell D. Taylor, has been operating at the temporary seat of the Italian Government, at Brindisi. The scope of the mission corresponds to portions of the duties which are assigned to the Military and Political Sections of the Commission, and to that extent the activities which it has been carrying on will serve as preliminary to the functions which these Sections will now assume. When the Allied Control Commission has been organized and comes into contact with the Italian Government the mission will be terminated.

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(Equals British MOST SECRET)

9. Preparations for the Allied Control Commission have now been carried to an advanced stage. Most of the personnel destined for the Economic and Administrative and the Communications Section have arrived in this theatre, and a provisional organization has been functioning for some time. Inclosed (Annex C) will be found draft directives for a number of the Subcommissions and other offices of the Commission, which have been submitted to the Military Government Section, AFHQ, for consideration in the preparation of the directive which this Headquarters will eventually issue to the Control Commission. These drafts, which represent the views of the several Subcommissions as to their own proper functions, are provisional only; this Headquarters will wish to consider what changes, if any, should be made in the light of early experience.

10. The present situation as to establishing the Military Section of the Commission is as follows:

a. A statement has already been prepared concerning the general functions of the Section and a tentative organization has been proposed, upon which your comments are invited.

b. Vice Admiral A. J. Power is at present handling matters pertaining to the Italian Fleet and Merchant Marine. He is assisted by Captain Orr-Ewing and approximately six other officers, all of whom are stationed at Taranto. Brigadier General Maxwell D. Taylor has been handling matters pertaining to ground forces, assisted by Squadron Leader E. H. Johnston and Captain J. Kendall. Air Com-

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commissions as to [illegible]

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c. You should utilize the officers assigned to the military mission to initiate the tentative organization of the Military Section, utilizing these officers in appropriate positions pending the organization of a more permanent establishment. Your additional personnel requirements to implement the Military Section and the dates and places where you wish them to report should be communicated to AFHQ promptly.

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11. It is contemplated that an Advisory Council will be created, whose membership will be composed of representatives of those of the United Nations whose interests are involved in the operations of the Allied Control Commission. You will receive further instructions on the organization and functions of the Advisory Council.

12. Measures are now being taken to bring the Allied Control Commission into operation at the seat of the Italian Government, and to develop the Italian Government to the point where territory at present under Allied Military Government may be placed under its administration. This will involve the following steps:

a. A small party, composed of officers from certain of the Subcommissions, has been dispatched to Brindisi. This group joining with the members of the Military Mission will be organized into the advance command post of the Allied Control Commission. Through these representations the Commission will establish contact with the Italian Government and begin the preliminary examination of immediately pressing questions. One task will be to commence planning for the transfer of territory to Italian administration, which will, however, be subject to the guidance and supervision of the Allied Control Commission.

b. You will operate as shown in the "Draft Outline Plan for Setting Up the Allied Commission" dated 21 October 1943 (Annex D hereto). Headquarters Allied Military Government at Palermo, now under command of this Headquarters, will be transferred to your command. When you are prepared to have Hq. AMG brought under command

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with the members of the Military Mission will be organized into the advance command post of the Allied Control Commission. Through these representations the Commission will establish contact with the Italian Government and begin the preliminary examination of immediately pressing questions. One task will be to commence planning for the transfer of territory to Italian administration, which will, however, be subject to the guidance and supervision of the Allied Control Commission.

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c. The Italian Government will continue broadening its political composition and strengthening its administration structure.

d. When it is determined that the Italian governmental system is in condition, politically and administratively, to be entrusted with the responsibility, the transfer of areas will be undertaken, on order from AFHQ. When you consider that the time has arrived for such transfer, in part or in whole, you will advise this Headquarters.

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13. Four provinces adjacent to Brindisi have already been removed from the Allied Military Government of Region 2 and restored to Italian administration. You will take immediate steps to see that this arrangement operates in a manner satisfactory to the Allied Forces.

14. The situation in Sardinia differs from that of an area under Allied Military Government. It is being administered by a high commissioner appointed by the Badoglio Government, subject to the control of a Regional Allied Commissioner from AFHQ. See Annex E, Instructions on Allied Control over Sardinia. This mission has been confided to Brigadier P. M. Boulnois, who has established headquarters at Cagliari. The Allied interest in Sardinia is chiefly the efficient utilization of the coal mines, and other than that to see that it is governed in a way acceptable to the United Nations. When you are ready to have the control of Sardinia transferred to the Allied Control Commission, you will notify AFHQ to that effect. The Regional Allied Commissioner will be placed under your command by orders from this Headquarters.

15. The relations established between the Allied Military Government and the Psychological Warfare Branch will, in general, be perpetuated when the Allied Control Commission succeeds to the former. These relations are summarized as follows:

(a) PWB is recognized by the Allied Control Commission as the agency to conduct all forms of propaganda.

(b) PWB retains control of its personnel and equipment

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other than that to see that it is governed in a way acceptable to the United Nations. When you are ready to have the control of Sardinia transferred to the Allied Control Commission, you will notify AFHQ to that effect. The Regional Allied Commissioner will be placed under your command by orders from this Headquarters.

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(a) PWB is recognized by the Allied Control Commission as the agency to conduct all forms of propaganda.

(b) PWB retains control of its personnel and equipment in territories under ACC jurisdiction.

(c) PWB will appoint a representative to the ACC planning staff.

(d) PWB propaganda initiated in and directed to the territories under ACC jurisdiction will be under the general direction, and at the service of ACC. It is understood that propaganda asked for by ACC should not conflict with the joint central directives which PWB receives from London and Washington as modified

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and approved by AFHQ.

(e) In the event of a conflict between ACC and PWB which cannot be settled on the spot, the problem is to be referred to AFHQ for decision.

16. Certain considerations should be observed in order that no precedent may be created prejudicial to the United Nations or the Allied Control Commission. Long-range commitments should be avoided except on instructions from the Allied Commander in Chief. You are acting through and upon the Italian Government, and are not yourself executing the government of the liberated territory. Allied officers should not allow themselves to be drawn into any discussions as to whether the Italian Government is legally competent to do what is required of it. It is a domestic question, in which in general we are not interested, by what particular measures the Italian authorities give effect to our demands. It is for them to decide upon the appropriate form of internal action and prepare draft documents. Major documents should be submitted to the Commission, in order that errors and implications prejudicial to the United Nations may be detected. In proper cases you would consult this Headquarters before concurring. The representatives of the Allied Governments should not thrust the Italian authorities aside and frame their measures for them, but should have control over important acts before they are taken.

17. The operations of the Allied Nations throughout Italian territory must be free from any restraint, regulation, taxation,

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

as to whether the Italian Government is legally competent to do what is required of it. It is a domestic question, in which in general we are not interested, by what particular measures the Italian authorities give effect to our demands. It is for them to decide upon the appropriate form of internal action and prepare draft documents. Major documents should be submitted to the Commission, in order that errors and implications prejudicial to the United Nations may be detected. In proper cases you would consult this Headquarters before concurring. The representatives of the Allied Governments should not thrust the Italian authorities aside and frame their measures for them, but should have control over important acts before they are taken.

17. The operations of the Allied Nations throughout Italian territory must be free from any restraint, regulation, taxation, public charge or other impediment. No Italian Court shall be allowed, without the consent of the Allied Commander in Chief, to exercise jurisdiction over any member of the Allied Forces or person accompanying such forces, or over any official of one of the Allied Nations. If complaint is made to you of the conduct of any member of the Allied Forces you should call upon the complainant to substantiate the charge with a statement of particulars, in order that any disciplinary action found necessary may be taken.

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(Equals British MOST SECRET)

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

10. The members of the Commission, whether acting officially or otherwise, should maintain a correct attitude toward members of Italian Government, neither autocratic on the one hand nor familiar on the other. They should bear in mind that the provisional arrangements between the Allied Governments and that of Marshal Badoglio are dictated by war needs and are not to stand in the way of the Italian people, after the elimination of Fascism and the eviction of the German Forces, having a government of their free democratic choice. In the meantime it is important that there be built up an anti-Fascist Government on the broadest base possible. It is desirable that all healthy elements which can deliver some good be rallied to the common effort. The success of the plan to entrust the Italian authorities with the administration of Italian territory under supervision of the Allied Commission is dependent upon the development of an Italian Government on whose intentions and ability the Allied Governments can rely.

For the Commander in Chief:

s/ W. B. Smith
W. B. SMITH
Major General
Chief of Staff

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

[illegible] will deliver such food as remains to the Italian people. The success of the plan to entrust the Italian authorities with the administration of Italian territory under supervision of the Allied Commission is dependent upon the development of an Italian Government on whose intentions and ability the Allied Governments can rely.

For the Commander in Chief:

s/ W. B. Smith
W. B. SMITH
Major General
Chief of Staff

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(Equals British MOST SECRET)

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DIRECTIVE FROM THE COMBINED CHIEFS OF STAFF FOR THE

CONTROL COMMISSION
(FAN 248 - MAT 53 - MAF 470 - FAM 253)

23 October 1943

NOTE: By FAN 258, approved name of Commission is "Allied Control Commission".

1. It is of the utmost importance that the Control Commission for Italy set up under article 37 of the additional terms of surrender and AMG follow uniform policies and procedure and that their functions be completely coordinated under 1 supreme authority. It is contemplated that only those AMG responsibility for the control of civil affairs will be merged into the Control Commission for ITALY. In conformity with this, you will announce yourself as president of the Control Commission.

2. Allied Military Government. The directive for AMG for SICILY will serve as a basic for AMG in ITALY. As circumstances require, you will acquaint the Italians and Italian Government with area over which AMG has extended or will extend its jurisdiction. It is anticipated that those areas will be reduced to a minimum and that the responsibility for the control of Civil Affairs will be merged into the Control Commission as soon as practicable.

3. Control Commission.

A. Functions.

1. To enforce and execute the instrument of surrender under your orders and general directives.

2. To insure that the conduct of the Italian Government conforms to the requirements of an Allied Base of Operations, especially transportation and communications.

3. To be the organ through which the policy of the UNITED NATIONS towards the Italian Government is conducted and the relations of the UNITED NATIONS with the Italian Government are handled.

B. Organization. The control commission will be divided into 4 sections: (1) Military, (2) Political, (3) economic and administrative, and (4) Communications. Each section will be in charge of a vice president, and will be divided into subcommissions as indicated below:

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C. The Military Section, 6 subcommissions: (1) Naval Forces, (2) Land Forces, (3) Air Forces, (4) Prisoners of War, (5) War Material Factories, and

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will be merged into the Control Commission as soon as practicable.

3. Control Commission.

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1. To enforce and execute the instrument of surrender under your orders and general directives.

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B. Organization. The control commission will be divided into 4 sections: (1) Military, (2) Political, (3) economic and administrative, and (4) Communications. Each section will be in charge of a vice president, and will be divided into subcommissions as indicated below:

C. The Military Section, 6 subcommissions: (1) Naval Forces, (2) Land Forces, (3) Air Forces, (4) Prisoners of War, (5) War Material Factories, and (6) Material Disposal.

D. The Political Section, 3 subcommissions: (1) Foreign and Internal Political Affairs, (2) Civilian Internees and Displaced Persons, and (3) Information, Press, censorship.

E. The Economic and Administrative Section, 2 subsection: (A) Economic and (B) administrative, each under a director.

(A) The Economic Sub-Section, 8 subcommissions: (1) Finance (2) Foreign Trade, (3) Industry and Commerce, (4) Public Works and Utilities, (5) Fuel, (6) Food, (7) Agriculture, Forests and Fisheries, and (8) Labor.

(B) The administrative Sub-Section, 6 subcommissions: (1) Interior, (2) Legal, (3) Public Safety, (4) Education, Fine Arts and Archives, (5) Public Health and (6) Property Control.

F. The Communications Section, 3 subcommissions: (1) Shipping and Ports, (2) Inland and Civil Air Transportation, and (3) Posts and Tele-Communications.

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U. S. SECRET
Equals British SECRET

G. Each Government will assume expenses of the personnel it furnishes.

H. The channel of communication for instructions and directives and all matters of policy will be to and from the Allied Commander in Chiefs, through the Combined Chiefs of Staff. This is not intended to prevent direct communication on routine matters between the Commission and LONDON and WASHINGTON. All such direct communication would, of course, be authorized by the respective heads of sections and subcommissions, and a copy of every such communication made a part of the records of the commission.

4. Personnel.

A. Allocation of posts between US and UK. The commission will be organized generally on an ANGLO-AMERICAN basis, according to the most convenient alternation of posts and preserving the ratio in numbers of 50/50; at any rate, in the higher posts.

B. The allocation of the principal posts between US and UK is as follows: (Agreement not yet reached)

The Deputy Vice President of each section will be of opposite nationality to that of the vice president.

The nationalities of heads of the subcommissions will be left to your decision and, in so far as possible, these posts will be distributed equally between the US and UK; The assistant heads will similarly be of opposite nationality.

5. Generally speaking the personnel of the military, Economic and Administrative, and Communications Sections should have military status and the personnel of the Political Section should have civilian status. Military personnel may at the outset be used in the Political Section, but should be replaced with civilian personnel as soon as practicable. Arrangements may be made where necessary to employ civilian experts within the control commission.

6. It is contemplated that provision will be made for representatives of the dominions and the other interested UNITED NATIONS to have access to the control commission. Further instructions will be sent to you on this point.

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The deputy vice president [illegible]
ality to that of the vice president.

The nationalities of heads of the subcommissions will be left to your decision and, in so far as possible, these posts will be distributed equally between the US and UK; The assistant heads will similarly be of opposite nationality.

5. Generally speaking the personnel of the military, Economic and Administrative, and Communications Sections should have military status and the personnel of the Political Section should have civilian status. Military personnel may at the outset be used in the Political Section, but should be replaced with civilian personnel as soon as practicable. Arrangements may be made where necessary to employ civilian experts within the control commission.

6. It is contemplated that provision will be made for representatives of the dominions and the other interested UNITED NATIONS to have access to the control commission. Further instructions will be sent to you on this point.

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

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4137

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner.

Tel : 478201

Ref: 81/206/EC.

4 May 1945

- 5 MAG 1945

SUBJECT : Instructions for the Guidance of Officers of the Commission.

TO : Civil Affairs Section
Economic Section
Establishment Section
Independent SC's.

1. In view of the excessive cost of printing it has been decided not to issue further Executive and Establishment Memoranda in printed form for inclusion in the "Instructions for the Guidance of Officers of the Commission".

2. It may therefore be necessary for Sections and Independent Sub-Commissions, when issuing general directives, to make an increased distribution to Regions of mimeographed copies.

HEADQUARTERS ALLIED COMMISSION
CAO
DCAO
Chief [illegible]
CAO
Italian [illegible]
CA Regs

[illegible]
Chief Staff Officer,
To Executive Commissioner.

Copies to : SCAO Fifth Army
" Eighth Army
R.C. Umbria-Marche Region
" " Toscana Region
" " Emilia Region
" " Liguria Region
" " Piemonte Region
" " Lombardia Region
" " Venezia Region

this cancels the advice of intention to print contained in 81/203/EC dated 6 April 45.

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

HEADQUARTERS ALLIED COMMISSION
APO 394
LEGAL SUB-COMMISSION

AC/4137/L. EAP/pa.
2 Mar 45.

SUBJECT : "Instructions for the Guidance of Officers of the Commission".

TO : Office of the Executive Commissioner.

1. Reference your 82/80/EC dated 27 Feb 45 an initial distribution of 15 Basic Instructions Nos 1162 to 1176 incl were granted this Sub-Commission and receipts therefore are enclosed with the exception of Nos 1162, 1170, 1173 and 1174.

No. 1162 - was issued to Brig. G.R. Upjohn and handed to CA Sec on his taking appointment of VP CA Sec.

No. 1170 - Basic Instruction is superfluous and is returned. NO amendments were issued in respect of this book which should have been returned on 16 Dec.

Nos. 1173-1174- These books were returned as superfluous under date 16 Dec. However, the flyleaf with unused receipt attached, apparently became detached from No. 1173 and this is now enclosed.

In addition to above receipt No.567 in respect of Basic Instructions issued to Col. W.E.Behrens was forwarded to this S/C on his taking appointment as DCLA and this receipt also is enclosed.

2. Capt. W.C. Bryce is now leaving this theatre and Basic Instructions No. 1169 (with latest amendments annexed thereto) is now returned.

3. Basic Instruction No. 803 issued to Lt.Col.Willis who has left the theatre has been sent to us for disposition and is enclosed.

4. Basic Instruction No. 1167 issued to Lt.Col. M.J.Grossman has now been issued to Major A.C. WRIGHT recently assigned to this HQ and the receipt amended.

5. In view of Capt. BRYCE's departure and that of Capt. J. W. Levy being imminent it is requested that only 7 copies of future amendments be sent to this Sub-Commission.

Incls.: Receipts Nos 1163-1169 incl, 1171,1172,1175, 1176 and 567.
Basic Instructions Nos 1169, 1170 and 803.
Flyleaf and unused receipt No. 1173.

M. A. Miller
M. H. Miller,
1st Lt. SigC
for Chief Legal Advisor.

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HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Executive Commissioner

Tel: 478201

Ref: 82/80/EC.

27 February 1945.

SUBJECT: "Instructions for the Guidance of Officers of the Commission"

TO : Distribution Reverse.

1. AMENDMENTS (NO. 5).

(i) Further additions to "Instructions for the Guidance of Officers of the Commission" are being forwarded to you separately, as follows:-

(a) Supplementary Index to Executive Memoranda.

(b) Establishment Memoranda Nos. 20 to 28.

(c) Office Memoranda Nos. 17 and 18.

9 copies of each.

(ii) The number of copies sent corresponds to your recent return and includes officers attached to you from other Regions.

(iii) If in fact there are insufficient copies, please notify this Office by return of the number of additional copies required, and the names of the Officers for whom required.

(iv) It is requested that IMMEDIATE distribution be made and any surplus copies be returned to this Office without delay.

2. OFFICE MEMORANDA.

It has been decided NOT to issue further Office Memoranda in printed form for inclusion in the above Instructions.

3. WITHDRAWAL OF VOLUMES.

Care will be taken to withdraw volumes from Officers when they leave the Commission. This applies particularly to the considerable number

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

(a) Supplementary Index to Executive Memoranda.

(b) Establishment Memoranda Nos. 20 to 28.

(c) Office Memoranda Nos. 17 and 18.

9 copies of each.

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(iv) It is requested that IMMEDIATE distribution be made and any surplus copies be returned to this Office without delay.

2. OFFICE MEMORANDA.

It has been decided NOT to issue further Office Memoranda in printed form for inclusion in the above Instructions.

3. WITHDRAWAL OF VOLUMES.

Care will be taken to withdraw volumes from Officers when they leave the Commission. This applies particularly to the considerable number of officers who will eventually proceed to AUSTRIA. When volumes are withdrawn they may be re-issued to any of your Officers who are without copies and the balance returned to this HQ.

4. RECEIPTS AND NOTIFICATION OF ISSUES.

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It has been decided that all signed receipts for volumes issued will be kept at this Office. Will you please therefore forward all those in your possession and send us receipts for future issues as they are made. In the event of any transfer or issue not covered by a formal receipt please notify this Office of the name of the Officer(s) to whom transferred or issued.

Col Hannford ✓ Capt Boyce ✓
Col Grossman ✓ Capt Lange ✓
Col Behrens ✓ Lt Wallis ✓
Col Copeland ✓ Hallows ✓
Major Roberts ✓ Lt Thatcher ✓

for Brigadier,
Executive Commissioner.

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

DISTRIBUTION:

G-5, AFHQ
Chief Commissioner
Executive Commissioner
Civil Affairs Section
DP. & R. S/C
Education S/C
Legal S/C
Local Govt S/C
MFA & A S/C
Patriots Branch
Public Health S/C
Economic Section
Agriculture S/C
Commerce S/C
Finance S/C
Food S/C
Industry S/C
Labour S/C
P. W. & U. S/C
Transportation S/C
Political Section
Establishment Section
G-1 (B)
G-1 (A)
G-4 (B)
G-4 (A)
2675 Regt
HQ Commandant
Public Relations
WMD & IPW S/C
Communications S/C
Land Forces S/C (MELA)
Navy S/C
Air Forces S/C
Civil Affairs Section, 15 Army Group
R.Cs. Regions SICILIA,
SARDEGNA,
SOUTHERN,
LAZIO-UMBRIA,
ABRUZZI-MARCHE,
TOSCANA,
EMILIA,
LIGURIA,

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

Political Section
Establishment Section
G-1 (B)
G-1 (A)
G-4 (B)
G-4 (A)
2675 Regt
HQ Commandant
Public Relations
MMD & LPW S/C
Communications S/C
Land Forces S/C (FMLA)
Navy S/C
Air Forces S/C
Civil Affairs Section, 15 Army Group
R.Cs. Regions SICILIA,
SARDEGNA,
SOUTHERN,
LAZIO-UMBRIA,
ABRUZZI-MARCHE,
TOSCANA,
EMILIA,
LIGURIA,
LOMBARDIA,
VENEZIA.

AMG Fifth Army
AMG Eighth Army

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

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

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I 7A

16 December 1944

TO : Office, Chief of Staff,
HQ Allied Commission.

Reference 82/62/COS dated 27 Nov 44.

1) Number of copies basic instructions held on charge by officers on effective strength ++ (see note ++ below) of unit at 4 Dec 44 — 9

2) Number of copies of basic instructions
(a) held by unit surplus to requirements - or
~~(b) deficient +~~ Nos 1172 & 1173 returned — 2

3) Number of copies Issue No. 1 (received under cover letter 590/27/CA dated 26 May 44)
(a) held by unit surplus to requirements - or
~~(b) deficient +~~ — 1

4) Number of copies Issue No. 2 (received under cover letter 590/27/CA dated 26 May 44)
(a) held by unit surplus to requirements - or
(b) deficient + — Nil

5) Number of copies Additions No. 3 (received under cover letter 589/52/CA of 14 Sep 44)
(a) held by unit surplus to requirements - or
(b) deficient + — Nil

6) Number of copies Additions and Amds (received under cover letter 82/60/COS dated 11 Nov 44)
(a) held by unit surplus to requirements - or
(b) ~~deficient +~~ — .1

UNIT LEGAL SUB-COMMISSION

Joseph W. LEVY,
Captain, CMP
for Chief Legal Advisor

NOTES:

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+ Delete whichever inapplicable (a) or (b) and answer the alternative.
+ + Officers attached at 4 Dec 44 will be included but officers detached to other AMG/AC units will be excluded.

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

1

Legal 261

4137

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Chief of Staff
++++++++++++++++++++++++++++++

Ref: 82/62/COS 27 November 1944.

SUBJECT: Instructions for the Guidance of Officers of the Commission.

TO : Distribution reverse.

1. Reference is made to the following communications from this HQ:

(a) 86/2/CA dated 27 Apr 44, from RC and MG Section, enclosing Basic Instructions.

(b) 590/27/CA dated 26 May 44, from RC and MG Section, enclosing Issues Nos.1 and 2.

(c) 589/52/CA dated 14 Sept 44 from RC and MG Section, enclosing Additions No.3.

(d) 82/60/COS dated 11 Nov 44 from Office, Chief of Staff enclosing further additions and amendments.

2. It is explained for information that the additions and amendments sent under cover 82/60/COS dated 11 Nov 44, were issued on the basis of effective strength and NOT assigned strength. It is therefore necessary to ensure that every officer, whether assigned or attached, is included in the distribution.

3. In order to obtain accurate knowledge of the position as at 4 December 1944, all recipients are required to complete and return the attached pro-forma to reach this office not later than 20 Dec 44.

4. Reference items 2, 3, 4, 5 and 6 of attached pro-forma :

(a) In the event of deficiencies, a supporting statement will be attached to the return, furnishing names of the officers concerned, and parent unit in respect of attached personnel.

(b) Where surplus copies are held, these will be returned to the Office of the Chief of Staff, this HQ forthwith.

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Brigadier,
Chief of Staff.

DISTRIBUTION:

See over

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

DISTRIBUTION:

C-5 AFHQ
Chief Commissioner
Chief of Staff
Civil Affairs Section
DP & R. S/C
Education S/C
Legal S/C
Local Govt S/C
MFA & A S/C
Patriots Branch
Public Health S/C
Public Safety S/C
Economic Section
Agriculture S/C
Commerce S/C
Finance S/C
Food S/C
Industry S/C
Labour S/C
P. W. & U. S/C
Transportation S/C
Political Section
Establishment Section
Executive Officer (B)
" " (A)
G-1 (B)
G-1 (A)
G-4 (B)
G-4 (A)
2675 Regt
HQ Commandant
Public Relations
WTD & IPOW S/C
Communications S/C
Land Forces S/C (AMIA)
Navy S/C
Air Forces S/C
R.C's Regions SICILIA, SARDEGNA, SOUTHERN , LAZIO-UMBRIA, ABRUZZI-MARCHE, TOSCANA, EMILIA, LIGURIA, LOMBARDIA and VENEZIA.
AMG Fifth Army
AMG Eighth Army

Civil Affairs Section, HQ AAI

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

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250

HEADQUARTERS ALLIED COMMISSION
APO 394
Office of the Chief of Staff

Tel: 478201

Ref: 82/60/COS

11 November 1944

SUBJECT: "Instructions for the Guidance of Officers of the Commission".

TO : Legal S/c .

1. We are sending to you separately:

(a) 9 copies of additional pages for insertion in the "Guide":

(b) Amendments to Vols I and II.

2. Instructions for inserting the additional pages are attached.

3. Amendments Nos. 6, 14 and 15 no longer apply and should be deleted as the new memoranda have been printed and are enclosed.

[signature]
Chief Staff Officer,
To the Chief of Staff.

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25B

INSTRUCTIONS FOR INSERTING ADDITIONAL PAGES IN GUIDE BOOK

1. Vol. I

Executive Memoranda

1. Remove old pages 19, 20, 21, 22, 23, 24 and 25. Insert new pages 19, 20, 21, 22, 23, 24 and 25.

2. Remove pages 69 to 84 inclusive. Insert new pages 69 to 84 H.

3. Add pages 159 to 203 at end of book.

2. Vol. II

(a) Establishment Memoranda

1. Insert Index.

2. Remove pages 19, 20, 21 and 22. Insert new pages 19, 20, 21 and 22.

3. Add pages 41, 42, 43, 44, 44A, 44B, 44C, 44D and 44E immediately following green and white sketch.

4. Insert pages 61, 62 and 63.

(b) Office Memoranda

Insert index.

Insert 11—30

3. Amendments

Certain amendments to Executive Memoranda have become obsolete whilst with the printer, due to the original Memoranda being re-issued completely. As a consequence the following amendments can be ignored:

No. 6 on page 2 of amendments to Vol. I
" 14 " " 4 " " " " " "
" 15 " " 4 " " " " " "

4139

24A

HEADQUARTERS
ALLIED CONTROL COMMISSION
L.C. & M.C. SECTION
APO 394

REF : 589/52/CA.

14 September 44.

SUBJECT : Instructions for the Guidance of Officers.

TO : Legal Subcommission

1. 9 Copies of Additions No.3 to the above book are forwarded for distribution to the officers under your command.

2. Your attention is drawn to letter dated 24August 44, being the first document in the new covers.

3. It will be noted that there are two pages 35, a new and old one. The old page 35 should be marked "Cancelled" but should not be removed as p.36 on reverse is still required. Similarly that part of the old p.36 relating to Ex. Memo No. 15 should be marked "Cancelled"but not removed.

4. Pages 27 to 34 should be removed and the new pages 26 to 35 (a) inserted in their place. The old page 101 should be removed as a new one has been provided. Otherwise the Additions will follow on consecutively as paged.

5. Establishment Memos Nos. 13 and 14 will be forwarded shortly.

NORMAN E. FISKE
Colonel,
Deputy Executive
Commissioner.

Completed

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

2. Your attention is drawn to [illegible] document in the new covers.

3. It will be noted that there are two pages 35, a new and old one. The old page 35 should be marked "Cancelled" but should not be removed as p.36 on reverse is still required. Similarly that part of the old p.36 relating to Ex. Memo No. 15 should be marked "Cancelled" but not removed.

4. Pages 27 to 34 should be removed and the new pages 26 to 35 (a) inserted in their place. The old page 101 should be removed as a new one has been provided. Otherwise the Additions will follow on consecutively as paged.

5. Establishment Memos Nos. 13 and 14 will be forwarded shortly.

NORMAN E. FISKE
Colonel,
Deputy Executive
Commissioner.

Completed

Lt Col Blackwood 25/9/44
Lt Col. Wilson. 25/9/44
Lt Col Campbell 26/9/44
Lt Col Cameron. 26/9/44
Col Behrens 26/9/44
Capt Leary 26/9/44

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

1

4137/L

Legal (20A)

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.C. SECTION
APO 394

Ref 47/60/CA

29th.July 1944

SUBJECT: "Instructions for the Guidance of Officers of the Commission"

TO : Distribution as below.

1. We shall shortly be in a position to issue to all holders of the above book addition No. 3 which will include executive memoranda No. 48 to No. 71 etc. So that we may know the number of copies to send you, would you please state the number you require. Spare copies will not be available as the printer has been instructed only to print copies up to the number of books issued.

NORMAN E. FISKE
Colonel
Deputy Executive Commissioner

Distribution "A"

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1599

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

Note 1

19A

J/DR

HEADQUARTERS
ALLIED CONTROL COMMISSION
Legal Sub-Commission
AF O 394

15 Jul 44

REFERENCE : ACC/4137/L.

SUBJECT : Instructions for guidance of officers of Commission.

TO : J.P.Administrative Section.

1. Ref.your 4/19B/A3 of 8/5/44./

2. Up to date this Sub-Commission has no comments additional to those in its letter 4137/L of 9/5/44.

J.MORS.
Capt.,
for Acting Chief Legal Officer.

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1600

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

Instructions for Officers of Commission.

Note.

This has been examined for any amendments since C.L.O.'s note 4137/L of 9/5/44. Files examined have been those with directives on (1) Art Courts, (2) Italian matters and (3) miscellaneous.

The Instruction Handbook was also examined up to Exec Memo No 47.

No amendments appeared to be necessary.

J Rowe.

15/7/44.

1601

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

1

4137

4/4.2/AS

Jul 44

SUBJECT : Executive Memoranda.

TO : All Admin Sub-Commissions.

1 Certain Sub-Commissions have written direct to Regional Commissioners stating that certain Executive Memoranda are now obsolete.

2 While this is no doubt frequently the case, Sub-Commissions should NOT do this direct but through HC & MG Section.

3 It is in any event proposed to ask the HC & MG Section to issue a directive bringing up to date the Executive Memoranda which have been issued on behalf of Sub-Commissions in Admin Section.

ADM SEC.

G.R. UPTON Col
A/Head Admin Sec.

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NEAR HEADQUARTERS
ALLIED CONTROL COMMISSION
Legal Subcommission
APO 394

ACC/4058/L

10 June 1944

SUBJECT: Specialist Divisions Procedure.

TO : Executive Officer, Region VIII.

1. Reference your R8/15/9 dated 8 June 1944.

2. Herewith 50 copies of "Consolidated Instructions for Allied Military Courts" (A.M. Courts Handbook). Legal Forms (specimens) are attached as Appendices to this book, and Art. 38 lays down that Regions will arrange for their own printing. No stock of forms is held at this HQ.

3. You will be receiving from RC & MG Section copies of the publication "Instructions for the Guidance of Officers of the Allied Control Commission" together with more recent directives issued by that section not included in this book.

4. In the book mentioned in para. 3 above Exec Memos Nos. 4, 6, 7, 18, 30, 37 and 43 apply particularly to legal work but the following points should be borne in mind.-

(a) Exco Memo No. 4 This has been expanded and explained by a recently issued directive (See ACC/4030/1/L dated 28 April 1944 attached hereto as Appendix "A").

(b) Exco Memo No. 6 This is entirely superceded by directives contained in A.M. Courts Handbook.

(c) Exco Memo No. 7 Paras 2 and 3 have been superceded by directives contained in A.M. Courts Handbook. Para 6 has been expanded by directive, ACC/4135/1 dated 1 May 1944 attached as Appendix "B", which however applies to Italian Government territory and is forwarded only for your information.

(d) Exco Memo No. 18 Paras 1 and 2 are entirely superceded by directives contained in A.M. Courts handbook.
Para 4 has been expanded by a directive, ACC/4039/L dated 3 May 1944, attached at Appendix "C". 163
Para 6 is now obsolete.

(e) Exco Memo No. 37 This is now entirely superceded by directives contained in A.M. Courts handbook.

(f) Exco Memo No. 39 Para 4 is innaccurate. General Orders will not be issued but the decree No. 111 of 4 April 44 was made part

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of the law of occupied territory by reproculgation in the Gazzetta Ufficiale No. 26 dated 10 May 1944.

4. Also enclosed are directives as follows:-

Appdx	Subject	Date	Reference
"D"	Directive on Promulgation of Italian Decrees in Occupied Territory	12 Apr. 44	4010/2/L
"E"	Prostitution and V.D.	19 Apr. 44	4028/L
"F"	" " "	" " "	"
"G"	Italian Soldiers of Yugoslav Origin	28 Apr. 44	4102/L
"H"	Prostitution and V.D.	6 May 44	4028/L
"I"	Retention of Stolen Allied Property	9 May 44	4011/L
"J"	Appointments of Commissioner for administration of various undertakings	2 June 44	4010/2/L

Further copies of the Appendices to this letter are not available.

5. You will have to apply to RC & MG Section for the number of printed copies of Proclamations 1, 2, 3 and 4 (new series) together with Notices 1 and 2 and General Orders 1 and 2 (new series) which you may require. Copies of any other General Orders can be similarly obtained.

R. H. WILMER,
Colonel, C/C
Deputy Chief Legal Officer.

Copy to RC & MG Section.

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REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
LEGAL SUB-COMMISSION
APO 394

31 May 1944.

ACC/4137/L.

SUBJECT : Instructions for the Guidance of Officers of the Commission.

TO : Lt. Carl O. Bamol, Provincial Legal Officer, Salerno Province.

1. Reference copy 11/1 of the above held by you.

2. Herewith amendments and additions thereto.

3. Please acknowledge receipt.

Enclosed the above comprising:
New page 67
Additional pages I.87-101
" " II.29-43
INDEX.

J. HOPE,
Captain,
for Chief Legal Officer.

Lieut. C.O. Bamol, 1st Lt, P.P.O.

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WAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

Legal IGA

4/198/AS

26 May 44

SUBJECT : Instructions for the Guidance of Officers of the Commission - Handbook Amendment No 1.

TO : All Admin Sub-Commissions.

1 The subjoined copy of RCMG letter 342/29/CA dated 24 May 44, Amendment No 1 to "Instructions for the Guidance of Officers of the Allied Control Commission is forwarded.

2. All officers of your Sub-Commission will be instructed to amend their copies of the Handbook accordingly.

3. The matter of a wider distribution of amendments to this book is being taken up with RC & MG Section.

R. R. Chiffs

R.R.CHIFFS,
Lieut. Colonel,
CSO Admin Section.

Note re para 3. The printed pages will be issued in due course. R.R.C.

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. Section
APO 394

Ref/342/29/CA

24 May 1944

AMENDMENT No.1

to

INSTRUCTIONS FOR THE GUIDANCE OF OFFICERS OF THE ALLIED CONTROL COMMISSION.

Pages 54-55.

PROPERTY CONTROL. Executive Memorandum No.30. Schedule "B".

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

A.M.C.

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. Section
APO 394

Ref/312/29/CA

24 May 1944

AMENDMENT No.1

to

INSTRUCTIONS FOR THE GUIDANCE OF OFFICERS OF THE ALLIED CONTROL COMMISSION.

Pages 54-55.

PROPERTY CONTROL. Executive Memorandum No.30, Schedule "B".

(a) Para 9 (c) - Delete 'MMIC' and substitute 'ENIC'.

(b) Para 10 - Delete whole of 10(a), (c) and (d).

Para 10(b) becomes 10(a)

Add:

10(b) Borrow or expend monies for the reparation of war damage, with the exception of minor repairs, not exceeding the cost of Lire 2000.

10(c) Enter into any contract or execute a deed necessary for the exercise of any of the powers of the D.P.C., except for the purposes laid down in Executive Memorandum No.15 of 22 May 1944.

(Sgd) W.Driffield White Major A.[illegible]
for NORMAN E. FISKE, Colonel
Deputy Executive Commissioner.

DISTRIBUTION: HQ's Regions I, II, III, IV, V, VI, VII, VIII & IX.
SCAD's, 5th and 6th Armies. Admin Section - for Property Br.

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HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. Section
APO 394

ISSUE No. 1.

Ref/590/27/CA. 26 May 1944.

SUBJECT: Instructions for the Guidance of Officers of the Commission.

TO : R.C. Region .....

Director, Legal Sub-Commission.

Head ..... Staff Branch.

1. Reference our 86/2/CA dated 27 April 1944.

2. Amendments and additions to "Instructions for the Guidance of Officers of the Commission as under, are forwarded herewith.

15 Copies.

for Distribution

/s/ NORMAN E. FISKE
Colonel,
Deputy Executive
Commissioner.

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HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. Section
APO 394

ISSUE No 2

26 May 1944.

Ref/590/27/CA.

SUBJECT: Instructions for the Guidance of Officers of the Commission.

TO : R.C. Region .....
Director, Legal Sub-Commission.
Head ..... Staff Branch.

1. Reference our 86/2/CA dated 27 April 1944.

2. Amendments and additions to "Instructions for the Guidance of Officers of the Commission" as under, are forwarded herewith.

15 Copies.

NORMAN E. FISKE
Colonel,
Deputy Executive
Commissioner.

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GPU/gmf

NEAR HEADQUARTERS
ALLIED CONTROL COMMISSION
Legal Subcommission
APO 394

ACC/4137/L 9 May 1944

SUBJECT: Instructions for Guidance of Officers of Commission.

TO : V.P. Administrative Section.

Ref your 4/19B/AS dated 6 May 44 herewith comments.

1. Executive Memo. 4. This has been expanded and explained by a recently issued directive by this Subcommission (See ACC/4030/1/L dated 28 April 1944).

Executive Memo. 6. This is entirely superceded by directives contained in A.M. Courts handbook dated 1 May 44.

Executive Memo. 7. Paras 2 & 3 have been superceded by directives contained in A.M. Courts handbook. Para 8 has been expanded by a recently issued directive of this Subcommission (See ACC/4135/L dated 1 May 1944).

Executive Memo. 18. Paras 1 & 2. These paras are entirely superceded by directives contained in A.M. Courts handbook.

Para 4. This has been expanded by a recently issued directive of this Subcommission (See ACC/4039/L dated 3 May 1944).

Para 6 is now obsolete.

Executive Memo. 30. This Subcommission is considering the submission of a revised memo to the Executive Commissioner.

Executive Memo. 37. This is now entirely superceded by directives contained in A.M. Courts handbook.

Executive Memo. 38. Para 3 is inaccurate. General orders will not be issued but the decree (published on 28 April) will be made part of the law of occupied territory.

2. We also suggest that the proposed Directive by the V.P. Administration on the promulgation of Italian decree laws in occupied territory should be included.

3. Instructions have this day been received from AFHQ which will enable Exec. Memo No. 11 to be rewritten.

G. R. UPJOHN, Colonel
Chief Legal Officer.

Copy: Executive Commissioner.

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REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
LEGAL SUB-COMMISSION
A.P.O. 394

MCC/1437/L.

8th May 1944

Subject: Distribution of Publications.

To : R C & M G Sec.

Distribution forwarded below reference your 86/2/CA of 27 April 1944.

ALAN W. PEARS
Colonel,
Chief Legal Officer.

LEGAL SUB-COMMISSION

1162	Col. G. R. Upjohn	Col.	C.L.O.	7 May 44
1163	Lt. Col. R.H. Kilner	Lt.Col	DCLO	"
1164	Major G.C. Ienaford	Major	O i/c Italian Branch.	"
1165	Major A. R. Thackrah	Major	Italian Staff	"
1166	Major Campbell	Major	A/CJO	"
1167	Major N. J. Crossman	Major	Chief Counsel	"
1168	Captain J. More	Captain	-	"
1169	Lt. T. C. Bryce	Lieut.	-	"
1170	Office reference use.			
1171	1st/Lt Carl C Barnes	1st/Lt.	Legal office	8th May
1172	Retained in safe custody but not distributed.			
1173				
1174				
1175				
1176				

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Chief Legal Officer.

Colonel,

1612

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REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

4/198/AS 6 May 44.

SUBJECT : Instructions for the Guidance of Officers of the Commission.

TO : All Admin Sub-Comms.

1 With reference to the recently published handbook.

2 Please check carefully the undernoted portions of the handbook and submit if possible by 9 May any comments you have to make thereon, particularising any alterations or additions which you consider essential to be made.

3 If you have any general comments or particular comments upon other portions of the handbook which you wish to make, please submit them.

S.H.WHITE, Major,
for CSO Admin.

Portions of the Handbook upon which particular comment is required by:-

Sub-Commission.	Exec. Memo. No.
Legal	4, 6, 7, 18, 30, 37.
Safety	8, 24, 30.
Health	30, 34.
Interior	12, 30, 39.
Property	13, 30 and Appx "K" (where in text is Appx "K" mentioned ?).
Education	30.
MFAA	30.

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4137

HEADQUARTERS
ALLIED CONTROL COMMISSION
R.C. & M.G. Section
APO 394

Ref/86/2/CA. 27 April 1944.

SUBJECT: Instructions for the Guidance of Officers of the Commission.

TO : ~~R.C. Region~~
Director, Legal Sub-Commission.
Head Staff Branch.

1. Herewith copies Nos. 1162 to 1176 inclusive of the above publication for issue to the officers under your command.

2. Attached are numbered copies of issue notice for use with each individual copy.

3. The receipt portion of the issue notice should be retained by you until the relevant copy is returned or the officer is transferred or re-assigned to another Branch of this organisation when it will be forwarded to the officer's new commander.

4. Please report on the form attached the distribution of the copies enumerated above. Changes in this distribution should be notified to R.C. & M.G. Section (Civil Affairs Branch) as they occur.

5. If the number of copies supplied are insufficient to meet the requirements of para.1 above, a further supply will be forwarded on demand to be accompanied by indication of distribution.

6. Instructions regarding the disposal of copies returned to you will be issued later.

For Copy Letter

NORMAN E. FISKE
Colonel,
Deputy Executive
Commissioner.

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SECRET

Downgraded to Confidential
per memo from [illegible]
dated [illegible]

General & Special

Administrative

Instructions

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SECRET
(Equals Drill: NOT SECRET)

PART III

SPECIAL ADMINISTRATIVE INSTRUCTIONS FOR GUIDANCE OF OFFICERS OF SPECIAL DIVISIONS

Special Administrative Instruction - Legal No. 1
Instructions to Judges and Prosecutors

Special Administrative Instruction - Legal No. 2
Rules of Procedure for Allied Military Courts

Special Administrative Instruction - Legal No. 3
Outline of Court Procedure

Special Administrative Instruction - Finance No. 1
Insurance and Social Welfare

Special Administrative Instruction - Finance No. 2
Budgets

Special Administrative Instruction - Finance No. 3
Banking Officers

Special Administrative Instruction - Public Safety No. 1
Description of identity cards

Special Administrative Instruction - Public Health No. 1
Directive on various matters

Special Administrative Instruction - Public Health No. 2
Delousing Units

Special Administrative Instruction - Public Health No. 3
Medical Stores

Special Administrative Instruction - Public Health No. 4
Hospitalization

Special Administrative Instruction - Public Health No. 5
Mass Feeding

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Special Administrative Instruction - Finance No. 3
Banking Officers

Special Administrative Instruction - Public Safety No. 1
Description of identity cards

Special Administrative Instruction - Public Health No. 1
Directive on various matters

Special Administrative Instruction - Public Health No. 2
Delousing Units

Special Administrative Instruction - Public Health No. 3
Medical Stores

Special Administrative Instruction - Public Health No. 4
Hospitalization

Special Administrative Instruction - Public Health No. 5
Mass Feeding

Special Administrative Instruction - A.C.P.s No. 1
Property Controller

Special Administrative Instruction - Civilian Supply No. 1

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

SPECIAL ADMINISTRATIVE INSTRUCTIONS - LEGAL NO. 1

INSTRUCTIONS TO JUDGES, PROSECUTORS

POLICE AND OFFICIALS OF MILITARY COURTS

An important aspect of the administration of justice in any country is a sound legal system, which is administered promptly, efficiently and impartially, and the military government of occupied territory presents no exception to this rule. The effective functioning of the military courts and the continuation of the local courts of the Occupied Territory has important political implications, and in the case of military courts has considerable bearing on the safety of the lines of communication and good order in the rear area.

Experience has shown that an unjust attitude on the part of military judges often produces a reaction among the civilian population which makes the task of the military governor or administrator more difficult. Whilst the occupying army is endowed with almost unlimited power, and the judge of a military court must keep foremost in mind the necessities of the military situation, after taking such factors into consideration he must be fair and just to the defendants who appear before him.

It shall not be the policy of AMGOT legal, judicial and police officials to imitate in any way the actions of the Gauleiters and Gestapo. Deep rooted in the Anglo-American tradition is the principle that no person should be punished without a trial. That principle extends to enemy civilians in occupied territories.

International Law requires that in every case involving the punishment of offences against the military government there must be a trial and conviction by a military court or tribunal before punishment is imposed.

Accordingly in Proclamation No. 2 the offences that are to be punishable are set out while Proclamation No. 4 establishes General Military Courts, Superior Military Courts and Summary Military Courts for the trial of violations of proclamations and orders and of crimes against the laws of war.

A Summary Military Court can impose a sentence not to exceed imprisonment of one year, a Superior Military Court can impose a maximum sentence of ten years, and a General Military Court has unlimited power to sentence, including the imposition of the death penalty. In all cases, the death sentence cannot be executed until it has been confirmed in writing by the Military Governor or his authorized representative.

The conduct of all Military Courts will be governed by the Rules of Procedure which follow as special administrative instruction legal No. 2. These Rules are written in simple understandable language so that all officers should be able readily to familiarize themselves with the contents, and it will be the duty

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The conduct of all Military Courts will be governed by the Rules of Procedure which follow as special administrative instruction Legal No. 2. These Rules are written in simple understandable language so that all officers should be able readily to familiarize themselves with the contents, and it will be the duty of all members of Courts and prosecuting and defending officers to see that they are conversant with the Rules and that the same are observed.

Appropriate forms of summons, warrants, charge sheets, summons for witnesses forms of commitment and record of proceedings have been prepared and are appended to the Rules. The police and court officials should examine them, and be prepared to use them correctly.

It is necessary for the judicial officers and prosecutors of AMGOT to have frequent conferences with the chiefs of the Civil Affairs police in their area so that they are generally familiar with the situation pertaining to law and order. Reactions to prosecutions and sentences as well as to the Proclamations should be particularly noted. Whenever changes would promote the interest of the occupation as far as our forces are concerned, the judge should communicate these facts to the Chief Legal Officer for his information and decision.

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It will be a part of the duty of each member of the judicial staff to make himself acquainted with the operation of the criminal courts of the Occupied Territory when they have been reopened, and to satisfy himself that such Courts are properly administering justice without favour to any class or section of the population. Any failure in this respect will be noted and a report sent forthwith to the Chief Legal Officer.

Whilst it is part of the functions of the military occupant to supervise the due administration of justice by the local courts of the Occupied Territory, no officer must interfere with the working of such Courts provided they are carrying out their duties in accordance with the laws of the Occupied Territory. No interference will therefore take place until after directions have been obtained, following a report as above mentioned, unless the urgency of the case prevents.

The conduct of all members of the Military Courts and of all officers concerned in the administration of Justice by the Allied Military Government must be exemplary in the performance of their duties. It is as important that justice should seem to be done as that it should be done.

To this end, Military Courts will act with impartiality to prosecutor and defendant and will take every step to see that a fair trial is held. Prosecutors will present their cases fairly and if any information comes to their notice which is in favour of the accused, such information will not be concealed. The purpose of Courts is to ensure that justice is done and not to secure convictions. In this connection, it must always be borne in mend by both Police and Courts that the success of their job does not depend on the number of convictions obtained but on the general order to be found in the area where they are operating.

It may frequently happen that the Police will bring prosecutions which will not support a conviction. A court must always remember that it is no reflection on the Police to dismiss a case if the facts do not warrant a conviction. It is the function of police to present facts and for the Court to decide upon them.

Whilst fairness must always be done to an accused, Military Courts will remember that their purpose is not to impose sentences which have for their purpose the conversion of a criminal into an honest man. The purpose of Military Courts is to impose sentences, where crimes have been proved against an accused, which will be a deterrent to others and thereby safeguard the fighting forces and their lines of communications.

All officers appearing in a Military Court will be careful to see that there is no slovenliness about their dress or deportment. The Court will also ensure that it is always treated with the utmost respect. No tendency to levity [illegible] will in any circumstances be permitted.

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

which is in favour of the accused, such [illegible]
purpose of Courts is to ensure that justice is done and not to secure convictions. In this connection, it must always be borne in mind by both Police and Courts that the success of their job does not depend on the number of convictions obtained but on the general order to be found in the area where they are operating.

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All officers appearing in a Military Court will be careful to see that there is no slovenliness about their dress or deportment. The Court will also ensure that it is always treated with the utmost respect. No tendency to levity or buffoonery in the trial of cases will in any circumstances be permitted.

Wherever possible, the crossed flags of the United States and Great Britain will be hung on the wall behind the members of the Court and facing the other persons in Court.

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SPECIAL ADMINISTRATIVE INSTRUCTION-LEGAL NO. 2

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

RULES OF PROCEDURE FOR ALLIED MILITARY COURTS.
(SECOND REVISED EDITION)

1. Construction of Rules:-

These Rules shall be read with and subject to the Proclamations and Orders of the Allied Military Government.

2. Courts.

(1) Before proceeding with the hearing of any case, an Allied Military Court shall satisfy itself that it is properly constituted, having regard to whether it is a General, Superior or Summary Military Court, and that the appointments of the members of the Court are in order. No officer who has any personal interest in a case being tried or who is at the time acting as an officer of the Civil Police shall sit as a member of the Court.

(2) When an Allied Military Court has satisfied itself that it is properly constituted, it shall satisfy itself that it has jurisdiction to try the accused for the offences charged.

(3) Any lawyer or other person selected by an accused may appear in any case with the consent of the Court, except that the Chief Legal Officer, or an Officer authorized by him, or any Court, may at any time prohibit any lawyer or other person from appearing in any Court. If an accused is not represented, an officer of the Allied Forces may be appointed to represent him if the nature of the case makes it desirable that the accused be represented. In any case where the accused may be condemned to death, he will be represented by an Officer or a lawyer.

(4) Any officer of the Allied Forces may appear and prosecute an accused in any Allied Military Court and a member of the CarabinieriReali may appear and prosecute an accused in a Summary Military Court.

3. Interpreters.

(1) An Allied Military Court may appoint an interpreter or interpreters either generally or for the trial of any case before it.

(2) The following oath shall be administered to every interpreter before first acting as an Interpreter in the Court:-

"Do you solemnly swear by Almighty God that you will to the best of your ability truly interpret and translate as you shall be required to do?"

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(3) Any lawyer or other person selected by an accused may appear in any case with the consent of the Court, except that the Chief Legal Officer, or an Officer authorized by him, or any Court, may at any time prohibit any lawyer or other person from appearing in any Court. If an accused is not represented, an officer of the Allied Forces may be appointed to represent him if the nature of the case makes it desirable that the accused be represented. In any case where the accused may be condemned to death, he will be represented by an Officer or a lawyer.

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3. Interpreters.

(1) An Allied Military Court may appoint an interpreter or interpreters either generally or for the trial of any case before it.

(2) The following oath shall be administered to every interpreter before first acting as an Interpreter in the Court:-

> "Do you solemnly swear by Almighty God that you will to the best of your ability truly interpret and translate as you shall be required to do?."

(3) An interpreter appointed generally by a Court as a Court Interpreter need only take an oath at the commencement of his service.

4. Commencement of Proceedings.

(1) All proceedings in an Allied Military Court will be commenced by warrant of arrest, summons to appear, or arrest without warrant.

(2) Any Civil Affairs Officer, any officer of the Civil Police, any officer holding an appointment to sit as a member of an Allied Military Court, and any other officer of the Allied Military Government, may issue a warrant or summons. Forms of warrants and summonses shall be in accordance with the forms contained in the Appendix to these Rules. A warrant or summons may be issued on the complaint of any person that an offence triable by an Allied Military Court has been committed.

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(3) Any person subject to the jurisdiction of Allied Military Courts may be arrested without warrant:-

(a) by a member of the Allied Forces or Civil Police if such person is suspected of having committed or being about to commit an offence triable by an Allied Military Court, and

(b) by anybody if such person is found committing an offence triable by an Allied Military Court.

5. Arraignment and Charge.

(1) All persons arrested for an offence with or without warrant, will be brought as soon as practicable before a Military Court which shall be a Summary Military Court, unless the Chief Legal Officer, or an officer empowered by him orders that any particular case or classes of cases shall be brought directly before a Superior or General Military Court for trial.

(2) The Summary Military Court will, on any accused appearing before it, hear the charges against the accused and then deal with the same or defer the hearing of the case.

(3) When the Court defers the hearing of a case, it will order the accused to be detained in custody or released on bail on such terms as the Court thinks fit.

(4) An accused who appears before a Court following arrest with or without a warrant will be given a statement of the charges made against him before he is tried on the same and, subject to military exigencies, such statemeny will be delivered to the accused by the prosecutor in sufficient time before the trial to enable the accused to prepare his defense. Full opportunity and assistance will be given to an accused to obtain the attendance of material witnesses whom he desires to call on his behalf at the trial.

(5) In general, multiplicity of charges based on the same set of facts will be avoided.

6. Pleading before a Summary Military Court.

(1) At the hearing of any case by a Summary Military Court, the court will first satisfy itself as to the matters mentioned in paras. 1 and 2 of Rule 2 and that no adjournment is necessary to permit the case to proceed. The Court will then read to the accused the charges brought against him and will ask the accused after the reading of each charge whether he pleads "guilty" or "not guilty" to it. If necessary the Court will explain these terms to the accused. The Court will enter [illegible] guilty" or "not

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fore he is tried on the same and, subject to military exigencies, such statemeny will be delivered to the accused by the prosecutor in sufficient time before the trial to enable the accused to prepare his defense. Full opportunity and assistance will be given to an accused to obtain the attendance of material witnesses whom he desires to call on his behalf at the trial.

(5) In general, multiplicity of charges based on the same set of facts will be avoided.

6. Pleading before a Summary Military Court.

(1) At the hearing of any case by a Summary Military Court, the court will first satisfy itself as to the matters mentioned in paras. 1 and 2 of Rule 2 and that no adjournment is necessary to permit the case to proceed. The Court will then read to the accused the charges brought against him and will ask the accused after the reading of each charge whether he pleads "guilty" or "not guilty" to it. If necessary the Court will explain these terms to the accused. The Court will enter in the record of the case whether the accused pleads " guilty" or "not guilty" to each charge. The Court may accept a plea of " guilty" to an offence other than that charged and a plea of " not guilty" to the offence charged.

(2) If the answer of the accused to any charge is such that it appears he may not be guilty of the offence, whether he pleads "guilty" or "not guilty", a plea of "not guilty" shall be entered in the record and the case shall proceed accordingly. A plea of "not guilty" will be entered in the record of every case in which the accused, if found guilty by a competent Court, might be sentenced to death.

(3) Upon a plea of "guilty" to all offences charged, the Court shall hear such statement for the prosecution and such evidence as it requires to enable it to determine the sentence to be imposed. If it has power to impose adequate punishment, it will proceed to sentence. If it has not such power, it will commit the case to a higher court.

(4) It shall be competent at any stage of the trial for the accused, with the leave of the Court, to enter a plea of "not guilty" to "guilty", or for the Court to enter a plea of "not guilty" in place of a plea of "guilty" made by the accused.

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(5) It shall be competent for the court to ammend a charge at any time provided that an adjournment is granted, if necessary, and that no injustice is thereby done to the accused.

7. Procedure on Plea of Not Guilty in a Summary Military Court:-

(1) Upon a plea of "not guilty" to one or more offences charged, a Summary Military Court shall:-

(a) If it is obvious from the particulars of the offences charged that the court has not adequate power of punishment in the event of the accused being convicted on all the charges before the Court, or if it appears desirable for any other reason that the case should be tried by a higher Court, call upon the prosecution to make a statement outlining the facts alleged and then, if the Court thinks fit, order the accused to be committed for trial by a higher Court on all the charges before the Court, or

(b) Retain the charges and call upon the prosecution to open its case.

(2) If the Court decides at any time during the trial of a case that it should be tried by a higher Court, the Court may at that stage commit the accused for trial in accordance with the provisions of the last preceding paragraph.

(3) When an order is made committing an accused for trial before a higher Court, the Court shall:-

(a) Enter the order in the record of the case:

(b) Send the record of the case forthwith to the office of the Senior Civil Affairs Officer or, if such order is for trial by a General Military Court, to the office of the Chief legal Officer or as he may direct; and

(c) Make an order directing that the accused be held in custody (Form 6) or released on bail pending trial (Form 7). Before making such order the Court shall call upon the prosecution for its recommendations and have regard thereto, and the order shall be entered in the record of the case.

(4) If the Court retains the charges and calls upon the prosecution to open its case:

(a) The prosecution may then make a statement outlining the facts proposed to be proved in evidence by the witnesses for the prosecution and, after making any such statement, the prosecution will call its witnesses in such order as it thinks fit.

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the accused for [illegible]
preceding paragraph.

(3) When an order is made committing an accused for trial before a higher Court, the Court shall:-

(a) Enter the order in the record of the case:

(b) Send the record of the case forthwith to the office of the Senior Civil Affairs Officer or, if such order is for trial by a General Military Court, to the office of the Chief legal Officer or as he may direct; and

(c) Make an order directing that the accused be held in custody (Form 6) or released on bail pending trial (Form 7). Before making such order the Court shall call upon the prosecution for its recommendations and have regard thereto, and the order shall be entered in the record of the case.

(4) If the Court retains the charges and calls upon the prosecution to open its case:

(a) The prosecution may then make a statement outlining the facts proposed to be proved in evidence by the witnesses for the prosecution and, after making any such statement, the prosecution will call its witnesses in such order as it thinks fit.

(b) Each witness called will take an oath, or make an affirmation, before giving evidence and the Court will record that the witness was duly sworn. Oaths and affirmations will be in the forms set out in the Appendix hereto, but may be made in English, Italian or any other language. A child may give evidence without being sworn, provided the Court is satisfied such witness understands the duty of telling the truth.

(c) After each witness has given his evidence, the accused or his representative, may cross-examine the witness upon the same. The prosecution may thereafter re-examine any witness upon any new matter appearing in the cross-examination or, with the consent of the Court, upon any other matter. After the witness has completed his evidence, the court may ask the witness any questions relating to the matters before the Court and may, if it thinks fit, permit the prosecution and accused, or his

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representative, to cross-examine the witness upon the answers thereto.

(d) When all the witnesses for the prosecution have been called, the prosecution will announce that the case for the prosecution is closed.

(5) After the close of the case for the prosecution, the Court may acquit the accused on any charge if it decides there is not sufficient evidence to support the charge and that the accused should not be required to answer the same. Any such acquittal shall be entered in the record of the case. The court may also direct that any further charge or charges be preferred against the accused and in such case may grant any necessary adjournment for that purpose.

(6) The Court will call upon the accused to open for the defense in respect of all charges which the accused is required to answer. Thereupon -

(a) The accused or his representative may make an opening statement and call witnesses for the defense in manner provided by paragraph (4) of this Rule with regard to the case for the prosecution. The accused may not be compelled to give evidence, but any evidence he gives must be on oath and he may be cross-examined upon it; and

(b) When all the witnessed for the defence have been called, the defence will announcethat the case for the defence is closed.

(7) After the case for the defence is closed:-

(a) The prosecution may call or recall any witness for the purpose of rebutting any material statement made by a witness for the defence or for the purpose of giving evidence on any new matter raised by the defence; and

(b) The accused or his representative may then make a statement to the Court summing up the facts of the case and dealing with any matters of law which require argument. After the defence has summed up, the prosecution may do likewise. The Court will then consider its judgment.

(8) The Court may call or recall any witness at anytime before judgment if it considers that it is necessary in the interests of justice.

8. Procedure on Trial in Superior Military Courts.

The procedure in Superior Military Courts will be the same as that provided by Rules 6 and 7 with regard to Summary Military Courts-

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be on oath and he may be cross-examined upon it.

(b) When all the witnesses for the defence have been called, the defence will announce that the case for the defence is closed.

(7) After the case for the defence is closed:-

(a) The prosecution may call or recall any witness for the purpose of rebutting any material statement made by a witness for the defence or for the purpose of giving evidence on any new matter raised by the defence; and

(b) The accused or his representative may then make a statement to the Court summing up the facts of the case and dealing with any matters of law which require argument. After the defence has summed up, the prosecution may do likewise. The Court will then consider its judgment.

(8) The Court may call or recall any witness at anytime before judgment if it considers that it is necessary in the interests of justice.

8. Procedure on Trial in Superior Military Courts.

The procedure in Superior Military Courts will be the same as that provided by Rules 6 and 7 with regard to Summary Military Courts.

9. Procedure on Trial in General Military Courts.

(1) The Chief Legal Officer, or an officer authorised by him, will on receiving the record of the proceedings in any case from a Summary Military Court or a Superior Military Court for trial by a General Military Court endorse the record with his consent for such trial or direct that the case be heard in a Superior Military Court.

(2) The procedure on the trial in a General Military Court shall be the same as that prescribed for a Superior Military Court.

10. Decisions of Courts and Presence of Members.

Every question shall be determined by a majority of the opinions of the members of the Court. The absence or death of any member of a Court

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shall not invalidate any proceedings, providing that the number of members present throughout the trial is not reduced below the minimum number required to constitute such Court.

11. Power to Adjourn.

In addition to any particular power of adjournment contained in these Rules, an Allied Military Court has power at any time to adjourn the proceedings either generally or to a fixed time and place, and to grant an adjournment at the request of the prosecution or defence as the justice of the case may require.

12. Record of Proceedings.

A complete record of every case in a General or Superior Military Court will be kept (Form 10) and will (subject to any other provision of these rules) be sent to the Office of the Chief Legal Officer, or as he may direct, at the conclusion of the proceedings. The record shall include all the material evidence of every witness, which shall be recorded in narrative form except when a stenographer is present, in which case a stenographic record will be made.

An oath will be administered to all stenographers employed in Military Courts in the following terms;-in open court at the commencement of the proceedings:-

"Do you swear by Almighty God that you will truly take down to "the best of your ability the evidence to be given before this "Court and such other matters as may be required and will, "when required, deliver to the Court a true transcript of the "same?."

In a Summary Military Court particulars of each case will be kept in the Court Record Book which will be supplied and a copy of all records will be sent to the Chief Legal Officer. It is not necessary in a Summary Military Court to record the evidence.

13. Court Officials.

An Allied Military Court may appoint persons to be stenographers and other officials for its court when such persons are available. Such officials need not be members of the Allied Forces but the Court will be responsible that they are fit and proper persons.

14. Joint Charges.

Two or more persons may be tried either jointly or severally for the same offence where the charge arises out of the same set of circumstances.

15. Witnesses.

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An oath will be administered to all stenographers employed in Military Courts in the following terms;-in open court at the commencement of the proceedings:-

"Do you swear by Almighty God that you will truly take down to "the best of your ability the evidence to be given before this "Court and such other matters as may be required and will, "when required, deliver to the Court a true transcript of the "same?."

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14. Joint Charges.

Two or more persons may be tried either jointly or severally for the same offence where the charge arises out of the same set of circumstances.

15. Witnesses.

The Court may direct that any person shall be detained in custody as a material witness provided that no such person shall be detained for a period of more than 21 days without a further order being made.

16. Evidence.

An Allied Military Court shall admit such evidence as in its opinion is relevant and material to the charges before it and shall, in deliberating on the judgment in each charge, take into consideration the nature of the evidence produced and the degree of reliance which can reasonably be placed upon it.

17. Evidence as to Character.

(1) Evidence of good or bad character of the accused including evidence of

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any prior criminal record will be admissible after judgment and before sentence and the Court may take into account such evidence in considering sentence.

(2) Evidence of bad character against an accused will be admissible before judgment only where the accused has produced evidence as to his own good character as a defence to the charges made or has produced evidence purporting to show that any material witness for the prosecution is of bad character.

18. Judgment and Sentence.

An Allied Military Court will announce its judgment on each charge on which an accused is tried before it and will pronounce one Sentence in respect of all the charges upon which the accused is found guilty.

19. Fines.

(1) An Allied Military Court may, when imposing any fine, impose a sentence of imprisonment to be served in default of payment of such fine, and may direct the period within which any fine shall be paid. Where default is made in payment of a fine, it shall not be necessary for the Civil Police to bring the accused again before a Court to have the alternative sentence confirmed and such accused may be imprisoned as of course, provided a report shall be sent immediately as to the facts to the office of the Chief Legal Officer or as he may direct.

(2) All fines shall on receipt be transmitted to the Senior Civil Affairs Officer or Civil Affairs Officer in charge of the District where the trial was held.

20. Insanity at Time of Trial.

If at any time during the trial of an accused it is ascertained by the Court upon competent medical evidence, that the accused is so insane as not to understand the nature of the charges made against him or the proceedings of the Court, the Court shall order the accused to be detained in custody so long as the Military Governor shall direct.

21. Saving for Errors and Omissions.

Where at any time during any proceedings before an Allied Military Court any error or omission, technical or otherwise, is made, the proceedings shall not thereby be invalidated, and no action will be taken on any Review of such proceedings on account of any such error or omission unless it appears that injustice has been done to the accused.

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(2) All fines shall on receipt be transmitted to the Senior Civil Affairs Officer or Civil Affairs Officer in charge of the District where the trial was held.

20. Insanity at Time of Trial.

If at any time during the trial of an accused it is ascertained by the Court upon competent medical evidence, that the accused is so insane as not to understand the nature of the charges made against him or the proceedings of the Court, the Court shall order the accused to be detained in custody so long as the Military Governor shall direct.

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Where at any time during any proceedings before an Allied Military Court any error or omission, technical or otherwise, is made, the proceedings shall not thereby be invalidated, and no action will be taken on any Review of such proceedings on account of any such error or omission unless it appears that injustice has been done to the accused.

22. General Powers of Court.

An Allied Military Court may, where no procedure has been directed in any matter which arises, adopt such procedure as it thinks fit, provided no injustice is thereby done to the accused.

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Form No. 1.

APPENDIX TO RULES OF PROCEDURE.

Form of Oath.

"Being conscious of the responsibility which this oath imposes upon you, before God and men, Do you .....swear to tell the whole truth and nothing but the truth."

Form of Affirmation.

The above form will be used, omitting the words "before God and men" and substituting the words "solemnly affirm" for "swear".

Italian translation of Oath and Affirmation.

Form of Oath.

"Riconoscendo la responsibilita che questo giuramente vi impone avanti Dio e gli uomini, giurate voi ..... di dire la verita, tutta la verita e null' altro che la verita?."

Form of Affirmation.

The above form will be used omitting the words "avanti Dio e gli uomini" and substituting the words "affirmate s'olennemente".

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Italian translation of oaths [illegible]

Form of Oath.

"Riconoscendo la responsibilita che questo giuramente vi impone avanti Dio e gli uomini, giurate voi ..... di dire la verita, tutta la verita e null' altro che la verita?."

Form of Affirmation.

The above form will be used omitting the words "avanti Dio e gli uomini" and substituting the words "affirmate s'olennemente".

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GENERAL FORMS

Note: The forms for summons will be printed in book form. Each will be serially numbered with carbon paper interleaved so that an original and a copy can be made at one writing. The summons will be printed in English and the _____ language in alternate lines.

FORM No. 2.

(On outside cover of book)
(only in English)

ALLIED MILITARY GOVERNMENT

SUMMONS FOR APPEARANCE OR TRIAL.

(On front inside of cover)
(Only in English)

DIRECTIONS.

These books of summons are to be carried by the civil pplice and other authorized persons of the Allied Military Government. Whenever a civilian is charged with the commission of any offence against the Allied Military Government a summons may be used directing him to appear before a Summary Military Court. A brief extract of the charge and date of alleged offence, such as "6/20/43 failure to have identification card." or "7/6/43 violation of curfew law." should be filled in the form. The

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SUMMONS FOR A PEARANCE OR TRIAL.

(On front inside of cover)
(Only in English)

DIRECTIONS.

These books of summons are to be carried by the civil pplice and other authorized persons of the Allied Military Government. Whenever a civilian is charged with the commission of any offence against the Allied Military Government a summons may be used directing him to appear before a Summary Military Court. A brief extract of the charge and date of alleged offence, such as "6/20/43 failure to have identification card." or "7/6/43 violation of curfew law." should be filled in the form. The original summons shall be served on the person charged, and a copy filed with the Court before whom he is to appear.

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FORM No. 2

ALLIED MILITARY GOVERNMENT

S U M M O N S

No. .....

(Fill in date).....

TO
(NAME).....

(ADDRESS).....

YOU ARE HEREBY SUMMONED AND REQUIRED TO APPEAR IN PERSON BEFORE A SUMMARY MILITARY COURT AT.....(Address of Court) ON .....(Date) AT.....(hour) H UPON CHARGES AS FOLLOWS:

OFFENCE.....

