

ACC

10000/147/43

ADM/203/CS

CIRCULARS HQ. M.T.O.U.S.A. A.F.H.Q.

(1)

MEMOS W.D. CIRCULARS

CIRCULARS HQ. M.T.O.U.S.A. A.F.H.Q. -

MEMOS W.D. CIRCULARS

SEPT. - NOV. 1944

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ACTION-COMMUNICATIONS

RHF/bar 8320

HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

(25)

AG 380.01/038 B-O

30 October 1944

SUBJECT: Top Secret Control Procedure and Top Secret Control Channels.

TO : All Concerned.

Letter this headquarters, file and subject as above, dated 2 August 1944, is amended as follows:

a. Paragraph 7b is rescinded and the following substituted therefor:

"b. When a message has been classified and sent TOP SECRET, all subsequent messages referring thereto by subject or serial number will be classified TOP SECRET or SECRET as appropriate depending on the contents."

b. Paragraph 7g is added as follows:

"c. TOP SECRET messages must be thoroughly paraphrased when it is necessary to re-transmit all or portions of the message. The paraphrased version of the entire message must be classified TOP SECRET; that of a portion or portions of the message will be classified TOP SECRET or SECRET depending on the contents."

By command of Lieutenant General McNARNEY:

R. H. Frese

R. H. FRESE,
Captain, AGD,
Asst Adjutant General.

103

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HEADQUARTERS

14 NOV 1944

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23

HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

Communication

AG 211/292 PERS-O

22 October 1944

SUBJECT: APPOINTMENT--Processing of Applications of Warrant Officers and Enlisted Men.

TO : All Concerned.

Section I, Circular Number 363, War Department, dated 7 September 1944, is published below for the information, guidance and compliance of all concerned:

"I. APPOINTMENT. - 1. The following action will be taken in the case of an unsolicited application of a warrant officer or an enlisted man desiring initial appointment in the Army of the United States, other than through officer candidate schools, after it has been determined that applicant meets the basic requirements prescribed in paragraph 7, AR 605-10, 26 May 1944, and prior to completion of the application in accordance with the provisions of paragraph 10 of the same regulation.

a. Applicant's completed WD, AGO Form Nos. 0650 and 0650-1 (Personnel Qualifications Questionnaire) only will be forwarded through his immediate commanding officer to the Officer Procurement Division in the headquarters of the service command in which the application originates.

(1) If the Officer Procurement Division of the service command headquarters finds the applicant unqualified for appointment in a scarce category of specialized skills as defined in Memorandum No. W605-33-43, 17 August 1943, or in which the War Department has announced applications will be accepted, the service command will return the application through his commanding officer by appropriate indorsement.

(2) If the Officer Procurement Division of the service command headquarters finds the applicant apparently qualified for appointment in a scarce category of specialized skills as defined in Memorandum No. W605-33-43, 17 August 1943, or in which the War Department has announced applications will be accepted, the application will be forwarded to the Officer Procurement Service, Washington 25, D. C., for consideration by a using agency *or for file* against future requirements for officer personnel.

b. The Officer Procurement Service, Washington 25, D. C., will take the following action upon receiving such applications:

(1) If appointment is requested by an appropriate using agency the commanding officer of the applicant will be furnished with necessary instructions for completion of the application under the provisions of paragraph 10, AR 605-10, 26 May 1944.

- 1 -

R E S T R I C T E D

R E S T R I C T E D

Ltr, Hq NATOUSA, AG 211/292 PERS-O,
 dtd 22 October 1944 (Cont'd)

(2) If no appropriate vacancy exists and applicant is found qualified in a scarce category of specialized skills the application will be coded and filed for consideration against future needs of the War Department for commissioned personnel.

(3) In each case, the applicant will be informed through his commanding officer of the action taken.

