

Acc 10000/145/195

20230

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Part I

DV ACC
343

MFAA - OFF PROCEDURE

MAR. 1944 - MAY 1945

AA - OFF PROCEDURE

APR 1944 - MAY 1945

Keep

IN
FRONT

Page 1.

20030/MFAA

1 January 1945

LIST BY TYPE OF THE MONUMENTS, WITH APPROPRIATE
SUBJECT MATTER, AT 1 JANUARY 1945.

20001 - 20002 ITALY

- 20001
2
- General
 - Maps
- 20003
3/1
3/2
3/3
- Lists of Monuments, Libraries, and Archives
 - Lists, HARVARD
 - " " , WAR OFFICE
 - " " , NEW ORLEANS OF COURAGE TO MONUMENTS, etc.
- 20004
4/1
4/1/1
4/1/2
- Italian State
 - " " " " - Personnel connected with MFAA
 - " " " " - ING. PIERO SANFANELLI
 - " " " " - PROF. MIRACOLA
- 20004/3
4/4
4/50
4/50/1
5
- Liaison with Italian MFAA Personnel
 - Reports to the CA Section.
 - Liaison with Italian MFAA Personnel - General
 - Liaison with Italian MFAA Personnel
 - Trips of Civilians - General
 - Trips of Civilians - ING. CAMILLI
 - Italy - Reconstruction Projects, Restoration (General)

20010 - 20192 ITALY - REGIONAL

Region of SICILIA

20011
12
13

- General
- Cultural Maps
- Lists, Minor Reports, and Clippings

Region of CALABRIA, ILLIRIA, APULIA

20021
22
23

- General
- Cultural Maps
- Lists, Minor Reports, and Clippings

Region of CAMPANIA

20031
32
33
34/1
34/2
34/3
34/4
34/5
34/6

- General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- Naples - Royal Palace
- Caserta
- Naples - General
- Benevento
- Naples - Mostra d'Oltremare
- Naples - Great Church

20044/2/C
44/3
Region of LAZIO-UMBRIA (CONT.)
- Rome - Palazzo Venezia
- VATICAN CITY STATE

20051
52
53
Region of ABRUZZO-MARCHE
- General
- Cultural Maps
- Lists, Minor Reports, and Clippings

20061
62
63
Region of BASILICATA
- General
- Cultural Maps
- Lists, Minor Reports, and Clippings

20081
82
83
84/1/A
/1/B
84/2/A
/2/B
84/3
Region of TOSCANA
- General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- FLORENCE - General
- " " - Clippings
- PISA - General
- " " - Clippings
- ROME - CIVITA' CAPIALE

20091
92
93
94/1/A
/1/B
94/2/A
/2/B
94/3/A
/3/B
94/4/A
/4/B
94/5/A
/5/B
Region of EMILIA
- General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- RAVENNA - General
- " " - Clippings

0879

20101
102
103
104/1/A
/1/B
104/2/A
/2/B
104/3/A
/3/B
Region of PIEMONTE
- General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- TURIN - General
- " " - Clippings

2011
112
Region of LOMBARDIA
- General
- Cultural Maps

6829

Region of TOGANA

- 20081 - General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- FLORENCE - General
- " " - Clippings
- PISA - General
- " " - Clippings
- SIENA - CIVITA' CASTELLANA

Region of DELLIA

- 20091 - General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- RAVENNA - General
- " " - Clippings
-
-
-
-
-
-
-

Region of FIMONTI

- 20101 - General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- TURIN - General
- " " - Clippings
-
-
-
-
-

Region of LOSBARDIA

- 20111 - General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- MILAN - General
- " " - Clippings
- MORGANO - General
- " " - Clippings
- MANTUA - General
- " " - Clippings
-
-
-

Page 3

Region of VANUATU
 20121 - General
 122 - Cultural Maps
 123 - Lists, Minor Reports, and Clippings
 124/1/A - General
 124/1/B - Clippings
 124/2/A - General
 124/2/B - Clippings
 124/3/A - General
 124/3/B - Clippings
 124/4/A - General
 124/4/B - Clippings
 124/5/A - General
 124/5/B - Clippings

Region of LICHUUA
 20131 - General
 132 - Cultural Maps
 133 - Lists, Minor Reports, and Clippings
 134/1/A - General
 134/1/B - Clippings
 134/2/A - General
 134/2/B - Clippings
 134/3/A - General
 134/3/B - Clippings

20150 - Reports - Various (duplicates only)
 20160 - MALAKULA - Miscellaneous
 20170 - REPUBLIC OF SAN MARINO

The SOUTHERN Region
 20181 - General
 181/1 - BARI
 181/2 - TANGATO
 181/3 - HAPLES
 181/4 - HALLING
 181/5 - SOGOLA
 181/6 - CATANZARO

08.13

20200 - 20399 MEAA OFFICE MEMORANDUM

20200/1 - Personnel - MEAA S/C - Policy, Ceilings, Procurement
 1/2 - Assignments and Internal Organization.
 1/3 - Personnel - General - Jointly Brit. & American
 1/4 - Personnel - British - Officers and

6843

- 20131 Region of LIGURIA
- General
- Cultural Maps
- Lists, Minor Reports, and Clippings
- GENOA - General
- " - Clippings
-
-
-
-
-

- 20150 - Reports - Various (duplicates only)
- 20160 - DALMATIA - Miscellaneous
- 20170 - REPUBLIC OF SAN MARINO

The SOUTHERN Region

- 20181 - General
- 181/1 - BARI
- 181/2 - TARANTO
- 181/3 - NAPLES
- 181/4 - SALERNO
- 181/5 - POTENZA
- 181/6 - CATANZARO

20200 - 20399 MFSA OFFICE RECORDS

- 20200/1 - Personnel - MFSA E/C - Policy, Cellings, Procurement Assignments and Internal Organization.
- 1/2 - Personnel - General - Jointly Brit. & American
- 1/3 - Personnel - British - Officers or Officers plus EM/ONS
- 1/4 - Personnel - American - Officers or Officers plus EM/ONS
- 1/5 - Routine Returns - Officers or Officers plus EM/ONS
- 1/6 - EM/ONS - Policy, Provision of, Returns
- 1/7 - Applications for Posting - Military Personnel Only.
- 200/BEL - Personnel folders for individual officers and EM/ONS connected with the S/C; (files arranged alphabetically by suffix, which will be the first 3 (or 4) letters of the surname.).
- 200/1 - Former MFSA Personnel (Military).
- 200/CIV/1 - Personnel - Civilian - Directives
- CIV/2 - " " " - Payrolls and Documents on Individual Employees
- 20200/SECRET - All present papers belonging to any part of the 20200 system.