PARTICULARS.....

.....

.....

.....

EVERY DEFENDANT BEFORE AN ALLIED MILITARY COURT IS ENTITLED:

(a) To have in advance a copy of the charges upon which he is to be tried, if he so desire;
(b) To consult a lawyer before the trial and have a lawyer defend him at the trial. In any case involving the death penalty the General Military Court, if the defendant so requests, shall assign to him a Legal Officer of the Allied Military Government to assist in the defence of the case in addition to such other lawyer as he may select;
(c) To apply to the court for time to prepare his defence, which application the court may grant or deny in its discretion;
(d) To bring with him such witnesses as he may desire or have them summoned by the court at his request;
(e) To give evidence on his own behalf at the trial, but he may not be compelled to do so;
(f) To have the proceedings translated for his benefit when he is unable to understand them otherwise

BY ORDER

.....
Signature of Authorized person.

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EVERY DEFENDANT BEFORE AN ALLIED MILITARY COURT IS ENTITLED:

(a) To have in advance a copy of the charges upon which he is to be tried, if he so desire;
(b) To consult a lawyer before the trial and have a lawyer defend him at the trial. In any case involving the death penalty the General Military Court, if the defendant so requests, shall assign to him a Legal Officer of the Allied Military Government to assist in the defence of the case in addition to such other lawyer as he may select;
(c) To apply to the court for time to prepare his defence, which application the court may grant or deny in its discretion;
(d) To bring with him such witnesses as he may desire or have them summoned by the court at his request;
(e) To give evidence on his own behalf at the trial, but he may not be compelled to do so;
(f) To have the proceedings translated for his benefit when he is unable to understand them otherwise.

BY ORDER

.....
Signature of Authorized person.

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RETURN OF SUMMONS

Place.....

Date .....

I acknowledge receipt of the summons of which this is a true copy.

.....
(Signature of Defendent)

PROOF OF SERVICE

I hereby certify that I have this ..... day of 194.... at .....M (hour)
served the summons of which this is a copy

(personally)
(by leaving copy at the above address)
(by mailing it to his address)

.....
Signature of officer serving summons

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GOVERNO MILITARE ALLEATO

FORM No. 2

C I T A Z I O N E

.....

Data .....

A
(Name).....
(Nome)
(Address) .....
(Indirizzo)

VOI SIETE A MEZZO DI CIÒ CITATO E RICHIESTO DI PRESENTARVI PERSONALMENTE DAVANTI UN TRIBUNALE INFERIORE A.....ADDI.....
(indirizzo della corte)(Data)
(address of court) (Date
ALLE.....E SOTTO LE SEGUENTI ACCUSE:
(Orario)
(Hour)

OFFENCE.....

PARTICULARS..... .....

.....

.....

.....

OFFESA.....

DETTAGLI.....

.....

.....

.....
(Se non tradotto dall'ufficiale, voi dovete farvelo tradurre da un amico o presso qualsiasi Ufficio di Questura).

Ogni accusato di fronte ad un Tribunale Militare ha diritto:
(a) Di avere in anticipo una copia delle accuse sotto le quali egli sarà processato, se egli così desidera;
(b) Di consultare un avvocato prima del processo e di avere un avvocato in sua difesa durante il processo in ogni caso che porta con sè la pena di morte. Il Tribunale Militare Generale, se l'accusato lo richiede, gli assegna un Ufficiale addetto alla Giustizia del Governo Militare Alleato per assistere nella difesa delle cause oltre a tale altro avvocato che egli potrà scegliere.
(c) Di fare richiesta al Tribunale per ottenere un periodo di tempo sufficiente per preparare la sua difesa, richiesta che il Tribunale può concedere o

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.....

.....

OFFESA.....

DETTAGLI.....

.....

.....

(Se non tradotto dall'ufficiale, voi dovete farvelo tradurre da un amico o presso qualsiasi Ufficio di Questura).

Ogni accusato di fronte ad un Tribunale Militare ha diritto:

(a) Di avere in anticipo una copia delle accuse sotto le quali egli sarà processato, se egli così desidera;

(b) Di consultare un avvocato prima del processo e di avere un avvocato in sua difesa durante il processo in ogni causa che porti con sè la pena di morte. Il Tribunale Militare Generale, se l'accusato lo richiede, gli assegnerà un Ufficiale addetto alla Giustizia del Governo Militare Alleato per assistere nella difesa della causa oltre a tale altro avvocato che egli potrà scegliere.

(c) Di fare richiesta al Tribunale per ottenere un periodo di tempo sufficiente per preparare la sua difesa, richiesta che il Tribunale può concedere o rigettare a proprio discrezione;

(d) Di farsi accompagnare dinnanzi al Tribunale da testimoni a sua difesa, se così desidera, o far richiesta di farli comparire per ordine del Tribunale;

(e) Di fornire evidenza a suo vantaggio durante il processo, ma non potrà essere costretto a fornirla;

(f) Di farsi tradurre i procedimenti per il suo beneficio quando egli non è capace di comprenderli altrimenti.

PER ORDINE

.....
Firma dell'individuo autorizzato

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RAPPORTO DI CITAZIONE

Data .....
Luogo .....

Io riconosco di aver ricevuto la citazione di cui questa è una copia conforme.

.....
(Firma dell'Accusato)

PROOF OF SERVICE

I hereby certify that I have this.....day of 194.....at .....M
(hour) served the summons of which this is a copy

(personally)
(by leaving copy at the above address)
(by mailing it to his address)

.....
Signature of officer serving summons.

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(In English and in In Duplicate)

Form No. 3.

ALLIED MI ITARY GOVERNMENT

WARRANT

To all police

You are hereby empowered and required to arrest one _____ (name) _____ (address) forthwith and bring him without delay before the Summary Military Court at _____ (address of Court) to answer charges made against him.

By Order

_____ (Signature of Authorised Person)

(RETURN OF WARRANT)

I do hereby certify that on this _____ day of _____ 1943 I, (was unable to serve warrent as defendant not found (dead) (missing) (duly served this warrant of which this is a true copy)

upon the defendant, and he is now confined at _____ awaiting order of trial before _____ (Name of Court)

_____ Signature of officer serving warrant.

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(RETURN OF WARRANT)

I do hereby certify that on this _____ day of _____ 1943 I,

(was unable to serve warrant as defendant not found (dead) (missing)
(duly served this warrant of which this is a true copy)

upon the defendant, and he is now confined at _____ awaiting order

of trial before _____
(Name of Court)

_____
Signature of officer serving warrant.

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Form, No. 3

GOVERNO MILITARE ALLEATO

MANDATO DI CATTURA

A tutta la Polizia

Siete a mezzo di cio' autorizzati e richiesti di mettere sotto arresto un tale _____ (Name) (Nome) _____ (Address) (Indirizzo) e di condurlo senza indugio davanti il Tribunale Militare Inferiore a _____ (Address of Court)(Indirizzo della corte) per rispondere ad accuse fatte contro lui.

Per ordine

_____
(Firma dell'Individuo Autorizzato)

RAPPORTO DI MANDATO DI CATTURA

Io a mezzo di cio' attesto che addi' _____ 1943 (non mi è stato / ho debitamente) possible di presentare il mandato di cattura per ragione che l'accusato non è stato trovato presentato questo mandato di cattura del quale questa è una copia

(morto) (mancante) all'accusato, ed egli è ora recluso a _____ conforme

in attesa dell'ordine di processo davanti _____
(Nome della Corte)

_____

_____
(Firma dell'Ufficiale presentate il Mandato di Cattura)

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RAPPORTO DI MANDATO DI CATTURA

Io a mezzo di cio' attesto che addi' _____ 1943 (non mi è stato / (ho debitamente
possible di presentare il mandato di cattura per ragione che l'accusato non
è stato trovato presentato questo mandato di cattura del quale questa è una
copia

(morto) (mancante) all'accusato, ed egli è ora recluso a _____
conforme

in attesa dell'ordine di processo davanti _____
(Nome della Corte)

_____

_____
(Firma dell'Ufficiale presentate il
Mandato di Cattura)

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Form, No. 4

GOVERNO MILITARE ALLEATO

FOGLIO D'ACCUSA

PLACE
Luogo _____

DATE
Data _____

_____ _____
(NAME OF DEFENDANT) (ADDRESS)
(Nome dell'Accusato) (Indirizzo)

IS HEREBY CHARGED WITH THE FOLLOWING OFFENSES:
e qui accusato delle offense seguenti:

FIRST CHARGE: _____

PARTICULARS: _____

_____

SECOND CHARGE: _____

PARTICULARS: _____

_____

_____

TRADUZIONE

PRIMA ACCUSA: _____

DETTAGLI: _____

_____

SECONDA ACCUSA: _____

DETTAGLI: _____

_____

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PARTICULARS: _____

_____

_____

TRADUZIONE

PRIMA ACCUSA: _____

DETTAGLI: _____

_____

SECONDA ACCUSA: _____

DETTAGLI: _____

_____

_____

(Se non tradotto dall'ufficiale, voi dovete farvelo tradurre da un amico o presso Qualsiasi Ufficio di Questura).

Le suddette accuse sono riferite a processo davanti _____.
(NAME AND ADDRESS OF COURT)
(Nome e indirizzo della corte)

Per Ordine

_____
Giudice, Tribunale Militare Inferiore
o altro Individuo Autorizzato.

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'orm No. 5 ALLIED MILITARY GOVERNMENT

SUMMONS FOR WITNESS

Place.....
Date .....

'O
NAME.....
ADDRESS.....
'ou are hereby summoned and required to appear in person before the
..... at .....M to testify and give evi-
Name and address of court) (Date)(Hour)
ence in the case pending against .....
(Name of Accused)
nd you are required to bring with you the following documents or articles

.....

.....

Unexcused failure to comply with this summons will subject you to severe punishment.

By Order

.....
(Signature of person authorized)

RETURN OF SUMMONS

I served the above named witness on the .....day of.....at

.....M

ersonally
aving copy at his address
ailing copy to his address

.....
(Signature of officer making service)

Form No. 5 GO

CIT

A
NOME.....
INDIRIZZO.....
Siete a mezzo di ciò citat
dinanti il .....
(Nome e indiriz
per testimoniare e dare pr

..... e s
(Nome dell'accusato)
documenti o oggetti.....

.....
L'inescusabile mancat
a pena severa.

Io ho presentato ques

addì.....all

personalmente
lasciandone copia al suo i
inviandogliene copia per p

1650

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Form No. 5

GOVERNO MILITARE ALLEATO

CITAZIONE PER TESTIMONIANZA

Luogo.....
addì .....

A
NOME.....
INDIRIZZO.....
Siete a mezzo di ciò citato o richiesto di presentarvi personalmente davanti il .....addì.....
(Nome o indirizzo della corte)
per testimoniare e dare prove della causa in corso contro.....
..... e siete richiesto di portare con voi i seguenti
(Nome dell'accusato)
documenti o oggetti.....
.....
L'inescusabile mancato adempimento a questa citazione vi assoggetterà a pene severe.

Per ordine

.....
(Firma dell'individuo authorizzato)

RAPPORTO DI CITAZIONE

Io ho presentato questa citazione alla persona soprannominata

addi.....alle ore.....M

personalmente
lasciandone copia al suo indirizzo
inviandogliene copia per posta al suo indirizzo

.....
(Firma dell'ufficiale rimettente)

Form No. 6

ALLIED MILITARY GOVERNMENT

COMMITMENT.

TO:- The Officer in Charge

of _____ (Prison) (Jail) (Camp) or any other prison, jail, or camp to which the prisoner may be hereafter lawfully transferred

Whereas one _____ has been convicted of the offence
(Name and Address)

of _____

and has been sentenced by the _____
(Name of Court)

to serve a sentence of _____ and to pay a fine of _____ lire;

the said sentence to commence on _____
(Date)

Now, therefore, you are hereby authorised to receive the said _____

_____ into your custody and detain him in
(Name of Accused

accordance with the sentence so imposed or until further order of this Court or a competent military authority and for so doing this shall be sufficient warrant.

Signed this _____ day of _____ 194____

_____
Presiding Officer

_____
Court

(The fine imposed must either be paid, or the defendant will receive a credit of _____ lire per day for each day served in confinement).

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(Name of Accused

accordance with the sentence so imposed or until further order of this Court or a competent military authority and for so doing this shall be sufficient warrant.

Signed this_____day of_____194____

_____
Presiding Officer

_____
Court

(The fine imposed must either be paid, or the defendant will receive a credit of_____lire per day for each day served in confinement).

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(In English and in)

Form No. 7.

ALLIED MILITARY GOVERNMENT

BOND OF SURETIES FOR PAYMENT OF FINE.

Whereas one _____ (Name) of _____ (Address) was convicted in _____ (Name of Court) on the _____ day of _____ for the offence of _____

and was sentenced to pay a fine of _____ lire to be paid forthwith.

Now, therefore, we _____ (Name of Defendant) and _____ and _____ (Names of Sureties) jointly and severally do hereby bind ourselves to the Allied Military Government to secure the payment of this fine imposed upon the said _____

within _____ DAYS OF THIS DATE.

In the case of the failure of _____ (Defendant) to pay the said sum, we jointly and severally acknowledge that we shall pay the said fine together with all costs, charges and interest, and that any levy of execution or seizure of our moneys, property, chattels or goods may summarily be made by the Allied Military Government to satisfy the judgment rendered and fine imposed.

Witnessed by

_____

_____

_____ (Defendant)

_____ (Surety)

_____ (Surety)

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In the case of the failure of _____ to pay
(Defendant)

jointly and severally acknowledge that we shall pay the said fine together with all costs, charges and interest, and that any levy of execution or seizure of our moneys, property, chattels or goods may summarily be made by the Allied Military Government to satisfy the judgment rendered and fine imposed.

Witnessed by

_____ _____
(Defendant)

_____ _____
(Surety)

_____
(Surety)

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FORM N. 7

GOVERNO MILITARE ALLEATO

CAUZIONE DI GARANZIA PER IL PAGAMENTO DI MULTA

Stante che.....di.....fu giudicato reo in
(Name) (Address)
(Nome) (Indirizzo)

.....addi.....per l'offesa di.....
(Name of Court)
(Nome della Corte)

.....

e fu condannato a pagare una multa di.....lire.

Ora, quindi, noi.....e.....
(Name of defendant) (Name of sureties)
(Nome dell'accusato) (Nome dei garanti)

collettivamente e individualmente con il presente ci obblighiamo di garantire al Governo Militare Alleato il pagamento di questa multa imposta sul detto.....

entro.....giorni da questa data.

Nel caso del mancato pagamento da parte di.....per l'am-
(Defendant)
(Accusato)

montare suddetto, noi collettivamente e individualmente constatiamo che pagheremo la sopradetta multa assieme a tutte le spese, cariche ed interesse, e che qualsiasi leva d'esecuzione o sequestro dei nostri contanti, beni mobili e immobili, o mercanzie potra essere compiuto dal Governo Militare Alleato per soddisfare la sentenza resa a la multa imposta.

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garantire al Governo Militare Alleato il pagamento [illegible]

imposta sul fatto.....

entro.....giorni da questa data.

Nel caso del mancato pagamento da parte di.....per l'am-
(Defendant)
(Accusato)

montare suddetto, noi collettivamente e individualmente constituiamo che pagheremo la sopradetta multa assieme a tutte le spese, cerichi ed interessi, e che qualsiasi leva d'esecuzione o sequestro dei nostri contanti, beni mobili e immobili, o mercanzie potra essere compiuto dal Governo Militare Alleato per soddisfare la sentenza resa e la multa imposta.

Witnessed by
(Teste)

.....

.....

.....
(Accused) (Accusato)

.....
(Surety) (Garante)

.....
(Surety) (Garante)

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FORM No. 8.

ALLIED MILITARY GOVERNMENT

PROCEEDINGS OF AN ALLIED MILITARY COURT

held at

on the day of 194

Before (Name & rank of President
(Members and/or Magistrate
(constituting the Court

REFERENCE No.

ACCUSED

Name: -

Address: -

Description: -

Occupation: -

Age: -

INTERPRETER

Name: is duly sworn

PROSECUTING OFFICER

Name:

ADVOCATE FOR ACCUSED

Name:

CHARGE (S)

(This space need not be completed if a copy of the Summons or Charge - sheet is attached)

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INTERPRETER

is duly sworn

Name:

PROSECUTING OFFICER

Name:

ADVOCATE FOR ACCUSED

Name:

CHARGE (S)

(This space need not be completed if a copy of the Summons or Charge - sheet is attached)

The Charges are read and explained to each accused.

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FINDINGS OF THE COURT

The Accused
is found guilty/not guilty of the first charge.

The Accused
is found guilty/not guilty of the second charge.

The Accused
is found guilty/not guilty of the third charge.

The statement (if any) of the accused as to mitigation of punishment and the record of evidence (if any) of the said accused as to character is attached and marked "D".

SENTENCE OF THE COURT

The Court sentences the accused

to

in respect of all the offences charged in the above proceedings of which the said accused has been found guilty.

REVIEW

Date 194 Signature.....

CONFIRMATION OF DEATH SENTENCE

Signature.....

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in respect of all the offences charged in [illegible] said accused has been found guilty.

REVIEW

Date 194 Signature.....

CONFIRMATION OF DEATH SENTENCE

Date 194 Signature.....

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Form No. 9.

ALLIED MILITARY GOVERNMENT

_____ MILITARY COURT OF _____

FORM OF BAIL BOND OR RECOGNIZANCE FOR RELEASE OF ACCUSED PERSON BY POLICE OR COURT.

Whereas I _____ arrested for have been charged with

the offence _____

and Whereas I am desirous of being temporarily released from custody and undertake to appear before the above Court as may be required of me.

Now, therefore, I bind myself to the Allied Military Government in the sum of _____ that in consideration of my release from custody I will duly surrender myself and appear before the above Court on the _____ day of _____ 194 and thereafter from time to time as I may be ordered, and I acknowledge that in default of my appearance as aforesaid I shall forfeit the said sum of _____ to the Allied Military Government.

In Witness whereof I subscribe my name this _____ day of _____ 194

(Signature) _____

(Witness) _____

BOND OF SURETIES

Whereas the above named _____ arrested for has been charged with the offence of _____

and is desirous of being temporarily released from custody:

Now, therefore, I _____

and I _____

jointly and severally bind ourselves to the Allied Military Government each in the sum of _____ as sureties for the due appearance of the _____ before the said Court on the

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(Signature) _____

(Witness) _____

BOND OF SURETIES

Whereas the above named _____ has been charged with arrested for

the offence of _____

and is desirous of being temporarily released from custody:

Now, therefore, I _____

and I _____

jointly and severally bind ourselves to the Allied Military Government each in the sum of _____ as sureties for the due appearance of the said _____ before the said Court on the _____ day of _____ 194 and thereafter from time to time as he may be ordered and in default of his said appearance we jointly and severally acknowledge that each of us shall forfeit the said sum of _____ to the Allied Military Government.

In Witness whereof we have subscribed our names this ____ day of ____ 194

_____ (Witness)

_____ (Surety)

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_____ (Witness)

_____ (Surety)

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Form No. 10.

ALLIED MILITARY GOVERNMENT

WARRANT OF COMMITTAL FOR TRIAL TO A SUPERIOR OR GENERAL MILITARY COURT

TO: The Officer in Charge of _____prison (Camp)
or any other prison or camp to which the prisoner (s) may hereafter lawfully be transferred

WHEREAS: _____

_____

has
have been charged with the offence (s) of _____

_____

_____

and have been remanded by me for trial by a higher Court

NOW THEREFORE, you are hereby authorized to receive the above named prisoner(s) into your custody and detain him/them according to law and for so doing this shall be your warrant.

Signed this _____day of _____194

_____

_____(Court)

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TO [illegible], you

into your custody and detain him/them according to law and for so doing this shall be your warrant.

Signed this _____ day of _____ 194

_____

_____ (Court)

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SPECIAL ADMINISTRATIVE INSTRUCTION, LEGAL No. 3

ALLIED MILITARY COURTS.

OUTLINE OF COURT PROCEDURE.

This is a typical outline, which will ordinarily be followed, but may be varied to meet the circumstances of a particular case. This outline is to be used in conjunction with the Rules of Procedure for Allied Military Courts (Second Revised Edition).

FOR SUMMARY MILITARY COURT.

Pre-trial procedure:-

1. Summons (Form No. 2) or charge sheet (Form No. 4) shall be prepared and served by the police upon the accused.

2. Police will advise the accused of his rights under the provisions of Proclamation No. 4, Article IV, Section 2.

3. If accused is not released on bail by the court, he will be detained in custody pending trial.

4. If there is a prosecutor police will advise him of the facts and of the witnesses available. If there is not a prosecutor for the particular court, the police will make preparations for trial.

5. Police should have all summons for witnesses issued (Form No. 5), and take every possible step to have service made and their attendance at trial assured.

6. On day of trial accused will be conducted to court room where trial is set for hearing.

TRIAL PROCEDURE.

(In the proceedings the prosecuting officer will be called by his military title. For the purpose of this outline he will be called Lieutenant X, but at the trial the court and others will address him as Lieutenant Jones, Captain Smith or Major Brown as the case may be).

Unless otherwise directed the procedure in all Summary Military Courts will be substantially as follows:

Paragraph 1.

Court. This Summary Military Court will come to order.

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5. Police shall [illegible] and take every possible step to have service made and their attendance at trial assured.

6. On day of trial accused will be conducted to court room where trial is set for hearing.

TRIAL PROCEDURE.

(In the proceedings the prosecuting officer will be called by his military title. For the purpose of this outline he will be called Lieutenant X, but at the trial the court and others will address him as Lieutenant Jones, Captain Smith or Major Brown as the case may be).

Unless otherwise directed the procedure in all Summary Military Courts will be substantially as follows:

Paragraph 1.

Court: This Summary Military Court will come to order. Are there any cases for trial or commitment?

Prosecutor: The Allied Military Government is ready to proceed with the case against _____

(If accused has counsel)

Prosecutor: Mr. _____ is here to represent the accused.

Court: Does Lieutenant X or any other officer know of any reason why Mr. _____ should not be permitted to appear in this court? Hearing no objection, Mr. _____ is granted permission to represent the accused.

(If accused does not have counsel, it will be only in rare and unusual cases that a Summary Military Court will appoint Counsel for the accused).

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Court: Lieutenant X, will you give me the charges, and I will read and explain them to the accused.

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Prosecutor: I suggest the appointment of an interpreter since the accused does not speak and understand English.

Court : _____ is hereby appointed interpreter in this case. I will now administer the oath. _____, will you raise your right hand:-
"Do you solemnly swear by Almighty God that you will to the best of your ability interpret and translate as you shall be required to do".

Interpreter: "I do".

(If an interpreter has been appointed generally he need not take the oath in each case).

Court : I shall now read and explain the charges to the accused.

Paragraph 2 IF ACCUSED PLEADS GUILTY TO ALL CHARGES.

After the charges have been read, the procedure will be as follows:

Accused : I plead Guilty to all the charges.

Court : You understand that the court can now sentence you, and there will not be any trial?

Accused : I do.

Court : Will Lieutenant X make a statement of the case?

Prosecutor : (Outlines the facts pertaining to charges).

Court : I think that is sufficient.

or

Court : Lieutenant X, you may present such evidence as will enable me to determine the sentence to be imposed. (The Prosecutor will call such witnesses as he feels necessary).
If the court feels that the punishment might be death it will set aside the plea of guilty, enter a plea of not guilty on behalf of the accused and follow the procedure in Paragraph 5.
If the court feels that the punishment should be in excess of imprisonment for one year, or a fine of 50,000 lire or both, it will follow the procedure in paragraph 5.
If the court decides it can impose an adequate punishment and the case is of a minor nature, the procedure in paragraph 3 will be followed).

Paragraph 3. IF SUMMARY MILITARY COURT RETAINS CASE AFTER PLEAOF GUILTY TO ALL

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Prosecutor : (Declines the case.)

Court : I think that is sufficient.

or

Court : Lieutenant X, you may present such evidence as will enable me to determine the sentence to be imposed. (The Prosecutor will call such witnesses as he feels necessary).

If the court feels that the punishment might be death it will set aside the plea of guilty, enter a plea of not guilty on behalf of the accused and follow the procedure in Paragraph 5.

If the court feels that the punishment should be in excess of imprisonment for one year, or a fine of 50,000 lire or both, it will follow the procedure in paragraph 5.

If the court decides it can impose an adequate punishment and the case is of a minor nature, the procedure in paragraph 3 will be followed).

Paragraph 3. IF SUMMARY MILITARY COURT RETAINS CASE AFTER PLEAOF GUILTY TO ALL CHARGES.

Court : I find that this court has power to impose adequate punishment. Lieutenant X, have you any evidence of good or bad character or prior criminal record of the accused?

Prosecutor : I have such evidence - or - (I Have not).

(If he has evidence of character or criminal record of the accused the prosecutor will relate it).

Court : Is the statement of Lieutenant X correct?

Accused : It is.

Court : Have you any statement to make before the court imposes the sentence?

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Accused : I have -- or -- (I have not).

Court : Having pleaded guilty the sentence of the court is that you be imprisoned for _____ months and pay a fine of _____ lire.

(Note: The whole or any part of a sentence of imprisonment may be suspended, but not part of a fine may be suspended. Under the provisionsof Proclamation No. 4, Article V, Seation 2 the court may, however, direct how and when the fine shall be paid. A bond may be given if payment can not be made, and the accuse d desires to be released. See Form No. 7. When imprisonment is imposed as sentence or accused is to be committed to jail, Form No. 6 should be used).

Court : Call the next case --or-- (There being no further business before the court, it is adjourned to meet subject to order).

Paragraph 4: IF THE ACCUSED ENTERS A PLEA OF "NOT GUILTY" TO ANY CHARGES AND STANDS TRIAL.

First follow procedure in paragraph 1 and then this procedure.

Accused : I plead "Not Guilty".

Court : Lieutenant X, will you make an opening statement of the case?

(At the conclusion of the statement, if it is obvious from the particulars of the offence and the statement of the prosecutor that the court has not adequate powers of punishment in event the accused is found guilty, or if it appears for any other reason that the case should be tried before a higher court, the Summary Military Court will announce its decision in the following manner:-

Paragraph 5: WHERE CASE COMMITTED FOR TRIAL TO HIGHER COURT.

Court : The court is of the opinion that it has not the power to impose adequate punishment in this case and that the case should be tried before a Superior Military Court. The court, therefore, orders the record to be sent to the Senior Civil Affairs Officer at _____.

or

Court : The court is of the opinion that this case should be tried before a General Military Court and orders that the record be

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Accused : I plead "Not Guilty".

Court : Lieutenant X, will you make an opening statement of the case?

(At the conclusion of the statement, if it is obvious from the particulars of the offence and the statement of the prosecutor that the court has not adequate powers of punishment in event the accused is found guilty, or if it appears for any other reason that the case should be tried before a higher court, the Summary Military Court will announce its decision in the following manner:-

Paragraph 5: WHERE CASE COMMITTED FOR TRIAL TO HIGHER COURT.

Court : The court is of the opinion that it has not the power to impose adequate punishment in this case and that the case should be tried before a Superior Military Court. The court, therefore, orders the record to be sent to the Senior Civil Affairs Officer at _____.

or

Court : The court is of the opinion that this case should be tried before a General Military Court and orders that the record be sent to the Chief Legal Officer.

Paragraph 6: WHERE SUMMARY MILITARY COURTS RETAIN CASE FOR TRIAL.

If the court is of the opinion its powers of punishment are adequate after the opening statement, the procedure will be:

Court : Lieutenant X, call your first witness.
The Court will administer the oath set out in Form No. 1 to each witness as he is called. The oath will be administered in the following manner:-

Court : Raise your right hand. "Being conscious of the responsibility which this oath imposes upon you, before God and men, do you swear to tell the whole truth and nothing but the truth".

Witness : I do.

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Prosecutor: (If witness is a soldier) State your name, rank and organization or unit. (If a civilian) state your name, residence and occupation.

The prosecution presents its case, calling its witnesses, who may be cross-examined. (When all witnesses for the prosecution have been called, the court may acquit the accused of any charge not proved, may direct further charges to be preferred against accused, commit the case to trial before a higher court or order the accused to present his case.) In the event the case is retained by the Summary Military Court the procedure will be;-

Court: The accused or his counsel may make an opening statement.

After the opening statement, the accused will present his evidence. The accused may be a witness, but is not compelled to be. After the accused has presented his evidence, theprosecution may present evidence in rebuttal.

Prosecutor: The prosecution has no further evidence to offer.

Accused or Counsel : Accused has no further evidence to offer.

Court: The accused may proceed with its argument to the court.

The accused or his counsel will make a final summing up of the facts, followed by a summing up by the Prosecutor. The court will then announce its decision. If the accused is found not guilty and amended charges are not to be preferred, he will be released. If found guilty, the procedure will be the same as set forth in the latter part of paragraph 3, except that the court in sentencing willsubstitute the words "having been found guilty" for the words "having pleaded guilty". Even at the conclusion of all the evidence, the court may commit the case for trial to a higher court in which the procedure in paragraph 5 will be followed.

Paragraph 7. PROCEDURE IN SUPERIOR MILITARY COURT.

The procedure in a Superior Military Courtwill be identical with that of the Summary Military Court except that the record in a Superior Military Court should contain all the material evidence of every witness. If a stenographer or reporter is available, the transcript will be used; otherwise, the court will take longhand notes. The Record will be kept in Form No 8.

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Court: The accused may proceed with its argument to the Court.

The accused or his counsel will make a final summing up of the facts, followed by a summing up by the prosecutor. The court will then announce its decision. If the accused is found not guilty and amended charges are not to be preferred, he will be released. If found guilty, the procedure will be the same as set forth in the latter part of paragraph 3, except that the court in sentencing will substitute the words "having been found guilty" for the words "having pleaded guilty". Even at the conclusion of all the evidence, the court may commit the case for trial to a higher court in which the procedure in paragraph 6 will be followed.

Paragraph 7. PROCEDURE IN SUPERIOR MILITARY COURT.

The procedure in a Superior Military Courtwill be identical with that of the Summary Military Court except that the record in a Superior Military Court should contain all the material evidence of every witness. If a stenographer or reporter is available, a transcript will be used; otherwise, the court will take longhand notes. The Record will be kept in Form No 8.

Paragraph 8. GENERAL MILITARY COURT.

The procedure in the General Military Court will be the same as that prescribed in a Superior Military Court. The court must consist of at least three or more judges, and every question will be determined by a majority vote. It is recommended that the President of the court make all rulings, subject to objection of other members, and a vote taken only when there is a disagreement. The court will first determine the question of guilt, and then after hearing of the record of the accused determine the sentence. Both

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of these deilberations should be in closed sessions.

At the opening of a General Military Court after the accused is presented before the court, the order convening the court should be read, and any order appointing defense counsel.
The accused should be asked.

Are you satisfied to have defense counsel represent you?

With these exceptions the procedure outlined before a Superior Military Court will be followed.

Paragraph 9. RULES OF EVIDENCE.

The rules of vidence for Allied Military Courts are contained in Rules 16 and 17 of the Rules of Procedure for these courts made by the Chief Civil Affairs Officer. An Allied Military Court will be subject to no other rules of evidence.

Under Rule 16, when evidence is tendered to an Allied Military Court and such evidence might normally in a Criminal Court of Great Britain or the United States be objected to on the ground of hearsay or for any other reason, the Allied Military Court need not reject such evidence, provided it is relevant and material to the charges before the Court, but will in considering its judgment take into consideration the nature of the evidence and the degree of reliance which can reasonably be placed upon it, and will reach a conclusion accordingly.

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subject to no other rules of evidence.

Under Rule 16, when evidence is tendered to an Allied Military Court and such evidence might normally in a Criminal Court of Great Britain or the United States be objected to on the ground of hearsay or for any other reason, the Allied Military Court need not reject such evidence, provided it is relevant and material to the charges before the Court, but will in considering its judgment take into consideration the nature of the evidence and the degree of reliance which can reasonably be placed upon it, and will reach a conclusion accordingly.

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DISTRIBUTION O
AUG. 1943 – MAY
(2 OF 2)

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

142/829 DISTRIBUTION OF INSTRUCTIONS FOR GUIDANCE OF OFFICERS OF ACC
AUG. 1943 – MAY 1945
(2 OF 2)

23 August 1943

Special Administrative Instructions - Finance No. 1 Social Insurance and Social Welfare.

Part 1

1. It is our policy to authorize the continued activity of all Social Insurance and Social Welfare institutions except that no payments of family allowances will be made to dependents of:-
(a) those engaged in military service.
(b) unparoled prisoners of war.
(c) Italian workers in Germany or other axis-occupied territory.

Any established hardship resulting form the cessation of such payments should be met from Communal relief funds. All persons in the occupied territory are required to pay all social insurance deductions that are due or are in arrears.

2. Payments of Social Insurance deductions will be made in the usual way, except that while Post Offices are closed, payments of the Social insurance contributions will be made directly to the appropriate office of the Social Insurance institution in the Province. While Post Offices are closed you are authorized to transfer stocks of Social Insurance stamps from the Post Office to the appropriate local office of the Social Insurance Institutions. Even though banks are closed for general purposes a person having funds on deposit in any bank in occupied territory may authorize the bank to pay over in cash directly to Social Insurance institutions amounts for payments of insurance contributions. Finance Officers should by appropriate measures see that contributions that are due or in arrears are paid if the person has the means to make payment.

3. The Social Insurance institutions in which you will be primarily interested and the means by which premiumns are paid in each case are the following:
(a) Istituto di Previdenza Sociale. It insures against old age, disability, tuberculosis, unemployment and it pays benefits for marriages and births. Premiums are paid by the employer purchasing and affixing stamps to cards which he retains while the insured is in his employ. The worker also has a card in which the employer periodically enters the total premiumns paid.

(b) Istituto Nazionale Fascista Assicurazioni Infortuni Lavoro. This institution is sometimes referred to as INFAIL. Since the Allied occupation of Sicily the institution in Sicily is called Istituto Assicurazione Infortuni. It provides workmen's compensation (industrial) and insurance against death, permenent disability and accidents arising out of employment. Premiumns are paid by transfers of funds (not by use of stamps) through the post office.

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are authorized to transfer stocks of Social Insurance stamps from the Post Office to the appropriate local office of the Social Insurance Institutions. Even though banks are closed for general purposes a person having funds on deposit in any bank in occupied territory may authorize the bank to pay over in cash directly to Social Insurance institutions amounts for payments of insurance contributions. Finance Officers should by appropriate measures see that contributions that are due or in arrears are paid if the person has the means to make payment.

3. The Social Insurance institutions in which you will be primarily interested and the means by which premiumns are paid in each case are the following:

(a) Istituto di Providenza Sociale. It insures against old age, disability, tuberoculosis, unemployment and it pays benefits for marriages and births. Premiums are paid by the employer purchasing and affixing stamps to cards which he retains while the insured is in his employ. The worker also has a card in which the employer periodically enters the total premiumns paid.

(b) Istituto Nazionale Fascista Assicurazioni Infortuni Lavoro. This institution is sometimes r ferred to as INFAIL. Since the Allied occupation of Sicily the institution in Sicily is called Istituto Assicurazione Infortuni. It provides workmen's compensation (industrial) and insurance against death, permenent disability and accidents arising out of employment. Premiumns are paid by transfers of funds (not by use of stamps) through the post office.

(c) Cassa Mutua Infortuni Agricoli. This provides workmen's compensation for agricultural workers. Premiums are collected by the Essatori (tax collectors) simultaneously with the collection of the land tax. Last March the Italian Government ordered that this institution be amalgamated with INFAIL and it is believed that this amalgamation has occured on the Italian mainland although not in Sicily.

(d) Cassa Nazionale Malattie per gli Adetti al Commercio. It insures office and manual workers in commerce against sickness and accidents, and gives benefits for childbirth. Premiums are paid into the Banca Nazionale del Lavoro by employers.

(e) Ente di Previdenza ed Assistenza per i dependenti Statali. It insures state workers, except railway employees who have their own insurance. Premiums were paid by the governmental department employing the worker to the Banca Nazionale di Lavoro. There are other institutions of the class of Casse Mutue Malattie which will be investigated and to which therules set forth herein will apply.

4. In the past premiums collected as above indicated were customarily remitted to the head office of each Social Insurance institution in Rome

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and funds were remitted as needed, from Rome to the Provincial Offices of these institutions. Hereafter and until Rome is occupied, premiums collected whether by way of transfer of funds or purchase of stamps will be credited by deposit in local banks to the accounts of the appropriate office of the Social Insurance Institution for the Province in which the premiums were collected. In some instances a single office may function for a group of Provinces. In this way the Provincial offices will obtain funds to continue benefit payments. You will take steps to see that this program is carried out.

5. The Finicial Division will have charge of the study of the financial aspects of the Social Insurances and the other social Welfare institutions and will continue supervision of these phases. The Public Health Division will supervise the operational aspects, maintaining close coordination with the Financial Division on all administrative matters having to do with finance.

6. You will obtain from the head office of the Province or group of Provinces of each Social Insurance institution and forward to AMGOT HEADQUARTERS, for the C.F.I., full information concerning their area operations, including particularly figures showing total contributions and benefit payments by months for the year ending June 30,1943 and for the succeeding months up to the time of occupation; an estimate of contributions and benefit payments for each of the following six months after occupation by the Allied Military forces; and a statement of cash on hand and amounts held with local banks.

7. You will obtain from the local office of government controlled Social Welfare institutions and forward to C.F.I. at AMGOT Headquarters full information concerning their area operation, including particularly figures showing their expenditures by months for the year ending June 30, 1943 and for the succeeding months up to the time of occupation; an estimate of benefit payments for each of the following six months after occupation by the Allied Military forces; and a statement of cash on hand and amounts held with local banks.

8. Banks may, when permitted by local representatives of the Allied Military Government (which presumably will be the Provincial F.O.), make payments from accounts of Social Insurance and Social Welfare institutions. Any deficits arising from the normal and proper activities of such institutions shall be met by advances of AMFA funds by the F.O. However, managers of Social Insurance institutions should be instructed to collect all contributions due or in arrears.

9. The collection of contributi sindicali has been abrogated. In the case of agriculture a part of the contributi sindicali wasused to finance benefit payments to agricultural workers by the Casse Mutua Malattie and the Instituto Previdenza Sociale. These institutions will continue to make such benefit payments. Part 2 describes how the agricultural contributions will continue to be collected and used only to finance such benefit payments to agricultural workers.

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8. Banks may, when permitted by local representatives of the Allied Military Government (which presumably will be the Provincial F.O.), make payments from accounts of Social Insurance and Social Welfare institutions. Any deficits arising from the normal and proper activities of such institutions shall be met by advances of AMGOT funds by the F.O. However, managers of Social Insurance institutions should be instructed to collect all contributions due or in arrears.

9. The collection of contributi sindicali has been abrogated. In the case of agriculture a part of the contributi sindicali was used to finance benefit payments to agricultural workers by the Casse Mutue Malattie and the Istitutio Previdenza Sociale. These institutions will continue to make such benefit payments. Part 2 describes how the agricultural contributions will continue to be collected and used only to finance such benefit payments to agricultural workers.

10. Finance Officers will coordinate with Civil Affairs Officers and representatives of the Public Welfare Section that all officers and employees of Social Insurace and Welfare Institutions who were officers in Fascist political institutions or were active in Fascist party affairs or who are otherwise undesirable personnel are immediately removed. Through the medium of Civil Affairs Officers, Finance Officers will ensure that orders are given for the elimination of the word "Fascista" from the titles of all such institutions and from buildings and stationery and correspondence in which such word may appear.

11. You will communicate directly with the C.F.I. (Insurance Section) AMGOT Headquarters on matters relating to the financial side of Social Insurance and Welfare Institutions. Instructions will be issued from time to time as policy decisions may be determined relating to such matters. Public Health (Public Welfare Section) will issue instructions concerning the aspects of these programs over which it has jurisdiction.

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1. Art IV, G.C. No. 2, orders the abrogation of Syndicate contributions (Contributi sindacali).

The publication of this article has given rise to inquiries by some Esattori for instruction on the practical application of the above article in certain specific cases.

The following instructions should be passed on by you to the Intendente di Finanza, the Ufficio Provinciale Imposte Dirette, the Ricevittore Proviciale, and the Ufficio Provinciale del Tesoro, and through the first mentioned of these to the Esattori in the communes throughout the Province.

2. Contributi Unificate in Agricoltura.

Esattori have called our attention to the fact that the Contributi Sindicali for agricultural groups are collected simultaneously with, and are intermixed with, the collection of dues owed to certain Social insurance institutions for the benefit of agricultural workers. These combined contributions and dues are called Contributi Unificati. In order to eliminate the payment of contributi sindacali, Esattori will be guided by the following rules in the collection of the Contributi Unificati.

(a) All instalments of Contributi Unificati in Agriculture which are in arrears as of the effective date of G.C.No. 2 shall be paid in full to the Esattori.

(b) After the effective date of GC No 2, no instalment of Contributi Unificati in Agricoltura shall become due or payable by Coltivatori Diretti or Proprietari con Terre Affittate except as provided by (a).

(c) All instalments of Contributi Unificati in Agricoltura payable by any farmer who employs labour or by the landlord of any farm who leases such farm in consideration of receiving a share of the harvest by way of rental shall be reduced 60% of the amount of such instalments which would be payable but for the provisions of this paragraph 2, provided that no such farmer shall deduct form the wage of any labourer employed by him more than 60% of the amount which he would be entitled to deduct from such wages but for this paragragh 2.

(d) Ricevitori Provinciali shall pay all amounts of Contributi Unificati in Agricoltura in their possession or hereafter to be received by them to the appropriate offices of the Cassa Mutua Malattie and the Istituto di Previdenza for each Province in the following Proporations, namely:-

(1) To Cassa Mutua Malattie on behalf of the Assistenza Malattie 28½%
(2) To Istituto Previdenza Sociale 71½%

(e) The said percentage of monies received under the provisions of this

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be paid in full to the Esattori.

(b) After the effective date of GO No 2, no instalment of Contributi Unificati in Agricoltura shall become due or payable by Coltivatori Diretti or Proprietari con Terre Affittate except as provided by (a).

(c) All instalments of Contributi Unificati in Agricoltura payable by any farmer who employs labour or by the landlord of any farm who leases such farm in consideration of receiving a share of the harvest by way of rental shall be reduced 60% of the amount of such instalments which would be payable but for the provisions of this paragraph 2, provided that no such farmer shall deduct form the wage of any labourer employed by him more than 60% of the amount which he would be entitled to deduct from such wages but for this paragragh 2.

(d) Ricevitori Provinciali shall pay all amounts of Contributi Unificati in Agricoltura in their possession or hereafter to be received by them to the appropriate offices of the Cassa Mutua Malattie and the Istituto di Previdenza for each Province in the following Proporations, namely:-

(1) To Cassa Mutua Malattie on behalf of the Assistenza Malattie 28½%
(2) To Istituto Previdenza Sociale 71½%

(e) The said percentage of monies received under the provisions of this paragraph 2 by the Istituto Previdenza Sociale shall be divided as follows:-

(1) Invalidita e Vecchiana 11½%
(2) Tubercolosi 10½%
(3) Nuzialita e Natalita 12½%
(4) Assegni familiari 37 %

3. In other cases, such as that of the Contributo Sindicale Edilizia a favoure della Federazione degli Industriale, which is collected as an addition to the tax on properties, the Esattori should of course be instructed that the taxpayers in this category shall cease payment as of the effective date of GO No. 2 August 10th of the contributi sindacali included in the property tax rolls.

4. Where the contributi Sindicali was paid by the taxpayer, and collected by the Esattori, on a separate tax roll, the elimination of the payment and collection of the contributo sindacale, as of the effective date of G.O. No.2, has been a simple matter. Such is the case with Contributi Artigiani, Contributi a favore dei Commercianti e dei Lavoratori del Commercio, Contributi a favoure dell'Ente Economico dell' Olivocoltura, Cerealicoltura, Agricoltura, etc., etc.

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AMGOT.

SPECIAL ADMINISTRATIVE INSTRUCTION - FINANCE No. 2.

BUDGETS.

(1) Finance Officers will be concerned to a varying degree with the budgets of the communes, provinces, and that part of the national budget relevant to the area under occupation.

(2) A copy of the instructions to C.A.O's (G.A.I. No. 3) concerning the budgets of the commune is attached. From this it will be noted that a Finance Officer is concerned with these budgets.

(a) When there is a deficit between revenue and recurrent expenditure

(b) Where the C.A.O. refers recurrent expenditure in excess of 1/12 per month for the F.O's covering authority; and

(c) Where the C.A.O. recommends expenditure on non-recurrent items or items of an extraordinary nature.

(3) As regards 2 (a) the F.O. will scrutinise the C.A.O's recommendation and, within limits of cash at his disposal and the probable demands thereon; provide the money.

As regards 2 (b) and 2 (c) the F.O. in his discretion may approve this expenditure and provide the cash if urgently required for the maintenance of public health, relief of destitution or the maintenance of refugees.

The F.O. will exercise general supervision against extravagance or the use of revenues for Fascist or anti-Allied purposes.

If the F.O. wishes to refer to the full communal Bilancio di Previsione he will find copies for each commune in the Province at the Prefettura's office.

(4) The general principles on which the expenditures of communes may be approved are given in detail in G.A.I. No.3 and para 3 above. These same general principles, special attention being drawn to para 14 of G.A.I. No. 3, will be used by F.Os. in dealing with provincial accounts and provincial portions of State accounts.

(5) The following information is given about provincial and State accounts.

(a) Each province has a "Bilanci/ di Previzione" similar to that for each commune and it is on the basis of this account that advances should be made for provincial expenditure. In some bank at the [illegible] Provincial Treasury (not to be

As regards 2 (b) and 2 (c) the F.C. in his discretion may approve this expenditure and provide the cash if urgently required for the maintenance of public health, relief of destitution or the maintenance of refugees.

The F.C. will exercise general supervision against extravagance or the use of revenues for Fascist or anti-Allied purposes.

If the F.C. wishes to refer to the full communal Bilancio di Previsione he will find copies for each commune in the Province at the Prefettura's office.

(4) The general principles on which the expenditures of communes may be approved are given in detail in G.A.I. No.3 and para 3 above. These same general principles, special attention being drawn to para 14 of G.A.I. No. 3, will be used by F.Cs. in dealing with provincial accounts and provincial portions of State accounts.

(5) The following information is given about provincial and State accounts.

(a) Each province has a "Bilanci/o di Previsione" similar to that for each commune and it is on the basis of this account that advances should be made for provincial expenditure. In some bank at the provincial capital the account for the Provincial Treasury (not to be confused with the Regio Tesoreria for the Province, which is the State account referred to in para 5 (b))is kept. This bank can furnish a "Rendiconto" which shows the actual surpluses or deficiencies in the Bilancio di Previsione only if the bank has received from the Prefettura the necessary analysis by categories of the total bank deposits in the account of the Province.

(b) The Banca d'Italia at the Capital of each Province keeps the State account for the province, which is called the account of the"R. Tesoreria Provinciale - Sezione di - (name of province) and in respect of this account renders monthly to Rome a "Dimostazione Mensile"? which shows the receipts of State taxes by categories, and other State transactions and State expenses authorised by the Ufficio Provinciale del Tesoro or by Departments in Rome. A copy of this account to 30 June 1943 including the "Residui" a/c, and thereafter up to the date the bank ceased to operate should be obtained and submitted to the C.R.O. of the Finance Division.

(c) The Banca d'Italia also keeps a number of the current and other

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accounts of Government Institutions - (such as the Post Office) monthly transactions on which accounts are also shown in the "Dimostrazione Mensile". The above two accounts with their appropriate sub-account details which can be provided by the Ufficio Provinciale del Tesoro or other local representatives, will provide the necessary information on which claims for money for current expenses to keep these institutions going can be examined.

(d) The general intention with regard to all commune, provincial or state accounts will be that these accounts will remain in their existing banks (provincial revenues will stay in the provincial account and be used primarily for provincial purposes), and advances made by you in accordance with the general policy will be made direct to the account concerned and shown there as an advance from the Allied Military Financial Agency.

(e) No expenditure will be authorised for the purpose of paying principal or interest on any obligation of the National Government comparable to the public debt. You should not authorise payment of other national government obligations which you believe are inappropriate in view of existing circumstances such as obligations of manufactures of armaments. Necessary adjustments will be made if the Provincial Treasury is not operating over the whole province.

(6) The following information is given for guidance in other miscellaneous matters:

(a) The plans prepared by the Civilian Supply Division of AMGOT provide for the continued functioning of the Ammassi in buying crops from the farmers and reselling them to the public through the regular distribution channels. If, as is likely to be the case during the first few weeks of the operation, the Ammassi do not have cash and cannot get it from banks or other sources, F.O. should provide the money necessary, if approved by the SCAO and after consultation with a representative of the AMGOT Civilian Supply Division, if possible.
There may be other emergency or extraordinary situations where the carrying out of AMGOT plans makes urgently desirable the advance of funds by an F.O. Such an advance of funds may be made by the F.O. only if approved by the SCAO. Great care and good judgment must be shown in reaching decision in such cases.

In making such advances of funds F.O. will maintain records and obtain receipts in accordance with General Administrative Instruction No. 12 relating to Accounting Procedure.

(b) General order 2. abolishes the payment of Contributii Sindicali and subsequent to its publication Essatori should no longer collect these,

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is not operating over the whole province.

(6) The following information is given for guidance in other miscellaneous matters:

(a) The plans prepared by the Civilian Supply Division of AMGOT provide for the continued functioning of the Ammassi in buying crops from the farmers and reselling them to the public through the regular distribution channels. If, as is likely to be the case during the first few weeks of the operation, the Ammassi do not have cash and cannot get it from banks or other sources, F.O. should provide the money necessary, if approved by the SCAO and after consultation with a representative of the AMGOT Civilian Supply Division, if possible.
There may be other emergency or extraordinary situations where the carrying out of AMGOT plans makes urgently desirable the advance of funds by an F.O. Such an advance of funds may be made by the F.O. only if approved by the SCAO. Great care and good judgment must be shown in reaching decision in such cases.

In making such advances of funds F.O. will maintain records and obtain receipts in accordance with General Administrative Instruction No. 12 relating to Accounting Procedure.

(b) General order 2. abolishes the payment of Contributii Sindicali and subsequent to its publication Esattori should no longer collect these, but amounts held by them from earlier collections should be paid over to the Ricevitore Provinciale and held there pending further decision of AMGOT.

(7) In the initial stages in order to implement the policy of maintaining existing institutions you should contact the Prefect, the Intendente di Finanze, the Ufficio Provinciale del Tesoro, the Banca d'Italia and the bank keeping the Provincial Treasury account, and obtain corresponding accounts and statements to those given for communes in G.A.I.3 para 3, and those referred to in para 5 above.

(8) In the light of the information so obtained you will make the necessary advances to the bank which holds the account concerned and obtain a receipt on form from the appropriate Italian official of the province or body concerned. These advances will be shown in the accounts of the body concerned as an advance from the Allied Military Financial Agency.

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(9) Cash required by the F.O. to provide funds for the purpose and under the conditions set forth in the foregoing will be drawn from AMFA. In the event of AMFA being short of physical cash the available cash resources of any banks in the area may in the discretion of the F.C. be utilised by them for the required purposes. For any amounts taken from any bank an appropriate receipt should be given and redeemed later in cash.

(10) Accounts must be kept of all cash received from AMFA and the disbursement thereof in accordance with G.A.I. No. 12 Every precaution must be taken to ensure the safety of cash and valuables in the custody of the F.O. Officers will be held personally responsible for any loss of cash which is directly due to negligence or failure to make adequate arrangements for its custody.

(11) You will note the effects of General order 2 on the collection of revenues and the release of certain funds in banks. These are referred to in G.A.I. No.3 paras 6 and 7, and you will take corresponding action on the provincial and State level.

(12) Many miscellaneous State, provincial and communal bodies will apply for funds to pay salaries and carry on their work. In all such cases the bodies concerned should furnish a copy of their last accounts, of their requirements for salaries and other expenses by category (maintenance, insurance, etc.) and of their resources in cash and in banks.

Advances may be made to cover salaries and expenditure of the type listed below:

(a) Hospitals, lunatic asylums, orphanages, homes for incurables and old age homes.
(b) Scientific institutions such as laboratories, observatories, meteorological stations and seismological stations.
(c) Maintenance of existing museums, monuments and archeological sites.
(d) Necessary expenditures for maintenance of schools and universities.
(e) Special Improvement Districts, dikes and irrigation systems.
(f) Industrial and utility organizations only if necessary to the Allied Military effort.

(13) Advances made to miscellaneous institutions of the types referred to in para 12 will be made to the communal or provincial authority which normally was responsible for providing corresponding grants in aid.

In the case of any institutions which were normally financed through the Ufficio Provinciale del Tesoro, or direct by payments from Rome,

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their requirements [illegible] tenance, insurance, etc.) and of their resources in cash and in banks.

Advances may be made to cover salaries and expenditure of the type listed below:

(a) Hospitals, lunatic asylums, orphanages, homes for incurables and old age homes.
(b) Scientific institutions such as laboratories, observatories, meteorological stations and seismological stations.
(c) Maintenance of existing museums, monuments and archeological sites.
(d) Necessary expenditures for maintenance of schools and universities.
(e) Special Improvement Districts, dikes and irrigation systems.
(f) Industrial and utility organizations only if necessary to the Allied Military effort.

(13) Advances made to miscellaneous institutions of the types referred to in para 12 will be made to the communal or provincial authority which normally was responsible for providing corresponding grants in aid.

In the case of any institutions which were normally financed through the Ufficio Provinciale del Tesoro, or direct by payments from Rome, the advances will be made through the Ufficio Provinciale del Tesoro, and any necessary additional sub-accounts will be opened in the R. Tesorie accounts at the Banca d'Italia to cover these bodies, where there does not at present exist an account for the same Ministry at Rome which would normally have dealt with the financing.

(14) The normal system of tax collection provides for the payment by taxpayers of the major Revenue items in instalments every two months (Feb, April, June, etc.) These instalments are payable on the 10th to 18th of these months to an Essatore, who in turn is responsible for paying 8/10ths of the monthly instalment or roll to the Recivitore Provinciale on the 22nd of the same month, and the remaining 2/10th on the 9th of the next bi-monthly period. The Recivitore in turn is bound, even if the Essatore has defaulted to him to pay over corresponding fractions four days later to the State account etc. concerned. Owing to the destruction of properties and stocks by bombardment, and the absence of some taxpayers by evacuation in certain areas, it may not be possible for the Essatore to collect these fractions on time. You are accordingly authorised to agree with the Intendente for a concession to be given by him up to a miximum of 50% for heavily bombed and evacuated localities

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for October payments. The rate is to be decided by you and him for each commune on the basis of its actual position since many communes in country districts will be unaffected and require no allowance.

It is to be understood that the concession is only one of postponement.

(15) The officials concerned with the assessment and collection of taxes, imposts and other communal provincial and State revenues must continue with their work. Every effort must be made to overcome difficulties of transportation and communication.

(a) The following stock report should be obtained from the Intendente and other officials concerned, including certain of these offices which hold centralized stocks of forms

Name of form or form Number.	Quantity held.	Quantity required for work up to 31 March.	Surplus.	Deficiency.

(b) Similar particulars should be obtained from all holders of fiscal stamps (marche di bollo etc.) in the following form:

Custode Di Bolli Fiscali (Non Ancorn Emesso Ne Pagati) e Carta Bollata.	Carattere Di Bollo	Denominazione.	Quantita.	Somma Totale Tenuta	Valore Dei Bolli Venduti durante L'anno Sino Al 30 Giugno
Nome Indirizzo					
					Nota

Form CRC - 5

These reports should be forwarded to the C.R.O. of the Finance Division as soon as received. No steps need yet be taken to assess the stocks of lottery tickets.

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(b) Similar particulars should be obtained from all holders of fiscal stamps (marche di bollo etc.) in the following form:

Custode Di Bolli Fiscali (Non Ancorn Emesso Ne Pagati) e Carta Bollata.	Carattere Di Bollo	Denominazione.	Quantita.	Somma Totale Tenuta	Valore Dei Belli Venduti durante L'anno Sino Al 30 Giugno
Nome Indirizzo					
				Nota	

Form CRO - 5

These reports should be forwarded to the C.R.O. of the Finance Division as soon as received. No steps need yet be taken to assess the stocks of lottery tickets.

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SPECIAL ADMINISTRATIVE INSTRUCTIONS TO FINANCE OFFICERS AND/OR BANKING OFFICERS
FINANCE NO. 5

1. Your duties will be to exercise full control over all the banks in your area in accordance with the instructions contained herein and as you may from time to time receive from the G.F.I.

2. You will familiarise yourself with G.A.I. No. 13 and with the letter which has previously been given to all bank managers in your area by C.A.O.s or F.O.s.

3. You will proceed at the earliest possible date or dates to visit all banks in your area, and determine whether or not the instructions contained in the letter to the bank managers have been fully carried out and if not, take the necessary steps to see that same are complied with. Also, you will obtain the information and data requested therein and forward it as promptly as possible to AMGOT Headquarters for the attention of the G.F.I. with any recommendations you wish to make requesting the reopening of the banks. You will communicate with the C.F.I. on all matters relating to the banks in your area and consult with him when necessary.

4. (a) If no guard has been posted on the premises of the bank and in your opinion such protection is necessary, you will make the required arrangements.

(b) Obtain in consultation with the bank manager a rough estimate of the general expenses of the bank for a 12-month period.

(c) You will obtain from the bank manager a signed statement to the effect that the bank has no holdings of monetary gold, foreign currency and/or foreign securities and if there are some, you will place under control pending further instructions.

(d) You will make a quick spot check of the deposit records of the bank to determine whether or not appropriate and distinctive markings have been made with respect to the records of blocked accounts.

5. Proclamation No. 3 established a moratorium on banking institutions and no business is to be transacted except under the conditions and circumstances explained below and as provided in G.A.I. No. 13, with which you should make yourself familiar.

6. Upon approval of the local representatives of the Allied Military Government, banking institutions will be permitted to reopen for the following categories of business:

(a) Accept payments of amounts due to such banking institutions.
(b) Permit withdrawals in cases for payment of imports, taxes, and social insurance contributions in accordance with the provisions of General Order No. 2.

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(b) Obtain in consultation with the bank manager a rough estimate of the general expenses of the bank for a 12-month period.

(c) You will obtain from the bank manager a signed statement to the effect that the bank has no holdings of monetary gold, foreign currency and/or foreign securities and if there are some, you will place under control pending further instructions.

(d) You will make a quick spot check of the deposit records of the bank to determine whether or not appropriate and distinctive markings have been made with respect to the records of blocked accounts.

5. Proclamation No. 5 established a moratorium on banking institutions and no business is to be transacted except under the conditions and circumstances explained below and as provided in G.M.I. No. 13, with which you should make yourself familiar.

6. Upon approval of the local representatives of the Allied Military Government, banking institutions will be permitted to reopen for the following categories of business:

(a) Accept payments of amounts due to such banking institutions.

(b) Permit withdrawals in cases for payment of imports, taxes, and social insurance contributions in accordance with the provisions of General Order No. 2.

(c) Permit withdrawls in cases when authorized by local representatives of the Allied Military Government, from the accounts of the following:

1. Official governmental accounts of the state, provinces, and communities.
2. Social Insurance and Social Welfare Institutions.
3. Consorzii.

(d) Receive accounts and otherwise conduct new business with respect to persons and institutions described in subsection (c) hereof.

7. Entry to safe deposit boxes and safe keeping may be permitted in your presence or in the presence of your designated agent and it is believed advisable that you set a future date for any bank in your area which may notify you to the effect that certain customers desire access to their boxes.

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(c) The contents of such boxes will be carefully inspected and any foreign securities and currency, coin and gold shall be placed under your control and a receipt issued to the customer therefor in triplicate - one to be retained by you, one to be given to the bank manager for the bank records and one for the customer.

(d) After the first examination of the contents of such boxes the customer may have access to same uninterrupted unless for some good reason you feel otherwise.

8. You may remove from office and prohibit access to the bank quarters of any bank of certain personnel when in your opinion such action is deemed expedient in the best interests of civil administration and report same in writing to the C.C.I., and also to the local C.S.I. (B) or U.S. G-2 (A).

9. General Order and instructions will follow respecting the reopening of the banks for general business including the date or dates. In the meanwhile no business of any nature shall be transacted by the banks except as herein above outlined.

10. When the banks reopen for general business the following will apply:

(i) New deposits and payments of obligations to the banks may be accepted in lire and other circulating currency defined as legal tender in Proclamations Nos 3 & 12 at the established rate of exchange and the customary rate of interest may be paid upon such deposits and loans or obligations.

(ii) New deposits may be withdrawn without any restrictions.

(iii) The bank shall maintain only "lire" accounts and shall make payments of such accounts in lire only, unless specifically authorized by you to make payment in other currencies. The aggregate amount of new deposits and the amount, by categories, of British and U.S. coin and currency acquired by the bank shall be reported to you by the bank at the end of each month. The bank shall retain pending further instructions any British or U.S. coin, A.M.A. notes or yellow seal currency which it acquired for deposit or exchange and shall not pay out such coin or currency unless it has no lire and you authorize the payment. The bank shall of course be obligated to accept for exchange into lire in its possession at the rate stipulated in proclamation No 3 all United States coin and yellow seal currency and all British coin and A.M.A. notes.

(iv) You are authorized to require a bank to obtain your prior approval of its credit policies or extensions of credit in any particular case, and you shall keep the C.C.I. generally informed of such matters.

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(i) New deposits and payments of obligations to the banks may be made in lire and other circulating currency defined as legal tender in Proclamations Nos 3 & 12 at the established rate of exchange and the customary rate of interest may be paid upon such deposits and loans or obligations.

(ii) New deposits may be withdrawn without any restrictions.

(iii) The bank shall maintain only "lire" accounts and shall make payments of such accounts in lire only, unless specifically authorized by you to make payment in other currencies. The aggregate amount of new deposits and the amount, by categories, of British and U.S. coin and currency acquired by the bank shall be reported to you by the bank at the end of each month. The bank shall retain pending further instructions any British or U.S. coin, B.M.A. notes or yellow seal currency which it acquired for deposit or exchange and shall not pay out such coin or currency unless it has no lire and you authorize the payment. The bank shall of course be obligated to accept for exchange into lire in its possession at the rate stipulated in Proclamation No 3 all United States coin and yellow seal currency and all British coin and B.M.A. notes.

(iv) You are authorized to require a bank to obtain your prior approval of its credit policies or extensions of credit in any particular case, and you shall keep the C.M.I. generally informed of such matters.

(v) A balance sheet on new business (N.B.) shall be forwarded to you by the bank as of the last day of each month and it should be indicated thereon the number of current deposit and loan accounts.

(vi) A complete set of records will be established and maintained with respect to new business distinct and separate from old business (O.B.) of the bank.

(vii) All business up to the date of occupation and/or the effective date of the moratorium established under Proclamation No. 6 shall be known as old business (O.B.) and will be kept separate and distinct from the new business.

(viii) Interest at existing rates will continue to accrue regardless of the moratorium period on both loans and deposits and in the latter case it will be credited in the customary manner and then to the deposit accounts via book entry only as to old deposits.

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(ix) Restricted withdrawal of old deposits will be allowed on the basis to be determined by the C.F.I. Further instructions will issue as to the withdrawal restrictions applicable.

(x) In any event, no bank shall reopen for general business without express approval of the C.F.C. thru the C.F.I. or by General Order.

11. No outstanding state, provincial or municipal checks, mandates, and/or vouchers payable against the funds to which same are applicable on deposit with the bank shall be honored without the approval of the local representative of the Allied Military Government.

12. It is advisable that, if possible, you communicate with a senior finance officer or banking officer in your area and to consult with him on major policies and questions of doubt which may arise. Likewise, and especially if no senior officer is available at the time, you will communicate direct with the C.F.I. on such matters.

13. Post Office Savings Banks. The Proclamation closes all these offices and it follows that the business of post office savings bank or the savings side of the post office will cease. Such savings businesses shall not be resumed pending further instructions. In the meantime, you will cause to be made a report from each Post Office of the aggregate Postal Savings liabilities of record there and the number of such accounts and submit same to the C.F.I. at earliest possible date. An order will issue later regarding the payment of these accounts, the date or dates and basis therefor.

14. Pawn Shops and Pawn Brokers. The nature of this business is such that it should come under your control in whatever manner or condition you may find the operations conducted in your area. You will report the institution by name and location together with the general character of its business to the C.F.I. pending further instructions. You will request and obtain a statement of the assets and liabilities in such detail as you deem desirable. Instructions will be later issued with respect to the continued operation of these institutions and if for some reason you feel that any one or more should continue to operate in a normal or restricted manner you may make appropriate recommendation to the C.F.I.

15. Financial Institutions other than Banks, Pawn Shops and Pawn Brokers. (not including Insurance Companies, Security Brokers, Stock Exchanges and Bourses). You will report to the C.F.I. any such institutions in your area which may be extending credit or which may have been extending credit, the nature of their business and their relationship to the public and await instructions incidental thereto.

16. Stock and Bond Brokers, Stock Exchanges and Bourses. Under the proclamation these institutions fall under the moratorium and as such cease

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14. Pawn Shops and Pawn Brokers. The nature of this business is such that it should come under your control in whatever manner or condition you may find the operation conducted in your area. You will report the institution by name and location together with the general character of its business to the C.F.I. pending further instructions. You will request and obtain a statement of the assets and liabilities in such detail as you deem desirable. Instructions will be later issued with respect to the continued operation of these institutions and if for some reason you feel that any one or more should continue to operate in a normal or restricted manner you may make appropriate recommendation to the C.F.I.

15. Financial Institutions other than Banks, Pawn Shops and Pawn Brokers. (not including Insurance Companies, Security Brokers, Stock Exchanges and Bourses). You will report to the C.F.I. any such institutions in your area which may be extending credit or which may have been extending credit, the nature of their business and their relationship to the public and await instructions incidental thereto.

16. Stock and Bond Brokers, Stock Exchanges and Bourses. Under the proclamation these institutions fall under the moratorium and as such cease to operate. You will take no action in this connection and, until instructions may be received by you, you will report to the C.F.I. any such institution which may be transacting any business of whatsoever nature which may come to your attention in the area in which you are responsible.

17. Illegal Banking Transactions - Financial Intelligence. You will be particularly on the alert to determine whether or not any bank closed or open may have a transaction or transactions with enemy nationals or institutions or any financial or other transaction violation of Proclamation No. 10 The nature of such transactions should be promptly reported to the C.F.I. and to OSI (3) or U.S. G-2 (2) if any there be in your immediate vicinity. You will then await further instructions. You should also be on the alert for any financial or economic intelligence as to persons or institutions or as to general economic or financial conditions in the occupied territory as in Axis occupied territory that may be of interest to JIOOT and to the Finance Division in particular. Such information should be forwarded to the C.F.I.

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18. I.R.I. and I.M.I. If you find any autonomous offices of these two institutions in your area, you will cause same to cease operating and report your action to the C.F.I. and await further instructions.

19. Safe Deposit Boxes and Safe Keeping. Other than above outlined with respect to access to such boxes and safekeeping, no customer shall be permitted entry to same during the moratorium period. In any event, first entry to safe deposit boxes shall be made only in your presence of your agent and the same procedure carried out as above explained. (Refer to para. 7)

20. Blocked Accounts. Paragraph 3 of the letter to Bank managers referred to in Para 2 above enumerates categories of accounts to be blocked. It is intended thereby to include in the blocking among other items, (1) all Italian national funds in whatever name or account such funds are held and also all funds of other enemy governments or their agencies or representatives (2) all funds of the Fascist Party and organizations depending from, appertaining to or forming any part of the Fascist Party (3) funds of depositors domiciled or residing in territory from time to time occupied by the Axis or its allies, including for example funds of corporations or persons residing in the unoccupied Italian areas, Germany, France, Belgium, etc. It is not intended to block funds belonging to branches or agencies located in the occupied territory of a parent company located in unoccupied Italy. However the financial and other activities of such branches or agencies should be observed so as to insure that they are not operating on instructions of or for the benefit of their parent institution.

You are also authorized to order the bank to block any particular account not specifically covered by previous provisions where you believe that the war effort and the security and safety of the Allied Forces justify such blocking. You should report such blocking and your reasons therefor to the C.F.I.

21. The foregoing instructions may be amended or revised from time to time and you are requested to submit to the C.F.I. for consideration any circumstances justifying an exception, change or alteration of the instructions either in specific or general application and your communications will be with the C.F.I. in duplicate.

August 23, 1943.

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Intelligence and Security Information
Description of Identity Cards, etc.

Item	Description
No. 1 - License for Carrying of Arms	Booklet, 3" x 4½, Brown cloth bound printing on pages 3,4,5,6,7
2. - Hunting License	Yellow sheet printed on both sides, size 4" x 5".
3. - Receipt for acquisition of rifle	White sheet, typed on one side, size 6" x 8".
4. - Declaration of Rifle	White sheet, written on one side 5" x 8".
5 - Driving License	Booklet, 3" x 4", blue paper cover, folding page measuring 12½ x 3" when fully extended. Identification photo enclosed.
6 - Identification for Student of University	Booklet, 3" x 4½, Red cloth bound, contains one thick page with printing on both sides as well as printing on the insideof both front and rear covers. Identification photo with signature of student enclosed.
7 - Military Driving License	Folder 3½ x 4½". Printing on front cover,and two inner sides.
8 - Identification card	Folder 2½" x 4", green cover printed on front cover and two inner sides.