2. Section II, Circular No. 186, War Department, 1943, pertaining to the foregoing subject, is rescinded."

By command of Lieutenant General DEVERS:

A. B. King
 A. B. KING,
 Major, AGD,
 Asst Adjutant General.

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<i>CS/40/11</i>	

Date *30/10/44*

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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534.

22 October 1944.

AG 210.1/540 P-0

SUBJECT: Appointments to Cadetships in United States Coast Guard Academy.

TO : All Concerned.

War Department Memo 350-44, dated 26 September 1944, is quoted below for the information of all concerned:

"APPOINTMENTS TO CADETSHIPS IN UNITED STATES COAST GUARD ACADEMY:

At the request of the Commandant United States Coast Guard, it is desired that the following information be made available to all enlisted men:

On 9 to 10 May 1945, the annual competitive examination for appointments to cadetships in the United States Coast Guard Academy will be conducted throughout the country.

The Academy, which is located at New London, Connecticut, is a fully accredited educational institution operating under the same high scholastic and military standards as the United States Naval and the United States Military Academies, conducted by the Coast Guard for the professional training of young men who are candidates for commissions and careers in the Coast Guard. Successful completion of the 4-year course, which is basically scientific in character, leads to a Bachelor of Science degree in Engineering and a commission in the regular Coast Guard.

Appointments to cadetships are offered to young men standing highest in the Nation-wide competitive examination. The standing of a candidate is determined by averaging his grades in the mathematics and English examinations together with his adaptability grade. The adaptability grade is assigned by the selection board on the basis of a personal interview, the applicant's educational and experience background, and the records submitted with his application.

All men who meet the following basic requirements are eligible to compete in the Academy examination to be held on 9 to 10 May 1945:

Be not less than 17 years of age nor more than 22 years of age on 1 May 1945.

Be at least a high-school graduate.

Be unmarried.

Have the following credits, either in high school or college:

Algebra -----	2	English-----	3
Plane Geometry--	1	Physics-----	1
Trigonometry----	1	Chemistry----	1

Other optional units ----6½

Be over 5 feet 6 inches in height, with vision of 20/20, uncorrected, in each eye, and otherwise in good physical condition.

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Ltr, Hq NATOUA, file AG 210.1/540 P-0

Descriptive literature concerning the Academy and application forms will be forwarded upon request. All correspondence is to be addressed to the Commandant, United States Coast Guard, Washington, D. C. Upon completion and submission of applications and supporting papers, applicants will be notified through their commanding officers of their acceptance or rejection as candidates for appointment. Completed applications must be postmarked not later than 1 April 1945.

No waiver of the requirements will be granted.

Candidates who are successful in obtaining an appointment to the Coast Guard Academy may be discharged from the Army to accept the appointment."

By command of Lieutenant General DEVERS:

A. B. King

A. B. KING,
Major, AGD,
Asst Adjutant General.

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Date *30/10/44*

5 November 1944

R E S T R I C T E D

R E S T R I C T E D

HQ MTCUSA Circular # 132 (cont'd)

b. Local civilian newspapers, publications or news bulletins published by or serving units or formations smaller than Army. (These are not press censored) The service newspapers listed below are approved for mailing in accordance with the foregoing provisions.

Union Jack	Stars and Stripes (Mediterranean Weekly
Eighth Army News	People Leaf edition)
Crusader	NZFF Times
Parade	APW (Polish)
Stars and Stripes (Italy edition)	Yank
Stars and Stripes (Sicily edition)	Basic News (Compiled by PWP)."

IV -- ACQUISITION AND CLAIMS

Circular Number 74, this headquarters, 1944, is amended as follows:

1. Paragraph 1 c. Section II, is amended by the deletion of the words "North Africa" in the first line thereof, and substituting therefor the words "Mediterranean Theater of Operations."

2. Paragraph 2, Section II, is rescinded and the following substituted therefor:

"2. Claims of Civilian employees in French North and West Africa and Corsica arising subsequent to 25 September 1943.

a. In the event of a civilian employed or assigned by French authorities to work for the United States Armed Forces, directly or indirectly in Africa or Corsica sustaining death, injury or illness arising out of and in the course of such employment the commanding officer of the employing unit will:

(1) Cease paying his salary or wages as of the date following that on which he ceased to work.

