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OFFICE INSTRUCTIONS
FEB.-MAY 1944

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RESTRICTED

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

4 May 1944

OFFICE MEMORANDUM

NUMBER

2)

"PROVISION AND USE OF SIGNAL FACILITIES"GENERAL

I.

When the Armies move forward there will be a period when the scale of line communications will be drastically reduced, particularly in the forward areas. This will be inevitable, since not only is time required to extend the system, but damage will undoubtedly be very much higher than previously. Furthermore existing resources will be more stretched as the advance proceeds.

Everyone must, therefore, be prepared to work on a very much reduced telephone service, and to rely in the forward areas to a large extent on R/T. The telegraph service will also be more dependent on the use of wireless channels, which have a smaller traffic capacity than line channels and are subject to greater delays owing to the necessity of enciphering. The communication service must therefore be used with the maximum of economy, and the following rules will be observed:

Telephones

- (a) Telephone calls will be initiated only as a necessity and not as matter of convenience.
- (b) Telephone conversations will be kept short.
- (c) R/T technique and discipline must be known and practiced now by all concerned without noticeable increase of R/T traffic on the air.

Telegrams

- (a) Will be carefully drafted to exclude all redundant words.

Everyone must, therefore, be prepared to work on a very much reduced telephone service, and to rely in the forward areas to a large extent on R/T. The telegraph service will also be more dependent on the use of wireless channels, which have a smaller traffic capacity than line channels and are subject to greater delays owing to the necessity of enciphering. The communication service must therefore be used with the maximum of economy, and the following rules will be observed:

Telephones

- (a) Telephone calls will be initiated only as a necessity and not as matter of convenience.
- (b) Telephone conversations will be kept short.
- (c) R/T technique and discipline must be known and practiced now by all concerned without noticeable increase of R/T traffic on the air.

Telegrams

- (d) Will be carefully drafted to exclude all redundant words.
- (e) Abuses of priorities must be eliminated.
- (f) Attention will be paid to the security markings, particularly the distinction between "CONFIDENTIAL" and "SECRET" messages.

Express Letter Service

- (g) Nothing will be sent by ELS where it can just as well be handled by the Army Postal Service.
- (h) Liaison officers, travelling from one headquarters to another, will invariably help Signals by taking any outstanding despatches, which might otherwise have to be sent by Special Despatch Rider.

These rules must be practiced now. Commanders are, therefore, requested to ensure that the substance of this letter is brought to the notice of all subordinate commanders and staffs at all levels, and that proper attention is paid to enforcing the rules in para 4 above forthwith.

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R E S T R I C T E D

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Office Memo #2, Hq ACC, dated 4 May 1944. (Cont'd)

II.

TELEPHONE PRACTICE

INFORMATION

1. Instances have arisen of confusion and resulting loss of time in setting up priority L.D. telephone calls between British and American switchboards in the I. of C. (communication zone) network due to differences in terminology and operating procedure.

INTENTION

2. To define the equivalent BRITISH and AMERICAN priority classifications and to establish a combined operating procedure for such L.D. telephone calls.

METHOD

3. EQUIVALENT CLASSIFICATIONS

BRITISH

CLEAR THE LINE

or

CLEAR THE LINE EMERGENCY AIR

PRIORITY

ROUTINE

AMERICAN

Equivalent to

URGENT

or

OPERATIONAL PRIORITY

Equivalent to

PRIORITY

Equivalent to

ROUTINE

(a) CLEAR THE LINE or (CLEAR THE LINE EMERGENCY AIR) and URGENT or (OPERATIONAL PRIORITY) classification; reserved for only such calls as must be rushed through with a minimum delay.

(b) PRIORITY classification will be used only for such calls which cannot be classified as URGENT (CLEAR THE LINE) but which warrant precedence over ROUTINE calls in order to reach the addressee in time for effective action.

(c) All other calls will be considered as ROUTINE.

4. Classification will be made by the originator in accordance with the prevailing BRITISH or AMERICAN regulations.

(a) BRITISH regulations will apply to the classification of calls

3. EQUIVALENT CLASSIFICATIONS

<u>BRITISH</u>		<u>AMERICAN</u>
CLEAR THE LINE	Equivalent to	URGENT
or		or
CLEAR THE LINE EMERGENCY AIR		OPERATIONAL PRIORITY
PRIORITY	Equivalent to	PRIORITY
ROUTINE	Equivalent to	ROUTINE

- (a) CLEAR THE LINE or (CLEAR THE LINE EMERGENCY AIR) and URGENT or (OPERATIONAL PRIORITY) classification; reserved for only such calls as must be rushed through with a minimum delay.
- (b) PRIORITY classification will be used only for such calls which cannot be classified as URGENT (CLEAR THE LINE) but which warrant precedence over ROUTINE calls in order to reach the addressee in time for effective action.
- (c) All other calls will be considered as ROUTINE.

4. Classification will be made by the originator in accordance with the prevailing BRITISH or AMERICAN regulations.

- (a) BRITISH regulations will apply to the classification of calls originated by BRITISH formations and AMERICAN regulations will apply to calls originated by AMERICAN military personnel.

5. OPERATING PROCEDURE

The classification of a call is not the responsibility of the operator.

The operator will not question the classification designated by the originator, but will put the call through in accordance with the procedure outlined below for each classification:

- (a) CLEAR THE LINE, CLEAR THE LINE EMERGENCY AIR, URGENT AND OPERATIONAL PRIORITY CALLS.

Calls of the above classification will take precedence over all calls of lower classification and will be "rushed" through with a minimum of delay.

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REGISTER

Office Memo #2, Hq ACC, dated 4 May 1944. (Cont'd)

If a circuit is occupied by a priority or routine call and is required for a CLEAR THE LINE, CLEAR THE LINE EMERGENCY AIR, URGENT or OPERATIONAL PRIORITY call, then the priority or routine call will be broken down.

CLEAR THE LINE, CLEAR THE LINE EMERGENCY AIR, URGENT and OPERATIONAL PRIORITY calls are of equal importance and one will not take precedence over the other.

(b) PRIORITY CALLS

(i) Take precedence over and will be established in advance of all routine calls.

(ii) All priority calls will be recorded as provided in para 5 (a) (i) above.

(iii) Priority calls which cannot be completed on demand will be booked and completed in chronological order over the first available circuits in advance of any routine call.

(iv) Routine calls will not be broken down to establish priority calls except that when a Priority call is held waiting for a circuit occupied by a Routine call for more than five minutes, the operator will notify the talking parties that a Priority call is waiting and will break down the connection.

(c) ROUTINE CALLS

(i) Will be established on demand when possible and, if not, will be recorded (booked) and connected in the order of recording.

By command of Lieutenant General MASON MACFARLANE:

E. L. Clough
E. L. CLOUGH,
Lt Col, AGD,
Executive Officer.

DISTRIBUTION:
"A"

(iii) Priority calls which cannot be completed on demand will be booked and completed in chronological order over the first available circuits in advance of any routine call.

(iv) Routine calls will not be broken down to establish priority calls except that when a Priority call is held waiting for a circuit occupied by a Routine call for more than five minutes, the operator will notify the talking parties that a Priority call is waiting and will break down the connection.

(c) ROUTINE CALLS

(1) Will be established on demand when possible and, if not, will be recorded (booked) and connected in the order of recording.

By command of Lieutenant General MASON MACFARLANE:

E. L. Clough
E. L. CLOUGH,
Lt Col, ACD,
Executive Officer.

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R E S T R I C T E D

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

4 May 1944

OFFICE MEMORANDUM)

NUMBER 1)

1. The following information in regards to SCM Radio Service to the United States from Italy is extracted from PBS Circular Number 52 dated 30 April 1944, and NATOUS: Circular 51, 9 April 1944, for the information and guidance of all concerned.

2. Effective 1 May 1944, sender's composition radio service to United States, via RCA station, Naples are inaugurated for U.S. Military and naval personnel in Italy, including U.S. civilians attached to U.S. Armed Forces. This service is already available from U.S. to Italy. Sender's composition messages (SCM) will be restricted to night letter telegrams (NLT), and will be filed with unit EFM censors in the same manner as EFL.

3. Rules for counting words and general information governing sender's composition messages; (SCM)

- a. Every word written by sender for transmission is counted and charged for. This includes the address and signature.
- b. The signature must contain the first name or initial and last name.
- c. The city and state in the address will count as a single word if grouped together; for example:
 SanFranciscoCal - 1 word
 NewOrleansLA - 1 word
- d. Expressions like stop, comma, and period when written out, count as one word.
- e. Every isolated character, letter or figure and every sign of punctuation, apostrophe, hyphen or fraction bar, transmitted at the request of the sender is counted as one word.
- f. Recognized abbreviations; such as, FOB, COD or POB are single words.
- g. Words of over fifteen letters or figure groups of over five digits count as two chargeable words; for example:
 Transcontinental - 16 letters - (2 words)
 678201 - (2 words)
- h. Running words or parts thereof together in the text or address are known as evasions and will not reduce the word count; for example:
 ALIBEST - (2 words)
- i. The indicator NLT (Night Letter) must appear as the first word of the address and is charged for.

- a. Every word written by sender for transmission is counted and charged for. This includes the address and signature.
- b. The signature must contain the first name or initial and last name.
- c. The city and state in the address will count as a single word if grouped together; for example:
 SanFranciscoCal - 1 word
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- d. Expressions like stop, comma, and period when written out, count as one word.
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 Transcontinental - 16 letters - (2 words)
 678201 - (2 words)
- h. Running words or parts thereof together in the text or address are known as evasions and will not reduce the word count; for example:
 ALIBEST - (2 words)
- i. The indicator NLT (Night Letter) must appear as the first word of the address and is charged for.
- j. An address written:
 1. NLT Mary E. Jones, counts as (4 words)
 2. NLT Mrs Mary E. Jones (5 words)
 3. NLT Mary Jones (3 words)
 An example of a complete address follows:
 NLT Mary Jones 225 West 79th Street
 NewYorkCity - (8 words)
- k. Here is an example of how a message would be counted:
 NLT MARY JONES 48 RIDGE STREET RICHMONDVA
 SALE OF HOUSE APPROVED HAPPY TO HEAR FOTHER WELL ALL MY
 LOVE DEAR
 JOHN E DOE

The foregoing totals 23 chargeable words. As this does not exceed the minimum of 25 words, the charge for the above would be \$2.58, which is what an NLT would cost to Virginia.

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R E S T R I C T E D

4. NAME, ADDRESS, TEXT AND SIGNATURE WILL BE PRINTED TO INSURE CORRECT TRANSMISSION OF MESSAGE:

5. All other existing regulations and instructions contrary to the provisions herein are rescinded. Censorship regulations governing the use of cable and radio services conform generally with those applicable to postal communications. Circular Number 32, Hq. MATOUSL, cs, (US Military Censorship Regulations), referring primarily to postal censorship, remains in effect and will be applied in conjunction with these regulations.

6. Address. Cables will be directed to normal, clear addresses. Code or registered addresses will not be used. Abbreviated addresses or addresses not readily understood may subject the cable to delay. If the message is addressed to other than an individual, it may be held while the reliability of the firm or group addressed is established.

7. Signature. All messages must be signed. The signature will be the normal signature of the sender and must include last name and initials, last name, middle initial and first name; or full name. Nothing else may be shown. Rank, serial number, unit or organization, and APO number will not be included in the signature nor shown elsewhere in the message text.

8. Subject and Language. Ordinary cable service as covered by these regulations is authorized in order to facilitate the transaction of urgent personal business, family affairs, greetings not sufficiently covered by EFM texts, and other personal matters. The following special types of messages for which other facilities are provided are specifically excluded from this service:

- a. Official business
- b. Press dispatches or other matter intended for publication
- c. Money transfers.
- d. Orders for flowers, candy, or other merchandise

Ordinary cables will be in English, unless specific authorization to use some other language is obtained from the Chief Base Censor of the Base Censorship Detachment through which the cable is cleared. They will be in plain language. Commercial, private, or other codes will not be used. Use of any phrasing, abbreviations or expressions, the meaning of which is not entirely clear, may subject the message to delay or suppression.

9. Prohibited Statements

- c. The sender must assume that his cable will be intercepted by the enemy. Information transmitted in this manner becomes more quickly available to enemy agents than that sent in any other way. Valuable intelligence can sometimes be obtained by the study of large numbers of messages each of which is innocent in itself. For these reasons, the sender must be particularly alert to message security in personal cables and those are subject to

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 - (1) Any reference to location of sender or other military personnel. (For example: the expression "I am in North Africa", although permitted in letters, is prohibited in cables. A statement such as, "Have seen Uncle Jean", may reveal location if addressee can be assumed to know location of persons mentioned.)

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- (2) Designation or location of a unit, branch, arm or service, or any installation of the United States Armed Forces and related agencies or those of its Allies. This applies to units outside, as well as within, this theater, except as may be required in addresses to military personnel.
- (3) Notification of safe arrival in any form.
- (4) Any reference to movement. (For example, such statements as: "Hope to see you soon", or "Am leaving this station", are prohibited.
- (5) Movement or prospective movement of any high government official.

By command of Lieutenant General MASON MACFARLANE:

/s/ E. L. Clough
E. L. CLOUGH,
Lt Col, AGD
Executive Officer.

DISTRIBUTION:
"A"

A true and correct copy.

Roger B. Derby
ROGER B. DERBY
Capt, AGD
Adjutant

* Rear Hq, AGC, comment; 1. The approximate time required for delivery (for cables of this type to any U. S. City with an RCA office from soldiers at this Hq is 24 - 48 hours)--providing cables are received in Post Office, Room # 6, Palazzo di Giustizia, between 0830 and 0900 hours.

2. Method of figuring the cost of messages is shown on the reverse side of the sheet.

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DISTRIBUTION:

A

A true and correct copy.

Roger B. Derby

ROGER B. DERBY

Capt, AGC

Adjutant

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/s/ E. L. Clough
E. L. CLOUGH,
Lt Col, AGC
Executive Officer.

11.....From RCA TO UNITED STATES.....

Destination	Min 25 words	Per Add'l words	Destination	Min 25 words	Per Add'l words
Alabama	2.59	.10-1/3	Montana	2.84	.11-1/3
Arizona	3.09	.12-1/3	Nebraska	2.84	.11-1/3
Arkansas	2.84	.11-1/3	Nevada	3.09	.12-1/3
California	3.09	.12-1/3	New Hampshire	1.88	.07-1/2
Colorado	2.84	.11-1/3	New Jersey:		
Connecticut	1.88	.07-1/2	Hoboken	1.88	.07-1/2
Delaware	2.25	.09	Jersey City	1.88	.07-1/2
Dist of Columbia	2.25	.09	North Bergen	1.88	.07-1/2
Florida:			Weehawken	1.88	.07-1/2
Key West	3.09	.12-1/3	West New York	1.88	.07-1/2
Pensacola	2.59	.10-1/3	Union City	1.88	.07-1/2
Other places	2.84	.11-1/3	Other places	2.25	.09
Georgia	2.59	.10-1/3	New Mexico	2.84	.11-1/3
Idaho	3.09	.12-1/3	New York:		
Illinois	2.59	.10-1/3	New York City	1.88	.07-1/2
Indiana	2.59	.10-1/3	Yonkers	1.88	.07-1/2
Iowa	2.84	.11-1/3	Other Places	2.25	.09
Kansas	2.84	.11-1/3	North Carolina	2.59	.10-1/3
Kentucky	2.59	.10-1/3	North Dakota	2.84	.11-1/3
Louisiana:			Ohio	2.59	.10-1/3
New Orleans	2.59	.10-1/3	Oklahoma	2.84	.11-1/3
Other places	2.84	.11-1/3	Oregon	3.09	.12-1/3
Maine	1.88	.07-1/2	Pennsylvania	2.25	.09
Maryland	2.25	.09	Rhode Island	1.88	.07-1/2
Massachusetts	1.88	.07-1/2	South Carolina	2.59	.10-1/3
Michigan	2.59	.10-1/3	South Dakota	2.84	.11-1/3
Minnesota:			Tennessee	2.59	.10-1/3
Duluth	2.59	.10-1/3	Texas	2.84	.11-1/3
Minneapolis	2.59	.10-1/3	Utah	3.09	.12-1/3
St. Paul	2.59	.10-1/3	Vermont	1.88	.07-1/2
So. St. Paul	2.59	.10-1/3	Virginia	2.59	.10-1/3
St. Paul Stockyards	2.59	.10-1/3	Washington (State)	3.09	.12-1/3
Winona	2.59	.10-1/3	West Virginia	2.59	.10-1/3
Other Places	2.84	.11-1/3	Wisconsin	2.59	.10-1/3
Mississippi	2.59	.10-1/3	Wyoming	2.84	.11-1/3
Missouri:					
St. Louis	2.59	.10-1/3			
Other places	2.84	.11-1/3			

(When calculating total cost of message any fraction will be carried to next even cent.)

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Iowa	2.84	.11-1/3	Other Places	2.25	.09
Kansas	2.84	.11-1/3	North Carolina	2.59	.10-1/3
Kentucky	2.59	.10-1/3	North Dakota	2.84	.11-1/3
Louisiana:			Ohio	2.59	.10-1/3
New Orleans	2.59	.10-1/3	Oklahoma	2.84	.11-1/3
Other places	2.84	.11-1/3	Oregon	3.09	.12-1/3
Maine	1.88	.07-1/2	Pennsylvania	2.25	.09
Maryland	2.25	.09	Rhode Island	1.88	.07-1/2
Massachusetts	1.88	.07-1/2	South Carolina	2.59	.10-1/3
Michigan	2.59	.10-1/3	South Dakota	2.84	.11-1/3
Minnesota:			Tennessee	2.59	.10-1/3
Duluth	2.59	.10-1/3	Texas	2.84	.11-1/3
Minneapolis	2.59	.10-1/3	Utah	3.09	.12-1/3
St. Paul	2.59	.10-1/3	Vermont	1.88	.07-1/2
So. St. Paul	2.59	.10-1/3	Virginia	2.59	.10-1/3
St. Paul Stockyards	2.59	.10-1/3	Washington (State)	3.09	.12-1/3
Winona	2.59	.10-1/3	West Virginia	2.59	.10-1/3
Other places	2.84	.11-1/3	Wisconsin	2.59	.10-1/3
Mississippi	2.59	.10-1/3	Wyoming	2.84	.11-1/3
Missouri:					
St. Louis	2.59	.10-1/3			
Other places	2.84	.11-1/3			

(When calculating total cost of message any fraction will be carried to next even cent.)

Inclosure No. 1 (to PBS Circular 52 of 30 Apr 1944)

785016

Education

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
(Establishments Branch)

19 April 1944

SUBJECT: U. S. Military Censorship Regulations.

TO : All Directors of Sub-Commissions and Chiefs of Staff Sections

1. Herewith Circular No. 51, NATOUSA, dated 9 April 1944, subject as above.

2. It is requested that you explain this circular to all American officers and civilians under your jurisdiction. This in conformity with Para. 1b of the circular.

E. V. Clough
E. V. CLOUGH
Lt. Col., A.G.D.,
Executive Officer

3040

US RESTRICTED Equals British REST. CTED

HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

CIRCULAR)
NUMBER 51)

9 April 1944

US MILITARY CENSORSHIP REGULATIONS -- CABLES AND RADIOGRAMS1. General Provisions

a. Foreword. -- This circular is based on Training Circular Number 15, War Department, 16 February 1943 (Military Censorship). All other existing regulations and instructions contrary to the provisions herein are rescinded. Censorship regulations governing the use of cable and radio services conform generally with those applicable to postal communications. Circular Number 32, this headquarters, cs, (US Military Censorship Regulations), referring primarily to postal censorship, remains in effect and will be applied in conjunction with these regulations.

b. Instructions. -- This circular furnishes regulations for the conduct of United States Military censorship of cable and radio messages and for instruction therein. Each organization and detachment commander will explain fully the provisions of this circular to all officers, civilians under military jurisdiction, and enlisted men of his unit within forty-eight (48) hours after receipt thereof. The personal responsibility and special security requirements involved in sender's composition messages (ordinary cables) will be emphasized. (See paragraphs 2 a (3) and 2 d (1).)

c. Responsibility and Jurisdiction. -- Responsibility and jurisdiction are, as for military censorship in general, defined in paragraphs 3 and 4, Circular Number 32, this headquarters, cs.

d. Definitions

- (1) Cable. In this circular, the word "cable" signifies a personal message transmitted from this theater to a point outside the theater by electrical means, whether by submarine cable or by wireless. Radiograms are specifically included. Telegrams from one point to another, both within this theater, are specifically excluded.
- (2) Ordinary cable. A cable written in the sender's own words.
- (3) Sender's Composition Message or SCM. The same as "ordinary cable".
- (4) Expeditionary Force Message or EFM. A cable written in fixed form with numerical designation of set phrases in a published list.

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2. Instructions, Ordinary Cables (SCM)a. General

- (1) Designation of personnel permitted to send ordinary cables, or sender's composition messages, and places to which these may be addressed will be as specified in instructions issued separately from this headquarters.
- (2) Ordinary cables in areas where these have been specifically authorized may be handed in at any local civilian telegraph or cable office. The sender will identify himself to the telegraph clerk and will enter on the form his regular army postal address, including serial number, with no additional information as to locality. The army postal address is for purposes of record and tracing only, and will not be incorporated in the text or signature sent.
- (3) Ordinary cables will not be unit censored, but will be subject to base censorship. Any message contravening these regulations will be stopped. Permission to send messages without unit censorship emphasizes personal responsibility and senders are warned to study these regulations carefully and to adhere to them strictly.

b. Form

- (1) Address. Cables will be directed to normal, clear addresses. Code or registered addresses will not be used. Abbreviated addresses or addresses not readily understood may subject the cable to delay. If the message is addressed to other than an individual, it may be held while the reliability of the firm or group addressed is established.
- (2) Signature. All messages must be signed. The signature will be the normal signature of the sender and must include last name and initials; last name, middle initial and first name; or full name. Nothing else may be shown. Rank, serial number, unit or organization, and APO number will not be included in the signature nor shown elsewhere in the message text.

c. Subject and Language

- (1) Ordinary cable service as covered by these regulations is authorized in order to facilitate the transaction of urgent personal business, family affairs, greetings not sufficiently covered by AFM texts, and other personal matters. The following special types of messages for which other facilities are provided are specifically excluded from this service:

- (a) Official business
- (b) Press dispatches or other matter intended for publication.

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Cir #51 Hq Natoua

- (c) Money transfers
- (d) Orders for flowers, candy, or other merchandise

- (2) Ordinary cables will be in English, unless specific authorization to use some other language is obtained from the Chief Base Censor of the Base Censorship Detachment through which the cable is cleared. They will be in plain language. Commercial, private, or other codes will not be used. Use of any phrasing, abbreviations or expressions, the meaning of which is not entirely clear, may subject the message to delay or suppression.

d. Prohibited Statements

- (1) The sender must assume that his cable will be intercepted by the enemy. Information transmitted in this manner becomes more quickly available to enemy agents than that sent in any other way. Valuable intelligence can sometimes be obtained by the study of large numbers of messages each of which is innocent in itself. For these reasons, the sender must be particularly alert to preserve security in personal cables and these are subject to restrictions in addition to those placed on postal communications.
- (2) Matter forbidden in ordinary letters is also forbidden in ordinary cables. (See paragraph 10b, Circular Number 32, this headquarters, cs).
- (3) "Conditional Statements" as listed in paragraph 10 a, Circular Number 32, this headquarters, cs, are prohibited in ordinary cables.
- (4) The following are also prohibited in ordinary cables:
 - (a) Any reference to location of sender or other military personnel. (For example: the expression "I am in North Africa", although permitted in letters, is prohibited in cables. A statement such as, "Have seen Uncle Jean", may reveal location if addressee can be assumed to know location of persons mentioned.)
 - (b) Designation or location of a unit, branch, arm or service or any installation of the United States Armed Forces and related agencies or those of its Allies. This applies to units outside, as well as within, this theater except as may be required in addresses to military personnel.
 - (c) Notification of safe arrival in any form.
 - (d) Any reference to movement. (For example, such statements as: "Hope to see you soon", or "Am leaving this station" are prohibited.)
 - (e) Movement or prospective movement of any high government official.

3. Expeditionary Force Messages (EFM)

a. General. -- Basic instructions for dispatch and censorship of EFM's are given in Circular Number 2, this headquarters, cs, (EFM Service) as amended.