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5 - Driving License	Booklet, 3" x 4", blue paper cover, folding page measuring 12½ x 3" when fully extended. Identification photo enclosed.
6 - Identification for Student of University	Booklet, 3" x 4½, Red cloth bound, contains one thick page with printing on both sides as well as printing on the insideof both front and rear covers. Identification photo with signature of student enclosed.
7 - Military driving license	Folder 3½ x 4½". Printing on front cover, and two inner sides.
8 - Identification card	Folder 2⅞" x 4", green cover printed on front cover and two inner sides.

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Item	Description
No. 9 - Driving license	Booklet, 2¾ x 4", Red leatherette cover. Folding page measuring 12½" x 3½ when fully extended. Identification photo enclosed.
10 - Identification card, containing permission for wearing of International Red Cross Brassard	Card, cloth bound, black, Size, 4¾" x 5¾" when opened.
11 - Identification card, Commune of Naso	Folder, 3" x 4½". Printing on front cover, and two inner sides. Identification photo enclosed.
12 - Identification card. Commune of Petralia Sottana	Folder, 3" x 4½". Printing on front cover, and two inner sides. Identification photo enclosed.
13 - Identification card. Contains permission for travel by rail	Booklet, 2¾" x 4½", Red cloth bound, Printing on two inner sides of cover. Identification photo enclosed.
14 - Identification card. Commune of Ricengo	Folder, 2¾" x 4½", printing on front cover, and two inner sides. Space for identification photo.
15 - Military driving license for driver of motor cycle	Folder, 3½" x 4½", printing on front cover, and two inner sides. White
16 - Military driving license.	Folder, green, 3½" x 4½". Printing on front cover and two inner sides.
17 - Identification card, for member of P.N.F. Dopolavoro.	Card, printed in green on front, size 2¾" x 4". Back of card conteins identification photo.
18 - Fascist Identification Card	Card, folded three times. Measures 8¾" x 4" when fully extended. Space for identification on inside page.
19 - Infantry Identification Card.	Folder, 2¾" x 4", Coat of Arms, (Infantry) on front. Printing and space for Identification photo on

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	enclosed.
14 - Identification card, Commune of Ricengo	Folder, 2¾" x 4½", printing on front cover, and two inner sides. Space for identification photo.
15 - Military driving license for driver of motor cycle	Folder, 3½" x 4½", printing on front cover, and two inner sides. White
16 - Military driving license.	Folder, green, 3½" x 4½". Printing on front cover and two inner sides.
17 - Identification card, for member of P.M.F. Dopolavoro.	Card, printed in green on front, size 2¾" x 4". Back of card contains identification photo.
18 - Fascist Identification Card	Card, folded three times. Measures 8¾" x 4" when fully extended. Space for identification on inside page.
19 - Infantry Identification Card.	Folder, 2¾" x 4", Coat of Arms, (Infantry) on front. Printing and space for Identification photo on inside cover.
20.- Military Pass.	White sheet printed on front, measuring 4½" x 5½".
21 - Identification card (Military)	Card printed on both sides, measuring 4¼" x 5½".
22 - Ration card, (Special concession for service man)	Light blue sheet, 5½" x 3½".
23 - Furlough	White sheet measuring 8" x 11½". Printed on both sides.

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SPECIAL ADMINISTRATIVE INSTRUCTIONS

NO.1

PUBLIC HEALTH DIVISION

Contents

I Directive to Officers in Charge of Sections of Public Health Division.

II Directive for Sanitation, Medical Care and Welfare in Refugee Camps.

III Directive for Medical, Sanitary and Welfare Aspects of Air Raid Protection.

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I - DIRECTIVE TO OFFICERS IN CHARGE OF SECTIONS OF PUBLIC HEALTH DIVISION.

DIRECTIVE ON MEDICAL ORGANIZATION.

There is a Section of Medical Organization in the Division of Public Health. The officer in charge is responsible for the following functions and duties:

1. Hospital requirements. He will estimate hospital requirements of civil population and will make necessary arrangements for its provision after the needs of the Allied Forces have been met. He will survey and report on all such available hospitals including schools, sanitoria, lunatic asylumn, or other buildings considered suitable for use as emergency hospitals. Such provision will include hospitals for medical and surgical cases, infectious diseases, maternity, tuberculosis, civil casualties, medical diseases and for diseases of children.

2. Personnel. He will compile lists of available personnel including civil doctors, nurses, and subordinate personnel, and will arrange for their distribution to the best advantage to the hospitals concerned. He will satisfy himself that any personnel who may have been classified by the authorities as protected are in fact entitled to such designation. Rates of payment will be decided upon in consultation with Finance Division.

3. Supplies. He will make a census of all hospital supplies including drugs, dressings, surgical instruments and appliances, sera, vaccines, hospital clothing, blankets, etc., and these will be distributed to the best advantage where not required by the DDMS for military use. All requests for additional hospital supplies will be submitted in the first place to the officer in charge Medical Organization who will coordinate the demands, meet them as far as practical from AMGOT drug and dressing units or from supplies controlled by DDMS and liberated with his consent. He will be responsible for the maintenance of the depot of medical stores and for the proper documentation of all transactions. He will be responsible for the preparation of a price schedule for medical stores which will be submitted by the D.P.H. to the Finance and Civilian Supply Divisions for concurrence prior to submission to the C.C.A.C. for approval.

4. Medical Care. He will be responsible for the supervision of all clinical work carried out at all the hospitals in the scheme.

5. Statistics. He will be responsible for the compilation of statistics of health and disease, for the preparation of bed states in hospitals and for the submission of any other statistical reports called for by the director from time to time.

6. Miscellaneous.

(a) He will be responsible for the provision of ambulance transport for the conveyance of patients to hospitals or from one hospital to another.

(b) He will be responsible for recommendations to Public safety division for the issue of passes to bonafide civil practitioners, public health personnel, or other personnel to enable them to circulate within prohibited hours or prohibited areas in the performance of their legitimate duties.

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clothing, blankets, etc., and these will be distributed to the best advantage where not required by the DDMS for military use. All requests for additional hospital supplies will be submitted in the first place to the officer in charge Medical Organization who will coordinate the demands, meet them as far as practical from AMGOT drug and dressing units or from supplies controlled by DDMS and liberated with his consent. He will be responsible for the maintenance of the depot of medical stores and for the proper documentation of all transactions. He will be responsible for the preparation of a price schedule for medical stores which will be submitted by the D.P.H. to the Finance and Civilian Supply Divisions for concurrence prior to submission to the C.C.A.C. for approval.

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6. Miscellaneous.

(a) He will be responsible for the provision of ambulance transport for the conveyance of patients to hospitals or from one hospital to another.

(b) He will be responsible for recommendations to Public safety division for the issue of passes to bonafide civil practitioners, public health personnel, or other personnel to enable them to circulate within prohibited hours or prohibited areas in the performance of their legitimate duties. He will be responsible for recommending the issue of permits for petrol for legitimate medical purposes.

(c) He will be responsible for the preparation of contracts in liason with Finance Division, covering the payment of hospital charges for civilians treated in Allied controlled hospitals or similar institutions and for the payment for treatment of Allied personnel in entirely civil hospitals. This will usually be on an inclusive per capita day basis.

(d) He will arrange for the establishment of maternity hospitals incorporating ante-natal clinics in cooperation with the Officer in charge of Public Health Organization.

(e) He will arrange for the proper segregation and treatment of persons suffering from mental diseases.

(f) He will supervise admissions to and treatment in all sanitoria or similar institutions.

(g) He will establish centers for dental treatment.

(h) In consultation with the director, he will issue instructions for the submission of routine report from detached officers of the Public Health Division or from medical authorities in areas where the Division may not be represented.

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(i) He will be responsible for the correctness of all bills submitted from hospitals or similar institutions before these are passed to the Financial Division for payment.

(j) He will organize as may be practicable mobile clinics to undertake medical work in districts.

(k) He will supervise medical, nursing, dental, midwife, pharmacy and related educational programs including institutions providing such training.

(l) He will cooperate with the Welfare Organization Section in setting standards of medical care and will supervise the appointment and activities of all "panel" physicians providing medical care for recipients of relief.

(m) He will carefully coordinate all his activities in the following fields with those of the Public Health Organization Section: Compilation of health statistics, with reference to communicable diseases, maternal and child health programs and reports from field public health personnel.

DIRECTIVE ON PUBLIC HEALTH ORGANIZATION

There is a Section of Public Health Organization in the Division of Public Health. The officer in charge is responsible for the following functions and duties.

(1) He will survey existing health laws and regulations, and recommend such changes and additions as may be necessary.

(2) He will supervise the administration of reginnal, provincial and communal health activities, utilizing all suitable local personnel.

(3) He will supervise the collection and recording of vital statistics by local authorities.

(4) He will be respobsible for such training of public health personnel as may be necessary, and for popular health instructions.

(5) He will supervise activities for maternity, infant, child, and school hygiene.

(6) He will supervise an effective program for the control of communicable diseases, including notification, investigation, isolation and quarantine, disinfection and disinfestation, the control of animal diseases, and special measure against unusually prevalent diseases such as malaria, typhus fever, etc.

(7) He will supervise sanitary activities, including control of water supplies, safe disposal of sewage and other wastes, insect and vermin control, rodent control, food sanitation and inspection, housing and such measures as may be required for the environmental control of malaria,

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(3) He will supervise the collection and recording of vital statistics by local authorities.

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(6) He will supervise an effective program for the control of communicable diseases, including notification, investigation, isolation and quarantine, disinfection and disinfestation, the control of animal diseases, and special measure against unusually prevalent diseases such as malaria, typhus fever, etc.

(7) He will supervise sanitary activities, including control of water supplies, safe disposal of sewage and other wastes, insect and vermin control, rodent control, food sanitation and inspection, housing and such measures as may be required for the environmental control of malaria, typhus fever, and other endemic or epidemic diseases.

(8) He will have a field force of competent medical officers and sanitarians who will make such inspections and investigations as are necessary.

(9) He will be responsible for the organization for the diagnosis and treatment of venereal diseasesin the civil population and will establish VD centers for necessary extra hospital treatment, for following up treatment and for carrying out necessary tests for cure. In liason with the Division of Public Safety the necessary steps to control prostitution will be taken. Notification of VD by civil practitioners will be compulsory attendance of patients for treatment.

(10) Pathology. He will be responsible for the provision of adequate laboratory facilities for the diagnosis of disease and for the provision of sera, vaccines, calf lymph, etc., necessary for the prevention and treatment of disease. Special attention will be given to the vaccination against small-pox and to the preventive innoculation against typhoid-cholera group of diseases and against diphtheria in the case of children. He will be responsible for the coordination of mass suppressive treatment of the civil population as may be necessary in highly malarious areas.

(11) He will undertake such other activities as will serve to protect and preserve the health of the military forces and of the civilian population.

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DIRECTIVE ON PUBLIC WELFARE ORGANIZATION

The officer in charge of the Public Welfare Organization Section is responsible to the Director of the Division of Public Health and will perform the following duties:

(1) The supervision of existing public and private welfare services, whose continued operations are deemed necessary, including the care of homeless children, the aged, the physically and mentally handicapped; temporary assistance to the refugees, foreign workers, other victims of war, and to the unemployed and unemployables.

(2) The study of existing systems of social insurance preparatory to making recommendations to the military government with respect to policies to be pursued and to coordinate this program with other welfare programs.

(3) The supervision incooperation with the Legal Division and Public Safety Division of those phases of the work of the Civil Courts relating to Juvenile deliquency, adoptions, illegitimacy, probation and parole, and institutions for juvenile deliquents.

(4) Making necessary surveys to determine conditions requiring attention and to furnish the basis for verifying requests made by the Civil authorities.

(5) The verification of the number of persons requiring assistance.

(6) The verification and approval of requests for relief funds or supplies from local welfare agencies having in mind the unilization of local supplies wherever possible, and the desirability of encouraging self-support as rapidly as possible.

(7) The establishment of the following services under local administration as required:

(a) Registration Centers for those requiring aid.

(b) Clothing and shoe repair centers.

(c) Household supply centers (for emergency purposes only).

(d) Room registry service.

(e) Emergency medical care for indigents.

(f) Burial Services for the indigents.

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(d) Room registry service.

(e) Emergency medical care for indigents.

(f) Burial Services for the indigents.

(8) The review and recommendation of action to be taken with respect to continued functioning of various leisure time and youth organizations.

(9) Responsibility for advice on all matters appertaining to the Welfare of refugees in camps in cooperation with the AMGOT departments concerned.

(10) Responsibility for the welfare aspects of A.R.P. services.

(11) The preparation of proper reports and statistics.

(12) The coordination of the work of members of the public welfare staff of AMGOT with that of other Divisions, especially Civilian Supply, Finance and Public Safety.

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II - RESPONSIBILITY FOR SANITATION, MEDICAL CARE, AND WELFARE IN REFUGEE CAMPS

GENERAL CONSIDERATIONS

1. Conservation of Health. For the protection of the military forces and of the civilian population it is imperative that adequate, practical sanitary measures be instituted immediately upon installation of all camps for refugees, prisoners, or similar groups, and that such measures be continued throughout the existence of the camp.

Effective procedures to prevent and control disease and to conserve health, as herein set forth, will be constantly undertaken and enforced in all such camps.

2. Sanitary Regulations. Reasonable rules for camp sanitation and hygiene will be issued, posted conspicuously, and rigorously enforced. (See Appendix A).

3. Personnel. Suitable local civilian personnel will be utilized for sanitary installations, procedures, and administration, for medical and hospital care; and for general welfare, under the supervision of civil affairs officers.

4. Consultation. If it becomes necessary to establish a camp immediate notice will be given headquarters of the Public Health Division so that help may be provided in putting the camp in operation.

II THE CAMP SITE

1. Selection. The place selected will:-

(a) Have an adequate supply of potable water. (See Sec. III, 1.)

(b) Be situated upon porous, well-drained soil, free from impervious clay and rock ledges.

(c) Have proximity to roads and for other means of transportation.

(d) Have a suitable supply of fuel.

(e) Provide shade and shelter wherever possible.

(f) Be capable of proper fencing and protection.

III SANITARY FACILITIES

1. Water. The water supply will be sufficiently to provide not less than 5 gallons per person per day for all purposes. Water will be obtained from relatively clear wells, springs, lakes, or upland streams, and from other sources if satisfactory treatment by sedimentation and filtration is possible.

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b. provide an adequate

II TACTICAL SITE

1. Selection. The place selected will:-

(a) Have an adequate supply of potable water. (See No. III, 1.)

(b) Be situated upon porous, well-drained soil, free from impervious clay and rock ledges.

(c) Have proximity to roads and for other means of transportation.

(d) Have a suitable supply of fuel.

(e) Provide shade and shelter wherever possible.

(f) Be capable of proper fencing and protection.

III SANITARY PRECAUTIONS

1. Water. The water supply will be sufficiently to provide not less than 5 gallons per person per day for all purposes. Water will be obtained from relatively clear wells, springs, lakes, or upland streams, and from other sources if satisfactory treatment by sedimentation and filtration is possible.

All water will be treated with chlorine so as to have a residual chlorine content of at least 0.2 parts per million when tested ten (10) minutes after dosage. Water will not be consumed until thirty (30) minutes after chlorination.

2. Sewage and Wastes. All human excreta will be disposed of in suitable latrines, which will be provided for at least 2 percent of the population. There will be separate latrines for men and women.

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If water-flushed toilets cannot be made available, latrines will be carefully constructed of wood or other solid material. They will be inclosed and, if security permits, lighted at night. Guards will be posted at all latrines to enforce sanitation. Latrines will be located at least 100 yards away from kitchens, mess halls, and at least 100 yards from any well, spring, or other source of water. Latrines will be kept clean at all times.

The pail system or suitable pits covered daily with lime or oil will be used. Temporary pit latrines will be used only in camps which are to be occupied for less than 5 days.

No urine, fecal material, or waste will be discharged on the grounds of the camp.

3. Garbage. All garbage will be placed in covered tight containers, will be removed daily, and disposed of by incineration, burial, or other suitable means.

4. Animals. No animal will be permitted in the camp.

5. Insect and vermin control. All mess halls, kitchens, and hospitals will be screened. Measures will be taken to eradicate and control mosquitoes, flies, ticks, fleas, bedbugs, and other insects and vermin. (See No. V,2.). In malarious districts, mosquito nets will be used in hospitals and if possible in dormitories.

6. Housing. In order to avoid the spread of disease due to overcrowding 30 square feet of space will be allowed for each single bed in dormitories, and 45 square feet for double-tier beds. Dormitories will be adequately ventilated, and will be kept clean at all times.

7. Laundry. Suitable facilities for individual or community washing of clothes and other articles will be provided.

8. Sanitary Inspections. Sanitary inspections of kitchens, mess halls, dormitories, latrines, and other installations will be made daily by qualified persons. Disciplinary action will be taken in all cases of violations of sanitary orders.

IV THE MESS

1. Rations. Food of good quality, in a quantity approximating at least 2500 calories a day, will be furnished to all persons. Children under twelve (12) years of age will be supplied with pure milk, either pasteurized or boiled fluid milk, or canned evaporated or dried milk.

Individual meal checks will be issued for each meal.

2. Cooking. No cooking will be permitted in any dormitory, but indivi-

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and will be kept clean at all times.

7. Laundry. Suitable facilities for individual or community washing of clothes and other articles will be provided.

8. Sanitary Inspections. Sanitary inspections of kitchens, mess halls, dormitories, latrines, and other installations will be made daily by qualified persons. Disciplinary action will be taken in all cases of violations of sanitary orders.

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Individual meal checks will be issued for each meal.

2. Cooking. No cooking will be permitted in any dormitory, but individual or family cooking will be allowed in suitable kitchens.

3. Food Hygine. All food will be suitably stored, kept covered, and if possible, perishable foods will be refrigerated. Sources of food will be carefully inspected, and no contaminated food will be procured or served. No person suffering from a communicable disease, or who is a carrier of disease, will act as a cook or handler of food.

Kitchens, mess halls, and food storage rooms will be kept clean and sanitary at all times.

V MEDICAL CONTROL

1. Medical Inspections. Before admission as occupants of the camp, all

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persons will be examined by a physician in order to detect communicable disease, and to determine individual medical categories. The medical status of each person will be noted on his registration or identification card.

Any person suffering from or suspected to be suffering from a communicable disease will be immediately isolated, and all necessary measures taken to prevent the spread of the disease.

2. Delousing. All infected personnel and their clothing will be disinfected before admission to the camp. Periodic disinfestation will be undertaken as necessary.

3. Immunization. All persons will be vaccinated or immunized against(a) smallpox, (b) typhoid and paratyphoid fevers, and (c) typhus fever. Children under eighteen (18) years of age will be immunized against diphtheria with alum, precipitated toxoid where practicable. Tests should be conducted to determine "toxoid reaction" in children between the ages of 14 and 18 before proceeding with toxoid immunization.

4. Reporting of Disease. Every person in the camp having knowledge of any case or suspected case of communicable disease will immediately report such case to the officials in charge of the public health of the camp. Each such case will be investigated, and measures taken to prevent the spread of the disease. Copies of such reports should be forwarded to the D.P.H. through appropriate channels.

VI HOSPITAL AND MEDICAL CARE

1. Hospital. A hospital to care for one (1) percent of the population will be installed, equipped, and manned with suitable medical personnel. There will be a daily sick call at stated hours. Only minor and emergency cases will be treated in the camp hospital, and seriously ill persons will be evacuated to civilian or army hospitals.

2. Medical Care. Qualified medical practitioners will be provided in the ratio of one per 5000 persons. There will be such assistants as may be necessary.

VII CAMP WELFARE

1. Organization for Camp Welfare. As much of the internal administration of the camp will be left to the members as they are capable of handling. The best means for initiating and carrying on necessary camp welfare and related activities is to select a small committee from those who appear to be leaders among members of the camp and let them suggest and help organize kindergartens, schools, entertainment, and vocational occupations

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2. Registration. Although members admitted to the camp will have some form of registration this may not be adequate for future needs for purposes of relocation or repatriation. After the camp has settled into a routine operation, a reregistration interview with each member of the camp shall be undertaken to check the accuracy and the adequacy of the individual's record.

Minimum data would include:

(1) Name. (2) Sex. (3) Place of birth. (4) Date of Birth. (5) Occupation. (6) Name of father. (7) Name of mother. (8) Name and address of spouse. (9) Occupation of spouse. (10) Names of other persons in same family. (11) Name and address of the person with whom to get in touch in case of accident.

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death, etc. (12) Place to which registrant wishes to go.

Printed card forms should be used to record this information and should be of such a size as to be convenient for filing - (5" x 8"). Space should be provided on the card on which to enter dates of registrant's movements, camp address, innoculations, clothing issued, etc.

3. Children. A kindergarten will be organized for childre from 2 to 5 and placed in charge of the most qualified women available with such assistants as she may select. At least one nourishing meal shall be provided the children at the kindergarten as a means of assuring them an adequate diet and as an inducement for regular attendance.

4. Education. A program of education for children from 6 to 17 will be instituted as rapidly as possible under the auspices of the most qualified person available. This shall be done even though the facilities available are inadequate and the instruction elementary to start with since it will occupy the childrens' time and help keep them out of trouble. The program must be as interesting as possible and should include sports, music, dramatics, debate, etc. If the camp is located near a town or city help in organizing this program can undoubtedly be secured from local welfare and educational organizations although camp talent will be used as much as possible.

5. Occupation for adults. In addition to the normal camp housekeeping which will occupy the time of a considerable number of the camp members, there are other simple occupations which can be provided at little cost and which will not only occupy time but prove most valuable to the operation of the camp and the morale of its members.

These occupations include: woodworking, in which simple equipment for the kindergarten, school, dramatic and athletic activities, can be made; sewing (which can take the form of social clubs for the older women) to provide layettes, bandages, garments, etc; gardening (if the soil and weather permit); and many other vocational activities depending upon the talent of those in the camp.

6. Library and News Service. Current news shall be provided the camp either through the use of a radio in the recreation hall, by means of local newspapers, or perhaps a camp mimeographed newspaper if facilities permit. Typed bulletins can be used if no other means are available. A simple library shall be organized by the camp committee from any material which camp members may have with them and be willing to loan and by solicitation from any nearby town or local Red Cross organization.

7. Counselling Service. There are many personal problems bound to arise in a refugee or similar camp on which help and a chance to discuss them

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7. Counselling Service. There are many personal problems bound to arise in a refugee or similar camp on which help and a chance to discuss them will be needed. Provisions for such help must be provided on a regular basis by a member of the camp staff, preferably someone who has worked in a welfare organization and is "familiar with problems of lost relatives, domestic difficulties, financial troubles, etc." This individual should also be made responsible for seeing that special facilities, if needed, are made available to the aged, mothers with children, pregnant women, and idividuals with mental difficulties. He shall also be responsible for providing any special financial assistance to members of the camp should circumstances warrant.

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- DIRECTIVE FOR MEDICAL, SANITARY, AND WELFARE ASPECTS OF AIR RAID PROTECTION

All activity in the fields outlined below will be coordinated with the general A.R.P. Service of any given community. Medical and Welfare activity will be controlled from the Main and Subsidiary Control Centers, and there should be Medical and Welfare Members of such Control Center Staffs. Persons concerned with Emergency Medical and Welfare Services should be conversant with the operation of all units of the A.R.P. Service. The responsibility of the non-medical units of the A.R.P. will usually end with the placing of casualties in ambulances, first aid posts and sometimes directly into hospitals, and with the placing of homeless in rest Centers.

I MEDICAL CARE

1. Aid Stations. Medical aid stations will be set up at various appropriate points, at the ratio of 20 to 25 such stations per 100,000 population.

Personnel at each aid station will comprise at le st 20 qualified individuals, with one physician (M.D) in charge of personnel and their training. The recruitment and training of these teams is a medical responsibility.

2. Transportation. Ambulances or improvised ambulances will be provided from a central point or points, convenient to the aid stations, and are the responsibility of the Emergency Medical Service.

3. Hospitals. A survey of hospitals and hospital space will be made, and the following arrangements will be put into effect:-

(a) Medical teams will be organized to care for injured persons.

(b) The ideal to be aimed at is the privision of surgical teams in the ration of about 20 per 100,000 population. Additional teams may be organized in neighboring towns, and used as needed. Such surgical teams will consist of a surgeon, an assistant, an anesthetist (nurse or physician), and a graduate nurse as well as four stretcher bearers.

4. Functions of Aid Stations. These will be limited to:-

(a) Minor surgery, (b) dressings, (c) treatment of shock, (d) sorting of patients who will be sent by ambulance to hospital for extensive treatment.

There should be a minimum of 10 beds, and it is imperative that the less seriously injured and homeless, slightly disoriented persons be kept away from hospitals which will be needed for seriously injured casualties.

5. Survey. A survey of medical supplies and surgical equipment in the community will be made.

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There should be a minimum of 10 beds, and it is imperative that the less seriously injured and homeless, slightly disoriented persons be kept away from hospitals which will be needed for seriously injured casualties.

5. Survey. A survey of medical supplies and surgical equipment in the community will be made.

6. Transfer of Cases. Arrangements will be made to transfer cases from a bombed hospital to a nearby hospital.

7. Maternity. An improvised maternity hospital will be set up is necessary.

II SANITATION

1. Personnel. Any form of emergency sanitary organization that exists will be employed with such supplementation as necessary.

2. Water Supply. A plan of the water distribution system, showing location of sluice valves, stop valves, hydrants, mains and branches with sizes will be made. Fire Brigade officials may be able to supply these details. Liaison with the Fire Brigade is necessary over main's supply and tankers. They may have resources held for fire fighting purposes which may be available for emergency civilian water supply. Failing this, early information will be secured

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from local officials and tabulated for reference.

The control center will immediately report damage to water mains to the health authority. Emergency Measures will, if necessary, be taken as follows:-

(a) By-passing of mains while fractured sections are under repair.

(b) Provision of surface lines to water points where the conditions under (a) are not feasible.

(c) Provision of supplies by tank vehicle where both preceding measures are impossible.

(d) Development of privately owned wells or other supplies for public use.

(e) Provision of personnel and necessary supplies (hypochloride, alum and hypo) for emergency water treatment.

(f) Liaison with Engineer Corps for use of portable water treatment equipment.

In connection with the setting up of water points where civilians will secure supplies in domestic utensils, early consideration will be given to the quantity of water sterilizing powder required. For a dosage of 5 parts per million chlorine, in a community of 100,000, at least 600 lbs chlorine will be needed over a 30 day period. If a 25% available chlorine powder is used this represents at least 2400 lbs. of WSP, and this does not include material required for the sterilization of repaired mains. Repaired mains will be disinfected under the supervision of a local health official directed by the Public Health Division.

3. Sewage. (a) copies of plans of municipal sewerage systems will be secured or, if these are unavailable, as much information will be collected from reliable local officials as possible.

(b) A system for the early reporting of damage to sewers will be put into effect if it does not already exist under national A.R.P. arrangement.

(c) Emergency measures of conservacy will include:-

I. Provision of pit, pail or bored hole latrines.
II. Provision of a suitable disposal system for pail latrines.
III. The thorough cleaning up and disinfection of the area contaminated by the broken sewer.
IV. Close liaison with these authorities in charge of repair and restoration of services.

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IV. Close liaison with these authorities in charge of repair and restoration of service.

4. Overcrowding. Service will be rendered in sanitary inspection of relief premises before they are taken over, and in the improvisation of suitable accommodations. In shelters about 300 cubic feet of space should be provided for each person, with frequest change of air and adequate ventilation at all times. Toilet facilities should be provided in the numbers equal to 5 percent of the population inhabiting the shelter. In most instances, the pail system will have to be used.

5. Food. (a) Food supplies, to determine their safety and for salvagable value, will be inspected by local health authorities under the direction of the Public Health Division, where such foods have been exposed to contamination or damage by sewage or water. Perishable foods which may have been stored for a period without proper refrigeration will also be inspected.

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b. Fly control. The prevention of breeding is more effective and easier than thedestruction of adult flies, but all preventative measures should include the destruction of eggs, maggots and grubs and the destruction of adult flies.

Every measure should be taken to exclude flies from the premises where food is being prepared and served. If the installation is to be permanent or semi-permanent efforts should be made to screen the premises. Other measures include; keeping food to be served uncooked under cover at all times, use of fly paper, spraying rooms periodically with flit or other poison and the use of fly traps in or near breeding places.

Paper or wire covered with fly mucilage may be used to trap flies indoors. Fly wires consist of pieces of wire 18 to 36 inches long, bent at one end to form a hook or eye and twisted in a circular manner at right angles at the bottom to prevent dripping. Two or more wires may be twisted together. Wires are coated with mucilage and suspended from the ceiling. They should be cleaned and recoated at frequent intervals. Fly mucilage is made by beating together one part by weight of castor oil and two parts of white rosin. The hot material is stirred while being heated until a sticky, homogeneous mass is obtained. Care should be taken to avoid boiling. A good grade of white rosin should be used as the crude product renders it difficult to secure a homogeneous mixture and produces an odor that is repellent to houseflies. Variations is atmospheric temperature and in the grade of oil or rosin used may render it necessary to vary the relative proportions of the ingredients.

Good sanitation throughout the area is, of course, a basic control measure and no mess should ever be located nearer than 100 yards from a latrine.

c. Personnel. No person suffering from a communicable disease or an open sore will be permitted to serve as a cook or handler of food.

All food handlers will be clean and sanitary at all times and will wear clean clothes.

Suitable facilities for washing with soap and hot water, and sanitary toilet facilities will be provided for all personnel.

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III WELFARE

1. Preparation. An early duty of C.D.C.s will be to ascertain the effectiveness of A.R.P. Where it is found that necessary steps have not been taken or are inadequate the C.D.C. will initiate action through the proper local officials to correct the situation. Liaison should be established with the C.A.P.C. on subjects covered in paragraphs 1 A, C and E. Among the facilities needed and for which primary responsibility should be delegated to designated local public welfare officials are:

A - Central Registration and Information Center.

This center will maintain a master file for the purpose of clearing all inquiries regarding lost, missing, wounded or killed persons. Prior arrangements will be made with hospitals, morgue, and rest centers to report all cases immediately by a messenger service if telephone service is not available. Block wardens and rescue squads will tag individuals as required for purposes of identification.

In cities 100,000 or more it will be desirable to zone the city and establish sub-centers, but every person handled at these sub-centers must be registered at the Central Registration Center.

Preparation for the operation of such a center will be made as early as possible. For this purpose supplies will be spotted and arrangements made for their use, including tables, chairs, pencils, registration cards (plain 3 x 5 cards can be used if the staff is trained in interviewing and is familiar with the data required), filing boxes and index cards, of the same size. Telephone facilities will be provided to the degree that local conditions permit. Waiting rooms (including toilet facilities) should be available and provision made to serve hot drinks.

The location of the central Registration and Information Center will depend upon facilities available. It is recommended that proforma be available on which data may be recorded for transmittal to the Central Registration and Information Center. Casualty lists should be posted at local police stations or other public buildings from time to time. Those desiring additional information should apply at the nearest sub-center where their request can be entered on a card. These cards should be sent to the Center from time to time for completion and should be returned to the sub-center where the inquirer may call later for the information he requested.

B - Housing Service.

A housing service will be operated in connection with the Registration Center for the purpose of temporarily rehousing families and [illegible]

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B - Housing Service.

A housing service will be operated in connection with the Registration Center for the purpose of temporarily rehousing families and individuals bombed out of their homes.

Upon the establishment of this service there shall be a canvass of the homes in the community to determine how many additional persons can be temporarily accommodated in an emergency. This canvass will be made by the block wardens under direction of the proper public welfare official and the information kept on file for use by the Housing Service.

In addition to this information, lists of buildings will be prepared which can be converted into dormitories for emergency housing together with the number of persons that can be accommodated. Necessary cots and blankets for use in these dormitories must be located and be made ready for immediate use. Camp facilities in the surrounding area should be listed as possible locations to which children, the aged, and others may be moved for temporary care.

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C - Rest Centers.

Temporary rest homes or centers in which to house individuals until more permanent arrangements can be made shall be provided. They must be located with a view to providing at least minimum living facilities. It is to these centers that the police and rescue squads will bring those bombed out of their homes but not seriously injured.

Army tents for temporary shelter can always be sought in an emergency.

D - Relief Services.

Arrangements will be made with one or more responsible relief agencies (preferably the public agency if there is one) to provide emergency food, clothing, and household articles to families and individuals who have been bombed out and are seeking to reestablish their home.

Care will be taken to insure that the workers in the agency (agencies) selected understand the procedures involved in giving emergency service and that prior financial procedures are clearly worked out and understood. Voluntary resources will be utilized to the full through such agencies as the local Red Cross.

E - Emergency Feeding.

Preparations will be made for the mass feeding of air raid victims in case this should be necessary. Responsibility for this program will be assigned to a responsibly local agency. Locations will be selected in which cooking and messing facilities are available and school buildings should not be overlooked. Red Cross mobile canteen units may be called upon, if available, to supplement other facilities.

Procedures for obtaining necessary food supplies will be worked out with the responsible local public welfare agency involved.

In an extreme emergency the Army itself can be requested to provide temporary emergency feeding stations.

F - Emergency Medical Care.

Primary responsibility for emergency medical care rests on the public health organization, but local welfare services will be made familiar with these plans. (See Section on health above) and will be

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G - Care of Children.

Arrangements will be made with responsible local children's agencies to care for children whose parents have disappeared, been killed, or seriously injured until more permanent plans can be made for them. Such agencies must show that they have the necessary facilities and staff to provide proper care. Necessary financial procedures for payment shall be made as a part of plan.

H - Burial.

Responsibility for the burial of persons where the family cannot provide this shall be delegated to the responsible local public welfare agency (or agencies).

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I - Personnel.

Personnel for the operation of the Registration and Housing Service will be drawn from the steffs of the local welfare agencies or persons selected by them. Such personnel will be given advance instruction in their specific functions, be assigned to specific posts, and provided with necessary identification passes.

J - Transportation.

Arrangements for the transportation of welfare officials during the emergency, and if necessary, for the aged, childre, etc., will be made in advance with the A.R.P. motor pool or other appropriate agency.

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WEEKLY MEDICAL REPORT FOR WEEK ENDING _____

PROVINCE _____

1. BED STATE

HOSPITAL	LOCATION	No. of beds	No. occupied			No. vacant	No. of EMERGENCY beds	No. of PHYSICIANS	DENTISTS
			Civilians	Military	P.O.W.				
A									
B									
C									
D									
E									
F									

2. PERSONNEL

HOSPITAL	No. of PHYSICIANS	No. of DENTISTS	No. of NURSES	CHAPLAINS MEDICAL CORPS etc.	CLERKS	KITCHEN STAFF	DISPENSERS	LABO
A								
B								
C								
D								
E								
F								

3. PUBLIC UTILITY SERVICES TO HOSPITALS

(a) WATER SUPPLY	- A	B	C	D	E
(b) SEWAGE DISPOSAL	- A	B	C	D	E
(c) LIGHTING FACILITIES	- A	B	C	D	E
(d) EMERGENCY LIGHTING	- A	B	C	D	E

4. COMMUNICABLE DISEASES AND PLACE OF OCCURRENCE

TYPHOID (ENTERIC GROUP)	TYPHUS (EXANTH: TYPHUS)	TUBERCULOSIS	TB CHOMA	ANY OTHER SUCH DISEASE

5. PROGRESS REPORT ON WORK NOT FULLY OR COMPLETED DURING WEEK. (a) WATER SUPPLY
(b) SEWAGE DISPOSAL
(c) LIGHTING

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WEEKLY MEDICAL REPORT FOR WEEK ENDING _____

PROVINCE _____

ry	P.O.W.	No. vacant	No. of EMERGENCY beds	No. of PHYSICIANS	DENTISTS	SPECIALISTS

R ATTENDANTS D MEDICS etc.	COOKS	KITCHEN STAFF	DISPENSERS	AMBULANCE TRANSPORT AVAILABLE.

	C	D	E	F
	C	D	E	F
	C	D	E	F
	C	D	E	F

NCE

HUS)	TUBERCULOSIS	TB CHOW	ANY OTHER SUCH AS S.F. C.S.M. MEASLES, etc.

TLE DURING WEEK.

(a) WATER SUPPLY
(b) SEWAGE DISPOSAL
(c) LIGHTING

6. AIR RAID PRECAUTIONS.

NO. OF SHELTERS.	CAPACITY	SANITATION.	
1	6	1	6
2	7	2	7
3	8	3	6
4	9	4	9
5	10	5	10

7. ANY OTHER INFORMATION (See II, III, IV & V, Public Health Special Administrative Instructions No. 5)

8. RECOMMENDATIONS.

(SIGNATURE).

Date

NOTES:

1. The following abbreviations may be employed in para.3.

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8. RECOMMENDATIONS.

(SIGNATURE).

Date

NOTES:

1. The following abbreviations may be employed in para.3.

M.	Main (water) supply.
D.W.	Deep Wells.
S.W.	Shallow Wells.
M.D.	Main Drainage
C.P.	Cess pits
E.M.	Electricity from Grid
E.L.	Local electric supply
E.G.	Electric generators in building
G.	Gas
O.L.	Oil lighting

2. Additional sheets will be used as necessary.

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PUBLIC HEALTH DIVISION

SPECIAL ADMINISTRATIVE INSTRUCTIONS NO 2

DELOUSING UNIT.

I. Type of Construction.

A. Semi-permanent unit (at least 40 x 42 feet)

B. Temporary units (building, tent, canvas walled enclosure).

II. Disinfestation.

A. Serbian barrel moist steam (212° F) disinfestor.

1. Upward displacement type, in which steam is admitted at bottom. Advantage: ease of construction.

2. Downward displacement type, in which steam is admitted at top, driving out air as it descends so that chamber is completely filled with steam, and there are no air pockets. Steam escapes through a hole at bottom of the barrel. Advantage: more effective than (1) above; requires more material.

The construction and operation of Serbian barrel disinfestors are given in Annexure 1.

B. Capacity of delousing unit for 500 persons a day.

1. 18 Serbian barrels per unit.

2. In operation for two 9-hour shifts, handling 55 persons per hour.

III. Principles for Delousing Unit.

A. There must be no mixing of clean and infested men, or of clean or infested clothing.

B. Sexes are to be segregated, and processed through separate units.

C. The unit should be definitely divided into two parts - a clean side and an infested side - which are connected only through the shower baths for men, and through the disinfecting room for the clothing.

D. Shower rooms should be properly drained, and the duckboards are to be treated daily with a 2½% solution of phenol or cresol.

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B. Capacity of delousing unit for 500 persons a day.

1. 18 Serbian barrels per unit.

2. In operation for two 9-hour shifts, handling 55 persons per hour.

III. Principles for Delousing Unit.

A. There must be no mixing of clean and infested men, or of clean or infested clothing.

B. Sexes are to be segregated, and processed through separate units.

C. The unit should be definitely divided into two parts - a clean side and an infested side - which are connected only through the shower baths for men, and through the disinfecting room for the clothing.

D. Shower rooms should be properly drained, and the duckboards are to be treated daily with a 2½% solution of phenol or cresol.

E. All clipped hair is to be destroyed.

F. Separate toilet facilities should be provided for infested men and clean men.

G. There should be an adequate water supply.

H. Means should be provided for heating the building, if one is used, to a suitable temperature if the weather is cold.

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I. Protective clothing should be provided for all attendants, and they should wear this clothing while on duty. The clothing should prevent lice from crawling into the body at the ankles, wrists and neck. A head covering should also be worn.

J. Such clothing and personal effects which cannot be sterilised by steamheat should be treated by dry heat or chemicals. Furs, leather goods, and webbing fall into this category.

1. An oven can be used as a temporary measure to produce dry heat. The air should be heated to 160°F for 30 minutes. Articles containing rubber, wax or gum should not be heated in this apparatus.

2. Leather goods, clothing with leather strappings, furs, rubber, webbing and books can be disinfested by spraying with formalin, which is a 70% solution of formaldehyde.

K. The delousing unit should be sprayed once a day with formalin. Eight (8) ounces of formalin are added to a gallon of water, and one gallon of this solution should be used for every 400 square feet of surface. Ground or floor surfaces, walls and ceilings will be sprayed.

L. The minimum divisions for a delousing plant should be:

1. Receiving registration and disrobing room, which may also contain the barber shop.

2. A disinfestor room, containing, in this particular unit, eighteen (18) serbian barrels.

3. Shower room, equipped with ten (10) shower heads.

4. A physical inspector's room, where inspections are made for lice and skin diseases.

5. Dressing room.

6. A clean clothing room, containing clothes replacements, blankets and equipment.

IV. Attendants required for the operation of the delousing plant in two shifts

Division.	No. of Men (Two Shifts)
A. Dressing Room	12
B. Barbers	10
C. Showers	8

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6. A clean clothing room, containing clothes replacements, blankets and equipment.

IV. Attendants required for the operation of the delousing plant in two shifts

Division.	No. of Men (Two Shifts)
A. Dressing Room	12
B. Barbers	10
C. Showers	8
D. Disinfestors	16
E. Fusilmen	4
F. Examiners	6
Total	56

V. Attendants.

A. Male attendants are to be used in the unit handling the males, while females should be used for attending their own sex.

B. The required attending personnel should be drawn from the civilian population, preferably part being public health and sanitation officers, midwives and nurses. Medical enlisted men can be used for inspecting the males.

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A N N E X 1.

Construction and Operations of Serbian Barrel Type of Disinfestor.

The Serbian Barrel consists of a barrel or similer container for the material to be disinfested, below or in the lower part of which there is a receptacle for water and an improvised furnace or fire box.

A large sized galvenized iron can ordinarily used for garbage or ashes is a most practical device for use as a Serbian Barrel, and does not require a water receptacle beneath it. Six inches of water is used in the bottom and the can placed directly over the fire. A wooden grate supported on sticks should be placed in the bottom of the can to hold the clothes above the water. Hooks on which to hang the clothes should be bolted or rivetted on the lid, or hooks may be hung over the edge of the can. The fire box consists usually of a single trench or cross trench.

In the absence of a metal container, an ordinary water tight wooden barrel may be used. The top and bottom of the barrel are removed or only the top is removed, and the bottom perforated with a number of small holes, The barrel is placed over a waterpan or pot in such a manner as to prevent the free escape of steam around the lower edges of the barrel. The water receptacle supporting the superimposed barrel is firmly embedded in a plain, brick, stone, or concrete base. This base is placed over the improvised furnace or fire trench. The barrel is equipped with a well fitted, renovated lid, in the undersurface of which may be inserted a number ofhooks to support the clothing. If necessary weights consisting of rocks, bricks, or pieces of concrete may be laid on top of the lid to hold it firmly in place. If the bottom of the barrel is removed instead of being perforated, a wire or wooden grating should be installed about six inches above the bottom to prevent the contents of the barrel from reaching or falling into the water below. The water pans for the barrel may be fashioned of light galvanised iron. Iron or tin pots or pans of various sizes and shapes may be used if available.

The Serbian Barrel is operated by first heating the water to the boiling point, after which the clothes or blankets to be disinfested are placed in the barrel. The different pieces should be placed on the hooks or, if the barrel is not equipped with hooks, laid on the grate. They should never be packed into the barrel in such a manner as to prevent circulation of the steam and its penetration into all the material. Care should be taken that the lid fits snugly and it should be weighted down if necessary to secure a tight

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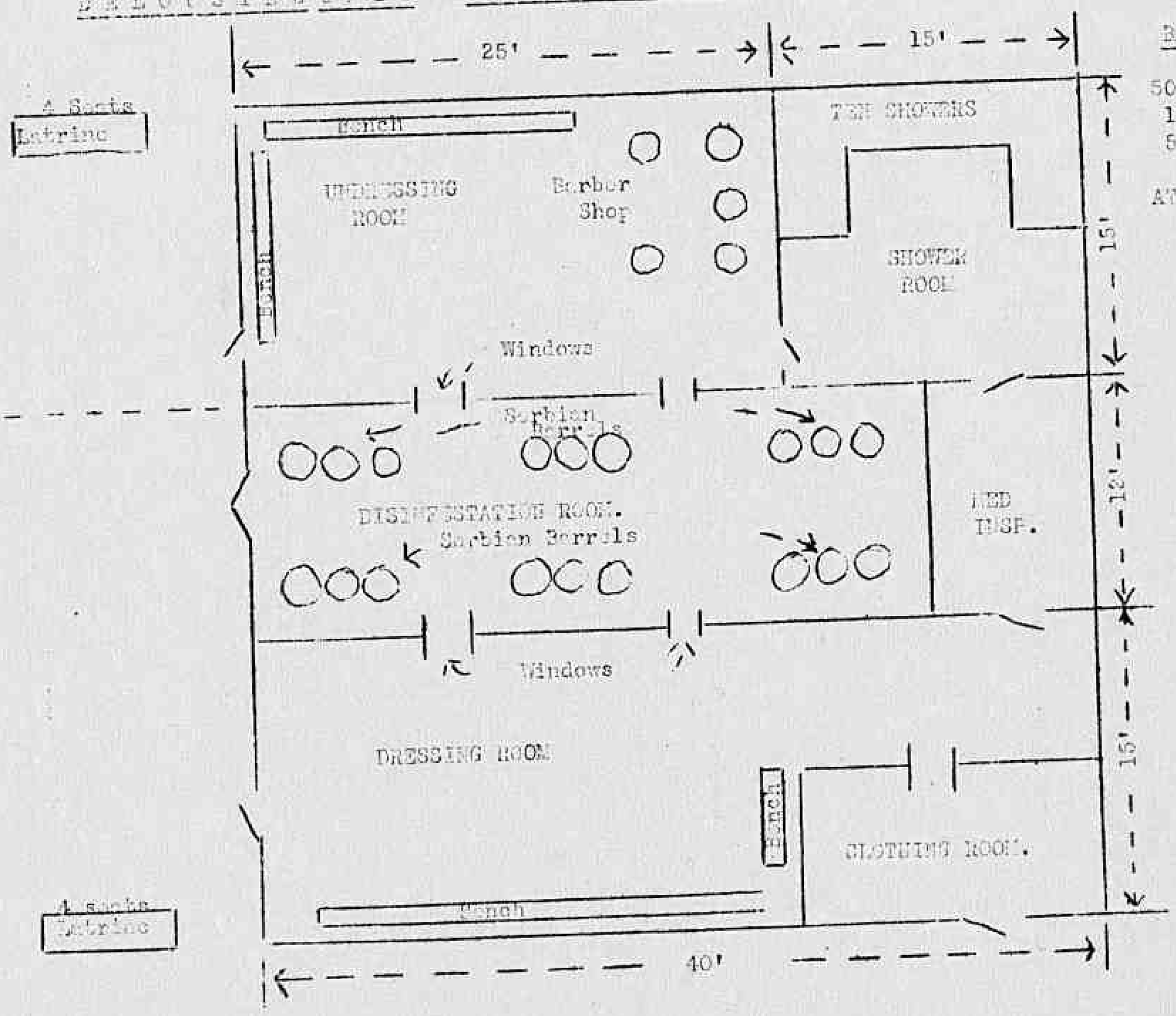
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Clothing or blankets are wet when removed from the Serbian Barrel at the end of the disinfestation period but the retained heat will be sufficient to produce complete drying in a short time if the atmosphere is dry. However, in a humid atmosphere or during wet weather, it may be necessary to dry the disinfested material in drying rooms or by other means.

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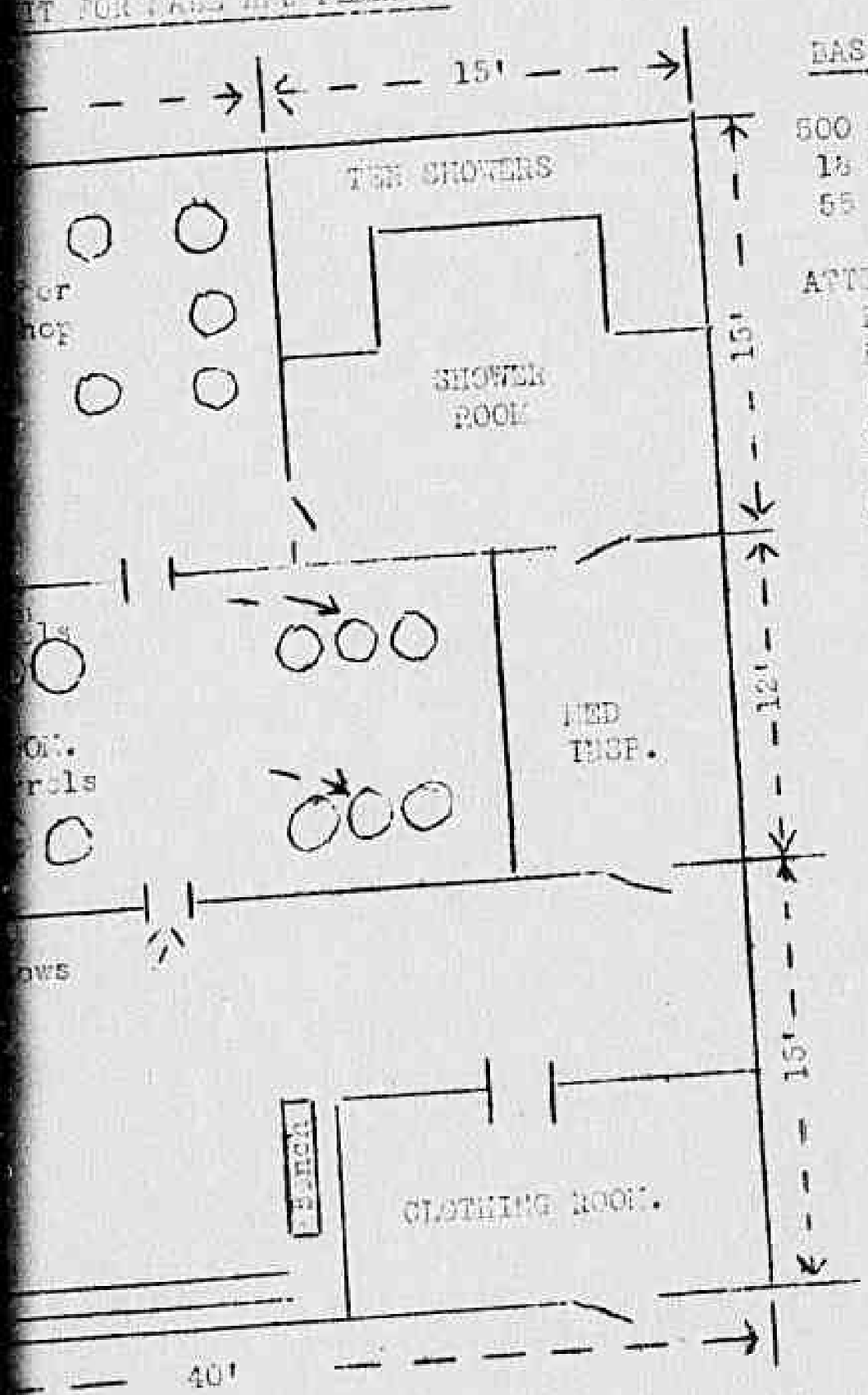
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DELOISINGUFIT - SIMILAR UNIT FOR MALE AND FEMALE.



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TT FOR MALE AND FEMALE.



BASIS OF DESIGN.

500 PERSONS.
1½ HOURS OPERATION.
55 PERSONS PER HOUR.

ATTENDANTS:-

DRESSING ROOM	- 12
BARBERS	- 10
INSPECTORS	- 6
SHOWERS	- 8
DISINFESTATION	- 16
FUEL	- 4
TOTAL	- 56

PUBLIC HEALTH DIVISION

SPECIAL ADMINISTRATIVE INSTRUCTION No. 3.

For S.C.A.Os. and Medical Officers.

MEDICAL STORES.

Emergency Medical Supplies.

1. Supplies of drugs and dressings for issue to the civil population is available in A.M.G. medical store depots. Quantities are limited and all requests for drugs must be carefully edited so that quantities demanded do not exceed the minimum necessary to restore or preserve the health of the people.

2. In cases of extreme emergency when treatment of the sick is likely to be affected adversely by delay in carrying out the procedure outlined below in 3, the Officers-in-Charge of medical store depots are authorized to issue the minimum amounts of drugs, dressings etc. necessary to tide over the critical period on request of S.C.A.Os. supported by a written recommendation from the A.M.G. Provincial Medical Officer.

3. Demands for drugs, dressings, etc. will be submitted to H.Q. A.M.G. for approval by the Public Health Division and arrangement for issue by that Division, (see 2 above for exception). All requisitions will be submitted in Triplicate, and will be prepared in accordance with the pro forma below. It will facilitate the issue of stores if items of the same nature are grouped together in sections, for example, surgical dressings, vaccines, etc.

Pro Forma.

Requisition for Medical Stores - A.M.G.

1. Name of commune and Province.

2. Population: (a) Normal.
(b) Present old inhabitants.
(c) Refugees in Commune.

3. Proposed method of distribution and use of the requisitioned drugs and dressings.

4. Has the possibility of obtaining part or all of the supplies requested from other communes within the Province been explored? Result:

5. Item Quantity

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from the A.M.G. Provincial Medical Officer.

3. Demands for drugs, dressings, etc. will be submitted to H.Q. A.M.G. for approval by the Public Health Division and arrangement for issue by that Division, (see 2 above for exception). All requisitions will be submitted in Triplicate, and will be prepared in accordance with the pro forma below. It will facilitate the issue of stores if items of the same nature are grouped together in sections, for example, surgical dressings, vaccines, etc.

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(c) Refugees in Commune.

3. Proposed method of distribution and use of the requisitioned drugs and dressings.

4. Has the possibility of obtaining part or all of the supplies requested from other communes within the Province been explored? Result:

5.

Item	Quantity		
	Unit	On hand	Required

6. Period of time supplies requisitioned will last.

NOTE: Complete records of all issues of A.M.G. supplies within the Province must be kept for accounting purposes.

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PUBLIC HEALTH DIVISION

SPECIAL ADMINISTRATIVE DISTRUCION NO. 4

For S.C.A.O.s and Medical Officers

Weekly Medical Reports

I Hospitalization.

1. The Senior Civil Affairs Officer of each province will obtain, from the local representatives of AMGOT in each town in each province, information as to:

a. The names and bed capacities of each hospital (civil, civil used by military or Italian military) in the province.

b. The number of such beds now in use in each by military personnel (Allies) or prisoners of war.

c. The number of physicians and dentists on duty at such hospitals.

d. The number of other personnel serving at each hospital. Nurses and other attendants will be reported separately.

e. The water supply, sewage disposal and lighting facilities of each hospital.

f. Number and names of medical or surgical specialists in each hospital.

2. Such data will be reported weekly, for the period ending at midnight on Friday being forwarded as early as practicable to AMGOT Headquarters. Information as to the beds and personnel in present and future use by the Military Authorities may be obtained upon consultation with the Senior Military Medical Officer in each area. AMGOT, while not concerned with hospitalization of military personnel (allies or prisoners of war), is interested in knowing when Italian personnel and hospital beds, now in military use, can be made available for the civil population. The proforma attached will be used as a basis.

II Communicable Diseases.

3. Information as to the presence of communicable diseases, particularly malaria, typhoid fever (enteric) typhus fever (exanthematic) typhus and trachoma, will be similarly obtained by Provincial Civil Affairs Officers and reported weekly to AMGOT Headquarters, such reports to cover the week ending at midnight on Friday.

III Progress Reports.

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c. The number of physicians and dentists on duty at such hospitals.

d. The number of other personnel serving at each hospital. Nurses and other attendants will be reported separately.

e. The water supply, sewage disposal and lighting facilities of each hospital.

f. Number and names of medical or surgical specialists in each hospital.

2. Such data will be reported weekly, for the period ending at midnight on Friday being forwarded as early as practicable to AMGOT Headquarters. Information as to the beds and personnel in present and future use by the Military Authorities may be obtained upon consultation with the Senior Military Medical Officer in each area. AMGOT, while not concerned with hospitalization of military personnel (allies or prisoners of war), is interested in knowing when Italian personnel and hospital beds, now in military use, can be made available for the civil population. The proforma attached will be used as a basis.

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III Progress Reports.

4. The weekly medical report will include a statement of availability of water, of progress effected on public health works such as construction and reparation of water supplies, sewage disposal (conservancy), drain off (canalization) of swampy areas, and other projects undertaken by or under supervision of AMGOT.

IV Air Raid Precautions.

5. Weekly reports will include a statement about arrangements for the protection of the civil population in case of air raids. The adequacy of existing shelters and their sanitation will be reported.

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V Other Information and Recommendations.

6. Any other information of medical or public health importance will be reported, together with recommendations. This should include with the initial report, a statement by name and position of all Communal and Provincial health officials currently employed, the number of other physicians practicing in each commune, and copies of the last issued annual and other reports of health departments and medical organisations.

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PUBLIC HEALTH DIVISION

SPECIAL ADMINISTRATIVE INSTRUCTION No. 5.

MASS FEEDING

NEED.

A number of circumstances may arise in which it will be necessary to provide mass feeding for civilians because of the destruction of homes in air raids, refugees in camps, children moved out of dangerous areas, etc.

In planning to feed a unit of 200 individuals some allowances in staff must be made where mixed groups of men, women and children are being fed as compared to the personnel needed to serve a group of 200 able bodied soldiers. Where self service is possible a smaller staff is needed. In most situations the majority of the staff required can be recruited from among those being fed.

Staff for Unit Equipped to feed 200 Individuals.

Keeping in mind the varying circumstances under which mass feeding may be required, the following staff is suggested for a unit equipped to feed 200 individuals.

Manager	(1)
Cooks	(4)
Supply & Stock Clerks	(2)
Attendants, cleaners, etc.	(7)

DIETS.

For various types of consumers the following minimum quantities of food, as measured in calories (food-energy), are recommended:-

Type of Consumer.	Calories per day.
Non Workers	2500
Adolescents	3000
Light Workers	3000
Heavy Workers	3300
Very heavy Workers	3800

To supply these needs, typical foodstuffs will give the following approximate values in calories:-

Food	Calories per Kilo (1)	Calories per pound.
Bread	2420	1100

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be required, the following staff is suggested for a [illegible] individuals.

Manager	(1)
Cooks	(4)
Supply & Stock Clerks	(2)
Attendants, cleaners, etc.	(7)

DIETS.

For various types of consumers the following minimum quantities of food, as measured in calories (food-energy), are recommended:-

Type of Consumer.	Calories per day.
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Adolescents	3000
Light Workers	3000
Heavy Workers	3300
Very heavy Workers	3800

To supply these needs, typical foodstuffs will give the following approximate values in calories:-

Food	Calories per Kilo (1)	Calories per pound.
Bread	2420	1100
Pasta	3520	1600
Flour	3520	1600
Rice	3520	1600
Potatoes	825	375
Meat	2200	1000 (variable)
Sugar	3960	1800
Olive Oil	6600 (per liter)	3000
Cheese	2200	1000
Milk	682 (per liter)	310 (640 per quart)
Beans (dried)	3300	1500

(1) 1 Kilogram - 2.204 pounds
1 Kilogram - 1000 grams

1 gram - 0.035 ounce
1 Liter (1000 C.C.- 35.196 ounces.

If two-thirds of the diet is supplied by bread and similar products and another 20 to 25 percent by fats such as olive oil, the remainder should be derived from leafy green vegetables, potatoes, fruits, sugar, meats, and dairy products.

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Whole milk should be furnished to all young children (to 12 years of age) to expectant and nursing mothers; and where feasible to the sick and invalids. A pint per day (340 calories) should be provided for this purpose.

Calculation for Ordering Food.

It may be convient in ordering food supplies (especially from the army should this be necessary) to calculate requirements on the basis of that required for the adult male. The following table will facilitate this calculation:

CALCULATION OF "MAN VALUE" OF A GROUP OF PEOPLE.

2 adult males	-	2 x 1.00 - 2.00	"Man"
8 " females	-	8 x 0.83 - 6.64	"
5 boys at 14	-	5 x 1.00 - 5.00	"
5 boys at 13	-	5 x 0.90 - 4.50	"
5 boys at 12	-	5 x 0.90 - 4.50	"
5 boys at 11	-	5 x 0.80 - 4.00	"
5 boys at 10	-	5 x 0.80 - 4.00	"
5 boys at 9	-	5 x 0.70 - 3.50	"
5 boys at 8	-	5 x 0.70 - 3.50	"
5 boys at 7	-	5 x 0.60 - 3.00	"
5 boys at 6	-	5 x 0.60 - 3.00	"
5 boys at 5	-	5 x 0.50 - 2.50	"
5 boys at 4	-	5 x 0.50 - 2.50	"
5 boys at 3	-	5 x 0.50 - 2.50	"

Total "man value" 51.14 or say 51

Where family units have facilities for cooking their own food, provision should be made to supply them with the necessary rations if this is possible.

EQUIPMENT.

Since the circumstances under which mass feeding may be required will vary greatly it is impractical to specify in detail the equipment required. Under some circumstances the individuals being fed may be able to supply their own dishes. In other situations it may be necessary to improvise equipment and in emergencies it may be necessary to borrow mess tins, knives forks, spoons and kitchen equipment form the army. Other possible sources include clubs, schools and camps.

SANITATION.

In order to conserve health and prevent infection from contaminated foodstuffs, the follwing sanitary measures will be enforced:

a. Food Hygiene. All food will be inspected by sanitary officials,

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Total "mean value"51.14 or say 51

Where family units have facilities for cooking their own food, provision should be made to supply them with the necessary rations if this is possible.

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SANITATION.

In order to conserve health and prevent infection from contaminated foodstuffs, the follwing sanitary measures will be enforced:

a. Food Hygiene. All food will be inspected by sanitary officials, and no food showing evidence of contamination or spoilage will be procured or used.

All food will be stored in dry, clean places, kept covered; wherever possible, perishable foods will be refrigerated.

Waste of food will be avoided, and the use of left-over foods kept to a minimum. If such left-over foods are served, they will be thoroughly recooked. Prepared foods will not be left exposed for a longer time then required for immediate serving. Raw foods will not be served unless carefully washed.

Temporary or permanent storage rooms, kitchens, and mess halls will be kept clean and sanitary at all times, and inspected daily.

After each use all untensils and equipment will be thoroughly washed with boiling water and a suitable chemical (chlorine, etc).

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SPECIAL ADMINISTRATIVE INSTRUCTIONS A.C.Ps. No. 1.

1. Before proceeding to your Field Station, make sure you are thoroughly familiar with the contents of the following documents:-

(a) AMGOT "Bible"
(b) Copies of Proclamation No. 6
(c) General Directive - Property Controller with Annexures A & B
(d) Accounting Manual - AMGOT.
(e) Specimens of following forms:
Cash Book
Payment Voucher
Receipt Voucher
Ledger A/C

(Note: The forms of Declaration of Custody and of the "Record" are included in Annex E to the General Directive).

(f) List of allied properties in your district.

2. On arrival at your field station you will report to the S.C.A.O. of the province where you have been instructed or intend to have your office and arrange with him to notify your arrival to the other S.C.A.Os. (if any) in your district. At the same time you will make arrangements through him to provide yourself with (a) office accommodation (b) staff, and (c) billet.

(b) Staff. The first essential is to secure a good interpreter and if you obtain him through the S.C.A.O. you will probably find he has already been vetted and security questions will not arise. It is of the utmost importance however that before you engage any staff, their reliability from the point of view of security should be verified and you should arrange this through the S.C.A.O.

Though you need not stint yourself of local stuff you should only engage such staff as is necessary to cope with the actual work your duties entail from time to time. Do not be in a hurry to engage a large staff because at first, when you are collecting particulars of the properties with which you are likely to be concerned, you will have to do most of the work yourself, assisted of course by your interpreter. As and when local stuff becomes necessary, be sure and consult the S.C.A.O. who will probly be able to give you the names of suitable employees and in any case will be able to instruct you as to the terms on which you should engage them, including the rate of wages or salary to be paid to them.

3. Once you are established in the field, all correspondence from yourself to HQ and vice versa will be "through" the S.C.A.O. of the province in which the property which is the subject of the correspondence is situated.

4. Having dealt with the matters referred to in para 2, your first duty subject to any special instructions you may receive from HQ or any S.C.A.O. in your district, will be to ascertain the whereabouts of, inspect and collect all the information you will require in order to take formal custody of (a) Allied (i.e. Brit. or U.S.A.) property not being industrial concerns and (b) enemy state property. You should, as soon as possible, send to H.Q. a list of all enemy

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(I) Allied, abandoned or semi-state industrial concerns and (II) Other abandoned property. In each case your report should include your recommendation as to whether or not the property should be taken into custody and generally what action you recommend in regard to the same.

5. In preparing the list reports, etc. referred to in para 4, you should bear in mind that sooner or later you will or may have to take the property into formal custody. You should ensure therefore that you get all the information you will require for completing the Declaration of Custody and compiling the record of the property(see Annex B to General Directive).

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The preparation of these lists and reports will take time, but they should be prepared as quickly as possible. Each list and report as when the property is situated to HQ. You will of course also retain a copy for your own files.

6. Attached is a statement of information collected in Palermo which will assist you in the preparation of the lists and reports. The following persons and institutions should also be able to assist you.

(a) The S.C.A.C. of the province in which the property is situated. (But remember he will be a very busy and much harassed man, and that it is your duty to collect and not his to furnish the information you require).

(b) The Prefect of the Province in which the property is situated. He should be able to furnish you with lists of all industrial concerns and sequestrated estates and also refer you to the persons or institutions having the further details you will require.

(c) Local managers or agents acting on behalf of the sequestrator of allied properties

(d) L'Ufficio del Catasto (to be found in L'Intendenza di Finanze) where the title numbers and maps of registered properties can be found.

(e) L'Ufficio del Registro (also to be found in L'Intendenza di Finanze) which is the Land Registry where ownership of property can be verified.

(f) Local notaries public.

(g) Public works Dept. of the Prefettura (for information re enemy state property.

(h) State Lands Dept.

(i) Indendenza di Finanze (Officio Fondiario) for valuations of real property.

(j) Consiglio delle Corporazione.

(k) Consorzio for industries and commerce.

7. In collection of the information for your list and reports, you will get to know which properties have already been occupied by the Armed Forces or other branches of AMGOT. In the case of such properties you should enquire what records and inventories were prepared when occupation was taken and also endeavour to obtain copies in duplicate, one for HQ and one for yourself. Reference to such occupation should be made in your report and the copy inventories and records forwarded with the copy report sent to HQ.

8. As regards enemy state property, you should also, after consulting with the officers i/c Finance or his U.S. equivalent in your district and the S.C.A.C. state in your reports whether the armed forces or any other branch of AMGOT are

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(g) Public works Dept. of the Provincial [illegible]
property.

(h) State Lands Dept.

(i) Indendenza di Finanza (Ufficio Fondiario) for valuations of real property.

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(k) Consorzio for industries and commerce.

7. In collection of the information for your list and reports, you will get to know which properties have already been occupied by the Armed forces or other branches of AMGOT. In the case of such properties you should enquire what records and inventories were prepared when occupation was taken and also endeavour to obtain copies in duplicate, one for HQ and one for yourself. Reference to such occupation should be made in your report and the copy inventories and records forwarded with the copy report sent to HQ.

8. As regards enemy state property, you should also, after consulting with the officers i/c Finings or his U.S. equivalent in your district and the S.C.A.O. state in your reports whether the armed forces or any other branch of AMGOT are likely to require the property, if not already in their occupation.

9. In the case of abandoned property of substantial value or importance which you find is not protected in any way you should consult with the S.C.A.O. of the province in which the property is situated with a view to arranging for a guard, military or civil, to be placed over it or for taking of such other steps as may be necessary and adequate for its protection. If it is necessary to incurr expenses in connection, you will act strictly in accordance with the instruct one on this point laid down in the General Directive.

10. As regards Allied Properties (Brit. or U.S.A.) not being industrial

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concerns, and enemy state property, you will, as soon as you have obtained all necessary information take formal custody of the same without any further authorization from H.Q. In doing so, you will follow the procedure laid down in Annex B to the General Directive.

You will not, however, unless and until you are instructed to do so by H.Q. or the S.C.A.O. of the Province in which the property is situated, take formal custody of any industrial or abandoned property except that you may do so in the case abandoned property, if urgent reasons necessitate this course and time does not permit of your getting the authority of H.Q. or the S.C.A.O. As however you will be near the S.C.A.O. you should have no difficulty in taking the matter up with him and getting his advice and instructions before taking custody.

11. In taking over allied properties, take them over in order of importance. It is unlikely that you will find any important property without a sequestrator, or manager. The Banco di Sicilia was appointed sequestrator for all allied properties in Sicily. If this should not be the case, the property should be taken over as soon as possible and a suitable manager or agent (e.g. someone managing other allied property) appointed.

It is of vital importance that before taking formal custody you should check all inventories and other records and if necessary prepare new ones and get them agreed and signed by the sequestrator or its agent. The condition of the property should also be carefully recorded, and then agreed and signed by the sequestrator or its agent. You should also require the sequestrator or its agent to prepare and submit accounts (in duplicat) in respect of each allied property you take in custody covering the period from the date possession was taken by the Sequestrator. After examining the accounts and clearing up any points arising on them, you will forward one copy to H.Q. with such observation as you may consider appropriate. The direct management of allied properties should be avoided whenever possible as you will not have either the local knowledge or experience or staff to do it efficiently. Unless, therefore, there is any special reason to the contrary, you should leave the management in the hands of the sequestrator and its agent. As regards fees, see attached statement para (4).