Page 4

20205 - Visits of Allied MFPA Personnel
 210 - MFPA Office Accounts, Office Spec, Supplies, etc.
 215 - Reference Material: Procurement, Distribution, etc.
 215/5 - MFPA Office - Reference Material lent to S/C and to be returned.
 216 - Photographic Equipment and Supplies.
 216/1 - Photographs - Series sent to London and Washington.
 216/2 - " " - Series retained in this office.
 20220 - MFPA Office - Transport - Provision of Vehicles for S/C.
 220/1 - " " - Transport & Courier Service
 - General arrangements for transport and travel.
 220/2 - " " - Transport - Weekly returns of field trips. (No longer active.)
 220/3 - " " - Travel - Restriction of Movements, Boundaries (Regional etc.)
 20225 - Building and Restoration Materials: Procurement of.
 230 - MFPA Office Procedure (Incl. Security)
 20300 - Policy Instructions - IN
 301 - Policy IN : Drafts of Directives; etc.
 320 - Policy Instructions - OUT
 321 - Policy OUT : Drafts of Directives; etc.
 20340 - MFPA Monthly Reports
 340/1 - Correspondences concerning 20340
 341 - Colonel Newton: Report to Washington;
 - Report of Trips (Other than those better filed under a region)
 350
 20360 - DO's - General (In and Out, except as below.)
 361 - DO's - Lt. Col. DeWald) To others than MFPA
 362 - " - Maj. Ward Perkins) S/C personnel.
 363 - " - " -
 364 - " - " -
 365 - " - " -
 369/XYZ - Correspondence between Sir. or D/Air. and other subdivided as 20365/XAL, etc, as may be required.
 /etc
 20370 - MFPA Publications
 370/A - " " - Story articles for the Press
 380 - MFPA Publicity and Friendly Opinion
 381 - MFPA Intelligence Reports on MFPA (of. 20907, Propaganda)
 390 - MFPA - Miscellaneous

- 220/1 - " " - Transport & Courier Service
- General arrangements for transport and travel.
- 220/2 - " " - Transport - Weekly returns of field trips. (No longer active.)
- 220/3 - " " - Travel - Restriction of Movements, Boundaries (Regional etc.)
- 20225 - Building and Restoration Materials: Procurement of.
230 - MFAA Office Procedure (incl. Security)
- 20300 - Policy Instructions - IN
301 - Policy IN: Drafts of Directives; etc.
320 - Policy Instructions - OUT
321 - Policy OUT: Drafts of Directives; etc.
- 20340 - MFAA Monthly Reports
340/1 - Correspondence concerning 20340
341 - Colonel Menten: Report to Washington; Correspondence with.
350 - Report of Trips (Other than those better filed under a region)
- 20360 - BO's - General (In and Out, except as below.)
361 - BO's - Lt. Col. DeWald } To others than MFAA
362 - " - Maj. Ward Perkins } B/C personnel.
363 - " -
364 - " -
365 - " -
369/XYZ - Correspondence between Dir. or U/Dir. and other subdivided as 20369/XEL, etc, as may be required.
/etc
- 20370 - MFAA Publications
370/A - " " - Story articles for the Press
380 - MFAA Publicity and Friendly Opinion
381 - MFAA Intelligence Reports on MFAA (of. 20907, Propaganda)
390 - MFAA - Miscellaneous
- 20400 - 20899 - ALFAGONY AND HICHER HQ'S
- 20400 - CA Section - General
410 - CA Section (Adm. Sect.) - Minutes
412 - " " - Adm. Orders
414 - " " - Adm. Memorandum
- 20420 - AC General
421 - AC - Move of HQ - June 1944
421/1 - AC - Move of HQ - June 1944 and proposed use of American Agency in Rome.
428 - AC Executive Council Minutes

Page 5

20430	- AMG/AC	- Directives
432	- "	- General Orders
433	- "	- Routine Orders
434	- HQ AG	- Executive Orders
435	- "	- Monthly Report
436	- "	- Daily Bulletin
437	- "	- Weekly Bulletin
438	- "	- Miscellaneous Instructions
20440	- 2675 Reg't (CIVIL)	
450	- H. Camp Commandant, AG, GEF,	
20462	- MPAA/AMG 8th Army	
462/1	- " " " " - PAGANO Collection	
464	- " " " " - 5th Army	
20470	- Relations with Air Forces; Air Photographs	
470/1	- Albums (early 1944) of Air Photos	
480	- Liaison with other Theaters	
20500	- AFH - Gatherings: as sent to Wash. Comm and Civ. Aff. Br., War Office.	
520	- AFH, General	
540	- Washington Committee - General	
560	- Civil Affairs Branch, War Office, General	
565	- (Correspondence with Lt. Col. Sir L. Woolley)	
570	- Committee (Brit.) for Supervision of Restitution of Works of Art	
	- MGAA - Relations with governments other than US, England, & Italy; Consulates.	
20900	- 20992	<u>SPECIAL SUBJECTS</u>
20900	- Protection of Monuments - General Measures	
900/1	- Prot. of Mon's - Lists of Protected Monuments	
1/2	- " - Proposed New General Order and scheme for lists to accompany	
1/4	- " - New (Dec '44) AFH Admin. Inst.	
20900/3	- Prot. of Mon's - Lists and Distribution	
3/1-2	- " - Section 1-2 (Revised Edition)	
1/1	- " - 1	
1/2	- " - 2	
1/3	- " - 3	
1/4	- " - 4	
1/5	- " - 5	
1/6	- " - 6	
1/7	- " - 7	
20900/4	- Safeguarding and Conserving Cultural Material in the Field	

- 20462 - MFAA/ASAS 8th Army
- 462/1 - " " " - PAGANO Collection
- 464 - " " " 5th Army
- 20470 - Relations with Air Forces; Air Photographs
- 470/1 - Album (early 1944) of Air Photos
- 480 - Liaison with other Theaters
- 20500 - AFH - Gatherings: as sent to Wash. Coma and Civ. Aff. Br., War Office.
- 520 - AFH, General
- 540 - Washington Committee - General
- 560 - Civil Affairs Branch, War Office, General (Correspondence with Lt. Col. Sir L. Woolley)
- 565 - Committee (Brit.) for Supervision of Restitution of Works of Art
- 570 - MFAA - Relations with Governments other than US, England, & Italy; Consulates.

20900 - 20999 SPECIAL SUBJECTS

- 20900 - Protection of Monuments - General Measures
- 900/1 - Prot. of Mon's - Lists of Protected Monuments
- 900/2 - " " - Proposed New General Order and scheme for lists to accompany
- 1/2/A - " " - New (Dec '44) AFH Ann. Inst.

- 20900/3 - Prot. of Mon's - Lists and Distribution
- 3/1-2 - " " - Section 1-2 (Revised Edition)
- 1/1 - " " 1
- 1/2 - " " 2
- 1/3 - " " 3
- 1/4 - " " 4
- 1/5 - " " 5
- 1/6 - " " 6
- 1/7 - " " 7

- 20900/4 - Safeguarding and Conserving Cultural Material in the Field
- 1/5 - Prot. of Mon's - Possible Future Operations
- 1/6 - " " - New (Oct '44) OFF LIMITS
- 1/7 - Posters - Distribution of . . .