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Sir //51 Hq Natousa

Instructions are summarized in part and in brief in the present circular from the point of view of censorship, only, as it affects senders and unit EFM censors. This summary is not to be construed as rescinding any existing regulations.

b. Form and Contents

- (1) Addresses to which EFM's are directed will be normal and clear and will conform generally to the requirements in paragraph 2 b (1) above.
- (2) The normal signature will be used, without grade, unit, arm or service or army serial number and will consist of the last name and two initials; last name, middle initial and first name; or full name.
- (3) Any reference to the country or place of origin, APO number, or military organization will be omitted from the message form. Unit designation will be entered by the unit EFM censor on form NAP 1001, but will not be entered on the message form. The sender's code cable address, the six letter code word equivalent to the APO number, will be entered in the space provided on the message form. (If the sender does not know his code cable address, this will be supplied by the unit EFM censor).
- (4) The code word, name of sender, and name and address of addressee must be completely printed in block letters. All entries on the message form must be clear and legible.
- (5) The message will consist of one, two or three of the numbers corresponding to the texts appearing on the reverse side of the message forms approved for use by United States Forces. Text numbers in use by British Forces or others, but not appearing on the US message form will not be used.

c. Channels and Unit EFM Censorship

- (1) EFM's will be filed with designated unit EFM censors. They will not be filed by senders or by unit censors at local civil post or telegraph offices. (Note difference in sending an EFM and in sending an SCM. See paragraph 2 a (2).)
- (2) Unit EFM censors will scrutinize message forms for compliance with the provisions of paragraph 3 b above. Messages found to be improperly prepared will be corrected or returned to sender. Messages found to be in proper form will be listed on Form NAP 1001, and forwarded, with Form NAP 1001, to a designated Central EFM Station, as official mail.
- (3) Other duties that are, or may be, required of unit EFM censors by existing regulations or by order of EFM officers include collection of charges, affixing of EFM stamps to forms, making of EFM allotments, and similar duties. Such duties are necessary for the operations of the service but are not censorship. They are in addition to, not a part of, censorship policy and regulations.

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- (4) Unit EFM censors will provide information on SCM services and censorship and may assist personnel in their units to prepare SCM's but will not accept them for filing or dispatch.

By command of Lieutenant General DEVERS:

DAVID G. BARR
Major General, GSC
Chief of Staff

OFFICIAL:

/s/ H. V. Roberts
H. V. ROBERTS
Colonel, AGD
Adjutant General

DISTRIBUTION:
"A" & "E"

Reproduced, Hq 2675th Regt, ACC *[Signature]*

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REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

Administrative Section

310./A3

1 Mar 44

SUBJECT : Office Organisation

TO : Education Sub-Commission
Interior Sub-commission
Legal Sub-commission
Monuments, Fine Arts and Archives Sub-commission
Public Health Sub-commission
Public Safety Sub-commission
Property Control Sub-commission

- 1 From 1 Mar 44 the Administrative Section and its Sub-Commissions will work as one unit for Registry and Filing purposes.
- 2 For these purposes each Sub-Commission Registry will constitute a branch of the Admin Registry.
- 3 Incoming correspondence on matters dealt with by Sub Comms will be passed direct to and registered by the appropriate Sub Comm.
- 4 Papers passing by hand inside Adm Sec (i.e. between Sub Comms or between Sub Comms and Adm Sec) will be passed direct by hand at the earliest possible moment and not through the message centre.
- 5 Sub Comms will keep the following records:
 - Register of Secret Letters IN.
 - Register of Secret Letters OUT.
 - Register of Letters IN.
 - Register of Letters OUT.
 - File index numerical.
 - Index to files alphabetical.
 - File transit register.
- 6 The present file organisation of Sub Comms will continue.
- 7 The separation of Policy from Routine matters (see memorandum on office organization) when filing is important. Questions of policy and the action taken thereon are then not lost in a mass of routine papers. File A should be kept very strictly to a minimum of the policy decisions and to the actual instructions issued so as

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- 7 The separation of Policy from Routine matters (see memorandum on office organisation) when filing is important. Questions of policy and the action taken thereon are then not lost in a mass of routine papers. File A should be kept very strictly to a minimum of the policy decisions and to the actual instructions issued so as to be a clear picture unobscured by any other papers whatsoever. Correspondence about the instructions and what they do or do not mean should be on file B. Particular cases or reports should be confined to consecutively numbered files. An example of such numbering would be 67/3A 67/38 67/3.1 67/3.2 67/3.3 etc. The files most likely to move out of the branch would be the A files.
- 8 All internal correspondence will be conducted on minute sheets in accordance with the attached memorandum, and files will pass between Sub Comms and between Sub Comms and Adm Sec.
- 9 Working papers personal to a branch which merely lead to a result which is recorded on the file and are not essential to any further action need not be circulated with the file.
- 10 A file which does not circulate between branches need not have a minute sheet unless so desired.
- 11 While there is no present intention of making any changes in the systems of filing or registration in use in Branches it is nevertheless necessary, as branch registries work as part of the Adm Sec

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Registry, that they conform to instruction of the officer for the time being in charge of Office Organisation, Adm Sec.

- 12 It is not intended that any instruction will be given except such as may be regarded as essential for the efficient running of the Registry as a whole.



H.R. CHILES,
Lt Col
for VP Adm Sec.

The Minuting System for Internal Correspondence

- 1 All communications INTERNAL to the headquarters will be conducted on minute sheets attached to the left hand side of the open file. These minutes will be consecutively numbered.
- 2 To the right hand of the opening will be affixed only letters passing in or out of the Headquarters, reports, proposed drafts of documents or other exhibits referred to in the minutes. These documents will be numbered according to the number of the minute which refers to them, followed by a letter a b c according to the number of documents referred to by that minute.
- 3 The LOWER two thirds of the outside of the front cover will be ruled into a series of pairs of columns headed . TO . DATE . to control the movement of the file. When the file is to be sent to another branch the initials of that branch and the date will be entered in the first available space and the last previous entry struck out.
- 4 As no copies of minutes are required (the original always being at hand when the file is under consideration) a great saving of paper is effected.
- 5 As it takes no longer for a staff officer to write a short minute than to write the appropriate draft for typing it is usual for staff officers to write the minutes in their own hand, this effects a considerable saving of typing time. The only exceptions are longish minutes which require careful consideration and may require

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- 5 As it takes no longer for a staff officer to write a short minute than to write the appropriate draft for typing it is usual for staff officers to write the minutes in their own hand. This effects a considerable saving of typing time. The only exceptions are longish minutes which require careful consideration and may require altering in draft.
- 6 As no letters pass internally, the number of documents to be filed is most substantially reduced. The amount of time spent filing is also greatly reduced.
- 7 The system depends for its success and flexibility on the subdivision of subjects to the smallest detail, every slightest change of subject should have its own cover. Every single application or case should be treated separately and the papers put away as each case is finished. It is quite impracticable to have the papers of related subjects on a file and then find that when you want to deal with paper "f" that the file is with another branch to whom paper "a" has been referred. The maxim is to keep the files SMALL and EXCLUSIVE.
- 8 A disadvantage of the system is the number of file covers needed, but a cover for a file that is not likely to run to more than a dozen or so papers can conveniently be improvised from a stout sheet of paper of foolscap size folded in half.

ADMINISTRATIVE MEMO.

OFFICE ORGANIZATION AND ROUTING.

General

1 The following is a description of some usual staff routine based on British or American usage which will be observed in the Adm Sec. It is written colloquially as it is desired to be a guide rather than a book of rules. Branch in this directive means any subdivision of the staff working as a unit, e.g., Section, Sub-Commission.

2 Classification of work

a The basic fact upon which the whole clerical organization of a staff is founded is a division of the work into two classes. Upon this depends, of course, an incoming letter will be dealt with; to whom the next action is sent; the form of signature; who will sign it; the channels of communication and it may even affect the filing system.

ab Class 1 consists of matters where any letter to be written will express or deal with

- i A question of policy
- ii Views of the Branch Head
- iii A recommendation
- iv A formal report or explanation especially asked for
- v A reply and or expression of official Disapproval.

c Class 2 includes all other matters.

3 Signature of Letters

a Where any letter of Class 1 is addressed to HIGHER authority, it must be signed by the senior officer of the branch putting forward the opinion, recommendation, etc. If he is absent on duty and the matter is so urgent that it cannot await his return and his view has already been obtained or is known, the letter may be signed on his behalf by the next senior staff officer who will subscribe to the description of the officer for whom he is signing, "absent on duty" or as the case may be.

b Where any letter of Class 2 is addressed on the same level, it is customary and desirable that the letter should be signed by the HEAD of the branch but then for some special reason he is not available, the officer next senior on his staff may sign on his behalf.

- i A Question of Policy
- ii Views of the Branch Head
- iii A Recommendation
- iv A Formal Report or Explanation especially asked for
- v A Reprimand or expression of official Disapproval.

c Class 3 includes all other matters.

3 Signature of Letters

a Where any letter of Class A is addressed to HIGHTER authority, it will be signed by the senior officer of the branch putting forward the opinion, recommendation, etc. If he is absent on duty and the matter is so urgent that it cannot await his return and his view has already been obtained or is known, the letter may be signed on his behalf by the next senior staff officer who will subscribe to the description of the officer for whom he is signing, "absent on duty" or as the case may be.

b Where any letter of Class A is addressed on the S.M.A. level, it is customary and desirable that the letter should be signed by the H.A.D. of the branch but when for some special reason he is not available, the officer next senior on his staff may sign on his behalf without explanation.

cc Where any letter of Class A is addressed to a LO or formation, it will normally be signed by the next senior officer "for" the branch Head.

d All letters of Class B may be signed by the staff officer dealing with the file whatever his grade provided that no limitation has been placed on his powers, (e.g., a financial limit for approval of expenditure). When a limit has been imposed the officer appropriate according to the limitation will sign. If the letter is going upwards he will sign "for" the Head of the branch.

4 Grading of Staff Officers

Grade I Colonels and Lieut. Colonels.
Grade II Majors.
Grade III Captains and Lieutenants.

5 Work of the Various Grades

(For correspondence other than US Secret and British Post Secret and Priority cables).

The following is for guidance.
These are technical matters.

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Grade III

Officers are normally engaged in compilation of statistics, collection and collation of returns, preparation and maintaining of records, returns, graphs, tables, plans, maps, etc. Will deliver for Grade I and II officers, hunting up facts and figures for them, deliver secret papers and act as liaison, etc. A Grade III officer may also be allotted routine files to work.

Grade II

- a All branch files will normally be allotted according to subjects between the Grade II officers. All incoming papers will go first to the Grade II officer concerned.
- b Class 3 matters (unless outside his powers, over a financial limit for approval of expenditure) will be dealt with by him completely except when he desires to get in the light of a more senior officer's signature.
- c Class 4 matters he will prepare for his next senior.

i If the action is obvious, he will have the letter typed ready for his senior's signature, consulting him if necessary beforehand.

ii If the action is not obvious but the matter simple, he will submit the arguments and a recommendation for his senior's decision (this may be done personally and need not be in writing). He will then prepare the letter unless his senior prefers to do so.

iii If the matter is complex, he will prepare a statement of the case flag in the documents referred to, show the courses open, make a recommendation (which may take the form of a draft letter) and submit any arguments (for and against) his recommendation which should be considered by the officer making the decision.

Grade I

Will deal with all Class 5 matters.

6 Channels of Communication

- a All branches form part of one head quarters. Branches are not

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c Class matters he will prepare for his next senior.

i If the action is obvious, he will have the letter typed ready for his senior's signature, consulting him if necessary beforehand.

ii If the action is not obvious but the matter simple, he will submit the arguments and a recommendation for his senior's decision (this may be done personally and need not be in writing). He will then prepare the letter unless his senior prefers to do so.

iii If the matter is complex, he will prepare a statement of the case filed in the documents referred to, show the courses open, make a recommendation (which may take the form of a draft letter) and submit any arguments (for and against) his recommendation which should be considered by the officer making the decision.

Grade 2

Will deal with all Class A matters.

6 Channels of Communication

a All branches form part of one headquarters. Branches are not separate commands working together, but part of one whole. Communications may be made horizontally (that is from an officer in any grade in one branch, to an officer in the same grade in another branch of the same H.), as well as vertically (that is between senior and junior).

b Intercommunication horizontally only takes between officers of the same grade and the appropriate level must be chosen. It can take place by interview, letter or phone. See appendix for examples.

c HQ is a part of H. HQ and may therefore correspond direct with branches of that H. should necessity arise.

d HQ and J. HQ is the proper channel for communication with the HQ sections of grades and regions though Sub-Commissions may correspond direct with these on technical matters.

7 Addressing of Communications within the HQ. (Other than US Secret or British Post Secret).

It is sufficient to address letters and letters to the Section or Sub-Commission without the addition of any office. It is the recipient's responsibility to see that it gets to the right hands. (When a Captain or Major has particular knowledge of a matter.....)

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c Class matters be ill prepare for his next senior.

i If the action is obvious, he ill have the letter typed ready for his senior's signature, consulting him if necessary beforehand.

ii If the action is not obvious but the matter simple, he ill submit the arguments and a recommendation for his senior's decision (this may be done personally and need not be in writing). He ill then prepare the letter unless his senior prefers to do so.

iii If the matter is complex, he ill prepare a statement of the case flag in the documents referred to, show the courses open, make a recommendation (which may take the form of a draft letter) and submit any arguments (for and against) his recommendation which should be considered by the officer making the decision.

Grade 1

ill deal with all Class A matters.

6 Channels of Communication

a All branches form part of one headquarters. Branches are not separate commands existing together, but part of one whole. Communications may be made horizontally (that is from an officer in any grade in one branch, to an officer in the same grade in another branch of the same HQ), as well as vertically (that is between senior and junior).

b Intercommunication horizontally only takes between officers of the same grade and the appropriate level must be chosen. It can take place by interview, letter or phone. See appendix for examples.

c HQ is a part of the HQ and may therefore correspond direct with branches of that HQ should necessity arise.

d HQ and HQ are the proper channel for communication with the HQ sections of armies and regions though Sub-Commissions may correspond direct with these on technical matters.

7 Addressing of Communications within the HQ. (other than US Secret or British Post Secret).

It is sufficient to address letters and letters to the Section or Sub-Commission without the addition of any office. It is the recipient's responsibility to see that it gets to the right hands. (When a communication is received has particular knowledge of a letter J.....)

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a point discussed over the phone it may be helpful to write "for attention of Maj. YZ" at the head of the minute)

8 Drafting and Termination of Letters

a. Where a matter is being forwarded either horizontally or vertically by the Section the responsibility for the wording of the communication is the Section's, even though the letter may be concerned with a technical point of one of the Sub-Commissions.

i. In any event most purely technical matters will have been passed horizontally at a lower level than the Sections.

ii. With regard to matters to go up Just as a Grade II staff officer, when he knows the answer or has consulted his senior should write the reply for his seniors' signature so a Sub-Section originating a matter to go higher should put their recommendation in a form of a letter to the appropriate quarter for the VP's signature (see below as to wording.) In case of doubt a draft can be submitted to him for his approval. If this is done any other branches whom the proposal may affect should be consulted and their views noted on the file before the draft is submitted to the VP.

iii. The final decision as to wording is that of the VP as the policy opinion or recommendation expressed is that of the VP, who has to take into consideration the effect on and views of other Sub-Commissions.

b A document passing out of the HQ e.g. to the Italian Government will be prepared for the personal signature of the Vice President thus:

The Rt. Hon. The Viscount Stansgate,
Vice President, Administrative Section,
Allied Control Commission.

c In a Class A matter a letter to higher authority within the HQ will be prepared for the personal signature of the Vice President thus:

STANSGATE,
VP Adm Sec.

d In a Class B matter the letter will be prepared for signature by the CSO of the Section "for VP Adm Sec" thus:

should put their recommendation in a form of a letter to the appropriate quarter for the VP's signature (see below as to wording.) In case of doubt a draft can be minuted to him for his approval. If this is done any other branches whom the proposal may affect should be consulted and their views noted on the file before the draft is submitted to the VP.

iii. The final decision as to wording is that of the VP as the policy opinion or recommendation expressed is that of the VP, who has to take into consideration the effect on and views of other Sub-Commissions.

b A document passing out of the HQ e.g. to the Italian Government will be prepared for the personal signature of the Vice President thus:

The Rt. Hon. The Viscount Stansgate,
Vice President, Administrative Section,
Allied Control Commission.

c In a Class A matter a letter to higher authority within the HQ will be prepared for the personal signature of the Vice President thus:

STANSGATE,
VP Adm Sec.

d In a Class B matter the letter will be prepared for signature by the CSO of the Section "for VP Adm Sec" thus:

R.R. CRIPPS,
Lt. Col.
for VP Adm Sec.

9 Passage of Minutes or Letters to "X" through "Y"

a This is not a method of submission of a question to higher authority. It's normal use is

- i to keep an interested branch acquainted with progress, or
- ii to obtain concurrence with a course proposed.

It is not used in controversial matters which must be settled in anormal matter. Examples are given in the Appendix.

b The usual form of acknowledgement by the branch through whom the minute is passed is to place a tick through the words "through Y" adding initials and date.

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c If some slight variation, correction, gloss or emphasis is required an appropriate minute may be added but if a major difference is required the minute should be forwarded to "X" but back to the

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originator with the necessary comment and only forwarded to "A" when the difference is solved.

10 Abbreviations

Authorized abbreviations should be used wherever possible. Other abbreviations may be used so long as they are clearly intelligible and unambiguous. It is not correct to separate recognised abbreviations by full stops.

The following are examples of time and labour saved shown in typing units:

Vice President Administrative Section	(37)	VP Adm Sec	(10)
Administrative Section	(22)	Adm Sec	(7)
Sub-Commission for Public Safety	(32)	Safety SC	(9)
Regional Control and Military Government Section	(47)	RCMG Sec	(8)

Consistent use of reasonable and understandable abbreviations aggregate to an appreciable saving of time in a days work.

11 Telephone Extensions

It is a convenience if the writers' telephone extension can be indicated on minutes or letters. This saves search should a telephone conversation be necessary on receipt of the letter. TX-50, at the bottom left hand corner of a minute is a sufficient indication as the exchange is known.

R.R. Cripps *per.*

R.R. CRIPPS,

Lt Col

for VP Adm Sec.

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APPENDIX.

The following examples are appended as they may help to clarify points made in the text.

1 Channels of Communication (para 6).

- a HEALTH may desire to know the existing scale of food rationing in a particular province. This being a mere enquiry for information is a Class B matter, a Grade 11 officer may address the question to FOOD and a Grade 11 officer may reply to HEALTH direct. There is no need to go through Grade 1 to the Head of the Sub-Commission, to Adm Sec to Econ Sec down through the head to the officer concerned, losing possibly one day at each step up and down, both on the enquiry and reply.
- b If LEGAL wish to know if Pte Snooks can be traced so that he can give evidence. Two channels of communication are open, first to HQ ACMT and down through military channels to the unit, or to the Region direct and through them to the local CAO who will contact the local military HQ. In most cases the MG channel will probably be found the more satisfactory. In either case the enquiry can be initiated on a Grade 11 level.
- c EDUCATION may require consent to the expenditure of a sum within the powers of the CFO no question of policy being involved having been previously decided. The EDUCATION Sub-commission may make its request direct and the reply may be sent direct, on a Grade 1 level.
- d If MFA and A wish to complain that some existing regulation is not being observed by the Army and wish to ask that matters may be tightened up. The proper course is for MFA and A to draft a letter to HQ ACMT for signature by the VP Adm Sec. That is VP level.
- e If INTERIOR wish to raise a question of policy, their course is to make a recommendation to the VP Adm Sec. If the proposal is approved, Adm Sec will forward the recommendation to higher authority. That is purely vertical.

2 Passage of Minutes (para 9).

- a PROPERTY CONTROL, having discussed certain financial arrangements with FINANCE, desiring to obtain LEGAL advice, they can properly pass their minute to LEGAL through FINANCE. To do so, shows to FINANCE that the discussion has been properly understood and is fairly put for and. It shows to LEGAL that FINANCE has been consulted.

- c EDUCATION may require consent to the expenditure of a sum within the powers of the CFO no question of policy being involved having been previously decided. The EDUCATION Sub-commission may make its request direct and the reply may be sent direct, on a Grade 1 level.
- d If MFA and A wish to complain that some existing regulation is not being observed by the Army and wish to ask that matters may be tightened up. The proper course is for MFA and A to draft a letter to HQ AC&F for signature by the VP Adm Sec. That is VP level.
- e If INTERIOR wish to raise a question of policy, their course is to make a recommendation to the VP Adm Sec. If the proposal is approved, Adm Sec will forward the recommendation to higher authority. That is purely vertical.
- 2 Passage of Minutes (para 9).
- a PROPERTY CONTROL, having discussed certain financial arrangements with FINANCE, desires to obtain LEGAL advice, they can properly pass their minute to LEGAL through FINANCE. To do so, shows to FINANCE that the discussion has been properly understood and is fairly put forward. It shows to LEGAL that FINANCE has been consulted and concurs with the minute.
- b Again INTERIOR have after consultation with LEGAL drafted a letter for signature by the VP, they can properly forward their draft to VP Adm Sec through LEGAL. To do so shows that LEGAL has been consulted and concurs with the draft and will save reference to LEGAL.

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APPENDIX "A" TO SPECIAL ORDER 59 (para 9) THIS HQ OF 1 APRIL 44.
OFFICERS ASSIGNED TO H.Q. ALLIED CONTROL COMMISSION
AS OF 21st. MARCH 1944.

RANK	NAME	PERSONAL NO OR IDENTITY SER NUMBER	POST OR CORPS OR BRANCH	NATION ALITY	CAPACITY IN WHICH EMPLOYED
------	------	--	-------------------------------	-----------------	----------------------------------

CHIEF COMMISSIONER AND STAFF.

Chief Commissioner.

Lieut Gen. JASON MAGNANIME.
Sir. Noel.

A.D.C.

S/Leader. PERRY.

P.A.

Lieut.Col. MONTFORD. Nelson.W. C-501537.

Deputy Chief Commissioner.

Captain. STONE. Ellery. W. 11105.

P.A.

Lieut.Col. DENSMORE. Leonard.D. C-181447.

A.D.C. to Major. General SOLODOVNIK. (Russian).

Major. MAGNUS. Sir Philip H. 98510

R.C. and V.C. SECTION.

Brigadier. LUSH. H.

Captain. STEWART. A.J.

Lieut. Col. MONTGOMERY, Nelson, W. O-501537. N.M.B.

Deputy Chief Commissioner.

Captain. STONE, Ellery. W. 11405. U.S.N.B. A.

P.O. 11405. U.S.N.B. A.

Lieut. Col. DENSTONE, Leonard, D. O-181147. F.A. A.

A.D.C. to Major, General SOLODOVNIK. (Russian).

Major. WACHS, Sir Philip H. 98510. Int. Ops. B.

R.O., and H.G. SECTION.

Brigadier. LUSH, R. W.A. B.

Captain. STEWART, A.J. 101828. Spec. List. B.

ESTABLISHMENTS BRANCH.

Colonel.	ALBRECHT, J. John.	0-7305.	Inf.	Establishments Officer.
Colonel.	BAKER, R.H.	4082.	Gen. Staff.	Executive Officer.
Lt. Col.	CLONCH, Ernest, E.	0-202833.	A.G.D.	Executive Officer.
Lieut.	GOODALE, Allan, A.	0-1030033.	C.M.F.	P.A. to Executive Offr.
Lt. Col.	MORGAN, E.	7681.	R.A.	G-1 (British).
Major.	REAR, W.H.	34985.	R.N.A.	
Captain.	REAR, A.S.	205467.	R.S.C.	
Captain.	WATKINS, J.P.	104766.	Inf.	
Captain.	PARRY, G.	232143.	Cheshires.	
Captain.	KITSON-HARRIS, J.	78044.	Kings.	
Lieut.	WISSE, R.H.	201115.	Gen. List.	
Captain.	STEWART, Lloyd, V.	0-303782.	A.G.D.	G-1 Admin.
Lieut.	THEODORE, Michael, P.	0-1001062.	A.G.D.	
Major.	SCOTT, Walter, P.	0-277640.	C.M.F.	
Major.	MILLER, S.W.	5863.	R.A.	
Captain.	BIRCH, H.J.	101628.		
Captain.	WILKINSON, R.	0-412363.		

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Sheet Two,		OFFICERS ASSIGNED HQ. ACC.		APPENDIX "A"	
RANK.	NAME.	PERSONAL OR UNIT SER. NO.	DEPT OR CORPS OR BCH.	NATION ALITY.	IN WHICH CAPACITY EMPLOYED
<u>ESTABLISHMENTS BRANCH - (Continued).</u>					
Captain.	DAVIS, George. N.	O-411033.	A.C.	A.	
Captain.	CARTER, J.	140765.	P.S.C.	B.	
Captain.	H.S.L., D.H.	140079.	A.C.	B.	
Lieut.	S. LISHAW, B.N.	159901.	P.C.	B.	
2/Lieut.	NEWNS, Edward. E.	O-1797692	C.P.	A.	
Captain.	ORRIG, Clayton. C.	O-25262.	Inf.	A.	
<u>ADMINISTRATIVE SECTION.</u>					
Air Comm.	STANISLATE The Lord.	79452	R.A.	B.	
Lieut. Col.	CRIPPS, R.R.	35548	R.E.	B.	
Major.	FEUSPIL, Robt. H.	O-31109	Inf.	A.	
Major.	WHITE, S.H.	51248.	C.L.	B.	
Captain.	KIRKBY, Phillip. (nm)	O-52343	S.L.	A.	
<u>HEADQUARTERS COMM. AND INT.</u>					
Major.	HARRIS, M. R.W.	187324	R.	B.	
Captain.	KELVIN, Lawrence. E.	O-1292001	Inf.	A.	
Captain.	DRAGL, B.I.	250095.	R.S.C.	B.	
Captain.	SCULLIN, T.I.N.	W.	C.L.	B.	
Captain.	BUCKLEY, R.W.	238774.	I.C.	B.	
Captain.	BUCKLEY, Elliot. J.	O-377876.	Inf.	A.	
Captain.	CRAMER, Forest. (nm)	O-361609.	A.	A.	
Captain.	DOOLEY, Joseph.	O-335342.	Inf.	A.	
Captain.	JUNIVICK, Alex. J.	O-490565.	C.P.	A.	