12. Inventories and reports on the condition of the property are equally important in the case of enemy state property, and should, if possible be agreed and signed by some responsible government official. The same applies to any other type of property you may be instructed to take into custody and in the case of businesses you will also have to obtain accounts and a balance sheet made up to the date on which control is taken. Special instructions will however be issued in regard to the procedure for taking over businesses but the general principles to be followed are laid down in the General Directive.

13. All agents i.e. ex-sequestrators should be instructed that in all cases where an expenditure over the sum of 10,000 lire is involved your authority must be obtained, except in the case of mortgage interest or similar obli-

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get them agreed and signed by the sequestrator or its agent. The condition of the property should also be carefully recorded, and then agreed and signed by the sequestrator or its agent. You should also require the sequestrator or its agent to prepare and submit accounts (in duplicat) in respect of each allied property you take in custody covering the period from the date possession was taken by the Sequestrator. After examining the accounts and clearing up any points arising on them, you will forward one copy to H.Q. with such observation as you may consider appropriate. The direct management of allied properties should be avoided whenever possible as you will not have either the local knowledge or experience or staff to do it efficiently. Unless, therefore, there is any special reason to the contrary, you should leave the management in the hands of the sequestrator and its agent. As regards fees, see attached statement para (4).

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13. All agents i.e. ex-sequestrators should be instructed that in all cases where an expenditure over the sum of 10,000 lire is involved your authority must be obtained, except in the case of mortgage interest or similar obligations contracted before the date of taking into custody, or tax obligations. No louns, mortgages, etc. should be raised by agents and no sale of capital assets permitted without your approval.

14. Where the original sequestrator or manager or agent is continued in office you will require him to submit periodical accounts of his management of the property in a form which will prescribed by this H.Q. and to surrender all surplus balances which will be shown in your cash and ledger accounts and in your accounts with the sequestrator. You will keep an account with each sequestrator or manager showing his total debt to you as indicated in Annex B to the General Directive.

15. In the case of museums, ancient monuments, etc., which are enemy state property the Advisor on Fine Arts will be responsible for preparing inventories copies of which will be forwarded to you. In the case of state lands, woods and forests, quarries, etc., inventories will be prepared by the C.S.D. The propertyof semi-stetal institutions will be treated as State Property.

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Doubtful cases will be referred for decision to the Legal Division. In the preliminary list of State property referred to in para.4 above you should be careful to append as much information as you can acquire about concerns of this character.

Property of the Fascist Party will be treated as State Property.

If there is no official of the party present and willing to give you information concerning the party's property you should consult the Notary Public or the Public Works department of the provincial administration.

In all cases careful notes should be made of the condition of the property taken over.

16. There is one form of private movable property of which you may be required to take formal custody at an early date, namely, abandoned goods which are urgently needed by the C.S.D. You should contact the local representative of the C.S.D. at an early date and draw up jointly with him a list or inventory of such goods, of which you will take formal custody at his request. He will then requisition them from you and you will credit the account of the absentee owner in your books if no cash payment is made.

17. With regard to agricultural property, you will collaborate with the appropriate officer of the C.S.D. to ascertain what farms or agricultural estates have been abandoned. As it is of the utmost importance that land should be kept under cultivation you should furnish a list of all abandoned farms i.e. farms where neither the tenant nor the owner or his legal representatives are present as soon as possible and you will probably be instructed to take them into custody straight away and to find a tenant for them at the earliest opportunity.

18. In all cases where real property is taken into custody the appropriate Ufficio del Registro should be informed and required to record the fact in their records.

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A M G O T

Special Administrative Instructions

Civilian Supply No. 1.

You will find on the following pages information especially designed to assist you in handling the many problems arising in the field of Civilian Supply. The material is divided into the following sub-sections:

A. Civilian Requirements

B. Agriculture and Fisheries

C. Industries, Mines, and Resources

D. Utilities

E. Communications

F. Transportation

G. Labor

Within each sub-division you will find, first, the objectives which outline for you the goals which should be obtained. Secondly, the basic policies which should serve as guides in solving problems. Thirdly, the basic plan which informs you in a broad way how the objectives should be accomplished.

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A. CIVILIAN REQUIREMENTS

I. Objectives of the Civilian Requirements Subsection of the Civilian Supply Division:

1. To assist the populace of the occupied area in maintaining an adequate standard of living commensurate with the conditions imposed by an invasion and occupation by the Allied Forces.

2. To supervise the equitable distribution of the civilian supplies available in occupied territory and those imported by AMGOT.

3. To supervise the rationing and price control systems in order that equitable distribution may be accomplished.

4. To handle the food and other supply problems in such a way that essential civilian needs will be met, and a surplus for the Allied Forces will be made available, thus economizing the need for shipping.

II. Basic Policies to guide the actions of those engaged in supplying and distributing civilian supplies.

1. The Area will be made as self-sufficient as possible and as few goods as possible will be imported.

2. The existing distribution machinery of the area will be used to distribute civilian supplies. The existing rationing and price control systems will be continued. Provision therefore will be made in the initial proclamations and General Orders.

The existing RATION SCALES will be maintained if the Supply situation permits. They will not be increased above the official RATIONS no matter how easy the local SUPPLY position becomes without specific direction from the CIVIL SUPPLY DIVISION, HQ. AMGOT

3. Emergency relief will not be handled by the Civilian Supply Division but by the Public Health Division. Their policy will be to provide relief in money wherever possible rather than in kind, so that the recipients may purchase needed food and supplies under the existing rationing system.

4. Fuel shall be conserved in every way possible.

5. The distribution and pricing of all commodities, particularly food, will be closely supervised to see that as few supplies as possible find their way into the black market. Well-publicized penalties will be inflicted for the convictions of black market trading. The Stocks of convicted offenders will be confiscated and their shops closed.

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6. Other divisions of AMGOT for whom we obtain supplies will be responsible for their own distribution (i.e. Public Health for medical supplies, and Public Safety for civil defense supplies.) Civilian Supply will turn these goods over to them against a receipt. These divisions will bill the recipients of these goods with the cost of the supplies and arrange for collection through the Financial Division.

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7. All civilian supplies imported by AMGOT or obtained by transfer from Army stocks will be sold at prevailing prices, and the net price after deduction for distributors expenses will be collected from or billed against the local government for collection by the Financial Division, AMGOT.

III. Recommended Plan of Action.

1. Stringently limited port capacity probably will not allow the importation of any civilian supplies for the first 30 to 60 days, only limited supplies for emergency use will be imported then. Therefore C.A.C.s will have to depend on local sources of supply. In cases of extreme urgency, application may be made to the tactical commander for the release of Army stocks of food, soap, medical supplies, coal and petroleum.

2. Captured enemy stocks will prove a good source of supply since the commodities are readily adaptable to local needs and are not readily adaptable to requirements of our Army.

3. Stockpiles of essential civilian supplies will be established in North Africa to be called forward by the Task Force Commanders as soon as (a) the need for such importation is demonstrated by on-the-ground surveys, and (b) port capacity becomes available due to easing of the tactical situation. The stockpiles of the following commodities are being accumulated for eventual import, probably through the principal ports.

A. Emergency Food. It has been estimated that all towns and communities will be able to feed themselves from available supplies or nearby sources except for some of the larger cities.

If necessary some of these civilian supply stocks may be transported to areas where an acute shortage of food exists. However, only in extreme cases will this food be moved out of the larger cities.

B. Soap. Reserve stock piles will be established but the weekly Ration must be kept low.

C. Medical Supplies. The following types are being stockpiled.

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in North Africa for the use of the Public Health Division through Civilian Supply:

Priority A Drug Units
Priority A Dressing Units
Antityphoid Vaccine
Smallpox vaccine

d. Coal. The Area will have to subsist on its own Coal Stocks for at least 60 days.

e. Petroleum Products. Some will be available from captured enemy stocks and may be secured from the tactical forces.

f. Civil Defense Supplies. Some will be stock-piled but the communities will have to depend during the vital phase on their available equipment.

4. Supplies brought in for the Civilian Supply Division will be stored in warehouses under the direct control of AMGOT. If possible wholesale establishments will be utilized for this purpose. The wholesaler who stores these items will be held to account for all shortages. A Civil Supply Officer will be detailed to supervise these stocks and nothing may be withdrawn from them without the approval of H.Q. AMGOT (Civil Supply Division). The procedure for drawing food and other civilian supplies from these stockpiles will be as follows:

A. Request be made to the Civil Supply Division through S.C.A.O. for approval.
B. If approved, requisitions will be priced at the maximum legal prices in the area.
C. Requisition is then taken to Finance Officer for payment. He will receipt invoice.
D. Receipted invoice will be presented to officer in charge of warehouses and he will release merchandise.

5. Medical supplies, civilian defense equipment, and supplies distributed through the other divisions of AMGOT will be released to these divisions upon the presentation of requisitions properly authorized.

6. Immediately upon the occupation of the area, surveys will be made to determine the food situation including number of day's inventory, locality by locality, rate of consumption, location of stocks, local and overall, shortages in important foods.

7. In case of acute labor or supply shortages, the civilian Requirements subdivision will determine which industries, trades, and products are essential and which are unessential to the civilian economy.

B. Agriculture and Fisheries.

1. Object. To promote agricultural production so as to provide for local requirements and to furnish if possible surpluses for our forces and for

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B. If approved, requisitions will be priced at the maximum legal prices in the area.

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7. In case of acute labor or supply shortages, the civilian Requirements subdivision will determine which industries, trades, and products are essential and which are unessential to the civilian economy.

B. Agriculture and Fisheries.

I. Object. To promote agricultural production so as to provide for local requirements and to furnish if possible surpluses for our forces and for export.

II. Basic Policies. To continue the system of control of the Italian Government as regards agriculture and to extend or amend it as is considered necessary in the light of conditions found in the area. Examples of possible changes which it may be found necessary to make are:-

(a) The amendment of prices offered for crops so as to induce the more complete surrender of surpluses and also to influence cropping and production along desired lines.

(b) The increase of penalties for black market offences with a view to ensuring that supplies reach legitimate channels.

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III. Recommended plan of Action. To contact as soon as possible local agricultural authorities in order to take over control of the agricultural system, using those Italian officials and organizations who are likely to be of use and will cooperate. Records available will be safeguarded. The latest government regulations for the control of agriculture should be ascertained and enforced immediately. During the period of absence of control between our attack and the date of obtaining control of the territory there will be a tendency for stocks to disappear into hoards. It is important therefore that effective control should be exercised at the earliest possible moment. In particular, guards should be placed over the Ammasi and other warehouses containing non-perishable agricultural stocks to prevent unauthorised withdrawal.

IV. Returns and Records. Will be maintained in the form previously in use by the Italian Government pending the establishment of Provincial C.A. organisations. Consideration will then be given to the question of any necessary amendment in the form of returns and records which may be required in connection with survey and control.

V. Supplementary Instructions. Action to be taken will follow broadly the following order of priority:

(a) Verify that guards are placed where necessary to prevent the disappearance of foodstuffs, seeds, fertilizers, equipment, etc.

(b) As far as possible prevent movement of agricultural products except fresh fruit and vegetables whether from farms, processing factories, mills or Ammassi except such as are required for urgent ration needs locally or in adjoining areas.

(c) Verify that all agricultural records are safeguarded.

(d) Contact former senior local agricultural officials and with them arrange for the reimposition as soon as possible of the former system of agricultural control. This will permit the recommencement of the normal agricultural practices and the reopening of the former channels of movement of agricultural products and requirements.

C. Industries, Mines and Resources.

I. Objectives.

1. To assist in making available to the occupying forces the industrial resources of the occupied territory.

2. To secure from the industries prompt and efficient production of essential civilian supplies.

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C. Industries, Mines and Resources.

I. Objectives.

1. To assist in making available to the occupying forces the industrial resources of the occupied territory.

2. To secure from the industries prompt and efficient production of essential civilian supplies.

3. To determine the essential nature of industrial resources and priority of action in relation to industrial enterprises.

II. Basic Policies to be Followed.

1. Those industries whose output is used primarily by civilians may continue operation under the general supervision of AMGOT on the action of the Civilian Supply Division.

2. Those industries and mines taken into custody by the Property Custodian of AMGOT will be operated by the Property Custodian with supervisory assistance from the Civilian Supply Division as required.

3. Civilian industries and mines whose output is used largely by the military forces will be safeguarded and operated by the tactical forces or the AMGOT Property Custodian, unless a specific request is made to the C.C.A.C. to have AMGOT specifically supervise the operation of such plants. (In the case of cement and asphalt plants, this request has already been made).

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4. Industrial plants and resources not seized by the military forces or Property Custodian will be protected by C.A.O's when these properties appear to be of value to the military forces or essential to civilian needs. This applies particularly to warehouse and food facilities.

5. It shall be the aim of the Civilian Supply Division to operate industries and mines with the regular employees and the former managerial staff (if reliable). Supervision of plant operations as a whole will be exercised by C.A.O's to the extent of their ability and only in unusual circumstances will AMGOT personnel be placed in a plant.

6. When financial assistance is needed in getting an industry back in operation, the Financial Division of AMGOT will be contacted.

7. It shall be the aim of the Industries and Resources sub-division to arrange for the operation of these industries and mines as independent units rather than as parts of larger organizations or syndicates.

8. In order to assist in restoring the economic life of the area to near normal conditions, it shall be the policy of AMGOT ultimately to seek foreign markets for the exportable products, particularly for those products useful to Allied nations.

III. Recommended Plan of Action.

A. What will be done and priority of action.

1. Industries in the following priority will be safeguarded and placed back in production (subject to par. 2 above) under the supervision of AMGOT.

a. Industries producing military supplies and equipment.
b. Food and food processing industries.
c. Plants producing other essential civilian goods.
d. Other industries.

2. Stocks of essential materials will be frozen.

3. Interferences to production will be removed.

4. Information on the capacity, condition, and equipment will be supplied AMGOT HQ.

D and E. UTILITIES AND COMMUNICATIONS.

I. General.

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III. Recommended Plan of Action.

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B and E. UTILITIES AND COMMUNICATIONS.

I. General.

A. 1. The chief administrative authority in each province is the Prefetto (Prefect). He is responsible for the proper functioning of all public services in his Province, except railways. The officers of government operated utilities are subject to orders of the Prefect.

2. The Podesta (Mayor) as head of the Comune is responsible for the proper functioning of municipal utilities.

3. Orders and directions with respect to privately owned utilities, communication facilities, and services must be issued to officers and employees of such services.

II. Objective of Military Government as to Utilities.

To restore civilian utilities, communications, and services to normal conditions as soon as possible, subject to military requirements.

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F. Transportation.

A. Objectives of Civilian Transportation Sub-Division.

1. To assist Military Forces in the maintenance operation, and supervision of Civilian transportation agencies.

2. As a primary duty to organize transportation not taken over by the military services to insure a continued flow of food stuffs to centres of population

3. To secure the utmost availability of all rail, highway and coastal water transportation which will insure the conduct of civilian industry and permit re-creation of an export trade.

B. Basic Policies.

1. All transportation facilities will be made available to the prior use of Army Transportation and Transportation Corps.

2. The movement of freight will have priority over the movement of passengers. No civilian passengers will move without authority for circulation. The authority will be given by C...O's in consultation with security Organization.

3. The movement of inter-city traffic will have priority over local traffic.

4. Priority of movement will be as follows:-
   (a) Army
   (b) Agricultural products and foodstuffs.
   (c) Mineral and chemical products useful in the war effort.
   (d) Material essential to the operation of public utilities including fuel.
   (e) Fuel.
   (f) Industrial freight.
   (g) Other freight.

This order of priority is submitted as a guide rather than an inviolable directive. The movement of Army goods and foods shall be given priority of movement at all times.

5. Highway transport shall be utilized to the greatestextent. All vehicles will be licensed by AMGOT and every journey should be authorized specifically.

6. All officers and employees of State, municipal or other public services, except such officials and political leaders as are removed, will be, by proclamation required to continue in the performance of their duties.

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(e) Fuel.
(f) Industrial freight.
(g) Other freight.

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6. All officers and employees of State, municipal or other public services, except such officials and political leaders as are removed, will be, by proclamation required to continue in the performance of their duties.

7. Unessential civilian travel will not be permitted.

8. Every form of transport including Mules, Horses, canibalized, motor vehicles, cars and etc.,will be utilized.

G. Labor.

A successful labor program will do much to influence labor, not only in Italy but in other parts of Europe. Labor problems should be handled with tact and care.

I. Objectives of Labor Subdivision.

1. To assist the military forces to obtain whatever labor they may require.

2. To provide a source of labor immediately for urgent civilian need

3. To establish a temporary labor program and provide an official wage scale for all industries.

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4. To provide for smooth operation of labor relations machinery using the existing set up as much as possible at first, after removing objectionable Fascist officials and doctrines.

II. Basic Policies.

1. AMGOT will assist all formations on labor questions and it is the duty of all C.A.C's who are called upon by formations requiring labor to help to provide it. The general principle is that AMGOT will not undertake the supply or organization of local labor for military formations; nor will AMGOT pay or administer labor for formations. Task forces may set up their own labor organizations and keep registers of available men, but generally speaking the use of existing local labor exchanges under the general supervision of C.A.C's should be encouraged as being more economical and efficient.

2. Labor exchanges (Uffici di Collocamento) should be continued after being reconstituted under the supervision of persons trusted by the occupying authority and familiar with the problems of such exchanges. The exchanges should control the institution of and adherence to the fair labor standards to be inaugurated by the occupying authorities. It would be well to utilize the existing machinery until it proves inadequate or can be supplanted by something better.

3. The C.A.C's will use the local government authorities in towns and villages in helping provide labor. It will be the duty of C.A.C's to insure by personal inspection and when necessary by posting enlisted or other supervising personnel to insure that when wages are paid in bulk to contractors that they or their agents actually pay out the wages at the approved scales to the men. When units employ direct labor without the services of a contractor they must insure by their own supervision that the workers are paid daily or weekly.

4. Current rates of wages at the time of occupation must be adhered to in the initial stages. Changes of wage rates in line from those found in force will not be made without the C.C.A.C's authority. It will be fatal to allow a rise in one province which may affect labor in another until central government has started functioning, when a general labor policy has been agreed on with Task Force Headquarters and AMGOT Headquarters for the whole territory.

5. Local personnel such as railroad personnel, public utility concerns, etc., will be paid by the existing local organization, e.g. municipalities in the case of municipal electricity undertakings. Army personnel should have full control of such undertakings but the local personnel should not be taken on to the pay roll of the Army service concerned.

6. Compulsory labor matters must be referred to AMGOT Headquarters. This is a very delicate and highly political matter and cannot be left to the discretion of local commanders. The movement of labor from one area to another can be arranged by units which will then be responsible for feeding and housing but it must be voluntary.

7. In the event there is unemployed labor, the matter will be dealt with by [illegible] Relief Section of the Public Health Division.

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units employ direct labor without the services of a contractor, and that their own supervision that the workers are paid daily or weekly.

4. Current rates of wages at the time of occupation must be adhered to in the initial stages. Changes of wage rates in line from those found in force will not be made without the C.C.A.O's authority. It will be fatal to allow a rise in one province which may affect labor in another until central government has started functioning, when a general labor policy has been agreed on with Task Force Headquarters and AMGOT Headquarters for the whole territory.

5. Local personnel such as railroad personnel, public utility concerns, etc., will be paid by the existing local organization, e.g. municipalities in the case of municipal electricity undertakings. Army personnel should have full control of such undertakings but the local personnel should not be taken on to the pay roll of the Army service concerned.

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7. In the event there is unemployed labor, the matter will be dealt with by the Welfare and Relief Section of the Public Health Division.

8. It cannot too strongly be impressed on all concerned that existing wage structure should be preserved until consideration can be given at Headquarters to changes.

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9. The present labor contracts should remain in force after being carefully reviewed with the view to the elimination of any clauses which are contrary to democratic doctrine. The matter of requiring workers to pay dues to syndicates whether or not they are members should be carefully, promptly and fully explored. It is impossible to formulate a worthwhile policy on this subject without investigation on the ground.

III. Plan of Action.

1. The original proclamation will include a clause substantially as follows:

"All administrative and judicial officials of the provinces and communes and all other government and municipal functionaries and employees, and all officers and employees of State, municipal or other public services, except such officials and political leaders as are removed by me, are required to continue in the performance of their duties."

This clause applies to officials of labor syndicates and exchanges.

2. The continuance of the operation of the State Employment Offices (Uffici di Collocamento) as a means of labor supply after removing objectionable Fascist officials; the retention of existing labor contracts after eliminating possible anti-democratic clauses.

3. Conferences will be held between local C.A.O's and local labor officials such as the local head of Uffici di Collocamento and representatives of local syndicates and syndical associations for the purpose of establishing a preliminary labor program.

4. All labor needed by the various services of the Allied Forces to be hired directly by the service concerned. Employment of workers, to any considerable extent, that are normally engaged in agriculture and food production should be avoided. Civil labor to be employed on its "home ground" thus obtaining benefit of its knowledge of local conditions and elimination of dissatisfaction among workers over moving, housing and feeding difficulties.

5. A definite wage scale will be supplied the Task Forces to be used when labor is employed directly by the military forces.

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2. The [illegible] (Uffici di Collocamento) as a means of labor supply after removing objectionable Fascist officials; the retention of existing labor contracts after eliminating possible anti-democratic clauses.

3. Conferences will be held between local C.L.C.'s and local labor officials such as the local head of Uffici di Collocamento and representatives of local syndicates and syndical associations for the purpose of establishing a preliminary labor program.

4. All labor needed by the various services of the Allied Forces to be hired directly by the service concerned. Employment of workers, to any considerable extent, that are normally engaged in agriculture and food production should be avoided. Civil labor to be employed on its "home ground" thus obtaining benefit of its knowledge of local conditions and elimination of dissatisfaction among workers over moving, housing and feeding difficulties.

5. A definite wage scale will be supplied the Task Forces to be used when labor is employed directly by the military forces.

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[illegible] TO BE FOR CIVILIAN LABOR.

The following Wage Scale with explanatory notes has been approved by the 15th Army as standard for the Task Forces during the initial phase of operations and has been distributed to Task and Sub-Task Forces as 15th Army Administrative Instruction No. It is intended that all workers employed directly by the military forces will be paid in accordance with the wages listed on the following pages.

15th ARMY ADMINISTRATIVE
INSTRUCTION No.20

RATES OF PAY FOR CIVILIAN LABOUR.

1. In amplification of para 2 of 1st Force Administrative Instruction No. 10 at Appx "L" is a Wage Scale which will be accepted as standard during the initial phase of MUSKET.

2. Although slightly above the average now being paid in the area the rates listed should not seriously disturb the economy of the area. It is emphasised, however, that should labour be paid at rates higher than these, the entire wage and price schedule of the territory is liable to upset with a resulting spiralling inflation.

3. The general principles outlined in 15th Army Administrative Instruction No. 16, Labour, will in general govern the payment of wages during the operation.

4. A full days pay will not be paid for less than 8 actual working hours exclusive of meal times except where a full 8 hours work is not possible owing to the shortage of the hours of daylight or any existing curfew.

5. Workers will be engaged at the minimum rates for a probationary period of seven days. On the expiration of the period of probation they may be recommended for the day succeeding such period for a re-assessment of pay.

6. Workers employed directly by the military forces will be paid by the military forces and these forces need not make any deductions for unemployment, sickness, &c. These latter payments will be the responsibility of the individual workers to make as and when they arise. However, the military forces may provide medical care and benefits to sick or injured workers.

It is emphasised, however, that should [illegible] the territory is liable that these, the entire wage and price schedule of the territory is liable to upset with a resulting spiralling inflation.

3. The general principle outlined in AG 15th Army Administrative Instruction No. 10, Labour, will in general govern the payment of wages during the operation.

4. A full days pay will not be paid for less than 8 actual working hours, exclusive of meal times, except where a full 8 hours work is not possible owing to shortness of the hours of daylight or any existing curfew.

5. Workers will be engaged at the minimum rates for a probationary period of seven days. On the expiration of the period of probation they may be recommended from the day succeeding such period for re-assessment of pay.

6. Workers employed directly by the military forces will be paid by the military forces and these forces need not make any deductions for unemployment, sickness, &c. These latter payments will be the responsibility of the individual workers to make as and when they can. However, the military forces may provide medical care and benefits to sick or injured workers.

7. Contractors working for the Armed Forces will be bound by the labour and wage laws of the area in which they operate and are not exempt because they are engaged on military projects. It will be necessary for them to make customary payroll deductions for unemployment, sickness, etc.

8. Wage rates in existing services, e.g., railroad, public utility etc., will be continued unchanged until further notice. In such concerns even when they are taken over by the army services, the local personnel should not be taken on the payroll of the army service concerned. Pay increases in these services must not be allowed in any circumstances since this will upset all the structure of wages and prices.

R.T. COOKE,
Brigadier,
for Major-General,
Major-General i/c Administration,
Force 141.

FIELD.

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RATES OF PAY - - - - - - - CIVILIAN LABOUR.

SUPERVISORY & CLERICAL STAFF.	LIKE. Min. per day	Max. per day
Clerks, male	70	110
" female	60	90
Interpreters, (Oral)	70	110
" (Translating)	90	110
Storemen	70	110
Typists, male	70	110
" female	60	90
CLASSIFIED ARTISANS.		
Armature winder.	75	120
Armourers.	75	120
Blacksmiths.	70	110
Battery workers.	70	100
Boiler makers.	75	110
Bookbinders.	75	100
Bookbinders assistants.	70	90
Carpenters & Wheelers.	70	100
Caulkers.	70	90
Coppersmiths.	75	120
Compositors.	70	100
Compositors Assistants.	70	90
Drivers, Engine Loco & I.C.	75	110
" Engine Steam Stationary.	70	100
" Fitters.	80	120
Electricl Firemen.	75	120
Electricians.	75	120
Farriers.	70	100
Fitters.	80	120
Grinders, precision.	90	120
Gasket repairers	70	100
High Speed I.C. Erectors & Fitters.	80	120
Machinists, Engineering.	70	100
Machinists, Tool Room.	75	110
Machinists, Woodworking.	70	100
Mechanics, instrument repairer.	90	120
Mechanics Sewing Machine.	90	90
Mechanics Typewriters.	70	100
Mechanics Typewriters Assistant.	70	80
Mechanics Wireless.	90	120
Moulders.	80	120
Painters, Polishers & Signwriters.	70	100
Pattern Makers.	75	110
Platers	70	100
Plumbers.	75	100

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Caulkers.	75	120
Coppersmiths.	70	100
Compositors.	70	90
Compositors Assistants.	75	110
Drivers, Engine Loco & I.C.	70	100
" Engine Steam Stationary.	80	120
" Fitters.	75	120
Electrical Wiremen.	75	120
Electricians.	70	100
Farriers.	80	120
Fitters.	90	120
Grinders, precision.	70	100
Gasket repairers	80	120
High Speed I.C. Erectors & Fitters.	70	100
Machinists, Engineering.	75	110
Machinists, Tool Room.	70	100
Machinists, Woodworking.	90	120
Mechanics, instrument repairer.	90	90
Mechanics Sewing Machine.	70	100
Mechanics Typewriters.	70	80
Mechanics Typewriters Assistant.	90	120
Mechanics Wireless.	80	120
Moulders.	70	100
Painters, Polishers & Signwriters.	75	110
Pattern Makers.	70	100
Platers	75	100
Plumbers.	70	100
Riggers.	70	90
Rivet Heaters.	70	100
Riveters.	70	90
Riveters Holders-up.	70	100
Saddlers.	70	90
Sail Makers.	70	100
Sawyers.	75	110
Saw Doctors.	80	120
Sheet Metal Workers.	70	100
Tinsmiths.		

...../2 yr.

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	LIFE. Min. per day	Max. per day
Toolsmiths.	70	100
Trimmers.	70	100
Turners.	80	120
Tyre Operators.	80	120
Vulcanisers.	70	120
Welders.	80	120
Wiremen O H.L.	70	100
UNSKILLED ARTISANS.		
Apprentices to all trades.	30	70
Artisans Mates.	60	80
Boilers.	70	90
Breakmen.	70	90
Bricklayers.	75	100
Chainmen.	70	90
Concretors.	70	90
Coopers.	70	100
Drivers, Crane (Refrigerating Plant).	70	100
" Winch.	70	90
" Crane.	70	90
" Electric.	70	100
Firemen, Oil Fuel.	70	90
Fitters, Carriage.	70	90
" Electrical.	70	100
Foreman & Cutters, R.A.C.C.	70	90
Foundrymen.	80	120
Glaziers.	70	100
Greasers, Refrigerating Plant.	70	100
" Other.	70	90
Hammermen.	70	90
Labourers, skilled.	60	60
Linotype Operators.	80	120
Lithographers.	80	120
" Assistants.	70	90
Machine Minders.	70	100
" Assistants.	70	90
Masons.	70	110
Permanent Way Inspectors.	80	110
Plasterers.	70	100
Platelayers.	70	90
Printers.	80	120
Process Workers.	70	100

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" Crane.	70	100
" Electric.	70	90
Firemen, Oil Fuel.	70	90
Fitters, Carriage.	70	100
" Electrical.	70	90
Foreman & Cutters, R.A.O.C.	60	120
Foundrymen.	70	100
Glaziers.	70	100
Greasers, Refrigerating Plant.	70	90
" Other.	70	90
Hammermen.	60	60
Labourers, skilled.	60	120
Linotype Operators.	60	120
Lithographers.	70	90
" Assistants.	70	100
Machine Minders.	70	90
" Assistants.	70	110
Masons.	60	110
Permanent Way Inspectors.	70	100
Plasterers.	70	90
Platelayers.	80	120
Printers.	70	100
Process Workers.	75	110
Shipwrights & Coachbuilders.	70	90
Shunters.	70	100
Slaters.	70	90
Stokers & Firemen.	80	110
Stonehands.	70	90
" Assistants.	70	90
Strikers (Farriers).	70	90
Tentmenders.	70	90
Textile Refitters.	70	90
Quarrymen - Stonecutters.	70	100
Smelterers.		

...../3

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W. D. LAUNDRY.	LIRE.	
	Min. per day	Max. per day.
Ironing Section.		
Driers & Preparers, male & female 14 yrs.	-	13.3
" " " " 15 yrs.	-	16.6
" " " " 16 yrs.	-	16.6
" " " " 17 yrs.	-	23.3
" " male 18 yrs & over	70	85
" " female 18 yrs & over.	50	70
Ironers, hand, male & female, 14 yrs	-	13.3
" " " " 15 yrs.	-	16.6
" " " " 16 yrs.	-	16.6
" " " " 17 yrs.	-	23.3
" " " 18 yrs and over.	70	85
" " Female 18 yrs and over.	50	70
" Machine male & female 14 yrs.	-	13.3
" " " " 15 yrs.	-	16.6
" " " " 16 yrs.	-	16.6
" " " " 17 yrs.	-	23.3
" Male 18 yrs & over.	70	85
" female 18 yrs & over.	50	70
" chief male.	-	90
" " female.	-	75
Sorters (Class II)	-	80
" (Class I)	-	90
WASH SECTION		
Washer, hand female	-	40
" hydro male.	60	80
" machine male.	70	90
RETURN STORES DEPOT.		
Chargehands, female.	70	90
Clothing classifiers & repairers, female.	70	90
Sock & Woollen Repairers, female.	-	60
Tailors, own machine.	-	60
" without machine.	-	60
Tailoresses, own machine.	-	60
" without machine.	-	43.3
MISCELLANEOUS.		
Boilermen.	70	90

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" " " " 17 yrs.	-	23.3
" Male 18 yrs & over.	70	85
" female 18 yrs & over.	50	70
" chief male.	-	90
" " female.	-	75
Sorters (Class II)	-	80
" (Class I)	-	90

WASH SECTION

Washer, hand female	-	40
" hydro male.	60	80
" machine male.	70	90

RETURN STORES DEPOT.

Chargehands, female.	70	90
Clothing classifiers & repairers, female.	70	90
Sock & Woollen Repairers, female.	-	60
Tailors, own machine.	-	80
" without machine.	-	60
Tailoresses, own machine.	-	60
" without machine.	-	43.3

MISCELLANEOUS.

Boilermen.	70	90
Mechanics.	75	100

MISCELLANEOUS EMPLOYMENTS (1).

Butchers.	60	90
Cooks in military hospitals Sergeants' & Mens' messes.	1200 (Mo.)	1800 (Mo)
Cooks in military families, hospitals, nursing sisters and officers messes.	1200 (Mo.)	1800 (Mo)
Drivers MT.	70	100
Orderlies, medical	600 (Mo.)	1800 (Mo)
Orderlies, other.	400 (Mo.)	800 (Mo)
Orderlies, rank & file messes.	800 (Mo.)	1600 (Mo)

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LIRE.

	Min. per day	Max. per day.
Waitressesin nursing sisters messes, military families, hospitals.	400 (Mo)	800 (Mo)
Waiters in nursing sisters messes.	800 (Mo)	1600 (Mo)
Waiters in officers messes.	800 (Mo)	1600 (Mo)
Timekeepers.	60	90
MISCELLANEOUS EMPLOYMENTS.(II)		
Bakers	70	90
Watchmen	53,3	60
Stevedores	70	70
Stevedores, head.	85	85
Supervisors, road.	70	100
Trackers.	70	100
UNSKILLED LABOUR.		
Unskilled labourers.	-	50
Gangers (a)	-	60
Chief Gangers (b)	-	70
Boys, up to and including the age of 17 years.	-	30
Unskilled women.	-	40

(a) One may be employed for every 40 labourers.
(b) One may be employed for not less than 100 labourers.

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AMGOT/252/HQ

SUBJECT: Offers of work of Italian Civilians

S.C...O.

1. All offers of work by Italian civilians are in future to be checked by the Public Safety Division.

2. In all provincial cases this checking will be initiated by the local C...P.O. who will investigate each offer and send his report to his Provincial C.C.P.O. All information regarding individuals in this report will be under the following categories:

Pro Ally
Fascist
Suspect

The Provincial C...P.O. will then make his own investigation and give his decision, sending a copy of all reports and notifying such decision to Public Safety Division, HQ AMGOT.

3. In the case of Italian persons already employed by AMGOT, C.C...O. directs that these should also be checked. Action will therefor be taken in accordance with para.2 immediately.

4. Cases of all prospective Italians employed within AMGOT HQ will be investigated in the office of the Superintendent, Civil Police, Public Safety Division. No person will be employed for duty before this investigation.

CHARLES P. SKINNER
Lt. Col., G.S.C.
Chief Staff Officer

AMGOT HQ
15 Army Group
11 Aug. 43

Copy to: Supt. Civil Police
Public Safety Division.

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3. In the case of Italian persons already employed by AMGOT, C.C.C.O. directs that these should also be checked. Action will therefore be taken in accordance with para.2 immediately.

4. Cases of all prospective Italians employed within AMGOT HQ will be investigated in the office of the Superintendent, Civil Police, Public Safety Division. No person will be employed for duty before this investigation.

CHARLES P. STOFFORD
Lt. Col., G.S.C.
Chief Staff Officer

AMGOT HQ
15 Army Group
11 Aug. 43

Copy to: Supt. Civil Police
Public Safety Division.

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INSTRUCTIONS FOR DEALING WITH CORRESPONDENCE AT ANGOT H.Q.

The following procedure for dealing with correspondence at ANGOT H.Q. will be adopted forthwith.

1. INCOMING CORRESPONDENCE

(i) All mail coming into ANGOT H.Q. will be opened by DCSO or in his absence, AO 1, AO 2 or the Chief Clerk. It will then be passed to the Central Registry for logging and insertion in the correct file.

(ii) The officer opening the mail will mark with a cross the correspondence requiring the most urgent action and this will be given priority over all other filing. All correspondence must be filed immediately upon receipt. If the pertinent file is not available, it must be submitted on a temporary file.

2. (i) All papers on files will be properly referenced and recorded on the minute sheet inside the front cover of the file before the file leaves the registry. The file will then be passed to the appropriate Division or AO for action as necessary.

(ii) All files for action by Divisions will go to the Heads of Divisions except when the latter direct otherwise.

(iii) On the Administrative side all files for action will go to A.O.1, A.O.2, A.O.(Staff S & T) or the officers under A.O. (Admin.) according to the subjects with which they deal - see chart attached.

3. No papers will be removed from the file without prior reference to the Chief Clerk.

4. Papers will not be dealt with until placed on the proper file. Adherence to this rule will avoid loss of the papers.

5. OFFICE PROCEDURE

If it is necessary to submit a matter to another Division, the C.S.O. DCCAO or CCAO for comments or decision, this will be done wherever practicable by means of a minute on the pertinent file. Minutes will be written at the foot of the last page entered in the file or on a sheet of paper inserted in the file and numbered

of the file before the file leaves the registry. The file will then be passed to the appropriate Division or AO for action as necessary.

(ii) All files for action by Divisions will go to the Heads of Divisions except when the latter direct otherwise.

(iii) On the Administrative side all files for action will go to A.O.1, A.O.2, A.O.(Staff S & T) or the officers under A.O. (Admin.) according to the subjects with which they deal - see chart attached.

3. No papers will be removed from the file without prior reference to the Chief Clerk.

4. Papers will not be dealt with until placed on the proper file. Adherence to this rule will avoid loss of the papers.

5. OFFICE PROCEDURE

If it is necessary to submit a matter to another Division, the C.S.O. DCCAO or CCAO for comments or decision, this will be done wherever practicable by means of a minute on the pertinent file. Minutes will be written at the foot of the last page entered in the file or on a sheet of paper inserted in the file and numbered as a page of the file.

6. Files moving from one Division to another must pass through the Registry for entry in the circulation register. Control Registry Clerks will visit each office at least once an hour to bring and/or remove files, but if greater speed is required, there is no objection to the use of Divisional clerks or the office orderlies stationed in the passages, provided that they take the files via the C.R. and report where the files are going.

7. Routing slips will be provided for passing files from one office to another. Where immediate action is required, an urgent slip will be used.

8. Whenever in doubt, the C.R. will consult Divisions or AOs as to the file in which a document should be placed and the titles of new files. But there will be mistakes, and Divisions or AOs

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should instruct the Registry whenever an improvement can be made. This particularly applies in the case of general files which tend gradually to cover a large number of subordinate subjects arising from the main subject. The result is a mass of correspondence being dealt with in one file, which means delay all round. Breaking down the file into a number of files will remedy this.

9. OUTGOING CORRESPONDENCE.

(i) The heading of all correspondence emanating from this H.Q., unless specifically shown otherwise in the draft, will be as follows:-

Subject: _____ = SECRET (B) (etc. if CONFIDENTIAL(A) required)

(File No)

AMGOT HQ SICILY

(Date)

To: _____

(ii) Correspondence will be prepared for signature either by CCAO, CSO or Heads of Divisions.

(a) For signature by or for CCAO

All correspondence to higher formations - e.g. AFHQ, 15 Army Group, HQ 7 Army, HQ 5 Army.

NOTE - Communications to American higher formations which are not signed by CCAO or DCCAO will be signed by the CSO (or officer designated by him) "For the Commanding General".

(b) For signature by or for CSO

All communications from HQ containing orders or instructions relating to matters of policy.

NOTE - When correspondence is submitted to CCAO, DCCAO or CSO for signature, it should carry the initials of the originator on the file copy or a

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CCAO, CSO or Heads of Divisions.

(a) For signature by or for CCAO

All correspondence to higher formations - e.g. AFHQ, 15 Army Group, HQ 7 Army, HQ 8 Army.

NOTE - Communications to American higher formations which are not signed by CCAO or DCCAO will be signed by the CSO (or officer designated by him) "For the Commanding General".

(b) For signature by or for CSO

All communications from HQ containing orders or instructions relating to matters of policy.

NOTE - When correspondence is submitted to CCAO, DCCAO or CSO for signature, it should carry the initials of the originator on the file copy or a minute requesting signature if any explanation is required.

(c) For signature by or for Heads of Divisions

All communications on Divisional subjects not covered by (a) and (b) above.

(d) In certain cases of correspondence emanating from various US Army Headquarters, it may be advisable to use the American procedure of replying by means of the Indorsement. In this form of reply the message is typed on the original of the basic letter which is then transmitted either to the originator of the basic letter or to any addressee desired. A copy of the indorsement is made on the copy of the basic letter and is retained as the file copy.

10. (i) The SCAC in charge of a Province is responsible for the satisfactory working of all Allied Military Government activities within his Province (except in the case of certain

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specific matters to be handled by HQ officers, which will be the subject of a separate memorandum) and therefore must have knowledge of all orders and advice sent by Heads of Divisions to their offices in his Province. All communications between HQ Divisions and their officers assigned to Provinces will therefor channel through the SCLO's.

(ii) Correspondence to be passed through the SCLO's will be addressed:-

_____ _____ Province
through SCLO

(iii) Ordinary official correspondence will always be addressed to an officer by his official title and not by his name.

(iv) When sending out a memorandum care must be taken that sufficient copies are provided to avoid the recipient having to retype the letter for further distribution.

(v) More detailed instructions on correspondence are being issued to the C.R. - copies to all offices for information.

11. Outgoing correspondence will be typed either by the C.R. or by the Divisional Clerks. In either case, the signed correspondence with the file from which it is to issue, must go to the C.R. despatch clerk for registration and dispatch.

12. Before dispatch of a letter the file copy will be initialled and the file returned to the C.R. The file will not be returned to the originator of the letter unless (a) the C.R. consider that there is further action on the file or (b) the file is marked "B.U." 18/8 (or whatever date required) and initialled. In the latter case the file will automatically return to the initialler on the date indicated.

13. OUTGOING MEMORANDA FILE

In addition to the number of copies of a memorandum required for issue and the file copy, a further copy will be made of all except MOST SECRET correspondence and put each day into an "Outgoing Memoranda" file. Each morning this file will be circulated to CCLO, DCCLO, Heads of Divisions etc., who will thus keep in touch with all ordinary LABOUR HQ business. This

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(v) More detailed instructions on correspondence are being issued to the C.R. - copies to all offices for information.

11. Outgoing correspondence will be typed either by the C.R. or by the Divisional Clerks. In either case, the signed correspondence with the file from which it is to issue, must go to the C.R. despatch clerk for registration and dispatch.

12. Before dispatch of a letter the file copy will be initialled and the file returned to the C.R. The file will not be returned to the originator of the letter unless (a) the C.R. consider that there is further action on the file or (b) the file is marked "B.U." 10/8 (or whatever date required) and initialled. In the latter case the file will automatically return to the initialler on the date indicated.

13. OUTGOING MEMORANDA FILE

In addition to the number of copies of a memorandum required for issue and the file copy, a further copy will be made of all except MOST SECRET correspondence and put each day into an "Outgoing Memoranda" file. Each morning this file will be circulated to CC.O, DCOLO, Heads of Divisions etc., who will thus be able to keep in touch with all ordinary MEPOT HQ business. This file will be marked [illegible] as the whole object of it will be defeated if it does not circulate within a day to all those who have to see it.

14. SECRET FILES

These files will be subject to the procedure outlined above, but they will be kept in a separate registry and correspondence for them will be filed under special arrangements made by the Chief Clerk. Only clerks designated by the Chief Clerk will type secret correspondence and the files will only be passes by the Head of officers, the Chief Clerk or Staff Sergeants designated to see them.

15. CLASSIFICATION OF CORRESPONDENCE.

It is the duty of every officer to decide whether any official correspondence which he has to sign should be given a security classification. The classifications which will be used are as follows:-

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"American RESTRICTED = British CONFIDENTIAL"

"American CONFIDENTIAL = British SECRET"

"American SECRET = British MOST SECRET"

16. DISTRIBUTION OF WORK

Attached to these Instructions is a Chart showing the distribution of work on the administrative side of HQ.

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CC:O

DCSO

CIO

DCSO

CO 1 (Maj Smith)
Asst CO
(Capt Talbot)

CO 2 (Maj Crotty)
Asst CO
(Lt. Van Loubolom)

CO (Chief S & I
(Maj Searey)

Political)
Declassification) Affairs
Legal)
Public Safety)

Civil Supply)
Public Health)
Property)
Railways)
Secretary to) Affairs
Executive Council)
Miscellaneous)

Q.M.(..)
(Lt. Davis)

Q.M.(E)
(Lt. Sinclai

Staff Capt (..)
British
(Capt Davis)

Personnel
Adjutant
American

Personnel)
Welfare)
Discipline)

(Lt. Krupc

LEGAL DIVISION

FINANCE DIVISION

PUBLIC SAFETY DIVISION

CIVILIAN SUPPLY AND RESOURCES DIVISION

PUBLIC HEALTH DIVISION

DIVISION OF FIN. ACTS AND AGREEMENTS
(Capt. Hansen?)

DIVISION OF
15 Army Grp F
(Col. THORNE-THOMSEN)

DIVISION OF
(7 Army)
(Capt. Sm

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

CG.C

DCG.O

CSO

DCSO

(Mr. Orcutt) .O (Staff S & T (Maj Lowry)

.O

(Liaison)

(Maj McFougal)

.O (...)

TO(...) TO(L)

CE(...) CE(E) TO(...) TO(L)

(Lt. Davis) (Lt. Sinclair)(Lt Zimmerman)(Capt Carter)

...ly)
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...ous)

Staff Capt (...) Personnel Staff Capt HQ Comdt HQ Coy
British Adjutant (Adm) (British) American
(Capt Davis) American
(Capt Fraser)(Capt (Capt.
Herriman)Juniewicz)

Personnel) (Lt. Krupe)
...lfare)
Discipline)

Printing
(Lt. Tenelli)

...ISION PUBLIC SAFETY DIVISION CIVIL SUPPLY AND RESOURCES DIVISION PUBLIC HEALTH DIVISION PROPERTY DIVISION

...LIAISON OFFICER PRO
(7 ...rmy)
(Capt. Graham) (Capt. Moore)

...LIAISON OFFICER
15 Army Group
(Col. THORE-THORE)

NO.

AMGOT/234/HQ

12 August 1943

Subject: C.C.A.O's and D.C.C.A.O's Touring Notes.

To : All S.C.A.O's.

In the course of toursof Sicily hitherto made by the D.C. C.A.C. and myself, a certain number of points have come to my notice on which I should like to comment.

1. S.C.A.O's and detached C.A.O's in districts must, at the earliest possible stage, arrange for themselves adequate housing and office accommodation. Offices should be located where most suitable, but in general, a C.A.O. in charge of a district or town must have an office to himself where he can receive visitors without any other person being present. The office should not contain permanent inhabitants, i.e. Italian personnel or other AMGOT personnel, except one other officer or a confidential clerk where necessary. The offices should, consistent with local circumstances, have such dignity and surroundings as will ensure in the eyes of the local population the status of the C.A.O. as the effective controlling authority in the town or district. The offices which C.A.O's occupy are not be used as places of congregation for masses of petitioners, and doors and ways of access to these offices are to be kept clear. It is neither becoming nor hygienic for senior officers to have to push their way through local crowds in order to get in to the C.A.C's offices.

2. S.C.A.O's and C.A.O's are to house themselves properly in the best and most comfortalbe billets they can find. They are to regard themselves as permanencies and they must therefore be conveniently and comfortably housed with proper food and service, so that their health and morale will be maintained during perhaps many weeks of solitary or semi-solitary detachment. Where several officers are in the same town, I should like them to mess together in the surroundings I have indicated, but at Provincial HQ the S.C.A.O. may desire to live by himself, at any rate after things have settled down. This I would consider quite proper, since the authority of the head of the Province must be maintained not only vis-a-vis the local population but also vis-a-vis his subordinate officers. I do not wish officers and O.Rs/E/Ms to messtogether.

S.C.A.Os and C.A.Os on detachment in districts should, as soon as circumstances permit, arrange for permanent reservation of one or more suitable billets where visiting officers can be housed who have to stay the night in the course of tours. This is especially important with the advent of the

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other AMGOT personnel, except one other officer or a confidential clerk where necessary. The offices should, consistent with local circumstances, have such dignity and surroundings as will ensure in the eyes of the local population the status of the C.A.O. as the effective controlling authority in the town or district. The offices which C.A.O's occupy are not be used as places of congregation for masses of petitioners, and doors and ways of access to these offices are to be kept clear. It is neither becoming nor hygienic for senior officers to have to push their way through local crowds in order to get in to the C.A.O's offices.

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S.C.A.Os and C.A.Os on detachment in districts should, as soon as circumstances permit, arrange for permanent reservation of one or more suitable billets where visiting officers can be housed who have to stay the night in the course of tours. This is especially important with the advent of the rainy and cold weather, when visiting officers cannot be expected to sleep in the open.

3. A general instruction will be sent out regarding relations of visiting officers, especially from the special division, with S.C.A.Os and C.A.Os. Generally speaking, officers from the special divisions will confine their activities to subjects with which they normally deal. They should not issue instructionsto officers of their own divisions in the provinces except through the S.C.A.O. of the province. The same procedure will be followed in towns. Detached officers of special divisions are, for the purposes of administration in the province, under the S.C.A.O. It is particularly important therefore that officers of special divisions going into the field should always ensure that the policies of the divison, as adopted under general instructions from myself, are known by S.C.A.Os and C.A.Os of districts. It follows conversely that officers from special divisions assigned to provinces will report to divisions at AMGOT headquarters through, and only through, S.C.A.Os or C.A.Os concerned. Their reports can properly be transmitted to HQ in original, but must go either under a covering note from the S.C.A.O. or with the intimation that the report has been submitted to the S.C.A.O. before despatch.

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4. S.C.A.Os will make their own arrangements for calling for reports from district C.A.Os and at their discretion will either send on the reports as received or extracts from them, or use the material for compilation of their general reports on the province as called for from time to time by the C.S.C.

5. Though it is essential in the early stages for specialist officers to do any work which may be required of them, S.C.A.Os should gradually from now on let specialist officers get on with their work and not, except in emergency, use them for miscellaneous duties.

6. The attention of S.C.A.Os and C.A.Os is called to the circular instructions which will be recieved by them in due course on the subject of nomenclature. S.C.A.Os and C.A.Os will not describe themselves or allow themselves to be described as Military Governors. There is only one Military Governor who is General Sir Harold Alexander.

7. S.C.A.Os and C.A.Os attention is also drawn to the fact that there is considerable discrepancy not only between province and province but between district and district within provinces, in the handling of such matters as summary courts and punishing of offenders. This will be dealt with in detail under special instructions but I have observed in certain districts considerable zeal in punishing offenders by fines, etc., whereas in other districts no attempt has been made to do more than admonish miscreants. Under present arrangements all district C.A.Os should be dealing with offenders and sitting as magistrates of lower courts in accordance with instructions.

8. C.A.Os are warned not to become involved in too much administrative detailed work. Under standing instructions they are there for supervision of the Italian administration and not to replace the Italian administration by themselves. If they attempt to do the detail themselves, they will become involved, and neglect their primary functions of supervision. Moreover, they will fail to educate the local people to manage their own affairs.

9. It is unnecessary, I trust, to add that C.A.Os and S.C.A.Os should make early contact with all the notable people in their provinces and districts. I have noticed in a certain number of cases that C.A.Os have referred to the existance of notable people such as large landowners, ecclesiastics, etc., with whom they have not as yet made contact. Where they have not the time to go on tour and see such people, they should send out and ask them to come in to the local HQ. It is very important that district officers make this contact as soon as possible and report on them to their immediate superiors.

10. An ANGOT courier service is being established. Personal mail for all personnel of the Allied Military Government, as well as official communications, will be sent to the S.C.A.O. for the Province who will make his own arrangements for delivery with the Provino.

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with offenders and sitting as magistrates of lower courts in accordance with instructions.

5. C.A.Cs are warned not to become involved in too much administrative detailed work. Under standing instructions they are there for supervision of the Italian administration and not to replace the Italian administration by themselves. If they attempt to do the detail themselves, they will become involved, and neglect their primary functions of supervision. Moreover, they will fail to educate the local people to manage their own affairs.

9. It is unnecessary, I trust, to add that C.A.Cs and D.C.A.Cs should make early contact with all the notable people in their provinces and districts. I have noticed in a certain number of cases that C.A.Cs have referred to the existence of notable people such as large landowners, ecclesiastics, etc., with whom they have not as yet made contact. Where they have not the time to go on tour and see such people, they should send out and ask them to come in to the local HQ. It is very important that district officers make this contact as soon as possible and report on them to their immediate superiors.

10. An AMGOT courier service is being established. Personal mail for all personnel of the Allied Military Government, as well as official communications, will be sent to the D.C.A.O. for the Province who will make his own arrangements for delivery with the Province.

11. As you have been notified, General Alexander, on 31 July, ordered that the AMGOT organization in the provinces of Agrigento, Trapani, Siracusa, Ragusa, the western portion of the province of Palermo, and the southern portion of the province of Catania should be responsible directly to him through the C.C.A.O. This means that all reports and communications from these provinces should be addressed directly to this Headquarters.

MAJOR GENERAL
Chief Civil Affairs Officer

AMGOT HEADQUARTERS
Sicily
Distribution:

Agrigento - 6 copies
Caltanissetta - 6 copies
Catania - 6 copies
Enna - 6 copies
Palermo - 6 copies
Ragusa - 6 copies
Siracusa - 6 copies
Trapani - 6 copies
All heads of Divisions
AMGOT, Liaison, Main HQ AFHQ
Gp Capt. Benson - 4 copies
Lt. Col. B.C. Story - 4 copies

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AMGOT/223/HQ

12 Aug. 43

SUBJECT: Release of Prisoners

S.C.O.s All Provinces

1. A report is required on the release of prisoners from civil gaols in each Province.

2. Please state briefly what formalities were gone through before prisoners were released, and forward lists (in duplicate) of released prisoners under the following categories:-

(a) those that were held for political reasons.
(b) th se held on suspicion
(c) those held pending trial and who were released owing to the inordinate length of time they were awaiting trial.

3. Very brief particulars of each prisoner are required.

CHARLES T. SPOTFORD
Lt. Col., G.S.C.
Chief Staff Officer

AMGOT HQ
15 Army Group
Distribution: S.C.O.s Agrigento
Caltanissetta
Catania
Enna
Palermo
Ragusa
Siracusa
Trapani

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

CHARLES L. SPOTFORD
Lt. Col., G.S.C.
Chief Staff Officer

AMGOT HQ
15 Army Group
Distribution: S.C.O.s Agrigento
Caltanissetta
Catania
Enna
Palermo
Ragusa
Siracusa
Trapani

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AMGOT/22/MP

15 August 1943

Subject: **Listing** of Retained Persons and Internees

TO: All S.C.A.O.s

1. It is desired to obtain lists of all persons who have been detained or interned by the Allied Forces in your province on grounds of security or for political reasons. This includes persons apprehended either by your authority or on authority of CIC or FSP. Persons arrested for commission of offenses against Italian Law or under the Proclamations which are not related to security or political matters need not be listed.

2. The return of all such persons should include:

(a) Particulars as to identification;

(b) Office or official position held, if any;

(c) Reasons for apprehension; and

(d) Present whereabouts.

3. The initial lists now called for should include persons who have been apprehended and released, if any, with a statement of the circumstances of the release.

CHARLES L. SPOFFORD
Lt. Col, G.S.C.
Chief Staff Officer

AMGOT HQ
15 Army Group
Distribution: **Agrigento**
Caltanissetta
Catania
Enna
Palermo
Ragusa
Siracusa
Trapani

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

(b) Office or official position held, if any;

(c) Reasons for apprehension; and

(d) Present whereabouts.

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CHARLES L. SPOFFORD
Lt. Col, G.S.C.
Chief Staff Officer

ROOM NO
15 Army Group
Distribution: Agrigento
Caltanissetta
Catania
Enna
Palermo
Ragusa
Siracusa
Trapani

Declassified E.O. 12356 Section 3.3/NND No. 775016

Subject:- Electric Supply

AMGOT/266/HQ

14 August 43.

To: All Senior Civil Affairs Officers.
All Civil Affairs Officers.

1. Electric requirements for military purposes will, in all cases, be supplied, upon request by proper military authority, to the exclusion if necessary, of all non-military requirements.

2. Effective immediately, non-military use of electricity will be authorized in the following categories only:

a. Water purification and pumping, community supply.
b. Hospitals, prisons and other public institutions providing essential human needs.
c. Flour mills and bake shops which cannot convert to other sources of power.
d. Commercial refrigeration essential to the preservation of perishable foods.
e. Irrigation, Sundays only, to the extent permitted by closing down flour mills.
f. AMGOT Offices (lighting only), Red Cross buildings, Allied Forces newspaper facilities; police and fire stations.

3. Electric service now being rendered inconsistent with this directive will be terminated forthwith.

4. Each S.C.A.O. will submit by 1 Sept. a complete report of all non-military electric service now rendered showing consumer's name, category of use, hours of operation and KW. maximum demand. Subsequent approvals for service will be authorized in writing by S.C.A.O. and one signed copy forwarded to AMGOT H. Q. for record.

5. AMGOT H.Q. Sicily is responsible for the supply and distribution of electricity for non-military use throughout Sicily and all requests for service, not specifically mentioned herein will be referred to this H.Q. for prior approval. All requests for service involving AMGOT financial commitments will likewise be referred to this H.Q. for prior approval.

6. The acute shortage of electricity makes it imperative that every effort be made to reduce non-military use to an absolute minimum, especially between the hours of 20.00 and 24.00.

For the Chief Civil Affairs Officer,

/s/ CHARLES M. SPOFFORD,
CHARLES M. SPOFFORD,

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

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For the Chief Civil Affairs Officer,

/s/ CHARLES M. SPOFFORD,
CHARLES M. SPOFFORD,
Lt. Col. G.S.C.
Chief Staff Officer.

AMGOT H.Q.
15 Army Group.

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Subject:- Titles of Officers of A.M.G.

201/35/HQ.
AMGOT/HQ.

15 Aug 43.

To: All S.C.A.Os.

Administrative Circular No. 1

1. Attention is drawn to the attached schedule of titles of officers of the Allied Military Government. No variation of these titles, such as "Governor", is authorized.

2. The Civil Affairs Officer in charge of a Province will, if of the rank of Lt-Col or above, be designated "SCAO _____ Province". If of a lower rank than that of Lt-Col, he will be designated "Acting SCAO _____ Province".

3. Officers in charge of the areas into which a Province is subdivided will be addressed as follows:-

(a) If in charge of a city or town only, as -

"CAO, in charge _____" City or Town, as the case may be.

(b) If in charge of a group of towns and the surrounding country, as -

"CAO in charge _____" District.

In the latter case the name will be decided on by the SCAO in charge of the Province.

/s/ CHARLES M. SPOFFORD
/t/ CHARLES M. SPOFFORD,
Lt-Colonel, G.S.C.,
Chief Staff Officer.

D I S T R I B U T I O N:

SCAOs AGRIGENTO
CALTANISSETTA
CATANIA
ENNA (for information)
PALERMO

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(a) If in charge of a city or town only,

"SCAO, in charge _____" City or Town, as the case may be.

(b) If in charge of a group of towns and the surrounding country, as -

"SCAO in charge _____" District.

In the latter case the name will be decided on by the SCAO in charge of the Province.

/s/ CHARLES M. SPOFFORD
/t/ CHARLES M. SPOFFORD,
Lt-Colonel, G.S.C.,
Chief Staff Officer.

D I S T R I B U T I O N:

SCAOs AGRIGENTO
CALTANISSETTA
CATANIA
ENNA (for information)
PALERMO
RAGUSA
SIRACUSA
TRAPANI

ALL HEADS OF DIVISIONS.

AMGOT LIAISON 15 ARMY GROUP HQ.
CAPT. CAPT. NEWSOM c/o AMGOT LIAISON (4 copies)
LT -COL. STONEY (4 copies)

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ITALIAN TITLES OF OFFICERS OF ALLIED MILITARY GOVERNMENT

C.C.A.O.	Capo degli Affari Civili	C.A.C.
D.C.C.A.O.	Vice Capo degli Affari Civili	V.C.A.C.
C.S.O.	Capo di stato Maggiore degli Affari Civili	C.S.M.A.C.
S.C.A.O.	Ufficiale Superiore Addetto agli Affari Civili	U.S.A.A.C.
C.A.O.	Ufficiale Addetto agli Affari Civili	U.A.A.C.
A.C.	Ufficiale Addetto alla Segreteria Affari Civili	U.A.S.A.C.
C.F.O.	Capo Reparto delle Finanze	C.R.F.
S.F.O.	Ufficiale Superiore Addetto alle Finanze	U.S.A.F.
F.O.	Ufficiale Addetto alle Finanze	U.A.F.
C.P.S.	Capo Reparto della Sicurezza Pubblica	C.R.S.P.
S.C.A.P.O.	Ufficiale Superiore Addetto alla Sicurezza Pubblica	U.S.A.S.P.
C. .P.O.	Ufficiale Addetto alla Sicurezza Pubblica	U.A.S.P.
C.L.O.	Capo Reparto della Giustizia	C.R.G.
S.L.O.	Ufficiale Superiore Addetto alla Giustizia	U.S.A.G.
L.O.	Ufficiale Addetto alla Giustizia	U.A.G.
C.P.H.	Capo Reparto dei Servizi Sanitari	C.R.S.S.
S.P.H.O.	Ufficiale Superiore Addetto ai Servizi Sanitari	U.S.A.S.S.
P.H.O.	Ufficiale Addetto ai Servizi Sanitari	U.A.S.S.
C.C.S.R.	Capo Reparto della Logistica Civile	C.R.L.C.
S.C.S.O.	Ufficiale Superiore Addetto alla Logistica Civile	U.S.A.L.C.
S.O.	Ufficiale Addetto alla Logistica Civile	U.A.L.C.
C.P.	Controllore Beni	C.B.
D.C.P.	Ufficiale Superiore Addetto al Controllo Beni	U.S.A.C.B.
A.C.P.	Ufficiale Addetto al Controllo Beni	U.A.C.B.

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AMGOT/263/HQ
20 August 1943

C O N F I D E N T I A L

For: S.C.A.O. Meeting - 20 August 1943
(Minute received too late to be included in Agenda)

Subject: Responsibility of S.C.A.O.s for AMGOT operations in Provinces

1. S.C.A.O.s will be responsible for all AMGOT activities in their respective provinces, subject to certain exceptions as to island-wide activities specified below.

2. All AMGOT personnel, including personnel of special divisions assigned to the provinces, will be responsible to S.C.A.O.s in all matters affecting AMGOT operations. Matters of breach of discipline will be handled by the senior officer (A) or (B), as the case may be, assigned to the province.

3. S.C.A.O.s will be responsible for assignments of personnel within the provinces. However, except in case of emergency, personnel will not be assigned to duty other than that for which they have been regularly assigned to the province without the consent of AMGOT HQ.

4. Communication by AMGOT HQ with personnel assigned to the provinces including specialist personnel, will be through the S.C.A.O. Communications to specialist personnel should be addresssed as follows:

_____
through S.C.A.O.
_____ Province

5. Except where impracticable, by reason of distance, time, or communication, AMGOT HQ personnel on inspection trips or on special missions will report to the S.C.A.O. in the first instance. Orders or instructions, except on technical matters, will not be given directly to personnel in the field by HQ officers.

6. The following agencies and activities, by reason of their special character, will be handled directly by AMGOT HQ:

(a) AMF,
(b) Trunk line railways and other railways crossing provincial lines,
(c) Post offices and postal systems,
(d) Telephones,
(e) Telegraphs,

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will not be assigned to duty other than that for which they have been regularly assigned to the province without the consent of AMGOT HQ.

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through S.C.A.O.

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(a) AMF,
(b) Trunk line railways and other railways crossing provincial lines,
(c) Post offices and postal systems,
(d) Telephones,
(e) Telegraphs,
(f) Electric utilities, except local utilities not inter-connected with island grid,
(g) Sicily reformatory,
(h) State prisons,
(i) Social insurance systems,
(j) Courts of appeal,
(k) Courts of assize.

AMGOT HQ personnel handling any of the foregoing may be temporarily or regularly stationed in the provinces. They will be responsible to AMGOT HQ directly and will communicate directly with AMGOT HQ. They should, however, make known their presence and the nature of their duty to the S.C.A.O. in the first instance.

7. When certain activities, which are local in character, assume interprovincial or island-wide aspects, they may also be handled directly by AMGOT HQ. Examples of such activities are:

(a) Interprovincial supply and transport
(b) Interprovincial movement of labor

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A M G O T H O U S I N G S U R V E Y.

To be submitted in triplicate for all Communes with over 8,000 population (submit for all demm ed Communes under 8,000 population) by all C.A.Cs to S.C.A.Cs within two weeks after receipt.

1. Name of Town _____ Province _____
2. Normal population of Town _____
3. Present population _____
4. Normal number habitations _____
5. Average number persons accommodatedin each _____
6. Number houses uninhabitable _____
7. Number persons rendered homeless _____
8. Number of houses in 6 which can be repaired with a months normal work from material actually available _____
9. Is labor locally available? _____
10. Number of habitable houses which have spare rooms and which could accomodate additional persons _____
11. Number of persons homes listed in 10 could house _____
12. Number of buildings which could accommodate refugees, e.g. offices, schools, theatres _____
13. Number of persons buildings listed in 12 could house _____
14. Number for whom there will be no accommodations on (date) _____
15. Number of communal feeding centres in existence _____
16. Number of persons these can feed daily _____
17. If no feeding centres are available or if those in existence are inadequate what propsals are being submitted to make them adequate _____

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10. Number of habitable houses which have spare rooms and which could accommodate additional persons_____

11. Number of persons homes listed in 10 could house_____

12. Number of buildings which could accommodate refugees, e.g. offices, schools, theatres_____

13. Number of persons buildings listed in 12 could house_____

14. Number for whom there will be no accommodations on (date)_____

15. Number of communal feeding centres in existance_____

16. Number of persons these can feed daily_____

17. If no feeding centres are available or if these in existance are inadequate what proposals are being submitted to make them adequate

_____

_____

_____

_____

_____

18. Is water supply adequate_____

19. If not how do you propose to supply water_____

_____

_____

_____

20. Is sanitation satisfactory_____

21. If no, how do you propose to make it adequate_____

_____

_____

_____

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SECRET
(Equals British MOST SECRET)

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

SECRET
(Equals British MOST SECRET)

MEMORANDUM TO C.A.Os

Attached are a set of papers which you will wish to study in preparation for your duties and to which you will later wish to refer. The papers include the basic documents establishing the Allied Military Government of Occupied Territory - the AMGOT plan, the proclamations setting forth the law of Military Government for the territory, and rules of procedure for Allied Military Courts - with all of which you should be thoroughly familiar.

The papers also include instructions as to what you as a C.A.O. should do upon your arrival in occupied territory. These are administrative instructions and a re not orders. You are attached to the staff of the commanding officer of your unit and as a staff officer you are under his orders. The instructions will, however, serve as a guide to you in the many matters which will require your attention in the early phases of the occupation.

You should acquaint your commanding officer with these instructions and in agreement with him and his staff you should make in advance as many of the arrangements contemplated as are practicable.

These instructions cover a great deal of ground and it will obviously be impossible for you fully to comply with all or even the major part of them in the early stages.

Certain of the matters must be given precedence, however, and these will depend on the judgement which you must form on the spot and on the basis of the situation presented to you. First things must be first and it will be your job to determine the priorities.

Administrative instructions for the later phases will be furnished you in due course.

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should do upon your arrival in occupied territory. These are [illegible] tive instructions and a re not orders. You are attached to the staff of the commanding officer of your unit and as a staff officer you are under his orders. The instructions will, however, serve as a guide to you in the many matters which will require your attention in the early phases of the occupation.

You should acquaint your commanding officer with these instructions and in agreement with him and his staff you should make in advance as many of the arrangements contemplated as are practicable.

These instructions cover a great deal of ground and it will obviously be impossible for you fully to comply with all or even the major part of them in the early stages.

Certain of the matters must be given precedence, however, and these will depend on the judgement which you must form on the spot and on the basis of the situation presented to you. First things must be first and it will be your job to determine the priorities.

Administrative instructions for the later phases will be furnished you in due course.

SECRET
(Equals B[illegible] / [illegible] SECRET)

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PART I

Basic Plan and Law of Military Government

Document No.

1. AMGOT PLAN and Appendices
2. AFHQ Administrative Memorandum No. 42 (Supplemental to Appendix A)
3. Proclamations Numbers 1 to 13
4. General Orders Numbers 1 and 2

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C O N F I D E N T I A L
(Equals British SECRET)

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

A M G O T

PLAN FOR MILITARY GOVERNMENT OF ITALY

PART I

AMGOT

A - INTRODUCTORY

Responsibility

(1) The British and American Governments have determined that the responsibility for the military government of ITALY shall be joint and shall show every characteristic of an Allied undertaking. Joint responsibility involves equal sharing of political, legal and financial responsibility for both planning and conduct of the military government, as well as participation by personnel on as near an equal basis as possible. Both the American and British flags shall be displayed at headquarters and posts of the military government.

Objectives

(2) The objectives of the military government of ITALY will be:

(a) To relieve combat troops of the necessity of providing for civil administration.

(b) To restore law and order and normal conditions among the civil population as soon as possible, procure the necessary food supplies for them and where necessary provide relief and maintenance for destitutes within available resources.

(c) To assist in making available to the occupying forces the economic resources of the occupied territory.

(d) To promote political and military objectives of the Allied Forces in connection with future operations through efficient government of the territory and the application of the policies toward the civil population laid down by the Commander-in-Chief.

Basis of Plan

(3) Fundamentals of the system of military government prescribed

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and British flags shall be displayed at headquarters and posts of the military government.