(2) Immediately prepare in quintuplicate and sign a declaration in the form set out in subparagraph a below to be disposed of as set forth in (3) (4) and (5) below.

(3) Have the injured employee attended by a physician chosen by the injured employee and notify the physician that his fees are to be paid by the French authorities. One copy of the declaration referred to in (2) above will be given to the physician who will be advised to attach it to his bill and forward both to the French service, or its local section mentioned in the declaration. The physician will be requested to give a medical certificate to the Commanding Officer of the unit to which the injured employee belongs.

(4) Forward at once three copies of the declaration referred to in (2) above to the French service concerned or one of the sections of that service together with the medical certificate referred to in (3) above. The list of services and sections are set forth in subparagraph b below. Additional lists will be published from time to time.

(5) Forward one declaration to the Fiscal Director, MTCUSA, for his use in checking reciprocal claims reports.

RESTRICTED

Eq MTOUSA Circo r 132 (cont'd)

(6) Lend French authorities such assistance as may be necessary to properly process each case.

b. The following is a list of French services and sections to which the declarations referred to in paragraph a (2), above, will be sent:

(1) Department of Algiers, ALGERIA

1st Region: ALGIERS	(Rouiba (Merengo (Blida	{ At the City Hall
2nd Region: AUMALE	(Ain-Bessem (Tablat (Zouira	{ At the City Hall
3rd Region: MEDA	(Boghari (Ferrouaghia	{ At the City Hall
4th Region: MILLANA	(Burdeau	{ At the City Hall
5th Region: ORLEANSVILLE	(Tenes	{ At the City Hall
6th Region: TIZI-OUZOU	(Ferdj-Monsiel (Fort National (Dra-el-Mizan	{ At the City Hall

(2) Department of Oran

Local Sections of the Office Departmental du Travail 6,
rue General Joubert.

1st Region: ORAN	(Saint Lucien (Ain-Temouchent (Perrigaux	{ At the City Hall
2nd Region: MASCARA	(Palikao (Saïda	{ At the City Hall
3rd Region: MOSTAGANEM	(Relizane (Ammi-Moussa	{ At the City Hall
4th Region: SIDI-BEL-ABDES	(Mortier-Becombu (La Telagh	{ At the City Hall
5th Region: TLEMSEN	(Lamorticiere (Marnia	{ At the City Hall
6th Region: TIARHT	(Frenda	{ At the City Hall

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Hq MTOUSA Circular #132 (cont'd)

(3) Department of ConstantineLocal Sections of the Office Departmental du Travail
Maison de l'Enfance (Children's Home)

1st Region: CONSTANTINE	(Mila (Chateaudun du Rhummel (Togessa	{ At the City Hall
2nd Region: BONE	(Souk-Ahras (Guelma	{ At the City Hall
3rd Region: PHILLIPPEVILLE	(Djidjelli	{ At the City Hall
4th Region: BOUGIE	(Akbou	{ At the City Hall
5th Region: SETIF	(Bordj Bou Arreridj	{ At the City Hall
6th Region: BATHA	(Kenchella	{ At the City Hall

(4) MOROCCOService du Travail and des Questions Sociales, Residence
a Rabat(5) TUNISIA

Service des Affaires Inter-Alliees, Residence a Tunis

(6) CORSICA

Service des Assurances Sociales a Ajaccio

c. The form of declaration of injury (Annex A) will be completed in all respects and disposed of as provided in paragraph a above.

d. The Base Purchasing Agent is designated as the officer to sign the "Accuse'de Reception" which will be considered a receipt in reciprocal aid accounting."

By command of Lieutenant General McMARNEY:

OFFICIAL:

[Signature]
H. V. ROBERTS,
Colonel, AGD,
Adjutant General.