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ADJUTANT GENERAL SECTION

Adj. Gen.	STANLEY, The Lord.	79452	R.S.	B
Lieut. Col.	CRIPPS, R.B.	35548	R.B.	B
Major.	PERCIVAL, Robt. W.	0-31109	Inf.	A
Major.	WILKINSON, S.H.	51248	G.L.	B
Captain.	KERR, Philip. (nm)	0-523453	S.R.	A

HEADQUARTERS COMMAND UNIT

Ensign.	HARRIS, R.W.	187524	R.S.	B
Captain.	KERR, Lawrence, E.	0-1292001	Inf.	A
Captain.	DR. GIL, B.L.	259095	R.S.	B
Captain.	SCULLY, T.L.R.	nm	G.L.	B
Captain.	BUCKLEY, R.W.	236774	I.C.	B
Captain.	BUCKLEY, Elliot, J.	0-377876	Inf.	A
Captain.	CLARK, Forest. (nm)	0-361609	R.S.	A
Captain.	DOOLEY, Joseph...	0-335342	Inf.	A
Captain.	JUNIOR, Alex. J.	0-429565	C.P.	A
Captain.	JONES, W.E.	154720	R.C.	B
Captain.	MILLER, E.D.	1390	R.S.	B
Captain.	P. WILKINSON, L.K.	62177	R.S.	B
Captain.	P. STEVENSON, D.D.	544740	S.L.C.	B
Lieut.	CHANNING, Alfred, A.	0-1168261	R.S.	A
Lieut.	P. JONES, Michael, R.	0-105547	C.P.	A
Lieut.	K. JONES, Richard, (nm)	-	-	A
Lieut.	VOLSTED, Roy, L.	0-464415	C.P.	A
Lt (Q).	SINCLAIR, R.F.	274656	A. & S.	B
2/Lieut.	BONE, ROBERT, Curran, A.	0-1394746	A.S.	A
Lieut.	JONES, Gullon, E.	0-1295726	Inf.	A
Lieut.	D. VES, James, A.	0-1585335	C.M.	A
Lieut.	CLARK, Richard, E.	0-1583655	Ord.	A
Lieut.	LANCOURT, Henri, P.	0-1796691	C.P.	A
2.Lt.	RICCHIONI, Bruno, J.	0-13112593	Inf.	A
CWO.	V. JENGO, Livia, (nm)	W-2114219	A.S.	A

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APPENDIX "A"

Sheet Three.

OFFICERS ASSIGNED TO HQ. A.C.C. 21.3.4 (Contd).

POST.	RANK.	NAME.	PERSONAL OR OFFICIAL NUMBER	POST OR CORPS OR BRANCH	NATION LITY	CAPACITY IN WHICH EMPLOYED
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SECURITY GENERAL BRANCH.

Major.	COL.	Robert. E.	0-264963	MR.	A	
Captain.		COLLINS. A. J.	244777.	S. Y.	B	
Captain.		SLAUGHTER. Frank. J.	0-338203.	IND.	A	

A. G. D.

1st. Lt.		GOLDSTEIN. Morris. K.	0-2046355	Inf.	A	
2nd. Lt.		MONTANT. Louis. T.	0-1001017	AD.	A	
CWO.		CHLOOS. Ernest. J.	W-2124639	SC.	A	
WO.		GEN. MC. Dominic. G.	W-2129903	-	A	
WO.		VICENTINO. Nicholas. (mid)	W-2106470.	TC.	A	

AGRICULTURE S. C.

Major.		HUTCHIN. William. J.	0-530696.	S7.	A	
Major.		DICKER. H. J. L.	85747.	GL.	A	
Major.		WATTS. John. G.	0-291240.	SN. C. R.	A	
Major.		PULLER. Francis. S.	0-479111.	CH.	A	
Major.		ANDREWS. Stanley. (mid)	0-132683.	Inf.	A	
Capt.		SCHREIBER. Walter. R.	0-515512.	S. R.	A	
Capt.		HERLITT. James. K.	0-268972.	Cav.	A	
Capt.		KOTTER. Howard. S.	0-362783.	C. C.	A	
Lieut.		WON. STEPHEN. W. E.	0-325147.	Inf.	A	
Lieut.		MacDONALD. R. A. L.	186913.	CCCH.	B	
2/Lieut.		GEIGAN. Ralph. F.	0-1303138	Inf.	A	
Lieut. (USOAR)		MURIEL. Bruno. C. P.	-	USCAR.	A	
2/Lieut.		MONTOM. Harrold. E.	0-1300362.	Inf.	A	
Major.		HOUGH. J. R.	135514.	DELI.	B	
Major.		STILLER. J. R.	34086.	R.	A	
Captain.		KIPP. James. J.	0-522710.	S7.	A	

ACPISTHUR S.C.

Major.	H. J. J. Williams.	0-530696.	S.R.	A
Major.	DICKIE, K.A.L.	85747.	Inf.	B
Major.	WATTS, John. E.	0-291240.	SN.O.R.	A
Major.	PULLEN, Francis. S.	0-479111.	CIF.	A
Major.	JAMES, Stanley. (m1)	0-132883.	Inf.	A
Capt.	SCHREINER, Walter. R.	0-515512.	S.R.	A
Capt.	MERRITT, James. K.	0-268972.	Cev.	A
Capt.	ROBERT, Howard. S.	0-362783.	C.A.G.	A
Lieut.	Von. BOSCHER, Wm. E.	0-325117.	Inf.	A
Lieut.	McDONALD, W.R.L.	186943.	QCH.	B
2/Lieut.	CHACON, Ralph. E.	0-1303136	Inf.	A
Lieut. (USOR)	MURPHY, Bruce. C.F.	-	USOR.	A
2/Lieut.	NORTON, Karslake. E.	0-1300362.	Inf.	A
Major.	BOUGH, W.R.	135511.	DCIF.	B
Major.	STUART, J.M.	34086.	N.	B
Captain.	KEIR, James. E.	0-522710.	S.R.	A
Captain.	COSE, W.M.	173729.	G.L.	B
Lieut.	KORRICK, Harold. L.	0-1001824.	MBD.	A
Lieut.	ARNOLD, Lewis. F.	0-1792070.	CIF.	A
Mr.	ST. JAMES, Norman.	-	Civilian.	A

ARCHIVIST AND LIAISON

Captain.	MARTENS, Charles. E.	0-517395.	S.R.	A
Captain.	MALDEN, Leon. C.	0-518896.	S.R.	A

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APPENDIX "A"

Sheet Four.

OFFICERS ASSIGNED H. G., A.C.C. AS OF 21/5/49.

RANK.	NAME.	PERSONNEL NO OR JUNY SER NUMBER	REGIMENT OR COMPS OR BRANCH	NATION ABILITY	CAP. CITY IN WHICH EMPLOYED
<u>CIVIL AFFAIRS BRANCH</u>					
Colonel.	WISSE, Norman, E.	0-4741.	C.V.	A	
Lieut Col.	FARMLEY-SMITH, T.	161492.	C.L.	B	
Major.	VAN DUHEN, Louis, H.	0-303471.	Orl.	A	
Major.	DRIFTMID-WHITE, W.	83667.	C.L.	B	
Captain.	TILLOT, E. A. C.	136947.	C. Gas.	B	
Captain.	LEVYSON, Frank, L.	0-501132.	Orl.	A	
Lieut.	WILSON, Shaw, (md)	118101.	USN.	A	
2/Lieut.	BETWILLIO, Clement, C.	0-1995320	S. Serv.	A	
2/Lieut.	YOUNG, David, K.	0-1286156	CSI.	A	

RECONSTRUCTION DIVISION.

Major.	HUMMEL, John, V.	0-270141.	M.I.	A	
Captain.	CHILBERT, R. E.	59076.	Indis. DG.	B	
Captain.	BARRETT, C. A.	15826.	I.C.	B	
2/Lieut.	VALERIE, Nicholas, (md)	0-564520	A.F.	A	
Lt.	SANCHEZ, Manuel.	-	Civilian.	A	

RECON DIVISION.

Lt. Col.	FOULKE, Alfred, C.	0-320343	J. G. M.	A	
Major.	KITCHIE, C. E.	142570	R. SC.	B	
Major.	BROOK, Frank, (md)	0-510311	CSI.	A	
		18430	DELI	B	

INFORMATION DIVISION.

Major.	HINDEL, John. V.	0-270141.	M.I.	A
Captain.	GILBERT, P. H.	59076.	Encls. DC.	B
Captain.	BRIDGEMAN, C. A.	15826.	I. G.	B
2/Lieut.	VILMONT, Nicholas. (mi)	0-564520	A. B.	A
Lt.	SANCHEZ, Manuel.	-	Civilian.	A

EL TISON DIVISION.

Lt. Col.	BOWEN, Alfred. C.	0-320343	J. A. C. D.	A
Major.	HUGHES, C. J.	122570	R. SC.	A
Major.	BROWN, Fred. (mi)	0-510311	CR.	A
Major.	PETER-JACKS, R.	48090	DOLI	B
Lieut.	MACMURRAY, C. J.	256603	PC.	B

ECONOMIC SECTION.

Colonel.	DEAS, Dickert. S.	0-151665	CR. CRG.	A
Major.	THOMSON, J. E.	134772	R. A.	B
Major.	SHILL, W. H.	92721.	R. A.	B
Captain.	HAY, K.	106256.	R. A.	B
Captain.	WISNER, Wallace. A.	0-405940.	C. of E.	A
Lt.	GARDY, H.	-	Civilian.	A
Lt.	WILCO, A. L.	-	Civilian.	A
Lt.	WILKINSON, R. J.	-	Civilian.	A
Lt.	WILKINSON, R. J.	-	Civilian.	A

Sheet Five. OPINIONS ASSIGNED H.A. & C.C. APPENDIX "A"

NAME	NAME	PERSONAL OR ANY BRANCH NUMBER	RECEIVED OR CROSS OR BRANCH ALITY	CAPACITY IN WHICH EMPLOYED
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EDUCATION SUB-COMMISSION

Lieut. Col.	SMITH, Thos. W.	0-521780.	S.R.	A
Major.	SHEDDEN, W. H.	346795.	R.E.	A
Major.	HEIGER, Thos. G.	0-526710.		A
Captain.	WHITE, Willie, B.	0-521390.	S.R.	A
Captain.	GREGORY, F. W.	44100.	Lance, T.	B
Lieut.	VEILA, J. V.	301892.	C.L.	B
Mr.	HAUSER, G.	-	Civilian.	A

FINANCE SUB-COMMISSION

Col.	CRANWELL, H. C.	123597	C.L.	B
Col.	GRANTY-SMITH, A. A.	35329	Late Sharpshooters B	
Col.	MOLY, Edward, W.	0-911945	QMC.	A
Lt. Col.	MILLER, Carl, A.	0-100241	S.R.	A
Lt. Col.	STERN, and W. H. F.	0-171891	W.A.	A
Lt. Col.	HAYES, G. C.	205530.	C.L.	B
Lt. Col.	SMITH, S. A. V.	151606.	Old, Gds.	B
Lt. Col.	CROSS, A. P.	163666.	A. V. P.	B
Col. (USCG)	FRANK, Phil, G.	-	U.S. C. G. R.	A
C. (USCG)	FIELDER, E. A.	-	U.S. C. G. R.	A
Major.	BARTON, Paul, D.	0-921397	ADS.	A
Major.	LEACHEN, J. A.	133774	Kings' Own.	A
Major.	ROBERTSON, E. V.	83752	C.L.	B
Major.	PERMICK, James, W.	0-104466	S. R.	B
Major.	MATHIAS, David, B.	0-532667	S. R.	B
Major.	MILBURN, John, W.	0-512845	C.L.	B
Major.	SMITH, R. W.	144535	W.A.	B
Major.	M. S. Hendry, D.	0-921173	-	A
Major.	OSBORN, J.	50762	R.S.C.	B

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RE. HUNTER, G. Civilian, A

REMARKS SUB-COMMISSION.

Col.	OR WILSON, H.C.	123597	C.L.	B
Col.	OR WILSON, H.C.	35329	Late Sharpshooters	B
Col.	WILSON, Edward, W.	0-211946	C.L.	A
Lt. Col.	WILSON, Carl, W.	0-111028	S.P.	A
Lt. Col.	WILSON, Andrew, H.P.	0-171891	S.P.	A
Lt. Col.	WILSON, C.C.	205530	C.L.	B
Lt. Col.	WILSON, S.E.V.	154606	C.L. Gds.	B
Lt. Col.	WILSON, W.P.	46366	C.L.	B
Major (USCGR)	WILSON, Phil, S.	-	U.S. C.G.R.	A
Major	WILSON, E.	-	U.S. C.G.R.	A
Major	WILSON, Paul, D.	0-324897	U.S. C.G.R.	A
Major	WILSON, J.A.	136771	Kings' Own	B
Major	WILSON, S.S.	83752	C.L.	B
Major	WILSON, James, H.	0-104466	S.P.	A
Major	WILSON, David, S.	0-522667	S.P.	A
Major	WILSON, John, W.	0-512888	C.L.	A
Major	WILSON, R.H.	144535	U.S.	B
Major	WILSON, Bradley, D.	0-924173	-	B
Major	WILSON, J.	50762	U.S.	B
Major	WILSON, J.	23164	S.P.	B
Major	WILSON, E.J.	39258	S.P.	B
Major	WILSON, W.S.	304119	C.L.	B
Major	WILSON, J.R.H.	01352	C.L.	B
Lt. Colonel	WILSON, Joseph, J.	-	USGR.	A
Captain	WILSON, H.H.	45316	S.P.	A
Captain	WILSON, George, R.	0-272656	S.P.	A
Captain	WILSON, Arthur, H.	0-420891	S.P.	A
Captain	WILSON, W.	182635	S.P.	A
Captain	WILSON, Benson, P.L.	0-333545	C.V.	A
Captain	WILSON, Alfred, R.	0-521063	Inf.	A
Captain	WILSON, Andrew, (m)	0-333674	P.A.	A
Captain	WILSON, E.E.	123785	U.S.	B
Captain	WILSON, Thomas, E.	3031	S.P.	A
Lt. USNR	WILSON, George, H.	0-179357	SO USNR	A
Lt. USNR	WILSON, Henry, F.	0-136505	USNR	A
Lt. USNR	WILSON, Robert, F.	90509	USNR	A

Sheet Six OFFICERS ASSIGNED TO H.Q. A.C.C. AS OF 21.3.44. ANNEX "A"

NAME	RANK	PERSONAL OR ARMY SERIAL NUMBER	OR CORPS BRANCH	NATION	CITY	IN WHICH EMPLOYED
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FINANCE SUE - COMMISSION (Continued)

Captain.	CUNNINGHAM, P.	218934	G.L.	B		
Captain.	WILLIAMS, C.P.	50309	R.A.	B		
Ensign.	HICKS, James, R.	-	USCR	A		

OFFICERS OFFICERS AND POST L. EMP-COMMISSION

Captain.	REYNOLDS, J.L.	1273	R.C.S.			
1st Lt.	REYNOLDS, W.J.	2/263550	G.L.			
1st Lt.	WILLIAMS, H.T.V.	263367	G.L.			
Ensign.	WILLIAMS, H.T.V.	263367	G.L.			
1st Lt.	WILLIAMS, H.T.V.	263367	G.L.			
Captain.	WILLIAMS, H.T.V.	0-400672	R.C.			
Captain.	WILLIAMS, H.T.V.	0-402973	R.C.			

MEMORANDUM FOR THE RECORDS SUB-COMMISSION

Colonel,	W. J. J.	1273	R.C.S.	B
Lt. Col.	W. J.	2/263350	C.L.	B
Lt. Col.	H. T. W.	263367	G.L.	B
Major	H. T. W.	263397	G.L.	B
Major	J. W.	103263	I.C.	B
Captain,	G. W. J.	0-506572	S.C.	A
Captain,	H. T. W.	0-902973	S.C.	A
Lt. Col.	H. T. W.	0-1016157	I. I. M.	A

FOOD SUB-COMMISSION

Colonel,	W. J. J.	115885	R.C.S.	B
Major,	W. J. J.	33753	C.L.	B
Major,	H. T. W.	0-523730	S.R.	B
Major,	H. T. W.	108155	I.C.	B
Major,	H. T. W.	87697	R.S.C.	B
Major,	H. T. W.	62223	R.A.	B
Major,	H. T. W.	0-519433	S.R.	B
Captain,	H. T. W.	263371	C.L.	B
Captain,	H. T. W.	0-471763	I.C. (ad)	A
Captain,	H. T. W.	0-521207	S.R.	A
Captain,	H. T. W.	0-515006	S.R.	A

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APPENDIX "A"

OFFICERS ASSIGNED TO H.Q. A.C.C. AS OF 21.3.44

Sheet Seven

CAPACITY
IN WHICH
EMPLOYEDNATION
ALITYREGIMENT
OR CORPS
PLANCHPERSONAL
SERIAL
NUMBER

RANK NAME

FOOD SUB-COMMISSION (Continued)

Captain.	BAKER, J. E.	207097	R.A.	B	
Captain.	DAVIES, L. P.	37594	R.A.	B	
Captain.	VINCENT, F. H.	99644 V	SLAF.	B	
Captain.	BERIE, J.	134253	RASC	A	
Captain.	WALKER, R. H.	115899	RASC	B	
Captain.	CURRAN, Kenneth J.	0-215642	S.R.	A	
2. Lieut.	McKINLEN, D. E.	0-1797321	GRF.	A	
Captain.	DOWES, J. N.	189501.	Manchesters B.		

INDUSTRY AND COMMERCE, SUB-COMMISSION

Colonel.	EVANS, W. F.	291734	G.I.	B	
Colonel.	TODD, J. S. E.	131561	G.I.	B	
Lt. Col.	HAYES, G. J.	47437	L.C.	B	
Lt. Col.	CHURCH, Stephen, A.	0-539076	S.R.	A	
Lt. Col.	REITER, Fred, K.	0-189349	CRS.	A	
Lt. Col.	KOENIG, Robt. E.	0-902331	C of E.	A	
Lt. Col.	CARTER, Carroll, S.	0-181196	C of E.	A	
Lt. Col.	LEATHER, George, G.	0-165100	O.M.C.	A	
Major.	KESKIDAY, W. J.	169341	RAC.	B	
Major.	JACOBS, D. A.	80881	G.L.	B	
Major.	SPRENGER, A. S.	45599	RC of S	B	
Major.	WILSON, R. C.	80209	R.A.	B	
Major.	MARTINO, Robt. A.	0-272815	S.R.	A	
Major.	KILMER, E. E. R.	31710	R.A.	B	
Major.	STEWART, C. R. W.	-	G.L.	B	
Major.	WILLIAMSON, Theo, H.	0-363371	Ord.	A	
Major.	LEWIS, Kenneth, C.	0-525283	S.R.	A	

INDUSTRY AND COMMERCE, SUB-COMMISSION

Colonel.	EWING, W.P.	291734	G.L.	D	
Colonel.	TODD, J.S.E.	131561	C.L.	E	
Lt. Col.	HAYES, C.J.	47437	R.C.	E	
Lt. Col.	CHILL, Stephen, A.	0-530076	S.R.	A	
Lt. Col.	WINTER, Fred. M.	0-105849	CWS.	A	
Lt. Col.	KOENIG, Robt. P.	0-902371	C of E.	A	
Lt. Col.	CANTER, Carroll, S.	0-181198	C of E.	A	
Lt. Col.	MURPHY, George, C.	0-163168	Q.E.C.	A	
Major.	MURPHY, W.J.	169341	RAC.	B	
Major.	JACOBS, D.A.	00881	C.L.	E	
Major.	BRECKON, A.S.	45552	RC on S	E	
Major.	WILSON, K.C.	80269	R.A.	E	
Major.	MARTINO, Robt. A.	0-272815	S.R.	A	
Major.	KILMER, E.E.	31710	R.A.	E	
Major.	STEWART, C.R.W.	-	G.L.	E	
Major.	WILLIAMSON, Thos. E.	0-363371	Ord.	A	
Major.	LEWIS, Kenneth, C.	0-525283	S.R.	A	
Major.	ADAMS, J.G.	225559	RASC.	E	
Captain.	MOORE, Wm. E.	0-374750	CWS.	A	
Captain.	HAS, Henry (ma)	0-517121	C.	A	
Captain.	GURNEY, P.S.	43757	RC.	E	
Captain.	AUSTIN, Allen, S.	0-516745	SR.	A	
Captain.	MURPHY, Fred, C.	0-521416	SR.	E	
Captain.	ELLIOTT, T.G.	257511	RASC.	E	
Captain.	GILLESPIE, Josa. S.	0-1102256	CE.	A	
Captain.	STEWART, Frank, M.	0-1110269	CE.	A	
Lieut.	COLEMAN, Thos. H.	0-1820816	AC	A	
Lieut.	HARR, Walter, W.	0-1037522	CWS.	A	
Doctor.	ICHAZIO, Emilio.	-	Civilian	-	Ministry of Food.
Mr.	JULIAN.	-	Civilian	P	Ministry of Supply.
Mr.	MORTON.	-	Civilian	B	Ministry of Supply.
Mr.	LACKWISSE.	-	Civilian	D	

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Sheet Eight OFFICERS ASSIGNED TO H. T. A.C.C. AS OF 21.3.44. APPENDIX "A"

RANK	NAME	PERSONAL NO	REMARKS	NATIONALITY	CAPACITY IN WHICH EMPLOYED
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INTERNAL SECURITY BRANCH

Lt. Col.	HULLS.	L.R.	104636	Gen. List.	B
Lt. Col.	FALCONER.	S.M.E.	9152	P.C.	B
Major.	BRISTON.	F.M.	106058	M'Sex	B
Lieut.	DARE.	J.O.	245615	CAF.	B
2.Lt.	KELLY.	Eugene.W.	0-1797479		A

INTERNAL SECURITY COMMISSION

Lt. Col.	BRIDGE.	R.G.D.	202037	G.L.	B
Captain.	ELLIOTT.	Sheldon. S.	0-319240	QRC.	A
Captain.	WATKINS.	Ralph.H.	0-523284	S.R.	A
Lieut.	LEWIS.	W.V.M.	233198	W.G.A.	B
Lieut.	SHLIMES.	T.C.	128720	RAC.	B

INTERNAL SECURITY COMMISSION.

Colonel.	MITCHELL.	S.A.	204054	G.L.	B
Lt. Col.	BRIDGES.	Chas. G.	0-529611	S.R.	A
Lt. Col.	HENDERSON.	O.H.	43443	P.E.	B
Major.	POWELL.	J.H.	107355	RAC	B
Major.	GLADSTONE.	T.R.	99552	T.C.	B
Major.	MACDONALD.	A.J.J.	428853	T.C.	B
Major.	WILLIAMS.	E.J.	272618	G.L.	B

INTERIM SUB COMMISSION

Lt. Col.	SPICER, E.C.B.	282037	G.L.	B
Captain.	ELLIOTT, Sheldon, S.	0-51966	ORG.	A
Captain.	TEARLE, Ralph, R.	0-523284	S.R.	A
Lieut.	LEWIS, W.V.R.	253198	W.C.A.	B
Lieut.	SHANKS, T.C.	128720	M.D.C.	B

INTERNAL TRANS-ORIENTATION SUB COMMISSION.