Objectives

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(d) To promote political and military objectives of the Allied Forces in connection with future operations through efficient government of the territory and the application of the policies toward the civil population laid down by the Commander-in-Chief.

Basis of Plan

(3) Fundamentals of the system of military government prescribed by both Great Britain and the United States are the same, being based on the rules annexed to the Hague Convention of 1907 and usages and customs of international law recognized by both governments.

(4) The basic directives as to military government on which this plan is based are:

U.S. Manual of Military Government (Field Manual 27-5)
British Manual of Military Law, Section 8, Chapter 14
Notes on Military Government of Occupied Enemy Territory
(Parts I and II)

B - ORGANIZATION

Military Governor

(5) The Commander-in-Chief, Allied Forces, has designated the

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General Officer Commanding, 15th Army Group, as Military Governor (M.G.) of the occupied portions of Italy.

(6) The M.G. will conduct the military government of the territory through the administration to be known as Allied Military Government of Occupied Territory (AMGOT).

Military Administration

(7) The C-inC, Allied Forces, has created AMGOT as the organization which will be charged with the military government of the occupied portions of Italy. A copy of the order creating AMGOT, together with amendatory orders, is annexed as Appendix A.

C.C.A.O. and Deputy

(8) There will be a Chief Civil Affairs Officer (C.C.A.O.) who will be the principal staff officer to the M.G. on matters relating to military government. He will be Chief of AMGOT and, except in operational areas, will be responsible to the M.G. for the military administration of the occupied territory.

(9) There will be a Deputy Chief Civil Affairs Officer (D.C.C.A.O.) who will be Deputy Chief of AMGOT.

HQ Staff

(10) In addition to the C.C.A.O. and D.C.C.A.O., the HQ staff will consist of the Chief Staff Officer, Deputy Chief Staff Officer, and Chiefs of the Special Divisions as follows:

Legal - Chief Legal Officer
Financial - Chief Financial Officer (Civil Affairs)
Civilian Supply - Director of Civilian Supply and Resources
Public Health - Director of Public Health
Allied and Enemy Property - Controller Property
Public Safety - Commissioner of Public Safety

In addition to the Staff officers referred to above, there will be an administrative staff consisting of officers to handle supply, transport and quartermaster duties and general administration.

Advisors

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In addition to the Staff officers referred to above, there will be an administrative staff consisting of officers to handle supply, transport and quartermaster duties and general administration.

Advisors

(11) There will be one or more Educational Advisors to the C.C.A.O. who will examine texts, teachers and teaching methods of schools and make recommendations as to necessary changes.

(12) There will be one or more Advisors on Fine Arts and Monuments who will advise the C.C.A.O. on any measures which may be necessary to preserve historical monuments and on matters relating to fine arts.

(13) The C.C.A.O. may appoint other experts to act as advisors to him or to the heads of the Special Divisions as required.

AMGOT - Special Divisions

(14) Initially there will be six Special Divisions of AMGOT, the general functions of which will be:

(a) to advise the C.C.A.O. on questions in their special fields;

(b) to provide advice and assistance to local C.A.Os as directed by the C.C.A.O.; and

(c) to execute the functions pertaining to their subjects at HQ

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and in the provinces so far as they are called upon to do so by the C.C.A.O.

The C.C.A.O. may create additional special divisions as required, to which he may delegate functions of any of the initial six Divisions or additional functions.

(15) The particular functions of the Special Divisions will be:

(a) Legal Division. This division shall be responsible for the organisation and staffing of military courts, and supervision of civil courts, the licensing of attorneys, preparation of proclamations, ordinances and orders, legal advice to the C.C.A.O. and his staff and in general shall be responsible for legal matters affecting AMGOT. The division will not deal with the legal aspect of the discipline of Allied military personnel.

There will be a Chief Legal Officer who shall be chief of the Legal Division.

(b) Financial Division. This division shall be responsible for all currency and foreign exchange matters, control of funds, banks, insurance companies, postal services and other public and private financial agencies and enterprises and state monopolies, including the superivision of financial assistance to governmental and private agencies and enterprises; the collection and analysis of economic and financial intelligence from records and other material taken into custody or from other sources; supervising the administration of the tax and customs laws; supervising the receipts and expenditures of governmental agencies; and handling problems relating to governmental budgets on the control of prices and purchasing power in coordination with Civilian Supply Division and the accounting and auditing insofar as possible in connection with the foregoing.

There will be a Chief Financial Officer (C.A.) who shall be chief of the Financial Division

As part of the Financial Division there has been established under the command of the C.F.O. the Allied Military Financial Agency (AMFA), the purposes of which are as follows:

(i) To provide a depository, clearing house and chief office of financial transactions for the convenience of the Allied Military Forces.

(ii) To provide a depository, where necessary, for funds

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the Legal Division.

(b) Financial Division. This division shall be responsible for all currency and foreign exchange matters, control of funds, banks, insurance companies, postal services and other public and private financial agencies and enterprises and state monopolies, including the superivision of financial assistance to governmental and private agencies and enterprises; the collection and analysis of economic and financial intelligence from records and other material taken into custody or from other sources; supervising the administration of the tax and customs laws; supervising the receipts and expenditures of governmental agencies; and handling problems relating to governmental budgets on the control of prices and purchasing power in coordination with Civilian Supply Division and the accounting and auditing insofar as possible in connection with the foregoing.

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(i) To provide a depository, clearing house and chief office of financial transactions for the convenience of the Allied Military Forces.

(ii) To provide a depository, where necessary, for funds which may be impounded.

(iii) To facilitate control by AMGOT of financial and property transactions in the occupied territory.

(iv) To provide a source of funds from which to make loans to and through local banks, municipalities, public utilities, private businesses, and individual persons.

(v) To maintain a complete accounting of all financial transactions entered into by AMGOT.

(c) Civilian Supply Division. This division shall be responsible for estimating and meeting essential civilian needs, supervising the rationing system of the territory, arranging transport of essential civilian supplies and for the survey, development and control of resources of the territory for both military and civilian needs; also for supervising existing labor

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rganizations and matters having to do with civilian labor elations and supply.

There will be a Director of Civilian Supply and Resources who shall be chief of the Civilian Supply Division.

(d) Public Health Division. This division shall be responsible for the direction of civilian hospitals, public health and sanitation matters, venereal control, the direction and coordination of local welfare work and relief agencies as may be later represented in the territory.

There will be a Director of Public Health who shall be chief of the Public Health Division.

(e) Public Safety Division. This division shall be responsible for all civil police matters, including the supervision and reorganization of the existing civil police forces, the operation of prisons and the registration and control of civilian motor vehicles. It shall also be responsible for civilian fire protection and for the organization of civil defense.

There will be a Commissioner of Public Safety who shall be Chief of the Public Safety Division.

(f) Allied and Enemy Property Division. This division shall be responsible for the custody of:

(i) property of Allied owners sequestrated by the Italian government;

(ii) Property of the enemy government not in custody of some other branch of the Allied forces; and

(iii) abandoned property or property belonging to absentee owners, when directed by the C.C.A.O.

There will be a Controller of Property who shall be chief of the Allied and Enemy Property Division.

Administrative Organization in the Field

(16) In the operational phase there will be a Senior Civil Affairs Officer (S.C.A.O.) who will be the principal staff officer of each Task Force Commander on matters relating to civil affairs

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(iii) abandoned property or property belonging to absentee owners, when directed by the C.C.A.O.

There will be a Controller of Property who shall be chief of the Allied and Enemy Property Division.

Administrative Organization in the Field

(16) In the operational phase there will be a Senior Civil Affairs Officer (S.C.A.O.) who will be the principal staff officer of each Task Force Commander on matters relating to military government. These S.C.A.Os will be responsible to their respective Task Force Commanders for military administration.

(17) Civil Affairs Officers (C.A.Os) will be the military administrators of the occupied territory. Provision will be made to station one or more C.A.Os in cities and towns of importance, by reason of population or special conditions such as the presence of combat troops or the existence of a port or airport in the vicinity.

(18) As soon as practicable after the operational phase has terminated the C.A.Os in the field will be organized on a provincial basis under a S.C.A.O. in each province. Regional AMGOT HQ, having supervision over a number of provinces, may be established in the discretion of the C.C.A.O. The S.C.A.O. in charge of a province will be the channel of communication between AMGOT HQ or any regional HQ and the C.A.Os in his province.

(19) The functions of the C.A.Os in their respective areas will be:

(a) to continue in operation the municipal administration and essential local services, utilizing existing personnel wherever possible;

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(b) to publish the proclamations and orders of the M.G. and with the C.A.P.Os to enforce the law of military government;

(c) on behalf of the local unit commander, to issue local regulations to insure security and local order;

(d) to coordinate with combat units in requisitioning, procurement and billeting in the local area and to assist local unit commanders in any other matters involving the civil population;

(e) to organize military courts;

(f) generally to implement the policy of the military administration of AMGOT

(20) It will be the responsibility of the C.A.Os to become familiar with the area in which they are staticned as soon as possible, and to keep AMGOT HQ informed as to local conditions and developments, political and economic.

(21) In each region or province there will be stationed in addition to one or more C.A.Os members of the Public Safety, Legal, Financial, Health, and other special divisions. In the small towns, C.A.Os will receive advice and assistance from members of the special divisions assigned to the province under arrangements worked out by the S.C.A.O. for the province.

Police Organizations in the Field

(22) The civil police will be organized on the basis of the Carabinieri, augmented by such other police organizations as may be considered reliable. These police organizations will be supervised by C.A.P.Os.

(23) In each city or town where a C.A.O. is stationed there will, if possible, be one or more C.A.P.Os. In the operational phase the C.A.P.Os will act under the direction of and in close conjunction with the Provost Marshal. It will be the function of the C.A.P.Os:

(a) to take over the administration of the existing police forces, disarming where necessary and reorganizing as the situation may require;

(b) to set up patrols for security in conjunction with combat units where necessary;

(c) to coordinate with military intelligence and military police officers;

(d) to watch the C.A.Os in enforcing law

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and assistance from members of the special divisions assigned to the province under arrangements worked out by the S.C.A.O. for the province.

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(a) to take over the administration of the existing police forces, disarming where necessary and reorganizing as the situation may require;

(b) to set up patrols for security in conjunction with combat units where necessary;

(c) to coordinate with military intelligence and military police officers;

(d) to assist the C.A.Os in enforcing law.

Allocation of Personnel

(24) AMGOT personnel will be drawn from British and American sources on an approximately equal basis. In the operational phase AMGOT personnel attached to American tactical forces will be made up of approximately two-thirds American and one-third British officers and personnel attached to British tactical forces will be made up of approximately two-thirds British and one-third American officers.

C - AMGOT OPERATIONS - GENERAL PLAN

(25) It has been determined that it is essential to the prompt and orderly establishment of military administration of the area that AMGOT personnel take up their duties as soon as active operations permit. This requires assignment of AMGOT personnel to assault forces.

(26) During the operational phase AMGOT personnel will be distributed

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on a tactical rather than a territorial basis. There will be attached to Army, Corps and Divisional units AMGOT officers who will serve as staff officers to the Commanding Officers of the units during the operational phase and will perform Civil Affairs functions in the areas of the units to which they are assigned.

(27) In the operational phase, AMGOT personnel will be kept to a minimum. C.A.O.s who are attached to the HQ of formation or unit commanders will take over the supervision of the civil administration as soon as possible after an assault or attack has consolidated any territory containing inhabited centers. Subject to the direction of unit commanders, C.A.O.s will get in touch with the local administrative authorities and relations with such authorities will thereafter be conducted through the C.A.O.s.

(28) C.A.O.s with task or assault forces will, as soon as feasible, form the procincial administration in the area which the assault troops occupy. Accordingly, the parties accompanying assault forces will include senior personnel to form the nucleus of provincial administration of centers which are the objectives of these forces.

(29) During the operational phase, AMGOT personnel is responsible to the M.G. for military government through Task Force Commanders. When the operational phase is concluded in any province, the G.O.C. 15 Army Group may direct that the AMGOT organization in any such province will be directly responsible to him through the C.C.A.O. Thereupon, the authority of the Task Force Commanders in such territory will cease, and S.C.A.O.s and AMGOT personnel will be responsible to, and will communicate directly with, AMGOT HQ.

Relations with and Authority of Task Force Commanders

(30) During the operational phase of any operations in which AMGOT is concerned, AMGOT personnel assigned to task or assault forces will operate as staff officers of their commanders. Subject to the provisions of this plan and of other directives which may hereafter be transmitted by G.O.C., 15 Army Group, tactical commanders shall have final responsibility and authority. An administrative line of communication directly from C.C.A.O. to local C.A.O.s may be established and authority delegated to such C.A.O.s at the discretion of the M.G.

(31) This plan constitutes the general directive as to the organization for and manner of establishing and conducting military government of the occupied territory in Italy. Annexed to and forming part of this plan are proclamations and general orders and regulations governing the C.A.O.s. There may be delivered directly to C.A.O.s detailed instructions within the framework of the above directive and covering technical matters.

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(31) This plan constitutes the general directive as to the organization for and manner of establishing and conducting military government of the occupied territory in Italy. Annexed to and forming part of this plan are proclamations and general orders and regulations governing the C.A.O.s. There may be delivered directly to C.A.O.s detailed instructions within the framework of the above directive and covering technical matters.

(32) After the reduction of the territory and when the tactical and civil situation permits, the G.O.C. 15 Army Group may, with approval of the C-in-C, delegate some or all of his functions as Military Governor to the C.C.A.O.

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PART II

IMPOSITION OF DIRECT CONTROL

D - LAW OF MILITARY GOVERNMENT - GENERAL

(33) For the purposes of this plan, the law of military government is taken to mean the law governing civilians in the occupied territroy as established by International Law and by the occupying forces. It does not refer to the British and American military law governing members of their armed forces as set forth in the British Army Act and the American Articles of War.

(34) Under International Law, the powers of government in an occupied territory are vested in the Commanding Officer of the occupying forces. In order to establish orderly military government within the limitations of International Law, it is customary to issue proclamations and orders specifying what the local inhabitants may and may not do. AMGOT has therefore prepared certain Proclamations and General Orders to be signed by or on behalf of the C.O.C., 15 Army Group as M.G., and orders to be signed by or on behalf of the M.G. or the responsible formation or unit commanders.

Proclamations and General Orders

(35) The following proclamations and general orders will be prepared in advance of the commencement of operations:

Proclamation	No. 1.	Announcement of Occupation
"	" 2.	War Crimes.
"	" 3.	Currency and Exchange.
"	" 4.	Allied Military Courts.
"	" 5.	Closing of Financial Institutions, and Establishment of Moratorium.
"	" 6.	Controller of Property.
"	" 7.	Dissolution of Fascist Organizations and Repeal of Laws.
"	" 8.	Rationing, Price Fixing, Wages and Agriculture.
"	" 9.	The Gazette.
"	" 10.	Financial Regulations.
"	" 11.	General Police and Security Regulations.
"	" 12.	Allied Military Lira Notes.
"	" 13.	Legal Rights of the Italian People.
General Order	No. 1.	Partial Suspension of Moratorium.
" "	" 2.	Taxes and Public Moneys.

Copies of these proclamations and general orders are attached as appeddices B-1 to -15.

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Copies of these proclamations and general orders are attached as appendices B-1 to -15.

(a) Copies of Proclamations Nos. 1, 2 and 3, will be carried by the C.A.O.s accompanying the assault troops and will be posted as soon as any town or village is occupied so as to aid in the immediate establishment of law and order. Proclamation No. 2 will be accompanied by two notices, one establishing curfew and the other calling for the immediate surrender of arms, ammunition, explosives and wireless sending sets at the time and place designated therein.

(b) Copies of Proclamations Nos. 4,5,8,11,13 and General Orders 1 and 2 will be carried by the C.A.O.s attached to the task forces and will be posted as soon as conditions permit.

(c) Proclamations Nos. 6,7,9,10 and 12 will not be posted until orders are received from AMGOT HQ.

(d) Additional proclamations and orders will be prepared from time to time as required.

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Publication of Proclamations

(36) Such proclamations and orders as it is desired to bring widely to public attention will be posted in public places. All proclamations and orders, whether or not previously posted, will be published in a journal to be known as "The Allied Military Government Gazette". The contents of the "Gazette" will be published in the press in the occupied territory and the "Gazette" itself will be available at court houses and AMGOT offices.

(37) As soon as conditions warrant, notices will be posted calling for the surrender of motor vehicles, spare parts, binoculars, etc. and for the declaration of food stuffs, fuels, printing machinery, photographic equipment, radio receiving sets, etc.

Civilian Internees

(38) Fascist leaders and pro-Nazi partisans will be interned. Other civilians who are calculated to endanger Allied occupation will also be interned either at the direction of appropriate military authority or on the specific orders of AMGOT Headquarters.

These internees will normally be considered the internees of the country by whose forces they have been apprehended. They will be evacuated as soon as possible to North Africa, and it is important that they be kept separate from military prisoners of war. Interrogation of civilian internees by the appropriate authority will take place as soon as possible and they will not be evacuated from North Africa without the prior consent of AMGOT.

E - MILITARY COURTS

CONSTITUTION OF COURTS

(39) Civilians charged with offenses against the law of Military Government will be brought before Allied Military Courts. Allied Military Courts will comprise General Military Courts, Superior Military Courts and Summary Military Courts.

General Military Courts will consist of not less than three officers at least one of whom shall be a Judicial Officer of AMGOT. Superior Military Courts will consist of one or more officers at least one of whom shall be a Judicial Officer of AMGOT, if available. Summary Military Courts will consist of one officer who shall be a Judicial Officer or a Civil Affairs Officer of AMGOT, if available. Every officer of AMGOT who is a qualified lawyer is a Judicial Officer for the above purposes.

JURISDICTION OF COURTS

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ESTABLISHMENT OF COURTS

(40) In areas where AMGOT is functioning under the orders of a Task Force Commander, acting for the M.G., Allied Military Courts will be established under the authority of such a commander; and in the areas where AMGOT is functioning under the orders of the C.C.A.O., acting for the M.G., Allied Military Courts will be established under the authority of the C.C.A.O. Orders, specifying the exact manner in which the appointment of courts is to be made, will be issued by the M.G. in advance of D day and the procedure in connection with effecting such appointments will be explained in detail in Special Administrative Instructions to be issued.

POWERS OF COURTS

(41) General Military Courts will try serious offenses including all cases involving the death penalty. Superior Military Courts will try offenses meriting punishment of not more than ten years. Inferior Military Courts will try minor offenses and may not impose a sentence of more than one year's imprisonment.

PROCEDURE

(42) Proceedings of Allied Military Courts will be public except when the C.C.A.O. or the court orders otherwise, and will be translated where the defendant is not able to understand English. The defendant will be entitled

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to a copy of the charges against him and to the services of counsel, to call witnesses in his behalf and testify in his behalf if he so desires; but he may not be compelled to testify.

(43) Persons convicted will have the right of petition to the C.C.A.O. in all cases. No death sentence will be executed unless and until confirmed in writing by the M.G. or by a specified officer not below the rank of Brigadier or Brigadier General to whom he may have delegated such power in writing.

F - CONTROLLER OF PROPERTY.

(44) The Controller of Property will be empowered to take custody of the following:

(a) Property belonging to the Governments of Great Britain or the United States or their allies or nationals, which has been sequestrated by the Italian government. All Italian laws sequestrating property belonging to the above will be annulled. All government officials and other persons who have any such property in their custody will be directed to declare the same to the Controller of Property and at his request to turn it over to him together with any books, accounts or records.

(b) Property belonging to the Italian government which is not in custody of some other branch of the Allied Forces.

(c) At the direction of the C.C.A.O., property belonging to any enemy national who is not in the occupied territory, and whose representative is not available.

Records and accounts of all property will be kept by the Controller of Property.

G - SERVICES PARTICULARLY AFFECTING TACTICAL UNITS

Intelligence and Security

(45) Close cooperation between Allied Military Counter Intelligence and Civil Affairs Police will be maintained. A joint Security Committee composed of representatives of Allied Military Counter Intelligence, Naval Security Staff, and AMGOT will be established at the seat of government and locally as required with the object of coordinating security policy.

(46) General regulations for security control of the civil population (e.g. declaration of prohibited areas) will normally be arranged by AMGOT at the request of GSI (b) or G.2(C.I.). AMGOT will arrange for provision of standard signs to mark prohibited areas and will furnish them to combat troops when required.

military security personnel and local police will

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Records and accounts of all property will be kept by the Controller of Property.

G - SERVICES PARTICULARLY AFFECTING TACTICAL UNITS

Intelligence and Security

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(47) Contact between military security personnel and local police will be made in the operational phase through C.A.P.O.s. Therefore, contact may be made directly in minor or routine matters when military security personnel require information from the local police.

Circulation of Civilians

(48) Restrictions on local circulation of civilians will be determined by the local C.A.O.s after consultation with the G.S.I. (b) or G.2(C.I.) and at the direction of the tactical commanders. In general the policy will be to restrict circulation after certain hours, except for special personnel such as medical and civil defense. Within each district certain areas may also be restricted or prohibited. Circulation between towns and cities will be prohibited except with permission of the C.A.P.O. or in the case of certain personnel of G.S.I.(b) or G.2(C.I.).

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(49) For the foregoing purposes the following passes will be required:

(a) For Medical, Civil Defense and other approved civilian officials - Special AMGOT passes bearing number of National Identity Card.

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(b) For approved civilians making occasional journeys - National Identity Cards with attachment where necessary stamped for journey.

(c) Security Pass No. 1 (White) - Issued by G.S.I. (b) or G.2(C.I.) for issue to American and British civilian employees, Red Cross workers, etc.

(d) Security Pass No. 2 (Red) - Issued by G.S.I.(b) or G.2(C.I.) for emergency issue and special use by intelligence personnel,etc.

(e) Date Stamp Passes - Issued by G.S.I.(b) or G.2(C.I.) to officers in charge of port control, service installations for control of employees, etc.

Press, Propaganda and Censorship

(50) Propaganda. AMGOT will utilize the Psychological Warfare Branch as its agency for disseminating information and carrying on propaganda. The relationship between AMGOT and P.W.B. will be as follows:

(a) P.W.B. to be the recognized propaganda agency in occupied territory;

(b) P.W.B. to retain control of its personnel and equipment in occupied territories;

(c) Joint planning between P.W.B. and the Military Government Section of A.F.H.Q. to be instituted;

(d) P.W.B.'s areas of occupation propaganda to be the same as AMGOT's administrative areas;

(e) P.W.B. local occupation propaganda to be under the general direction of and at the service of the local AMGOT Governor. It is assumed that the instructions of the local AMGOT Governor will not run contrary to the joint central directive from Washington and London as modified and approved by A.F.H.Q., in particular the Military Government Section.

(f) In the event of a local conflict of opinion, the matter is to be referred to the Force Commander and through him to A.F.H.Q. for a decision.

(51) The press will be supervised by INC as regards both operation and censorship. AMGOT will furnish to INC directives on various matters designed to assist the military administration, such as the avoidance of dest-

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(f) In the event of a local conflict of opinion, the matter is to be referred to the Force Commander and through him to A.F.H.Q. for a decision.

(51) The press will be supervised by INC as regards both operation and censorship. AMGOT will furnish to INC directives on various matters designed to assist the military administration, such as the avoidance of destruction of records, stamps, currency, ration cards and identity cards, and explanation of measures taken by AMGOT.

(52) Censorship of mail, telephone and telegraph communication, radio broadcasting, newspapers, motion pictures and plays will be the responsibility of INC. The Postal Section of the Finance Division of AMGOT will make the necessary contracts with INC before authorizing the reopening of any Postal services. No publication will be permitted without censorship nor will any books be imported except through Allied sources. Policy towards existing publications will be laid down by AMGOT in conjunction with INC.

Purchases, Rents, Requisitioning and Claims

(53) Officers of AMGOT are not authorized to deal with these services which are handled by the designated branches of the Armed Forces. It is, however, useful to know that insofar as possible, a coordinated policy as between the American and British forces will be followed.

(a) Purchases. Initially and in so far as possible private goods and services shall be purchased and paid for in cash.

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(b) Rents. In general, reasonable rents will be paid to the private owners both in the case of taking over whole buildings or homes or parts thereof for billeting and otherwise.

(c) Requisitioning.

(i) Where private property is requisitioned or otherwise taken over, the policies to be followed in paying therefor will be decided at each headquarters.

(ii) State owned property will not be paid for.

(d) Claims. Claims Commissions, serving with each army or assault unit, will finally decide claims up to 2,500 dollars and will make recommendations on claims over 2,500 dollars. A.F.H.Q. authorities will settle claims not exceeding 5,000 dollars or the sterling equivalent. Claims in excess will be referred to Washington or London, respectively.

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PART III

EXPOSITION OF INDIRECT CONTROL

H - POLITICAL GUIDES AND DIRECTIVES

(54) Agreed directives by the respective governments have been communicated by the Combined Chiefs of Staff to the C-in-C. The substance of these is included in general administrative instructions for the guidance of the C.A.O.s. Matters covered will include the treatment of the civilian population, and measures to be taken in connection with political organizations in the occupied territory and with governmental and party affairs.

I - ITALIAN LAW - CONTINUING EFFECTIVENESS

(55) The practice of both the governments in occupied territory consistent with the requirements of international law has been to recognize existing law in the territory as continuing in effect except when military necessity, national policy or the proper administration of military government in the interest of the occupied territory require modification. Accordingly, Italian law, both civil and criminal, will be recognized as continuing except provisions which are repealed or superseded in the application of the above general principles.

(56) Laws which are to be annulled or suspended will be specified in proclamations of the M.G. or rendered ineffective by administrative action of AMGOT.

Italian Courts

(57) When the military and political situation permits, Italian courts, both civil and criminal, will be reopened under Italian magistrates and judges with the following reservations:

(a) The right of attendance by a C.A.O. or legal officer at any court session;

(b) the right in AMGOT to revise any sentence or verdict given by any Italian court;

(c) the right of recourse to the M.G. by all defendants under petition by any party when the claim is made that the judgment was made that the judgment was affected by hostility toward or was prejudicial to the interests of the Allied Forces;

(d) the confirmation of death sentences and the power of clemency being vested in the M.G.

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(d) the confirmation of death sentences and the power of clemency being vested in the M.G.

(58) In general Italian criminal courts will be reopened before civil courts and lower courts will be reopened before higher courts.

J - CIVILIAN SERVICES NOT INITIALLY SUPERVISED BY AMGOT

(59) The utilities named below, which furnish services essential to military needs, will be operated or supervised by services or branches of the tactical units so long as the operational phase continues and thereafter until the M.G. otherwise directs. In areas in which tactical units are not operating, AMGOT will be prepared to assume responsibility for the functioning, under civilian personnel, of the utility services. Close coordination will be maintained between the AMGOT staff responsible for the utilities and the respective arm or service of the tactical units. Specific plans for the operation of some or all of the utilities will be developed between the AMGOT officers attached to the tactical forces, and the tactical command.

Electric and Gas.

(60) The utilities referred to in the foregoing paragraph are as follows:

Electric	Roads and bridges
Gas	Telephone
Water	Telegraph
Railways	Cables
Docks	Radio

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K - HANDLING OF OTHER CIVILIAN SERVICES

(61) The following outlines the manner in which the specific civilian services are to be handled as soon as operations permit. It will be the objective to put these arrangements into effect during the operational phase, if possible, and in certain sections of the territory before the entire area is reduced. In centers where no representative of any of the Special Divisions is stationed, the local C.A.O.s will have the responsibility for the supervision of the services, at least until specialist personnel is available.

Police

(62) Civil police forces are to be reorganized and supervised by the Public Safety Division.

(a) Coordination with Provost Marshals. In the operational phase, the Provost Marshal or other appropriate arm of the combat forces will be the authority finally responsible for order in the occupied area. C.A.P.O.s and local military police in this phase will coordinate all police activities. The C.A.P.O.s will report to the Provost Marshal or other appropriate authority if and when the Carabinieri or other local police organization is ready to function.

(b) Coordination with Security Personnel. As stated in paragraph 23, there will be close coordination between C.A.P.O.s and counter-intelligence officers of the tactical forces. Information will be furnished to C.A.P.O.s on persons arrested or detained by tactical units.

(c) Traffic and Licensing. Traffic control in military centers is to be under military police. Road control, except in military centers, will be under supervision of C.A.P.O.s. Registration of all civilian vehicles is to be under the Traffic and Licensing Bureau of the Public Safety Division (AMGOT)

Fire Services and Civil Defense.

(63) Existing fire fighting departments and organizations will be supervised by the Public Safety Division. Civil air raid protection and civil defense will likewise be under the supervision of the Public Safety Division.

Prisons.

(64) Prisons are to be supervised by the Superintendent of Prisons of the Public Safety Division. He will submit to the Legal Division (AMGOT) lists of prisoners and the offenses for which they were convicted. Measures will be taken for the prompt release of political prisoners.

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Medical Services.

(65) The Director of Public Health will be responsible for public hygiene of the whole territory with the exception of military establishments and protected areas, for which the military medical authorities will be responsible. He will also be responsible for relief

(a) Hospitals. Initially, all hospitals in the area will be at the disposal of the medical officers of the tactical forces . AMGOT will be responsible for controlling hospitals and institutions which are not required for military personnel.

(b) Local Medical Personnel. Local medical personnel falling within the category of protected personnel under international conventions will be dealt with by tactical forces or AMGOT as may be agreed.

(c) Provision of Medical Supplies. AMGOT will be responsible for estimating and meeting needs for medical stores for the civilian population. AMGOT will arrange for the issue of these stores through local public health centers, hospitals or drug stores, or by direct issue in accordance with the conditions prevailing.

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Postal Services

(66) Postal services will be discontinued on occupation. As soon as circumstances permit they will be resumed within the territory but limited initially to postcards in order to facilitate censorship and transportation. Following the operational phase, normal postal services will be introduced by stages in accordance with prevailing conditions. A special issue of postage stamps will be provided by AMGOT. Appropriate receipt and duty or tax stamps may also be provided, but existing stocks may be utilised.

(67) Education. In the operational phase, all schools will be closed. It will be the policy of AMGOT to reopen schools under the advice of its Educational Advisor as soon as practicable. Necessary steps will be taken to elimirate objectionable subjects from the syllabus and to reorganize the roster of school teachers after removal of undesirables. Church Schools may be permitted to reopen at an earlier date. (Additional para. re Education at bottom).

Monuments and Fine Arts

(68) It is the policy of AMGOT to insure by every means at its disposal that local archives, historical and classical monuments and objects of art shall be preserved.

(a) The C.C.A.O. will be advised by one or more officers on the preservation of antiquities and fine arts. Steps will be taken to prohibit completely the purchase and export of classical objects of art by members of the Allied Forces or others.

(b) The C.A.O.s will be responsible at as early a date as practicable for advising the tactical commanders as to which areas should be placed out of bounds to troops in order to avoid damage to historical and classical monuments and objects.

(c) Museums and the public galleries will be closed immediately on occupation. They will be reopened only after the consent of AMGOT has been obtained and after the necessary arrangements have been completed for their security.

Government Records and Archives.

(69) Every effort will be made to preserve at the time of occupation and thereafter local archives of the provinces and communes and other government records. This will involve the posting of guards where necessary. C.A.O.s will likewise ensure that government and other records are not removed by members of the Allied Forces without proper authority.

Rationing

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Rationing

(70) The existing system of food and clothing rationing will be maintained and existing ration cards will be continued under supervision of the Civilian Supply Division.

Civilian Supply and Relief

(71) AMGOT will be responsible for estimating requirements of essential civilian supplies, for requisitioning such supplies through the appropriate military channels and for the distribution thereof to the civilian population. During a period which is assumed to be a minimum of 90 days, no civilian agencies will have any responsibility for civilian supplies.

The Director of Public Health will be responsible for relief and will act in liaison with the Civilian Supply Division.

The Director of Civilian Supply and Resources will be responsible for procuring allocation of tonnage from the appropriate task force or other military authority for civilian supplies deemed essential for any region of the occupied territory.

EDUCATION: Universities will not reopen without the approval of AMGOT. Scientific research (carried on at a university or other institution) may, however, be continued upon approval by the Educational Advisor.

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Agriculture

(72) It will be the objective of AMGOT to make the occupied territory self-supporting in food production to the maximum extent possible. Existing laws and regulations with respect to the collection and sale of agricultural products will remain in force until otherwise directed by the C.C.A.C.

Fisheries

(73) It will be the objective of AMGOT to reestablish the fishing industry, consistent with the requirements of naval operations and security. To this end the lifting of restrictions on fishing generally imposed upon the occupation will be worked out between AMGOT and the appropriate naval authorities with the least possible delay.

L - FINANCIAL AND COMMERCIAL INSTITUTIONS

State Owned Businesses

(74) State owned businesses and business enterprises of which the State has full or substantial control will be dealt with by the Controller of Property.

Banks

(75) Upon occupation of the territory, steps will be taken immediately to:

(a) close all banks and financial institutions and place them under military custody;

(b) declare a general moratorium;

(c) impound or block for future disposal funds of the Italian government agencies, including government banks;

(d) seal all vaults and safe deposit boxes; and

(e) obtain an inventroy of the assets of all banks as quickly as practicable.

The primary purpose of closing banks and financial institutions is to safeguard them and to insure in so far as possible that funds and other valuables are not transferred or records destroyed. Proper safeguards will be taken to insure that all currency notes, securities and records are left untouched. Banks will be reopened upon the approval of the Chief Financial Officer.

Insurance

(76) Insurance companies and insurance systems will be under the

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Insurance

(76) Insurance companies and insurance systems will be under the supervision of the Financial Division. Payments on life insurance will be continued. The same will be the case with unemployment and other social insurances.

Private Businesses

(77) Private businesses and industries furnishing war materials useful to the military (e.g. cement and asphalt plants) will be operated for the benefit of the military and under the supervision of AMGOT. Private businesses in which no such interest exists will be permitted to operate subject to applicable regulations, e.g. opening and closing hours, price fixing, etc.

M - DETAILED PLANS

(78) The foregoing is the basic plan for the Allied Military Government of Italy or such portions as may be occupied by the Allied Forces. It sets forth the basic policies under which the administration of the Allied Military Government will operate. It is contemplated that within the framework of the plan, detailed plans for the military government of the regions or portions of the occupied territory may be developed. These will supplement this plan and will deal with all matters necessary to implement the same; such as, operational matters, including assignment of personnel to tactical units; procurement and assignment of vehicles, equipment and supplies; arrangements for civilian supplies for the region, detailed arrangements with tactical units in respect of services of particular interest to the latter; and any other matters relating to the military government not inconsistent with the plan. All such regional plans will be coordinated with AMGOT HQ and will be subject to the approval of the M.G.

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APPENDIX A

1 May 1943.

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 35)

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY (AMGOT).....I
Establishment of.
AMGOT, Functions and Objectives.....II
Military Governor.....III
AMGOT, Organization.....IV
Relations of AMGOT personnel to Commanders Combat Units or Formations.....V
AMGOT, Plan of Operations.....VI
Chief of AMGOT and Deputy Chief, Assignment of.....VII

I - ESTABLISHMENT OF ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY (AMGOT)

Announcment is made of the establishment of an organization for Allied Military Government of Occupied Territory (AMGOT). Functions of AMGOT are placed under the direct supervision of the Commanding General, Force 141.

II - FUNCTIONS AND OBJECTIVES

The purpose of AMGOT will be to administer the Allied Military Government of HORNIFIED under the Military Governor of the territory in accordance with the rules and usages of international law.

The objectives of AMGOT will be:

a. To insure the security of the occupying forces and their lines of communication; and to facilitate this operation.

b. To restore law and order and normal conditions among the civil population as soon as possible, procure the necessary food supplies for them and where necessary provide relief and maintenance for destitutes within available resources.

c. To relieve combat troops of the necessity of providing for civil administration.

d. To assist in making available to the occupying forces the economic resources of the occupied territory.

e. Through efficient government of the territory and the application of the policies toward the civil population laid down by the commander-in-Chief, to promote political and military objectives of the Allied Forces in connection with future operations.

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e. Through efficient government of the territory and the application of the policies toward the civil population laid down by the commander-in-Chief, to promote political and military objectives of the Allied Forces in connection with future operations.

III - MILITARY GOVERNOR.

General Sir Harold Alexander, as Commanding General, Force 141, is hereby designated Military Governor of HORRIFIED. He will be responsible for the Commander-in-Chief for the conduct of the military government of the territory which will be administered through AMGOT.

IV - AMGOT ORGANIZATION

a. Chief Civil Affairs Officer and Deputy Chief Civil Affairs Officer. Chief Civil Affairs Officer will advise the Military Governor on questions relating to the military government of HORRIFIED. He will be Chief of AMGOT, and as such will be responsible to the Military Governor for the Military administration of the territory

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There will be a Deputy Chief Civil Affiars Officer (D.C.C.A.O.) Who will be Deputy Chief of AMGOT.

b. Special Divisions, There will be initially six special divisions as follows:

Legal Division
Financial Division
Civilian Supply Division
Public Health Division
Public Safety Division
Enemy Property Division

The general functions of these divisions will be to give adive to the Chief Civil Affairs Officer on questions in their respective fields; to furnish special personnel for the existing administrative organization in the territory; to provide advisers and assistants to local Civil Affairs Officers as directed by the Chief Civil Affairs Officer; and, as far as they are called on to do so by the Chief Civil Affairs Officer, to execute the functions pertaining to their subjects. The particular functions of the special divisions and the organization thereof will be as determined by the Military Governor and included in the detailed operational plan hereinafter referred to.

c. Advisers. Advisers on special subjects will be appointed as required by the Military Governor.

d. Civil Affairs Officer, The local military administration of the territory will be conducted through Civil Affairs Officers who will be stationed in important cities and towns in the territory. The general functions of the Civil Affairs Officers will be: to continue in operation provincial and municipal administration and essential local services, utilizing existing personnel wherever possible; to publish proclamations and ordinances, and in conjunction with civil Police Officers to enforce proclamations, orders, etc., of military authority and to ensure that civil laws are respected; to issue local regulations to ensure security and local order; to organize and hold military courts; to coordinate with combat units in requisitioning, procurement, and billeting in the local area; and to assist local unit commanders in any other matters involving the civil population.

For purposes of administration there may be created regions and provinces, the boundaries of which shall be according to the existing territorial subdivisions or otherwise, as may be determined.

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

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For purposes of administration there may be created regions and provinces, the boundaries of which shall be according to the existing territorial subdivisions or otherwise, as may be determined.

e. Civil Police. All civil police functions in the territory shall be exercised by the Civil Police Officers (C.P.O.s) who will be stationed in important cities and towns in the territory. The general functions of the C.P.O's will be: to take over and supervise the administration and control of the existing police forces; to set up patrols for security in conjunction with combat units where necessary; to coordinate with military intelligence and military police officers; and to assist the Civil Affairs Officers in enforcing military law locally.

V. RELATION OF AMGOT PERSONNEL TO COMMANDERS COMBAT UNITS OR FORMATIONS.

During the assault and initial phases of any operation in which AMGOT is concerned, AMGOT personnel assigned to Task Forces will operate as Staff Officers of their commanders. Tactical commanders shall have final responsibility and authority; provided however, that an administrative line of communication directly from the Chief Civil Affairs Officer to local military administrators may be established and authority delegated to such administrators at the discretion of the G.O.C., Force 141.

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VI - PLAN OF OPERATIONS

Subject to the provisions of this Memorandum, the organization of AMGOT and its method of operation shall be as determined by the Military Governor who shall cause to be prepared an operational plan for submission to the Commander-in-Chief for approval.

VII - ASSIGNMENT OF CHIEF AND DEPUTY CHIEF OF AMGOT

Announcement is made of the assignment of Major General Lord Rennel to be Chief Civil Affairs Officer of HORRIFIED and Chief of AMGOT; and Lt. Colonel Charles M. Spofford to be Acting Deputy Chief Civil Affairs Officer of HORRIFIED and Acting Deputy Chief of AMGOT.

By command of General EISENHOWER:

(S) T. J. Davis
T. J. DAVIS,
Brigadier General, A.C.D.,
Adjutant General.

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(3) T. J. Davis
T. J. DAVIS,
Brigadier General, A.G.D.,
Adjutant General.

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

SUPPLEMENT TO AFHQ ADMINISTRATIVE MEMORANDUM No. 35, 1 May 1943

COPY NO 30

S E C R E T
(Equals British MOST SECRET)

ALLIED FORCE HEADQUARTERS
APO 512

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: S E C R E T :
: Auth: CinC, AF :
: Initials TJD :
: 10 June 1943 :
:::::::::::::::::::

10 June 1943

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 42)

ASSIGNMENT OF DEPUTY CHIEF OF AMGOT

1. Announcement is made of the assignment of Brigadier General FRANK J. McSHERRY to be Deputy Chief Civil Affairs Officer of HORRIFIED and Deputy Chief of AMGOT. This assignment is to be effective as of 2 June 1943.

2. This memorandum is supplemental to Administrative Memorandum Number 35, this headquarters, 1 May 1943.

By command of General EISENHOWER:

W. B. SMITH
Major General, GSC, Chief of Staff

OFFICIAL:

/s/ T. J. Davis

T. J. DAVIS
Brigadier General, AGD,
Adjutant General

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

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

AMGOT

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4. Regulation of Newspapers and Printed Matter

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Art. 1. Partial Suspension of Moratorium

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ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

PROCLAMATION NO. 1

To the people of :

WHEREAS in prosecuting their war against the Axis Powers, it has become necessary for the armed forces of Great Britain and the United States under my command to occupy ;

WHEREAS it is the policy of the Allied Forces not to make war upon the civilian inhabitants of the occupied territory but to protect them in the peaceful exercise of their legitimate pursuits in so far as the exigencies of war and their own behavior will permit, and

WHEREAS in order to preserve law and order and provide for the safety and welfare both of my troops and of yourselves, it is necessary to establish Military Government in the occupied territory.

NOW, therefore, I, General, General Officer Commanding the Allied Forces in and Military Governor of the Territories Occupied, by virtue of the authority vested in me by General Dwight D. Eisenhower, Commander in Chief of the Allied Forces in the North African Theatre of Operations, do hereby proclaim as follows:

I

All powers of government and jurisdiction in the occupied territory and over its inhabitants, and final administrative responsibility are vested in me as General Officer Commanding and Military Governor, and the Allied Military Government of Occupied Territory is established to exercise these powers under my direction.

II

All persons in the occupied territory will obey promptly all orders given by me or under my authority and must refrain from all acts hostile to the troops under my command or helpful to our enemies, from all acts of violence, and from any act calculated to disturb public order in any way.

III

Your existing personal and property rights will be fully respected and your existing laws will remain in force and effect except in so far as it may be necessary for me in the discharge of my duties as General Officer Commanding the Allied Forces and, as Military Governor to change or supersede them by problamation or order issued by me under my direction.

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I

All powers of government and jurisdiction in the occupied territory and over its inhabitants, and final administrative responsibility are vested in me as General Officer Commanding and Military Governor, and the Allied Military Government of Occupied Territory is established to exercise these powers under my direction.

II

All persons in the occupied territory will obey promptly all orders given by me or under my authority and must refrain from all acts hostile to the troops under my command or helpful to our enemies, from all acts of violence, and from any act calculated to disturb public order in any way.

III

Your existing personal and property rights will be fully respected and your existing laws will remain in force and effect except in so far as it may be necessary for me in the discharge of my duties as General Officer Commanding the Allied Forces and, as Military Governor to change or supersede them by problamation or order issued by me under my direction.

IV

All Italian civil and criminal courts and all universities, schools and educational establishments will be closed until further order of the Allied Military Government.

V

All administrative and judicial officials of the provinces and communes and all other government and municipal functionaries and employees, and all officers and employees of state, municipal or other public services, except such officials and political leaders as are removed by me, are required to continue in the performance of their duties, subject to my direction or the direction of such of my officers of the Allied Forces as may be deputed for that purpose.

VI

Further proclamations, orders and regulations issued by me or under my authority from time to time will specify what is further required of you, and what you are forbidden to do, and these will be displayed in court houses, police stations, or other public places. by

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VII

So long as you remain peaceable and comply with my orders, you will be subject to no greater interference than may be inevitable in view of military exigencies, and may go about your normal vocations without fear.

GENERAL OFFICER COMMANDING THE ALLIED FORCES
AND MILITARY GOVERNOR

Dated: August 25, 1943

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ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

PROCLAMATION NO. 2.

WAR CRIMES

WHEREAS, by Proclamation Number 1 issued this day I have assumed all powers of government over the territory in occupied by the Allied Forces under my command,

NOW, therefore, in order to make provision for the safety of the Allied Forces under my command and for the maintenance of public order and safety in theterritory occupied by the Allied Forces, I,
General Officer Commanding the Allied Forces and
Military Governor of the occupied territory, hereby proclaim as follows:

ARTICLE I

Offences against the Allied Forces Which May be Punished by Death.

Any person who:

(1) Serves the enemy as a spy or harbors or aids an enemy spy;

(2) Communicates with the enemy or with any person within territory under their control in any manner or on any subject whatever;

(3) Sends to any person anywhere any communication giving any information whatever concerning the Allied Forces; or receives any such communication and fails promptly to report the same to the Allied Military Government;

(4) Bears arms against the Allied Forces;

(5) Has in his possession any firearms, ammunition, explosives or similar war supplies after the date fixed by public notice except in accordance with a permit of the Allied Military Government;

(6) Has in his possession any wireless or other appartus for transmitting signals or other messages after the date fixed by public notice for their surrender;

(7) Wilfully misleads any troops of the Allied Forces in the performance of their duties;

(8) Assists a prisoner of war to escape or assists or conceals any prisoner of war after escape;

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(2) Communicates with the enemy or with any person within territory under their control in any manner or on any subject whatever;

(3) Sends to any person anywhere any communication giving any information whatever concerning the Allied Forces; or receives any such communication and fails promptly to report the same to the Allied Military Government;

(4) Bears arms against the Allied Forces;

(5) Has in his possession any firearms, ammunition, explosives or similar war supplies after the date fixed by public notice except in accordance with a permit of the Allied Military Government;

(6) Has in his possession any wireless or other appartus for transmitting signals or other messages after the date fixed by public notice for their surrender;

(7) Wilfully misleads any troops of the Allied Forces in the performance of their duties;

(8) Assists a prisoner of war to escape or assists or conceals any prisoner of war after escape;

(9) Assists any of the enemy armed forces to escape capture;

(10) Enters or is found within any place or area designated as a forbidden area either by the posting of a sign, or the presence of sentries, without a pass specifically authorizing him to be there;

(11) Steals any property of the Allied Forces or of any person belonging to the Allied Forces to the aggregate value of more than 10,000 lire;

(12) Removes, destroys or damages any war material belonging to the Allied Forces with intent to interfere with military operations or the safety of the Allied Forces;

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(13) Interferes with communication by mail, courier, telegraph, telephone, cable radio, or otherwise, or destroys or damages any facility of communication;

(14) Interferes with transportation by railroad, road, sea or air, or otherwise, or destroys or damages any facility of transportation

(15) Interferes with the operation of any public service or utility, including water supply, electric light and power, gas, sanitation or similar services; or destroys or damages any facility or installation on any such service;

(16) Kills any member of the Allied Forces;

(17) Assaults any member of the Allied Forces with intent to kill or inflict serious bodily harm;

(18) Commits any act of plunder or pillage or robs the dear or wounded;

(19) Rapes any nurse or other woman serving with the Allied Forces or assaults any such nurse or other woman with intent to commit rape;

(20) Forges or alters any permit, pass, identity card or other similar paper addressed to or issued by the Allied Forces, or has in his possession any forged or altered permit, pass or identity card, knowing the same to be false;

(21) Incites any inhabitants of the occupied territory to insurrection against military authority, or organizes or leads any public demonstration or assembly for such purpose;

(22) Counterfeits any coin or note made legal tender by the Allied Military Government, or has in his possession any such coin or note knowing the same to be false; or

(23) Otherwise violates any of the laws of war, or wilfully does any act in aid of the enemy or hostile to or endangering the safety of the Allied Forces;

shall, upon conviction by a Military Court, be liable to punishment by death or by imprisonment or fine, orboth, as the court may determine.

ARTICLE II

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(20) Forges or alters any permit, pass, identity card or other similar paper addressed to or issued by the Allied Forces, or has in his possession any forged or altered permit, pass or identity card, knowing the same to be false;

(21) Incites any inhabitants of the occupied territory to insurrection against military authority, or organizes or leads any public demonstration or assembly for such purpose;

(22) Counterfeits any coin or note made legal tender by the Allied Military Government, or has in his possession any such coin or note knowing the same to be false; or

(23) Otherwise violates any of the laws of war, or wilfully does any act in aid of the enemy or hostile to or endangering the safety of the Allied Forces;

shall, upon conviction by a Military Court, be liable to punishment by death or by imprisonment or fine, orboth, as the court may determine.

ARTICLE 11

Offences Against the A llied Forces Punishable by Fine or Imprisonment.

Any person who:

(24) Circulates in the streets or outside of his own house without a permit after curfew, which, until further notice, shall be from sunset to sunrise;

(25) Leaves the shore in any fishing boat or any other vessel or in any other manner except under such regulations as may hereafter be published;

(26) Gives false evidence before a Military Tribunal;

(27) Steals any property of the Allied Forces or of any member there to of a value not in excess of 10,000 lire;

(28) Submits a claim against the governments of the United States or Great Britain, or of either of them, o r any member of the Allied Forces, knowing the same to be false, fraudulent or - exaggerated;

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(29) Publishes or circulates or has in his possession with intent to publish or circulate, any printed or written matter in the interest of the enemy or its armed forces or hostile, detrimental, or disrespectful to the governments of the United States or Great Britain, the Allied Forces, or the Allied Military Government, or to the government of any other of the United Nations;

(30) Utters any speech or words hostile or disrespectful toward the United States or Great Britain, the armed forces of either, or any member thereof, or the Allied Military Government, or to the government of any other of the United Nations;

(31) Assaults any member of the Allied Forces;

(32) Takes part in any public demonstration or assembly not authorized by the Allied Military Government;

(33) Falsely pretends to be acting under the authority of the Allied Military Government;

(34) Offers a bribe to or intimidates any person acting under the authority of the Allied Forces in order to induce him not to perform his duty;

(35) Interferes with the arrest or assists the escape of any person about to be arrested under the authority of the Allied Military Government;

(36) Acquires by gift or purchase any military equipment or war material belonging to the Allied Forces;

(37) Disseminates by speech or writing any false rumor calculated to excite or alarm the people;

(38) Knowingly makes any false statement to any member of the Allied Forces in connection with any matter of official concern;

(39) Removes or damages any notice, proclamation, or order posted under the authority of the Allied Military Government;

(40) Wrongfully receives or has in his possession property of the Allied Forces or any member thereof;

(41) Fails to have in his possession at all times an identification card issued pursuant to existing law;

(42) Issues any false identification card;

(43) Until further order of the Allied Military Government travels more than ten (10) kilometers beyond his own home without a permit issued by a Civil Police Officer;

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Government;

(36) Acquires by gift or purchase any military equipment or war material belonging to the Allied Forces;

(37) Disseminates by speech or writing any false rumor calculated to excite or alarm the people;

(38) Knowingly makes any false statement to any member of the Allied Forces in connection with any matter of official concern;

(39) Removes or damages any notice, proclamation, or order posted under the authority of the Allied Military Government;

(40) Wrongfully receives or has in his possession property of the Allied Forces or any member thereof;

(41) Fails to have in his possession at all times an identification card issued pursuant to existing law;

(42) Issues any false identification card;

(43) Until further order of the Allied Military Government travels more than ten (10) kilometers beyond his own home without a permit issued by a Civil Police Officer;

(44) Wilfully disobeys any order given under the authority of the Allied Forces or the Allied Military Government where no specific punishment is prescribed; or

(45) Does any act to the prejudice of good order or the safety or security of the Allied Forces or any member thereof;

shall, upon conviction by an Allied Military Court, be liable to punishment by such fine or imprisonment, or both, as the court shall direct.

ARTICLE III

Other Offenses.

Section 1. Conspiracy, advising or assisting violation. Anyone who conspires to do any act constituting an offense under this proclamation or any other proclamation or order issued under the authority of the Allied Military Government, or who advises, assists in or procures the commission of any such act shall be punishable as a principal.

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Section 2. Attempts. An attempt to do any act which constitutes an offense under this proclamation or any other proclamation or order issued under the authority of the Allied Military Government, shall likewise constitute an offense which shall be punishable to the same extent as though the act had been comitted.

ARTICLE IV

Violation of Italian Law.

Any person who violates any provision of Italian Law may, at the direction of the Military Governor or under his authority, be brought to trial before a Military Court, and on conviction by such court, may be punished as provided by such law.

ARTICLE V.

Collective Fines.

Any mayor or other principal representative of any commune may be charged and tried as representing the members thereof with any offense for which such members are alleged to be collectively responsible and in the event of his being convicted of such offense in his representative capacity, and collective responsibility being established, a collective fine may be imposed upon such commune.

ARTICLE VI.

Defenses under International Law.

It shall be a defense to any charge before a Military Court that the alleged offense was an act of lawful belligerency or otherwise privileged under principles of international law.

ARTICLE VII.

Arrest and Detention.

Section 1. Arrest and search. Any authorized member of the Allied Forces may:

(a) Arrest or search any persons suspected of having committed or being about to commit offenses under this or any other proclamation or order;

(b) Enter and search any place and seize and take away any property for the purpose of investigation any such offense or arresting the offender or preventing any such offense where there are grounds for believing that it is intended to be committed.

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It shall be a defense to any charge before a Military Court that the alleged offense was an act of lawful belligerency or otherwise privileged under principles of international law.

ARTICLE VII.

Arrest and Detention.

Section 1. Arrest and search. Any authorized member of the Allied Forces may:

(a) Arrest or search any persons suspected of having committed or being about to commit offenses under this or any other proclamation or order;

(b) Enter and search any place and seize and take away any property for the purpose of investigation any such offense or arresting the offender or preventing any such offense where there are grounds for believing that it is intended to be committed.

Persons arrested shall be brought to trial as soon as practicable before a Military Court convened in the locality unless detained under the provisions of the next section.

Section 2. Detention. Any person suspected of committing or intending to commit a war offense or to engage in any political or other activity in the interest of the enemy or its Armed Forces or hostile to the Allied Forces or the Allied Military Government, may be detained pending further investigation, by order of any Senior Civil Affairs Officer, if in his opinion it would be prejudicial to the safety of the Allied Forces to permit such person to remain at large.

Whenever any person has been so detained the Chief Legal Officer of the Allied Military Government shall be so informed, and he shall review the circumstances under which the detention was ordered. If the Chief Legal Officer certifies that he agrees with the opinion of the detaining officer, the detention may continue for a period of not longer than three months, subject to renewal for further periods of three months upon like certificates. If the Chief Legal Officer does not agree, then the question may be submitted to higher authority for decision.

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Section 3. Provisions of this article not to apply to civilian internees. Nothing in this article contained shall prevent the internment of public officials or other civilians as civilian internees pursuant to the provisions of international law.

ARTICLE VIII

Effective Date.

This proclamation will become operative in each province or part thereof within the occupied territory on the date of its first publication therein.

GENERAL OFFICER COMMANDING THE ALLIED FORCES AND
MILITARY GOVERNOR

Dated: August 25, 1943

Declassified E.O. 12356 Section 3-3/NND No. 785016

GENERAL OFFICER COMMANDING THE ALLIED FORCES AND
MILITARY GOVERNOR

Dated: August 25, 1943

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

N O T I C E

SURRENDER YOUR ARMS, AMMUNITION, WEAPONS AND RADIO SENDING EQUIPMENT

I

Notice is hereby given that all arms, weapons, ammunition, explosives of any kind, or any war supplies of any kind must be surrendered before _____.

to _____.

at _____.

II

Notice is hereby given that all wireless transmission sets must be surrendered before

_____.

to _____.

at _____

III

ANY PERSON FOUND IN POSSESSION OF ANY ARTICLE ABOVE NAMED AFTER _____ MAY BE PUNISHED BY DEATH OR IMPRISONMENT.

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Notice is hereby given that all wireless transmission sets must be surrendered before

_____.

to _____.

at _____

III

ANY PERSON FOUND IN POSSESSION OF ANY ARTICLE ABOVE NAMED AFTER _____ MAY BE PUNISHED BY DEATH OR IMPRISONMENT.

GENERAL OFFICER COMMANDING THE ALLIED FORCES
AND MILITARY GOVERNOR

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W A R N I N G

CURFEW WILL BEGIN AT THE HOUR OF SUNSET

Until further notice no person will be permitted to circulate on the streets or outside of his own house within the Occupied Territory between the hours of sunset and sunrise without a permit from the Allied Military Government.

Any person found on the streets between those hours will be severely punished.

All persons are further warned that military guards are instructed to shoot any person seen on the streets after those hours who attempts to hide or escape.

DO NOT LEAVE THE SHORE

Any person who attempts to leave the shore by boat or otherwise without authority will be severely punished.

Military guards and patrol boats are instructed to

All persons are further warned that military guards are instructed to shoot any person seen on the streets after those hours who attempts to hide or escape.

DO NOT LEAVE THE SHORE

Any person who attempts to leave the shore by boat or otherwise without authority will be severely punished.

Military guards and patrol boats are instructed to shoot at any fishing boat, row-boat, or vessel of any kind seen near the shore at any time, without authority.

GENERAL OFFICER COMMANDING THE ALLIED FORCES
AND MILITARY GOVERNOR.

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ALLIED MILITARY GOVERNMENT
OF OCCUPIED TERRITORY
PROCLAMATION NO 3

CURRENCY AND EXCHANGE

I,
General Officer Commanding the Allied Forces in and Military Governor of the Occupied Territory, hereby proclaim as follows:

ARTICLE I

CURRENCY

All United States coin and all United States currency bearing a yellow seal on the right side of the face of the bill and known as United States Yellow Seal currency, and all notes bearing the inscription "British Military Authority" issued by the British Government, as well as all coins of Great Britain, are hereby made legal tender in the occupied territory, and no person shall refuse to accept such legal tender for the payment of any amount.

ARTICLE II

EXCHANGE

Section 1, Rates of Exchange. The rates of exchange between the currencies and coin mentioned in Article I and the Italian Lira shall be as specified in the Schedule hereto.

Section 2. Exchange Obligatory. Within the occupied territory every person in the business of banking or the exchange of money, on demand of any holder of currency or coins described in Article I hereof, shall exchange such currency or coins for lire in his possession at the rate specified in the schedule, without charging any commission or fee for making such exchange.

Section 3. Prohibition of other Rates. No transaction of any nature shall be entered into on the basis of rates of exchange other than those outlined by or under this Proclamation.

ARTICLE III

EXPORT AND IMPORTS OF MONEY PROHIBITED.

No currency and no coin of any country may be exported from or imported into the occupied territory except as authorized by the

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ARTICLE II

EXCHANGE

Section 1. Rates of Exchange. The rates of exchange between the currencies and coin mentioned in Article I and the Italian Lira shall be as specified in the Schedule hereto.

Section 2. Exchange Obligatory. Within the occupied territory every person in the business of banking or the exchange of money, on demand of any holder of currency or coins described in Article I hereof, shall exchange such currency or coins for lire in his possession at the rate specified in the schedule, without charging any commission or fee for making such exchange.

Section 3. Prohibition of other Rates. No transaction of any nature shall be entered into on the basis of rates of exchange other than those outlined by or under this Proclamation.

ARTICLE III

EXPORT AND IMPORTS OF MONEY PROHIBITED.

No currency and no coin of any country may be exported from or imported into the occupied territory except as authorized by the Allied Military Government.

ARTICLE IV

PENALTIES.

Any person violating the provisions of this proclamation shall on conviction by an Allied Military Court be liable to imprisonment or fine, or both, as the Court may determine.

ARTICLE V

EFFECTIVE DATE

This Proclamation will become operative in each province or

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part thereof within the occupied territory on the date of its first publication therein.

THE SCHEDULE

RATES OF EXCHANGE

1 Dollar in United States coin or in United States Yellow Seal Currency equals 100 lire (all denominations)

1 Pound Sterling or 20 Shillings in coin of Great Britain or in British Military Authority Notes equals 400 lire (all denominations)

1 Pound sterling or 20 shillings in coin of Great Britain or in British Military Authority Notes equals 4 Dollars in United States coin or in United States Yellow Seal currency.

GENERAL OFFICER COMMANDING THE ALLIED FORCES
AND MILITARY GOVERNOR

Dated: Aug 25, 1943.

NOTE: TABLE OF EXCHANGE VALUES AT THE RATE ESTABLISHED IN SCHEDULE.

Dollars	£ - Shillings	Lire
	£25: :	
$100	£12:10:	10,000
50	£ 5: :	5,000
20	£ 2:10:	2,000
10	£ 1: 5:	1,000
5	£ 1: :	500
4	£ :10:	400
2	£ : 5:	200
1		100

American Cents	English Shillings-pence	Lire

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Dated: Aug 25, 1943.

NOTE: TABLE OF EXCHANGE VALUES AT THE RATE ESTABLISHED IN SCHEDULE.

Dollars	£ - Shillings	Lire
	£25: :	
$100	£12:10:	10,000
50	£ 5: :	5,000
20	£ 2:10:	2,000
10	£ 1: 5:	1,000
5	£ 1: :	500
4	£ :10:	400
2	£ : 5:	200
1		100

American Cents	English Shillings-pence	Lire
50 cents	2s. 6d	50
25 cents	1s. 3d	25
20 cents	1s. 0d	20
10 cents	6d	10
5 cents	3d	5
2 cents	1d	2
1 cent	½d	1

NOTE: 100 cents equal 1 Dollar

20 Shillings equal 1 Pound
12 pence equal 1 Shilling

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ALLIED MILITARY GOVERNMENT OF
OCCUPIED TERRITORY

PROCLAMATION NO 4
ALLIED MILITARY COURTS

WHEREAS by Proclamation No. 1 I assumed all powers of government over the territory in occupied by by the Allied Forces under my command, and

WHEREAS by Proclamation No. 2 I established offenses to be tried by Military Courts and prescribed punishments therefor,

NOW therefore, in order to establish Military Courts for the Trial of offenders against the proclamations and orders issued under the authority of the Allied Military Government, I
General Officer Commanding the Allied Forces in and Military Governor of the Occupied Territory, hereby proclaim as follows:

ARTICLE I

CREATION OF ALLIED MILITARY COURTS

Allied Military Courts for the occupied territory are hereby established. There shall be General Military Courts, Superior Military Courts and Summary Military Courts, the constitution and competence of which shall be as set for in Article III.

ARTICLE II

JURISDICTION

Section 1. Over Territory. Jurisdiction of every Allied Military Court shall extend to the whole of the territory occupied by the Allied Forces, and, as regards each part of the territory, from the time at which that part was first occupied.

Section 2. Over Persons. Jurisdiction of every Allied Military Court shall extend to all persons in the territory except (a) members of the Allied Forces; and (b) persons who are treated as prisoners of war under the Geneva Convention of July 27, 1929.

Section 3. Over Offenses. Allied Military Courts shall have jurisdiction over:

(a) All offenses against the laws and usages of war;

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(a) All offenses against the laws and usages of war;

(b) All offenses under any proclamation, order or regulation issued under the authority of the Allied Military Government;

(c) Any offense against Italian Law, provided the Military Governor or an officer acting under his authority shall have ordered the trial of the case or class of cases by a Military Court.

ARTICLE III

CONSTITUTION OF ALLIED MILITARY COURTS

Section 1. General Military Courts. A General Military Court shall consist of not less than three officers of the Allied Forces appointed by or on behalf of the Military Governor, at least one of whom shall be a Judicial Officer of the Allied Military Government. A General Military

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Court shall be competent to try all offenses within the jurisdiction of the Allied Military Courts, and to impose any lawful punishment.

Section 2. Superior Military Courts. Superior Military Courts shall consist of one or more officers of the Allied Forces appointed by or on behalf of the Military Governor, at least one of whom shall be a Judicial Officer of the Allied Military Government if available. A Superior Military Court shall be competent to try all offenses within the jurisdiction of the Allied Military Courts and to impose any lawful punishment other than death or imprisonment for more than 10 years.

Section 3. Summary Military Courts. Summary Military Courts shall consist of one officer who need not be a Judicial Officer but may be any officer of the Allied Military Government if available, or otherwise any officer of the Allied Forces. A Summary Military Court shall be competent to try all offenses within the jurisdiction of the Allied Military Courts ~~other than offenses for which the maximum punishment is death~~, and to impose any lawful punishment except death or imprisonment for more than 1 year, or fine of more than 50,000 lire or both such imprisonment and fine.

Section 4. Judicial Officers. For the purposes of this Article every officer of the Allied Military Government who is a qualified lawyer is deemed to be a Judicial Officer.

ARTICLE IV

PROCEDURE.

Section 1. Public Sessions. The proceedings of every Allied Military Court shall be public except when otherwise ordered by the Chief Civil Affairs Officer or the Court.

Section 2. Rights of Defendants. Every defendant before an Allied Military Court is entitles:

a. To have in advance of trial a copy of the charges upon which he is to be tried, if he so desires;

b. To consult a lawyer before the trial and have a lawyer or other representative of his own choosing defend him at the trial, except that the Chief Legal Officer or any Court may at any time prohibit any lawyer or other person from appearing in any Court. In any case, the Court may at the request of the defendant or otherwise, assign to him an officer to assist in the defense of the case;

c. To apply to the Court for further time to prepare his defense,

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c. To apply to the Court for further time to prepare his defense, which application the Court may grant or deny in its discretion;

d. To bring with him such material witnesses as he may desire or have them summoned by the Court at his request;

e. To give evidence on his own behalf at the trial, but he may not be compelled to do so;

f. To have the proceedings translated for his benefit when he is unable to understand them otherwise.

Section 3. Rules of Procedure. The Chief Civil Affairs Officer shall make rules of procedure for the Allied Military Courts.

Section 4. Assessors. Every Military Court may appoint one or more assessors to sit with the Court. The duty of the assessors shall be to give such advice or assistance on any question as the Court may request.

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ARTICLE V
IMPRISONMENT, FINES AND OTHER PENALTIES

Section 1. Previous Convictions. Before imposing sentence upon any person found guilty by an Allied Military Court, evidence of good or bad character including any prior criminal record of the defendant before either military tribunals or the civil courts may be received and considered by the Court in determining the sentence to be imposed.

Section 2. Fines. Where under any proclamation or order an offense is made punishable by fine, the Court imposing the fine may give such directions as appear to be just with respect to the payment of the fine and in default of payment of whole or part thereof may order the defendant to be committed to prison. Any such direction or order shall, for the purposes of review, be considered as part of the sentence.

Section 3. Order as to Residence. The General Military Court or a Superior Military Court, in lieu of or in addition to any other lawful punishment, may direct that the defendant establish his place of residence within a specified area.

Section 4. Confiscation. If under any proclamation or order a defendant shall be convicted of wrongful sale, purchase, use or possession of any article, a Military Court, in lieu of or in addition to any other lawful punishment, may order restitution or compensation to the owner, or the forfeiture to the Allied Military Government of such article.

Section 5. Padlocking. If under any proclamation or order a defendant shall be convicted of an offense involving the sale of a harmful article or the operation of an impropor place of business, a Military Court in lieu of or in addition to any other lawful punishment, may order that such place be vacated or closed for a fixed time.

Section 6. Suspension of Sentence. A Military Court may direct that the whole or any part of a sentence of imprisonment imposed by it shall be suspended, on such terms as good behaviour together with such other conditions (if any) as the court may impose. A subsequent conviction for any offense by an Allied Military Court shall have the effect of putting into operation any suspended sentence which the defendant may not have served unless the Court otherwise directs.

ARTICLE VI

GENERAL POWERS OF COURTS.

An Allied Military Court may make such orders and do all such acts and things as may be requisite for the due administration of justice and, [illegible] the foregoing provision, may grant

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ARTICLE VI

GENERAL POWERS OF COURTS.

An Allied Military Court may make such orders and do all such acts and things as may be requisite for the due administration of justice and, without prejudice to the generality of the foregoing provision, may grant bail, accept and forfeit security therefor, make orders for the attendance of witnesses with or without documents, administer oaths, make orders for the disposal of exhibits, and punish contempt of court.

ARTICLE VII

REVIEW

Section 1. Right of Petition. Any person convicted by a Military Court may, within thirty days after the imposition of sentence, file with the trial court or forward to the Chief Legal Officer, a petition, addressed to the Chief Civil Affairs Officer, submitting reasons why the conviction should be set aside or the sentence should be modified.

Section 2. Disposition of Record. Every record of trial by an Allied Military Court shall be transmitted to the Chief Legal Officer for examination and file.

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Section 3. Powers on Review. The record of any case may, on the recommendation of the Chief Legal Officer, and shall, in the event of a sentence exceeding two years' imprisonment or a fine of 50,000 lire, be reviewed by the Chief Civil Affairs Officer or by an officer of the Allied Military Government not below the rank of Colonel who may be appointed by the Chief Civil Affairs Officer for that purpose. The reviewing authority s shall have power to set aside any conviction, to suspend, reduce or commute the sentence, or to order a new trial.

ARTICLE VIII

CONFIRMATION OF DEATH SENTENCES.

No sentence of death shall be executed unless and until confirmed in writing by the Military Governor of the occupied territory, or by a specified officer not below the rank of Brigadier General or Brigadier to whom he may have delegated such power in writing.