- 20901 - Commission of Enquiry - Dec '43 - Jan '44 (Collier Report)
- 901/1 - Correspondence pertaining to 20901
- 2 - Report of works of Art - Protective Measures
- 3 - Roman Catholic Church; Protection of Monuments, etc.

- 20900/7 - Prot. of Mon's - Top Level of Italian Government Criticism

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20904	- Monuments outside : Various	
904/1	of Italy	
904/2	"	: France
904/3	"	: Greece
904/4	"	: North Africa
904/5	"	: Austria
904/6	"	: Hungary - Cultural Maps
	"	: Czechoslovakia - Cultural Maps
20906	- PIX OCULTA	
906/1	- Deposits - Developments - SICILY	
906/2	"	- Southern Region
906/3	"	- Lazio-Umbria Region
906/4	"	- Abruzzi-Marche Region
906/5	"	- Sardinia Region
906/6	"	- Toscana Region
906/7	"	"
906/8/1	"	"
906/9	"	Report of 3 Dec '44)
906/LIG	"	- Emilia Region
906/PIX	"	- Liguria Region
906/11	"	- Piemonte Region
906/12	"	- Lombardia Region
	"	- Venezia Region
20907	- Enemy Propaganda	
20908	- Music	
20909	- Dislocation of Art Objects - General	
20909/1	- Reports of Dislocation - Sicily	
20909/2	"	- Sardinia
20909/3	"	- Apulia
20909/4	"	- Calabria
20909/5	"	- Campania
20909/6	"	- Lucania
20909/7	"	- Abruzzi
20909/8	"	- La Marche
20909/9	"	- Toscana
20909/10	"	- Umbria
20909/11	"	- Liguria
20909/12	"	- Piedmont
20909/13	"	- Emilia
20909/14	"	- Lombardia
20909/15	"	- Veneto (Venezia Euganea)
20909/16	"	- Venezia Euganea

08:5

	-	"	"	"	"	"	Lazio-Umbria Region
/4	-	"	"	"	"	"	Abruzzi-Marche Region
/5	-	"	"	"	"	"	Bardagna Region
/6	-	"	"	"	"	"	Toscana Region
/8	-	"	"	"	"	"	"
/8/1	-	"	"	"	"	"	(Donald's Report of 3 Dec '44)
/9	-	"	"	"	"	"	Malia Region
/LIG	-	"	"	"	"	"	Liguria Region
/PIE	-	"	"	"	"	"	Piemonte Region
/11	-	"	"	"	"	"	Lombardia Region
/12	-	"	"	"	"	"	Venezia Region
20907	-						Xenry Propaganda
20908	-						Musie
20909	-						Dislocation of Art Objects - General
20909/1	-						Reports of Dislocation - Sicily
/2	-						- Sardinia
/3	-						- Apulia
/4	-						- Calabria
/5	-						- Campania
/6	-						- Lucania
/7	-						- Abruzzi
/8	-						- Le Marche
/9	-						- Toscana
/10	-						- Umbria
/11	-						- Liguria
/12	-						- Piedmont
/13	-						- Malizia
/14	-						- Lombardia
/15	-						- Veneto (Venezia Euganea)
/16	-						- Venezia Tridentina
/17	-						- Venezia Giulia e Zara
20909/20	-						Dislocation of Art Objects - Outside of Italy
20909/40	-						Dislocation of Art Objects - Radio & News Reports
20910	-						Allied Property in Italy
20911	-						Armour
20912	-						Libraries, Relations with Dir. Gen. for Libraries.

4 MAG. 1945

20905/13AA

4 May 45

Organization of 20905 Section of WFO Files

- A. POLICY.
- B. LIST.
- C. STATE OF ARCHIVES.
- D. PROGRESS REPORTS.
- E. CORRESPONDENCE.
- F. PRESS & PUBLIC COMMENT.
- G. DUPLICATES.
- H. AD ARCHIVES

- 20905/A/1. Archives Policy: General.
- ✓2. Archives Policy: Modern Archives with Intelligence Service.
- ✓3. Archives Policy: Mr Shipman's reports etc.
- ✓4. Archives Policy: Ecclesiastical Archives.
- 20905/B/1. Brief Memorandum (list) distribution and amendments.
- ✓2. Materials for Brief Memorandum.
- ✓3. Lists supplementing Brief Memorandum including lists of Personal.
- 20905/C/1. Archive reports etc. Region I. Sicily.
- C/2. Archive reports etc. Region II. Latania, Puglia.
- C/3. Archive reports etc. Region III. Campania.
- C/4/a. Archive reports etc. Region IV. Lazio, Umbria.
- C/4/b. Rome Superintendency and Commissariat.
- C/4/c. Rome Central Ministries.
- C/4/d. Archives of Ex-Duce.
- C/4/e. Archives of Fascist institutions and individuals.
- C/5. Archives reports etc. Region V. Marche, Abruzzi.
- C/6. Archive reports etc. Region VI. Sardinia.
- C/7. Archive reports etc. Region VII. Calabria.
- C/8. Archive reports etc. Region VIII. Toscana.
- C/9. Archive reports etc. Region IX. Emilia.
- C/10. Archive reports etc. Region X. Piemonte, Liguria.
- C/11. Archive reports etc. Region XI. Lombardia.
- C/12. Archive reports etc. Region XII. Treve Venices.
- 20905/D. Progress Reports.
- 20905/E. Correspondence.
- 20905/F. Press and Public Comment.
- 20905/G. Duplicates. (Secret).

4 MAG. 1945

26 APR 1946

HEADQUARTERS ALLIED COMMISSION
AND JAC
CIVIL AFFAIRS SECTION

REF 3/11/46

26 April 46

SUBJECT: Letter for signature of Chief Commissioner

TO: Directors, All CA Sub-Commissions

Sub-Commissions are asked to note the following:

- 1 The Chief Commissioner will not sign letters which have the smallest errors or typing error in them.
It is useless to submit letters for his signature unless they are perfect.
The lay out of letters MUST conform to that laid down in Office Memorandum 15 of 24 Sept 45.
- 2 Letters addressed to Home Area Allied Council must be addressed to
Chairman General
Home Area Allied Council
HAC is not a recognized abbreviation.

A. D. DUNN-CARRUTHERS

A.D. DUNN-CARRUTHERS Lt Col
CSO CA Section

08.