Colonel.	PITCH, S.A.	294054	G.L.	B
Lt. Col.	BROWN, Chas. C.	0-529611	S.R.	A
Lt. Col.	LINDSAY, O.H.	43443	R.E.	B
Major.	MCMASS, J.H.	1-7355	R.S.S.	B
Major.	GLANTZ, R.R.A.	99552	DE.	B
Major.	MACQUE, A.J.J.	128953	I.C.	B
Major.	MOLA, E.J.	279613	G.L.	D
Major.	RICHARDSON, F.R.	128074	R.E.	B
Major.	WILKES, W.S.	0-9206	T.C.	A
Major.	MOBER, North, K.	0-520255	S.R.	A
Major.	MAHER, H.R.	-	DE.	B
Major.	POWERS, V.R.	-	On, I.C.	B
Captain.	DEAN, E.W.	291146	G.L.	B

Captain.	ELLIS, Sidney, C.	0-437766	ASP-TUC	A
Captain.	PINE, A.C.	287747	G.L.	B
Captain.	SMITH, V.S.	113863	R.E.	B
Captain.	STREET, A.H.	83640	G.L.	B
Captain.	JERREY, E.H.B.	33140	R.E.	D
Captain.	WADSWORTH, Richard, R.	0-4523526	APB.	A
Lieut.	THOMAS, EDWARD, A.W.H.	168019	R.E.	B

Sheet Nine. OFFICERS ASSIGNED H.Q. A.C.O. AS OF 21.3.44. APPENDIX "A"

RANK	NAME	PERSONAL NO OR ARMY SER NUMBER	REGIMENT OR CORPS / BRANCH	NATION ALITY	CAPACITY IN WHICH EMPLOYED
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INTERPRETERS AND DISCLOSED PERSONS SUB - COMMISSION.

Colonel.	KIRKWOOD, Robt. G.	0-24449	P.A.	A	
Colonel.	KING, M.B.	10752		B	
Lt. Col.	POTTERGILL, O.F.	36599	T.Y.R.	B	
Lt. Col.	HASTER, Vernon, M.	106929		B	
Lt. Col.	KERR, William.	291770		B	
Lt. Col.	SWANSTON, J.L.			B	
Lt. Col.	McWILLIAMS, James.	241131		B	
Lt. Col.	OLDFIELD, Esme, A.L.	6291		B	
Major.	GARRETT, Earle, W.	0-919177	Ord	A	
Major.	ATTAYER, Alison, M.	0-916330	MAT/LNS	A	
Major.	TROTH, Kenneth G.	1016/V		B	
Major.	HUTCHES, M.	98228		B	
Major.	LILFUELL, Fred, H.	0-359982		B	
Major.	RITCHIE, G.D.	107364		A	
Major.	SYMES, Clive H.	156173		B	
Major.	WOOD, K.M.	87299		B	
Major.	TROTH, T.H.	169291		B	
Capt.	STODOLSKI, N.C.	115591	SLI	B	
Capt.	JENNINGS, John, G.	0-308737	Inf.	A	
Capt.	VERCH, H. T.	170450	Ches. R.	B	
Capt.	CARLISLE, S.J.	217398		B	
Capt.	ELICK James, J.	70582		B	
Capt.	BRUCE, Thomas, H.	0-1697953	USHS.	A	
Capt.	DICKINSON, J.L.	81682		B	
Capt.	DUNSTER, V.D.	120325		B	
Capt.	FRYER, J.		Generals	B	
Capt.	GRUELLE, Orle P	0-439623	G.M.P.	A	
Capt.	GENOES, J.	37614		B	
Capt.	MARTIN, E.C.	N/A		B	
Capt.	JOHNSON, W.D.	0-522686	SR.	A	
Capt.	KOHL, L.J.	0-519273	SR.	A	
Capt.	LEICK, Deane, S.	0-511573	SL.	A	
Capt.	CATES, Ward, J.	0-518329	SL.	A	
Capt.	RANKER, G.V.	8757		A	
Capt.	SHIELDS, G.H.	0-451370	C.I.	A	
Capt.	SWELL, T.P.	100300		A	

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Sheet Ten.

OFFICERS ASSIGNED HQ. A.C.C. AS OF 21.3.44. APPENDIX "A"CAPACITY
IN WHICH
EMPLOYEDPERSONAL NO.
OR ARMY SER.
NUMBERREGIMENT
OR CORPS
/ BRANCHNATION
AFFILIATION

RANK NAME

LEGION SUB - COMMISSION

Colonel.	RAM, J.T.R.	301893	E.L.	E
Lt. Col.	SMITH, Junius, R.	0-137364	Q.C.	A
Major.	LAZCOCK, James, O.	0-523504	S.R.	A
Captain.	ALBRIDGE, Rott, W.	0-904004	AUS.	A
Captain.	SCICLUNA, E.J.	195555	G.L.	B
Captain.	POTHAN, D.L.	157773	S.A.	B
Captain.	TAYLOR, L.H.	80686	G.L.	B
Lieut.	CIAMARCO, John, (mtd)	0-256689	U.C.	A
1.Lt.	SOLENBERGER, Willard, E	0-516007	S.R.	A

LEGAL SUB - COMMISSION

Colonel.	LEJOHN, G.	99894	Welsh G.	D
Lt. Col.	WILLER, R. H.	0-114573	CAC	A
Lt. Col.	WILLIS, L.J.	37204	R.A.	B
Lt. Col.	HAMMARD, C.G.	102796	T.C.	D
Major.	GROSSMAN, Wm, J.	0-515254	S.R.	A
Major.	KAYSER, C.W.	86145	R.A.	B
Major.	PALMER, Edward, L.	0-532562	AUS.	A
Major.	WRIGHT, A.C.	263346	G.L.	B
Major.	THACKER, A.R.	46009	E.C.	B
Captain.	BROWN, Benjamin, H.	0-327862	CAC	A
Captain.	MOORE, J.	294730	P.L.	B
Lieut.	CORRELL, Mathias, F.	0-280074	Q.C.	A
Ensign (USH)	PARKER, Irving (mtd)	235317	USNR.	A
2/Lt.	FAWCO, Carl, C.	0-573175	AC	A

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LEGAL SUB - COMMISSION

Colonel.	USJOHN, G.	99894	Welsh G.
Lt. Col.	WILKER, R. H.	0-114573	CAC
Lt. Col.	WILLIS, L.J.	37204	R.A.
Lt. Col.	HAMMARD, G.G.	102796	I.C.
Major.	GROSSMAN Marc. J.	0-515254	S.R.
Major.	KAYSER, G.W.	86145	R.A.
Major.	PRYTERI, Edmund, L.	0-532562	AUS.
Major.	WRIGHT, A.G.	263346	G.L.
Major.	THACKER, A.R.	46009	P.C.
Captain.	THORN, Benjamin, H.	0-327362	CAP
Captain.	MOORE, J.	294230	C.L.
Lieut.	CORRELL, Mathias, P.	0-280074	CAC
Ensign (USN)	BARKER, Irving (rmi)	235317	USNR.
2/Lt.	RAMO, Carl, G.	0-573175	AC

MEMBERS, KING ARMS AND AMMUNITION, SUB - COMMISSION

Major.	WEDD JERKINS J.D.	37025	R.A.
Major.	BALLIE DEANOR, R.K.	37125	R.A.
Major.	DEWALD, Ernest, T.	0-527698	CE
Major.	NEWTON, Norman, T.	0-905915	AIC.
Captain.	KELLER, Deane, (rmi)	0-533667	AUS.

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APPENDIX "A"

OFFICERS ASSIGNED H.Q. A.C.C. AS OF 21.3.41

Sheet Eleven.

PERSONAL OR RECEIPT
ARMY SERIAL OR CORPS NUMBER
/ BRANCH ALITY
IN WHICH
EMPLOYED

RANK NAME

MONUMENTS, FINE ARTS AND ANTIQUES SUB - COMMISSION (Continued)

RANK	NAME	PERSONAL OR RECEIPT ARMY SERIAL OR CORPS NUMBER / BRANCH ALITY	IN WHICH EMPLOYED
Captain.	CROFT, MURRAY, R.	131237	Int. Cps.
Captain.	REHNER, Albert, S.	0-131027	C. of D.
Lieut (USNR)	COTT, E. E.	-	USNR.
Mr.	JENKINSON, H.	-	Civilian.

POLITICAL SECTION.

RANK	NAME	PERSONAL OR RECEIPT ARMY SERIAL OR CORPS NUMBER / BRANCH ALITY	IN WHICH EMPLOYED
Mr.	PETER, S.	-	Civilian.
Mr.	CAOCTA, H. J.	-	Civilian.
Captain.	PEARSON, J. M.	257516	G. Dist.
Jury. Omdr.	HOFMANS, M.	192921	A. T. S.
Miss.	KELLY, Ruth.	-	Civilian.

PROPERTY CONTROL SUB-COMMISSION

RANK	NAME	PERSONAL OR RECEIPT ARMY SERIAL OR CORPS NUMBER / BRANCH ALITY	IN WHICH EMPLOYED
Lt. Col.	HARRIS, C. R. S.	63744	G. L.
Lt. Col.	PERNETT, J.	15951	DWR.
Major.	KING, Edward, C.	0-191976	S. R.
Capt.	REHNER, George, H.	0-182399	S. R.
Capt.	WELLINGTON, Lawrence, C.	0-517304	S. R.
Capt.	SIROTA, Nathan, R.	0-412461	AUS.
Capt.	LEE, O. Prince.	0-519827	S. R.

Captain.	ELIASON, J.M.	287516	C. List.	B
Jrnr. Omer.	HOKKINS, M.	192921	A. T.S.	B
Miss.	KELLY, Ruth.	-	Civilian.	A

PROPERTY CONTROL SUB-COMMISSION

Lt. Col.	HARRIS, C.R.S.	6374	C.L.	B
Lt. Col.	DENNETT, J.	14951	DWR.	D
Major.	KING, Edward, C.	0-191976	S.R.	B
Capt.	HEWITT, George, H.	0-162399	S.R.	A
Capt.	WILLINGTON, Lawrence, O	0-517364	S.R.	A
Capt.	SIGOTA, Mathias, H.	0-912461	M.S.	A
Capt.	LEE, O. Prince.	0-519827	S.R.	A

PUBLIC HEALTH SUB - COMMISSION.

Brigadier.	PARKINSON, G.B.	617803	RMC.	B
Colonel.	GRIFFIN, Martin, E.	0-16537.	Med. Cr.	A
Lieut. Col.	WILLIAMS, Wilcox, C.	0-213651	M.S.	A
Lieut. Col.	DOROS, Emorio, I.	0-1040.	M.C.	A
Lieut. Col.	SHIELDS, Ches. D.	0-317364	M.C.	A
Lieut. Col.	TONLEY, James, A.	0-235428	En. G.	A
Major.	RUSHMORE, Rowland, W.	0-380831	Vet. C.	A
Major.	ROBERTS, Robt. P.	0-481656	MC.	A
Major.	LEWIS, John, A.	-	USPHS.	A
Major.	FRIZZELLE, C.M.	47891	RMC.	B
Major.	CHEERY, Robt. L.	P. 1041.	USPHS.	A
Captain.	EARGEST, Joel, G.	0-903279	MC.	A

Sheet Twelve OFFICERS ASSIGNED TO HQ. A.C.C. AS OF 21.3.43. APPENDIX "A"

NAME	PERSONAL NO OR ATTY SER NUMBER	RECEIPT OR CORPS / BRANCH	CAPACITY IN WHICH EMPLOYED
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PUBLIC HEALTH SUB - COMMISSION (Continued)

Captain. SILVER, Edward, E.	0-518455	SR	A
Captain. TAGER, Leonard, W.	0-498358	Sn.C.	A
Captain. DORR, Geo. V. Jr.	0-303362	MAC.	A
Captain. WILCOX, Theodore, H.	0-118066	SR.	A
Lieut.(Col). LIGHT, R.W.	181073	RJMO.	A
Lieut. MANZELL, Marlio, A.	0-483104	Sn.C.	A
Captain. CODRINGTON, Clayton, C.	0-520680	SR.	A
Captain. SAVAGE, Paul, C.	0-522162	SR.	A

P.R.O.

Major. FIELDER, L.	03870	GL.	B
Major. BULLOCK, T.L.	-	R.Inf(Cn)	B
Captain. SMITH, Edward, L.	0-511452	CMF.	A
Captain. LEACOCKS, John, E.	0-914269	-	A
2/Lieut. CAIRIO, Gene F.	0-1299843	INF	A

PUBLIC SAFETY SUB - COMMISSION.

Colonel. KIRK, Paul, G.	0-201090	Inf	A
Colonel. YOUNG, A.E.	287555	G.L.	B
Colonel. KEANEY, Martin, M.	0-102202	Inf.	A
Lt. Col. MARTIN, R.M.,	23597	GL.	B
Lt. Col. PICKERING, B.	291710	GL.	B
Major. SHEPHERD, K.C.	161186	A & SH	B
Major. MASON, G.H.L.	175361	PO.	A
Major. TAYLOR, Jas. A.	0-511776	CMF.	A
Major. STEELE, W.C.	278396	GL.	B

P.R.O.

Major.
Major.
Captain.
Captain.
2/Lieut.

FLEIDEN, L.
BULLOCK, T.L.
SMITH, Edward, B.
DEACOS, John, R.
CAPRIO, Gene F.

33870
-
0-5111432
0-914269
0-1299843

GL: B
R. Inf (On) D
CMT. A
- A
BTP A

PUBLIC SAFETY SUP - COMMISSION.

Colonel.
Colonel.
Colonel.
Lt. Col.
Lt. Col.
Major.
Major.
Major.
Captain.
Captain.
Captain.
Captain.
Lieut.
Lieut.
Major.

KIRK, Paul, C.
YOUNG, A.E.
IZANEY, Martin, M.
MARTIN, P.M., J.
PICKERING, S.
SHEPHERD, K.C.
MASON, G.H.L.
TAYLOR, Jas. A.
MILLANCE, V.C.
POWELL, B.R.
RONNIE, W.
YOUNG, Henry, (mid)
MASTROIANI, Orlizzome.
PHILLY, Fred, C.
WILCOX, A.F.

C-201090
287555
0-132202
83597
291713
101166
173361
0-511776
279396
287716
297018
C-517361
C-426072
C-525315
267183

Inf A
G.I. B
Inf. A
GL B
GL. SH
A & B
PO. A
CMT. B
GL. B
GL. B
GL. B
Inf. A
Inf. A
S.R. A
G.I. B

Sheet Thirteen. OFFICERS ASSIGNED TO H.Q. A.C.C. AS OF 21.3.45. APPENDIX "A"

RANK	NAME	PERSONNEL NO OR ARMY SER NUMBER	REGIMENT OR CORPS / BRANCH	NATION ALITY	CAPACITY IN WHICH EMPLOYED
PUBLIC WORKS AND UTILITIES SUB - COMMISSION.					
Lt. Col.	JENNY, Louis. A.	0-345627	E.R.	A	
Lt. Col.	RHODES, G.E.	46671	R.E.	B	
Lt. Col.	LADON, John. P.	0-510616	CAF.	A	
Lt. Col.	LAZAR, W.H.	294012	C.I.	B	
Lt. Col.	THOMPSON, V.S.	-	RCB.	D	
Major.	RYLAND, Herbert. W.	0-525077	SR.	A	
Major.	KNIGHT, W.	141159	Essex Rgt.	B	
Major.	PERLEY, A.C.	-	ROCC.	B	
Major.	HITCHCOCK, W.A.	0-206910	ENG.	A	
Captain.	PELMAN, Edmund. B.	0-251776	SR.	A	
Captain.	RIVLIN, Jos. C.	0-317309	Inf.	A	
Captain.	LAUGHLIN, Louis. W.	0-521392	SR.	A	
Major.	IRVING, R.F.	139474	G.L.	B	
Captain.	WHEBER, Richard. F.	0-338955	CAF.	A	
Captain.	FREEDY, A.E.	141074	R.A.	B	
Captain.	ROGERS, Edgar. H. Jnr.	0-413238	C.E.	A	
Lieut.	BUTCHER, J.W.L.	265880	E. Lances.	B	
Lieut.	SHEPHERD, Rufus. W.	0-269699	SR.	A	
1. Lt.	BROWNLEE, Thos. R.	0-152613	CAF	A	
1. Lt.	GENTRY, William. R.	0-224042	CAF	A	
2. Lieut.	JUDITZ, Les. H.	0-1064152	MEB	A	

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Major.	HITCHCOCK, W.A.	0-206910	EMT.	A
Captain.	WELMAN, Edmund, E.	0-251776	SR.	A
Captain.	RIVELY, Jos. C.	0-317300	Inf.	A
Captain.	LAUCHLIN, Louis, W.	0-521392	SR.	A
Major.	IWING, R.E.	139474.	E.L.	B
Captain.	WELNER, Richard, E.	0-338955	CMC.	B
Captain.	PREEDY, A.E.	161074	R.A.	B
Captain.	ROBERTS, Edgar, H. Jr.	0-413230	C.L.	B
Lieut.	MUTCHER, J.W.L.	265800	E. Buces.	B
Lieut.	SHEPHERD, Rufus, W.	0-262699	SR.	A
1. Lt.	BROWNLEE, Thos. R.	0-152813	CMC	A
1. Lt.	CENTRY, William, R.	0-224042	CMC	A
2. Lieut.	JUDITS, Les. H.	0-100152	ME	A

SECURITY BRANCH

Lt. Col.	DAINES, L.R.	132586	G.L.	B
Captain.	SCOTT, William, E.	0-321625	AUS.	A
Captain.	McKAY, J.A.	279369	G.L.	B
Captain.	HARE, W.R.	273374	G.L.	B
Captain.	FINDERS, R.P.	291611	G.L.	B
Lieut.	ELMS, A.H.	291640	G.L.	B
Lieut.	GAIR, L.V.	279377	G.L.	B
2. Lieut.	PEAR, Carl, E.	0-1798130	CMC.	A

SHIPPING SUB - COMMISSION.

Major.	WATSON, J.N.	168386	RASC.	B
Mr.	CAMPBELL,	-	Civilian	-

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Sheet Fourteen. OFFICERS ASSIGNED TO H.Q. A.C.C. AS OF 21.3.44. APPENDIX "A"

RANK	NAME	PERSONAL NUMBER		RECIPIENT	OR CORPS NATION	CAPACITY
		OR ARMY SERIAL	NUMBER			
WAR MATERIAL DISPOSAL SUB-COMMISSION						
Colonel.	ZELLERS, JOHN. T.	07056		Inf.	A	
Lt. Col.	MC.QUEEN, P. H.	17750		GL.	B	
Major.	CAREY, J. A.	106939		Hlt.	B	
Major.	OTTING, L.	-		-	B	
Captain.	BENDER, JACK. D.	0-308223		Inf.	A	Italian.
Lieut.	FORTIS, S.	-		-	-	Italian.
O/C.	SIMONETTI, F.	-		-	-	A
2/Lieut.	DI LORENTO, Richard. A.	0-1111577		CE.	-	

Education

REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

AG-388.5

Adjutant Section

11 April 1944

WAR DEPARTMENT CODE NAMES AND ABBREVIATIONS

1. The following is extracted from War Department letter, Adjutant General's Office, file AGOB-P 311.5, SUBJECT: War Department Code Names and Abbreviations, dated 13 March 1944, for the information and guidance of all concerned:

a. Government Agencies in the United States have contacted the War Department for information concerning alphabetical abbreviations used in communications and other official documents emanating from overseas theaters. In the majority of these instances it has been found that these abbreviations were not authorized by Army Regulations.

b. To avoid unnecessary delays which inevitably follow, it is requested that in communications issued by United States forces or by combined United States and British forces, the words, for which no abbreviation is authorized by FM-21-30 and AR 850-150, be spelled out in full the first time they appear in each and every communication, followed by the abbreviation in parentheses.

2. Accordingly, AR 850-150 of 27 July 1942 is republished to include Change # 5 of 3 March 1943:

MISCELLANEOUS

AUTHORIZED ABBREVIATIONS AND SYMBOLS FOR USE IN PREPARATION OF MILITARY RECORDS AND ADMINISTRATIVE SPECIAL ORDERS EXCEPT FIELD ORDERS AND MESSAGES

General-----	Paragraph:
Abbreviations and symbols-----	1
	2

1. General.- a. The abbreviations for single words and symbols for groups of words and phrases contained in paragraph 2 are authorized. In addition to the abbreviations published herein, those generally accepted and in common use are authorized and will be utilized whenever practicable. Names of cities and towns will not be abbreviated.

b. Abbreviations may be used singly or in groups. Combinations of abbrevia-

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1. To avoid unnecessary delays which inevitably follow, it is requested that in communications issued by United States forces or by combined United States and British forces, the words, for which no abbreviation is authorized by FM-21-30 and AR 850-150, be spelled out in full the first time they appear in each and every communication, followed by the abbreviation in parentheses.

2. Accordingly, AR 850-150 of 27 July 1942 is republished to include Change # 5 of 3 March 1943:

MISCELLANEOUS

AUTHORIZED ABBREVIATIONS AND SYMBOLS FOR USE IN PREPARATION OF MILITARY RECORDS AND ADMINISTRATIVE SPECIAL ORDERS EXCEPT FIELD ORDERS AND MESSAGES

General.....	Paragraph:
Abbreviations and symbols.....	1
	2

1. General.- a. The abbreviations for single words and symbols for groups of words and phrases contained in paragraph 2 are authorized. In addition to the abbreviations published herein, those generally accepted and in common use are authorized and will be utilized whenever practicable. Names of cities and towns will not be abbreviated.

b. Abbreviations may be used singly or in groups. Combinations of abbreviations are authorized; thus, Chief, Army Exchange Service, is abbreviated C A Ex Serv; adjutant general can be abbreviated AG or Adj Gen; private, first class, can be abbreviated pvt 1cl or pfc; The Adjutant General's Office is abbreviated TAGO, a combination of the abbreviations for The Adjutant General and for office. Abbreviations will not be followed by periods except to indicate the end of a sentence.

c. Abbreviations which are shown in lower case letters will be capitalized when the -

- (1) First letter of the word for which abbreviation stands would normally be capitalized, that is, at the beginning of a sentence.
- (2) Word or words are to be used as a proper noun.
- (3) Word or words are used after an individual's name to show title, grade, or component.

d. Abbreviations and symbols will be used for the maximum extent consistent with clarity and good form in military records prepared on approved printed forms, and in routine special orders issued by the War Department, and by all headquarters authorized to issue orders. Their use in formal written communications, other than routine special orders, will be confined to such commonly used abbreviations as the names of States and territories, and foreign countries, the middle initial of proper names, the names of months of the year, the names of arms and services, except where the use of initials and symbols in the body of a communication clearly violates established rules of grammar and syntax.