ARTICLE IX

POWER TO MAKE ORDERS

The Chief Civil Affairs Officer may make and from time to time amend such orders or regulations as he may deem requisite for the purpose of this or any other proclamation issued by me.

ARTICLE X

EFFECTIVE DATE

This Proclamation will become operative in each province or part thereof within the Occupied Territory on the date of its first publication therein.

GENERAL OFFICER COMMANDING THE ALLIED FORCES
AND MILITARY GOVERNOR

Dated: Aug 25, 1943.

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The Chief Civil Affairs Officer may make and from time to time amend such orders or regulations as he may deem requisite for the purpose of this or any other proclamation issued by me.

ARTICLE X

EFFECTIVE DATE

This Proclamation will become operative in each province or part thereof within the Occupied Territory on the date of its first publication therein.

GENERAL OFFICER COMMANDING THE ALLIED FORCES
AND MILITARY GOVERNOR

Dated: Aug 25, 1943.

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ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

PROCLAMATION NO. 5

CLOSING OF FINANCIAL INSTITUTIONS AND ESTABLISHMENT OF MORATORIUM

I,
General Officer Commanding the Allied Forces in and Military Governor of the Occupied Territory, hereby proclaim as follows:

ARTICLE I

CLOSING OF FINANCIAL INSTITUTIONS

Every company, institution, corporation, body or person within the occupied territory engaged in the business of receiving and paying out deposits, making loans, selling or purchasing securities, exchanging money, dealing in foreign exchange, maintaining safe deposit facilities or transacting any other form of financial business shall forthwith suspend any and all such business and the premises shall be closed. The reopening of all such business shall be upon such terms and conditions and the transacting of further financial business shall be subject to such restrictions as the Chief Civil Affairs Officer or any officer empowered by him may from time to time prescribe by order. Such orders may be of general or specific application and may be notified by public announcement or by written communication addressed to any company, institution, corporation, body or person concerned.

ARTICLE II

MORATORIUM

Section 1. Obligations Affected. A moratorium is hereby proclaimed in respect of all debts, claims, deposits and all other obligations for the payment of money. The Chief Civil Affairs Officer or any officer empowered by him may by general or specific order suspend or terminate the above moratorium in respect of any obligation or class of obligations or in any part of the territory.

Section 2. Effect of Moratorium. During the period of the moratorium, obligations affected by this proclamation are suspended and extended for the said period. No rights or powers shall be exercised at any time with respect to such obligations solely by reason of their non-performance as a result of this proclamation, nor shall any interest accrue during the period of such moratorium. Subject to the extension hereby

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as the Chief Civil Affairs Officer or any officer empowered by him may from time to time prescribe by order. Such orders may be of general or specific application and may be notified by public announcement or by written communication addressed to any company, institution, corporation, body or person concerned.

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Section 2. Effect of Moratorium. During the period of the moratorium, obligations affected by this proclamation are suspended and extended for the said period. No rights or powers shall be exercised at any time with respect to such obligations solely by reason of their non-performance as a result of this proclamation, nor shall any interest accrue during the period of such moratorium. Subject to the extension hereby granted, all such obligations shall be of full force and effect upon the termination of such moratorium. The moratorium shall not apply to obligations entered into in any place within the occupied territory after the date on which this proclamation shall come into force in such place.

ARTICLE III

TRANSACTIONS IN LANDS AND BUILDINGS

Section 1. No transfer of Lands or Buildings or Leases for More Than One Year. No transfer of any lands or buildings, or any interest therein, in the occupied territory, whether by sale, gift, mortgage, charge or otherwise, and no lease of any such lands or buildings or any interest therein for a term longer than one year shall hereafter be affected without the written consent of the Chief Civil Affairs Officer, or of an officer empowered by him.

Section 2. Transfers or Leases without Consent to be Void. Any such transfer or lease or contract therefor made hereafter without such written consent shall be void.

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SECRET
(Equals British MOST SECRET)

PART II

GENERAL ADMINISTRATIVE INSTRUCTIONS FOR
GUIDANCE OF C.A.O.s AND AMGOT PERSONNEL

	Page No.
General Administrative Instruction No.1- General Guides and Procedure for C.A.O.s	
General Administrative Instruction No. 2 - Guide on Political Matters	
General Administrative Instruction No. 3 - Finance	
General Administrative Instruction No. 4 - Public Safety - Police	
General Administrative Instruction No. 5 - Civilian Supply	
General Administrative Instruction No. 6 - Public Health	
General Administrative Instruction No. 7 - Legal	
General Administrative Instruction No. 8 - Fine Arts and Monuments	
General Administrative Instruction No. 9 - Education	
General Administrative Instruction No. 10 - Allied and Enemy Property Control	
General Administrative Instruction No. 11 - Public Safety	
General Administrative Instruction No. 12 - Finance-Accounting	
General Administrative Instruction No. 13 - Finance - Closing of Financial Institutions	

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General Administrative [illegible]
Supply

General Administrative Instruction No. 6 - Public Health

General Administrative Instruction No. 7 - Legal

General Administrative Instruction No. 8 - Fine Arts and Monuments

General Administrative Instruction No. 9 - Education

General Administrative Instruction No. 10 - Allied and Enemy Property Control

General Administrative Instruction No. 11 - Public Safety

General Administrative Instruction No. 12 - Finance-Accounting

General Administrative Instruction No. 13 - Finance - Closing of Financial Institutions

General Administrative Instruction No. 14 - Finance - Post Offices

General Administrative Instruction No. 15 - Allied Military Financial Agency

General Administrative Instruction No. 16 - Public Health

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GENERAL ADMINISTRATIVE INSTRUCTIONS NO. 1

GENERAL

These instructions are divided into two parts, the first part deals with general policy and the attitude to be adopted towards the civil population. The second part deals with the immediate duties of Civil Affairs Officers on entering occupied centers.

PART I

GENERAL GUIDES

1. The Military Government of which you are a part will be joint Anglo-American Government, in which British and American officers share the responsibility and privilege of administering the first portion of enemy territory occupied by the Allied Forces in Europe.

The administration is under the orders of the General Officer Commanding 15th Army Group.

During the first phase, in which active military operations are in progress, all C.A.Os are placed under the direct orders of the formation commander engaged in that particular part of the operation to which they have been alloted.

2. The formation commander to which you, as a British or American officer are attached, may at any time be either an American or British Officer. Your superior Civil Affairs Officer may equally be either American or British. You must understand that there are differences in procedure, customs and outlook between the two Armies of which you form a part. It will be for you to see that these differences do not affect the efficiency of your work and in no circumstances form the subject of complaints or gossiping. A serious view will be taken by your superior officers of any idle chatter or criticism of any member of the other Forces. This Administration constitutes the first attemp at a Joint Allied Administration and it is your work, your efficiency, and your attitude of mind which will make the Administration a success or a failure and will serve as a model or a warning for the other administrations which will have to be built up in other parts of the world.

3. You will be guided in your attitude towards the local population by the policies laid down by the two governments which are summarized in General Administrative Instructions No. 2. The general line which will be adopted towards Italian institutions, the Italian people and the Italian Government, is not your concern. It is the concern of your superior officers and then only at a high level. Your job is to administer and not to frame policy or talk politics. You are not to discuss political matters with local Italians. You are not to discuss religious matters.

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4. You will administer to the best of your ability with a sense of impartiality and justice, without fear or favor. In administration and especially in the administration of justice all men and women must be equal for you. You must learn to disregard the nationality of the people whom you are administering, if you are going to be a good administrator. The principles of good administration are the same in all Countries and for all people. They are the preservation of law, order and justice, the prevention of disease and distress, the removal of fear and the creation of economic well-being. To these, for a military government, is added as the first duty, to assist in the prosecution of the war by enabling the high Command to reduce garrison troops for use elsewhere and to provide, within the resources of the country whatever materials are available, which will assist in the prosecution of the war. For obvious reasons economic development must take a second place and can only occur within the limits of transport and of military requirements.

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5. In order to economise in man-power, it will be the policy of the military government to secure the maintenance of the Italian administrative machine, subject to the elimination of the Fascist Party and its influence. The Fascist Party machine will be broken up from the earliest possible moment and in every way in which it is open for us to do so, but the machine cannot be broken up or Fascist influence eliminated in a day. Since also nearly all Italian administrative officials are, at any rate nominally, members of the Party, it will not be possible to remove or intern all members of the Party. This would merely cause a breakdown, not only of the whole of the Italian administrative machine, but also of all technical services, such as transportation, etc. The manner in which the policy of the two governments toward the Fascist Party and its officials is to be carried out will be the subject of joint directives from the governments to the Commander-in-Chief. Specific instructions based on these directives, will be communicated to you. In any event, you should forthwith seek out information as to the identity of officials of the Fascist Party in the territory in which you are serving, as well as the identity of Fascist leaders and Pro-Nazi partisans. You will also collect information on the Fascist Secret Police (OVRA), its personnel and its operation in your region.

6. You will treat religious personnel with deference and leniency, unless it can be shown that any of them is acting as an agent for subversive elements, espionage, etc. Cases of internment of Church dignitaries except in cases of real urgency, must be referred by you to your higher Civil Affairs authority.

7. As soon as the storm of war has swept away from your area, you will take steps to restore economic exchanges and the normal life of the inhabitants. It is particularly important that markets and shops should be re-opened and that access to them should be permitted, since without this, the civilian population will starve. Shipping space to import food must be avoided; food must at all costs, be secured locally if possible. It is most important that agriculture and fishing (subject to Naval approval) should be resumed and that everything should be done to assist the farming population to carry on with their work. Circulation of trucks, etc., to carry farm produce must be permitted as soon as military security allows of this.

8. One of the earliest and most important duties of Civil Affairs Officers, Civil Affairs Police and Civil Affairs Public Health personnel is to clean up and keep clean inhabited centers. You should aim at a standard of cleanliness, not only as good as it was before occupation, but better. Public Hygiene around military cantonments is the responsibility of the Military Government. It is the local responsibility of all C.A.Os. You will stimulate the local Italian administration by all means in your power to attend to public hygiene.

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7. As soon as the storm of war has swept away from your area, you will take steps to restore economic exchanges and the normal life of the inhabitants. It is particularly important that markets and shops should be re-opened and that access to them should be permitted, since without this, the civilian population will starve. Shipping space to import food must be avoided; food must at all costs, be secured locally if possible. It is most important that agriculture and fishing (subject to Naval approval) should be resumed and that everything should be done to assist the farming population to carry on with their work. Circulation of trucks, etc., to carry farm produce must be permitted as soon as military security allows of this.

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9. In taking over a district or any center, try to preserve the local administration and not try to do everything yourself. Give instructions to the higher Italian officials for them to pass on to their subordinates. If you give orders to subordinates, you will find that the authority of the local administration is so impaired that we might have to take it over ourselves entirely; we have not the personnel for this. Remember that there are other areas in Europe where Civil Affairs personnel will be needed. But when you give orders make sure that they are carried out.

10. Remember finally that you are in a position of trust as regards to your behaviour and that your administration will directly affect the attitude of many thousands of the enemy population towards the Allied Forces.

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PART II

DUTIES OF CIVIL AFFAIRS OFFICERS ON TAKING OVER DISTRICTS AND OTHER URBAN CENTERS

1. Limited numbers of Civil Affairs Officers have been allocated to each assault force and are for this purpose attached to the assault Commander of each assault.

Civil Affairs Officers will not go ashore in the first assault stage, but will, subject to the discretion of the assault commander, go ashore as soon as a sufficiently substantial area has been occupied to warrant their presence ashore. As soon as they go ashore, which should as far as possible be in parties or not less than two, they are to ascertain the whereabouts of combat units and make arrangements for their own transport to the places where they consider within their own discretion, that their presence may be needed. They will take ashore with them a supply of the proclamations with which they have been furnished.

As soon as an urban center has been occupied, a copy of proclamations number one and number two, followed by such other proclamations as may be provided, will be posted up in a public place (e.g. Town hall, market, public squares, etc.) Proclamations will not be posted on churches. Several copies of each proclamation will be posted in the larter centers, where people are likely to congregate and to read them. The posting of proclamations should follow contact with the local civic or administrative authority, who should be brought along with the Civil Affairs Officer for the first posting of proclamations.

The posting of proclamations in other parts of such centers may be undertaken by the local authorities, if considered reliable or by any other personnel detailed for the purpose.

2. On making contact with the Administrative or Civic Authorities, Civil Affairs Officers will instruct them to remain at their posts and to continue doing their work, except in the case of officials who are to be removed in accordance with special instructions. Civil Affairs Offices will be opened in suitable premises which may be in the local Fascist headquarters (Casa del Fascio). If not suitable, Civil Affairs Officers will install themselves in the town hall or administrative offices. In any event they will take offices in a prominent and suitable building and evict any occupants for the purpose, but care will be taken not to remove, destroy or damage any archives or records.

3. Local Fascist and police records are to be seized and secured. Combat units are to be warned of the necessity of securing record of all sorts and preventing their destruction.

4. Having set up the offices and displayed a notice to that effect, all the military and civil authorities in the area will be notified of the

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4. Having set up the offices and displayed a notice to that effect, all the military and civil authorities in the area will be notified of the location.

5. If time permits before entering any substantially inhabited center, arrangements should be made by Civil Affairs Officers, with the combat units engaged to deal with the following matters:

1. To close and mount a guard on all Bank premises.

2. To guard power stations and public utilities.

3. To prevent the access of troops to Church premises (e.g. Convents, etc., of monuments which are liable to be damaged, or warehouses containing valuable goods.

4. To arrange in cooperation with military security organization for the arrest and internment of undesireables.

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5. To discuss billeting with the local authorities, if available.

6. To discuss markets, provision of food for troops and to ascertain the amount of local resources.

6. In the event of combat units by-passing, without entering large urban centers, Civil Affairs Officers will visit these, with escort if considered necessary and make the same arrangements as have been described above, with the local administrative and civic authorities.

7. In the case of Banks in centers which have been occupied by our troops, Civil Affairs Officers will, themselves, close banks in accordance with the financial instructions. They will do the same with police and other archives, unless it is practical to remove these in the event of there being no Civil Affairs personnel available to remain permanently in the center. However, in removing such archives, care must be taken not to damage or lose them. The sealing of banks, premises and archives should be resorted to in the presence of the local administrative officials. The act of sealing in the eyes of the local administration has considerable value. It will, of course, be explained to them that any unauthorized breaking of such seals will render the senior civil administrative official in the place liable to arrest and severe punishment.

8. It is, however, important for Civil Affairs Officers to remember that the available Civil Affairs personnel in the immediately post assault phase will be very limited and that they must preserve a sense of proportion about what is important. The most important thing is to assist the troops in their operations. It may, therefore, be less important to formally take over a center which has been by-passed than to go forward with the combat troops to help them in procuring food and maintaining order in their immediate rear. The rule of "first things first" must be remembered and "first thing" is to clear the enemy out of the territory. The "first thing" therefore is to help the combat units, even if this is at the expense of efficient administration.

9. In the first stages, a clear distinction between the duty of Civil Affairs Officers on the administrative side of Civil Affairs, Police Officers, etc., will be difficult to draw. You will be so few that you must all know and do each others job and never, never say that it isn't your job to do something which a combat unit commander has asked you to do.

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GENERAL ADMINISTRATIVE INSTRUCTION NO 2

Political

1. The Governments of the United States and Great Britain have agreed upon basic politics to be adopted by Allied Forces, including AMGOT, in the treatment of the civil population, Fascist instructions and other political matters. The agreements have been communicated to the C-in-C of the Allied Forces through the Combined Chiefs of Staff in the form of agreed directives. The following instructions are based upon these directives. They are for your general guidance. Your attitude toward the officials and toward the civil population will be governed thereby. Any action not specifically provided for and which may have to be taken on the spot will be within the framework of these principles. In matters of doubt and all important questions, you should consult with your unit commander and with the S. C.A.O., if he is available.

Allied Character of Military Government.

2. The Allied Forces are conducting military government of Italy through AMGOT. This military administration should have every characteristic of an Allied undertaking. Both the American and British flags should be displayed at all Headquarters and posts of AMGOT. The administration by both British and American personnel wherever stationed should be identical throughout the area and all the officers of AMGOT, whatever their origin, have the same status and duties whether they are together or seperate.

Attitude Toward Italian People.

3. The administration of Italy should be benevolent with respect to the civilian population so far as consistent with strict military requirements. The civilian population is tired of war, resentful of German overlordship and demoralized by the Faxcist regime, and will, therefore, be responsive to a just and efficient administration. You should make it clear to the local population whenever opportunity presents itself that military occupation is intended (a) to deliver the people from the Fascist regime which led them into the war, and (b) to restore Italy as a free nation.

Attitude Toward the Fascist Party.

4. The Fascist party will be immediately dissolved, as provided in Article V of Proclamation No. 1 and in Proclamation which will subsequently be issued. Fascist doctrines and propaganda in any form are to be prohibited. No political activity whatsoever will be countenanced. The Fascist militia and all Fascist youth organization will be abolished. Other organizations of a Fascist origin or bearing the name "Fascist" a distinction will be drawn between (a) such organizations as do not exist for the benefit and security of the people, as for example, the party organization

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Treatment of Fascist Officials.

5. The entire Fascist party leadership, that is, party officials and other active and influential party members, from the top down to the local secretaries should be removed from any posts of authority in the civil administration. This should include Federal Secretaries who are ex officio members of various administrative departments.

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Since all holders of important governmental posts are members of the Fascist party they may not be removed at once without breakdown of the administrative system. The following general principles will, however, serve as a guide:

(a) Prefects of provinces known to be strong Fascists will be removed but subordinate officials will carry on under supervision. Some senior civil servants, including pre-Fascist officials, may be found in the appointments of prefects, etc. These may be allowed to carry on if cooperative.

(b) The same applies to mayors, etc. of larger cities.

(c) The Prefects Council, the Provincial Giunta and the Provincial Rectorate should be retained provisionally but should not meet or take action until their membership and composition have been considered.

(d) The Consulta of Communes may be retained but should not meet or take action until further orders.

(e) Fascist militia as a military or semi-military body should be abolished or disbanded. If in military formation, the members should be treated as prisoners of war. Military or party uniforms will not be worn.

(f) Members of the militia organization who are working personnel of docks, railways and communications may be retained on good behavior in their ordinary employ but not as militiamen.

(g) Carabinieri will continue civil police functions on good behavior. If they refuse to do so they will be treated as military prisoners of war since they are an armed and uniformed body.

(h) The Corpo degli Agenti will be retained as local police body on good behavior.

(i) The Polizia Municipale will be retained on good behavior.

(j) Other administrative officials. It should be made clear to all administrative officials that their continuation is soley on the basis of satisfactory cooperation, performance and behavior. Officials whose performance is not satisfactory should be discharged and their pay will then cease. If they are influential and considered dangerous or suspect they should be apprehended.

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Labor Organizations.

6. The corporative structure insofar as it relates to labor will be the subject of a survey of experts and subsequent action. In order to avoid sudden disruption of the internal economy, provincial and interprovincial associations of employers and employees may be temporarily continued, except that Fascist or otherwise objectionable persons or features thereof shall be removed. The Fascist corporations and their concils will be abolished.

Political Prisoners.

7. Measures should be taken for the prompt release of political prisoners. Lists of all persons imprisoned will be obtained by the C.A. P.O.s and a thorough review of these cases will be made. Certain cases will occur where persons have been imprisoned for reasons ostensibly other than political. Before a complete review can be made, however, obvious cases (i.e. persons of British or American nationality or glaring

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instances of political imprisonment) should be taken up with the SCAO and the persons released, if necessary, on condition that they do not leave the area.

Any prisoners released should be cautioned that political activity on their part, during the period of military government, will not be tolerated. Care will, of course, be taken to avoid the release of criminals merely because they complain of political persecution or motives behind their sentence.

Local Political Groups.

8. Neither local personalities nor organized political groups, however sound in sentiment, shall have any part in determining your policies or course of action. It is essential to avoid commitments to or negotiations with any local or in general problems. Your job is to administer military government and to avoid completely any political discussion or commitment.

Attitude Toward Religious Institutions.

9. Consistent with military necessity the position of the Catholic Church and all religious institutions shall be respected.

Fascist Monuments or Symbols.

10. The display of Fascist emblems and uniforms will be prohibited and the display of national colors or playing of Italian or German national anthems or political songs or music will likewise be forbidden. Apart from these regulations, the C.A.O. should use his discretion with respect to Fascist mural or monumental symbols, etc. In general, disregard and neglect more effectively condemn than liberate and thoroughgoing elimination. If, however, in schools direct honor has been paid to the symbols, they should be removed and the honors stopped. Where occupying troops destroy such symbols, the C.A.O. should prevent action which might alienate local sympathy.

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AMGOT SECRET

GENERAL ADMINISTRATIVE INSTRUCTIONS, NO. 3.

FINANCIAL INSTRUCTIONS TO C.A.C.

1. In order that the normal local activities may be carried on, an immediate problem which C.A.Cs will face is the question of expenditures and receipts of the communes, and similar local authorities (but not including provinces or State Accounts which will be handled by P.Cs) and of the extent of their cash resources and financial requirements. Receipts of the communes may be in any form of lire, yellow seal currency, British Military Authority notes and American and British coins. Communes will, to the extent available, make out payments in any form of lire. Where necessary for the Allied Forces to make advances to the communes, Civil Affairs Officers will make advances in Allied Military lire obtained from AFA. In the initial phases of the operation it is possible that supplies of currency in certain areas will be very restricted and it is therefore essential that cash disbursements during this period should be limited with this point in view.

2. The principles which govern Payments from the budgets of communes are:-

(a) Insofar as it is possible the existing Italian local government machinery for effecting and controlling expenditures and receipts will be maintained. This does not preclude elimination of undesirable individuals in the organizations in accordance with other instructions which you will receive.

(b) Subject to the temporary proviso in para 8 below the normal current expenditure such as the payment of wages, salaries lighting, etc. but not service of funded or unfunded debt, would continue to be authorized and paid by the Italian officials charged with this responsibility to the extent of 1/12th per month of the sum provided in the annual estimate or budget. This fraction should be reduced if it is found that part of the salaries have already been paid in advance or if communal officials have left their offices (see also para 4 re salaries in general).

(c) Any expenditure which may need to be incurred on behalf of staff, etc. employed for the benefit of AMGOT will not be charged to the communes but will be accounted for separately as described in General Administrative Instructions No. 12 on Accountancy - procedure Clerical staff of the communes who are employed on such matters as relief and rationing will continue to be borne on the Communal pay roll.

(d) Budget vouchers of communes outstanding at the time of the

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(d) Payment vouchers of communes outstanding at the time of the occupation will only be met if they are in respect of recurrent expenditure as defined above. No payments are to be made on account of Voglie Cambiari and Assegni Circolari.

(e) Any provision made in the budget for disbursements of a political nature to Fascist officials or institutions will be eliminated.

(f) Any expenditure in excess of 1/12th (or such lesser fraction as may be decided by you) per month of the recurrent items in the annual estimate must be submitted to the F.O.

(f) All non-recurrent expenditures and disbursements of an extraordinary nature, such as payments to refugees; must be submitted for approval to the F.O. In the case of 2(e) and 2(f) where the situation demands immediate action without prior section the circumstances should be reported immediately to the F.O. and covering authority sought.

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3. In the initial stages therefore, in order to implement the above, C.Os should contact the heads of all communes and, after explaining the principles given above, obtain from the commune:

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(a) a copy of the commune's "Bilancio di Previzione" for the year 1943 (This book normally only shows the estimates, the columns for the figures of the actual receipts and expenses of the previous year being blank.)

(b) a statement of the amounts required for the next month to meet the types of payment covered by the policy and at a later period you will obtain such figures for the following 2 months. This statement should give the categories of expenditure by reference to the serial numbers (articolo) as shown in the classification column of the Bilancio di Previzione.

(c) a statement of the actual existing resources of the commune in -

(i) cash
(ii) bank balances at specified banks
(iii) other assets such as deposits with the Post Office, assegni circolari, vaglia cambiari, etc.

4. In the case of all salary payments to be made, as investigation has disclosed that in some cases officials received in June 1943 pay in advance to Nov. 1943, Italian officials authorized to pay salaries will be impressed by you with the fact that:

(i) no pay will be issued to any person who has been already paid for the same period.

(ii) the salary payments are provisional and subject to future deductions where applicable for:

a. moneys which may have been issued as relief payments

b. amendments which may be made to wage scales by the omission of special bonuses such as "bombardimento" for people working in dangerous areas.

5. In order to maintain uniformity in payment of cash relief the maximum daily scale of relief to be applied until further notice will be 25 lire per head of family plus 5 lire per each dependent. The records of relief payments will be so kept that any officials of the state province or commune (or any other body which may receive advances for the payment of salaries, etc.) who in fact receive relief may be traced and deductions therefor made if they also receive at any time salary for the period concerned.

6. You will note that under General Order 2, people are obliged to continue [illegible] and other revenue, including those belonging to

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6. You will note that under General Order 2, people are obliged to continue payments of imposts, taxes and other revenue, including those belonging to the commune, and are authorized to use their bank balances to pay such taxes. You will obtain as soon as possible an estimate of the amounts that the commune will receive in imposts, taxes or other revenue, for the months concerned. Amounts thus received by the commune will continue to be allocated to the normal revenue items of the budget. All officials must be instructed to proceed with all the usual assessing and collecting work and the best efforts must be made to overcome local difficulties, especially those of transportation and communication.

7. You may authorize banks to pay out amounts held by them on behalf of communes, including old accounts, if the bank has the cash and if the commune is using the money for payments of the type permitted herein (vide G. A. I. 13, para. 4).

8. In the light of the foregoing CAOs will make advances from their own funds (or will requisition cash from the FO) to meet the deficiency between approved sums required for immediate expenses and the cash which can be made available to the commune, etc. from its own assets or by local borrowing from the banks. Where reference is required to the FO to meet the expenditures referred to in paras 2 (f) and 2 (g), the statements referred to in para 3 (b) and (c) will be forwarded to the FO with your recommendations.

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If there is not sufficient physical cash available to the commune (including what can be borrowed from banks or other resources) of to the FOs, recurrent expenditure which can be postponed for a period of four weeks without hardship, should be postponed.

9. CAOs will be responsible for obtaining the cash from the offices of the FO. In the case of all advances the amount will be shown in the accounts of the commune, etc. concerned as an advance from the Allied Military Financial Agency, and a receipt on Form F/E12 must be obtained from the responsible Italian officials. In all cases, the money will continue to be disbursed by the commune in the normal way through the existing Italian machinery and recorded and accounted for in their records (see para 2 (a)).

10. Every precaution must be taken to ensure the safe custody of cash and valuables. Civil affairs officers will be held personally responsible for any loss of cash which is directly due to negligence or failure to make adequate arrangements for its custody. Endeavours should be made as early as possible to obtain an adequate safe or steel cash chest which can be secured to the wall or floor. Night guards should be used, whenever they can be made available to guard large stocks of currency.

11. Advances will continue to be made by CAOs for subsequent months on the receipt of similar information to that given in para 3.

12. Prices will remain fixed at the official rates prevailing prior to occupation and wages will remain as fixed in the schedule issued.

13. Advances may be made by the CAO to authorised private relief agencies (like the Red Cross and Church controlled relief agencies) which require funds for the emergency maintenance of public health, relief of destitution or the maintenance of refugees. When you find that there is no satisfactory mechanism, to amend such payments from the commune budgets.

14. As indicated in CAI Finance No. 2, FO and SFO will be dealing with the accounts of the state and provinces along general principles similar to those given for communes in paragraph 2, with necessary modification to meet the different factual situation. However if urgent necessity arises, as for example where the provincial capital is not yet in our hands or for other reasons authorities in the provincial capital may be unable for some period of time to act in certain communes of the province, the CAO is authorised to deal with local branches or representatives of such state or provincial authorities on the same general principles as for communes, reporting his action immediately to the FO. Accordingly the following information is given:

(a) In addition to the salaries of communal officials paid directly out

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11. Advances will continue to be made by C.Os for subsequent months on the receipt of similar information to that given in para. 3.

12. Prices will remain fixed at the official rates prevailing prior to occupation and wages will remain as fixed in the schedule issued.

13. Advances may be made by the C.O to authorised private relief agencies (like the Red Cross and Church controlled relief Agencies) which require funds for the emergency maintenance of public health, relief of destitution or the maintenance of refugees. When you find that there is no satisfactory mechanism, to amend such payments from the commune budgets.

14. As indicated in CAI Finance No. 2, FO and CFC will be dealing with the accounts of the state and provinces along general principles similar to those given for communes in paragraph 2, with necessary modification to meet the different factual situation. However if urgent necessity arises, as for example where the provincial capital is not yet in our hands or for other reasons authorities in the provincial capital may be unable for some period of time to act in certain communes of the province, the C.O is authorized to deal with local branches or representatives of such state or provincial authorities on the same general principles as for communes, reporting his action immediately to the FO. Accordingly the following information is given:

(a) In addition to the salaries of communal officials paid directly out of communal accounts and covered by 2 (b) above, it will be found that many officials of state and provincial authorities and of other bodies have been paid locally sometimes through local post offices or other branch offices of a central body. Many state officials are paid on the Orders of the Ufficio Provinciali del Tesoro, by means of "Nota Nominative", which is a roll of salaries payable and which is sent to an "Ufficio di Registro" or to a branch post office who make salary payments locally to the individuals. The Ufficio di Registro if himself short of funds normally draws on the local post office. The principle will be to maintain the existing machinery of payment and any necessary advances to enable this to be done will be made to the normal Italian officials concerned with payments by the FO but may be made by you in urgent cases as above described and subsequently reported to the FC. The Italian official will obtain the same receipts from individuals as before, which will be sent to the same Italian official as received them normally.

(b) Payments will not, however, be made of the following:

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(b) (i) Family allowances to dependants of -

a. those engaged in military service
b. unparoled prisoners of war
c. Italian workers in Germany or other Axis occupied territories.

(ii) Salaries or any other expenses of any corporation, confederation or syndicate previously financed by contributi sindacali.

In case of hardship such persons will receive direct relief from the commune.

(c) The Ammassi system of marketing commodities will be continued for the time being. You may authorize the banks to unblock the accounts of the Consorzii (vide G.A.I. 13, para. 4). The necessary subsidies previously supplied from Italian national sources will be advanced normally by the F.C. through the ufficio Provinciale del Tesoro.

(d) In the initial stages, railway employees will be paid generally by the army authorities operating the railway, but when desired by the army authorities, railway personnel will be paid through the Capo Compartimento (Ferrovie dello State) by FOs.

Similar information to that in para 3 should be obtained by CAOs in respect of any other body which approaches them for advances of cash for current expenses to carry on their work. Advances should not however be made to such bodies (except those in para 13) without reference to the FO who will where necessary consult the SFO or this HQ.

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SECRET.

GENERAL ADMINISTRATIVE INSTRUCTIONS NO. 4.

GENERAL INSTRUCTIONS TO C.A.P.O,s

PART I - GENERAL

1. The proper functioning of the civil police is a vital factor in the success of the Military Government and CAPOs will bear a heavy responsibility. Three essential attributes of a police officer are firmness, justice and tact and no police officer can be successful without them. The success of the operation may be gravely endangered by the tactless handling of a situation. The operation will be under close observation and its success may have a lasting effect beyond the immediate objective of the operation.

2. C.A.P.O,s in Operational Phase.

While operations are in progress the CAPO will function directly under and be subject to the orders of the commanding officer of the unit to which he is attached. During this phase the CAPO will be assigned as directed by the commander of the combat unit. All administrative instructions will be shown to the combat unit commander. The CAO in each area will be the senior AMGOT officer and under normal conditions should be the channel of communication by the CAPO with Commanders of tactical units, except in the case of the Provost.

3. Administrative Instructions to be Issued to C.A.P.O,s.

(a) Administrative instructions have been or will be issued by H.Q. AMGOT (Public Safety Division) concerning general policies. The instructions will cover the following:

(1) General Instructions.
(2) Special Instructions.
  (a) Prison Administration.
  (b) Civil Police.
  (c) Registration and Licensing.
  (d) Fire and Civil Defense.
  (e) Intelligence and Security Information.

4. Method of Issuing Instructions to C.A.P.O,s.

(a) H.Q. AMGOT (Public Safety Division). Administrative Instructions to CAPOs will be issued in the form of summaries covering the subjects listed in para 3 above. The summaries will be distributed to CAPOs of lower echelons through SCAOs as directed by the SCAO.

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as directed by the commander of the combat units. [illegible] instructions will be shown to the combat unit commander. The CAO in each area will be the senior AMGOT officer and under normal conditions should be the channel of communication by the CAPO with Commanders of tactical units, except in the case of the Provost.

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(a) H.Q. AMGOT (Public Safety Division). Administrative Instructions to CAPOs will be issued in the form of summaries covering the subjects listed in para 3 above. The summaries will be distributed to CAPOs of lower echelons through SCAOs as directed by the CCAO. Distribution will be controlled by showing on each summary the date of release, the number of copies and distribution of same.

(b) Operational Instructions. Instructions to CAPOs within a tactical unit will be issued by the tactical commander.

PART II - THE AMGOT PLAN - GENERAL GUIDES

1. Police Organizations in the Field. (a) In the operational phase CAPOs, as all CAOs, will be staff officers to the Task Force Commanders whose responsibility it will be to secure law and order in the fighting zone and in the L of C areas. Task Force Commanders will probably seek the advice and assistance of CAOs in this connection, and CAPOs may very likely be dispatched to make reconnaissances for the information of the Commanders.

(b) As the Task Forces proceed towards their objectives the duty of maintaining law and order may be delegated by Task Force Commanders to Provost services but the responsibility will still rest with Task Force commanders, and CAPOs can expect instructions to co-operate with, and

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where possible, to assist the Provost services. Particulars of the type of information which CAPOs may be required to furnish are given in Part III.

(c) CAPOs must not rely on the possibility of obtaining detachments of Occupational Police Battalions to aid them in carrying out their duties of maintaining law and order, as such detachments will not be available.

(d) The disarming of existing police forces will be the responsibility of the Task Force Commanders or the CAPOs--as directed by the Provost Marshal.

3. Civilian Internees. The arrest and internment or detention of civilian internees will, at least in the first phase, be the responsibility of Task Force Commanders.

4. Military Courts. CAPOs should familiarize themselves with the grades and procedure of these courts, as they will be responsible for securing the enforcement of Proclamation No. 2 by the civil police organisations.

5. Intelligence and Security. CAPOs should maintain close contact with their opposite numbers in the I(b) or G-2 services at all times. Standard signs in English and Italian to mark prohibited areas are available.

6. Circulation of Civilians. The arrangements for distribution and issue of the passes referred to in the plan are as follows:

(a) Operational Phase. Passes will be distributed to CAPOs attached to tactical formations and, until the civil police organizations commence to function, will be issued by CAPOs who must keep a record of all passes issued, for ultimate inclusion in a central register to be maintained at AMGOT H.Q. The passes will be issued in pads of 100, and must be numbered. Blocks of numbers will be allotted according to a scheme to be worked out for each region.

(b) Final Phase. Applications for passes will be made (on a form which is available) at local police stations and passed through local CAPOs to the Provincial CAPOs or other designated officers, who will be the issuing authorities. CAPOs below provincial level will add their recommendations. Card indexes will be maintained at Provincial H.Q. and AMGOT H.Q. so that two cards will be required in respect of each application.

7. Policy regarding use of local police organisations. As stated in the plan, it is planned to make use of the Carabinieri as a basis for the civil police forces in the initial period. Any discussions which CAPOs may have with local police officials must be guided as to policy by the terms of Proclamation No. 1 and the directives on political matters

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6. Circulation of Civilians. The arrangements for distribution and issue of the passes referred to in the plan are as follows:

(a) Operational Phase. Passes will be distributed to CMPOs attached to tactical formations and, until the civil police organizations commence to function, will be issued by CMPOs who must keep a record of all passes issued, for ultimate inclusion in a central register to be maintained at AMGOT H.Q. The passes will be issued in pads of 100, and must be numbered. Blocks of numbers will be allotted according to a scheme to be worked out for each region.

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8. Prisons. CMPOs will be required to obtain as much information as possible for forwarding to the P.S.D. AMGOT so that the Supt. of Prisons can prepare the necessary data.

9. Government records and Archives. The proper guarding of all public records and archives, including those appertaining to the police services and financial institutions, is primarily the responsibility of the Task Force Commanders. G.S. I(b) and G-2 will be interested in some of these records, but as soon as the CMPOs take possession of a police HQ, it will be their responsibility to see that the records are preserved.

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PART III

SUGGESTIONS TO C.A.P.Os

Upon entering an occupied community

1. At least for the initial stage it is intended that the civil police will be re-organized on the basis of the Carabinieri, augmented by such other police organizations as may be considered reliable.

2. CAPOs working closely with the Provost should, as early as possible, see the senior officer of the Carabinieri detachment in his area. He should explain that the Carabinieri will be retained in office subject to good behavior, provided they administer the orders of the Military Government. Regular rates of pay will be continued and provided the officers concerned are prepared to undertake to continue their civil police duties under the Military Government, they may retain their arms.

The senior officer will be told that he is held responsible for satisfactory performance of duties of all individuals under his command. Those officers and other personnel who do not give an undertaking to cooperate will be taken into custody by the military authorities and treated as Prisoners of War. If the senior officer is not prepared to cooperate, steps will be taken to replace him by the next senior, suitable Carabinieri officer in the area.

3. The following information should then be obtained:

(a) Status of law and order in the community both in general and as to special problems;

(b) Status of the Carabinieri organization under his direction;

(c) Location of Headquarters and of other Police Establishments;

(d) Names and grades of all Carabinieri officers available for duty with recommendations from the Commanding Officer thereon if possible;

(e) Detachments available for duty, with strength, capabilities, duties, headquarters, etc., of each;

(f) Outline of areas and duties regularly entrusted to the above officers and detachments.

4. The C/PO should keep the Provost Marshal and the local C.A.O. closely in touch with the situation and should advise them as to the ex-

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cooperate will be taken into custody by the military authorities and treated as Prisoners of War. If the senior officer is not prepared to cooperate, steps will be taken to replace him by the next senior, suitable Carabinieri officer in the area.

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(a) Status of law and order in the community both in general and as to special problems;

(b) Status of the Carabinieri organization under his direction;

(c) Location of Headquarters and of other Police Establishments;

(d) Names and grades of all Carabinieri officers available for duty with recommendations from the Commanding Officer thereon if possible;

(e) Detachments available for duty, with strength, capabilities, duties, headquarters, etc., of each;

(f) Outline of areas and duties regularly entrusted to the above officers and detachments.

4. The CAPO should keep the Provost Marshal and the local C.A.O. closely in touch with the situation and should advise them as to the extent to which he considered the Carabinieri can be relied upon.

5. Whether he has been successful or not in obtaining the cooperation of the Carabinieri, the CAPO should next approach other local police forces, other than Fascist Militia or police organizations, and obtain their cooperation if possible on the same lines as above. In the event of their proving uncooperative, such civil police forces (other than the Carabinieri) will be treated as internees.

6. Similar steps should be taken to obtain the cooperation of the prison and fire fighting services. In the former he should ensure the continued security of the inmates and records, and with the latter he should make a survey of existing civil defense equipment and personnel.

7. The following information should also be obtained on Prisons:

Location of jails, concentration camps and other places in which civilians are confined or detained, their total

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capacities, number of persons now under detention, the status and location of prison records, and whether or not securely under guard. The guard and control system including officials and strength of personnel, use of prison with respect to disposition of prisoners, segregation labor and procedure for commitals, method by which the prison staff is controlled.

8. The C.A.P.O. will also as opportunity offers, collect data regarding licenses and permits, traffic control, registration of vehicles, etc.

9. The C.A.P.O. must courageously use his best judgment in many situations in doing what most needs to be done at the time and place. His actions should be always firm and decisive. Any reasonable decision promptly carried into effect is better than loss of time in attempting perfection.

10. In the early phases there will be no time to consult AMGOT H.Q. The C.A.P.O., after consultation with the Provost and acting as a staff officer of his combat unit Commander, should take such steps as are necessary to assist in the restoration of law and order.

11. Attached are the following forms for use by CAPOs:

"A" - Estimate of the Policing Situation
"B" - Report to C.P.S. - Prisons
"C" - Report to C.P.S. - Fire
"D" - Report to C.P.S. - A.R.P.

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FORM "A"

ANNEX 3.

ESTIMATE OF THE POLICING SITUATION

Area concerned.....
(i.e. Province, Commune, City)

Population:
Normal.....
Present.....

	CARABINIERI	AGENTS OF PUBLIC SAFETY	MUNICIPAL POLICE	FASCIST MILITIA
A. Strength - Present				
Normal				
Area of Jurisdiction				
Names of present commander and principal subordinates				
Previous commander				
Location of HQ.				
Condition of:				
Records				
Communications				
Arms				
Transportation				
Uniforms				
(i.e. good, fair, unsatisfactory)				
Duties to which assigned				
Duties capable of performing				

B. ALLIED PERSONNEL AT PRESENT PERFORMING CIVIL AFFAIRS DUTIES

Organization
Area of Jurisdiction
Duties Performing

C. REGULATIONS IN FORCE BY MILITARY COMMANDER

Proclamations
Orders

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Location of Hq.				
Condition of:				
Records				
Communications				
Arms				
Transportation				
Uniforms				
(i.e. good, fair, unsatisfactory)				
Duties to which assigned				
Duties capable of performing				

B. ALLIED PERSONNEL AT PRESENT PERFORMING CIVIL AFFAIRS DUTIES

Organization
Area of Jurisdiction
Duties Performing

C. REGULATIONS IN FORCE BY MILITARY COMMANDER

Proclamations
Orders
Local Regulations

D. GENERAL INFORMATION

General attitude of people to Allied Occupation
General attitude of public officials to Allied Occupation
Damage (i.e. slight, extensive)
Extent of Evacuation or Influx

Food
Clothing
Shelter
Other Police Problems

E. RECOMMENDATIONS

Form No. G - 3

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8. Lists to be attached to this report.

(a) For convicted prisoners :-

Name
Prison number
Nationality
Sex
Date of birth
Place of birth
Former residence
Occupation
Offense
Sentence
Date of sentence
Date sentence will expire

(b) For prisoners awaiting trial :-

Name
Nationality
Age
Sex
Former residence, Occupation
Offense
Date of trial

(c) For political prisoners:

Name
Number if assigned
Nationality
Sex
Date of birth
Place of birth
Former residence
Occupation
Details of offense charged
Date of trial
Date committed
Sentence

Date.....

Signature of Chief Prison Official preparing lists.....

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Age
Sex
Former residence, Occupation
Offense
Date of trial

(c) For political prisoners:

Name
Number if assigned
Nationality
Sex
Date of birth
Place of birth
Former residence
Occupation
Details of offense charged
Date of trial
Date committed
Sentence

Date.....

Signature of Chief Prison Official preparing lists.....

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FORM "C"

PROFORMA FOR FIRE REPORT BY C.A.P.O.

(To be submitted in duplicate - 1 Copy for S.C.A.O. - 1 Copy for HQ AMGOT:)

NAME OF COMMUNE.....PROVINCE.....

FIRE FIGHTING:

IS THERE AN EXISTING FIRE BRIGADE?.....

STRENGTH OF FIRE BRIGADE.....OFFICERS.....MEN:

IS THE FIRE BRIGADE FUNCTIONING?.....

NAME & RANK OF CHIEF OFFICER.....

NUMBER OF AUXILIARY FIREMEN AVAILABLE.....

ARE THEY UNIFORMED & EQUIPPED?.....

WHAT FIRE FIGHTING APPLIANCES ARE IN WORKING ORDER

1) MOTOR PUMPS (Self propelling - State capacity if known)....

.....

2) MOTOR PUMPS carrying escape ladders.....

3) Motor Turntable EXTENSION LADDERS.....

4) MOTOR ESCAPE CARRYING VEHICLES (non-pumping).....

5) MOTOR FIRE TENDERS, RESCUE VANS, CANTEENS, etc.....

.....

6) HORSE DRAWN STEAM OR MANUAL PUMPS.....

.....

7) TRAILER PUMPS (state CAPACITY - if known).....

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NUMBER OF AUXILIARY FIREMEN AVAILABLE.....

ARE THEY UNIFORMED & EQUIPPED?.....

WHAT FIRE FIGHTING APPLIANCES ARE IN WORKING ORDER

1) MOTOR PUMPS (Self propelling - State capacity if known)....

.....

2) MOTOR PUMPS carrying escape ladders.....

3) Motor Turntable EXTENSION LADDERS.....

4) MOTOR ESCAPE CARRYING VEHICLES (non-pumping).....

5) MOTOR FIRE TENDERS, RESCUE VANS, CANTEENS, etc.....

.....

6) HORSE DRAWN STEAM OR MANUAL PUMPS.....

.....

7) TRAILER PUMPS (state CAPACITY - if known).....

8) TOWING VEHICLES AVAILABLE.....

9) MANUAL PUMPS CAPABLE OF BEING TOWED.....

WHAT IS THE WATER SUPPLY?

1) SUFFICIENT.....or INSUFFICIENT.....

2) HYDRANTS IN STREETS?.....

3) DISTANCE BETWEEN HYDRANTS.....

4) APPROXIMATE PRESSURE in HYDRANT & OUTPUT IN GALLONS PER MINUTE:-

.....

5) IS WATER MAINS SYSTEM FUNCTIONING?..... SU

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WATER SUPPLY - continued

6) NUMBER OF STATIC TANKS IF ANY.....

7) NUMBER OF STATIC TANKS under construction or RECOMMENDED....

.....

8) CAPACITY OF (6) & (7).....

9) OTHER MEANS OF SUPPLY (RIVER, SEA, WELLS, etc.).....

.....

10) WATER CARRYING VEHICLES & CAPACITY.....

.....

ARRANGEMENTS FOR MUTUAL ASSISTANCE with neighboring Communes.....

.....

EXTENT OF MUTUAL ASSISTANCE (Appliances, etc.).....

.....

NUMBER OF PRIVATE FIRE BRIGADES IN COMMUNE.....

BRIEF DESCRIPTION OF PRIVATE BRIGADES.....

.....

.....

GENERAL APPRECIATION OF FIRE RISK.....

.....

.....

ANY SPECIAL FIRE RISKS.....

HAS ARMY FIRE SERVICE OFFICER BEEN IN CONSULTATION.....

IS ARMY FIRE SERVICE MAINTAINING CONTROL.....

RECOMMENDATIONS.....

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NUMBER OF PRIVATE FIRE BRIGADES IN COMMUNE.....

BRIEF DESCRIPTION OF PRIVATE BRIGADES.....

.....

.....

GENERAL APPRECIATION OF FIRE RISK.....

.....

.....

ANY SPECIAL FIRE RISKS.....

HAS ARMY FIRE SERVICE OFFICER BEEN IN CONSULTATION.....

IS ARMY FIRE SERVICE MAINTAINING CONTROL.....

RECOMMENDATIONS.....

.....

.....

GENERAL REMARKS.....

.....

.....

IS FIRE WATCHING CARRIED OUT & TO WHAT EXTENT.....

.....

.....

DATE..... SIGNED.....

N.B. COPIES OF FIRE BRIGADE ANNUAL REPORTS SHOULD BE ATTACHED IF AVAILABLE:

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FORM "D"

PROFORMA FOR CIVIL DEFENSE REPORT BY C.A.P.O.

(To be submitted in duplicate - 1 Copy for S.C.A.O. - 1 Copy for H.Q. AMGOT:)

NAME OF COMMUNE.....PROVINCE.....

ARE THE FOLLOWING C.D. SERVICES FUNCTIONING & TO WHAT EXTENT?

1) CONTROL.....

.....

2) WARDENS.....

NUMBER OF WARDENS POSTS & FREQUENCY.....

.....

.....

.....

3) RESCUE (With description of Service & Numbers:)

.....

.....

.....

4) PUBLIC SHELTERS (Numbers and Capacity).....

.....

.....

5) SANITATION IN PUBLIC SHELTERS.....

.....

6) GENERAL POSITION REGARDING PRIVATE SHELTERS.....

.....

.....

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.....

.....

3) RESCUE (With description of Service & Numbers:)

.....

.....

.....

4) PUBLIC SHELTERS (Numbers and Capacity).....

.....

.....

5) SANITATION IN PUBLIC SHELTERS.....

.....

6) GENERAL POSITION REGARDING PRIVATE SHELTERS.....

.....

.....

7) REST CENTRES FOR HOMELESS.....

.....

.....

8) FEEDING ARRANGEMENTS AT REST CENTRES.....

.....

.....

9) AMBULANCE SERVICE (Including Number of Ambulances).....

.....

.....

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(CIVIL DEFENSE - continued)

10) HOSPITAL ACCOMMODATION.....

.....

.....

.....

MEANS OF COMMUNICATION AND SYSTEM OF AIR RAID WARNING....

.....

.....

METHOD OF TRACING RELATIVES AFTER RAID.....

.....

.....

ANY SPECIAL TARGETS.....

.....

.....

.....

ARRANGEMENTS FOR MUTUAL ASSISTANCE with neighboring

COMMUNES.....

.....

.....

EXTENT OF MUTUAL ASSISTANCE.....

.....

ARE STIRRUP PUMPS SUPPLIED AND TO WHAT EXTENT.....

.....

HAS ARMY P.A.D. OFFICER BEEN IN CONSULTATION.....

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.....

.....

.....

ARRANGEMENTS FOR MUTUAL ASSISTANCE with neighboring

COMMUNES.....

.....

.....

EXTENT OF MUTUAL ASSISTANCE.....

.....

ARE STIRRUP PUMPS SUPPLIED AND TO WHAT EXTENT.....

.....

HAS ARMY P.A.D. OFFICER BEEN IN CONSULTATION.....

IS ARMY P.A.D. SERVICE MAINTAINING CONTROL.....

RECOMMENDATIONS.....

.....

.....

.....

.....

GENERAL REMARKS (Action taken, etc.).....

.....

.....

DATE..... SIGNED.....

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GENERAL ADMINISTRATIVE INSTRUCTIONS NO. 5

CIVILIAN SUPPLY

A. CIVILIAN REQUIREMENTS

1. It is your duty to assist in making the occupied territory self-sufficient as far as minimum essential civilian requirements are concerned and to do so as quickly as possible.

2. Your area will have to depend on its local resources for civilian supplies during the first 60 to 90 days after occupation. Only in the most urgent cases will you request your tactical commander for release of Army stocks, or AMGOT HQ through your S.C.A.O. for emergency AMGOT supplies.

3. You will place the regular distribution channels for food and other essential commodities in operation as soon as possible.

4. Specifically, your functions relating to civilian supplies are as follow, with priorities indicated:

A. Within say 48 hours after your arrival you should:

(1) Place all food warehouses, enemy food dumps, wholesale food concerns, and other major food stocks under guard.

(2) Notify the local government official (mayor, prefect, ect) of the proclamation and General Orders 4 and 5 continuing the present rationing and price control systems, and make clear that they will be responsible for carrying them out. Make them understand that prices will not increase above those in effect on D day.

(3) Secure an estimate from local food distributors of the number of days of food supplies which are on hand or available.

(4) Request guards to protect or seize all rationing and price control records.

(5) Post General Orders 3, 4, and 5.

B. Within say one week after your arrival you should:

(1) Secure from every major food distributor within your area a statement of his inventories together with his average daily sales.

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(5) Post General Orders 3, 4, and 5.

B. Within say one week after your arrival you should:

(1) Secure from every major food distributor within your area a statement of his inventories together with his average daily sales.

(2) Clear any Army demands for food which the Army may need from your area, making sure that such purchases do not curtail critically the supplies available to the civil pouplation.

(3) Make a report through channels to the Director of Civilian Supply on the civilian supply situation in your area including the following information:

(a) Your estimates of degree of success of rationing and price control within your area.

(b) Statement of shortages or surpluses of essential civilian supplies and degree to which shortages can be supplied from local resources.

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(c) Extent of black market operations in your area.

5. For your guidance, to get the amounts needed in your town, divide its population by 10,000 and multiply the amounts below by the resultant figure. Example: Town has 40,000 people, 40,000 ÷ 10,000 = 4. Amount of flour required per week = 4 x 16-3/4 metric tons = 67 metric tons. Stocks of flour available you estimate at 150 tons. Therefore town has 2¼ weeks' supply of flour.

Commodity	1 Weeks' Supply 10,000 people
Flour	16-3/4 metric tons
Potatoes	10 " "
Pasta	2-3/4 " "
Sugar	1-3/4 " "
Meat	1 " "
Fats	1 " "
Cheese	1 " "

B. AGRICULTURE AND FISHERIES

1. The work to be done will be carried out as far as possible in the following order of priority:

(a) The prevention of loss of foodstuffs and agricultural production, supplies, etc. (i.e. seeds, fertilizers, farm machinery).

(b) The assumption of control over agriculture to prevent hoarding and stimulate production.

2. The following action should be taken in the priority listed below:

(a) If the combat troops have not already done so, place guards over the Amassi and other places where food and agricultural products are stored. Movement out should be allowed with the C.A.O's permission.

(b) Discourage the movement of all other agricultural stocks except into legitimate channels of trade.

(c) The above control measures should be undertaken by the present agricultural agencies under the supervision of C.A.O.s.

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(b) Discourage the movement of all other agricultural stocks except into legitimate channels of trade.

(c) The above control measures should be undertaken by the present agricultural agencies under the supervision of C.A.O.s.

(d) C.A.Os will grant permission for any movement necessary for meeting the ration for urgent farming requirements, and other essential purposes.

C. INDUSTRY AND RESOURCES

1. When you arrive in a town, see that there is places under protection as soon as possible all foundries, machine shops, electrical works, chemical plants, flour mills, breweries, cement plants, refrigeration or cooling plants, ice plants, and storage or warehouse facilities of all types. If possible, this should be done within the first 24 hours. If some of these facilities are already under guard by the military forces, arrange to have them notify you if their guards are withdrawn for any reason.

2. All food processing, canning, olive oil refineries, tunny oil mills, agricultural machinery, and soap manufacturing plants and facilities should be promptly protected.

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3. Place under protection such facilities as clothing plants, sulphur mines and refineries, etc., only if you feel that there is some real danger to their destruction. The owners of the plants should provide their own protection through the local police facilities.

4. You will arrange to place in operation the cement and asphalt plants in your area as soon as it can reasonably be done in order to supply the Military forces with the needed supplies. AMGOT will give general supervision to the operation of these plants but local labour and management will actually operate the facilities. It will not be possible for AMGOT to supply from its own personnel management officials to go into the plants and run them. If specialists, equipment or major repairs are required, it may be necessary to request assistance from the Army for this purpose. However, every effort should be made to repair or replace promptly damaged equipment so that the output may be made readily available. Obviously, when the plants are restored to operation, the engineer and other requirements will be given first priority.

5. You should enccurage and assist to operate those industries and mines producing war materials or essential civilian goods. These plants will necessarily have to be operated by native management and labour but AMGOT will supervise their operation.

6. You should secure an inventory from local industry of their stocks of essential commodities.

D. UTILITIES

1. The utilities, electric, water and gas, will be operated or supervised by engineers of the tactical forces as long as the territory remains either a theatre of operations or as a base for further operations. Should all military activity cease,there will be assigned to AMGOT sufficient technical personnel to supervise or operate any or all of such utilities as the personnel of the engineering military services are withdrawn.

2. When and if ordered to do so, all officers and employees of State, municipal or other public services, except those considered undesirable, will be, by proclamation, required to continue in or take up the performance of their duties.

3. Records and funds of utility services will be safeguarded by the military organization which takes control over them.

4. C.A.O.s action with respect to utilities (electric power, water and gas) will be to assist the military services designated to operate the various utility facilities and to be in a position to assist in the supervision or operation of such facilities under direction of S.C.A.O.s if and when required to do so.

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AMGOT will supervise their operation.

6. You should secure an inventory from local industry of their stocks of essential commodities.

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5. Cooperate with the military service in charge and assist in procurement of any civilian employees which they may desire to employ in utility service under military supervision.

E. COMMUNICATIONS

1. Telephone, telegraph, cables and radio communication facilities and services will in the operational phase be taken over and closed down or operated by R. Signals or the Signal Corps.

2. Resumption of operation of any telecommunication facility will be carried out initially only by R Signals or Signal Corps personnel. Supervised civilian personnel may be employed later if their integrity can be satisfactorily established.

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3. At least so long as tactical operations continue, no telephone, telegraph, or radio communication by private indivuduals will be permitted except upon special approval of the C.O. of the area occupied by his troops.

4. Officials of the civil administration and civilians on essential business (banks, transport, supply, hospitals, etc) will be given communication facilities if circumstances permit.

5. Long distance telegraph and telephone networks and systems will be taken over and operated by R Signals or Signal Corps personnel exclusively as military services. Access to these facilities will be through a military headquarters.

6. Censorship of telephone and telegraph communications, and radio broadcasting will be the responsibility of I.N.C.

7. When and if ordered to do so, all officers and employees of State, Municipal, or other public services, except those considered undesirable, will be, by proclamation, required to continue in or to take up the performance of their duties.

8. Records and funds of communication services will be safeguarded by the military organization which takes control over them.

9. C.A.Os action with respect to signal communication (telegraph, telephone, cable and radio) will be to assist the military services designated to operate the various communication facilities and to be in a position to assist in the supervision or operation of such facilities under direction of S.C.A.Os if and when required to do so.

10. Coordinate with military service in charge for essential use of communication facilities by certain civilians subject to military requirements. Each C.A.O. attached to a task force shall be prepared to pass on the necessity of such civilian service if he is so directed by his C.O.

11. Cooperate with the military service in charge and assist in procurement of any civilian employees which they may desire to employ in communication services under military supervision.

F. TRANSPORTATION

1. The services of local pilots are of extreme importance to the efficient working of captured ports. C.A.Os in port towns should, if possible, within 24 hours after landing locate all local pilots and make their services available to port authorities.

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2. Transportation or Transportion Corps will take over the operation of all transportation agencies which are necessary for the military operation. Civilian employees will not be used until such times as they can be assured that security provisions will be unimpaired by such use. In the event Transportation or Transportation Corps does not take over any transportation agency (such as narrow guage rail lines) the S.C.A.Os with the subtask force in the area shall instruct the responsible government official or the managerial heads of the railways that they will be personally responsible for the continued operation of the rail line, the continuance of all employees on duty, and for the loss, injury, or destruction of any equipment.

3. RE or Engineers will maintain and repair all roads and bridges. Only those roads and bridges which are essential for military requirements will be maintained unless AMGOT makes a special case for the maintenance or repair of some particular road or bridge for civilian purposes. C.A.Os will report any such case giving the extent of damage and the reasons why repairs are necessary to provide adequate civilian transport.

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4. A primary duty of C.A.Os is to insure a steady flow of food stuffs to center of population. C.A.Os may be able to secure movement from the local officer of Transportation or Transportation Corps. Vehicles should be requested when no other transport is available to move food stuffs or other essential civilian supplies. Before requesting transportation from the military services all efforts should be exhausted to cause the local Podesta to arrange the transportation from existing civilian sources.

5. The following principles will govern the question of priorities of transportation movements:-

(a) Freight will be given priority over passenger traffic. No civilian passengers will move without authority for circulation.

(b) Inter-city traffic will have priority over local.

(c) Freight movements will be granted the following priority:-

(1) Army.
(2) Agricultural products and foodstuffs.
(3) Mineral and chemical products useful in the war effort.
(4) Material essential to the operation of public utilities including fuel.
(5) Fuel.
(6) Industrial freight.
(7) Other freight.

This order of priority is a guide rather than a mandatory directive. The movement of Army goods and foods shall be given priority at all times.

6. C.A.P.Os should be instructed that traffic control be provided to expedite the movement of inter-urban traffic through cities and towns.

G. LABOR

1. Take steps as soon as possible after occupation to insure that the Uffici di Collocamento and offices of labor confederations and syndicates are closed and all records secure. If necessary the premises should be placed under guard and all access should be prohibited until a Civil Affairs Officer takes over the responsibility for such offices. It is essential that the records be preserved intact. However, it is essential that these offices be reopened under your supervision promptly.

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(1) Army.
(2) Agricultural products and foodstuffs.
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(7) Other freight.

This order of priority is a guide rather than a mandatory directive. The movement of Army goods and foods shall be given priority at all times.

6. C.A.P.Os should be instructed that traffic control be provided to expedite the movement of inter-urban traffic through cities and towns.

G. LABOR

1. Take steps as soon as possible after occupation to insure that the Uffici di Collocamento and offices of labor confederations and syndicates are closed and all records secure. If necessary the premises should be placed under guard and all access should be prohibited until a Civil Affairs Officer takes over the responsibility for such offices. It is essential that the records be preserved intact. However, it is essential that these offices be reopened under your supervision promptly.

2. Furnish as soon as possible information and data as to the available supply of labor for military services and civilian requirements in the fields of skilled, unskilled and common labor, together with present wage scales where possible.

3. Submit recommendations to your S.C.A.O. for possible urgent remedial action in event of local labor controversies.

4. A rough wage scale will be supplied C.A.Os before D day which will serve as a guide in establishing wage rates. A copy of this will also be furnished Army Task Forces for their guidance. It must be understood, however, that these rates are necessarily tentative and subject to revision in view of conditions found existing in the occupied area.

5. You should gather what information you can on the reliability of persons now operating labor organizations and the Uffici di Collocamento for use later when the fitness of these men to continue in office must be determined.

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GENERAL ADMINISTRATIVE INSTRUCTIONS NO. 6

PUBLIC HEALTH

PART I

EPITOME OF PUBLIC HEALTH

Object. To insure the continuation of the normal Public Health organisation by which the health of the community may be assured and ipso facto to assist in preserving the health of the military population - the dominant issue at all times. The area may be a jumping off place for future operations or a maintenance base for a long time.

Factors affecting the attainment of the object.

(a) Experience of C..A.O. Every C..A.O. must have some knowledge of what Public Health stands for so that he can evaluate the various recommendations and proposals submitted to him. Officers of the P.H.D. are largely advisory and have little executive responsibility under their immediate control other than in their hospitals, etc. This power of evaluation is most important as C...O. will in turn have to recommend Finance to allot money to carry out schemes initiated by Division of Public Health (D.P.H.)

(b) The war factor. The psychological effect on the people is considerable. Defeat stares them in the face. They have already lost rich provinces from which valuable grain, etc. come. This will inevitably react on their health and powers of resistance to disease. The arrival of our forces is also a factor which will affect such things as water supplies and possibly to a lesser extent food supplies, notably vegetables, fruit, etc.

(c) Distribution of population. An important factor, thus a town of 100,000 may easily have twice this because of the arrival of large numbers of refugees from bombed towns or from the general theatre of war. This will affect seriously all the utility services, notably water supplies, food availability and its distribution, as well as conservancy arrangements, sewage, garbage, etc.

(d) Control of Infectious Diseases. This must inevitably

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(d) Control of Infectious Diseases. This must inevitably have suffered so that notification of disease, isolation and segregation, disinfection and disinfestation, are unlikely to be as efficient as formerly. The Italian organisation on paper has always been good. Hospitalisation of patients to effect cure must have suffered by the taking away of many hospitals and buildings suitable for hospitals by the military for wounded. Finally the number of doctors, nurses and other personnel available for the civil population has been greatly reduced as in the U.K. and to a lesser extent in the U.S.A.

(e) Movements of Populations and Troops. See (c) above, but note that very considerable movements of troops have taken place from other parts of Europe into Italy as well as from Abyssinia, Eritrea, etc. These latter moves of large numbers of people have been controlled by medical inspection but it is difficult to believe that much control of troop movement, e.g. from France, Russia or other places where we know TYPHUS has occurred has been possible.

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(f) Effect of Bombardment, Bombing, Sabotage. This may well have a serious influence on the health of the people, involving water works, aqueducts, sewage plants, railways, and roads so affecting food distribution so that alternative plans become matters of supreme importance. It is unlikely that sabotage will play much part as such acts against water works will inevitably react much more to the detriment of the civil population than to the military, who are in a much better position quickly to produce alternative plans than is the civil. This is especially well illustrated in the case of water supplies, where the military always carry enough water purifying plants to be able to produce large quantities of potable water given any source at all. This is worth remembering as in an extreme emergency this military aid would be the only means of assisting the civil population.

(g) Water Supplies. Water is the prime necessity of life. Water does not exist in unlimited quantities in most parts of Italy, and in many parts it is scarce and is brought from great distances by means of the famous aqueducts. It will be the concern of the Civil Supply Div. to organise the supply of water where necessary, and this will very often be the case for reasons stated above. It will be the concern of the P.H.D. to insure its potability. Distribution will be a problem and the individual initiative of the C.M.O. will be essential. Rationing is likely to be required. 1 gallon per head per day in a hot or semi-tropical climate should be the minimum for human consumption, but don't forget Fire and A.R.P. requirements. Aim at 3-5 gals as the absolute minimum.

(h) The State of Preventative Medicine. Although Italy was well advanced in preventative medicines, a few figures will show how the wind is blowing today. In 1941, 42,000 cases of TYPHOID fever occurred with over 5,000 deaths. The number of deaths for this disease in U.K. was about 130. The infantile death rate varied in different parts of Italy up to 150 per 1,000. In U.K. and U.S.A. it is about 50 per 1,000. As regards TYPHOID, this disease can be taken as a criterion of the state of Public Health organisation, for it is an ingestion disease where the organism is passed in the stools and urine of patients and consumed in the food and water of the new host. M.D. flies as intermediary agents. It follows, therefore, that in many places water, sewage and food distribution organisations must be defective. The high infantile mortality rate is almost certainly due in part to similar agencies. Similarly protection by inoculation in the case of the enteric or TYPHOID group of diseases seems to have gone in part at least, by the board. Milk control, too, may be a factor. Again, urban and field sanitation and conservancy organisations appear to be defective or indeed absent in some cases. These factors affect the incidence of DYSENTRY, CHOLERA, EPIDEMIC DIARRHOEA and similar intestinal diseases. Famine and distress render the people more susceptible to all these disorders.

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(i) The LOUSE-borne group of diseases. With famine, cold and lack of washing facilities, inevitably come lice and louse-borne diseases, notably TYPHUS FEVER and RELAPSING FEVER and a few others of less importance. These diseases may be caused by other vectors, e.g. ticks, fleas, mites, but lice are by far the most important. Remember the experience in Serbia and the Balkans in 1915, and in Russia in 1918-1925, when over ten million cases of TYPHUS occurred with over three million deaths, (3,000,000). TYPHUS has recently occurred in IRELAND, FRANCE, BELGIUM, GERMANY, RUSSIA and TUNISIA. It may well occur in Italy. Inoculation is definitely useful. The establishment of efficient baths, disinfestation of clothing, limitation of movement, hospitalisation of cases, following up contacts are the main planks in the plan of control. This will entail the issue of soap as may be necessary, as well as extra clothing and a good organisation within the population, and especially in refugee camps which otherwise may be decimated.

(j) Effects of Air Blitzes. This is mainly concerned with the provision of shelters and their sanitation - air space per head, ventilation, provision of sanitary conveniences, the establishment of first aid shelters and their personnel and material, transport for the wounded, rest shelters for the homeless, food and houses for the bombed-out, for whom there is no alternative accommodation immediately available, and finally the issue of clothing. The Welfare section of the P.H.D. will deal with this feature more fully. Please note the inter-dependence of Welfare, Public Health, Civil Supply, Public Safety and Finance in this knotty problem.

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(k) MALARIA. The control of Malaria resolves itself into :
(1) Treatment of the reservoirs of infection - human cases.
(2) Control of the vector - certain anopheline mosquitoes.
(3) Protection of the healthy.

Treatment of reservoirs entails mass treatment of children and other sufferers, probably through schools and similar agencies. Control of the vector means large drainage schemes, canalisation, irrigation, etc., all of which take time and cost money. Oiling and spraying an application of Paris green, if more rapidly effective, again mean much material and labour with appropriate organization and direction.
The protection of the healthy means orders on clothing, issue of protective clothing, gloves, veils, and mosquito nets. Finally and most rapidly effective is the administration as a suppressive measure of atebrine or mepacrine to the people in the prescribed form. Control of anti-mosquito measures already commenced will be necessary. A separate directive on malaria control is attached.

(l) Other diseases. DENGUE caused by a mosquito is a troublesome if not a dangerous disease, and one difficult to control, especially in coastal regions. Its control is as for malaria.
SANDFLY FEVER. a five day fever caused by the sandfly which breeds in broken down masonry, bite fiercely, and cause this fever. Note that blitzing or the bombardments may well increase the incidence of this.
UNDULANT FEVER from goats milk which should never be drunk unless boiled.
YELLOW FEVER - caused by a mosquito which breeds in small collections of water around houses. Unknown in Italy, but the mosquito could be brought in by planes from West Africa or elsewhere where the disease is endemic.
TUBERCULOSIS - very common in Italy, and is under National control.
TRACHOMA - a communicable eye disease is common.
VENEREAL DISEASES - likely to be prevalent.
SMALLPOX - controllable by vaccination.

THE PLAN. The public Health Division is designed to work as an organization superimposed on the Italian organization. The organization of the Div. is given as an Appendix and is self explanatory. The Italian organization follows. The P.H.D. consists essentially of three sections:
Medical Organization or the Curative section.
Public Health organization or the Preventive section.
Welfare section or the Assistance section.
Each of these sections is interdependant and has no individual being. An important section is the Field section which will be available on demand to go anywhere as a team of investigation capable of formulating a plan to meet any series of circumstances.
Each officer in charge of a section and every officer of the Div. have been given special instruction on a multitude of subjects and in addition a Directive has been issued to every officer, a copy of which is attached.