20230

26 APR 1946

16 Apr 45

HEADQUARTERS
ALLIED MILITARY GOVERNMENT
LAZIO UMBRIA REGION
MONUMENTS, FINE ARTS & ARCHIVES DIVISION
A.P.O. 394

<u>Title</u>	<u>Disposition</u>
Bomb damage in Roma	Archives
Circulation permits	Archives
Civilian employees	Archives
Esposizione Naz. Quad. d'arte di Roma	Archives
Ispettore Gen. Antichità Belle Arti Roma	Archives
Labor	Archives
Photographing permits	Archives
Pontificia Comm. Arch. Sacra	Archives
Protestant Cemetery	Archives
Requests for Electricity	Archives
Requests for gasoline	Archives
Requisitioning of vehicles	Archives
Soprintendenza antichità Roma II	Archives
" " " III	Archives
" " " IV	Archives
" gallerie Roma I	Archives

(See also attached sheet)

Above disposition of MFAA, 14210.

UMBRIA Reg. files were

submitted to this S/C office

by Lt. Colt.

B. M. Puller 4/24/45
C/C MFAA RC

16 Apr 45.

HEADQUARTERS
ALLIED MILITARY GOVERNMENT
ITALY UMBRIA REGION
MONUMENTS, FINE ARTS & ARCHIVES DIVISION
A.R.O. 384

TITLE	DISPOSITION
American Academy in Rome	M.F.A. & A. Sub-C.
Art Works offered for sale	M.F.A. & A. —
Bomb damage in Rome	Archives
Circulation permits	Archives
Civilian employees	Archives
Esposizione "aa. Quad. d'arte di Roma	Archives
Exhibition of masterpieces of European painting	M.F.A. & A. Sub-C.
Ispettore Gen. Antichità Belle Arti Roma	Archives
Labor	Archives
Monthly reports	M.F.A. & A. Sub-C.
Photographing permits	Archives
Pontificia comm. arch. sacra	Archives
Protestant Cemetery	Archives
Requests for electricity	Archives
Requests for gasoline	Archives
Requisitioning of property	M.F.A. & A. —
Requisitioning of vehicles	Archives
Soprintendenza antichità Roma I	M.F.A. & A.
" " " II	Archives
" " " III	Archives
" " " IV	Archives
" gallerie Roma I	Archives
" " Umbria	M.F.A. & A.
" monumenti Lazio	M.F.A. & A.
Stolen Property	M.F.A. & A.

- Passed to Archives 28
28 May 45.
B. L. Smith
- 1 -



When received (the independent value)
of the office and the value of the property

9 FEB 1945

HEADQUARTERS ALLIED COMMISSION

APO 394

Subcommission for Monuments, Fine Arts and Archives
(Tel. 489081, ext. 442 & 664; 478480)

20230/WFAA

9 February 1945

Subject: Designation of "Top Secret Control"
Officer.

To : Chief of Staff.

1. Ref. para. 2, Daily Bulletin No. 39, this
HQ., dated 8 Feb 45, the undersigned would report
that

Lt. Col. J. R. Ward Perkins, RA

has been designated as "Top Secret Control" Officer
for the Monuments, Fine Arts, and Archives Sub-
commission.

0811

E. J. DeWald
ERNEST T. DE WALD
Lt. Col., Spec. Res.
Director.

Copy to:
VP, CA Sec.

9 February 1945

20130/WTAA

Subject: Designation of "Top Secret Control"
Officer.

To : Chief of Staff.

1. Ref. para. 2, Daily Bulletin No. 39, this
HQ., dated 8 Feb 45, the undersigned would report
that

Lt. Col. J. H. Ward Perkins, RA

has been designated as "Top Secret Control" Officer
for the Monuments, Fine Arts, and Archives Sub-
commission.

0641

G. T. Dye
ERNEST T. DE WALD
Lt. Col., Spec. Res.
Director.

Copy to:
VP, CA Sec.

9 FEB 1945

24 JAN 45

HEADQUARTERS ALLIED COMMISSION
APO 394
CIVIL AFFAIRS SECTION

24 Jan 45

W/S.M/CA

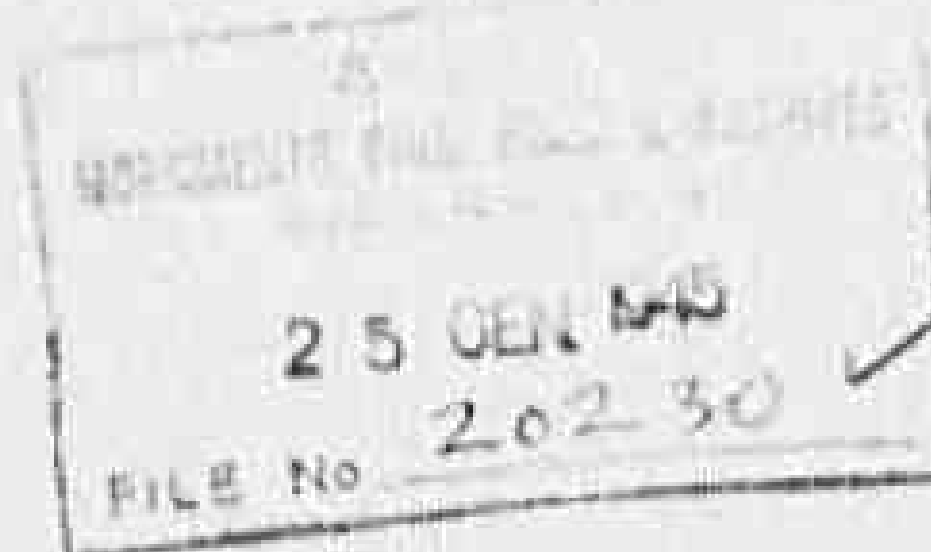
SUBJECT : Archives.

TO : All CA Sub-Comms

- 1 Sub-Comms are reminded that all files which are not required for reference and earlier covers of large files to which reference is no longer necessary, should be sent to Archives.
- 2 Sub-Comms should particularly consider the possibility of handing in files which were in use at Naples or Salerno, old RCM files now in their custody, and all other files to which no reference has been for 3 months or more.
- 3 In view of the possibilities of reduction in strength in the future either when personnel has to be provided for North Italy, or for other countries, or when there is a reduction of functions. It is important that paper which is not necessary for current work should be passed on while the Staff and the time is available to deal with it.
- 4 Sub-Comms are reminded that files sent to Archives will still be available for reference when needed, so that files need not be retained because of a remote possibility that reference may become necessary at some future date.
- 5 Files sent to Archives will be tied up in bundles (no bundle to exceed 1 foot in height). A list showing of the contents of each bundle will be prepared in duplicate one list will be handed to the Archivist with the bundles the other will be receipted by the Archivist and returned to the Sub-Comm.