2. Abbreviations and symbols.

A

absent without leave	AWOL
acting	actg
active duty	AD
additional	add
adjutant	adj
adjutant general	AG
Adjutant General's Department	AGD
administrative	adm
administrative (orders or officer)	Adm (O)
Administrative Services	Adm Serv
aide-de-camp	AIC
air base	AB
Airborne Command	A/B Comd
Air Corps	AC
aircraft warning (company)	AW (Co)
Aircraft Warning Service	AWS
airdrome	adrm
air intelligence section	A Int Sec
air mechanic, first class	AM 1cl
air mechanic, second class	AM 2cl
airplane	ap
airship	ash
Air Transport Command	ATC
allotment	almt
allotted	alot
allowances	alws
ambulance	amb
American Expeditionary Forces	AEF
American National Red Cross	ARC
ammunition	am
Amphibious Command	Amph Comd
animal	ani

Administrative	adm
administrative (orders or officer)	Adm (O)
Administrative Services	Adm Serv
aide-de-camp	ADC
air base	AB
Airborne Command	A/B Comd
Air Corps	AC
aircraft warning (company)	AW (Co)
Aircraft Warning Service	AWS
airdrome	adrm
air intelligence section	A Int Sec
air mechanic, first class	AM 1cl
air mechanic, second class	AM 2cl
airplane	ap
airship	ash
Air Transport Command	ATC
allotment	almt
allotted	alot
allowances	alws
ambulance	amb
American Expeditionary Forces	AEF
American National Red Cross	ARC
ammunition	am
Amphibious Command	Amph Comd
animal	anl
antiaircraft	aa
antiaircraft artillery	AAA
appointed	aptd
appointment	apmt
apprehended or apprehension	app
Armored Force	Arm F
armor	armr
Army	A
Army Air Forces	AAF
Army Exchange Service	A Ex Serv
Army Ground Forces	AGF
Army Medical Center	AMC
Army Mine Planter	AMF
Army Mine Planter Service	MFS
Army & Navy Munitions Board	ANMB
Army Nurse Corps	ANC

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Army of the United States-----	AUS
Army post office-----	APO
Army Postal Service-----	APS
Army Regulations-----	AR
Army Specialist Corps-----	ASC
Army Transport Service-----	ATS
Army War College-----	AWC
arrest-----	ar
arsenal-----	ars
article of war-----	AW
artificer-----	artif
artillery-----	arty
assigned-----	asgd
assignment-----	asgmt
assistant-----	asst
Assistant Chief of Staff-----	ACofS
Personnel Division-----	ACofS, G-1
Military Intelligence Division-----	ACofS, G-2
Operations and Training Division-----	ACofS, G-3
Supply Division-----	ACofS, G-4
Operations Division-----	ACofS, OPD
War Plans Division-----	Asst Sec War
Assistant Secretary of War-----	Asst Sec War
Assistant Secretary of War for Air-----	Asst Sec War (Air)
attached-----	atchd
attack-----	atk
at the rate of-----	a/r
authorities-----	auth
automatic-----	auto
auxiliary-----	aux
average-----	av
aviation-----	avn
bachelor officers' quarters-----	BOQ
bakery-----	bkry
balloon-----	bln
Balloon Barrage Training Center-----	BBTC
barracks-----	bks
barracks and quarters-----	B&Q

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assignment----- asst
 assistant----- Jcofs
 Assistant Chief of Staff----- Jcofs, G-1
 Personnel Division----- Jcofs, G-2
 Military Intelligence Division----- Jcofs, G-3
 Operations and Training Division----- Jcofs, G-4
 Supply Division----- Jcofs, OPD
 Operations Division----- Jst Sec War
 War Plans Division----- Jst Sec War
 Assistant Secretary of War----- Jst Sec War (Air)
 Assistant Secretary of War for Air----- atchd
 attached----- atk
 attack----- a/r
 at the rate of----- auth
 authorities----- auto
 automatic----- aux
 auxiliary----- av
 average----- avn
 aviation-----

B

bachelor officers' quarters----- BOQ
 bakery----- bkry
 balloon----- bln
 Balloon Barrage Training Center----- BBTC
 barracks----- bks
 barracks and quarters----- B&Q
 battalion----- bn
 battery----- btry
 bombardier----- bmdr
 bombardment----- bomb
 branch----- br
 branch assignment----- Ba
 branch immaterial----- BI
 brigade----- brig
 brigade headquarters----- BHC
 brigadier general----- brig gen
 bugler----- bglr
 bulletin----- Bull
 Bureau of the Budget----- BB
 by direction of the President----- DF

C

3025

caliber----- cal
 camouflage----- cam

captain-----capt
casual-----cas
Cavalry-----Cav
central-----cen
certificate-----cert
certificate of disability for discharge-----CDD
changes-----C
chaplain-----Ch
character-----char
chauffeur-----cfr
chemical-----cml
Chemical Warfare Service-----CWS
chief-----C
chief of-----Cof
Chief of Staff-----CofS
Chief Signal Officer-----CSiGO
chief warrant officer-----CWO
circular-----Cir
Citizens' Military Training Camp-----CMTC
civil (or civilian)-----civ
civil authorities-----C Auth
class-----cl
clerical-----cler
clerk-----clk
clothing-----clo
Coast Artillery Corps-----CAC
coast defense-----CD
college-----colg
colonel-----col
color-----clr
colored-----cid
command-----comd
Command and General Staff School-----C&GS Sch
commandant-----comdt
commander-----comdr
commanding-----comdg
commanding general-----CG
commanding officer-----CO
command post-----CP
command post exercise-----CPE
commissary-----coman
communication-----com
commutation-----comth
company-----co
compilation-----comph

Citizens' Military Training Camp-- CMTC
 civil (r civilian)-- civ
 civil authorities-- C auth
 class-- cl
 clerical-- cler
 clerk-- clk
 clothing-- clo
 Coast Artillery Corps-- CAC
 coast defense-- CD
 college-- colg
 colonel-- col
 color-- clr
 colored-- cld
 command-- cmd
 Command and General Staff School-- CGSS Sch
 commandant-- cmdt
 commander-- cmdr
 commanding-- cmdg
 commanding general-- CG
 commanding officer-- CO
 command post-- CP
 command post exercise-- CP
 commissary-- com
 communication-- com
 commutation-- comn
 company-- co
 compilation-- com
 concentration-- con
 conference-- conf
 confined-- conf
 confinement-- conf
 conscientious objector-- con objtr
 construction-- con
 continued-- contd
 contract-- cont
 control-- contrl
 convenience-- convn
 cook-- ck
 corporal-- cpl
 Corps of Engineers-- CE
 Corps of Military Police-- CM
 court-martial-- CM
 current-- cur
 current series-- CS

D

defense	def
delinquent account	dedl acct
delivered or delivery	dely
dental	dent
Dental Corps	DC
department	dept
deposit	dpt
depot	dep
Deputy Chief of Staff	DCofS
deserted or desertion	des
detached enlisted men's list	DEML
detached officers' list	DOL
detached service	DG
detachment	det
director	dir
disability	disab
discharge or discharged	disch
disciplinary	dis
discontinued	discontd
dishonorable or dishonorably	dishon
dismissed	dismd
dismounted	dsmtd
disrated	disr
Distinguished-Flying Cross	DFC
Distinguished-Service Cross	DEC
Distinguished-Service Medal	DSM
district	dist
district engineer officer	DEO
division	div
division headquarters	DHC
document	doc
dropped	drpd
duty	dy
duty officer	DO

E

echelon	ech
electrical or electrician	eleg
embarkation	emb
emergency	energ
engineer	engr
enlisted	enl

discharge or discharged
 disciplinary dis
 discontinued discontd
 dishonorable or dishonorably dishon
 dismissed dismd
 dismounted dsmtd
 disrated diser
 Distinguished-Flying Cross DFC
 Distinguished-Service Cross DSC
 Distinguished-Service Medal DSM
 district dist
 district engineer officer DEO
 division div
 division headquarters DHQ
 document doc
 dropped drpd
 duty dy
 duty officer DO

E

echelon ech
 electrical or electrician elec
 embarkation emb
 emergency emerg
 engineer engr
 enlisted enl
 enlisted man or man EM
 Enlisted Reserve Corps ETC
 enlistment enlmt
 evacuation evac
 evidence evid
 excellent ex
 executive Ex
 existed prior to induction EPTI
 expert gunner EG
 expert rifleman ER
 expiration exp
 expiration term of service ETS
 extended active duty EAD

F

Federal-----Fed
 field-----fld
 Field Artillery-----FA
 field manual-----FM
 field orders-----FO
 Field Service Regulations-----FSR
 figure-----fig
 film strip-----FS
 final statement-----F/S
 finance-----fin
 Finance Department-----FD
 finance officer-----Fin O
 first-----lst
 first class-----lcl
 fiscal-----fis
 fiscal year-----fy
 flight-----flt
 forfeit-----forf
 forward echelon-----fwd ech
 fraudulent-----fraud
 from-----fr
 furlough-----fur
 furnished-----furn

G

general-----gen
 general court martial-----GCM
 general dispensary-----Gen Disp
 General Headquarters-----GHQ
 General hospital-----Gen Hosp
 general orders-----GO
 general service schools-----GSS
 general staff-----GS
 General Staff Corps-----GSC
 Government-----Govt
 grade-----gr
 graduate-----grad
 group-----gp
 guard-----gd
 gunner-----gnr

from-----fr
 furlough-----fur
 furnished-----furn

C

general-----gen
 general court martial-----GCM
 general dispensary-----Gen Disp
 General Headquarters-----CHQ
 general hospital-----Gen Hosp
 general orders-----GO
 general service schools-----GSS
 general staff-----GS
 General Staff Corps-----GSC
 Government-----Govt
 grade-----gr
 graduate-----grad
 group-----gp
 guard-----gd
 gunner-----gnr

H

harbor-----har
 harbor defense-----HD
 harbor defense command-----HDC
 headquarters-----Hq
 heavy-----hv
 high explosive-----HE
 honor or honorable-----hon
 hospital-----hosp
 howitzer-----how

inch-----in

785016

inclosure----- incl
 include----- incld
 indorsement----- ind
 inducted----- indctd
 Infantry----- Inf
 Inspector general----- IG
 Inspector General's Department----- IGD
 installation----- instl
 instructor----- instr
 instrument----- inst
 insurance----- ins
 intelligence----- int
 international----- intn
 interpreter----- intpr
 inventory and inspection report----- I&IR

J

join----- jn
 joined----- jd
 Judge Advocate----- JA
 Judge Advocate General----- JAG
 Judge Advocate General's Department----- JAGD
 junior----- jr

K

killed----- kd
 kitchen----- ki

L

laboratory----- lab
 laundry----- ldry
 leader----- ldr
 leave----- lv
 legislative----- Leg
 letter----- ltr
 liaison----- ln
 lieutenant----- lt
 lieutenant colonel----- lt.col
 lieutenant general----- lt.gen
 light----- l
 light machine gun----- LMG

join-----jn
 joined-----jd
 judge advocate-----ja
 Judge Advocate General-----JAG
 Judge Advocate General's Department-----JAGD
 junior-----jr

K

killed-----kd
 kitchen-----ki

L

laboratory-----lab
 laundry-----ldry
 leader-----ldr
 leave-----lv
 legislative-----leg
 letter-----ltr
 liaison-----ln
 lieutenant-----lt
 lieutenant colonel-----lt col
 lieutenant general-----lt gen
 light-----l
 light machine gun-----LMG
 limited service-----ltd serv
 line of duty-----LD
 line of duty status-----LDS
 lines of communication-----LC
 low explosive-----LE

M

machine gun-----MG
 machine records unit-----MRU
 maintenance-----maint
 major-----maj
 major general-----maj gen
 manual-----man

Manual for Courts Martial-----MCM
 mark-----mk
 marksman-----nkm
 master sergeant-----m sgt
 mechanic-----mech
 mechanized-----mec2
 Medal of Honor-----MH
 medical-----med
 Medical Administrative Corps-----Med adm C
 Medical Corps-----MC
 Medical Department-----MD
 memorandum-----memo
 memorandum receipt-----M/R
 message-----msg
 message center-----msg cen
 messenger-----msgr
 meteorological-----met
 military-----mil
 military attaché-----mil att
 military aviator-----mil av
 military intelligence-----MI
 military occupational specialty specification serial number-----MOS
 military police-----MP
 millimeter-----mm
 miscellaneous-----misc
 Mobilization Regulations-----MR
 Mobilization Training Program-----MTP
 model-----mdl
 morning report-----M/R
 motorcycle-----mtrol
 motorcyclist-----mtrelt
 motorized-----mtz
 motor transport-----MT
 mounted-----mtd
 musician-----mus

N

National Guard Bureau-----NCB
 net control station-----NCS
 noncommissioned officer-----NCO

O

observation-----obsn
 observer-----obsn

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military occupational specialty specification serial number... MS
 military police-----MP
 millimeter-----mm
 miscellaneous-----misc
 Mobilization Regulations-----MR
 Mobilization Training Program-----MTP
 model-----mdl
 morning report-----M/R
 motorcycle-----mtcrl
 motorcyclist-----mtcrls
 motorized-----mtz
 motor transport-----MT
 mounted-----mtd
 musician-----mus

N

National Guard Bureau-----NCB
 net control station-----NCS
 noncommissioned officer-----NCO

O

observation-----obsn
 observer-----obsr
 office, officer, order, or orders-----O
 Office of The Quartermaster General-----OQMG
 officer candidate-----OC
 officer candidate school-----OCS
 officer in charge-----O/C
 Officer in Charge of National Guard Affairs-----OCNGA
 officer of the day-----OD
 officer of the guard-----OG
 Officers' Reserve Corps-----ORC
 Office Under Secretary of War-----O USec War
 olive drab-----od
 one pounder-----1 pdr
 on or about-----o/a
 operation-----opn

8

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operator-----opr
 opinions-----ops
 orderly-----odly
 ordnance-----ord
 Ordnance Department-----Ord Dept
 organization-----orgn
 Organized Reserves-----OR
 over, short, and damaged report-----CS&D R

P

pack-----pk
 packer-----pkr
 packmaster-----pkmr
 paid-----pd
 parachute-----pracht
 paragraph-----par
 partial-----part
 patient-----pnt
 payment-----pmt
 pay roll-----P/R
 permanent-----perm
 personnel-----pers
 Philippine Scouts-----PS
 photograph or photographic-----photo
 pigeon-----pgn
 pioneer-----pion
 point-----pt
 ponton-----pcn
 port of embarkation-----P/E
 post hospital-----PHCSB
 post laundry-----PL
 primary-----prim
 principal-----princ
 prisoner-----pris
 prisoner of War-----PW
 private-----pvt
 private, first class-----pfc
 professor-----prof
 Professor Military Science and Tactics-----PMS&T
 provisional-----prov
 provost marshal-----PM
 Provost Marshal General-----PMG
 public-----pub
 publication-----publ
 Purple Heart-----PH
 put-----put

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pay roll-----
 permanent-----
 personnel-----
 Philippine Scouts-----
 photograph or photographic-----
 pigeon-----
 pioneer-----
 point-----
 ponton-----
 port of embarkation-----
 post hospital-----
 post laundry-----
 primary-----
 principal-----
 prisoner-----
 Prisoner of War-----
 private-----
 private, first class-----
 professor-----
 Professor Military Science and Tactics-----
 provisional-----
 provost marshal-----
 Provost Marshal General-----
 public-----
 publication-----
 Purple Heart-----
 pursuit-----
 P/R-----
 perm-----
 pers-----
 PS-----
 photo-----
 pen-----
 pion-----
 pt-----
 pcm-----
 P/G-----
 PHOSB-----
 PL-----
 prim-----
 prino-----
 pris-----
 PW-----
 Pvt-----
 pfc-----
 prof-----
 Professor Military Science and Tactics-----
 PMSgt-----
 prov-----
 PM-----
 PMG-----
 pub-----
 publ-----
 PH-----
 pur-----

Q

qualified-----
 quartermaster-----
 Quartermaster Corps-----
 Quartermaster General-----
 Quartermaster supply officer-----
 quarters-----
 qual-----
 QM-----
 QMC-----
 QMG-----
 QMSO-----
 qrs-----

R

radio-----
 rad-----

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railroad-----RR
 railroad transportation officer-----RTO
 railway-----ry
 rations-----rat
 reappointed-----reaptd
 received-----reed
 reception center-----recep ccs
 reconnaissance-----ren
 recreation-----rec
 recruit-----ret
 recruiting-----retg
 reduce or reduced-----rd
 reducing-----rdg
 reenlist-----reenl
 reenlistment-----reenlmt
 regiment-----regt
 regiment-----RO
 regimental orders-----reg
 regular-----Ra
 Regular Army-----RaR
 Regular Army Reserve-----R Sta
 regulating station-----rejd
 rejoined-----reld
 relieved-----rmt
 remount-----rep
 repair-----repl
 replacement-----RQC
 replacement training center-----rpt
 report-----R/S
 report of survey-----requal
 requalified-----reqmt
 requirements-----req
 requisition-----rese
 rescinded-----Res
 Reserve-----ROIC
 Reserve Officers' Training Corps-----resga
 resigned-----res
 resources-----ret
 retired-----ratmd
 retirement-----rats
 returns-----rpt
 revolutions per minute-----rpm

S

salvage-----salv
 -----sd

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service unit-----SU
 sharpshooter-----s
 shipment-----shipt
 sick-----sk
 signal-----sig
 Signal Corps-----Sig C
 small arms-----SA
 Soldier's Medal-----SM
 special-----sp
 special court martial-----SCM
 special duty-----SD
 specialist-----spec1
 special messenger-----sp msgr
 special orders-----SO
 special troops-----sp trs
 squad-----sqd
 squadron-----sq
 stable-----stab
 staff-----ctf
 staff sergeant-----s sgt
 standard operating procedure-----SOP
 statement of charges-----S/C
 station-----sta
 station complement-----cta com
 statistical-----statl
 stenographer(s)-----steno
 sterilization and bath-----S&B
 stevedore-----stev
 steward-----ctew
 strength-----str
 student-----stu
 subject-----sub
 submachine gun-----SMG
 submarine-----subm
 subsistence-----subs
 summary-----sm
 summary court-----SC
 summary court martial-----SCM
 supplemental-----suppl
 supply-----sup
 surgeon-----Surge
 Surgeon General-----SG
 surgical-----surg
 surrender or surrendered-----surre
 suspended-----susp
 switchboard-----sb

785016

station complement	sta
statistical	cta com
stenographer(s)	statl
sterilization and bath	steno
stevodore	S&B
steward	stev
strength	stew
student	str
subject	stu
submachine gun	sub
submarine	SMG
subsistence	subm
summary	subg
summary court	sm
summary court martial	SC
supplemental	SCM
supply	suppl
surgeon	sup
Surgeon General	Surg
surgical	SC
surrender or surrendered	curs
suspended	cur?
switchboard	cusp
	sb

T

Tables of allowances	T/A
Tables of Basic Allowances	T/BA
Tables of Equipment	E/E
Tables of Organization	T/O
tactical	tac
tank	tk
Tank Destroyer	TD
Tank Destroyer Center	TDC
technical	tech
technical manual	TM
technical regulations	TR
technical sergeant	t sgt

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technician-----techn
 telegram-----telg
 telegraph-----tg
 telephone-----tp
 teletypewriter exchange (message)-----TWX
 temporary-----temp
 The Adjutant General-----TAG
 theater of operations-----T of Ops
 topographical-----top
 torpedo-----tor
 tractor-----trac
 train-----tn
 trainee-----trns
 training-----tng
 training circular-----TC
 training film-----TF
 training unit-----TU
 transferred-----trfd
 Transportation Corps-----TC
 transportation request-----T/R
 transport or transportation-----T
 travel by officer or his dependents by privately
 owned automobile is authorized. DS for officer's
 travel is authorized, AR 605-180.-----TPA
 travel directed is necessary in the military service-----TIN
 troop-----tr
 truck-----trk

U

Unassigned-----unsgd
 Under Secretary of War-----U Sec War
 United States Engineer Office-----USEO
 United States Marine Corps-----USMC
 United States Military Academy-----USMA
 United States Navy-----USN
 United States Property and Disbursing Officer-----USP&DO
 unsatisfactory-----unsat

V

verbal orders-----VO
 Veterinary Corps-----VC
 via-----vis

785016

transportation request-----T/R
 transport or transportation-----T
 travel by officer or his dependents by privately
 owned automobile is authorized. DS for officer's
 travel is authorized, AR 605-180.-----TPA
 travel directed is necessary in the military service-----TIN
 troop-----tr
 truck-----trk

U

Unassigned-----unsgd
 Under Secretary of War-----U Sec War
 United States Engineer Office-----USEO
 United States Marine Corps-----USMC
 United States Military Academy-----USMA
 United States Navy-----USN
 United States Property and Disbursing Officer-----USP&DO
 unsatisfactory-----unsat

V

verbal orders-----VO
 Veterinary Corps-----VC
 visual-----vis
 volunteer-----vol
 volunteer officer candidate-----VOC
 voucher-----vou

wagon-----wag
 War Department-----WD
 War Department General Staff-----WGS
 warrant-----wnt
 warrant officer-----WO
 warrant officer, junior grade-----WOJG
 weather-----wea
 will proceed to-----WP
 wing-----wg

Women's Army Auxiliary Corps----- WAAAC
 wrecker----- WKR

Y

yard----- ya

Z

zone of interior----- Z of I

3. Code abbreviations.- In preparing telegrams and teletype messages,
 the following code abbreviations will be used:

Receipt acknowledged-----	REACK
Ship immediately-----	SHIPIM
Advise by teletype-----	ALTELP
Extracted for action-----	EXFORACT
Extract of requisition-----	EXREQ
Supply authorized-----	SOK
Authority granted-----	AUTGR
Reference telephone conversation-----	REFHNE
Travel chargeable to applicable allotment authority under Finance Service Army-----	FS4

By Command of Lt General MASON MACFARLANE:

E. J. Chiocca
 E. J. CHIOCCA
 CWO USA
 ASST Adj

785016

Supply Authorized-----AUTGR
 Authority granted-----REFHNE
 Reference telephone conversation-----
 Travel chargeable to applicable allotment authority
 under Finance Service Army-----FSA

By Command of Lt General MASON MACFARLANE:

E. J. Chiocca
 E. J. CHIOCCA
 CWO USA
 Asst Adj

3020

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

Education



Ref/107/CL.

25 April 1944.

SUBJECT: Action on Minutes - R.Cs. Conference.

TO : Distribution below.

1. (a) It will be noted that the left margin of the minutes of the Conference held April 15 & 16, 1944, has been headed ACTION and a note made of the officers or Branch of whom action is expected.

(b) As regards the Admin and Economic Sections, it would be appreciated if V.Ps. would examine the relevant paragraphs and take such action as in their opinion they consider necessary.

2. The annotation "All concerned" may refer to some or all of the following :

- (a) Regional Commissioners.
- (b) SCAO's 5 and 8 Army AMG.
- (c) Heads of Sections.
- (d) Heads of Sub-Commissions.
- (e) Heads of Branches.
- (f) Transport Officers.
- (g) Dispatch Officers.
- (h) Headquarter Commandants.
- (i) Provincial Commissioners.
- (j) Personal Assistants.

3. You are requested to examine the minutes carefully and to ensure that where action is required it is taken promptly.

M. S. LUSH,
Brigadier,
Executive Commissioner.

DISTRIBUTION:

- 2 - Ea. V.P.
- 1 - Ea. Sub-Commission Head.
- 1 - Ea. Regional Commissioner.
- 1 - P.P.O.
- 1 - 8 Army AMG.
- 1 - 5 Army AMG.
- 3 - Estab. Branch.
- 5 - C.A. Branch.
- 1 - Secy Gen.
- 1 - Ea. P.A.

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RESTRICTED

ALLIED FORCE HEADQUARTERS
APO 512

RUF/baz/sk

AG 312.4-1 SIG-O

22 April 1944

SUBJECT: Use of Abbreviations and Short Title Unit Designations.

TO : All Concerned.

1. Letter this headquarters, file as above, subject: "Non-Secret Short Title Unit Designations", dated 29 February 1944, is rescinded. Effective this date the use of non-secret short title unit designations is discontinued. In the future either the full designation or an authorized abbreviation, as listed below, will be used in the heading and texts of messages to be transmitted by electrical means as well as in correspondence.
2. The list below is not intended to include all headquarters and units in the theater. It has been restricted to those to which traffic is particularly heavy and whose designation lends itself to an intelligible abbreviation. The list must be kept short enough to permit complete familiarity by all personnel who must use it. Therefore, additions to the list will be kept to the minimum.
3. The following abbreviations are authorized only in the interests of brevity. For convenience, the list is published in two parts; Part I lists units or organizations alphabetically, and Part II lists the abbreviations organizationally.

ABBREVIATION

ACCORS
XIIAF
XVAF
XIIAFSC
XVAFSC
ASCPFO
AAO CORSICA
AAI
AAI AINAF
ACC MAIN
ACC REAR
AFHQ
AFHQ ADV CP

PART IUNIT

Air Commander, Corsica
Air Force, Twelfth
Air Force, Fifteenth
Air Force Service Command, XII
Air Force Service Command, XV
Air Service Command, Patterson Field, Ohio
Allied Administrative Officer, Corsica
Allied armies in Italy
Allied armies in Italy Administrative Echelon (Rear)
Allied Control Commission, Main
Allied Control Commission, Rear
Allied Force Headquarters
Allied Force Headquarters Advanced Command Post

the future, either the full designation or the abbreviated form of the full designation will be used in the heading and texts of messages to be transmitted by electrical means as well as in correspondence.

2. The list below is not intended to include all headquarters and units in the theater. It has been restricted to those to which traffic is particularly heavy and whose designation lends itself to an intelligible abbreviation. The list must be kept short enough to permit complete familiarity by all personnel who must use it. Therefore, additions to the list will be kept to the minimum.

3. The following abbreviations are authorized only in the interests of brevity. For convenience, the list is published in two parts; Part I lists units or organizations alphabetically, and Part II lists the abbreviations alphabetically.

UNIT	ABBREVIATION
Air Commander, Corsica	ACCORS
Air Force, Twelfth	XIIAF
Air Force, Fifteenth	XVAF
Air Force Service Command, XII	XIIAFSC
Air Force Service Command, XV	XVAFSC
Air Force Service Command, Patterson Field, Ohio	ACPFPO
Air Service Command, Administrative Officer, Corsica	AAO CORSICA
Allied Administrative Echelon (Rear)	AAI
Allied Armies in Italy	AAI ANAF
Allied Armies in Italy Administrative Echelon, Main	ACC MAIN
Allied Control Commission, Rear	ACC REAR
Allied Control Commission, Advanced Command Post	AFHQ
Allied Force Headquarters, Sardinia	AFHQ ADV CP
Allied Garrison Commander, Theater of Operations	AGC SARDINIA
Army Air Forces, Mediterranean Theater of Operations	AFMTO
Army Air Force Service Command, MTO	AFSCMTO
Atlantic Base Section	ABS
Commander-in-Chief, Mediterranean	CINCMED
Western Base Section	EBS
European Theater of Operations, US Army (in UK)	ETOUSA
First Army Group, London	FUSAG
Flag Officer, Taranto	FOTALI

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RESTRICTED

Ltr, Allied Force Hq, AG 312.4-1 SIG-O,
dated 22 April 1944, (cont'd).