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Finally attached to this is an instruction covering what to do till the doctor comes, or in other words, what must be done on his own initiative on the first arrival in a town or district of the representative of AMGOT, medical or non-medical.

A special plea is put in that officers should not allow their hearts to run away with their heads, and by promises, commit this or any other branch to something which may be accomplished only at a very much later date, if indeed ever.

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PART II.

DUTIES OF C.A.O.'s ON ARRIVAL IN OCCUPIED TERRITORY.

1. In the absence of representatives of P.H.D., C.A.O.s will investigate civilian health and welfare, and institute such measures as are necessary.

2. In later phases, the Field Staff of P.H.D. will be available to investigate health and welfare, and aid in the supervision of these local civilian activities.

3. If no representative of P.H.D. is available, C.A.O.s will contact the health officer of the commune (Ufficiale Sanitario) through the mayor (Podesta).

4. If no representative of the Welfare Section of P.H.D. is available, C.A.O.s will contact the Communal Public Assistance Board (Enti Communali di Assistenza) (through the Mayor (Podesta). The National Institute for maternal and Infant Welfare (known as O.N.M.I. or Opera Nazionale per la protezione della Maternita e dell' infanzia). Office for the Assistance of those Disabled in War (Ufficio Assistenza minorati di Guerra), the Commission for Internal Migration, the Italian youth of the Lictor's Emblem, (known as G.I.L. or Gioventu Italiana del Littorio) and finally the local office of the National Institute for Social Insurance (Istituto Nazionale Fascista della Previdenza Sociale), all should be contacted through the Podesta.

5. It is AMGOT policy to undertake health and welfare problems through existing official channels wherever possible.

6. If the responsible health officials have fled, acting public health officials will be appointed from local medical practitioners. If no physician is available, a layman who has been a member of a local public health committee, or a physician from a nearby area will be designated as health officer. If the entire province or a communal capital is occupied, assistance in obtaining personnel can be obtained from communal health officials. Army medical officers with tactical or other units may also be available for advice.

7. If the responsible welfare officials are gone, an acting public welfare official will be appointed. If no qualified officials are available, a person from a local private welfare agency will be designated and charged with the responsibility.

8. Existing medical, health, and welfare laws, ordinances, and regulations will remain in effect. Existing official personnel will be required to continue their duties unless removed for cause.

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8. Existing medical, health, and welfare laws, ordinances, and regulations will remain in effect. Existing official personnel will be required to continue their duties unless removed for cause.

9. Existing welfare programs will be continued where not contrary to military proclamations or orders. Relief will be afforded only in cases where the civil population is unable, because of inadequate purchasing power, to buy the minimum of food, clothing, medicine, household supplies, fuel, etc. to support life. Relief will usually be paid in cash, but in exceptional situations, relief in kind may be required. A uniform standard of care will be issued later by P.H.B. Existing local agencies will be designated for administration of relief, subject to later review by P.H.B.

10. Information will be secured at once by C.A.C.s through the mayor and communal health officer regarding:- 43

a. COMMUNICABLE DISEASES. Data as to prevalence during the past two years, and current conditions on diseases most apt to effect the health of troops, such as malaria, typhoid and paratyphoid

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fevers, typhus fever, amoebic and bacillary dysentery, venereal diseases especially syphilis and gonorrhea, and smallpox.

b. WATER. Sources of supply, methods of distribution, condition of water system, adequacy of supply (1 gallon per person per day is absolute minimum for a short time. Average minimum level should be 5 gallons per person per day), necessity for rationing, methods of treatment if any, types and availability of chlorine compounds or liquid chlorine if used, safety of water for drinking, and adequacy of A.R.P. with respect to continuity and safety of supply.

c. Excreta and Waste Disposal. Type and adequacy of methods of disposal, safety, and A.R.P. and emergency disposal (See IV b, below).

d. Food and Nutrition. Sources and availability of food, methods of distribution, prewar and current diet, adequacy to meet current rationing, sanitary condition of markets, stores, etc., adequacy of milk supply for infants and children, and information as to relationship of any outbreaks of typhoid or dysentery to vegetables or fruits fertilized with night soil.

e. Emergency Medical Service, Feeding, Housing. Adequacy of field casualty service, ambulance transport, first aid posts, casualty stations, casualty receiving and base (evacuation) hospitals, notification (identification) service, mortuary service, industrial emergency, medical service, integration of latter with community E.M.S., facilities for emergency feeding, clothing and housing.

f. Personnel. Number of physicians, dentists, nurses, midwives, pharmacists, veterinarians, sanitary officers and non-medical health officials present in prewar period and currently, location if known of those who have gone, adequacy of those remaining to provide minimal service compatible with health, extent of personnel conducting malaria control activities.

g. Hospitals. Number of hospitals and hospital beds, adequacy for care of civilian load, availability of hospitals for maternity cases, rest and nursing homes including those taken over and not taken over for military purposes.

h. Medical Supplies. Types and availability of medical and surgical supplies, sanitation supplies including liquid chlorine and chlorine compounds (chloride of lime), availability of captured military stores, presence of stockpiles which would or could be distributed to other areas through normal commerce,

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h. Medical Supplies. Types and availability of medical and surgical supplies, sanitation supplies including liquid chlorine and chlorine compounds (chloride of lime), availability of captured military stores, presence of stockpiles which would or could be distributed to other areas through normal commerce. Special attention will be given to availability of supplies of quinine or other antimalarial drugs, adequacy of safeguards to prevent looting of supplies, extent to which antimalarials are distributed free, plants manufacturing drugs and laboratories making vaccines, return of such places to production, status of soap supplies, personal cleanliness and louse infestation of population.

i. Welfare Agencies. Names of local welfare agencies (including children's institutions for dependents and delinquents), names of responsible officials. Services provided by these agencies will be described briefly, with number of staff, number of individuals served, budget for 1942-1943, source of funds, budgetary standards, and methods of making relief payments.

j. Social Insurance. If information is available on the numbers dependent upon insurance benefits this will be reported, together with the adequacy of the payment to provide minimum needs.

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k. Port Health. In seaports, extent and adequacy of port health services.

l. Air Raid Protection. Preparation and provision for necessary A.R.P. services (See IV b. below).

m. Venereal Disease. Adequacy of local control measures, free clinics, etc.

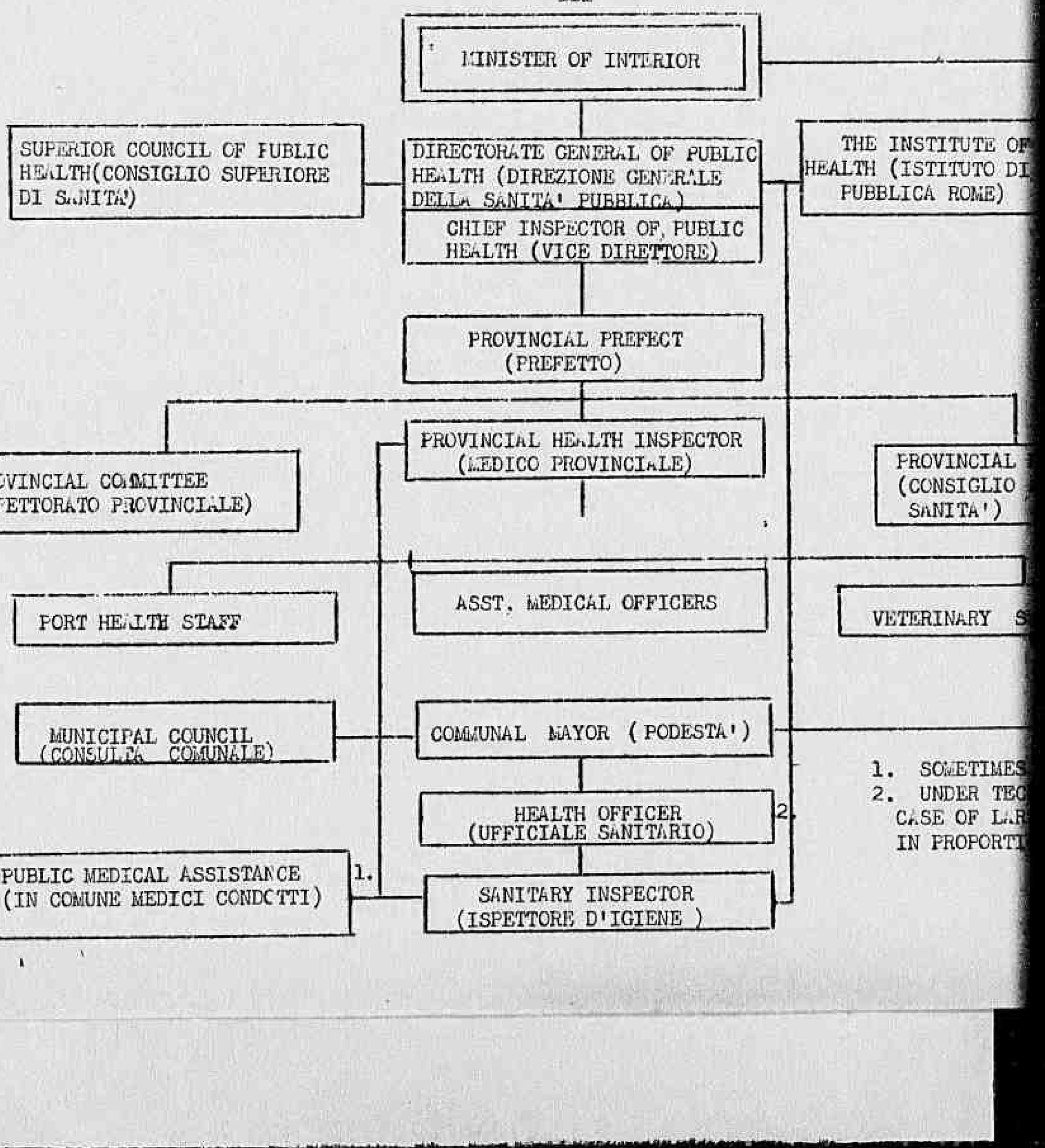
n. Special Problems. Civilian evacuation of refugee groups (See IV a. below), scientific and professional schools teaching medicine and related subjects.

o. Reports. Prompt reports will be submitted to S.C.A.O's regarding extent of serious communicable diseases, shortages of professional personnel, and needs for medical and surgical care, sanitation, food, clothing, soap, fuel, and other household necessities.

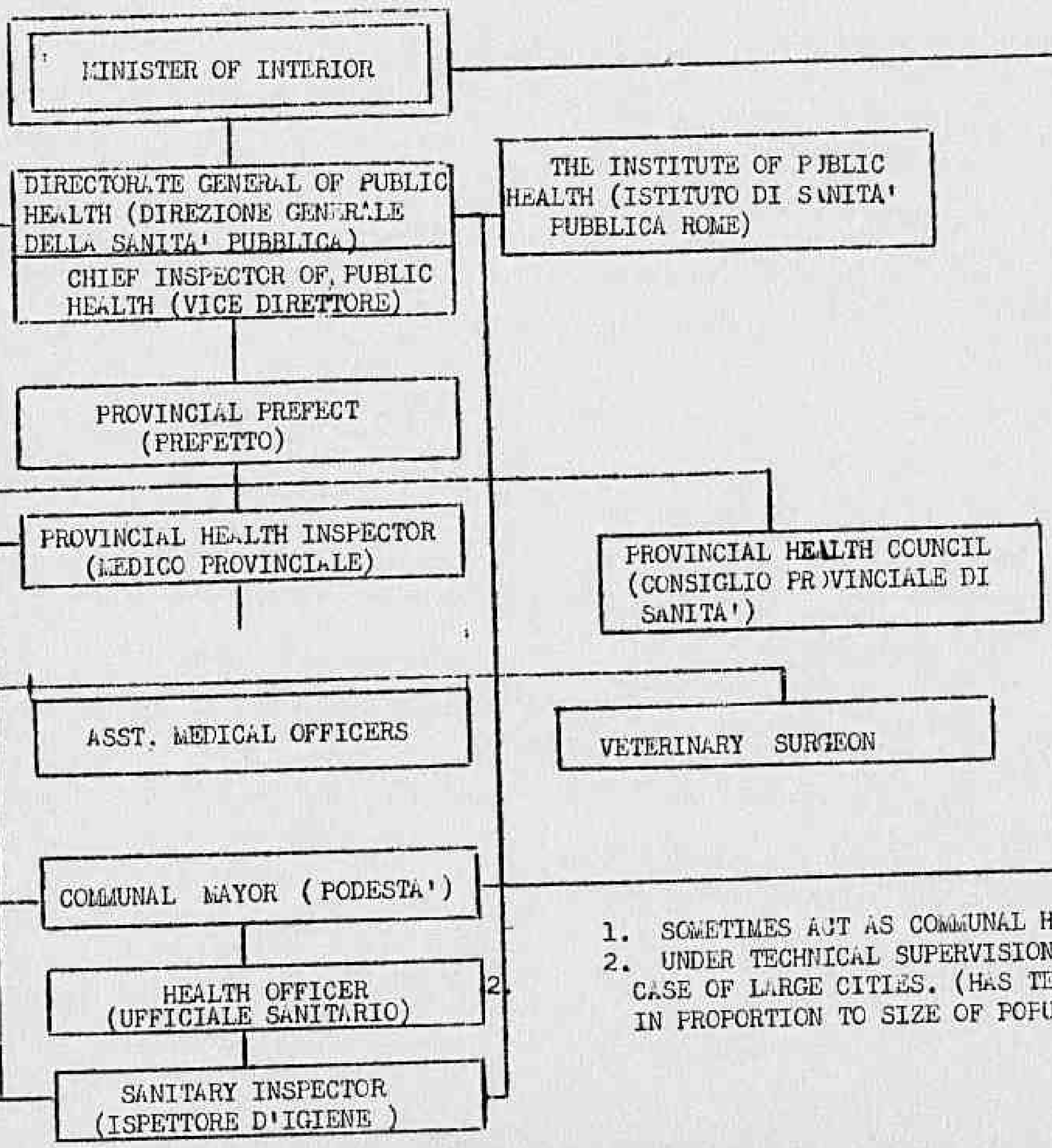
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1. SOMETIMES ACT AS COMMUNAL HEALTH OFFICERS.
2. UNDER TECHNICAL SUPERVISION OF P.H.I. IN CASE OF LARGE CITIES. (HAS TECHNICAL STAFF IN PROPORTION TO SIZE OF POPULATION.)

PART III.

GENERAL RELIEF

1. Objective. To prevent starvation in the civilian population, and, in so far as practicable, to continue the operation of normal relief and assistance programs which existed prior to Allied Force occupation.

2. Policies:

(a) By definition, the term relief applies to aid granted individuals who have insufficient purchasing power to buy the minimum food, clothing, shelter, fuel, medicines, soap and essential household necessities necessary to support life.

(b) Except in extreme emergencies such as may arise because of refugee congestion or acute food shortages, responsibility for supply and administering aid to needy individuals will wherever possible, remain in the hands of local public or other authorized welfare agencies. AMGOT relief funds or tactical force food supplies will be requested only when there remains no other alternative to acute suffering among the civilian population.

3. Existing Local Agencies and Institutions:

(a) In each commune there exists a Communal Public Assistance Board (Enti Comunali di Assistenza) which has authority to operate free canteens, to issue free milk rations, provide free meals for poor school children and maintain dormitories for the homeless. This board is also responsible for the relief of unemployed and otherwise needy persons. In addition to the Enti Communali di Assistenza certain private and religious agencies may be found operating in the relief or closely related welfare fields, e.g. the Italian Red Cross.

(b) Responsibility for determining the relief needs of individual cases will remain with local welfare agencies. If the responsible public welfare officials are gone, an acting public welfare officer will be appointed. If no qualified public officials are available a person from a local private welfare agency will be designated. These new appointments will be made by the Podesta or acting Podesta but only after securing the approval of the C.A.O. All such appointments will be regarded as temporary until approved by the Senior Civil Affairs Officer after clearance with the Welfare Section of the Division of Public Health in AMGOT HQ through regular administrative channels.

(c) Certain groups of chronically ill, physically handicapped, and

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(c) Certain groups of chronically ill, physically handicapped, and aged adults are normally cared for in institutions operated by either public authority or private welfare groups. As is the case with the general relief agencies, existing arrangements will be continued or other satisfactory arrangements substituted. The essential minimum budgetary requirements of these institutions for dependent adults will have the same status as other relief needs as outlined in subsequent sections of this administrative instruction. For example, the same food budget schedule as set out in G (f) may be used to measure the adequacy or the deficiencies of institutional dietaries.

4. Form of Relief:

(a) Unless existing local agency practice runs to the contrary, relief will normally be issued in the form of weekly cash payments. However, it is possible that existing relief agencies are operating certain parts of their programs on a commodity or a relief order basis as in the case of mass feeding of refugees and supplying milk to small children and nursing mothers. It may even be necessary to establish new feeding centers to meet temporarily acute situations encountered in first phases of the operation. In this event, requests for emergency food supplies

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supported by recommendations of P.H.D. will be sent to tactical commanders who have authority to issue army rations provided this can be done without detriment to the military effort. Such issue will be made by the army supply services in cooperation with the C.A.O. and local relief agencies. These agencies will be responsible for determining which people are in need and the amount of aid to be granted. Civil Affairs officers will be held strictly responsible for reporting to AMGOT the amounts and kinds of tactical force supplies issued, the reasons for such issuance, the number of people served and the duration of the emergency feeding period. Copies of documents furnished by army supply services upon delivery of food rations will be attached to the above-mentioned report.

5. AMGOT Participation in Local Relief Costs:

(a) AMGOT funds or supplies, as in case of tactical force supplies, will only be requested when local resources can no longer be made available. During early phases emergency relief funds required by C.A.O.s will be drawn from the appropriate F.O. Funds needed by the S.C.A.O.s at the provincial level will be secured from the appropriate F.O.

(b) After the emergency period has passed requests for AMGOT relief funds will be sent by the C.A.O. to his S.C.A.O. who will forward them through regular AMGOT administrative channels to the Public Health Division where they will be handled by the Welfare Section in cooperation with the Finance Division. Requests for supplies, food and other items without which essential welfare services would break down, will be handled in exactly the same manner except that they will be referred to the Supply Division rather than to Finance.

(c) Local public and responsible private relief agencies will be granted authority to receive lump sum allocations of AMGOT relief funds and commodities. Until further notice public relief agencies will receive their funds through communal, provincial, etc. authorities. In the early phases of the operation it will be the responsibility of local C.A.O.s to designate temporarily the agencies so authorized and to supervise their operation. As soon as time permits representatives of the Welfare Section will conduct more detailed studies of all authorized agencies and either approve or limit their authority to receive AMGOT funds.

(d) It will be the responsibility of the Welfare Section to prescribe minimum standards of organization and performance to be maintained by all local welfare agencies authorized to receive and disburse AMGOT funds and supplies. The type and content of case records, statistical reports and other significant aspects of administration will be prescribed as soon as practicable.

(e) The Division of Finance is undertaking the responsibility of [illegible] to insure the proper handling

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through regular AMGOT administrative channels to the Public Health Division where they will be handled by the Welfare Section in cooperation with the Finance Division. Requests for supplies, food and other items without which essential welfare services would break down, will be handled in exactly the same manner except that they will be referred to the Supply Division rather than to Finance.

(c) Local public and responsible private relief agencies will be granted authority to receive lump sum allocations of AMGOT relief funds and commodities. Until further notice public relief agencies will receive their funds through communal, provincial, etc. authorities. In the early phases of the operation it will be the responsibility of local C.A.O.s to designate temporarily the agencies so authorized and to supervise their operation. As soon as time permits representatives of the Welfare Section will conduct more detailed studies of all authorized agencies and either approve or limit their authority to receive AMGOT funds.

(d) It will be the responsibility of the Welfare Section to prescribe minimum standards of organization and performance to be maintained by all local welfare agencies authorized to receive and disburse AMGOT funds and supplies. The type and content of case records, statistical reports and other significant aspects of administration will be prescribed as soon as practicable.

(e) The Division of Finance is undertaking the responsibility of prescribing financial procedures designed to insure the proper handling of AMGOT relief funds together with the financial accounting, reporting, and auditing systems to be used. The Finance Division is also assuming the responsibility for prescribing accounts as distribution records, inventory reports, and other controls required to insure the proper accounting for commodities issued to Welfare Agencies.

6. Local Agency Relief Standards:

(a) Relief, whether issued in the form of cash or in kind, will be in amounts necessary to make up the difference between a minimum budget standard necessary to provide the essentials of life and the total available resources of the individual or family group. This amount will hereafter be called the budget deficiency of the relief case. It is vital that all really essential needs are included in the budget standard and equally important that all family resources be taken into account. In addition to cash earnings, social insurance payments, family allowances and other financial resources, it is necessary, in many cases, to estimate the value of food products raised and consumed. In brief, if all essential needs and all

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available resources are not included in calculating the budget deficiency it will be of no practical value in determining the amount of relief to be issued by local welfare agencies.

(b) The relief agencies in each commune will have some standard against which budget deficiencies and relief grants are calculated. Local variations in this standard exist because certain foods are more costly in some localities than in others and variations in the concept of what represents essential need are to be expected.

(c) At the outset C.A.O.s will accept the standards which responsible local relief and welfare agencies consider to be adequate and will continue existing programs on that basis. In instances where the local budget standards appear too high or too low it should be submitted to the P.H.D. of AMGOT through regular channels for review and recommendations. This procedure is of particular importance in instances where either AMGOT relief funds or supplies are involved.

(d) Relief budget standards will give first priority to tinned milk for children up to six years of age, nursing mothers, and pregnant women, and a second priority for children from six years to twelve years of age inclusive. It may even be necessary to limit general milk ration entirely to this group. Other essential budget items are medical care, food, soap, fuel for cooking, shelter, clothing, household necessities and, in the cities, utility services - water, light, gas, etc.

(e) The following schedule is presented as a food budget guide against which local agency budgets and rationing systems may be checked. It is not an official AMGOT standard but simply a temporary measuring rod designed to enable local C.A.O.s or Public Welfare Officers to know when to submit questionable budget standards to AMGOT headquarters for review. All marked deviations in either direction will be so reported.

(f) Food Budget Schedule.

Two-thirds or more of the Italian diet has consisted in recent years of bread and grain products (pasta, maize, rice, etc.).

For various types of consumers the following minimum quantities of food, as measured in calories (food-energy), are recommended:-

Type of Consumer	Calories per day
Non Workers	2500
Adolescents	3000
Light workers	3000
Heavy workers	3300
Very heavy workers	3800

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en., in one sector, [illegible]

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Type of Consumer	Calories per day
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Adolescents	3000
Light workers	3000
Heavy workers	3300
Very heavy workers	3800

To supply these needs, typical foodstuffs will give the following approximate values in calories:-

Food.	Calories per kilo (1)	Calories per pound
Bread	2420	1100
Pasta	3520	1600
Flour	3520	1600
Rice	3520	1600
Potatoes	825	375
Meat	2200	1000 (variable)
Sugar	3960	1800
Olive Oil	6600 (per liter)	3000
Cheese	2200	1000
Milk	682 (per liter)	310 (640 per quart)
Beans (dried)	3300	1500

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If two-thirds of the diet is supplied by bread and similar products and another 20 to 25 percent by fats such as olive oil, the remainder should be derived from leafy green vegetables, potatoes, fruits, sugar, meats, and dairy products.

Whole milk should be furnished to all young children (to 12 years of age), to expectant and nursing mother; and where feasible to the sick and invalids. A pint per day (340 calories) should be provided for this purpose.

It is impossible to indicate the ration of these items which may be allowed until local conditions are known.

(1) 1 Kilogram = 2.204 pounds — 1 Gram = 0.035 ounce
1 Kilogram = 1000 Grams — 1 Liter (1000 c.c.) = 35.196 ounces

7. Medical Care for Relief Groups

(a) Medical care for all classes of the population is a responsibility of the Health Officer of the commune, who may have a number of assistants. Types of care provided include general hospitalization, outpatient clinics, dispensaries for drugs and medicines, home nursing service through religious orders, private agencies such as the Red Cross, and home medical care by city doctors (Medici Condotti) working under the supervision of the Chief Health Officer (Ufficiale Sanitario).

(b) Medical care for the more needy elements of the commune is generally less adequate than for people able to pay for private care and it will be the continuing responsibility of local relief agencies to insure that their cases are not neglected. Relief workers are in a position to discover cases of disease and to refer them to medical services for treatment and care. If medical stores are required they will be included in relief budgets unless supplied by hospital or clinic dispensaries. A relief program which disregards the rehabilitative aspects of medical care simply builds up a permanent load of unemployable individuals. For this reason follow up medical care for the needy sick must have equal priority with food and other essentials in a relief budget.

8. Cooperation with sources of Employment

(a) Unemployment, a common cause for the issuance of relief, must be reduced to a minimum by the closest possible cooperation between relief agencies, employment agencies, and individual employers. The Army will hire labor either directly or through established labor exchanges and unemployed relief recipients must therefore be required to register at places where people are being hired. Relief will be withheld from those refusing to work for other than reasons satisfactory to AMGOT welfare authorities, such as health, lack of clothing, etc. In some instances it

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and home medical care by city doctors (Medici Condotti) working under the supervision of the Chief Health Officer (Ufficiale Sanitario).

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9. Supervisory Controls

(a) The primary method by which C.M.G.s will check on the operation of local relief programs will be by personal observation and conferences with agency executives. A cooperative attitude, based upon an agreement as to fundamental objectives will go far toward insuring success.

(b) In addition, however, it is necessary for each agency to maintain certain basic records. There should be a case file for each individual or family showing the usual identifying information, a budget calculation (the basis for authorizing relief) and a record of CASH payments made or the value of relief issued in kind. From this can be produced both statistical and financial reports. Each payment must be supported in such fashion that an auditor will be able to tell who authorized the relief and whether or not it was paid to the proper person

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10. Reports

(a) The Welfare Section at ANGOT Headquarters will be unable to establish overall plans and policies without certain basic information covering the situation in each important commune. At an early date each C.A.O. will report on the following:

(1) Names and locations of local relief and assistance agencies with names of responsible officials.

(2) For each agency:

A. Number of employees.
B. Number of family cases being aided currently.
C. Number of single individuals being aided currently.
D. Agency budget for 1942/43 and 1943/44 showing sources of funds.
E. Budgetary standard for cases served.
F. Method of making relief payments.

(3) A brief summary of the major relief problems confronting the community. Included here will be a statement of any emergency needs, kind of assistance needed - by specific items, amount and cost of each and recommendations for correcting unsatisfactory conditions.

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GENERAL ADMINISTRATIVE INSTRUCTION NO. 7

LEGAL

Instructions to C.A.O.'s and Judicial Officers

A. PROCLAMATIONS

1. Copies of all Proclamations and General Orders which have been signed are contained in this folder, and all Civil Affairs Officers and Judicial Officers should be thoroughly acquainted with their provisions.

2. Proclamations Numbers 1, 2 and 3 will be posted immediately on occupation by Civil Affairs Officers. In addition to posting Proclamation Numbers 1, 2 and 3 immediately there are two Notices to the Public made under Proclamation No. 2, which must be posted at the same time. Copies of these two notices are also contained in the folders.

3. As soon as conditions allow after the commencement of the occupation and the forms of Proclamation are made available, Civil Affairs Officers, will proceed to post Proclamtions, Numbers 4, 5, 8, 11, 13, and General Orders 1 and 2. Instructions will be issued by Allied Military Government Headquarters when the remainder of the Proclamtions and General Orders, of which copies are contained in this folder, are to be posted.

B. ALLIED MILITARY COURTS

Constitution of Courts:-

4. Civilians charged with offences against the law of Military Government will be brought before Allied Military Courts as provided in Proclamation Numbers _____. Allied Military Courts will comprise General Military Courts, Superior Military Courts and Summary Military Courts, each of which is competent to try any offence. The difference between the various Courts is as to their powers of Punishments.

(a) General Military Courts will consist of not less than three officers at least one of who shall be a Judicial Officer of the Allied Military Government. A General Military Court can impose any lawful punishment, including (subject to confirmation) the punishment of death.

(b) Superior Military Courts will consist of one or more officers at least one of whom shall be a Judicial Officer of the Allied

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Officers, will proceed to post Proclamations, Numbers 4, 5, 8, 11, 13, and General Orders 1 and 2. Instructions will be issued by Allied Military Government Headquarters when the remainder of the Proclamations and General Orders, of which copies are contained in this folder, are to be posted.

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(a) General Military Courts will consist of not less than three officers at least one of who shall be a Judicial Officer of the Allied Military Government. A General Military Court can impose any lawful punishment, including (subject to confirmation) the punishment of death.

(b) Superior Military Courts will consist of one or more officers at least one of whom shall be a Judicial Officer of the Allied Military Government, if available. A Superior Military Court can impose a sentence of imprisonment up to (10) years and any fine.

(c) Summary Military Courts will consist of one officer who shall be a Judicial Officer or a Civil Affairs Officer of the Allied Military Government, if available. A Summary Military Court can impose a sentence of imprisonment up to (1) year and a fine up to 50,000 lire.

5. Every officer of the Allied Military Government who is a qualified lawyer is a Judicial Officer within the meaning to the Proclamation Number 4.

Establishment of Courts:-

6. It is of the utmost importance for the restoration of law and order as soon as a locality is occupied that offenders be brought to trial and punished with a minimum of delay. The Procedure for the establishment of General and Superior Military Courts is as follows:

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I. In areas where the Allied Military Government is functioning under the orders of a Task-Force Commander acting for the Military Governor:

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General and Superior Military Courts are established by an Order in the following Form:

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

General Officer Commanding

I, _____, Commanding General _____

_____, hereby appoint _____

to be President and _____ and _____ to be members of a Superior Military Court for the trial of all persons who may be brought before it.

In the Field

1943

_____

General Officer Commanding
Commanding General

A Task-Force Commander may authorize any officer in his command commanding a division or higher unit to sign an order in the above terms.

II. In Areas where the Allied Military Government is functioning under the Orders of the Chief Civil Affairs Officer, acting for the Military Governor:

General Military Courts are established by an Order of the Chief Civil Affairs Officer, the Deputy Chief Civil Affairs Officer, acting on the advice of the Chief Legal Officer.

Superior Military Courts are established by an Order of the Chief Civil Affairs Officer, the Deputy Chief Civil Officer or any Senior Civil Affairs Officer.

The form of appointment is as above, subject to the necessary modifications in the description of the appointing officer.

7. The procedure for the establishment of Summary Military Courts is set out below.

8. An Order has been made authorizing all officers of the Allied Military Government who are acting for the time being as Civil Affairs Officers or Judicial Officers to sit as a Summary Military Court. This includes Civil Affairs Police Officers of the Allied Military Government who are acting for the time being as Civil Affairs Officers. This Order applies in any area, whether it is one in which the Allied Military Government is functioning under the orders of a Task-Force Commander or under the orders of the Chief Civil Affairs Officer.

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9. Whenever a Task-Force Commander or a Sub Task-Force Commander desires that civilians in his area of control shall be brought to trial for offences against the Proclamations and Orders of the Allied Military Government or for war crimes, he may request any Civil Affairs Officer or Judicial Officer attached to his Staff to establish a Summary Military Court to deal with the same. The Civil Affairs Officer or Judicial Officer will then establish himself as a Summary Military Court without the need of obtaining a written order of appointment if any case coming before such Officer is one which should be sent to a Superior or General Military Court, a written Order for the appointment of such Court will be obtained as outlined in para 5 above.

10. In areas where the Allied MILITARY Government is functioning under the Chief Civil Affairs Officer, Civil Affairs Officers and Judicial Officers will establish themselves as Summary Military Courts when directed by the Senior Civil Affairs Officer under whose command they may be, but no written order of appointment is necessary. Superior and General Military Courts in such areas will be constituted as the need arises in accordance with para 5 above.

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11. When it is desired to appoint an officer to be a Summary Military Court and such officer is NOT acting for the time being as a Civil Affairs Officer or a Judicial Officer, an appointment in writing must be obtained as outlined in para 5 above.

Prosecutions:-

12. In any area where the Allied Military Government is functioning under the orders of a Task-Force Commander and the Task-Force desires offences by civilians to be dealt with by Allied Military Courts, it is most important that Civil Affairs Officers and Judicial Officers should make immediate contact with the Provost-Marshal's department and advise the Officer in charge of the department of the establishment of Allied Military Courts, of the manner in which they are conducted and of the procedure for bringing cases to trial before them.

13. Owing to the lack of Officers of the Allied Military Government in the early stages it is often necessary for the Military Police to prosecute as in combat areas; it is unlikely that the Carabinieri Reali will be functioning completely.

14. Where the Carabinieri Reali are able to function fully in any area, it is permissable under the Rules of Procedure for them to appear and prosecute in cases before Allied Military Courts. Members of the Carabinieri cannot be expected to do more than state shortly to the Court the facts of a case and then tender the witness in the event of the accused pleading "not guilty". Prosecuting Officers of the Allied Military Government will only be used in important cases.

15. An Allied Military Court will always, whoever is prosecuting before to lend such assistance to the prosecution and accused as circumstances may require to enable the truth to be ascertained and justice to be done.

Powers and Procedure of Courts:-

16. Reference must be made to Proclamation No. 4 to ascertain the jurisdiction of Allied Military Courts. The Rules of Procedure and Special Administrative Instructions Legal No's. (1) and (2) deal with the actual conduct of trials.

17. It is essential that all of these documents be closely studied by all Officers concerned in the Administration of Justice.

C - ITALIAN COURTS

18. Under Proclamation No. 1, all Italian Courts are to remain closed until reopened under the supervision of the Allied Military Government. It is to be expected that there will be found on first occupation

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and prosecute in cases before Allied Military Courts. Members of the Carabinieri cannot be expected to do more than state shortly to the Court the facts of a case and then tender the witness in the event of the accused pleading "not guilty". Prosecuting Officers of the Allied Military Government will only be used in important cases.

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C - ITALIAN COURTS

18. Under Proclamation No. 1, all Italian Courts are to remain closed until reopened under the supervision of the Allied Military Government. It is to be expected that there will be found on first occupation a state of overcrowding of the jails and it is most important that Courts should be made to function again at as early a date as possible and that persons in jail awaiting trial should be dealt with expeditiously.

19. The senior Judicial Official attached to the section of the Allied Military Government taking part in a new occupation should make it his immediate business, under the direction of the Senior Civil Affairs Officer, to obtain particulars of the local judicial officials, interview them and ascertain from all available sources which of such officials may be trusted to continue in their duties and dispense justice impartially. It will be found as a general rule that the judicial officials with long service are the most to be relied upon.

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20. The most important Courts to reopen as soon as possible are the Pretura and the Tribunale Penale and all officers acting as Civil Affairs Officers should reopen in their localities these Courts without delay, first satisfying themselves of the suitability of the existing Italian Judicial Officials.

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21. After the Pretura and the Tribunale Penale have been re-opened, the following further Courts should be re-established as soon as the necessary number of suitable judicial officials can be obtained;

Corte d'Appello (Criminal Chamber)
Corte d'Assisi

22. Approval to continue payment of the salaries of Judicial Officials should be obtained as soon as possible from the Finance Division.

23. No civil courts will be re-opened without the approval of Allied Military Government Headquarters.

24. In the event that it is found impossible to re-establish the Italian Criminal Courts within a reasonable time, or in the event of it being undesirable to allow any case or class of case to be brought before the Italian Courts, it is permissible to try persons for offences against Italian Law before an Allied Military Court under the provisions of Section 3 of Article II of Proclamation No. 4. This power should not be resorted to unless it is absolutely necessary.

25. The order of Transfer, which may be signed by the Civil Affairs Officer as an officer acting under the authority of the Military Governor will be in the following form:

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

TRANSFER OF JURISDICTION

By virtue of Section 3 of Article II of Proclamation 4, I _____

_____ hereby order the case of 1 _____
(title)

for the offence of _____; 2 _____ for the offence

_____; 3_____ for the offence of _____

and for any other offences with which he/she/ they may be charged, be

enquired into and tried by the _____ Military Court at _____

Given under my hand

this _____ day _____ 1943. Signature _____

Title

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25. The order of Transfer, which may be signed by the Civil Affairs Officer as an officer acting under the authority of the Military Governor will be in the following form:

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

TRANSFER OF JURISDICTION

By virtue of Section 3 of Article II of Proclamation 4, I _____

_____ hereby order the case of 1 _____
(title)

for the offence of _____; 2 _____ for the offence

_____; 3_____ for the offence of _____

and for any other offences with which he/she/ they may be charged, be

enquired into and tried by the _____ Military Court at _____

Given under my hand

this _____ day _____ 1943. Signature _____

Title_____

26. It may be found that in the jails are persons who have been confined on the order of the Questore without trial. Full particulars of these should be obtained and their cases investigated. Proclamation No. 13 relates to these persons. It will be found convenient to establish a committee in the main town of the occupied territory, consisting of Judicial Officers of the Allied Military Government and two reliable Italian Court Officials to make the investigations into the various cases and to prepare a report for the Chief Legal Officer. No action as to release should be taken until the orders of the Chief Legal Officer have been obtained, except that political prisoners may be released on the understanding that they report regularly to the nearest Civil Affairs Officer or the Local Police, whichever is found more convenient.

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GENERAL ADMINISTRATIVE INSTRUCTIONS NO 3

Monuments and Fine Arts

1. For the purpose of these Instructions the term "monument" will designate any site, building, or other structure, whether public, ecclesiastical, or private, whose historic, cultural, artistic, traditional, or sentimental value render its protection and preservation a matter of public interest. Such monuments include ruins, museums, libraries, churches, memorials, palaces, and the like.

2. As soon as practicable after occupation, the CAO should inspect all monuments within the area under his charge to determine what measures are necessary for their protection and preservation.

3. Monuments of necessary daily use, as churches, public offices, private residences, or the like should be kept open and provision made for existing custodians to be continued in office or new ones found. Necessary funds should be provided from local sources.

4. The CAO should use his discretion whether to keep open or to close monuments not of necessary daily use, as museums, libaries, archeological sites, or the like. Where custodians and funds are available and the monument is in good repair, it should probably be left open. Otherwise it should be closed, a notice posted to the effect that it has been closed by military authority, and measures taken to ensure its protection and preservation by posting of guards, frequent inspection, or the like.

5. In his inspection, the CAO should note damages sustained by monuments in the course of occupation. He should render a report on such damage through channels to the CAO. He should include recommendations with respect to repairs, cost, available funds, available skilled labor, and the like. Where delay in repair would jeopardize the preservation of the monument, he should see to the execution of the repairs on his own authority. Costs of repairs should be charged to local funds save in very exceptional cases.

6. The CAO should take steps to prevent damage or defacement of monuments by military or local personnel. Such steps might include, besides ensuring adequate protection, posting of notices in English and Italian, requesting tactical commanders to warn troops against acts of nuisance, defacement or disrespect, and the like.

7. The CAO should see that all charges of damage or disrespect to monuments which come to his attention are promptly investigated by himself or by appropriate civil or military authorities and, if proven, are duly punished.

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7. The CAO should see that all charges of damage or disrespect to monuments which come to his attention are promptly investigated by himself or by appropriate civil or military authorities and, if proven, are duly punished.

8. During the first phases of occupation, the CAO will probably not be concerned with the protection, care, and control of mobable objects of art other than through steps taken to protect museums etc. Instructions will therefore be issued later on this subject. The CAO should, however, attempt to prevent the removal of objects of art, archaeological fragments, and the like. He should also see to the proper preservation of such objects as may come to light in the course of military operations, repairs to buildings, or the like.

9. As soon as practicable, the CAO should render a report through channels to the CCAO for the use of the Advisor on Fine Arts and Monuments upon the condition of monuments in his area, on the steps which he has taken for their protection and preservation, and on any further steps which he recommends to be taken by higher authority.

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GENERAL ADMINISTRATIVE INSTRUCTION NO. 9

1. The educational institutuions of Italy fall into three categories: Elementary schools, secondary schools and universitites. The Elementary School (ages 6 to 9), Work School (9 to 11), Vocational School, Handicraft School and Intermediate School (11 to 14) all belong to the Elementary category. The secondary schools include the Classical Lyceum, Scientific Lyceum, Normal School and Technical High School (ages 14 to 19) as well as the higher or vocational school (14 to 18). All but the latter lead to the University.

2. Schooling is compulsory from the ages of six to fourteen, but is preponderantly agricultural. Sections of the country, the children are needed at home to help with the farming and three or four months of schooling a year is often the most which they receive. Also, the vast majority of the young finish their education at the age of fourteen.

3. Secondary education in each province is under the supervision of a Provincial Education officer (Provveditore Agli Studi) who is responsible to the Prefect for the general functioning of his department. He is assisted by a Chief Secretary. Elementary education in each province is under a Chief Inspector of Schools (Ispettore Capo). The Rectors of the three universities are directly responsible to the Ministry of Education in Rome.

4. It is laid down in the AMGOT Plan that all schools will be closed in the early stanges of occupation and reopened as soon as practicable under the advice of the Educational Advisor.

5. On arrival in a given locality, the C.A.O. may expect to find the schools closed owing to recent military operations. It will be his duty to familiarize himself with the buildings and to ascertain the space available in the event that his tactical Commander may have need of it for some emergency purpose. If the tactical Commander releases the space, the C.A.O. may then use it, if necessary, for the benefit of the civil population; e.g. to shelter the homeless or to set up facilities for hospitalization. If this is unnecessary, he should see to it that the buildings are properly cared for by the local school authorities until they can be reopened for education.

6. With respect to secondary and elementary schools in a provincial capital, the Provincial Education Officer should be charged with the proper maintenance of the buildings until they are reopened. In smaller town, the principle schoolmaster should be charged with this duty.

7. The C.A.O. should report through channels to the C.C.A.O. on the state of the schools within his locality and uses to which they may have been put temporarily. He should also inform the local education officials that they will be held responsible for all pertinent documents

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5. On arrival in a given locality, the C.A.O. may expect to find the schools closed owing to recent military operations. It will be his duty to familiarize himself with the buildings and to ascertain the space available in the event that his tactical Commander may have need of it for some emergency purpose. If the tactical Commander releases the space, the C.A.O. may then use it, if necessary, for the benefit of the civil population; e.g. to shelter the homeless or to set up facilities for hospitalization. If this is unnecessary, he should see to it that the buildings are properly cared for by the local school authorities until they can be reopened for education.

6. With respect to secondary and elementary schools in a provincial capital, the Provincial Education Officer should be charged with the proper maintenance of the buildings until they are reopened. In smaller town, the principle schoolmaster should be charged with this duty.

7. The C.A.O. should report through channels to the C.C.A.O. on the state of the schools within his locality and uses to which they may have been put temporarily. He should also inform the local education officials that they will be held responsible for all pertinent documents such as rolls of teachers and personnel until further notice. He will not allow the schools to reopen until directed to do so by higher authority.

8. Universities should be closed and the Rectors charged with their maintenance until further directives are issued.

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General Administrative Instruction No. 10

CONTROLLER OF PROPERTY

1. DUTIES.

The duties of the C.P. will be the following :-

(a) The C.P. will be responsible for the custody of :-

(i) Property of Allied Governments or nationals sequestrated by the Italian Government.

(ii) Enemy state property not in custody of some other branch of the Armed Forces.

(iii) Such abandoned property or property belonging to absentee owners of which no representatives can be found in the Occupied Territory as the C.C.A.O. may direct.

(b) He may also be required to take into his control, when directed to do so by the C.C.A.O. :-

(i) Any property the control of which is in the opinion of the C.C.A.O. essential to the needs of the Allied Forces or inhabitants of the Occupied Territory.

(ii) The property of any person, company or institution whose activities are deemed by the C.C.A.O. to be prejudicial to the safety of the Allied Forces or of public order.

(c) He will also assist all branches of the Allied Forces to ascertain secure and take possession of any enemy State Property susceptible of military use which they may require.

For the purpose of (a) (i) above, the term "Allied" will be deemed to include only the U.S.A. and the British Commonwealth nations, but may subsequently be extended by the C.C.A.O. to include all or any of the other United Nations.

With respect to (a)(ii), the term "enemy state property" includes all property owned, controlled or administered by any state at war with the U.S. or Great Britain and also that of companies, institutions or bodies in which

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(i) Any property the control of which is in the opinion of the C.C.A.O. essential to the needs of the Allied Forces or inhabitants of the Occupied Territory.

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With respect to (a)(ii), the term "enemy state property" includes all property owned, controlled or administered by any state at war with the U.S. or Great Britain and also that of companies, institutions or bodies in which any such state has any substantial interest or over which it exercises substantial control.

2. GENERAL DIRECTIVE.

ALLIED PROPERTY

At the outbreak of war the Italian Government established a department to deal with enemy property which appointed sequestrators to administer it. In Sicily the Banco di Sicilia was made sequestrator of all real estate in the island, but private individuals were appointed as sequestrators for industrial and commercial undertakings. The supervision of these sequestrators was placed in the hands of the Provincial Prefect. Bank balances, securities etc were for the most part paid over to the Banca d' Italia and remitted to Rome, but some balances have still been retained by the local banks. It appears that the process of sequestration, especially as regards smaller estates, has been carried out in a somewhat

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leisurely manner and there are a large number of Allied Properties the sequestration of which though decided upon has not actually been carried out.

3. In accordance with Article IV of the Proclamation No. 6, C.P. will obtain from Public Officials and/or their nominees who have charge of the sequestrated estates of Allied Governments or Nationals, records and full description of all properties under their charge. C.P. will formally take custody of these properties, the Declaration of Custody being published in the Allied Military Government Gazette. In cases where the sequestrator is, in the opinion of the C.P., a reliable and efficient person, the C.P. will appoint him as his a gent for managing the property. In cases where the sequestrator is absent or has been found unreliable, the C.P. will either :

(a) appoint an agent for this purpose, or

(b) take over the management of the property.

Procedure (a) will be followed unless there are special conditions rendering it inapplicable. Where the sequestrator continues in office, it is desirable that the C.P. should not meddle with the detailed administration of the property and his direction should be confined to matters of policy only.

Sequestrators should not, however, be permitted :

(a) to dispose of or contract a charge upon land,

(b) to alter the object or legal form of the undertaking,

(c) to dispose of or liquidate any undertaking,

(d) to dispose of any capital assets except in the ordinary course of business,

(e) to contract new leases,

without the consent of the C.P. or his assistant.

The former sequestrator if he continues to administer the property on behalf of the C.P., will be entitled to a fee computed on the same basis as his pre-occupation remuneration, unless or until contrary instructions are issued, and the said fee will be a charge against the estate. If another agent is appointed his fee will be a reed with the C.P. on the basis of the fee to which the former sequestrator was entitled.

4. In the case of property of Governments or nationals of Allied Nations other than the U.S. and the British Commonwealth of Nations, the

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4. In the case of property of Governments or nationals of Allied Nations other than the U.S. and the British Commonwealth of Nations, the Italian regulations regarding sequestration, etc. will remain in force until repealed in whole or in part. If, therefore, the sequestrator of any such property is absent, the C.P. will have to assume responsibility for these properties. He will take them into formal custody and entrust their management to a sequestrator or trustee who will administer them according to the existing regulations. Sequestrators who are present will continue administering the property in their charge under the general supervision of the C.P., until the C.C.A.O. shall direct otherwise.

5. In all cases the C.P. will either make an inventory of the property on assuming custody or check the inventory furnished by the sequestrator. This inventory, which will include a description of the condition of the property, will be agreed with the future agent or trustee appointed by the C.P.

6. All expenses for maintenance of Allied property taken in

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custody by the C.P. will be charged against the estates in question and normally the C.P. will not be permitted to employ public funds for this purpose unless expressly authorized to do so by the C.F.C. However, in cases of emergency where action has to be taken before there is time for obtaining authority from the Finance Division, the C.P. or his subordinate officer may expend a sum the amount of which will be laid down in protecting any particular piece of Allied property which in his opinion is of sufficient value to render the ultimate recovery of the sum expended reasonably secure.

7. It will be possibly found that some owners of sequestrated estates are still resident in the occupied territory and that in the past the sequestrator allowed them a bare living allowance out of the Estate Income. It can be anticipated that pending the return to them of their property, they will ask for either an increased living allowance by reason of the increase in cost of living or the payment to them of the whole of the estate income. In these cases; theoretically, the whole of the income over maintenance, administration and similar expenses can be paid to them but care should be taken to retain a reserve for contingencies particularly where buildings are concerned and where rents will remain practically constant but cost of repairs will possibly be increased three or four-fold.

8. Considerable difficulty may be experienced in the question of allowances to joint owners of the estate some of whom are present and some absent particularly when there is no written agreement between the joint owners as to their interests. In all cases of doubt reference should be made to the Legal Division.

9. In cases where owners are present and claim the restoration of their property this should not be returned to them until their title has been verified by the Legal Division.

10. In the case of Allied Companies or undertakings whose assets have been sequestrated a complete and detailed inventory should be prepared on taking custody. Where these undertakings have been occupied or taken over by any branches of the Armed Forces and are subsequently surrendered by them, it would be advisable, if possible, to ask for their co-operation in protecting Allied property and in compiling an inventory at the earliest possible opportunity (e.g. a petrol depot belonging to an American or British concern which will in the first phase almost certainly have been taken over by D.A.D.S. & T. (P), or the Transportation Division of the U.S. Army). Moreover, in this and in other cases it is possible that an enemy company has been authorised by the Italian Government to use these installations and a representative of that company should therefore also be requested to assist in prepara-

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paid to them but care should be taken to retain a reserve for contingencies particularly where buildings are concerned and where rents will remain practically constant but cost of repairs will possibly be increased three or four-fold.

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11. P.C. will not, however, be responsible for recording any removal of or damage to property which may have occurred before he has formally taken custody.

12. <u>ENEMY STATE PROPERTY.</u>

<u>Buildings.</u>

(i) AMGOT departments will be responsible for compiling records, inventories, etc. of buildings occupied by them and their contents. Copies will be filed with the C.F. who will prepare the formal declaration of custody which will be published in the Allied Military Government Gazette. C.P. will be responsible for preparing records of all other state buildings not occupied by AMGOT or the Armed Forces except that :

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(ii) The Advisor on Fine Arts and Museums shall be responsible for the preparation of inventories and records of such properties and shall file copies thereof with C.P. It would seem advisable that this be done before the reopening of such institutions.

(iii) C.S.D. will be responsible for compiling records, inventories, etc. of State lands, forests, quarries, mines, etc. not occupied by the Armed Forces and buildings situated thereon. Records will be filed with C.P. who will take formal custody, the declaration of custody to be published in the Allied Military Government Gazette. Such records to include inventories of all movable property such as furniture, machinery, livestock, growing crops, etc.

13. Properties owned by semistatal enterprises will be treated as State-owned and will be dealt with as above, the various departments of AMGOT being responsible for preparing records of all properties occupied by them which will be filed with the C.P. In the case of properties not taken over either by the Armed Forces or by any division of AMGOT, the C.P. will be responsible for taking the necessary action.

14. Exchange of information.

The C.P. will at the earliest opportunity provide the Armed Forces with as complete list as possible of State property which he proposes to take under his custody in order to enable them to occupy or seize such of it as they may require. It would similarly be desirable for branches of the Armed Forces who have occupied or seized State property (other than that of a strictly military nature) to furnish the C.P. with as complete a record as possible including date of occupation and the general condition of the property at the time of taking over.

15. Municipal Property.

Municipal Property is regarded as private property under international law, and as it is contemplated that municipalities as bodies corporate will not be dissolved, municipal property will be treated as private property whose owner is present. The C.P. will therefore not be responsible for taking it into his custody unless specially directed to do so by the C.C.A.O.

PRIVATE PROPERTY

16. Abandoned Property.

The C.P. will only be required to take such abandoned property [illegible] as is considered by the C.C.A.O. to be of importance.

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PRIVATE PROPERTY

16. Abandoned Property.

The C.P. will only be required to take such abandoned property under his custody as is considered by the C.C.A.O. to be of importance, either to the Armed Forces or to the economic or social welfare of the community.

17. However, it may be felt that there is some obligation on the part of the occupying power to look after the interests of those persons whom they compulsorily prevent by deportation, internment, etc., from looking after their own property. It would, therefore, be desirable to arrange with the Security branches of the Armed Forces that all internees should be given the opportunity of appointing representatives among the inhabitants of Occupied Territory with power to look after their property. The most convenient way of doing this would be to draw up in conjunction with a well-known Notary Public a form of power of attorney which would be distributed to Os.C. internment camps for distribution of internees who wished to avail themselves of this privilege.

It is possible that there may be in the Italian Civil Code a provision analogous to that contained in the French code civile under which the courts are empowered to appoint a trustee for abandoned property.

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If this is so, application may be made to the Procuratore del Re, or other appropriate Italian Legal Official, by the C.P. in order to avail himself of this opportunity.

18. In view of the extreme shortage of personnel, the object of the P.C. (except as otherwise directed) should be to hand over the management of estates, properties, etc. to a reliable local firm or person conversant with the type of property in question, subject to the conditions laid down in para. 3 above. The C.P. will, however, take formal custody of such properties and will be responsible for seeing that the agents appointed by him carry out their duties in a satisfactory manner. Cases, however, may occur in which the C.P. Division will have to take over the direct management of abandoned estates. Lands and buildings should be leased wherever possible. A form of lease is contained in Annex "A" which should be used wherever suitable, the principle feature of which is the clause providing for re-entry being effected under an order of an officer of the Military Court. When fixing the rent, the Chief consideration of the C.P. should be the preservation of the property. He should therefore be more concerned to find a reliable tenant who will look after the property than to find a tenant who will pay a high rent, at any rate in the earlier stages of the occupation. Monies collected as rent may be used in order to effect repairs, etc., and it is important that the C.P. should establish for himself the reputation of a good landlord in order to facilitate the finding of suitable tenants.

19. When the Armed Forces occupy abandoned property; in the case of (a) dwelling houses, hirings and/or U.S. Army Engineers should record dates of occupation and the initial occupying unit should prepare inventories of their contents. They should also, where possible, give some indication of its pre-occupation value. In the case of (b) industrial premises, hirings or U.S. Army Engineers should record dates of occupation and in conjunction with a technical unit, make an inventory of fixed and moveable plant.

20. If any of the moveable plant is seized or requisitioned by any branch of the Armed Forces the branch concerned will be responsible for making a record of the assets so appropriated. Copies of all records mentioned above should be forwarded to C.P. for filing but C.P. will not be held responsible for the accuracy or completeness of these records. C.P. will not be responsible for any property in the occupation of the Armed Forces. He will, however, collate all records supplied to him concerning abandoned property when it is finally de-requisitioned. Normally the C.P. will in such cases take formal custody and make arrangements for the private letting of such premises as soon as possible after they have been de-requisitioned. He will take an inventory of the con- [illegible] he will not be responsible

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therefore be more concerned to find a tenant for the property than to find a tenant who will pay a high rent, at any rate in the earlier stages of the occupation. Monies collected as rent may be used in order to effect repairs, etc., and it is important that the C.P. should establish for himself the reputation of a good landlord in order to facilitate the finding of suitable tenants.

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21. From the point of view of the CP's responsibility, abandoned industrial and commercial concerns may be divided into three categories:

(i) small businesses and industrial undertakings of no particular importance in the economic life of the territory.

(ii) medium or large size businesses and undertakings of interest to the civilian population but not of such a nature as to be taken over by the P.C.

(iii) industrial concerns, etc. of vital interest to (a) the Armed Forces and/or (b) the essential economic needs of the territory.

With regard to (i) C.P. will have no responsibility even of record, except as otherwise directed by the C.C.A.O.

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22. With regard to (ii) it is not expected that the number of enterprises of which no representative can be found will be great, but where directed to do so by the C.C.A.O., C.P. should take formal custody, the declaration being published in the Allied Military Government Gazette, but his responsibility in the conduct of the concern should be limited to making arrangements for leasing it at a rental, the lessee taking over the stock at a valuation at current wholesale prices but preferably by public tender, but if this is impracticable, by private arrangement. If the previous occupant was only a tenant of the premises and the lease has only a short period to run, then considerable difficulty may be experienced in leasing the premises. Action to be taken will depend upon the terms of the existing lease and conditions existing at the time.

23. When business undertakings are available for lease an inventory should be prepared by the C.P. and copies made available to prospective tenants. Before any undertakings of this nature are offered to any private lessee, the Armed Forces should be notified of their existence and given a prior opportunity to take them over.

If any unit of the Armed Forces intends to use any premises or works which have come into the custody of the C.P., they should be formally requisitioned from the P.C. A detailed inventory should be made jointly by the C.P. and a representative of the occupying unit and jointly signed. A report by one of the technical officers attached to the C.S.D. should also be prepared.

In cases where letting the business is impracticable, stocks should be sold and the premises with the tenant's fixtures where possible let. Industrial undertakings for which no lessee can be found should be placed on a care and maintenance basis. The C.P. has powers to raise loans on the security of the property for this purpose.

24. With regard to (iii), the C.C.A.O. may direct C.P. to take them under his control in which case they will normally be dealt with as indicated in para. 25.

25. PRIVATE INDUSTRIAL ENTERPRISES CONTROLLED BY THE C.P.

Private Industrial Undertakings operated under the control of the C.P.

(i) Businesses furnishing war material useful to the Armed Forces, e.g. Cement, Asphalt, etc.

The C.P. will take formal custody in the usual manner and take an inventory of the property taken over, and a balance sheet showing

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The C.P. will take formal custody in the usual manner and take an inventory of the property taken over, and a balance sheet showing the position of the undertaking at the date of taking control. If the property in question has been previously occupied, by any branch of the Armed Forces, C.P. will ask for the cooperation of the occupying branch in making this inventory, which should be agreed and signed jointly. This inventory should include a list of any articles, machinery, etc. already removed by the Armed Forces. If the business in question has been in actual operation previous to our occupation, the manager of the concern would normally be continued if acceptable to Security and deemed to be reasonably efficient. The direction of industries working for the Armed Forces will be placed in the hands of a Board consisting of (a) one or more members of the different branches of the services interested in the commodities produced; (b) a representative of the F.D., (c) a representative of the Legal Department; (d) (where appropriate) representatives of the C.C.D., one from the Supplies Section and the other a technical officer conversant with the type of business concerned; (e) the C.P. or one or more members of his staff, one of whom shall be Chairman. The Board shall have the power to appoint local committees consisting of representatives of such branches or departments as they may deem advisable.

(ii) Undertakings, the control of which is vital to the needs of the civil population. These will be dealt with on similar lines to (i)

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where the circumstances are appropriate. Cases may, however, arise in which an entrepreneur or a group of business men are willing to carry on undertakings of this character in which case the management will be entrusted to their hands, the conction of the C.P. being in these circumstances confined in general supervision. He will be such cases require them to submit to him personally such reports, accounts and production schedules as he shall deem appropriate. It may however be found that the undertaking in question cannot be carried on without incurring a loss, in which case the C.P. will arrange with the C.F.C. for the granting of any subsidies which may be necessary to carry on the undertaking.

Finally, cases may arise in which the C.P. will not be able to find any entrepreneur willing to carry on the undertaking. He may therefore be directed by the C.C.A.C. to carry it on himself. In such cases it will be his duty to appoint a manager, and when the undertaking cannot be made self-supporting, to arrange with the C.F.C. for the granting of the necessary subsidies.

26. In all cases in which the C.P. takes control of any private industrial enterprises whether the concern is actually to be operated under his control and supervision or not, balance sheet will be prepared at the earliest opportunity showing the position at the date of taking over by C.P. In cases where an enterprise is initially taken over by the Armed Forces and subsequently transferred to the custody of the C.P., balance sheets should likewise be prepared showing (a) the position as on the date on which the enterprise was taken over by the Armed Forces and (b) the position on the date of transfer. Pending the preparation of this balance sheet, the manager of the Co. should be instructed to make a detailed inventory of stocks and rule off the accounts. Stocks should be brought in at stock or market value whichever is the lower, and the price at which such stock is sold to or requisitioned by Military will be the average preoccupation lire price. These balance sheets will normally be prepared by the Companies' own employees but if these should not be available, then the C.P. should use his own Italian civilian staff which should include some experienced accountants, capable of this type of work.

27. Where the responsibility for supervising the operation of the undertaking is assigned to a division of AMGOT, other than that of the P.C., the operating Division will be responsible for furnishing C.P. with the necessary records upon taking over control in the shape of inventories, balance sheets, etc. and shall periodically submit further records showing what use or disposition has been made of these properties in such form as the C.P. may direct, e.g., if the operating Division should decide to remove any part of the fixed plant or machinery of any property for employment elsewhere, a certificate shall be forwarded to C.P. stating the disposition of the said plant, or machinery, the reasons therefor and the book value of the assets transferred.

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28. Other Property the control of which is assumed by C.P. on the Direction of C.C.A.C.

With respect to the property referred to in 1 (b)(ii), unless such property is handed over to the control of the C.S. or any other Division of AMGOT for operation, it shall be dealt with in the manner of the property referred to in para. 22, that is to say, C.P. will either lease it if it consists of real estate or an industrial or commercial undertaking or if this is impracticable, he will place it on a care and maintenance basis, or if the said property consists of movable property, he will arrange for storage in all cases at the expense of the owner, or if deemed advisable, lease or sell the same.

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29. SEMISTATAL UNDERTAKINGS

The term "semistatal undertakings" is understood to include all enterprises and institutions not being the absolute property of the State, but in which the State has a substantial interest or exercises substantial control.

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The C.P. will take formal custody of the property of all such undertakings which have not been taken over by other branches of the Armed Forces, but he will only be responsible for the actual management of such undertakings of this nature as the C.C.A.O. may from time to time assign to his control. Where semistatal enterprises are managed or operated by other Divisions of AMGOT, his function will be confined to receiving and collecting records of the property taken over, such as inventories, balance sheets, etc., including records of disposal of plant and fixed assets, in the manner prescribed in para. 27 above.

30. In respect of the semistatal enterprises, the control of which is not handed over to other Divisions of AMGOT, the C.P. will, as directed by the C.C.A.O., either (a) himself assume the management of the enterprise, or (b) lease the enterprise to a third party, or (c) place it on a care and maintenance basis. In all cases he will compile careful records of the property taken over, such as inventories, balance sheets, notes on the condition of the property, etc, and in the case of (b) require from the lessee such periodical returns as he may think fit. Should the C.C.A.O. desire that any semistatal undertaking which normally works at a loss, shall be continued to be operated by the C.P. for the benefit of the Occupied Territory, the C.P. will arrange with the C.F.O. for such financial assistance as may be necessary and will report to C.F.O. at frequent intervals concerning the financial position of the undertaking.

31. DECLARATION OF CUSTODY; RECORDS; AND ACCOUNTANCY.

For the procedure to be followed in respect of these see Annex B.

32. GENERAL POWERS.

The C.P. will have the following powers which he will exercise at his discretion, namely :-

(i) Sell any part of the property which consists of perishable goods, produce, growing crops, stock-in-trade, furniture or other moveable property under his control whose value or physical condition is from its nature likely to depreciate.

(ii) If the property is capable of being let, to let it.

(iii) To pay any rates, taxes or other imposts due in respect of the property.

(iv) To pay any mortgage interest or other payments accrued on the property.

(v) To pay any other sums necessary for the preservation of the

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For the procedure to be followed in respect of these see Annex B.

32. GENERAL POWERS.

The C.P. will have the following powers which he will exercise at his discretion, namely :-

(i) Sell any part of the property which consists of perishable goods, produce, growing crops, stock-in-trade, furniture or other moveable property under his control whose value or physical condition is from its nature likely to depreciate.

(ii) If the property is capable of being let, to let it.

(iii) To pay any rates, taxes or other imposts due in respect of the property.

(iv) To pay any mortgage interest or other payments accrued on the property.

(v) To pay any other sums necessary for the preservation of the property.

(vi) To raise on the security of the property any sums required for its preservation.

(vii) To enter into any contract and to execute any legal deed necessary for the exercise of any of the foregoing powers.

(viii) If the property consists of a business, to carry on the business or to make arrangements for some other person to carry it on.

(ix) Do all such things in relation to any private property which he takes under his control as would be done if he held a general power of attorney from the owner adapted to the circumstances of the case.

(x) With the consent of the C.C.A.C. make payments from time to time out of the assets in his control to any dependents of

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the owner, when it appears that such dependents are without adequate means of support.

33. Any doubt as to the semistatal character of any enterprise will be referred to the Legal Division, e.g., schemes for land improvement, colonization, etc. It may be found that some of them are essentially "mixed" in character, whereas in others the participation of the state is limited to loans and subsidies for specific purposes. The former should be treated as State Property, the latter as private, but in all cases decision should be referred to the Legal Division.

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ANNEX "A"

An agreement made day of 194 between the Controller of Property of the Allied Military Government (hereinafter called "the Controller") of the one part and of (hereinafter called "the Tenant") of the other part

Whereby the parties agree as follows:-

1. The Controller will, in pursuance of the powers vested in him by Proclamation No. 6 of the Allied Military Government and in pursuance of all other powers enabling him, let to the Tenant and the Tenant will take from the Controller the property described in the Schedule attached hereto from the day of 194 for the period of

2. The tenancy may be determined prior to the said day of 194 by either party giving to the other days notice in writing to expire at the end of any of the tenancy.

3. The Tenant will during the continuance of the tenancy pay to the Controller the rent of per month, payable monthly/weekly in advance, the first of which payments shall be made on the signing of this agreement. In case any sum claimed by the Controller in respect of the premises either as rent or otherwise, is in arrear for more than 7 days after a written demand to the Tenant from the Controller, or in case any Breach is made of any other term of the Agreement, the Controller may enter upon the premises let and forthwith determine the tenancy, and may seize and dispose of any property therein belonging to the Tenant and sell the same to realise any such sum due to the Controller.

4. The Tenant will carry out at his own expense all repairs of whatsoever nature required to the premises and the Controller may at any time enter upon the premises to inspect the condition thereof.

5. The Tenant will not, without the consent in writing of the Controller:

(a) Assign the tenancy or transfer possession of the premises or any part of them.

(b) Use or permit the premises to be used for any purpose other than that of

(c) Make any alteration in the structure of the premises.

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In case any sum claimed by the Controller in respect of [illegible] as rent or otherwise, is in arrear for more than 7 days after a written demand to the Tenant from the Controller, or in case any Breach is made of any other term of the Agreement, the Controller may enter upon the premises let and forthwith determine the tenancy, and may seize and dispose of any property therein belonging to the Tenant and sell the same to realise any such sum due to the Controller.

4. The Tenant will carry out at his own expense all repairs of whatsoever nature required to the premises and the Controller may at any time enter upon the premises to inspect the condition thereof.

5. The Tenant will not, without the consent in writing of the Controller:

(a) Assign the tenancy or transfer possession of the premises or any part of them.

(b) Use or permit the premises to be used for any purpose other than that of

(c) Make any alteration in the structure of the premises.

(d) Remove from the premises any property which is not the property of the Tenant.

6. The Tenant shall not be entitled to any compensation for any improvements or decorations made to the premises during the tenancy, except as may be agreed between the Controller and the Tenant before such improvements or decorations are carried out.

7. In the event of any dispute arising between the parties as to the meaning or construction of any term of this agreement or as to any other matter arising hereunder, the same shall be referred to the Chief Civil Affairs Officer, or an officer appointed by him for that purpose, whose decision shall be final and binding.

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THE SCHEDULE REFERRED TO

(Description of property.)

Signed by the Controller of Property)
in the presence of). . . . . .

Name of witness

Address

Signed by the Tenant in the presence of). . . . . .

Name of witness

Address

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Signed by the Controller of Property)
in the presence of). . . . . .

Name of witness

Address

Signed by the Tenant in the presence of). . . . . .

Name of witness

Address

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ANNEX "B"

RECORDING AND ACCOUNTING PROCEDURE FOR A.C.Ps.

To ensure uniformity throughout the C.P. Division, the following method of keeping records and accounts in respect of properties taken into formal custody will be strictly adhered to by all A.C.Ps.

PART I - RECORDING

1. The Declaration of Custody.

Formal custody of any property, irrespective of its nature, will be effected by the completion of a "Declaration of Custody", which will be in the form set out in Appendix "A". The Declaration will be prepared in triplicate, two copies being forwarded to HQ C.P. Div, and the third retained by the A.C.P. as part of his record of the property. Two copies will be required at HQ so that one can be included in HQ Records and the other used for publication in the Allied Military Government Gazette.

Each property taken into formal custody will be given a serial number which will appear in column 1 of the Declaration of Custody and be used in all records, accounts, documents and correspondence relating to the particular property. The serial number will consist of a letter or letters, according to the Province in which the property is situated, followed by a number which will be allotted serially in each Province. For example, the nine Provinces of Sicily will be lettered as follows:

PALERMO	-	P
TRAPANI	-	T
AGREGENTO	-	A
CALTANISETTA	-	CL
MESSINA	-	M
ENNA	-	E
CATANIA	-	CT
RAGUSA	-	R
SIRACUSA	-	S

Properties taken into custody will therefore be serially numbered P1, P2, P3 etc., or CL 1, CL 2, CL 3 etc. according to the Province in which they are situated and the number of properties in the same Province previously taken into custody.

Only a brief description of the property, sufficient to identify it, need be inserted in column 3 of the Declaration. In the case of movables, their nature and situation should be given and an inventory attached, or a note added that it will be submitted later.