S.M. WHITE Lt Col.
for VP CA Section

AM/ls



Date: 3 Jan 45
File: 20230
Item: -

SEE FILE # 20205-S /MPAA

(Item #: -)

for the following document:

DOCUMENT, Nature of (letter, clipping, etc.): Letter ~~copy~~

SUBJECT : Correspondence to AFHQ

FROM : CA Section, HQ AFHQ

TO : All CA S/C's

REF. NO. : 3/10/CA

DATE: 3 Jan 45

ENCLOSURES: -

Remarks: -

6830

HEADQUARTERS ALLIED COMMISSION
APO 394
Subcommission for Moments of Fine Arts and Archival
(Tel. 489031, ext. 442 & 664; 473433)

20230/MSSA

13 November 1944

Subject: Forwarding of File.

To : Archives Division, Public Relations Branch, attn. Capt.
A.J. Collins.

1. Ref. para. 4 circular of 29 May 44, subject: A.C.C. Archives,
signed by Major R.E. Doe.

2. Passed to you for your disposal is a file of 24 papers
passed to this office on 30 June 44 by Rear HQ., ACC under circumstances
detailed in the letter AG-313.2 of 30 June 44 which covers them.
Since this office has had no need to use these papers in any way,
it transmits them just as received, with no attempt made to reorganize
them or exclude unserviceable material.

HENRY T. DE WILD
Major, Spec. Res.
Director.

6837

735016

29

HEADQUARTERS ALLIED COMMISSION
APO 374
CIVIL AFFAIRS SECTION

9 NOV 44

2/58/CA

SUBJECT : Monthly report.

TO : All Sub-Command.

1. A request has been received from J-G Section, AFHQ, that in future 15 copies of the full length report prepared by Sub-Command should be sent to them instead of 30 as previously. Please therefore, send to this office by the 15th of the following month 15 copies of your October and succeeding reports.
2. Following a study of these reports before their despatch to AFHQ, the Chief of Staff has made the following comments :
 - a) As regards their length, he was glad to see that September reports are, taken as a whole, shorter than those for the previous months but, wherever possible, he wishes Sub-Command to aim at a further shortening of their reports.
 - b) The majority of Sub-Command whose reports are longer than, say, 10 pages include a table of contents. This is most useful and one should always appear at the beginning of a report of any length.
 - c) In some cases changes in staff have been made the subject of the first paragraph of a report. The Chief of Staff considers that these would more suitably be placed at the end of a report.

R. B. Smith
R. B. Smith, Col.,
CSC & Section

EX 1: 158

A. C. C.
MEMORANDUMS FILED IN & ARCHIVES
9 NOV 1944
FILE No. 20340

20250 3816

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

Subcommission for Monuments, Fine Arts and Archives

2030/MPAA

28 October 1944

MEMO

To : CA Section, attn. Major Reakes

Ref. your 3/1B/CA of 27 Oct 44, subject:
Internal Duty Officer, the duty phone number. Mo-
numents, Fine Arts, and Archives Subcommission is
489001, ext. 442.

ERNEST T. DE WILD 6835
Major, Spec. Res.
Director.

Ref : 1/11/44

27 Oct 44

SUBJECT : Internal Duty Officers.

TO : All CA Sub Comm.

Ref 67/4/008 dated 26 Oct 44. (copy attached)

It is requested that Sub Comm. render their duty
phone number to this office not later than 1300 hrs 29 Oct 44.

CA Sec
27 Oct 44.

for *A. L. Luchman* *A. C.*
J. L. HENKES Major,
For CAC CA Sec.

RECEIVED
27 OCT 1944
FILE NO. 20230

20230

HEADQUARTERS
ALLIED CONTROL COMMISSION
OF
Office of the Chief of Staff

Telephone :
300

Ref/67/1/006

26 October 44

SUBJECT : Internal Duty Officers.

TO : See Distribution Below.

All sections, subcommissions, etc., this Headquarters, will see that during the regular noon luncheon period an officer is on duty at a /or 300 pre-designated telephone. In the past considerable difficulty has been experienced in reaching duty officers who have not been posted at a single station with the result that such duty is practically completely ineffective. Accordingly, each section, subcommission, etc., will send in the duty phone number to the Office of the Chief of Staff not later than 30 October 44. This list will be given complete circulation within this Headquarters, Regions, and other interested outside formations.

s/ E. F. SMITH Lt Col,
Chief Staff Officer,
to the Chief of Staff.

Distribution: -

Civil Affairs Section,
Economic Section
Establishment Section
Political Section
Navy Sub-Commission
Army Sub-Commission
Air Sub-Commission
Communications Sub-Commission
War Materials Disposal & IROR
Public Relations Branch

6837

HEADQUARTERS
ALLIED CONTROL COMMISSION
CIVIL AFFAIRS SECTION
APO 394

Ref : 3/18/GA

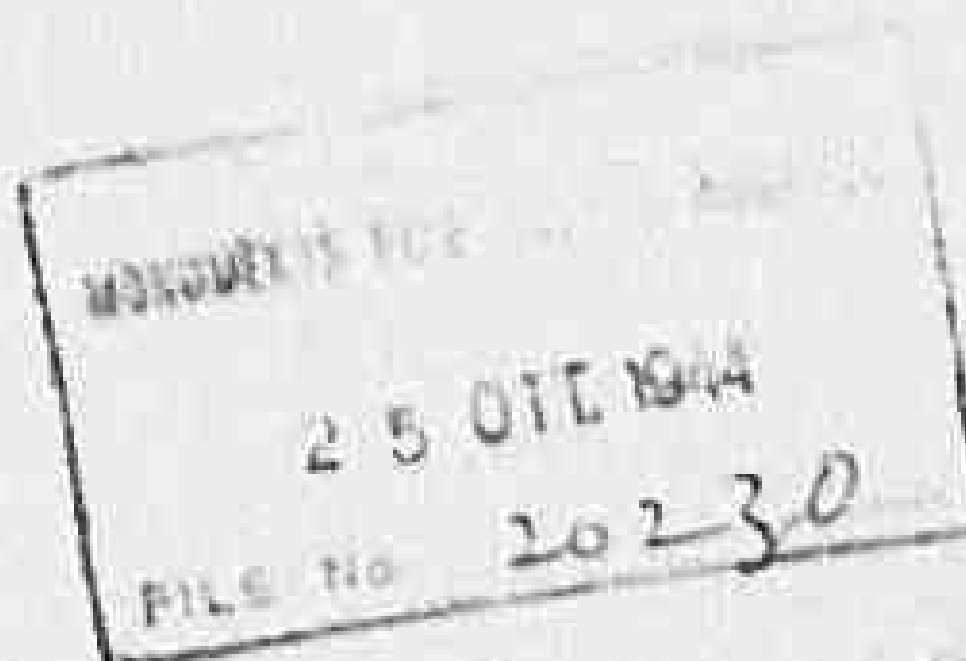
25 October 44

SUBJECT : Handling of Special
Correspondence

TO : All Sub-Commissions .

The attached copy letter from Office of
Chief of Staff (212/4/COS) of 23 October 1944
is forwarded for your attention and action when
necessary.