GEORGE D. PENCE,
Brigadier General, GSC,
Chief of Staff.

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R E S T R I C T E D

(ANNEX "A" ATTACHED)

ANNEX "A" TO HQ MTOUSA CIRCULAR #132

DECLARATION OF INJURY

(Rank, Full Name, and APO Number)
certify that _____
(Name of injured worker)
residing at _____
(Complete home address)
who is employed as _____
(Show exact capacity, i.e. Labor, Carpenter, etc.)
by the American Army at _____
(Name Town, City and area)
born on _____ at _____
(date, month & year) (Place of Birth)
son of _____ and _____
(Father's name) (Mother's name)
was injured _____
(Date and hour)
while in the performance of duty.

The injury occurred in the following manner: _____

(State facts briefly - indicate if injury was due to carelessness - intoxication or willful misconduct)

Nature of injury _____
(Give extent of injury and indicate whether injured stopped work)

The injured worker has been employed by the American Army since _____

(Date)
at a daily wage of _____
(Amount)

The witnesses are _____

(Give names & addresses, if military personnel give serial # and APO)

Attending physician _____

Name -
Address -Address of O.D.T. or S.L. _____
nearest place of accident _____Declaration made _____ on _____
(Place) (Date)Signed _____
(Official Superior)

Rank _____ Serial# _____

ANNEX "A"

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DGT/ar

*Communications*HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

12 November 1944

27

CIRCULAR

NUMBER 132

Mailing of Foreign Currency I
 Marriage of Military Personnel II
 Solid Fuel Allowances III

I --- MAILING OF FOREIGN CURRENCY

1. The War Department has notified this headquarters that military personnel are transmitting, through the mail to addressees in the U.S., foreign currencies, which are being presented for exchange. Such action is contrary to War Department policy as expressed in paragraph 11b, W.D. Circular 364, 1944.

2. The practice of sending foreign currencies through the mail, except as provided in paragraph 11b, (4) Circular Number 32, this headquarters, 1944, will be discontinued immediately.

II --- MARRIAGE OF MILITARY PERSONNEL

Paragraph 5a, Section I, Circular Number 4, this headquarters, 1944, is rescinded and the following substituted therefor:

"a. a. any person granted permission to marry must understand that:

(1) The wife or husband, as the case may be, will not become a citizen of the United States by virtue of the marriage but may be exempted from immigration quotas, thereby obtaining expedited naturalization.

(2) The spouse will not be entitled to commissary or post exchange privileges, or to Government quarters, medical or dental services.

(3) There is no certainty that alien dependents of military personnel and their household goods will be transported to the United States for a prolonged period. Transportation facilities are limited at this time and it is anticipated that there will be a serious shortage of shipping for this purpose for a considerable length of time following the cessation of hostilities. When shipping is available the Theater Commander may authorize such transportation in accordance with law and Army Regulations. Cost of transportation must be borne by military personnel or their dependents. A condition precedent to obtaining such authorization is that the alien dependents of military personnel must secure a visa from a consular official who is operating in an area in which visas may be granted.

(4) The spouse will be entitled to allotments, insurance and other benefits authorized by the laws of the United States for the wives of military personnel; however, dependency allowances will cease to be paid six months following the termination of the present war.

(5) No special living arrangements or privileges will be granted as result of marriage in this theater.

(6) So long as the war continues, military personnel are subject to transfer and change of station in accordance with the exigencies of the service. It is wellfated that family considerations cannot and will not be taken

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R E S T R I C T E D

HQ MTOUSA Circular # 133 (cont'd)

into account when transfers are made, either within this theater, from this theater to another, or to the United States."

III-- SOLID FUEL ALLOWANCES

1. In view of the necessity for importing nearly all coal used in the theater, it is incumbent upon all concerned to exercise the strictest economy in its use. In order to economize in the use of imported coal, the use of solid fuels for water and space heating will be limited to Sardinian coal, lignite or wood.