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Each property taken into formal custody will be given a serial number which will appear in column 1 of the Declaration of Custody and be used in all records, accounts, documents and correspondence relating to the particular property. The serial number will consist of a letter or letters, according to the Province in which the property is situated, followed by a number which will be allotted serially in each Province. For example, the nine Provinces of Sicily will be lettered as follows:

PALERMO	-	P
TRAPANI	-	T
AGREGENTO	-	A
CALTANISETTA	-	CL
MESSINA	-	M
ENNA	-	E
CATANIA	-	CT
RAGUSA	-	R
SIRACUSA	-	S

Properties taken into custody will therefore be serially numbered P1, P2, P3 etc., or CL 1, CL 2, CL 3 etc. according to the Province in which they are situated and the number of properties in the same Province previously taken into custody.

Only a brief description of the property, sufficient to identify it, need be inserted in column 3 of the Declaration. In the case of movables, their nature and situation should be given and an inventory attached, or a note added that it will be submitted later.

The owner's name and address if known should be stated in column 4. If not known, e.g. in the case of abandoned goods, the fact should be stated and a reason given for the taking of the goods into custody - e.g. "Owner not known - goods found abandoned".

In cases where various properties, e.g. real estate, movables and shares, all belonging to the same owner, and comprising his estate, are to be taken into custody, they will all be included in one Declaration of Custody and given one serial number.

Where a property to be taken into custody is situated in more than one Province, HQ. C.P. Div will decide which A.C.P. shall deal with it, the intention being that the custodianship of it should be single and not divided provincially.

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2. <u>The Record</u>.

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For the purpose of recording full details of each property or estate (i.e. various properties belonging to one individual) taken into custody and the manner in which the same is dealt with, each property or estate as the case may be will have its own "Record" which will consist of 3 Registers as follows:

1. Property Register, in which will be recorded a full description of the property or estate, its condition at the date of its being taken into custody and its capital value at the same date, the evidence for such value also being recorded.

2. Title Register, in which the name, address and nationality of the owner, the reason for the property being taken into custody and any other information bearing on the question of title, including in the case of land and buildings, reference to the title number of the property in the Ufficio del Registro will be recorded.

3. Custodianship Register in which will be recorded as and when they occur all events or matters, e.g. lettings, sales, dismissal or appointment of managers or sequestrators, repairs, damage, etc., affecting the property and not being purely monetary transactions falling to be entered in one or other of the A.C.Fs. accounts.

The Record, with its three Registers, will contain a complete history of the property or estate during its custody and will be prepared in duplicate in the form set out in Appendix "B", at the same time as the Declaration of Custody. The Property and Title Registers, which are intended to record once and for all particulars of the property and the title thereto at the date of its being taken into custody, will not, when once completed, be subject to alteration or addition. Any change in value, ownership (e.g. by reason of the death of the original owner) or condition will be recorded in the Custodianship Register as and when the same occurs.

In the case of small properties or estates, the Record can be prepared on a sheet of double foolscap, the first page being used for the Property Register, the second for the title Register and the remaining two pages for the Custodianship Register. Where, however, owing to a lengthy description of the property or the number of properties comprising the estate or for other reasons, a sheet of double foolscap is insufficient for the Record, the Registers should be prepared separately and then pinned or tied together. In all cases, the pages forming the Record of a property or estate should be numbered consecutively.

As soon as the Property and Title Registers have been completed and the Custodianship Register commenced (i.e. by an entry showing the disposition of the property at the date of its being taken into custody)

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intended to record once and for all particulars of the property and the title thereto at the date of its being taken into custody, will not, when once completed, be subject to alteration or addition. Any change in value, ownership (e.g. by reason of the death of the original owner) or condition will be recorded in the Custodianship Register as and when the same occurs.

In the case of small properties or estates, the Record can be prepared on a sheet of double foolscap, the first page being used for the Property Register, the second for the title Register and the remaining two pages for the Custodianship Register. Where, however, owing to a lengthy description of the property or the number of properties comprising the estate or for other reasons, a sheet of double foolscap is insufficient for the Record, the Registers should be prepared separately and then pinned or tied together. In all cases, the pages forming the Record of a property or estate should be numbered consecutively.

As soon as the Property and Title Registers have been completed and the Custodianship Register commenced (i.e. by an entry showing the disposition of the property at the date of its being taken into custody) one copy will be forwarded to HQ and the other retained by the A.C.P. At monthly or other intervals as directed by the C.P. each A.C.P. will forward to HQ a copy of all entries made in each Custodianship Register during the preceding month or other interval, thus enabling HQ to keep its own record of such property up to date.

As soon as a property is taken into custody, a file for all documents, correspondence, etc., relating thereto will be opened and such file will contain as its first two documents, the A.C.Ps. copies of the Declaration of Custody and Record.

PART II - ACCOUNTING

For the purpose of accounting for all monies received or paid in respect of properties taken into formal custody the undermentioned general and individual accounts will be maintained by each A.C.P.

1. General Accounts.

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(a) Cash account.

For this account, the form of cash book, ruled with columns for different currencies, prepared by Chief Accountant, will be used. Every cash transaction of whatever nature will be recorded and those pertaining to individual properties will be posted to the ledger accounts of the appropriate properties. Periodically, the Cash Book will be ruled off and balanced. A statement in a form to be advised by HQ will be submitted to HQ covering the transactions of a given period.

(b) Bank Account.

When Banks are re-opened and A.C.Ps. are authorized to maintain a Bank account such account will be kept and maintained in another cash book on the same lines as above.

(c) Remittances between Chests.

This account will record all transactions made between the A.C.P. and the respective sub-accountant of the area, together with direct receipts from AMFA. The form of account will be as shown in Appendix "C".

2. Individual Ledger Accounts.

(a) Accounts in the name of the owner of the property.

This account will record all transactions relating to the property whether of a capital or revenue nature and will show the exact liability of the C.P. to the actual owner of the property. Each account will be indexed under the serial No. of the relative declaration of custody and the following information should be given where possible:

(1) Name of owner and address.
(2) Name of Sequestrator and/or Manager and address.
(3) Short description of property (e.g. "House, 41 Via Roma, Palermo and 3 acres land")

A separate ledger account will be maintained for each estate. Form of account as in Appendix "C".

(b) Accounts in the name of Sequestrators and/or Managers.

These accounts will record the actual cash received and paid over to the C.P. by the Sequestrator and/or Manager of the pro-

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(a) Accounts in the name of the owner of the property.

This account will record all transactions relating to the property whether of a capital or revenue nature and will show the exact liability of the C.P. to the actual owner of the property. Each account will be indexed under the serial No. of the relative declaration of custody and the following information should be given where possible:

(1) Name of owner and address.
(2) Name of Sequestrator and/or Manager and address.
(3) Short description of property (e.g. "House, 41 Via Roma, Palermo and 3 acres land")

A separate ledger account will be maintained for each estate. Form of account as in Appendix "C".

(b) Accounts in the name of Sequestrators and/or Managers.

These accounts will record the actual cash received and paid over to the C.P. by the Sequestrator and/or Manager of the property. Monthly statements (in duplicate) will be submitted to the A.C.P. in respect of each property together with supporting vouchers. The relative Sequestrator and/or Manager's account will be debited and credited, all cash book transactions checked and details submitted to HQ as directed. If from an examination of the statements rents or payments are in arrears the A.C.P. must take the necessary steps to collect the rents where possible.

Form of account as in Appendix "C".

The balance of the various accounts in the names of the owners i.e. the liability of the controller, will at any time equal the sum total of -

(a) Cash account
(b) Bank account
(c) Remittance between Chests
(d) Any sums owing to or by Sequestrators/Managers, and a trial balance should be made of the accounts as and when directed by H.Q.

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APPENDIX "B" (Continued). Page 2

Title Register.

Name, address and nationality of Owner	Particulars of title, including details of registration and other records	Reason for taking into custody and Remarks

Page 3

Custodianship Register

Date	Disposition	Remarks

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Custodianship Register

Date	Disposition	Remarks

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For this account, the form of cash book, ruled with columns for different currencies, prepared by Chief Accountant, will be used. Every cash transaction of whatever nature will be recorded and those pertaining to individual properties will be posted to the ledger accounts of the appropriate properties. Periodically, the Cash Book will be ruled off and balanced. A statement in a form to be advised by HQ will be submitted to HQ covering the transactions of a given period.

(b) Bank Account.

When Banks are re-opened and A.C.Ps. are authorized to maintain a Bank account such account will be kept and maintained in another cash book on the same lines as above.

(c) Remittances between Chests.

This account will record all transactions made between the A.C.P. and the respective sub-accountant of the area, together with direct receipts from AMFA. The form of account will be as shown in Appendix "C".

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(a) Accounts in the name of the owner of the property.

This account will record all transactions relating to the property whether of a capital or revenue nature and will show the exact liability of the C.P. to the actual owner of the property. Each account will be indexed under the serial No. of the relative declaration of custody and the following information should be given where possible:

(1) Name of owner and address.
(2) Name of Sequestrator and/or Manager and address.
(3) Short description of property (e.g. "House, 41 Via Roma, Palermo and 3 acres land")

A separate ledger account will be maintained for each estate. Form of account as in Appendix "C".

(b) Accounts in the name of Sequestrators and/or Managers.

These accounts will record the actual cash received and paid over to the C.P. by the Sequestrator and/or Manager of the pro-

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This account will record all transactions relating to the property whether of a capital or revenue nature and will show the exact liability of the C.P. to the actual owner of the property. Each account will be indexed under the serial No. of the relative declaration of custody and the following information should be given where possible:

(1) Name of owner and address.
(2) Name of Sequestrator and/or Manager and address.
(3) Short description of property (e.g. "House, 41 Via Roma, Palermo and 3 acres land")

A separate ledger account will be maintained for each estate. Form of account as in Appendix "C".

(b) Accounts in the name of Sequestrators and/or Managers.

These accounts will record the actual cash received and paid over to the C.P. by the Sequestrator and/or Manager of the property. Monthly statements (in duplicate) will be submitted to the A.C.P. in respect of each property together with supporting vouchers. The relative Sequestrator and/or Manager's account will be debited and credited, all cash book transactions checked and details submitted to HQ as directed. If from an examination of the statements rents or payments are in arrears the A.C.P. must take the necessary steps to collect the rents where possible.

Form of account as in Appendix "C".

The balance of the various accounts in the names of the owners i.e. the liability of the controller, will at any time equal the sum total of -

(a) Cash account
(b) Bank account
(c) Remittance between Chests
(d) Any sums owing to or by Sequestrators/Managers, and a trial balance should be made of the accounts as and when directed by H.Q.

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Title Register.

Name, address and nationality of Owner	Particulars of title, including details of registration and other records	Reason for taking into custody and Remarks

Page 3

Custodianship Register

Date	Disposition	Remarks

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Custodianship Register

Date	Disposition	Remarks

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APPENDIX "A"

Declaration of Custody.

I, ,Assistant Property Controller, hereby declare that I have taken into my custody the undermentioned property (Properties) under the provisions of Proclamation No. 8 of the Allied Military Government of the Occupied Territory.

Serial No. of Property	Date taken into Custody	Description and Situation	Name and Address of Owner

Address.....

Date.....

(Signature).....
Assistant Property Controller

APPENDIX "B" Page 1

Record

Property Serial No.....

Property Register

Date taken into custody	Description of Property or Estate and record of its condition at date of being taken into custody	Value and Evidence therefor

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Address.....

(Signature).....
Assistant Property Controller

Date.....

APPENDIX "B"

Record

Property Serial No.....

Property Register

Date taken into custody	Description of Property or Estate and record of its condition at date of being taken into custody	Value and Evidence therefor

25

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APPENDIX "C"

Property. Serial No. _____

Address. _____

Owner. _____

Sequestrator or Manager (if any) _____

(Assistant) Property Controller in a/c with _____

Dr.

Date	Description	Voucher No.	Yellow Seal Dollars	B.M.A. Currency	A.M. Lire	Italian Lire	Date	Description	Voucher No.	Y

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APPENDIX "C"

23

Property Controller in a/c with _____

Cr.

A. ncy	A.M. Lire	Italian Lire	Date	Description	Voucher No.	Yellow Seal Dollars	B.M.A. Currency	A.M. Lire	Italian Lire

A M G O T

GENERAL ADMINISTRATIVE INSTRUCTION NO. 11

PUBLIC SAFETY

1. GENERAL

(a) These instructions contain the general principles for the control of the civil police. They will be supplemented by further instructions issued by the Commissioner of Public Safety.

2. OBJECTIVES IN CONTROLLING CIVIL POLICE

(a) To organize the civil police as an integral part of the Civil Government established under the Military Government.

(b) To fix the responsibility of the civil police for establishing and maintaining such a state of law and order as will best serve the interests of the Allied Military Government.

(c) To maintain such supervision of the civil police as to assure the efficient performance of the duties assigned.

3. POLICE ORGANIZATIONS AUTHORIZED

(a) Use of the following civil police organizations is authorized:

(1) Carabinieri. To be used as a patrolling force and assigned to civil police duties normally performed under the previous Civil Government, exclusive of all military functions.

(2) Agents of Public Security. To be used as an investigating agency and assigned to civil police duties normally performed under the previous Civil Government; exclusive of all military functions.

(3) Municipal Police. To be assigned to duties normally performed under the previous Municipal Government within the area of the city.

(4) Guardia di Finanza. To be assigned duties normally performed under previous civil government, exclusive of all military functions.

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the interests of the Allied Military Government.

(c) To maintain such supervision of the civil police as to assure the efficient performance of the duties assigned.

3. POLICE ORGANIZATIONS AUTHORIZED

(a) Use of the following civil police organizations is authorized:

(1) Carabinieri. To be used as a patrolling force and assigned to civil police duties normally performed under the previous Civil Government, exclusive of all military functions.

(2) Agents of Public Security. To be used as an investigating agency and assigned to civil police duties normally performed under the previous Civil Government; exclusive of all military functions.

(3) Municipal Police. To be assigned to duties normally performed under the previous Municipal Government within the area of the city.

(4) Guardia di Finanza. To be assigned duties normally performed under previous civil government, exclusive of all military functions.

(5) Special Police. Special police may be used in an emergency and civilians may be deputized for that purpose.

(b) Police powers of following organizations of militia are suspended:

(1) Railways (Milizia di Ferrovia).

(2) Ports (Milizia Portuaria).

(3) Forests (Milizia Forestale).

(4) Post and Telegraph (Milizia Postelegrafica).

(5) Roads (Milizia Della Strade).

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(c) All civil police will, in addition to civil duties, be required to enforce the proclamations, orders and regulations of the Allied Military Government.

(d) Heads of police organizations or any member thereof may be removed from office by a S. C. A. O. on the advice of the C. A. P. O., for

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failure to perform duties assigned, and prosecuted under the Proclamations, orders and regulations of the Allied Military Government.

(e) S.C.A.O.s and local C.A.O.s are authorized to disarm any or all police on advice of the C.A.P.O., if the situation requires it.

4. OPERATIONS

(a) Control of Civil Police.

(1) The police of Sicily will be controlled in such manner as to be consolidated with larger areas later if necessary.

(2) Responsibility for the control will be fixed on civil police heads as follows:

(a) Carabinieri. General Commanding 6th Brigade responsible to AMGOT HQ for discipline and coordination of administration of the Carabinieri in the occupied areas. Subordinate commanders remain responsible operationally to S.C.A.O.s concerned.

(b) Corpo Agenti di Pubblica Siourezza. The Questore of each province will be under the direction of the S.C.A.O. through the Prefect and will submit reports to HQ AMGOT through the S.C.A.O.

(c) Guardia di Finanza. The Legion Commanders of the Guardia di Finanza will be responsible to AMGOT HQ for discipline and control of the organization in occupied areas through subordinate commanders.

(d) Guardia di Municipale. Guardia Municipale will be responsible to the Podesta as directed by the local C.A.O.

(b) Duties of C.A.O.s

(1) Provincial.

(a) The S.C.A.O. will be responsible for the maintenance of law and order in the province and will employ the civil police agencies assigned in the province.

(b) In an emergency the S.C.A.O. is authorized to make changes in the civil police organization; if such changes do not conform with the policies

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inistration of the Carabinieri in the occupied areas. Subordinate commanders remain responsible operationally to S.C.A.O.s concerned.

(b) Corpo Agenti di Pubblica Sicurezza. The Questore of each province will be under the direction of the S.C.A.O. through the Prefect and will submit reports to HQ AMGOT through the S.C.A.O.

(c) Guardia di Finanza. The Legion Commanders of the Guardia di Finanza will be responsible to AMGOT HQ for discipline and control of the organization in occupied areas through subordinate commanders.

(d) Guardia di Municipale. Guardia municipale will be responsible to the Podesta as directed by the local C.A.O.

(b) Duties of C.A.O.s

(1) Provincial.

(a) The S.C.A.O. will be responsible for the maintenance of law and order in the province and will employ the civil police agencies assigned in the province.

(b) In an emergency the S.C.A.O. is authorized to make changes in the civil police organization; if such changes do not conform with the policies set forth herein a prompt report must be made to AMGOT HQ.

(2) Local. Local C.A.O. of a city will be responsible for the maintenance of law and order in his jurisdiction and may employ the guardia municipale. Other police agencies authorized in 3 supra assigned to the city may be employed as directed by the S.C.A.O. on advice of the Provincial C.A.P.O.

(3) The C.A.P.O. will be responsible for the maintenance of law and order and the organization and supervision of the civil police subject to the orders of the S.C.A.O. The C.A.P.O. will not be assigned to other duties except in an emergency, in which event a report must be made to AMGOT HQ.

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(c) Duties of C.A.P.O.s

(1) The provincial C.A.P.O. will be subject to the direction of the S.C.A.O.

(2) C.A.P.O. in any town or district will be subject to the direction of the C.A.O. for that town or district.

(3) In general duties of C.A.P.O.s are as follows:

(a) To enforce proclamations, orders and regulations of the Military Governor.

(b) To prevent any movement which may be to the disadvantage of the Allied military Government.

(c) To maintain law and order.

(d) To survey the facilities available and make recommendations respecting their uses.

(e) To supervise the organization of civil police.

(f) To maintain supervision of the activities of the Civil Police organizations.

(g) To make reports on activities as directed.

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(e) To supervise the organization of civil police.

(f) To maintain supervision of the activities of the Civil Police organizations.

(g) To make reports on activities as directed.

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A M G O T

GENERAL ADMINISTRATIVE INSTRUCTION NO. 12.

Accounting Procedure to be followed by Sub-Accountants

INTRODUCTION

1. It will be necessary for Finance Officers (F.O's), Senior Civil Affairs Officers (SCAO's) and Civil Affairs Officers (C.A.O's) to incur expenditures on behalf of AMGOT, e.g., the payment of locally engaged civilian employees, the purchase of stationery, cleaning materials and other items. In addition, the foregoing officers may have to make advances to meet the deficits of communal, provincial or national budgets. On the other hand, however, certain monies and revenues will accrue to AMGOT, e.g., fines imposed by the Allied Military Courts. Both revenues and expenditures will be accounted for in due course to the Chief Accountant (C.A.) and for this purpose, all F.O's, S.C.A.O's and C.A.O's responsible for disbursements and collections for AMGOT are appointed Sub-Accountants.

2. Sub-Accountants are reminded that when handling disbursements or collections for account of AMGOT they are dealing with public funds and it is their duty to satisfy themselves that adequate records are maintained of all transactions, properly supported by documentary evidence. Any losses of cash due to negligence or failure to take reasonable precautions will involve the officer concerned financially. Safes should be obtained or vaults used, under the exclusive control of the Sub-Accountant, and where large sums are held application should be made to the appropriate authorities for an armed guard.

3. The object of these instructions is to set up a standard form of accounting procedure and records which should afford reasonable safeguarding measures and provide the necessary data required by the Chief Financial Officer (C.F.O.) in determining the cost of occupation. If for any reason the procedure outlined in this directive cannot be followed, the circumstances should be promptly reported to C.A, together with any suggestion for obtaining maximum security for public monies. Further instructions will be issued from time to time.

GENERAL

4. F.O's and S.C.A.O's will be provided by Allied Military Financial Agency (AMFA) with sums of money before entering the occupied territory and part of the S.C.A.O's funds may be passed on by them to C.A.O's. When these funds are exhausted or larger amounts are required, the F.O's will draw further sums from AMFA, while S.C.A.O's and C.A.O's will obtain additional funds from their regional F

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5. The Sub-Accountant must be able at any time to account for the total amount he has received by producing cash or properly authorized and receipted vouchers. No bank accounts will be opened by Sub-Accountants until authorized to do so by the CA but there is no objection to using bank vaults for the safe custody of funds under proper guard and control.

6. During the initial stage of the occupation, any amounts collected by Sub-Accountants shall be duly accounted for as described below and may be merged with funds received from officers of AMGOT or the armed forces and used for making necessary disbursements.

7. The basic currency for AMGOT accounting purposes will be the lira, 20 but yellow seal currency and BMA currency and British and U.S. coin will circulate during the initial stage of the occupation. Consequently, it will be necessary for each Sub-Accountant to keep his cash book in three separate currencies and to indicate on all payment or receipt vouchers the currency in which the transaction took place.

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8. The accounting forms to be used by Sub-Accountants are as follows:

Form No.	Description	No. of copies & eventual Distribution Original	Duplicate	Triplicate
	Cash Book	Sub-Acct.	None	None
F/1	Receipt Voucher	Payer	C.A.	Remains in Book
F/2	Requisition for Cash	Paying Officer	Local Files	None
F/3	Payment Voucher	C. A.	do.	None
F/4	Payroll	C. A.	do.	None
F/12	Voucher for advances to Communes, etc.	C.A.	C.A.	Local Files

A cash book and a supply of the above mentioned forms are forwarded herewith for use by the Sub-Accountants; care must be taken to ensure that these forms do not fall into unauthorized hands. Sub-Accountants will be instructed in due course when and how their expenditures and collections are to be reported to the CA and until that time they will retain all forms except the originals of Form F/1 and F/2.

9. Original vouchers and payrolls will, where practicable, be typewritten; otherwise these documents and the cash book will be written in ink or indelible pencil. Duplicates and triplicates will be carbon copies of originals in all instances.

10. Wherever a signature is called for on any of the above forms, the original and all copies will be signed.

11. The original and relative copies of any prenumbered vouchers issued to Sub-Accountants which for any reason have to be cancelled or are spoiled, will be clearly marked "CANCELLED", signed by the Sub-Accountant and eventually disposed of by him in the manner indicated in the table in paragraph 8 above.

CASH BOOK

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CASH BOOK

12. A cash book will be used by all Sub-Accountants to record, as and when they occur, all of their cash transactions. All receipts will be entered on the debit (or left hand) side of the cash book, the entries being made from the Receipt Vouchers (Form F/1) prepared when collections are effected, as explained below. All payments will be recorded on the credit (or right hand) side of the cash book, the entries being made from Payment Vouchers (Form F/3), Payrolls (Form F/4) or vouchers for advances to communes, etc. (Form F/12), which will have been made out before and receipted when payments are made, as explained hereinafter.

13. Separate columns must be used for each currency, namely Lire, yellow seal dollars, BMA pounds, etc., but it will not be necessary for Sub-Accountants to enter in the cash book the Lire equivalent of each transaction in yellow seal dollars, BMA pounds, etc. Care must be taken to enter transactions in the different currencies in their respective columns.

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14. The entries in the cash book must be numbered consecutively from 1 upwards monthly on each side of the cash book and corresponding numbers must be written in bold figures at the top right hand corner of the relative receipt and disbursement vouchers.

15. Sufficient detail must always be recorded in the cash book to indicate the nature of each transaction independently of the more detailed information given in the voucher, reference to which will be entered in the appropriate column of the cash book.

16. It is the duty of all Sub-Accountants to examine and check the entries in their cash book daily and to verify that the cash on hand agrees with the cash book. Any discrepancies which cannot be accounted for must be reported to the CA. Shortages should be made good and any surplus over and above the cash book balance should be entered as a receipt.

17. No erasures may be made in the cash book, corrections being effected by striking out the incorrect figures or words with a single line and writing the correct figures or words above. Such alterations require the initials of the responsible officer.

18. The cash book will be balanced and properly ruled off on the last day of each month and below the final totals for the month the following certificate will be completed by the officer responsible:

> "I certify that the above entries are correct and that the cash said to be available agrees with the cash on hand.
>
> Date:_____19___. _____
> Signature and rank."

19. All cash books will be kept under lock and key when not in use and carefully preserved for audit and inspection.

REQUISITIONS FOR CASH

20. When a Sub-Accountant requires cash, he must prepare a Requisition for Cash (Form F/2) addressed to the officer from whom the funds are to be drawn, giving the name and rank of the officer authorized by him to receive the money on his behalf, stating briefly the reasons for which the cash is required and indicating the denominations and amounts of the currency or currencies needed; the requisition will be signed by the officer requiring the money before presentation to the paying officer. A duplicate of the requisition should be retained by the requisitioning officer for purposes of reference.

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Date:_____19___. _____
Signature and rank."

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21. When funds are drawn by a Sub-Accountant, the requisition must be presented to the paying officer with the original of a Receipt Voucher (Form F/1) for the amount requisitioned. The paying officer will prepare a Payment Voucher (Form F/3) before making the disbursement and will annex to the duplicate thereof the requisition and receipt received from the requisitioning officer; the receipt formula on the Payment Voucher need not be signed by the recipient, but the serial number of the relative Receipt Voucher should be noted in this space. (SEE FOOTNOTE)

22. When funds are requisitioned by an officer other than a Sub-Accountant,(e.g., a C.A.P.O. for the payment of locally engaged personnel), no Receipt Voucher will be presented, but a properly prepared and approved Payroll (Form F/4) or Payment Voucher (Form F/3) must be submitted as evidence that the money is needed. The disbursement will be entered in the paying officer's cash book when payment is made and the requisition will be retained by him, but the payroll or voucher will be returned to the requisitioning officer so that he may make the payment for which the funds are drawn. Within three days of drawing the money, the requisitioning officer

FOOTNOTE: "The preparation of the foregoing vouchers is necessary in order that both the receiving and paying officers may have the appropriate vouchers on file in support of their cash transactions."

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must return to the paying officer the original and duplicate of the payroll or voucher, properly receipted, in substantiation of the disbursement. In such cases the paying officer will classify the disbursement according to the nature of the payment made by the requisitioning officer, If the entire amount requisitioned is not spent (e.g. there are unclaimed wages which cannot be paid within three days), the money unspent must be refunded to the paying officer, who will enter the sum in his cash book as a receipt and issue a Receipt Voucher therefor. The amount refunded will be credited to the same account as was charged when the total sum was drawn.

23. In all cases, the receipt formula at the foot of the requisition must be signed by the officer authorized to receive the funds providing he is not the Sub-Accountant.

COLLECTIONS

24. A Receipt Voucher (Form F/1) will be made out, in triplicate, showing full details of each collection made by a Sub-Accountant and the original will be given to the payer. This procedure will also be followed when S.C.A.O's and CAOs requisition funds from F.O's and when the latter draw sums of money from AMFA, as indicated above. Any document(s) received by the Sub-Accountant in support of the collection will be annexed to the duplicate receipt.

DISBURSEMENTS

(a) Advances to meet Budget Deficits.

25. As provided for in General Administrative Instruction No. 3 and in Special Administrative Instruction, Finance No. 2, advances may be made to meet deficits of communal, provincial or national budgets. In the case of a communal budget deficit, the funds for the advance will be obtained by the C.A.O; from the F.O. as provided for in para 3 of General Administrative Instruction No. 3, the funds being requisitioned as explained earlier herein. Advances to meet provincial budget deficits and national expenditures will be made by F.O's.

26. In every instance, a receipt, in triplicate, will be obtained for such advances on Form F/12. Brief particulars of the reason for making the advance will be given in the space provided therefor and the duplicate and triplicate of this voucher should be signed by the officer authorizing the advance before payment is made. All copies of Form F/12 should be signed by at least 2 responsible officials of the institution or governmental body receiving the funds and the duplicate and triplicate will also be signed by the paying officer.

(b) Payrolls.

27. All wages or salaries of civilian employees of AMGOT will be paid

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(a) Advances to meet Budget Deficits.

25. As provided for in General Administrative Instruction No. 3 and in Special Administrative Instruction, Finance No. 2, advances may be made to meet deficits of communal, provincial or national budgets. In the case of a communal budget deficit, the funds for the advance will be obtained by the C.A.O; from the F.O. as provided for in para 3 of General Administrative Instruction No. 3, the funds being requisitioned as explained earlier herein. Advances to meet provincial budget deficits and national expenditures will be made by F.O's.

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(b) Payrolls.

27. All Wages or salaries of civilian employees of AMGOT will be paid on the fifteenth and last day of each month, according to local custom and a Payroll (Form F/4) will be made up, in duplicate, before each half-monthly payment is made and be approved by the officer for whom the employees are working.

28. In due course, arrangements will be made to have an employee of the Istituto di Previdenza Sociale compute the social insurance contributions, income tax deductions and family allowance benefits payabel. However, this procedure cannot be arranged during the initial stages of an occupation and officers who have engaged civilian employees should therefore proceed as follows:-

(a) With the assistance of a local official of the Istituto di Previdenza Sociale or some other reliable official, the paying officer should complete the Payroll himself, using the data given in Appendices A, B and C as a guide, or

(b) The paying officer may deduct 15% from each employee's gross salary to cover social insurance contributions and income tax deductions, explaining what he has done to each employee and arranging to have the payrolls properly computed and the appropriate adjustments made at the earliest possible moment.

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29. Each employee will sign both the original and duplicate Payroll as evidence that he has been paid and the paying officer will certify that payment has been made by signing in the space provided therefor.

30. Income tax deductions will not be paid over by Sub-Accountants to the local government authorities, but will be dealt with by the C. A. on receipt of the Payrolls.

(c) Payment Vouchers.

31. Each payment (other than those already dealt with in paragraphs 25 to 30 above) will be supported by a separate Payment Voucher (Form F/3) which will be prepared in duplicate. This voucher will show full particulars in the spaces provided therefor as to the purpose of the disbursement, quantity, price, reference to a contract, etc., and to the original Voucher will be annexed any invoice, cash register ticket or freight bill received from the payee.

32. Before the disbursement is made, the voucher will be signed by the officer authorizing the payment. The receipt formula on the Payment Voucher will be signed by the payee (except as stated in para 21 above) and the certificate of payment will be signed by the Sub-Accountant.

RECEIPT STAMPS.

33. Receipts issued or obtained by AMGOT are not subject to stamp duties (marche da bollo).

24th August, 1943.

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RECEIPT STAMPS.

33. Receipts issued or obtained by AMGOT are not subject to stamp duties (marche da bollo).

24th August, 1943.

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AF1

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

GOVERNO MILITARE ALLEATO DEL TERRITORIO OCCUPATO

ORIGINAL

RECEIPT VOUCHER
Quietanza

NO. 4296

Date .....19....

RECEIVED FROM: .....
Ricevuto da
THE SUM OF (in words) : .....
La somma di (scritto in lettere)
IN PAYMENT OF: .....
In pagamento di
.....

AMOUNT (in figures) : .....
La somma di (in cifre)

DISTRICT: .....

.....
Receiving officer's signature
& rank

[In triplicate]

17

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F/F 2

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

RE QUISITION FOR CASH

TO:.....

.....

PLEASE SUPPLY (1).....

WITH THE FOLLOWING CURRENCY:

Reasons for which funds are required (2)	Currency Required		
	Denomination	Quantity	Amount

TOTA L

DISTRICT:..... .....

Signature & Rank of Requisitioning Off.

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

TOTA L

DISTRICT:..... ... .
Signature & Rank of Requisitioning Off.

DATE:.....19.....

I CERTIFY THAT I HAVE RECEIVED THE ABOVE TOTAL SUM

DATE:.....19..... .....
Signa ture & rank of receiving Officer

(1) Name and rank of officer authorized to receive funds.

(2) State briefly the reasons for which the funds are required.

16

In Triplicate

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

F/F 3

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

GOVERNO MILITARE ALLEATO DEL TERRITORIO OCCUPATO

Payment Voucher

District:_____ No._____

Pay to: _____

_____

Detailed Description of Payment	Quantity	Rate	Amount
Authority:		Total	

1. I certify that the above amount is correct and due, was incurred under the authority quoted and that the rate price charged is according to contract or fair and reasonable and that payment will not cause an excess over the amounts authorized.

Date_____19___

_____
Signature & rank of officer authorizing payment.

19

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Authority:		Total	

1. I certify that the above amount is correct and due, was incurred under the authority quoted and that the rate price charged is according to contract or fair and reasonable and that payment will not cause an excess over the amounts authorized.

Date _____ 19__

_____
Signature & rank of officer authorizing payment.

2. Received on the ____ day of _____ 19____
(Ricevuto il giorno del mese)

In payment of the items listed above, the sum of _____
(In pagamento degli oggetti sopra elencati, la somma di)

_____

_____
Recipient -(Ricevente)

3. I certify that the sums indicated above have been duly paid by me to the person (s) entitled thereto.

Date _____ 19___ _____
Signature & rank of paying officer

Head _____

Sub-Head _____

Equivalent in Lire _____ Cash Book Folio _____

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ORIGINAL

A L L I E D M I L I T A R Y G O V E R N M E N T O F O C C U P I E

PAYROLL (Civilian Employees)

DISTRICT OF:

FOR THE PERIOD FROM . . . . . .

NAME OF EMPLOYEE	FUNCTION	Months, Days or Hours Worked	Rate Per Month, Day or Hour	Gross Salary	Deductions per Reverse	Add: Fami Allowance Benefits
TOTALS						

Net Salary & F/A Benefits, as above
Less: Family Allowance Benefits
Net Salaries as above
Employees' Soc. Ins. Contribns.
Income Tax Deductions

Gross Salaries as Above
Employer's Soc. Ins. Contribns.

TOTAL

APPROVED .....
Signat

I certify that
to the employees

Date:. . . . .

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F/F 4

RY GOVERNMENT OF OCCUPIED TERRITORY

PAYROLL (Civilian Employees)

FOR THE PERIOD FROM .....194... TO .....194...

Rate Month, or Hour	Gross Salary	Deductions per Reverse	Add: Family Allowance Benefits	Net Salary & F/A Benefit	Ricevuto da AMGOT la somma indicata

APPROVED .....
Signature & rank of authorizing officer

I certify that the above salaries have been paid by me to the employees entitled thereto.

Date:. . . . . .194... .....
Signature & rank of paying officer

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DETAILS OF SOCIAL INSURANCE CONTRIBUTIONS AND INCOME TAX REDUCTIONS

NAME OF EMPLOYEE	SOCIAL INSURANCE	
	Old Age & Disability, Tuberculosis, Unployment Marriage - Maternity	S
	1	2
TOTALS		

NOTE: Employees Contributions-Odd Numbers and 8
Employer's Contribution-Even Numbers except 8
Total of columns 1 & 3 - Column 5
" 2 & 4 - Column 6
" 5 & 7 - Column 8

(In Duplicate)

Contributions payal
affixing stamps to
ployees cards (Col
1 and 2)Contributi
payable in cash 3
Together (Columns
Contributions by e
only based on gros
Family Allowances
Salaries, Accident

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INSURANCE CONTRIBUTIONS AND INCOME TAX REDUCTIONS

	SOCIAL INSURANCE CONTRIBUTIONS						INCOME TAX DEDUCTIONS	TOTAL DEDUCTIONS
	Old Age & Disability, Tuberculosis, Unployment Marriage - Maternity		SICKNESS		TOTALS			
	1	2	3	4	5	6	7	8

	SUMMARY		
	EMPLOYEES	EMPLOYER	TOTAL
Contributions payable by affixing stamps to employees cards (Columns 1 and 2)Contributions payable in cash 3 and 4)			
Together (Columns 5-6 Contributions by employer only based on gross wages:			
Family Allowances 20% of gross NIL Salaries, Accidents & Occup Diseases NIL			TOTALS BELOW

F/F 12

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

GOVERNO MILITARE ALLEATO DEL TERRITORIO OCCUPATO

ALLIED MILITARY FINANCIAL AGENCY

Agenzia Militare Finanziaria Alleata

Original No._____

Received from the Allied Military Financial Agency an advance of
(Ricevuto dall'Agenzia Militare Finanziaria Alleata un avanzo di)

(in words): _____
(scritto in lettere)

_____

For the purpose of: _____
(Per il bisogno di)

_____

_____

_____

And which is recognized as a debt of: _____
(Il quale viene riconosciuto come debito di)

_____
(Name of Governmental body - Nome dell' Ente Governativo)

Amount (in figures) _____ _____
Signature - (Firma)

Date _____ 19____ _____
Title of signatory
(Data) (Competenza del firmatario)

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For the purpose of: _____
(Per il bisogno di)

_____

_____

_____

And which is recognized as a debt of: _____
(Il quale viene riconosciuto come debito di)

_____
(Name of Governmental body - Nome dell' Ente Governativo)

Amount (in figures) _____ _____
Signature -(Firma)

Date _____ 19____ _____
(Data) Title of signatory
(Competenza del firmatario)

_____
Signature -(Firma)

_____
Title of signatory
(Competenza del firmatario)

13

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

F/F 12

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

GOVERNO MILITARE ALLEATO DEL TERRITORIO OCCUPATO
ALLIED MILITARY FINANCIAL AGENCY
Agenzia Militare Finanziaria Alleata

DUPLICATE

No. .....

RECEIVED FROM THE ALLIED MILITARY FINANCIAL AGENCY AN ADVANCE OF
Ricevuto dall'Agenzia Militare Finanziaria Alleata un avanzo di

(in words): .....
(scritto in lettere)
.....

FOR THE PURPOSE OF: .....
Per il bisogno di
.....
.....
.....

AND WHICH IS RECOGNIZED AS A DEBT OF : .....
Il quale viene riconosciuto come debito di

.....
(Name of Governmental body - Nome dell'Ente Governativo)

AMOUNT (in figures) .....
Somma (in cifre)

DATE .....19.....
Data

.....
Signature - firma

.....
Title of signatory
Competenza del firmatario

.....
Signature - Firma

.....
Title of signatory
Competenza del firmatario

Above advance approved by .....
(Signature & rank of officer authorising advance)

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

AND WHICH IS RECOGNIZED AS A DEBT OF : .....
Il quale viene riconosciuto come debito di

.....
(Name of Governmental body - Nome dell'Ente Governativo)

AMOUNT (in figures) .....
Somma (in cifre)

.....
Signature - firma

DATE .....19.....
Data

.....
Title of signatory
Competenza del firmatario

.....
Signature - Firma

.....
Title of signatory
Competenza del firmatario

Above advance approved by .....
(Signature & rank of officer authorizing advance)

Date .....19 .....

I certify that the above advance has been paid by me to the person(s) entitled thereto.

Date: .....19 .....

.....
Name & rank of paying officer

Equivalent in Lire: .....

Cash book folio:.....

12

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Appendix A

SOCIAL INSURANCE CONTRIBUTIONS.

1. There are seven social insurance contributions to be made, brief particulars of which are as follows:

DESCRIPTION	PAYABLE BY	METHOD OF PAYMENT
Old Age & Disability	1/3rd. employee 2/3rd. employer	By a single stamp to be purchased at the post office or office of the Istituto di Previdenza Sociale by the paying officer and affixed to the employee's "Tessera" (Insurance Cards). (See appendix B attached).
Tuberculosis Unemployment Marriage & Maternity)	1/2 employee 1/2 employer	
Sickness	3.10% of gross salary payable by employee. 17.90% of gross salary payable by employer.	In cash or by cheque by the paying officer to the "Cassa" to which the employee was previously affiliated. If not previously insured, pay to the State Employees' "Cassa".
Family Allowances	20% of total gross salaries payable by employer only.	By F.O's. as explained below.
Accidents & Occupational Diseases (Manual Workers only)	Payable by employer only at rate to be ascertained from local Istituto Assicurazione Infortuni	By paying officer to Istituto Assicurazione Infortuni

It is intended that all AMGOT employees shall continue their participation in the social insurance system in precisely the same way as they participated

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	17.90% of gross salary payable by employer.	employee was previously affiliated. If not previously insured, pay to the State Employees' "Cassa".
Family Allowances	20% of total gross salaries payable by employer only.	By P.O's. as explained below.
Accidents & Occupational Diseases (Manual Workers only)	Payable by employer only at rate to be ascertained from local Istituto Assicurazione Infortuni	By paying officer to Istituto Assicurazione Infortuni

It is intended that all AMGOT employees shall continue their participation in the social insurance system in precisely the same way as they participated in their previous employment, except that for Family Allowance purposes all AMGOT employees will be treated, in accordance with the table in para. 2 below, as coming under the jurisdiction of the Istituto di Previdenza Sociale.

2. As indicated above, the entire contribution for Family Allowances (Assegni familiari) (20% of the total gross salaries) is payable by the employer only. However, the employer is required to pay to his employees, as agent for the Istituto di Previdenza Sociale, the benefits to which the employees are entitled. In these circumstances, only the difference between the employer's contributions and the benefits he pays on behalf of the Istituto is payable to or recoverable from the Istituto; these differences will be settled as soon as the proper arrangements can be made. The benefits payable to employees will be recorded in the blank column on the face of the Payroll, the amounts involved being as follows:

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(a) Clerks and office workers:

For the wife	Lire 57.20	per half-month
For the first child	Lire 40.30	do.
For the second and third child	Lire 53.30	per half month each
For the fourth and other children	Lire 63.70	do.
For dependent parents and dependent relatives	Lire 37.70	do.

(b) Manual workers (including chauffeurs):

For the wife	Lire 40.30	per half-month.
For the first child	Lire 26.00	do.
For the second and third child	Lire 36.40	per half month each
For the fourth and other children	Lire 46.80	do.
For dependent parents and dependent relatives	Lire 23.40	do.

3. It will probably be impossible for Sub-Accountants to purchase social insurance stamps (marche) and to pay other social insurance contributions during the initial stages of the occupation as the post offices and banks will be closed. The payment of these contributions should, however, be attended to as soon as is practicable.

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CONTRIBUTI DOVUTI PER GLI IMPIEGATI

a norma del R. D. L. 18 Marzo 1943 -XXI

Classe di contribuzioni	Retribuzione mensile	Marche da applicare per ogni mese di lavoro				Ri
		assicurazione inv. e vecch. tub. - disoc. nuz. e nat	assicurazione iuv. e vecch. tubercolosi nuz. e nat.	assicurazione inv. e vecch. tubercolosi disoccup.	assicurazione invalidita e vecchiaia tubercolosi	assi inv. tub. nuz.
I	fino a L. 150	28,75	23,75	25,95	20,95	1
II	" " " 250	41,80	36,80	38,20	33,20	1
III	" " " 400	62,35	55,35	58,15	51,15	2
IV	" " " 600	85,50	78,50	80,80	73,80	3
V	" " " 800	111,20	102,20	106,20	97,20	4
VI	" " " 1,000	134,00	125,00	128,70	119,70	4
VII	" " " 1,200	156,70	147,70	151,20	142,20	5
VIII	" " " 1,400	180,50	170,70	174,80	165,00	6
IX	oltre " 1,400	203,00	193,20	197,30	187,50	7

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ER GLI IMPIEGATI

L. 18 Marzo 1943 -XXI

per ogni mese di lavoro			Ritenuta sullo stipendio per ogni mese di lavoro			
curazione e vecch. rcolosi e nat.	assicurazione inv. e vecch. tubercolosi disoccup.	assicurazione invalidita e vecchiaia tubercolosi	assicurazione inv. e vecch. tub. - disoc. Nuz. e nat.	assicura zione. tng. e vecch. tubercolosi nuz.e nat.	assicura zione. inv.e vecch. tuber colosi e disoccup	assicura zione. invalidita e vecchiaia tubercolosi.
75	25,95	20,95	11,55	9,05	10,15	7,65
80	38,20	33,20	16,20	13,70	14,40	11,90
35	58,15	51,15	23,65	20,15	21,55	18,05
50	80,80	73,80	31,45	27,95	29,10	25,60
20	106,20	97,20	40,55	36,05	38,05	33,55
00	128,70	119,70	48,20	43,70	45,55	41,05
70	151,20	142,20	55,60	51,30	53,05	48,55
70	174,80	165,00	63,95	59,05	61,10	56,20
20	197,30	187,50	71,45	66,55	68,60	63,70

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CONTRIBUTI DOVUTI PER GLI OPERAI, ESCLUSI GLI

a Norma del R.D.L. 18 Marzo 194

Classe di contribuzione	RETRIBUZIONE				Marche settimanali da applicare per ogni sabato compreso nel periodo di pag			
	settimanale fino a L.	quattordicinale fino a L.	quindicinale fino a L.	mensile fino a L.	Assic. I. V. tuber. disoc. muzialita natalita	Assic. I. V. tuber. muzialita natalita	Assic. I. V. tuber. disoc.	Assic. I. V. tuber.
I	12	24	26	52	2,85	2,35	2,35	1,85
II	24	48	52	104	4,50	3,90	3,90	3,30
III	36	72	78	156	6,15	5,45	5,45	4,75
IV	48	96	104	208	8,30	7,20	7,40	6,30
V	66	132	143	286	10,55	9,45	9,55	8,45
VI	84	168	182	354	12,75	11,65	11,65	10,55
VII	108	216	234	468	16,30	14,80	15,10	13,60
VIII	132	264	286	572	19,10	17,60	17,80	16,30
IX	156	312	338	676	22,45	20,65	21,10	19,30
X	oltre 156	oltre 312	oltre 338	oltre 676	25,00	23,20	23,65	21,85

c. 10.000 12 - 4 - 43 Solli

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CONTRIBUTI DOVUTI PER GLI OPERAI, ESCLUSI GLI AGRICCLI

a Norma del R.D.L. 18 Marzo 1943 - XXI

	Marche settimanali da applicare per ogni sabato compreso nel periodo di paga				Ritenuta sul salario ogni sabato compreso nel periodo di paga			
mensile fino a L.	Assic. I. V. tuber. disoc. nuzialita natalita	Assic. I. V. tuber. nuzialita natalita	Assic. I. V. tuber. disoc.	Assic. I. V. tuber.	Assic. I. V. tuber. disoc. nuzialita natalita	Assic. I. V. tuber. nuzialita natalita	Assic. I. V. tuber. disoc.	Assic. I. V. tuber.
52	2,85	2,35	2,35	1,85	1,20	0,95	0,95	0,70
104	4,50	3,90	3,90	3,30	1,80	1,50	1,50	1,20
156	6,15	5,45	5,45	4,75	2,40	2,05	2,05	1,70
208	8,30	7,20	7,40	6,30	3,25	2,70	2,80	2,25
286	10,55	9,45	9,55	8,45	4,05	3,50	3,55	3,00
354	12,75	11,65	11,65	10,55	4,80	4,25	4,25	3,70
468	16,30	14,80	15,10	13,60	6,10	5,35	5,50	4,75
572	19,10	17,60	17,80	16,30	7,05	6,30	6,40	5,65
676	22,45	20,65	21,10	19,30	8,25	7,35	7,55	6,65
oltre 676	25,00	23,20	23,65	21,85	9,10	8,20	8,40	7,50

APPENDIX C

INCOME TAX DEDUCTIONS

For clerks and office workers (impiegati) 9.18%

For manual workers (operai) 5.10%

Notes: (1) Income tax is payable only by employees receiving more than Lire 500 per month.

(2) The above percentages are to be applied to the gross salary of each employee less the employee's contribution for the various categories of social insurance payable by means of a stamp (i.e. the amount which will appear in column 1 on the reverse of Form F/4).

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(2) The above percentages are to be applied to the gross salary of each employee less the employee's contribution for the various categories of social insurance payable by means of a stamp (i.e. the amount which will appear in column 1 on the reverse of Form F/4).

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GENERAL ADMINISTRATIVE INSTRUCTION NO. 13

INSTRUCTIONS CONCERNING THE CLOSING OF FINANCIAL INSTITUTIONS - FOR ISSUE to F.C.'s AND/OR C.A.O.'s GOING FORWARD.

1. Enclosed herewith are a certain number of copies of a letter in Italian addressed to the Bank Managers each one of whom will be handed a copy. You will receive from the S.C.A.O. and the S.F.C. an indication of the towns, etc., for which you are responsible. Also enclosed are a number of copies of a form of condensed bank balance sheet to be furnished to the banks together with the copy of the letter.

2. It will be your immediate duty to see that the instructions contained in Para. 1 of that letter are carried out. You will note the broad definition of financial institutions which are required to be closed under Proclamation No. 5. The letter should be delivered even if this Proclamation has not been posted, and the Bank Managers requested to deliver or send the completed information to the Finance Officer at Provincial Capitals.

3. You should ascertain whether the tactical commanders have placed armed guards on all banks in your vicinity. In the event of a guard not having been placed on a bank, you will immediately report the matter to the S.C.A.O. so that he may take the necessary steps with the tactical commander.

For your information and that of the S.C.A.O., you are informed that the duties of such guards will be to guard the banks in the event of civil disturbances and to protect the banks and the assets and records thereof and to see that no one other than bank personnel or their servants or relatives if living therein, enter the premises, or persons engaged in business permitted therein.

4. You may permit the following banking transactions:

(a) Accept payments of amounts due to such banking institutions;
(b) Permit withdrawals in cash for payment of imposts, taxes, and social insurance contributions.
(c) Permit withdrawals in cash, when authorized by local representatives of the Allied Military Government, from the accounts of the following:
  (i) Official governmental accounts of the State, Provinces and Communes;
  (ii) Social Insurance and Social Welfare Institutions;
  (iii) Consorzii.
(d) Receive accounts and otherwise conduct new business with respect to persons and institutions described in subsection (c) hereof.

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3. You should ascertain whether the tactical commanders have placed armed guards on all banks in your vicinity. In the event of a guard not having been placed on a bank, you will immediately report the matter to the S.C.A.C. so that he may take the necessary steps with the tactical commander.

For your information and that of the S.C.A.C., you are informed that the duties of such guards will be to guard the banks in the event of civil disturbances and to protect the banks and the assets and records thereof and to see that no one other than bank personnel or their servants or relatives if living therein, enter the premises, or persons engaged in business permitted therein.

4. You may permit the following banking transactions:

(a) Accept payments of amounts due to such banking institutions;
(b) Permit withdrawals in cash for payment of imposts, taxes, and social insurance contributions.
(c) Permit withdrawals in cash, when authorized by local representatives of the Allied Military Government, from the accounts of the following:
  (i) Official governmental accounts of the State, Provinces and Communes;
  (ii) Social Insurance and Social Welfare Institutions;
  (iii) Consorzii.
(d) Receive accounts and otherwise conduct new business with respect to persons and institutions described in subsection (c) hereof.

5. You will also note that according to above paragraph, the local representatives of the Allied Military Government must first approve withdrawals from accounts of governmental authorities, social insurance and social welfare institutions and consorzii. This will enable you to prevent withdrawals from the account if for an appropriate reason you deem it desirable to do so or if such withdrawals are in excess of the amount of currency in the possession of the bank.

6. Reopening of banking institutions for categories of transactions other than those described above, including the opening of safe deposit boxes and the handing out of articles in safe custody accounts, will await further instructions and General Orders applicable to the same. This may take place within two months after occupation and probably on a restricted withdrawal basis on old accounts except as provided above and unrestricted withdrawal on all new deposits. AMFA will make loans to banks to enable them to reopen for business on the foregoing basis.

August 23, 1943.

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(English Translation of Italian Letter to Bank Managers)

ALLIED MILITARY GOVERNMENT OF OCCUPIED TERRITORY

To THE MANAGER DATE _____

. . . . . .

. . . . . .

1. Your attention is called to Proclamation No. 5, Article I, reading as follows:

ARTICLE I

Closing of Financial Institutions

"Every company, institution, corporation, body or person within the occupied territory engaged in the business of receiving and paying out deposits, making loans, selling or purchasing securities, exchanging money, dealing in foreign exchange, maintaining safe deposit facilities or transacting any other form of financial business shall forthwith suspend any and all such business and the premises shall be closed. The reopening of all such business shall be upon such terms and conditions and the transacting of further financial business shall be subject to such restrictions as the Chief Civil Affairs Officer or any officer empowered by him may from time to time prescribe by order. Such orders may be of general or specific application and may be notified by public announcement or by written communication addressed to any company, institution, corporation, body or person concerned."

2. "Upon approval of the local representative of the Allied Military Government, banking institutions are authorized to engage in the following transactions:

(a) Accept payments of amounts due to your banking institution;
(b) Permit withdrawals in cash for payment of imposts, taxes and social insurance contributions.
(c) Permit withdrawals in cash, when authorized by local representatives of the Allied Military Government, from the accounts of the following:

(i) Official governmental accounts of the State, Provinces and Communes;
(ii) Social Insurance and Social Welfare Institutions;
(iii) Conservii.

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cupied territory engaged in the business of receiving and paying out deposits, making loans, selling or purchasing securities, exchanging money, dealing in foreign exchange, maintaining safe deposit facilities or transacting any other form of financial business shall forthwith suspend any and all such business and the premises shall be closed. The reopening of all such business shall be upon such terms and conditions and the transacting of further financial business shall be subject to such restrictions as the Chief Civil Affairs Officer or any officer empowered by him may from time to time prescribe by order. Such orders may be of general or specific application and may be notified by public announcement or by written communication addressed to any company, institution, corporation, body or person concerned."

2. "Upon approval of the local representative of the Allied Military Government, banking institutions are authorized to engage in the following transactions:

(a) Accept payments of amounts due to your banking institution;
(b) Permit withdrawals in cash for payment of imposts, taxes and social insurance contributions.
(c) Permit withdrawals in cash, when authorized by local representatives of the Allied Military Government, from the accounts of the following:

(i) Official governmental accounts of the State, Provinces and Communes;
(ii) Social Insurance and Social Welfare Institutions;
(iii) Consorzii.

(d) Receive accounts and otherwise conduct new business with respect to persons and institutions described in subsection (c) hereof."

You may not engage in any banking transactions whatever except as provided above. No objects held by you in safe custody may be handed to anyone. No one may have access to safe deposit boxes.

3. You are to prepare lists of the names and relatives and relative balances of all those accounts which are on your books and which are under the following categories:

Accounts in the name of:

(i) The Italian Government of Governments of its Allies or their representatives or agencies.
(ii) Italian Government Institutions.
(iii) Fascist Political Organizations, including organizations depending from or appertaining to or forming any part of the Fascist Party.

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(iv) Persons holding high positions in the administration of the Italian Government or Fascist Political Organization.

(v) Persons domiciled in territory occupied by the Axis or by its Allies anywhere in the world.

(vi) Persons whose names figure on the attached list and on any subsequent lists which may be handed to you from time to time.

Against each name on such lists you will indicate whether or not the customer has with you any article in safe custody or a safe deposit box.

Such lists which are to be drawn up as quickly as possible will be held by you pending further instructions.

The current account ledger sheets of such accounts are to be very clearly marked indicating that such accounts have been blocked, except the accounts which have been unblocked pursuant to Para 2(c) above.

4. As quick as possible, you will compile in duplicate a balance sheet on the form forwarded to you herewith of your bank as at the date of occupation and as of the other dates indicated on such forms.

Such documents will be held up by you pending further instructions.

5. You are held personally responsible for the good preservations of all archives, registers, ledgers, etc., in your bank.

August 23, 1943.

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GOVERNO MILITARE ALLEATO DEL TERRITORIO OCCUPATO

AL DIRETTORE

DATA.....

.....
.....

N. I°) La Vostra attenzione e chiamata al Proclama N.5 Art.I stilato come segue:

ARTICOLO I

Chiusura di Istituti Finanziari

"Ogni societa, istituzione, ditta o persona nel territorio occupato che si interessa di affari finanziari, di recevere o pagare depositi, di fare prestiti, di compra vendita di titoli, di cambio di valute, di cambi esteri di servizio di custodia, con o senza cassette di sicurezza, o di qualsiasi altra operazione di indole finanziaria, e con il presente proclama ordinata di sospendere ogni operazione ed e ordinata di chiudere le porte dello stabile. La riapertura dello stabile ed il riinizio delle operazioni finanziarie saranno fatti a termini e condizioni e sotto restrizioni che l'Ufficiale Capo degli Affari Civili, o un altro ufficiale che ha ricevuto tale potere dal predetto Capo, possa prescrivere per ordine.

Tali ordini possono essere di applicazione generale o specifica e saranno annunziati pubblicamente o a mezzo di comunicazione diretta a ciascuna ditta, istiruto, societa o persona interessata."

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depositi, di fare prestiti, di compra vendita di titoli, di cambio di valute, di cambi esteri di servizio di custodia, con o senza cassette di sicurezza, o di qualsiasi altra operazione di indole finanziaria, e con il presente proclama ordinata di sospendere ogni operazione ed e ordinata di chiudere le porte dello stabile. La riapertura dello stabile ed il riinizio delle operazioni finanziarie saranno fatti a termini e condizioni e sotto restrizioni che l'Ufficiale Capo degli Affari Civili, o un altro ufficiale che ha ricevuto tale potere dal predetto Capo, possa prescrivere per ordine.

Tali ordini possono essere di applicazione generale o specifica e saranno annunziati pubblicamente o a mezzo di comunicazione diretta a ciascuna ditta, istiruto, societa o persona interessata."

N.2º) Su approvazione del locale Rappresentante del Governo Militare Alleato, le istituzioni bancarie sono autorizzate a compiere le seguenti operazioni:

a) Accettare pagamenti di somme dovute alla Vostra banca;

b) Consentire prelevamenti in contanti per pagamento di imposte, tasse e contributi sociali assicurativi;

c) Consentire prelevamenti in contanti, quando autorizzati dal locale Rappresentante del Governo Militare Alleato, dai seguenti conti:

i) Conti ufficiali governativi dello Stato, Province, e Comuni;

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ii) Assicurazioni sociali e Istituzioni di benessere sociale;

iii) Consorzii.

d) Ricevere conti e trattare anche nuovi affari con le persone e Istituzioni di cui alla precedente sottosezione c).

Voi non potete compiere alcuna operazione bancaria, all'infuori di quelle previste sopra. Nessuno oggetto da Voi tenuto in custodia, puo essere consegnato ad alcuno. Nessuno potra avere accesso alle cassette di sicurezza.

N. 3°) Dovete compilare elenchi dei nomi e dei saldi relativi di tutti quei conti che figurano sui vostri libri e che sono compresi nelle seguenti categorie:

a) Conti intestati a:

i) Governo Italiano o Governi a questo alleati, o loro Rappresentanti o Agenzie;

ii) Istituti Governativi Italiani;

iii) Organizzazioni politiche fasciste, comprese quelle dipendenti da, o appartenenti al Partito fascista;

iv) Persone domiciliate nel territorio occupato dall'Asse o dai suoi alleati ovunque nel mondo;

v) Persone aventi alte cariche nell'Amministrazione Governativa Italiana o nelle Organizzazioni politiche fasciste.

vi) Persone i cui nomi figurano nell'elenco accluso o negli elenchi [illegible] a Voi consegnati di tempo in

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tutti quei conti che figurano sui vostri libri e che sono compresi nelle seguenti categorie:

a) Conti intestati a:

i) Governo Italiano o Governi a questo alleati, o loro Rappresentanti o Agenzie;

ii) Istituti Governativi Italiani;

iii) Organizzazioni politiche fasciste, comprese quelle dipendenti da, o appartenenti al Partito fascista;

iv) Persone domiciliate nel territorio occupato dall'Asse o dai suoi alleati ovunque nel mondo;

v) Persone aventi alte cariche nell'Amministrazione Governativa Italiana o nelle Organizzazioni politiche fasciste.

vi) Persone i cui nomi figurano nell'elenco accluso o negli elenchi che potranno essere eventualmente a Voi consegnati di tempo in tempo.

Accanto ad ogni nome figurante su tali elenchi dovete indicare se o no il cliente abbia presso di Voi oggetti in custodia o cassetto di sicurezza.

Tali elenchi, che dovranno essere compilati al piu presto possibile, saranno da Voi conservati in attesa di ulteriori istruzioni.

Le schede di tali conti devono essere contrassegnate in maniera ben visible con l'indicazione che i conti stessi sono stati bloccati, eccetto i conti sbloccati secondo il precedente paragrafo 2 c).

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N.4) Al piu presto possibile dovrete compilare un bilancio della Vostra Banca secondo gli schemi allegati, in duplice copia, alla data dell'occupazione e a quelle altre date indicate in detti schemi.

Tali documenti saranno conservati da Voi in attesa di ulteriori istruzioni.

N.5) Voi siete personalmente responsabili per la buona conservazione di tutti gli archivi, registri, schede, etc. della Vostra Banca.

23 Agosto 1943.

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23 Agosto 1943.

AMGOT/2007 F

General Administrative Instruction No. 14

Post Offices and Civil Postal Services.

1. Within three weeks of taking over a town and closing the Post Office the C.A.O. should furnish a brief report on the conditions at the Post Office. This report should mention, among any other points of importance:

(a) Whether or not the premises and contents are intact, and under lock and key.

(b) The name of the Postmaster, and whether or not he is available and considered reliable.

(c) What amount of cash is on hand, or has been withdrawn for safe custody. (In the latter case its disposal should be mentioned).

(d) The detailed amounts of all unused Postage, Revenue, and Insurance stamps on hand. (This information to be given on the standard forms normally used by the Post Office).

(e) Particulars of Postal Savings Bonds on hand.

(f) Total number of current Postal Savings Bank accounts held in the Post Office, and the total amount standing to the credit of those accounts.

(g) Total amount of Money Order advices on hand and not yet paid to the persons in whose favour they are drawn.

(NOTE: Details of (d), (e), (f), and (g) to be furnished by the Postmaster).

2. Unless for some good reason the Post Office premises cannot be securely locked and safeguarded, all contents should normally be left intact, and the keys of doors and safes taken into safe custody.

3. The Army Censorship Branch will in due course make an examination of correspondence and records on hand in Post Office buildings, and withdraw any items which it may require. The Postal Services Section of AMGOT will later deal with the matter of accounting for cash, stamp stocks, etc.

4. Unless the circumstances are exceptional, the operational or other forces should not occupy Post Offices. If, however, such a step cannot be avoided, the occupying unit should be asked to deal with the Post Office records in such a way that they remain intact and convenient

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(d) The detailed amounts of all unused Postage, Revenue, and Insurance stamps on hand. (This information to be given on the standard forms normally used by the Post Office).

(e) Particulars of Postal Savings Bonds on hand.

(f) Total number of current Postal Savings Bank accounts held in the Post Office, and the total amount standing to the credit of those accounts.

(g) Total amount of Money Order advices on hand and not yet paid to the persons in whose favour they are drawn.

(NOTE: Details of (d), (e), (f), and (g) to be furnished by the Postmaster).

2. Unless for some good reason the Post Office premises cannot be securely locked and safeguarded, all contents should normally be left intact, and the keys of doors and safes taken into safe custody.

3. The Army Censorship Branch will in due course make an examination of correspondence and records on hand in Post Office buildings, and withdraw any items which it may require. The Postal Services Section of AMGOT will later deal with the matter of accounting for cash, stamp stocks, etc.

4. Unless the circumstances are exceptional, the operational or other forces should not occupy Post Offices. If, however, such a step cannot be avoided, the occupying unit should be asked to deal with the Post Office records in such a way that they remain intact and convenient of access to the Censorship authorities and to AMGOT, and later to the local Post Office officials; and this Headquarters should be advised of the situation as quickly as possible.

5. At a later date it will be necessary to re-open the Post Offices, for the payment of certain salaries (see G.A.I. No. 3, para 14) and for the receipt of such State, Provincial and Communal revenues as are normally paid into Post Offices, including the sale of all stamps other than those for postal purposes. This stage may be reached before the Post Offices are opened for mail purposes under para 6, in which case C.A.O's, after taking the necessary steps to secure the mail and records - if these have not already been examined by the Censorship Branch - may re-open the Post Offices for the purposes stated in the first sentence of this paragraph.

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business so transacted, the Postmaster should maintain such accounting records as are called for under his normal standing instructions, except that all excess cash should be held pending receipt of up-to-date instructions.

6. As a first step towards the restoration of civil postal services, a simple form of local delivery of Postcards will be instituted some time later. In some instances the covering instructions to Postmasters, and the necessary supply of AMGOT stamps, which will be issued later, may have to be distributed via CAO's. The further postal developments as planned will follow the line of a "linking-up" service between towns to give intercommunication (under censorship); and later the inclusion of sealed letters in the deliveries. (Sealed letters to and from AMGOT offices may be included as from the time deliveries commence).

7. In connection with the problem of transporting mails between towns on the intercommunication service, S.C.A.C's should furnish as soon as practicable a diagram shewing the courier services set up by AMGOT between their Province H.Qs town ar' the C.A.C's areas. At the outset at least, and loads permitting, it will be the intention to use mainly these link services for the conveyance of civil mails as opportunity offers. For censorship purposes, posted correspondence will have to be concentrated at one of a number of convenient points and from each of these points the censored mails will circulate to Post Offices for delivery. The capital town of each province will probably become a local point for this purpose. Further instructions will be issued before any local mails are transported.

AMGOT H.Q.

19 August 1943.

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GENERAL ADMINISTRATION INSTRUCTION No. 15.

The Allied Military Finance Agency.
(AMFA)

1. In pursuance of a Directive issued by the Combined Chiefs of staff in Washington, there has been created an organ of AMGOT known as the Allied Military Financial Agency (AMFA). AMFA forms part of the Finance Division of AMGOT and is under the command of the Chief Financial Officer.

2. AMFA has been established for the following purposes:

(i) To provide a depository, clearing house and chief office of financial transactions for the convenience of the Allied Military Forces.

(ii) To provide a depository, where necessary, for funds which may be impounded.

(iii) To facilitate control by AMGOT of financial and property transactions in the occupied territory.

(iv) To provide a source of funds from which to make loans to and through local banks, municipalities, public utilities, private businesses, and individual persons.

(v) To maintain a complete accounting of all financial transactions entered into by AMGOT.

3. In view of the need to control the volume of currency so as to prevent inflation (which might have serious consequences for AMGOT as a whole) loans will be restricted to the minimum necessary for achieving their purpose. They will be made only in cases where they will assist in the restoration of order and rehabilitation of essential activities and are desirable from the point of view of the Military effort and where local banks are not in a position to provide such financial assistance. AMFA is not intended to function as a competing agency to existing commercial banks. AMGOT officers should use every opportunity to discourage any impression (which will be only too likely to arise) that AMFA is to be regarded as an unlimited source of funds for all and sundry. See 7 below).

4. AMGOT officers, whether with the Task Forces or at Headquarters, will draw funds from AMGOT Finance Officers, who may be obliged in the early stages of occupation, to draw the money needed to carry out their official duties from Army Finance Officers or paymasters in the form of Yellow Seal Dollars, or B.M.A. Pounds. However, it is planned to provide currency in terms of the local monetary unit as early as possible, preferably before

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through local banks, municipalities, public utilities, private businesses, and individual persons.

(v) To maintain a complete accounting of all financial transactions entered into by AMGOT.

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5. The procedure described in para. 4 need only be employed in cases where, through lack of communications or for any other reason, AMFA cannot provide all the currency needed by AMGOT and the Army. As soon as AMFA can provide such currency, both Army paymasters and AMGOT Officers will draw funds from AMFA.

6. All moneys drawn by AMGOT Officers must be accounted for in the way described in General Administrative Instruction No. 12, dated Aug. 1943.

7. One of the major tasks of AMFA (subject to the C.F.C.) is that of planning and assisting in the maintaining of controls over the credit and price structures of the occupied territory in an effort to hold inflationary forces in check. This danger of an excessive circulation of currency should be in the minds of all AMGOT Officers who are under the necessity of spending or advancing sums of money in the course of their official duties. With a view to preventing any such inflation all AMGOT Officers should restrict issues of cash to the minimum required to serve Allied Military needs.

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8. It is intended that in general all revenues and expenditures of AMGOT, as distinct from those of the local governmental authorities, shall pass through AMFA. This may make it necessary for certain AMGOT Officers to maintain current accounts with AMFA, while others may maintain accounts in local banks, through which remittances can be made to and from AMFA. Any instructions which may be necessary in this connection will be issued in due course to all concerned.

9. As need arises, it is hoped that AMFA will establish sub-agencies possibly to the extent of placing one in the principal city of each occupied province.

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GENERAL ADMINISTRATIVE INSTRUCTION NO. 16

(Public Health)

For Distribution to all C. A. O.s.

1. The amount of medical supplies in the possession of AMGOT is extremely limited and considerable time must elapse before additional material can be obtained from British or American sources. The need for such supplies is great and immediate so that proper distribution and use of them is a matter of concern to AMGOT Headquarters.

2. In order to use the medical and surgical supplies of the island to the best advantage, information is required by AMGOT Headquarters as to all available Italian stores.

3. Each hospital, ambulatorium, dispensary and clinic will forthwith report, to the Senior Civil Affairs Officer of the province concerned, details of all such supplies. Lists will include location and quantities, together with descriptive details of the following.

Drugs
Surgical Dressings
Surgical Instruments
Microscopes and other laboratory apparatus
Sera, vaccines and other biologicals

4. Each pharmaceutical supply establishment (wholesale drug dealer), and each government supply agency for the distribution of quinine products (ordinarily sold by local tobacco shops) will submit details as to all medical and surgical stores on hand to the local Civil Affairs Officer. Should any other stores of such supplies be found, they too will be reported.

5. The Senior Civil Affairs Officer for each province is responsible for the compilation and submission of such lists and will transmit them at the earliest moment to AMGOT Headquarters.

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Surgical Instruments
Microscopes and other laboratory apparatus
Sera, vaccines and other biologicals

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SECRET
(Equals British MOST SECRET)

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