H. R. Cripps
H. R. CRIPPS Col.
CSO CA Sec .



JBR/tr

0872

312

COPY

HEADQUARTERS
ALLIED CONTROL COMMISSION
CSCF
Office of the Chief of Staff

Ref : 212/4/003

23 October 1944

SUBJECT : Handling of Special Correspondence

TO : D.C.O.S. Civil Affairs Section

" Economic Section

" Establishment Section

1. It is desired to clear with Sections the action to be taken on letters, which are either wrongly addressed to this Headquarters or refer to a matter outside the scope of the ACC.

2. Such correspondence used to be dealt with by Civil Affairs Branch which is now defunct and of which there is no equivalent under the new organization. Letters of this sort, therefore, will be sent by the Message Centre to the Section most likely to have knowledge of the subject.

3. Sections receiving letters of this kind are instructed not to return them to the Message Centre but to take necessary action.

G. G. SKIPP Lt. Col.

Chief Staff Officer
To the Chief of Staff

25 OCT 1944
FILE NO 20230

2837

3/10

TELEPHONE 26103 (L.A.M.)
26214 (S.A.M.)FABBRICAZIONE
INDUSTRIALE - MILANO

WATSON ITALIANA

INDUSTRIA NAZIONALE MACCHINE AZIENDALI

SOCIETA' A CONFINO CAPITALE ADEMPIMENTO AZIENDALE

SEDE E STABILIMENTO: MILANO - VIA TOLTEZZO, 15

TEL. 26103-26214

TORINO

ROMA

FIRENZE

VIA LEONARDO DA VINCI, 1 - TEL. 41754

VIA BOTTICELLI, 15 - TEL. 484107
481247

VIA CORNARESI, 15 - TEL. 20744

Rome, October 19th 1944

To the Allied Control Commission
Monuments, Fine Arts and Archives Section
Via V. Veneto - Rome

This Agency of the International Business Machines Corporation of New York - Electric Accounting Machines Division - wishing eagerly to contribute in the Allies' Cause, has the honour of putting at your disposal its whole organization, men and machines, for whatever need you may have for important reports to be compiled promptly, economically and with full confidence in them as to accuracy.

We should be only too obliged in having you consulting our Office and giving your material to our experts who will plan the work and by the Electric Accounting Method prepare the desired reports.

Your original data may be sent to our office and there recorded on tabulating cards - the utmost confidential treatment is guaranteed - or, upon your request we may train a man of yours to operate our machines.

The flexibility of the Electric Accounting Method enables every accounting and statistical requirement to be met. One of the great advantages of the method is the ability it gives to obtain for analytical purposes the minutest details concerning a subject through the most modern high-speed tabulating devices, in a fraction of the time otherwise required.

Our Watson electric tabulating Service embraces all operations which the various I.B.M. Electric Accounting Machines perform i.e. : punching tabulating cards, verifying the punched holes for accuracy, sorting data, making extension for costing, rating etc. and preparing finished reports as the final operation.

You will oblige us very much in writing or phoning to our office for detailed informations regarding this service.

Thanking You beforehand we are

Yours respectfully

MONUMENTS FINE ARTS & ARCHIVES
OFFICE
FILE NO. 20330

REMARKS : on Files.

1. All CA Sub-Commissions.

Files formerly belonging to RMS Sec (lost to us) now in charge of
CA Sec will be dealt with as follows.

- a) Each will be inspected to see if any further action is due or whether there are any letters to which replies have not yet been received.
- b) In all cases of action arising on a matter connected on a RMS file it will be considered whether the subject matter will persist or whether the matter is likely to be closed at an early date.
- c) If the matter is likely to close it should be embodied on the old file.
- d) If it is likely to continue for some time the correspondence should be continued on the appropriate S/C file. The cover of which should be marked (associated file No...) the RMS file should be similarly marked with the number of the S/C file.
- e) When RMS files are no longer frequently required for reference (say six months after there has been no need to refer to it for a month) they should be handed over to Archives.

CA Sec
14 Oct 44

15 OCT 1944

R. H. Jones
R.A. United Col.
200 CA Section

20230

HEADQUARTERS
ALLIED OFFICER COMMISSION
APO 394
2d SECTION

RECEIVED
JAN 1944

1.1.12

2 Oct 44

SUBJECT: Classification of documents.

TO: All 2d Sub-Commissions.

1. It has been noticed that documents are frequently too highly classified and that the instructions as to the handling of SECRET documents are not always observed.

2. Appended is a summary of the security classifications with which all officers should be familiar.

- a) To the top class belong matters of the level of any negotiations between nations for a treaty of a league, or plans for the invasion of France. This classification can practically never be justified in any letter handled by any Sub-Commission.
- b) To the second class belong the majority of military matters which may affect the conduct of future military operations. e.g. All planning which might by implication disclose an army plan of operation or disclose a source of information should be classified SECRET.
- c) To the third class belong most matters of report such as on operations in progress, information, intelligence. This class is normally the highest classification to be used in administrative work such as is done by A-1.

3. With regard to precautions -

- a) Documents in the top class must be enclosed in two envelopes the inner one of which must be marked "Top Secret to be opened by _____". The contents of a "Top Secret" document must never be disclosed to any person except only to those to whom its disclosure is essential and then only so much may be disclosed as is essential to enable that officer to perform his duty. The document itself may not be handled or seen by any clerk or by any officer to whom its disclosure is not essential and registering filing and custody must be undertaken by an officer entitled to see the document.
- b) Secret letters are similar with except that the inner envelope need not be marked "to be opened only by _____". They should be handled registered and filed by an officer except in exceptional cases where a special confidential clerk has been specially authorized.

4. The authority of an officer of the rank of Lt Col or higher is required to first classify a subject as Secret.

NOTED
3 OCT 1944
FILE No 2230

1951

5 It should be appreciated that a signal graded as Top Secret or Secret is likely to be delayed for enciphering and deciphering.

6 Papers erroneously too highly graded should be regraded. Every opportunity should be taken to downgrade classifications if a lower class becomes justified e.g. on the execution of a plan papers concerned therewith which were originally "Secret" can be re-graded "Confidential".

7 Re-grading of Top Secret or Secret papers will be effected by an officer of the rank of Lt Col or higher writing above the classification "re-graded as _____" he will sign across the old classification adding his rank and date.

8 This letter (which will be brought to the attention of all officers) is not an instruction on classification of documents or on security precautions but a reminder. The only authority on these subjects are the relative regulations.

S.R. WITTS Lt Col
for CIG C. Section

CLASSIFICATION OF DOCUMENTS

TOP SECRET : (Signal abbreviation - TS/SSC) : Certain records, documents, information and material, the security aspect of which is paramount, and whose unauthorized disclosure would cause exceptionally grave damage to the Nation, i.e. PLANS OF FUTURE MAJOR OPERATIONS.