PART I (Cont'd)

UNIT	ABBREVIATION
Flag Officer, Western Italy	FOUIT
French Commander, Corsica	FC CORSICA
French Expeditionary Corps	FEC
General Headquarters, Mideast	MIDEAST
Gibraltar	GIB
Island Base Section	IBS
Mediterranean Air Transport Service	MATS
Mediterranean Allied Air Forces	MAAF
Mediterranean Allied Coastal Air Force	MACAF
Mediterranean Allied Photo Reconnaissance Wing	MAPRW
Mediterranean Allied Strategic Air Forces	MASAF
Mediterranean Allied Tactical Air Force	MATAF
Mediterranean Base Section	MBS
Military Mission, Italian Army	MMIA
North Africa District	NAD
North African Theater of Operations, U.S. Army	NATOUSA
Northern Base Section	NORBS
Number 1 District	DISTONE
Number 2 District	DISTWO
Number 3 District	DISTTHREE
Peninsular Base Section	PENBASE
Persia and Iraq Command	PAC
Services of Supply, North African Theater of Operations, United States Army	SOSNATOUSA
Special Operations, MTO	SOMTO
Supreme Headquarters, Allied Expeditionary Force	SHAFF
United States Army Forces in Mideast	USAFIME
United States Naval Forces, Northwest African Waters	COMNAVNAW
War Department, Washington, D. C.	AGWAR
War Office, London	TROOPERS
Western District, NATOUSA	WEINAT

PART II

ABBREVIATION

AAFMTO
AAFSOMTO
AAAY
AAI AINAF
AAO CORSICA

Army Air Forces, MTO
Army Air Force Service Command, MTO
Allied Armies in Italy
Allied Armies in Italy, Administrative Echelon (Rear)
Allied Administrative Officer, Corsica

Mediterranean Allied Strategic Air Forces
 Mediterranean Allied Tactical Air Force
 Mediterranean Base Section
 Military Mission, Italian Army
 North Africa District
 North African Theater of Operations, U.S. Army
 Northern Base Section
 Number 1 District
 Number 2 District
 Number 3 District
 Peninsular Base Section
 Persia and Iraq Command
 Services of Supply, North African Theater of
 Operations, United States Army
 Special Operations, MTO
 Supreme Headquarters, Allied Expeditionary Force
 United States Army Forces in Mideast
 United States Naval Forces, Northwest African Waters
 War Department, Washington, D. C.
 War Office, London
 Western District, NATOUSA

NATOAF
 MBS
 MAFIA
 NAD
 NATOUSA
 NORBS
 DISTONE
 DISTWO
 DISTHREE
 PENBASE
 PAIC
 SOSNATOUSA
 SOMTO
 SHAET
 USAFIME
 ComNavNAF
 AGWAR
 TROOPERS
 WEINAT

PART II

ABBREVIATION

AAFMTO
 AAFSCMTO
 AAF
 AAI ADNAF
 LLO CORSICA
 ABS
 ACC MLIN
 ACC REAR
 ACCORS
 AFHQ
 AFHQ ADV CP
 ACC SARDINIA
 AGWAR
 ASCPTO
 CINCMED

UNIT

Army Air Forces, MTO
 Army Air Force Service Command, MTO
 Allied Armies in Italy
 Allied Armies in Italy, Administrative Echelon (Rear)
 Allied Administrative Officer, Corsica
 Atlantic Base Section
 Allied Control Commission, Main
 Allied Control Commission, Rear
 Air Commander, Corsica
 Allied Force Headquarters
 Allied Force Headquarters Advanced Command Post
 Allied Garrison Commander, Sardinia
 War Department, Washington, D. C.
 Air Service Command, Patterson Field, Ohio
 Commander-in-Chief, Mediterranean

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Ltr, Allied Force Hq, AG 312.4-1 SIG-O,
dated 22 April 1944, (Cont'd).

<u>ABBREVIATION</u>	<u>UNIT</u>
COMNAV NAV	United States Naval Forces, Northwest African Waters
DISTREE	Number 3 District
DYSTONE	Number 1 District
LUSILO	Number 2 District
EBS	Eastern Base Section
ETOUSA	European Theater of Operations, US Army (In UK)
FC CORGICA	French Commander, Corsica
FEU	French Expeditionary Corps
FOCALI	Flag Officer, Taranto
FOFIT	Flag Officer, Western Italy
FUSAG	First Army Group, London
GIB	Gibraltar
IBS	Island Base Section
MCAT	Mediterranean Allied Air Forces
MCAT	Mediterranean Allied Coastal Air Forces
MCAT	Mediterranean Allied Photo Reconnaissance Wing
MCAT	Mediterranean Allied Strategic Air Forces
MCAT	Mediterranean Allied Tactical Air Forces
MCAT	Mediterranean Air Transport Service
MCAT	Mediterranean Base Section
MCAT	General Headquarters, Mideast
MCAT	Military Mission, Italian Army
MCAT	North Africa District
MCAT	North African Theater of Operations, U. S. Army
MCAT	Northern Base Section
MCAT	Persia and Iraq Command
MCAT	Peninsular Base Section
MCAT	Supreme Headquarters, Allied Expeditionary Force
MCAT	Special Operations, MFO
MCAT	Services of Supply, North African Theater of Operations
MCAT	War Office, London
MCAT	United States Army Forces in Mideast
MCAT	Air Force, Twelfth
MCAT	Air Force Service Command, XII
MCAT	Air Force, Fifteenth
MCAT	Air Force Service Command, XV
MCAT	Western District, NATOUSA

By command of General WILSON

/s/ H. V. ROBERTS

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TOTALL
 FOMIT
 TUGAG
 GIB
 IBO
 HMT
 MCAT
 MARM
 MSAF
 MTLF
 MTS
 MBS
 MIBCT
 MIL
 MLD
 NATUSA
 NORPS
 P-10
 PNB-GE
 SHAF
 GOTO
 SOCMPOUSA
 TROOPERS
 USFME
 XILF
 XILFSC
 JAF
 XAFSC
 TEFAT

Flag Officer, Toronto
 Flag Officer, Western Italy
 First Army Group, London
 Gibraltar
 Island Base Section
 Mediterranean Allied Air Forces
 Mediterranean Allied Coastal Air Forces
 Mediterranean Allied Photo Reconnaissance Wing
 Mediterranean Allied Strategic Air Forces
 Mediterranean Allied Tactical Air Forces
 Mediterranean Air Transport Service
 Mediterranean Base Section
 General Headquarters, Mideast
 Military Mission, Italian Army
 North Africa District
 North African Theater of Operations, U. S. Army
 Northern Base Section
 Persia and Iraq Command
 Peninsular Base Section
 Supreme Headquarters, Allied Expeditionary Force
 Special Operations MCO
 Services of Supply, North African Theater of Operations
 War Office, London
 United States Army Forces in Mideast
 Air Force, Twelfth
 Air Force Service Command, XII
 Air Force, Fifteenth
 Air Force Service Command, XV
 Western District, NATOUSA

By command of General WILSON,

/s/ H. V. ROBERTS,

 /t/ H. V. ROBERTS,
 Colonel, AGD
 Adjutant General

 DISTRIBUTION
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 Reproduced at Rome HQ AG 27 April 1944
 E.O. 3.

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REL. HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

SUBJECT: Funds

16 April 1944

TO: All Personnel

The following is extracted from Circular 147, Headquarters, NTOUSL, dated 5 April 1944 for the information and guidance of all concerned.

I --- TRANSFER OF FUNDS TO AND FROM U.S. TROOPS

Authority to transmit funds by United States personnel from this theater is given under the following conditions:

1. By cable and/or by letter of credit, by individuals in North Africa, through banks in French North Africa designated by the French authorities as "accredited banks." In general, this includes all banks in French North Africa except E.M.C.I. and Banque Norms. There is a charge by the banks for this service.
2. By United States Treasury check, provided the check is drawn under close any military information of value to the enemy.
3. By United States Postal Money Order. These money orders must carry no more than the signature of the individual or the custodian and the APO number.
4. By Personal Transfer Account Plan. (See Circular Number 17, this headquarters, cs.)

II --- TRANSFER OF FUNDS TO UNITED KINGDOM

U. S. personnel who transfer funds to the United Kingdom will sign a certificate that the funds transferred were derived from their pay and allowances. This certificate will be handed to the remitting banker or party.

III -- CURRENCY CONTROL

1. All members of the U.S. armed forces, and persons serving with such forces, including civilians and merchant seamen, carrying duly authorized U.S. Army Disbursing Officers as provided in paragraph 2 below, are forbidden to possess regular U.S. currency as distinguished from yellow seal U.S. currency. Regular British sterling currency, as distinguished from yellow seal U.S. currency, is also forbidden.

Exemption

provided the rank of sender, designation of unit, and JPO number, are not given, through banks in French North Africa designated by the French authorities as "accredited banks." In general, this includes all banks in French North Africa except B.N.C.I. and Banque Norms. There is a charge by the banks for this service.

2. By United States Treasury check, provided the check is drawn under the provisions of Army Regulations, and the indorsement thereon does not disclose any military information of value to the enemy.

3. By United States Postal Money Order. These money orders must carry no more than the signature of the individual or the custodian and the JPO number.

4. By Personal Transfer Account Plan. (See Circular Number 17, this headquarters, cs.)

II --- TRANSFER OF FUNDS TO UNITED KINGDOM

U. S. personnel who transfer funds to the United Kingdom will sign a certificate that the funds transferred were derived from their pay and allowances. This certificate will be handed to the remitting banker or party.

III .. CURRENCY CONTROL

1. All members of the U.S. armed forces, and personnel serving with such forces, including civilians and merchant seamen, excepting duly authorized U.S. Army Diebursing Officers as provided in paragraph 2 below, are forbidden to possess regular U.S. currency as distinguished from yellow seal U.S. currency, or regular British sterling currency, as distinguished from British Military Authority currency, in this theater, or dispose thereof otherwise than by exchange as provided in paragraph 2 below.

2. a. All personnel now assigned to permanent duty in this theater will exchange at the nearest Finance Office all regular U.S. currency in their possession in excess of \$1.00 each. All regular British sterling currency for local currency within fifteen (15) days from the date of this circular. (20 Apr)

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

R E S T R I C T E D

b. Personnel described in paragraph 1 above, entering this theater under orders assigning them to permanent duty will exchange at the nearest Finance Office, within seven (7) days after entry, all regular U.S. currency in excess of \$1.00 and all regular British sterling currency for local currency.

c. Personnel described in paragraph 1 above, except merchant seamen, entering the theater on temporary duty will exchange at the nearest Finance Office, within twenty-four (24) hours after entry, all regular U.S. currency in excess of \$1.00 and all regular British sterling currency for local currency. If the period of temporary duty within the theater is of such short duration as to make exchange impracticable, such personnel will declare at the nearest Finance Office the total amount of regular U.S. currency and/or regular British sterling currency in their possession, and obtain from the Finance Officer a certificate stating the amount held. This certificate will be authority for such personnel to have in their possession the amount of regular U.S. currency and/or regular British sterling currency for which issued.

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f. Local currency is defined as follows:

(1) In North Africa. Banque de l'Algérie currency, Banque de l'Algérie currency overprinted Tunisia, Banque d'Etat du Maroc currency, Banque de l'Afrique Occidentale currency, and Bank of Franco currency of five (5), ten (10), and twenty (20) franc denominations.

(2) In Italy, Sicily, and Sardinia. Allied Military Financial Agency Lire currency, and such Metropolitan Lire currency as may be authorized from time to time by Allied Military Financial Agency.

(3) In Corsica. Bank of France currency of five (5), ten (10), twenty (20), fifty (50), and one hundred (100) franc denominations, and Banque de l'Algérie currency overprinted "TRESOR". (See paragraphs 10 and 11 below.)

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3. It will hereafter be the duty of the Commanding General, SOS, MATOUSA, to take such action as may be necessary to ascertain that no person upon arrival within the territorial limits of the Communications Zone, MATOUSA, by land, sea, or air, has in his possession regular U.S. currency in excess of \$1.00 or regular British sterling currency, and will, where such money is found in the possession of any such person, cause it to be exchanged for the currency described in paragraph 2f, above. Ports of Embarkation in the U.S. and British Isles have been requested to instruct commanding officers of troops aboard transports to have organization commanders collect all money from men in their commands, prior to debarkation in this theater, to be exchanged by said organization commanders at the Finance Office. This practice will facilitate the exchange of money. The organization will provide necessary Finance Service for

f. Local currency is defined as follows:

(1) In North Africa. Banque de l'Algérie currency, Banque de l'Algérie currency overprinted Tunisia, Banque d'Etat du Maroc currency, Banque de l'Afrique Occidentale currency, and Bank of France currency of five (5), ten (10), and twenty (20) franc denominations.

(2) In Italy, Sicily, and Sardinia. Allied Military Financial Agency Lire currency, and such Metropolitan Lire currency as may be authorized from time to time by Allied Military Financial Agency.

(3) In Corsica. Bank of France currency of five (5), ten (10), twenty (20), fifty (50), and one hundred (100) franc denominations, and Banque de l'Algérie currency overprinted "TRESOR". (See paragraphs 10 and 11 below.)

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3. It will hereafter be the duty of the Commanding General, SOS, MATCUSA, to take such action as may be necessary to ascertain that no person upon arrival within the territorial limits of the Communications Zone, MATCUSA, by land, sea, or air, has in his possession regular U.S. currency in excess of \$1.00 or regular British sterling currency, and will, where such money is found in the possession of any such person, cause it to be exchanged for the currency described in paragraph 2f, above. Ports of Embarkation in the U.S. and British Isles have been requested to instruct commanding officers of troops aboard transports to have organization commanders collect all money from men in their commands, prior to debarkation in this theater, to be exchanged by said organization commanders at the Finance Office. This practice will facilitate the exchange of money. The Commanding General, SOS, MATCUSA, will provide necessary Finance Service for currency exchange, and where conditions warrant, Class "A" or Class "B" Agents will be used.

4. The following requirements will be strictly adhered to in the exchange of regular U.S. currency and regular British sterling currency into local currency.

- a. Individual officers will sign the certificate outlined below.
- b. Unit commanders, or commissioned officers acting for unit commanders, must make bulk exchange for personnel of their units.

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c. Currency presented for exchange must be accompanied by a certificate signed by the unit commander reading as follows:

I CERTIFY that the regular currency listed below was to the best of my knowledge and belief legitimately brought into the North African Theater of Operations, U.S. Army, by personnel under my jurisdiction.

Regular United States currency, total value \$ _____
 Regular British Sterling currency, total value \$ _____

Name	Rank	Organization
Commanding		

5. Prior to departure of troops from this theater, all their local currency and yellow seal U.S. currency will be exchanged for regular U.S. currency. If the volume is so large that sufficient regular U.S. currency is not available, the Commanding Officer, Port of Debarkation at destination, will be notified so that exchange may be made there.

6. Personnel returning to the United States will be instructed to call at the Finance Office at Port of Embarkation, prior to departure, and exchange all local currency or yellow seal U.S. currency for regular U.S. currency. Finance Officers making such exchanges will furnish each individual a certificate in the following form:

I CERTIFY that I have this date paid to _____ who is departing this theater for the United States, per paragraph _____, SO _____ Headquarters _____, the sum of \$ _____ in regular U.S. currency, which represents exchange for local currency or yellow seal U.S. currency.

 Name and Rank
 Finance Officer

8. No regular U.S. currency will be accepted by Finance Officers from local civilian sources. Regular U.S. currency will only be accepted from U.S. civilian personnel and military personnel who can clearly establish the source from which they received it, such as newly arrived personnel. In doubtful cases, Finance Officers should take such steps as they deem necessary to protect their own interests, and the interest of the United States. Postal Officers, Sales Officers, and Army Exchange Service installations will not accept regular U.S. currency from any source.

9. Yellow seal U.S. currency and U.S. coin will not be used except when authorization for its use is obtained from this headquarters.

the Finance Office at Port of Embarkation, prior to departure, and exchange local currency or yellow seal U.S. currency for regular U.S. currency. Finance Officers making such exchanges will furnish each individual a certificate in the following form:

I CERTIFY that I have this date paid to _____, who is departing this theater for the United States, per paragraph _____, SO _____, Headquarters _____, the sum of \$ _____ in regular U.S. currency, which represents exchange for local currency or yellow seal U.S. currency.

Name and Rank
Finance Officer

8. No regular U.S. currency will be accepted by Finance Officers from local civilian sources. Regular U.S. currency will only be accepted from U.S. civilian personnel and military personnel who can clearly establish the source from which they received it, such as newly arrived personnel. In doubtful cases, Finance Officers should take such steps as they deem necessary to protect their own interests, and the interest of the United States. Postal Officers, Sales Officers, and Army Exchange Service installations will not accept regular U.S. currency from any source.

9. Yellow seal U.S. currency and U.S. coin will not be used except when authorization for its use is obtained from this headquarters.

10. Circulation of Liro currency both L.M. and Liro normally issued by occupied countries will be restricted to the occupied countries. In exceptional cases where such currency is unavoidably carried out of the area in which it is issued, it will be exchanged at the point of entry only, and will be accompanied by a certificate setting forth the source of such currency and reason for possession outside the Liro area. It will be the responsibility of the Commanding General, SOG, MTOUSL, to provide necessary exchange service to prevent Liro currency leaving the area in which it was issued.

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R E S T R I C T E D

IV -- DRAFTING AND INDORSING CHECKS PAYABLE IN THE UNITED STATES OR THE UNITED KINGDOM

1. Hereafter United States personnel referred to in paragraph 1, Section III hereof, are prohibited from making or indorsing any check, draft, bill of exchange, promissory note or other negotiable instrument or paper drawn on any bank, financial or other institution concerned in any way with financial transactions in the United States or United Kingdom.

2. a. This prohibition shall not apply to:

(1) Checks, money orders or letters of credit indorsed and cashed in accordance with the provisions of Section I, of this circular.

(2) Personal checks drawn against an account within the United States by the personnel referred to in paragraph 1, Section III of this circular in favor of a payee within the United States and sent to the United States through the APO or other official channels.

b. None of these exceptions shall be deemed to authorize any transaction by or on behalf of or pursuant to the direction of a national of a country whose accounts are blocked pursuant to Executive Order of the President of the United States, or involving property in which such a national has or has had an interest. "National" as used herein shall not refer to United States personnel named in paragraph 1, Section III of this circular.

c. Exceptional cases will be referred to this headquarters for action.

V -- CASHING OF TRAVELERS CHECKS AND AMERICAN EXPRESS MONEY ORDERS

1. U.S. Army disbursing officers outside the continental United States are authorized to cash, for military, naval and properly identified civilian personnel of the United States, travelers checks issued by the following institutions:

- a. The American Express Company.
- b. Bank of American National Trust and Savings Association
- c. Mellon National Bank of Pittsburgh
- d. National City Bank of New York
- e. Money Orders issued by the American Express Company

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(2) Personal checks drawn against an account within the United States by the personnel referred to in paragraph 1, Section III of this circular in favor of a payee within the United States and sent to the United States through the APO or other official channels.

b. None of these exceptions shall be deemed to authorize any trans- action by or on behalf of or pursuant to the direction of a national of a country whose accounts are blocked pursuant to Executive Order of the President of the United States, or involving property in which such a national has or has had an interest. "National" as used herein shall not refer to United States personnel named in paragraph 1, Section III of this circular.

c. Exceptional cases will be referred to this Headquarters for action.

ISSUING OF TRAVELERS CHECKS AND AMERICAN EXPRESS MONEY ORDERS

1. U.S. Army disbursing officers outside the continental United States are authorized to cash, for military, naval and properly identified civilian person- nel of the United States, travelers checks issued by the following institutions:

- a. The American Express Company.
- b. Bank of American National Trust and Savings Association
- c. Mellon National Bank of Pittsburgh
- d. National City Bank of New York
- e. Money Orders issued by the American Express Company

By Command of Lieut General ALSON MACFARLANE:

E. J. Chiozza
E. J. CHIOZZA
CWO, USA
Asst Adjutant

Education SC
3306

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
C-1

19 April 1944

REFERENCE : 16112/C-1

SUBJECT : Documentation - O.K.'s.

1. Further to this H.Q. Letter 16098/C-1 dated 16 March '44.

Sub-Commissions and Branches of H.Q. Allied Control Commission will render returns on ACC Form R.2 and report casualties on ACC Form R.3 in respect of British Other Ranks to the Detachment (at Naples or Salerno) on whose strength the Other Ranks are borne. H.Q. Commandant ACC (Main) and H.Q. Commandant ACC (Rear) will consolidate such information and forward it, supported in the case of ACC Form R.2 by a nominal roll, to C-1 (British) at this H.Q.

This does not apply to Intermex and Displaced Persons Sub-Commission and to Italian Refugees Branch, which will continue to render returns and casualties direct to this H.Q.

2. Moves of Other Ranks

It is the responsibility of Regional and Detachment Commanders to ensure that arrivals and departures of British Other Ranks both belonging and attached to AIF/ACC are reported to this H.Q., with the date of arrival or departure, on ACC Form R.3.

3. Tradeemen

(i) Verification that a British Other Rank is entitled to Trade Pay can be made from a study of his A.S.64 Part I, in which a record of the Trade Test which he has passed is kept. Where there is any doubt as to his qualification to receive Trade pay, this H.Q. should be notified and application will be made by this H.Q. to G.H.Q. and Echelon for confirmation.

(ii) Vehicle Mechanics

Owing to the removal from the list of Army Trades of Patters M.V. and Motor Mechanics a number of British O.R.'s are being remustered as Vehicle Mechanics. Patters M.V. and Motor Mechanics who are not remustered as Vehicle Mechanics by 1 July '44 will revert to normal rates of pay.

This H.Q. letter reference 16012/2/C-1 dated 26 March '44 refers.

This does not apply to Internees and Displaced Persons Sub-Commission and to Italian Refugee Branch, which will continue to render returns and casualties direct to this H.Q.

2. Moves of Other Ranks

It is the responsibility of Regional and Detachment Commanders to ensure that arrivals and departures of British Other Ranks both belonging and attached to AMU/ACC are reported to this H.Q., with the date of arrival or departure, on ACC Form R.3.

3. Gradesmen

(1) Verification that a British Other Rank is entitled to Trade Pay can be made from a study of his A.A.64 Part 1, in which a record of the Trade Test which he has passed is kept. Where there is any doubt as to his qualification to receive Trade pay, this H.Q. should be notified and application will be made by this H.Q. to C.H.Q. 2nd Echelon for confirmation.

(H) Vehicle Mechanics

Going to the removal from the list of Army Trades of Fitters M.V. and Motor Mechanics a number of British O.R.'s are being remustered as Vehicle Mechanics. Fitters M.V. and Motor Mechanics who are not remustered as Vehicle Mechanics by 1 July '44 will revert to normal rates of pay.

This H.Q. letter reference 16042/2/C-1 dated 26 March '44 refers.

4. O.R.'s admitted to hospital whose return from hospital is required should be shown at Part 'C' of ACC Form R.2. Their arrival at a Detachment or Region after being discharged from hospital should be reported to this H.Q. on ACC Form R.3.

5. Classification of Pay

A copy of C.R.O 445/44 is appended for the guidance of Officers concerned with the pay of Other Ranks. Attention is directed to para. 1, "Classification" which states that increases of pay in respect of upgrades to Class 1 and 1A are only credited to the soldier when the O.C. Unit has authorised the grant by means of an appropriate publication. Such classifications should be reported to this H.Q. on ACC Form R.3.

BY COMMAND OF LIEUT. GENERAL MASON M.C.P.E.L.E.N.E

Harry C. E.

MP/LTO.

for G-1 (B),
Allied Control Commission.

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Sheet 2DISTRIBUTION:

REGION I (with copy G.R.O 415/44)	Displaced Persons Sub-Commission (with copy G.R.O 415/44)
" II	Italian Refugees Branch "
" III	" " "
" IV	" " "
" V	" " "
" VI	" " "
H.Q. A.S.G. FIFTH ARMY	H.Q. Commandant (Main) (10)
" " EIGHTH ARMY	" " (Rear) (6)
Executive Commissioner.	Economic Section
Secretary General.	Admin. Section
Executive Officer (5)	Political Section
Civil Affairs Branch	Land Forces Sub-Commission.
Security Branch	Telecommunications and Postal Sub- Commission.
Establishment Branch.	War Material Disposal Sub-Commission P.R.O.

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HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
G-1

17 APR REC'd

REFERENCE : 16013/3/G-1

14 April 1944

SUBJECT : Pay - O.R.'s - Debtor Balances and the Responsibility of British Officers

1. The attention of every British Officer is drawn to his personal responsibility in regulating the amounts paid out to individual Other Ranks.
2. A copy of G.R.O.53 of 1944 is appended for the guidance of all concerned and should be shown to all Officers joining Formations or Regions of Allied Military Government and Allied Control Commission.
3. Where there is any doubt as to whether an Other Rank holds an unpaid or paid appointment, the question should be referred to this HQ. This HQ will obtain the necessary information or authority from G.H.Q. 2nd Echelon, B.M.A.F. or from No.8 Command Pay Office, C.M.F.

BY COMMAND OF LIEUT GENERAL MASON MACPARIANT

GP/LJO.