2. In connection with the use of solid fuels for the purposes indicated above, the following will be used as a guide for the purpose of obtaining requirements:

a. Hospitals

No definite scales for the issue of solid fuels will be prescribed due to numerous types of construction in which hospitals are housed. However, Commanding Officers thereof will be held strictly responsible that every economy is exercised.

b. Space Heating for Other than Hospitals

(1) Issues of fuel are authorized for the heating of accommodations occupied solely by military personnel, including offices, workshops, organizational recreation rooms, messes, lecture rooms, drying rooms, Red Cross clubs, and approved officers' and enlisted men's clubs.

(2) Issues for this purpose will be on a basis of one-half (1/2) pound of coal or one (1) pound of wood per man per day and will be limited as follows:

(a) Coastal regions - 1 December to 15 April inclusive.
(Where essential for the provision of reasonable heating in cold and damp-weather areas and for the maintenance of unit efficiency, issues may be made subsequent to 1 November)

(b) Mountainous regions - 1 October to 1 May.

c. Laundry and Bathing Installations

For those installations not equipped to use other than solid fuels, no definite scale is prescribed, due to various types of construction and equipment used. Officers in charge of such installations will be held strictly responsible that every economy is exercised.

d. Cooking

Where the use of solid fuels is necessary for cooking purposes, the basic allowance will be one (1) pound of coal or one (1) pounds of wood per man per day.

By command of Lieutenant

OFFICIAL:

H. V. ROBERTS
Colonel, AGP,
Adjutant General.

Director
Chief of Staff
Chief, Telecomm
Chief, Postal
H. Q. Coms. O.
Asst. Chief Postal
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GEORGE B. PENCE,
Major General, GSC,

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Communications

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ALLIED FORCE HEADQUARTERS
AFQ 512

16 October 1944

AG 312.4/079 -0

SUBJECT: Abbreviations of Unit Designations.

TO : All Concerned.

1. AFHQ letter, file AG 312.4-1 SIG-0, dated 22 April 1944, subject: "Use of Abbreviations and Short Title Unit Designations", and amendments thereto dated 6 July 1944 and 7 September 1944 are rescinded. The use of non-secret short title unit designations has been discontinued. 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. Reference is made to AFHQ Signal Instructions, Item 2, Section V, subject: "Submarine Cable Communications", for listing of authorized telegraphic addresses. A telegraphic address is a short meaningless word assigned currently to a civil, diplomatic, or political agency only, for use in routing traffic via commercial communication channels; whereas an authorized abbreviation is used by a military organization in lieu of the full official designation, in the text of a message or in the heading when routing is in plain language by secure signal channels.

3. The list of authorized abbreviations 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.

4. The list of abbreviations authorized to date is as follows:

ABBREVIATIONUNIT

AAFWTO	Army Air Forces, MTO
AAFSCMTO	Army Air Force Service Command, MTO
AAI	Allied Armies in Italy
AAO CORSICA	Allied Administrative Officer, Corsica
ACC	Allied Control Commission
AFHQ	Allied Force Headquarters
AGC SARDINIA	Allied Garrison Commander, Sardinia
ACWAR	War Department, Washington, D. C.
ASCPFO	Air Service Command, Patterson Field, Ohio
BAF	Balkan Air Force
CENTRAC	Central Mediterranean Training Center
CINCHED	Commander-in-Chief, Mediterranean
COM EIGHTH FLT	United States Eighth Fleet
COMTRACEN	Combined Training Center
COMZONE NATOUSA	Communications Zone, NATOUSA
CONAD	Continental Advance Section, France
DELTABASE	Delta Base Section, France
DGMRS	Director General, Military Railway Service (Followed by geographical location)

045

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R E S T R I C T E D

Ltr, AFHQ, AG 312.4/079 -O,
dated 16 October 1944, (cont'd).