SECRET : Documents, information or material, the unauthorized disclosure of which would endanger the Nation's security, cause serious injury to interests or prestige of the Nation or any government activity thereof, or would be of great advantage to a foreign nation, i.e. VITAL MILITARY INFORMATION.

CONFIDENTIAL : Documents, information or material, the unauthorized disclosure of which while not endangering the national security, would be prejudicial to the interest or prestige of the Nation, any government activity, an individual or would cause administrative embarrassment or difficulty or be of advantage to a foreign nation, i.e. OTHER INTELLIGENCE AND OPERATIONAL MATTERS.

UNCLASSIFIED : Documents, information or material (other than TOP SECRET, SECRET or CONFIDENTIAL) which could not be published or communicated to anyone except for official purposes, i.e. THE NEWS MEDIA, JOURNALISTS AND OFFICIALS ONLY.

5000/1.0

ME

2/30/10

TO : All Admin sub-Comm.

INSTRUMENTS FILED AND RECORDED

19 AUG 1944

20230

S. H. WHITE, Lt Col
for A/NA Admin Sec.

2A/AS

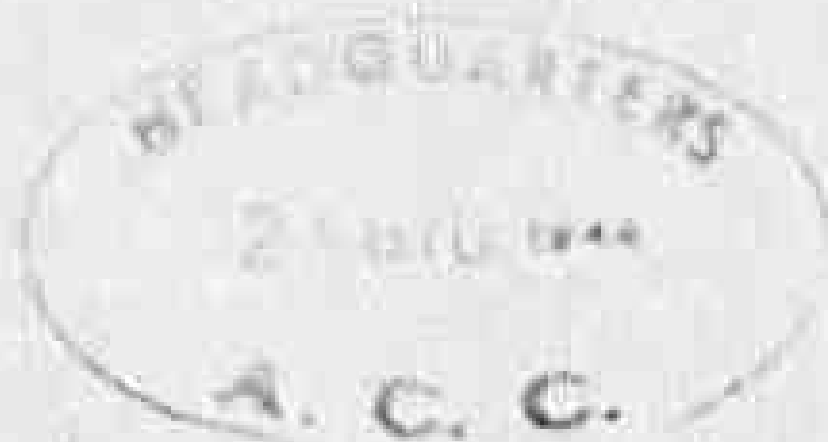
24 Jun 44 MFA4A.

SUBJECT : Direct Communication to London (or Washington).

TO : All Admin Sub-Coms.

Reference pro-forma attached to 7/2A/AS dated 5 Jun 44.

Please cancel the 1st Ind.



S.H. WHITE Lt Col
for CSO Adm Sec.

1. Memorandum, Line 100 - A.S.C.

20230

Have noted

0823 MP

HEAD HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394
ADMINISTRATIVE SECTION

7/2.2/44.

5 June 44.

SUBJECT: Direct Communication to London (or Washington).

TO : All Adm Sub-Commissions.

- 1 Direct communication with the War Office London or the War Dept Washington on matters of routine is permitted.
- 2 The expression routine includes technical matters of interest to the various Ministries, departments and agencies of the respective governments. It does not include matters of policy, general instructions or directives.
- 3 Two methods are available - by letter signed by the VP and by letter signed by the Director of the Sub-Commission the dispatch of which is authorized by the VP. The use of the latter alternative should be confined to matters purely technical or informative.
- 4 Any communication which Directors may desire to send direct to London or Washington will be addressed in full to the Ministry, Department or Agency concerned and be prepared for signature of the Vice President; or when appropriate, be signed by the Director of the Sub-Commission and submitted to the Vice President for authorization of dispatch.
- 5 When the latter alternative is used, two copies of a covering letter following the attached pro forma will be fastened to the front of the communication for which authority to dispatch is required.

20230

[Signature]
R.R. CHIPS,
Colonel,
ASO Adm Sec.
682

INFO FUSMA

Copy Gen.
In ACC.

Direct Communication to London (or Washington).

The despatch of the Sub Comen's letter (No) dated
addressed to
subject
which is attached hereto, is hereby authorized. Will you please arrange
for its despatch in accordance with AG 312.3 of 4 Feb 44.

Adm Sec.
(date A)

STANBATE.
VP Adm Sec.

1st DED.

6833
RED/af.

Headquarters, Allied Control Commission, APO 394

(date B)

TO : (full address of addressee)

Forwarded.

By Command of Lieutenant General MACFARLANE:

ROBERT E. DOE,
Major, AGC,
Secretary General.

Note - Date B will be two days later than date A.

A. C. C.
HONORARY PASS AND ACCESS

25 AUG 1944

FILE NO 202 30

23 Jul 44

MEFA 2A

3/18/44

SUBJECT : Security.

TO : All Admin Sub-Comms.

- 1 An Italian Minister has suggested that it is undesirable that he should queue up and state his business to obtain a pass to visit an ACC officer.
- 2 It is not courteous to a distinguished guest that he should be required nor is it desirable that he should state his business.
- 3 Sub-Comms should make it clear to those concerned in the Italian Government that if they will fix the time at which they will arrive, they will be met by an officer of the Sub-Commission who will have already completed the formalities and obtained the pass and who will escort them to the room in which the interview will take place.
- 4 A Permanent Pass or any other authority (other than the official pass) purporting to enable any person not a member of the staff of or employed by ACC to enter this HQ will not be issued.

R. H. CHIFFS
R. H. CHIFFS, Colonel,
for Acting Head, Admin Section.

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 394

ETDW/bmp

Subcommission for Monuments Fine Arts and Archives
(Tel. 489081, ext. 442 & 664; 478480)

Subject: Passes for Italian Officials.

Ref: 20230/MFA

To : Adm Sec, attn. Lt. Col. WHITE.

Date: 2 Aug 44.

The following are the members of the Italian
Ministry of Education (Monuments Section) for whom permanent
passes to this building are requested:

PETROZZIELLO, Modestino	Direttore Generale
ROMANELLI, Pietro	Ispettore Centrale
LAVAGNINO, Emilio	" "
ARGAN, Giulio Carlo	" "
DE ANGELIS, Guglielmo	" "

Ernest T. De Wald
ERNEST T. DE WALD
Major, Spec. Res.
Director.