Allied Control Commission.

DISTRIBUTION:

Regional Commissioner.	REGION 1.	Security Branch.
"	" 2.	Establishment Branch.
"	" 3.	Displaced Persons Sub-Commission.
"	" 4.	Italian Refugees Branch.
"	" 5.	G-4.
"	" 6.	HQ. Commandant. Main {2}
"	" 7.	" " Rear {2}
A.M.G. HQ. FIFTH ARMY.		Economic Section. {10}
" " EIGHTH ARMY.		Admin. Section. {8}
Executive Commissioner.		Political Section.
Secretary General.		Land Forces Sub-Commission.
Executive Officer (B)		Telecommunications & Post Sub-Commission.
Civil Affairs Branch.		War Material Disposal Sub-Commission.
		P.R.O.

G.R.O.53 of 1944

1. The Army Council have drawn attention to the fact that accounts of personnel serving overseas reveal an increasing number of abnormally large debtor balances. In a number of cases individual debts exceed £100.

It is to be noted that certain Officers serving overseas whose duty it is to

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GP/LJO.

DISTRIBUTION:

Regional Commissioner.	REGION	1.	Security Branch.
"	"	2.	Establishment Branch.
"	"	3.	Displaced Persons Sub-Commission.
"	"	4.	Italian Refugees Branch.
"	"	5.	G-4.
"	"	6.	HQ. Commandant. Main {2}
"	"	7.	" Rear {2}
A.M.G. HQ. FIFTH ARMY.			Economic Section. {10}
" " EIGHTH ARMY.			" {8}
Executive Commissioner.			Admin. Section.
Secretary General.			Political Section.
Executive Officer (B)			Land Forces Sub-Commission.
Civil Affairs Branch.			Telecommunications & Post Sub-Commission.
			War Material Disposal Sub-Commission.
			P.R.O.

G.R.O. 53 of 1944

1. The Army Council have drawn attention to the fact that accounts of personnel serving overseas reveal an increasing number of abnormally large debtor balances. In a number of cases individual debts exceed £100.
2. It would appear that certain Officers serving overseas whose duty it is to make payments to soldiers show little or no regard for their personal responsibilities in regulating the amounts paid out to individuals.
3. The attention of every officer will be drawn to his responsibility. In the absence of official knowledge of the state of a soldier's account, an officer has no authority to make a payment in excess of the net rate of pay shown in A.B. 64, Part 11. If he does so, he may be called upon to make good from his own pay, any resulting loss to the public.
4. The Council desire to make it clear to all officers that write-off of a debt on a soldier's account does NOT preclude subsequent consideration of whether the officer or officers responsible for the over-payments should make good the loss of public funds.
5. It is pointed out to the recipients of excessive cash issues that the rates of pay shown in A.B. 64, Part 11 are for the guidance of the soldier as well as the paying officer. A soldier who falls heavily into debt through accepting cash payments, which on the evidence of his pay book are clearly excessive must not expect relief such as is given to soldiers who fall into debt through causes beyond their control.

G1/5/3377/A3.

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REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

Adjutant Section

In reply refer to 311.1

11 April 1944

SUBJECT: Official Mail Dispatch.

TO : All Concerned.

1. The following instructions extracted from current directives are republished for the information and guidance of all concerned in this theater governing the method for handling all official mail received at or dispatched from this headquarters:

a. MATOUSA Circular # 12 18 February 1943

Envelopes marked "TOP SECRET" "SECRET" and "CONFIDENTIAL" which have previously been used as inner coverings for classified material transmitted under double cover, have been received with classification lined out or eradicated. Envelopes marked thus will not be reused as outer envelopes but can be used as inner envelopes covering same classification for "TOP SECRET" "SECRET" or "CONFIDENTIAL" matters.

b. MATOUSA Circular # 145 30 July 1943

All Headquarters within this theater dispatching material through the Army Courier Service will take steps to insure that all material presented for transmission is of an official nature and complies with one or more of the following classifications:

- a. TOP SECRET
- b. SECRET
- c. CONFIDENTIAL
- d. EXTREMELY URGENT

Under no circumstances will personal correspondence or property be forwarded through Army Courier Channels.

c. MATOUSA Circular # 8 18 January 1944

The word "REGISTERED" will not be used on letters or other matter handled through message centers or by the mail and distribution sections of the various headquarters. Its use in this area is reserved exclusively for the Army Postal Service. Only urgent, official classified communications, documents or material will be transmitted by Army Courier Service pouches.

ABBREVIATIONS

d.

Administrators should, wherever possible, avoid the use of abbreviations

WATOUSAL Circular # 145 30 July 1943

b.

All Headquarters within this theater dispatching material through the Army Courier Service will take steps to insure that all material presented for transmission is of an official nature and complies with one or more of the following classifications:

- a. TOP SECRET
- b. SECRET
- c. CONFIDENTIAL
- d. EXTREMELY URGENT

Under no circumstances will personal correspondence or property be forwarded through Army Courier Channels.

WATOUSAL Circular # 8 18 January 1944

c.

The word "REGISTERED" will not be used on letters or other matter handled through message centers or by the mail and distribution sections of the various headquarters. Its use in this area is reserved exclusively for the Army Postal Service. Only urgent, official classified communications, documents or material will be transmitted by Army Courier Service pouches.

d.

ABBREVIATIONS

Originators should, wherever possible, avoid the use of abbreviations in addresses. Hundreds of letters are delayed daily because they are insufficiently addressed. Examples of use of abbreviations in addresses with ambiguous meanings:
ACC--Allied Control Commission; Allied Censorship Control; Army Catering Corps.
SLO--Senior Legal Officer, Senior Liaison Officer.

e.

CERTIFICATION

All letters containing official mail will bear the statement "Essential War Department Mail" (War Office) and will be signed by an officer of the sub-commission or section originating the document.

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R E S T R I C T E D

Originators are responsible for endorsing registered packets with the following, in addition to the address.

- e. . colored pencil cross made over the entire face of the packet.
- b. A reference (file) number.
- c. The signature and organization of an officer.

f.

ADDRESSING

Official mail should not, whenever possible, be addressed to an individual in that headquarters section, sub-commission, but should be addressed to the headquarters section or sub-commission that it is intended for. Units in sub-commissions should show the commission to which they are connected, ie., Army Sub-Commission, Allied Control Commission; or Army Sub-Commission, Allied Control Commission, Military Mission to the Italian Army. Due to the fact that there are several sub-commissions under the same heading, the routing of each document should be clearly shown.

All mail dispatched will be properly enveloped, addressed, and will clearly show return address on each envelope. Where possible, all pieces for the same place, headquarters or unit, will be pouched, bagged or prepared in a single package for submission to the Message Center.

- 2. Any mail not properly addressed or marked will be returned to the sub-commission or section sending same to the Dispatch Office in this headquarters.

By Command of Lieut General HENSON MCCLELLINE:

Reginald B. Derry
ROGER B DERRY

1st Lt, LCD

Adjutant

same place, headquarters or unit, will be pouched, bagged or prepared in a single package for submission to the Message Center.

2. Any mail not properly addressed or marked will be returned to the sub-commission or section sending same to the Dispatch Office in this headquarters.

By Command of Lieut General LILSON KOCHELLATE:

Roger B. Derby
ROGER B. DERBY
1st Lt, AGD
Adjutant

RESTRICTED

785016

REAR HEAD UNIT RS
ALLIED CONTROL COMMISSION
APO 194
ADMINISTRATIVE & OTHER

3/1.1/45

31 Mar 44

SUBJECT: Handling of TOP SECRET Documents.

TO: All Admin Sub Comms.

1 The following Staff Officers of Admin Sec are authorized to handle TOP SECRET documents

Lt.Col. Cripps CSO.

Major S.H. White.

2 The handling in sub Comms of documents classified as TOP SECRET will except in case of emergency be confined to Directors and to Deputy Directors of the rank of Lt. Col. The names of the officers concerned are published below for the convenience of those who may have to discuss matters of this category:

SUB COMMS

Legal
Interior
Public Safety
Public Health
Property Control
Education
Monuments, Fine Arts, & A.

HEADQUARTERS

Col. Upjohn
Lt.Col. Spicar
Col. Kirk
Brigadier Parkinson
Lt.Col. Harris
Lt.Col. Smith
Major De Wald.

DEPUTY HEADQUARTERS

Lt.Col. Wilmer.
Col. Young.
Lt.Col. Williams.
"
"
"

3 TOP SECRET information will normally be restricted to those of the above officers who require this information for the proper performance of their duties; on the other hand the publication of these names does not prohibit the communication of secret information to such other officers as may need such information to enable them to carry out their duties.

R.A. CHIVERS,
Lt.Colonel, CSO.

STAFF COMMISSION

Legal
Interior
Public Safety
Public Health
Property Control
Education
Monuments, Fine Arts, & A. Major De Wald.

DEPUTY DIRECTOR

Col. Upjohn
Lt. Col. Spicer
Col. Kirk
Brigadier Parkinson
Lt. Col. Harris
Lt. Col. Smith
Lt. Col. Wilmer
Col. Young
Lt. Col. Williams
" "
" "

3 TOP SECRET information will normally be restricted to those of the above officers who require this information for the proper performance of their duties; on the other hand the publication of these names does not prohibit the communication of secret information to such other officers as may need such information to enable them to carry out their duties.

RE. CHIEFS.
Lt. Colonel, CSD.

Copy to: Adjutant, Rear HQ, reference AG-311.5 of 27 MAR 44.

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HEADQUARTERS
ALLIED CONTROL COMMISSION
AFC 394

25 March 1944.

ESTABLISHMENT MEMORANDUM)

NUMBER

10)

PROMOTION OF OFFICERSI. British Officers.

1. Recommendations for promotion of British officers will conform to the provisions of Establishment Memorandum No. 3 -- published as Executive Memorandum No. 19, 15 February 1944: M.S. MATTERS (BRITISH PERSONNEL)

II. American Officers.

1. The following procedure will be followed in recommending American officers for promotion:

a. Recommendations may be submitted at any time after the officer has served the required minimum time in grade and it is considered that the performance of duty by the officer recommended, has indicated that he is worthy of promotion. Since there is no set TO/WE, the requirement for three months in position of vacancy will be considered to be three months assignment to suitable positions in ACC/AMG, not necessarily three months on any one assignment.

b. Recommendations will be originated by the senior American officer in the Province, Region, Sub-Commission, or Branch in which the officer is serving. They will be forwarded through normal command channels to Headquarters A.C.C.

c. Recommendations will be submitted in triplicate and will follow the form shown in Appendix "I". These forms may be mimeographed or typed and all the information must be given and given in the same sequence as shown on the attached form. In case any item of information may not be available, that space will be left blank to be filled by Headquarters 2675th Regiment.

2. Recommendations for promotion will be forwarded as indicated below:

Education

II. American Officers.

1. The following procedure will be followed in recommending American officers for promotion:

a. Recommendations may be submitted at any time after the officer has served the required minimum time in grade and it is considered that the performance of duty by the officer recommended, has indicated that he is worthy of promotion. Since there is no set TO/WE, the requirement for three months in position of vacancy will be considered to be three months assignment to suitable positions in ACC/AMG, not necessarily three months on any one assignment.

b. Recommendations will be originated by the senior American officer in the Province, Region, Sub-Commission, or Branch in which the officer is serving. They will be forwarded through normal command channels to Headquarters A.C.C.

c. Recommendations will be submitted in triplicate and will follow the form shown in Appendix "1". These forms may be mimeographed or typed and all the information must be given and given in the same sequence as shown on the attached form. In case any item of information may not be available, that space will be left blank to be filled by Headquarters 2675th Regiment.

2. Recommendations for promotion will be forwarded as indicated below:

a. FOR OFFICERS ASSIGNED TO REGIONS: Recommendations will be submitted by the next superior American officer, to the Senior American officer at the Provincial Headquarters, who in turn will forward it to the senior American officer at Regional Headquarters, who will forward it to Headquarters ACC. Each superior echelon in turn will approve or disapprove, adding such remarks as may be pertinent. In cases where the Provincial or Regional Commissioners are not American, the Provincial or Regional Commissioner will express his concurrence or dissent in a covering letter which will be forwarded with the recommendation. The approval or disapproval by the Commissioners is a necessary function of command and it is required separately only in order that the actual formal recommendation will be forwarded through American officers and the signature of British officers will not appear on the official form or document in connection with the promotion of American officers.

b. FOR OFFICERS ASSIGNED TO SUB-COMMISSIONS: Recommendations will

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be originated by the senior American officer in the Sub-Commission and they will be forwarded through the Section Head, or, for independent Sub-Commissions, through the RC and MG branches, to the Executive Commissioner. Where the senior officer of the Sub-Commission or the Section is a British officer, the Section Head will indicate his approval or disapproval by covering letter as indicated in "a" above.

c. For officers assigned to the Establishments Branch, or separate staff Sections, recommendations will be processed through the Establishment Branch to the Executive Commissioner.

3. a. Heads of Sub-Commissions, whose officers have served alternately in Headquarters and in various Regions for short periods, may submit to Provincial or Regional Commissioners, a list of specialist officers whom they consider qualified for promotion, if the officers have been overlooked by the Commissioner due to the short period of service in their present assignment. When this is done, the Head of the Sub-Commission should cite the reasons which make him believe the officers are entitled to promotion, and should include the various assignments the officer has filled and the manner of performance.

b. Where only one American officer is assigned to a Province, Region, Sub-Commission, or Branch, the British officer who is superior to the American officer, will make recommendation to the next higher echelon by means of a letter citing the circumstances and giving so much of the information required in the promotion recommendation form as is available to him.

5. When the Executive Commissioner has acted upon the recommendation and the recommendation is approved by him, one copy of the form will be used by the Commanding Officer, 2675th Regiment, AGC, for preparation of the pertinent MATOUSA promotion form. In the event the Executive Commissioner disapproves the recommendation, the papers will be returned by Headquarters, Allied Control Commission, to the Region, Sub-Commission or Branch concerned, with the exception of one copy which will be placed in the Regimental 201 file of the officer concerned.

5. All recommendations for promotion submitted prior to 1 March 1944, will be disregarded. Therefore, new recommendation must now be submitted in compliance herewith.

6. All previous instructions in conflict herewith, are rescinded.

For the Executive Commissioner:

John J. Albright
JOHN J. ALBRIGHT

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b. Where only one American officer is assigned to a Province, Region, Sub-Commission, or Branch, the British officer who is superior to the American officer, will make recommendation to the next higher echelon by means of a letter citing the circumstances and giving so much of the information required in the promotion recommendation form as is available to him.

4. When the Executive Commissioner has acted upon the recommendation and the recommendation is approved by him, one copy of the form will be used by the Commanding Officer, 2675th Regiment, AGC, for preparation of the pertinent MATCUSA promotion form. In the event the Executive Commissioner disapproves the recommendation, the papers will be returned by Headquarters, Allied Control Commission, to the Region, Sub-Commission or Branch concerned, with the exception of one copy which will be placed in the Regimental 201 file of the officer concerned.

5. All recommendations for promotion submitted prior to 1 March 1944, will be disregarded. Therefore, new recommendation must now be submitted in compliance herewith.

6. All previous instructions in conflict herewith, are rescinded.

For the Executive Commissioner:

John J. Albright
JOHN J. ALBRIGHT,
Colonel, Infantry,
Establishment Officer.

DISTRIBUTION:

Group 1, "Class 1/1-50-51"
Group 2, "A"
Group 3, (None)

- 2 -

RESTRICTED

DE
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FI
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DE

210.2 X 201-

(Date)

(Officer's name)

TO : Executive Commissioner, Allied Control Commission, APO 394, U.S. Army,
c/o Postmaster, New York, N.Y.

[illegible]

e. Date of arrival in this Theater

h. Assignments (in order) since date of arrival in Theater to present date:

[illegible]

c. Data of entrance into active commissioned service

i. Rank held upon entrance into active duty as commissioned officer

Date of present rank _____
Time in grade _____

Authority and date of promotion to present grade

c. Total length of active commissioned service

Assignment	Location	From	Dates To	Manner of Performance

c. Date of entrance into active commissioned service _____

d. Rank held upon entrance into active duty as commissioned officer _____

Date of present rank _____
Time in grade _____

e. Authority and date of promotion to present grade _____

f. Total length of active commissioned service _____

g. Officer's age is _____

h. Certificate: I have satisfied myself that the officer herein recommended to be promoted, has achieved the desired results in raising the disciplinary standards in the unit, activity or staff section he controls. I will be glad to have this officer under my command in the grade for which recommended.

i. Additional remarks:

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(Signature)

(Rank & Title)

201-

1st Ind.

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REAR HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
Education Sub-Commission

ED/TVS/tjr

ED/I-6/ADG
17 March 1944

Subject: Regional Maps

To : Lt. Col. L.A. Jenny
Public Works and Utilities
Naples

I. We are enclosing herewith a map showing Italian Administration Sub-Divisions and A.C.C. Regional Boundaries for revision pursuant to Executive Memorandum Number 33 in your letter of 29 February, 1944.

T.V. Smith
Lt. Col., AUS
Director of Education

3008

HEADQUARTERS
ALLIED CONTROL COMMISSION
Public Works and Utilities Sub-Commission
APO 394

389

AEC/101/PWU

29 Feb. 1944

Subject: Regional Maps.

To : Lt. Col. T. V. Smith
Education
Salerno

1. We have recently forwarded to your office a map showing Italian Administration Sub-Divisions and A.C.C. Regional Boundaries revised as of Feb. 15, 1944.

2. Executive Memorandum Number 33, dated 27th February 1944, RG and IG Section ACC states new revisions in some of the Regional Boundaries.

3. If you will return your map to this Sub-Commission we will be glad to record these changes immediately and return it to you.

L.A. JENNY,
Lt. Col. C.E.,
Director.

Return all our maps for revision

WJ 3/1/44

S. RESTRICTED Equals British RESTRICTED

Cir #32

Kg Ketousa, dated 13 March 1944.

CONDENSED INFORMATION ON CENSORSHIP

The purpose of military censorship is to prevent useful information coming into the hands of our enemies, and thereby to prevent loss of lives, battles, or even loss of the war. The following rules will be observed:

1. Do not write military information of Army units--their location, strength, materiel, or equipment.
2. Do not write of military installations.
3. Do not write of transportation facilities.
4. Do not write of convoys, their routes, ports (including ports of embarkation and disembarkation), time enroute, naval protection, or war incidents occurring enroute.
5. Do not disclose movements of ships, naval or merchant, troops or aircraft.
6. Do not mention plans and forecasts or orders for future operations, whether known or just your guess.
7. Do not write about the effects of enemy operations.
8. Do not tell of any casualty until released by proper authority (The Adjutant General) or after ninety (90) days and then only by using the full name of the casualty.
9. Do not attempt to formulate or use a code system, cipher, or shorthand, or any other means to conceal the true meaning of your letter. Violation of this regulation will result in severe punishment.
10. Do not give your location in any way except as authorized by proper authority. Be sure nothing you write about discloses a more specific location than the one authorized.
11. Do not mention location of graves.
12. Do not enclose anything in your mail on behalf of local inhabitants.
13. Do not give letters to any persons leaving the theater unless the communication has been passed and stamped by a chief base censor.

ALSO, DO NOT INCLUDE IN LETTERS: Do not inclose anything that would violate any of the foregoing rules.

SEE YOUR UNIT CENSOR FOR INFORMATION REGARDING THE FOLLOWING:

1. Films and photographs.
2. Picture postcards.
3. Foreign language letters.
4. Newspapers and clippings.
5. Explosives and inflammables.
6. Sending uncensored communications.
7. Using civil postal service.
8. Cable messages.
9. Mail to and from enemy prisoners of war.
10. Private diaries and memoranda.
11. Use of blue envelopes.

IF YOU ARE NOT SURE, INQUIRE FROM YOUR UNIT CENSOR BEFORE ATTEMPTING TO MAIL ANYTHING.

Please direct
Education

if cool
SMITH

11. Do not mention location of graves.
12. Do not enclose anything in your mail on behalf of local inhabitants.
13. Do not give letters to any persons leaving the theater unless the communication has been passed and stamped by a chief base censor.

ARC 13 AND ENCLOSURES IN LETTERS: Do not inclose anything that would violate any of the foregoing rules.

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7. Using civil postal service.
8. Cable messages.
9. Mail to and from enemy prisoners of war.
10. Private diaries and memoranda.
11. Use of blue envelopes.

IF YOU ARE NOT SURE, INQUIRE FROM YOUR UNIT CENSOR BEFORE ATTEMPTING TO MAIL ANYTHING.

MEMORANDUM OFFICIALS WILL RESPECT AND OBSERVE THE CONFIDENTIAL NATURE OF INFORMATION WHICH COMES INTO THEIR POSSESSION. THEY WILL NEVER DISCUSS OR DIVULGE ANY SUCH MATTERS EITHER IN PUBLIC OR PRIVATE EXCEPT WHEN THE INTERESTS OF THE PUBLIC SERVICE REQUIRE A REPORT TO A HIGHER AUTHORITY." (Reference paragraph 21b.)

A COPY OF THIS APPENDIX WILL BE KEPT POSTED ON EACH HEADQUARTERS AND UNIT BULLETIN BOARD

APPENDIX "A"

Reproduced by R/Hq .CC, 20/3/43.

U S RESTRICTED Equals British RESTRICTED

3006

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
G-1

REFERENCE : 16012/1 G-1. 7th. March. 1944.
SUBJECT : Promotions and Appointments - Other Ranks.
TO : Distribution below.

Reference Memorandum dated 1st. March. 1944 from the Establishments Officer, H.Q. Allied Control Commission.

1. All recommendations for promotions and appointments of Other Ranks will be forwarded to this H.Q., by 1st. April 1944 and thereafter every three months.

2. Recommendations of O.Rs will shew :-

- (i) Number, Rank and Name.
- (ii) Present Rank or Appointment and date.
- (iii) Substantive or War Substantive Rank and Date.
- (iv) Rank or Appointment for which recommended.
- (v) Present employment.
- (vi) Date of joining and last Unit.

BY COMMAND OF LIEUT. GENERAL MASON MACFARLANE.

F.A. PURGOLD.
Lt.-Colonel G.A.
G-1.

GP/jrg.

DISTRIBUTION:

Regional Commissioner.	REGION 1.	Security Branch.
"	" 2.	Establishment Branch.
"	" 3.	Displaced Persons Sub-Commission.
"	" 4.	Italian Refugees Branch.
"	" 5.	G-4.
"	" 6.	HQ. Commandant. Main (2)
"	" 7.	" " Rear (2)
"	" 9.	Economic Section. (10)
AMG. HQ. FIFTH ARMY.		Admin. Section. (8).
" " EIGHTH ARMY.		Political Section.
Executive Commissioner.		Land Forces Sub-Commission.
Secretary General.		Telecommunications & Post Sub-Commission.
Executive Officer (B)		War Material Disposal Sub-Commission.
Civil Affairs Branch.		P.R.O. 3005

RESTRICTED

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

ESTABLISHMENT MEMORANDUM)

NUMBER

;

7)

7 March 1944

1. In the past, the assignment (Posting) of officers and EM/ORs have become complicated by the fact that subordinate headquarters have issued orders on officers or EM/ORs who were attached (on temporary duty) from another organization. These orders placed them on duty either by Assignment or by Attachment to a third unit or headquarters, in many cases without notifying the organization to which the officer or EM/OR was assigned (Posted). The result has been that Regional Headquarters and ACC Headquarters have been unable to keep an accurate record of the actual location of personnel. In order to clarify this situation and make possible the keeping of accurate records on personnel, the following procedure will be followed in making changes of Assignment (Postings) and Attachments (temporary duty) when officers are placed on some special duty.

2. a. Original and changes of Assignments (Postings) will be made only on orders of Headquarters ACC. When a Regional Commissioner or, an SC&O of an army AMG desires a transfer of an officer or EM/ORs to or from the Region, or AMG of an army, they will make request to Headquarters ACC. The actual transfer will not be made until Headquarters ACC has cleared the transfer with subordinate headquarters involved. If both headquarters are in agreement and the change of assignment is urgent, the headquarters to which the officer or EM/OR is assigned, may upon request place the officer or EM/OR on temporary duty with the headquarters to which they are to be transferred pending receipt of the ACC order.

b. When the SC&O of either the 5th or 8th Army desires the attachment of personnel of a Region operating closely with AMG of that army, they may make request to the Regional Commissioner direct and have the Attachment made by Regional order (3 copies of which will be furnished to Headquarters ACC), or they may make request direct to Headquarters ACC for the Attachment by ACC order after the Attachment has been cleared with the Region concerned. Relief from Attachment may be made by the Regional HQ only with the concurrence of Army AMG.

3. a. Sub-commissions operating in the field with AMG will issue no orders changing the Assignment or Attachment of personnel to their operating forces or from the operating forces to another unit. The head of the section

records on personnel, the following procedure will be followed (temporary duty) when changes of assignment (Postings) and Attachments (temporary duty) when officers are placed on some special duty.