ABBREVIATIONUNIT

DISTHREE	Number 3 District
DISTHREE EAST	Number 3 District, Eastern Detachment
DISTONE	Number 1 District
DISTWO	Number 2 District
ETOUSA	European Theater of Operations, US Army (France)
FEC	French Expeditionary Corps
FOTALI	Flag Officer, Taranto
FOUIT	Flag Officer, Western Italy
FOVM	Flag Officer, Western Mediterranean
FUSAG	First US Army Group
GIB	Gibraltar
MAAF	Mediterranean Allied Air Forces
MACAF	Mediterranean Allied Coastal Air Forces
MAPRW	Mediterranean Allied Photo Reconnaissance Wing
MASAF	Mediterranean Allied Strategic Air Forces
MATAF	Mediterranean Allied Tactical Air Forces
MATS	Mediterranean Air Transport Service
MBS	Mediterranean Base Section
MHQ BALKANS	Military Headquarters (Balkans)
MIDEAST	General Headquarters, Mideast
ML GREECE	Military Liaison District (Greece) (Preceded by number of district)
MLHQ ALBANIA	Military Liaison Headquarters (Albania)
MLHQ GREECE	Military Liaison Headquarters (Greece)
MLHQ YUGOSLAVIA	Military Liaison Headquarters (Yugoslavia)
MMIA	Military Mission, Italian Army
MOVEIT	Movements, Eastern Italy
MOVWIT	Movements, Western Italy
NADIST	North Africa District
NATOUSA	North African Theater of Operations, US Army
NORBS	Northern Base Section
PAIC	Persia and Iraq Command
PENBASE	Peninsular Base Section
REPCO NATOUSA	Replacement Command, NATOUSA
ROME AREA	Rome Allied Area Command
SHAEF	Supreme Headquarters, Allied Expeditionary Force
SOMLO	Special Operations, Mediterranean Liaison Office
SOMTO	Special Operations, MTO
SUSAG	6th US Army Group
TROOPERS	War Office, London
UNHRA	United Nations Relief and Rehabilitation Administration
USAFIME	United States Army Forces in Mideast
XIIAF	Air Force, Twelfth
XIIAFSC	Air Force Service Command, XII
XVAF	Air Force, Fifteenth
XVAFSC	Air Force Service Command, XV

Director	<i>[Signature]</i>
Deputy Director	<i>[Signature]</i>
Chief, Telecoms	<i>[Signature]</i>
Chief, Postal	<i>[Signature]</i>
H. Q. Coms. O.	<i>[Signature]</i>
Asst. Chief Postal	<i>[Signature]</i>
Censorship	<i>[Signature]</i>
Chief Clerk	<i>[Signature]</i>

By command of General WILSON:

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"G"

20 - Signal Center

[Signature]
H. V. ROBERTS,
Colonel, AGD,
Adjutant General.

R E S T R I C T E D

CONFIDENTIAL*Communications*

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AP777

HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

348

AG 371.2/520 B-O

17 October 1944

SUBJECT: Clearance of Personnel for Cryptographic Duties.

TO : All Concerned.

Paragraph 11, letter, this headquarters, file AG 371.2/519 B-O, dated 26 April 1944, subject as above, is rescinded and the following substituted therefor:

"11. This directive applies to all cryptographic personnel except the following:

a. Any officer or enlisted personnel having ten or more years continuous service in the United States Army, unless there be adequate reason to doubt their loyalty. Active Reserve Status of Reserve Officers and commissioned or enlisted personnel in a National Guard unit is not to be construed as constituting continuous service in the United States Army.

b. Personnel in headquarters below Division and Wing, engaged in cryptographic duties that involve their having access only to the:

Director
D. Director
Chief, Telecoms
Chief, Postal
H. Q. Coms.
Asst. Chief, Postal
Comptroller
Chief Clerk

- (1) Combat Code.
- (2) M-209 Converter.
- (3) Daily Syko Cards.
- (4) Direction-Finding Ciphers.
- (5) Recognition Signals Extracts.
- (6) Alaco Daily Extracts.
- (7) Airnetco Daily Scrambles.
- (8) Perinet.
- (9) Authenticator Extracts.
- (10) SOI Extracts.

c. Further exception is made for cryptographic personnel having access only to such Combined Communications Board Publications as:

- (1) Combined Authentication Code.
- (2) Combined Air-Ground Authentication Code and Instructions therefor.
- (3) Combined Field Code and Subtractor Tables used therewith.
- (4) Combined Assault Code.