6821

FORM 100-1 1-1-44

45

(ITEMS FROM MUSEUMS, LIBRARIES, AND COLLECTIONS KNOWN OR BELIEVED TO HAVE BEEN REMOVED TO TERRITORY NOW OCCUPIED BY THE ARMY

TOWN PROVINCE
COLLECTION OR BUILDING

OBJECT OR OBJECTS (if the number is large, attach a separate inventory)

OCCASION OF REMOVAL OR LOSS (give date)

SOURCE OF INFORMATION

PRESENT LOCATION, IF KNOWN OR SUSPECTED

PUBLICATIONS REFERRING (state whether illustrated or not)

823

NOTES

FOR USE BY THE ARMY

Item Item
Item Item
Item Item

Started: _____

Date

20230

44

MPAA Form 28 A.V. 44

OGGETTI APPARTENENTI A MUORI, BIBLIOTECHE E COLLEZIONI DELLA
ITALIA LIBERATA CHE SONO STATI ASPUNTATI O SI PRESUME SIANO
STATI ASPUNTATI NEL TERRITORIO ORA OCCUPATO DAL NEMICO

LOCALITA'

PROVINCIA

COLLEZIONE O EDIFICIO

OGGETTO O OGGETTI (se il numero e' grande, allegare un inven-
tario a parte)

PARTICOLARI DELLA SITOCAZIONE O DELLA PERITA (se forniranno,
fra altro, le date relative)

POSTE DELLA INFORMAZIONE

INDICE APR 15 (conosciuto o presunto)

PUBBLICAZIONI RELATIVE (indicare se sono illustrate o non)

6613

NOTE

Da compilarsi soltanto
all'uso (MPAA)

MPAA file
MPAA file
MPAA file

item
item
item

(Firma)

11

20230

FD-302 (Rev. 10-6-59)

20130 From Major De Wold -
for Reg. Div. separately

ADMINISTRATIVE COMMENTS
DIVISION OF INVESTIGATION AND FIELD OFFICE

37

INVENTORY OF SUBMITTALS INVENTARIO DE COLLETTI E RIFIUTI

Name of building.						
Nome del edificio.						
Type of building. (church, palace etc)						
Tipo del edificio. (chiesa, palazzo etc)						
Location.						
Localizzazione.						
Damage to fabric	None	Light	Medium	Extensive		
Danno alla fabbrica.	nessuna	leggera	media	estesa		
Are immediate repairs necessary?		Yes	No			
Sono necessarie riparazioni immediate?		Sì	No			
Are any movable fixtures missing?	Yes					
Sono mancati arredi mobili?	Sì					
Are any works of art damaged?	Yes					
Sono danneggiati alcune opere d'arte?	Sì					
Are any works of art missing?	Yes					
Sono mancate opere d'arte?	Sì					
Are immediate repairs required?	Yes					
Sono necessarie riparazioni urgenti?	Sì					
Italian Official in charge.						
Ufficiale italiano incaricato.						
Address.						
Indirizzo.						

Remarks:
Appunti:

6818

6818

1. **Background:** The study was conducted in a rural area of a developing country, where access to healthcare is limited. The researchers aimed to understand the prevalence of various infectious diseases and their impact on the community's health.

— *University of California, Berkeley*

DATE	DESCRIPTION	AMOUNT	BALANCE
1950-01-01	OPENING BALANCE		100.00
1950-01-15	PAYROLL	10.00	90.00
1950-01-30	RENT	20.00	70.00
1950-02-15	SALES	50.00	120.00
1950-02-28	CLOSING BALANCE		120.00

WILLIAM H. WALKER

20230

MFA 2A 3C - ACC

30

2 March 1944

The undersigned have received a card
[signed by Brigadier W.S.H.] requesting for the holder
permission to enter buildings etc. of artistic and
historical importance.

A Sheldon Penney Col. 2-3-44

Josiah Pugin 3-3-44

W. Baillie Kennard 2-8-44

Henry Jackson 2-3-44

E. J. Wood 2-5-44

Marion Thompson 2-2-44

Edward Craft 4-14-44

Terry B. Coe Lt. Col. 4-10-44

W. H. Thompson 26 March 44

Bernard H. Patten 11 April 44

Angelo P. Lucia 11 April 44

Deane Keller 2-3-44

Frank W. Chapman 4 April 1944

Edmund G. Gurnea 4 April 1944

David P. Smith 10-11-44

Edward H. W. Black Cpl. 8 February 1945

6818

D.O. 20370

20230/MFRA

8/17

HQ. ACC. APO 394
MFRAA Subcomm.

9 March 44.

Dear Hugh

30A

Sorry you disliked our little cards so much, but no doubt you felt better after writing. It is very hard to consult everybody in the field before we take any action, and as a matter of fact they have been of some use recently in Naples and may well be so in Rome. But you are always at liberty to tear yours up if it worries you!

As you have probably heard, Major De Wain is now Director, and he is I know anxious to have a talk with you if you get a chance of coming over. You could then discuss all your woes. Incidentally it really does look at last as if we may be getting some transport for you.

Capt. Sidney Waugh
AMC 5 Army Staff (Field)

Yours sincerely

6817

John Waugh

HQ Monuments, RA + A

AMG-CEH

30-B

SUBJECT: Receipt

(date)

TO : Director, Subcommission for Monuments, Fine Arts & Archives, AOC.

The undersigned has received from the a/m Subcommission, AOC, a card, signed by Brigadier Bush, requesting for his permission to enter buildings etc. of artistic and historical interest.

(signed) Linney Waugh, Capt &c
CAO-AMG-CEH

Endorsement.

As it would be ridiculous to show a pass to an Italian in order to enter one of his hotels, and as our own people never ask any questions, I see no point whatever in the card above-mentioned.
 This officer is sorry to report that the entire programme of protection of monuments, etc. is hated and defamed by all officers and men with

HEADQUARTERS

REGION 3, ALLIED CONTROL COMMISSION

A.P.O. 394, U. S. ARMY

300
4 March 1944

(date)

SUBJECT: Receipt

TO : Director, Administration for Monuments, Fine Arts & Archives, AEF.

The undersigned has received from the a/m Administration, AEF, a card, signed by Brigadier Ison, requesting for his permission to enter buildings etc. of artistic and historical interest.

(signed)

Paul Gardner
Maj. AEF.

6814

302

Ref: 20230/MFA

HEADQUARTERS
ALLIED CONTROL COMMISSION
APO 574

JERP/way

Subcommission for Monuments Fine Arts and Archives

SUBJECT: Attached Card.

TO : Capt. F.H.J. Maize, Regional MFAAA Officer (Eastern Sicily), Catania Province Hq., Reg. 1.

The attached card, signed by Brigadier Lush, Executive Commissioner, Regional Control and Military Government Section, AGO, is forwarded for your retention and use. Kindly fill out the attached receipt form and return to this office.



J. H. MAIZE
Major, R.A.
Agency Director.

HEADQUARTERS ALLIED CONTROL COMMISSION

P

REGION I

SICILY

0813

9th March 1944
(date)

SUBJECT: Receipt

TO : Director, Subcommission for Monuments, Fine Arts & Archives, AGO.

The undersigned has received from the a/c Subcommission, AGO, a card, signed by Brigadier Lush, requesting for his permission to enter buildings etc. of artistic and historical interest.

(signed)

F. H. J. Maize
Capt

0970