2. a. Original and changes of assignments (Postings) will be made only on orders of Headquarters ACC. When a Regional Commissioner or, an SCAO of an army AMG desires a transfer of an officer or EM/ORs to or from the Region, or AMG of an army, they will make request to Headquarters ACC. The actual transfer will not be made until Headquarters ACC has cleared the transfer with subordinate headquarters involved. If both headquarters are in agreement and the change of assignment is urgent, the headquarters to which the officer or EM/OR is assigned, may upon request place the officer or EM/OR on temporary duty with the headquarters to which they are to be transferred pending receipt of the ACC order.

b. When the SCAO of either the 5th or 8th Army desires the attachment of personnel of a Region operating closely with AMG of that army, they may make request to the Regional Commissioner direct and have the Attachment made by Regional order (3 copies of which will be furnished to Headquarters ACC), or they may make request direct to headquarters ACC for the Attachment by ACC order after the Attachment has been cleared with the Region concerned. Relief from Attachment may be made by the Regional HQ only with the concurrence of Army AMG.

3. a. Sub-commissions operating in the field will likewise issue no orders changing the assignment or attachment of personnel to their operating forces or from the operating forces to another unit. The head of the section or sub-commission involved will make request for such transfer or attachment to Headquarters ACC.

b. Sub-commissions operating a distance from headquarters may and should issue travel orders when journeys required are of considerable length.

4. Emergency transfers of officers or EM/ORs from the forward areas may be made by verbal order, but must be accompanied by a request to Headquarters ACC to confirm the transfer by a written order.

For the Executive Commissioner:


JOHN J. ALWRIGHT
Colonel, Infantry
Establishments Officer

DISTRIBUTION:

SEE REVERSE SIDE

RESTRICTED 3004

RESTRICTED

DISTRIBUTION LIST FOR ESTABLISHMENT MEMO #7, dtd 7 March 1944:

- Region I
- II
- III
- IV
- V
- VI
- AMG 5 Army
- AMG 8 Army
- Secretary General
- Land Forces Sub-Commission
- Navy Sub-Commission
- Air Sub-Commission
- Telecommunications Sub-Commission
- War Materials Sub-Commission
- PRO
- Pol Sec (2)
- Econ Sec (10)
- Admin Sec (8)
- Det Public Health Sub-Com (Main Hq)
- P.A. to Exec Comm
- Civil Affairs Branch
- Displaced Persons Sub-Com
- Italian Refugee Branch
- Establishment Officer
- Executive Officers (2)
- Security Branch
- G-1
- G-4
- Adjutant (Main & Rear)
- Hq Comdt (Main)
- Hq Comdt (Rear)
- ACC Liaison HQ ACMF
- AFHC Adv Adm Echelon
- AFHQ MGS (2)
- Spares (15)

RESTRICTED

P.A. to Exec Comm
Civil Affairs Branch
Displaced Persons Sub-Com
Italian Refugee Branch
Establishment Officer
Executive Officers (2)
Security Branch
G-1
G-4
Adjutant (Main & Rear)
Hq Comdt (Main)
Hq Comdt (Rear)
ACC Liaison HQ ACOMF
AFHQ Adv Adm Echelon
AFHQ MGS (2)
Spares (15)

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Education

13 MAR 1944

1781

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

11 March 1944

Ref/127/41/CA

SUBJECT: Civil Post Office Services.

TO : All Sub-Commissions
Regional Commissioners
SCAO's, 5th & 8th Armies.

The following has been prepared by Telecommunications and Posts Sub-Commission for the information of all concerned:

SUMMARY

OF

CIVIL POST OFFICE SERVICES
available to the Public (excluding military personnel)
as at 1st March, 1944

(a) Internal

1. MAILS.

Letters and postcards collection and delivery in and between liberated Italy*, Sicily and Sardinia (registered letters, packets and parcels NOT accepted).

Postage Rates (as in operation prior to occupation).

For delivery in town of posting	15 centesimi	25 "
For delivery outside town of posting	30 centesimi	50 "

Postcards
Letters (for each 15 gms)

Present Maximum Weight Limits for Posting.

In Italy and Sardinia:	90 gms
In Sicily	210 gms

available to the Public (excluding military personnel)
as at 1st March, 1944

(a) Internal

1. MAILS.

Letters and postcards collection and delivery in and between liberated Italy*, Sicily and Sardinia (registered letters, packets and parcels NOT accepted).

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	For delivery in town of posting	For delivery outside town of posting
Postcards	15 centesimi	30 centesimi
Letters (for each 15 gms)	25 "	50 "

Present Maximum Weight Limits for Posting.

In Italy and Sardinia:	90 gms
In Sicily	210 gms

Postage Stamps to be used.

Italy and Sardinia	:	Italian only (AMG stamps may be used later if necessary)
Sicily	:	AMG only (special print).

+ Region II and Salerno Province (Avellino, and part of Naples and Benevento Provinces to be added shortly).

(b) Foreign

(i) Civil. - Between all the territories in which the internal service operates and all Allied and neutral countries other than those occupied by the enemy.

Postage Rates.

Postcards : 1.50 lire
 Letters : Up to 20 gms : 2.50 lire
 : 20-40 gms (maximum weight) 4 lire

Postage Stamps. - As for internal mails.

DETAILED REGULATIONS, INCLUDING CENSORSHIP RESTRICTIONS, ARE ON
 EXHIBITION IN ALL POST OFFICES.

(ii) Prisoners of War.

Letters and postcards, free of postage, for Prisoners of War in both Allied and Enemy hands.

(iii) International Red Cross Messages.

Agencies are established in Naples, Palermo and Cagliari. A limited service now operating will shortly be made available in all the liberated area. Details will be published by the International Red Cross Committee.

2. FINANCIAL SERVICES.

In the postal delivery area: - Post Office Savings Bank, Postal Bonds, Postal Money Orders.

The Post Office Current Account banking service is in operation to a limited extent.

DISTRIBUTION:

Chief Commissioner
 Deputy Chief Commissioner
 Secretary General to Chief Commissioner
 Administrative Section 10
 Economic Section 12

W. J. Ad. (1945)
 NORMAN E. WISKE, Major
 Colonel, Cavalry,
 Deputy Executive
 Commissioner.

(iii) International Red Cross Messages.

Agencies are established in Naples, Palermo and Cagliari. A limited service now operating will shortly be made available in all the liberated area. Details will be published by the International Red Cross Committee.

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In the postal delivery area: - Post Office Savings Bank, Postal Bonds, Postal Money Orders.

The Post Office Current Account banking service is in operation to a limited extent.

DISTRIBUTION:

Chief Commissioner
Deputy Chief Commissioner
Secretary General to Chief Commissioner
Administrative Section 10
Economic Section 12
PW & Displaced Persons Sub-Commission
Italian Refugees Branch
Security Branch
Information Branch
Establishment Branch
Political Section
Navy
Land Forces
Air Forces
Telecommunications & Postal Sub-Commission 10
War Material Disposal
Public Relations Officer
Liaison Section HQ ACME
Regions I, II, III, IV, V, VI, VIII, IX.
SCAO 5th Army
SCAO 8th Army

W. J. Wild
NORMAN E. FISKE,
Colonel, Cavalry,
Deputy Executive
Commissioner.

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

PM
y/ ES/MH/scm

ES/46

19 February 1944

SUBJECT: Schooner Traffic

TO : Hqs. Regions I, II, III, IV, V, VI.

1. On the reverse is a copy of Mov. AFHQ Adv Working Instruction No. 28, Control of Schooners, of 31 Jan 44.
2. All bids for civil transport by rail or coastwise shipping (including Sicily and Sardinia) will be submitted direct to

Internal Transportation Sub-commission
c/o Movements and Transportation
AFHQ Advanced Administrative Echelon
CMF.

This includes all bids for schooner traffic under Instr. No. 28.

NORMAN E. FISKE
Colonel, Cavalry
Deputy Executive Commissioner

Copies to:-

Secretary General.
Deputy Chief Commissioner.
Executive Commissioner.
Shipping Sub-commission.
All Sub-commissions Economic Section.
Administrative Section.

COPY

MOVEMENTS AFHQ ADV ADM ECHELON WORKING INSTRUCTION No 28

CONTROL OF SCHOONERS.

Nov 5/5/1
31 Jan 44

A Schooner Control Dept has been set up to allocate schooners against tonnage bids. The Dept will operate from DSO Italy under MEDSO.

The following procedure has been agreed :-

- (a) All tonnage bids will be submitted to Movements Adv Adm Ech AFHQ who will advise all concerned of schooners allocated.
- (b) Schooners will be operated from a Pool and will not be allocated to individual Services or Depts unless exceptional circumstances prevail.
- (c) When necessary "Q" A.A.E., A.P.M.C., will decide priority.
- (d) D.S.T.O. Italy has ruled that petrol will not be loaded in schooners, unless suitably fitted and passed as such by the local M.W.T.R. Surveyor.
- (e) Steps are being taken to bring all outstanding schooners into the Pool and Movements No 1 District are requested to advise names of any schooners operating from Sicily under services or Depts.
- (f) In order to get the utmost service from schooners and reduce unnecessary delay waiting for cargo it is requested that all concerned give full co-operation.

Agreed

/s/ R. A. Trevor
Capt. R.N.
D.S.T.O. Italy.

/s/ G. Ackerley, Lt.Col.
for Brigadier
D.Q.M.G. (Movements)

Distribution.
All concerned.

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

*Admin Section
Chief Staff Officer
Salerno Hq*

FARGO 918

Office of Origin FARGO (Fiske) Staff Date 12 February 1944
Classification _____ Telephone 10050 - FISKE
Precedence _____ PRIORITY _____

TO: DISTWO FOR ACC REGION TWO (ACTION) DISTWO FOR ACC BARI (INFO)
EIGHT ARMY FOR AMG (INFO) IES FOR ACC REGION ONE
(INFO) DISPER BARI (INFO) FOGGIA MILITARY FOR AMG (INFO)

_____ Regional Commissioner of Region II at
Matera takes over control ACC activities in Provinces of Bari,
Brindisi, Lecce and Taranto as from 0001 hrs. 11 February.

Distribution:

"A"

L. F. NICKEL
Lt. Col., AGD
Adjutant General

3001

1107

785016

SECRET

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

AG/311.22

12 February 1944

AMENDMENT NO. 1

SUBJECT: Short Title Unit Designation.

TO : All Concerned.

1. Letter, this Headquarters, AG/311.22, dated 4 February 1944, same subject, paragraph 4, as pertains to ACC, Displaced Persons, Fatima (Rear) (outer address) Brindisi, Fatima (Rear) for Dispar (inner) is rescinded.

2. The following non-secret code names is approved to designate the unit above for use in communications by this Headquarters for brevity in messages in place of the full name.

<u>UNITS</u>	<u>SHORT TITLE</u>	<u>LOCATION</u>	<u>REMARKS</u>
ACC, DISPLACED PERSONS	DISPAR BARI	BARI	

By command of Lieut General MACFARLANE:

L. T. Montant, Jr.
L. T. MONTANT, Jr
2nd Lt, AGD
Acting Adjutant

DISTRIBUTION:

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3000

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Education

CONFIDENTIAL

FARGO 896

FARGO (Fiske) Staff

11 February 1944

CONFIDENTIAL

10050 Fiske

Priority

TO: IBS FOR AMG REGION I, DISTWO, DISTWO FOR AMG REGION II, FAIRLE FOR
DUNLOP, MAIN EIGHT ARMY FOR AMG, DISTHREE, FOGGIA MILITARY FOR AMG,
FREEDOM FOR MRS.

The following reorganization of AMG Regions
has been approved. Region IV will comprise the compartments of LAZIO
and UMBRIA. Region V will comprise the province of FOGGIA and the
compartments of ABRUZZI and MARCHE. The reorganization will take effect
as from 0001 hours. 15 Feb at which hour control of FOGGIA Province will
pass from Region IV to Region V. Directive in confirmation follows
early.

DISTRIBUTION:

Copies by E.L.S. to:
R.C.A.O. Region III
" " IV.
" " V.
S.C.A.O. 5 Army.
Distribution "A".

L.F. Nickel
L.F. NICKEL.
Lt. Col., AGD
Adjutant General

CONFIDENTIAL

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HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

Ex O/RBR/ab

4 February 1944

AC/311.22

SUBJECT: Short Title Unit Designation.

TO : All Concerned.

1. Letter, this headquarters, 1 Feb 1944, same subject and file numbers is rescinded and the following substituted therefor.

2. The following non-secret code names are approved to designate the units indicated below for use in communications by this headquarters for brevity in messages in place of the full name.

3. In order to preserve uniformity no other non-secret abbreviations should be used for these units. In the preparation of cables, the short title will be used in the text of the message to facilitate the transmission by electrical means. They should not be used in addressing official correspondence.

4. New short-title names and changes will be announced as received, and the complete list republished periodically.

UNITS	SHORT TITLE	LOCATION	REMARKS
ACC, MAIN ACC, REAR	FARGO FATIMA, FORWARD	NAPLES SALERNO	Will become Fatima when move is completed.
ACC, BRINDISI DET.	FATIMA, REAR	BRINDISI	Will disappear when move is completed.
ACC, PALERMO DET.	IBS (outer address) IBS FOR ROGERS (inner)	PALERMO	Shortly closing down.
ACC, DISPLACED PERSONS	FATIMA (REAR) (outer address) FATIMA (REAR) for DISPER (inner)	BRINDISI	
AMG REGION I	IBS (outer address) IBS FOR AMG REGION I (inner)	PALERMO	
AMG REGION II	DISTWO (outer address) DISTWO FOR AMG REGION II (inner)	MATERA	
AMG REGION III	PENBASE (outer address) PENBASE FOR AMG REGION III (inner)	NAPLES	

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SECRET

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SECRET

AG/311.22-Short Title Unit Designation (Cont'd)

<u>UNITS</u>	<u>SHORT TITLE</u>	<u>LOCATION</u>	<u>REMARKS</u>
AMG REGION IV	PENBASE (outer address) PENBASE FOR AMG REGION IV (inner)	NAPLES	
AMG REGION VI	FABLE FOR DUNLOP	SARDINIA	
AMG, 5th ARMY AMG, 8th ARMY	FIVE ARMY FOR AMG EIGHT ARMY FOR AMG		
AFHQ	FREEDOM (outer address) AFHQ (inner)	ALGIERS	
AFHQ (ADV. ADM. ECH)	FLAMBO	NAPLES	
AFHQ (ADV. C.P.)	FAIRBANKS		
AFHQ MCS	FREEDOM (outer address) AFHQ for MCS (inner)	ALGIERS	
2675th REGT ACC (REAR ECH)	FREEDOM FOR PARKIN	TIZI OUZOU	Will move shortly
NATOUSA	FREEDOM	ALGIERS	
HQ ACMF	HQ ACMF		
FIFTH ARMY	FIVE ARMY		
EIGHTH ARMY	EIGHT ARMY		
NO 1, DISTRICT HQ	DISTONE		
NO 2, DISTRICT HQ	DISTWO		
MEDITERRANEAN BASE SECTION	MERIT	ORAN	
MEDITERRANEAN S.B.	MEDEO	NAPLES	
ISLAND BASE SECTION	IBS (outer) IBS FOR SEARS (inner)	PALERMO	
ATLANTIC BASE SECTION	BEACON	CASABLANCA	
EASTERN BASE SECTION	EAGLE	BIZENTE	
PENINSULAR BASE SECTION	PENBASE	NAPLES	
SOS, NATOUSA,	MERIT	ORAN	
WAR OFFICE	TROOPERS	LONDON	
*WAR DEPT	ACWAR	WASHINGTON, D.C.	

*Cables to ACWAR, War Department, Washington D.C., must be addressed through AFHQ for forwarding.

By Command of Lieut. General MACFARLANE:

OFFICIAL:

L. W. STEARNS

Capt. AGD

Asst Adj Gen

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L. W. STEARNS

Capt. AGD

Asst Adj Gen

2389

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1194
22 FEB 1944

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
G-1

REFERENCE: 16065/G-1

22nd February 1944

SUBJECT : ACC Routine Orders (British)

TO : All Branches RC MG Section
HQ Admin Section (8)
HQ Economic Section (10)

HQ Commandant (Main)
HQ Commandant (Rear)

1. It is proposed to institute the issue of ACC Routine Orders (British) on the same lines as General Routine Orders (British) issued by AFHQ.
2. Matters affecting both British and American personnel, or American personnel only will continue to be published in the Daily Bulletin. Assignments and transfers will be dealt with under para 2 of Executive Memorandum No. 2 dated 15 Feb and paras 6 and 7 of Executive Memorandum No. 23 dated 19 Feb 44, the relevant portions of which are reproduced below.

3. Orders to be published in ACC Routine Orders will be confined to Administrative matters affecting British personnel only, including the following :

Discipline
Dress
Appointments
Promotion and Advancement
Transfers
Casualties
Leave
Pay and Allowances
Reports and Returns
Medical (where there are separate Medical arrangements)
British Mail

4. ACC Routine Orders will be issued on a wide distribution, including the following :

(1) All Branches of RC MG Section, Admin Section, Economic Section, Independent Sub-Commissions, Sub-Commissions, HQ Commandants.

only will continue to be published in the Daily Bulletin. Assignments and transfers will be dealt with under para 2 of Executive Memorandum No. 2 dated 15 Feb and paras 6 and 7 of Executive Memorandum No. 23 dated 19 Feb 44, the relevant portions of which are reproduced below.

3. Orders to be published in ACC Routine Orders will be confined to Administrative matters affecting British personnel only, including the following:

Discipline
Dress
Appointments
Promotion and Advancement
Transfers
Casualties
Leave
Pay and Allowances
Reports and Returns
Medical (where there are separate
Medical arrangements)
British Mail

4. ACC Routine Orders will be issued on a wide distribution, including the following:

- (i) All Branches of RC HQ Section, Admin Section, Economic Section, Independent Sub-Commissions, Sub-Commissions, HQ Commandants.
- (ii) All Regions (with sufficient copies for distribution to Provincial Commissioners and principal Special Divisions).
- (iii) AMG FIFTH ARMY
- (iv) AMG EIGHTH ARMY
- (v) MCS. AFHQ) For information
- (vi) GHQ 2nd Echelon)
- (vii) All ACC Liaison Officers

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5. ACC Routine Orders will at first be issued as and when required; subsequently there will be a regular weekly or bi-weekly issue. ACC Routine Orders will be published on the authority of the senior British Administrative Staff Officer at

HQ/ACC

13/5/44

-2-

HQ, ACC, by direction of the Chief Commissioner. The co-ordinating Branch will be C-1 and the Orders will be issued by the Adjutant's Office. In order to decrease the volume of internal correspondence, full use of ACC Routine Orders should be made by all concerned.

6. Branches and HQs addressed will forward to C-1, as and when required, drafts for inclusion in ACC Routine Orders. Drafts will be submitted in duplicate in the following form:

Draft ACC Routine Order (British)

(The Draft Order will follow)

TO: C-1 (B)
(Thro' HQ of Section concerned)

Ref No.:

Date :

Publication of the above draft in ACC Routine Orders (British) is requested.

(Signature and Designation)

Ref No.:

Date :

Approved

Signature and Designation
of Assistant at Section HQ

Ref No.:

Date :

TO: G-1 (B)
(Thro' HQ of Section concerned)

Publication of the above draft in ACC Routine Orders (British) is requested.

(Signature and Designation)

Ref No.:

Date :

Approved

Signature and Designation
of Assistant at Section HQ

Approved

G-1

Date:

Publish as ACC Routine Order _____ dated _____

BY COMMAND OF LIEUT GENERAL MASON MACFARLANE

PAP/fad.

F.A. FERGOLD,
Lt-Colonel, R.A.,
G-1

S E C R E T

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

~~AG/LWS/PD/TM~~

AG/311.22

1 February 1944

SUBJECT: Short Title Unit Designation

TO : All Concerned

1. The following non-secret code names are approved to designate the units indicated below for use in communications by this headquarters for brevity in messages in place of the full name.

2. In order to preserve uniformity no other non-secret abbreviations should be used for these units. In the preparation of cables, the short title will be used in the text of the message to facilitate the transmission by electrical means. They should not be used in addressing official correspondence.

3. New short-title names and changes will be announced as received, and the complete list republished periodically.

<u>UNITS</u>	<u>SHORT TITLE</u>	<u>LOCATION</u>
ACC DISPLACED PERSONS	FATIMA (REAR)(outer address) FATIMA (REAR) FOR DISPER (inner)	BRINDISI
AFHQ	FREEDOM (outer address) AFHQ (inner)	ALGIERS
AFHQ (ADV HQ)	FLAMBO	NAPLES
AFHQ, MGS	FREEDOM (outer address) AFHQ FOR MGS (inner)	ALGIERS
AMG REGION I	IBS (outer address) IBS FOR AMG REGION I (inner)	PALERMO
AMG REGION II	DISTWO (outer address) DISTWO FOR AMG REGION II (inner)	MATERA
AMG REGION VI	FABLE	SARDINIA
ATLANTIC BASE SECTION (ABS)	BEACON	CASABLANCA
EASTERN BASE SECTION (EBS)	EAGLE	BIZERTE
EIGHTH ARMY	EIGHT ARMY	

S E C R E T

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S E C R E T

AG/311.22-Short Title Unit Designation (Cont'd)

<u>UNITS</u>	<u>SHORT TITLE</u>	<u>LOCATION</u>
FIFTH ARMY	FIVE ARMY	
HQ ACC, FORWARD	FATIMA, FORWARD	SALERNO
HQ ACC, REAR	FATIMA, REAR	BRINDISI
HQ ACMF	HQ ACMF	
HQ AMG (CMF)	FARGO	NAPLES
HQ AMG (FORWARD)	FARGO	NAPLES
HQ AMG (REAR DET)	IBS (outer address) IBS FOR ROGERS (inner)	PALERMO
ISLAND BASE SECTION (IBS)	IBS (outer address) IBS FOR SEARS (inner)	PALERMO
MEDITERRANEAN BASE SECTION (MBS) MERIT		ORAN
MEDITERRANEAN S.B.	MEDBO	NAPLES
NATOUA	FREEDOM	ALGIERS
SOS, NATOUA	MERIT	ORAN
*WAR DEPARTMENT	AGWAR	WASHINGTON, D.C.
WAR OFFICE	TROOPERS	LONDON
2675th REGT ACC (REAR ECHELON)	FREEDOM FOR PARKIN	TIZI OUZOU

* Cables to AGWAR War Department, Washington, D. C. must be addressed to AFHQ for forwarding.

By command of Lieut. General MACFARLANE:

LW Stearns
L. W. STEARNS
Capt, AGD
Asst Adj Gen

DISTRIBUTION:
"A"

- 2 -

S E C R E T

Education

HEADQUARTERS
INTEGRITY "A" 8675th REGIMENT
ALLIED SIGNAL COMMAND
APO 964

7 February 1964

SUBJECT: Collection of Personal Mail

TO : All American Personnel

1. Each section will submit to this office a complete roster of its personnel before 1300hrs 6 February 1964.
2. One representative from each section will call for all the mail for his section twice daily at 0900hrs and 1700hrs.
3. All personnel should be informed not to call for their mail as it will not be distributed except as stated above.

EJH/ljd



WALTER J. FORTNEY
Ch. 6, Inf.
Communications

Record Copy to Replace Unstable Original
Property of the National Archives.

MEMORANDUM
FOR THE RECORD
SUBJECT: 2675th REGIMENT
ALLIED CENTRAL COMMAND
TO: SAC

7 February 1944

SUBJECT: Collection of Personal Mail

TO : All American Personnel

1. Each section will submit to this office a complete roster of its personnel before 1000hrs 8 February 1944.
2. One representative from each section will call for all the mail for his section twice daily at 0900hrs and 1700hrs.
3. All personnel should be informed not to call for their mail as it will not be distributed except as stated above.

MJB/144



MAJOR J. H. HARRIS
Capt. Inf.
Commanding

785016

2. Case representative from each section will call for all the mail for his section twice daily at 0900hrs and 1700hrs.

3. All personnel should be informed not to call for their mail as it will not be distributed except as stated above.

EJB/234



ELIJAH J. HARRIS
C.A.C., Inf.
Commanding

2945

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Education

HEADQUARTERS
REPRESENTATIVE OF 2675th REGIMENT
ALLIED CENTRAL COMMAND
SO 324

7 February 1944

SUBJECT: Collection of Personal Mail

TO : All American Personnel

1. Each section will submit to this office a complete roster of it's personnel before 1700hrs 8 February 1944.
2. One representative from each section will call for all the mail for his section twice daily at 0900hrs and 1700hrs.
3. All personnel should be informed not to call for their mail as it will not be distributed except as stated above.

MJR/LJD



ELIJAH J. HODGKINS
Capt. Inf.
Commanding

20791

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

785016

ELTON J. HODGKINS
Capt. Inf.
Commanding



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