CROSS REFS.	
FILE	B/fwd.
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Date 23/10/44

23 OCT 1944

A. C. C.

- 1 -

CONFIDENTIAL**CONFIDENTIAL**

CONFIDENTIALLtr. No. WACHGA AG 371.2/520 B-0
dated 17 October 1944, (Cont'd)CONFIDENTIAL

d. Where the systems listed above are superseded, an exception to the provisions of this letter also may be made with respect to the superseding material."

By command of Lieutenant General DEVERS:

R. H. Frese

R. H. FRESE,
Captain, AGD,
Asst Adjutant General.

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Communications

HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

/wp

6 October 1944

AG 370.5/476 PERS-O

SUBJECT: Procedure for Return of Individuals.

TO : All Concerned.

The attached instructions which are considered to be pertinent to this theater have been extracted from WDAGO letter, file 370.5 (10 Aug 44) OE-S-SFMOT-M, dated 16 August 1944, subject: "Procedure for Return of Individuals (Short Title FRI)", and are published for the information and guidance of all concerned.

By command of Lieutenant General DEVERS:

H. V. Roberts
H. V. ROBERTS,
Colonel, AGP,
Adjutant General.

1 Incl
Instructions Extracted from
WDAGO ltr, 370.5 (10 Aug 44)
OE-S-SFMOT-M, dtd 16 Aug 44

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Date 16/10/44

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WAR DEPARTMENT
The Adjutant General's Office
Washington 25, D.C.

AG 370.5 (10 Aug 44) OF-S-SPMOT-M

MAS 2B 939 Pentagon

16 August 1944

SUBJECT: Procedure for Return of Individuals
(Short Title: PRI)

TO : * * * * *
The Commanding Generals,
Theaters
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SECTION I

GENERAL

1. PURPOSE. This publication prescribes the detailed procedures to be followed for movements of individuals by water, air, rail, or motor transportation to the United States under War Department policies, and for their ultimate disposition after arrival in the United States. Although no changes have been made in basic procedures, previous instructions have been amplified for the information and guidance of all concerned.

2. RESCISSIONS. The following letters are rescinded, except as noted in j below:

a. AG 370.5 (22 Sept 43) OB-S-E-SPMOT-M, 26 September 1943, subject: Procedure for Return of Individuals by water from Overseas Commands to the United States and for Their Disposition After Arrival, with four amendments thereto.

b. AG 370.5 (6 Oct 43) OB-S-SPMOT-M, 11 October 1943, subject: Procedure for Return of Individuals from Canada and for Their Disposition After Arrival, with two amendments thereto.

c. AG 370.5 (20 Mar 44) OB-S-E-SPMOT-M, 22 March 1944, subject: Travel to and From the United States for Furlough or Leave of Absence.

d. AG 210.453 (1 Jun 44) OB-S-E-SPMOT-M, 3 June 1944, subject: Procedure for Return of Individuals for Temporary duty.

e. AG 370.5 (27 Dec 43) OB-S-E-SPMOT-M, 1 January 1944, subject: Procedure for Return by Air of Individuals to the United States, with one amendment thereto.

f. War Department Memorandum No. 7600-83-43, 19 October 1943, subject: Assignment of Military Personnel Returned from Overseas, with one change thereto.

g. SFX 370.5 (13 Nov 43) OB-S-SPMOT-M, 13 November 1943, subject: Information Concerning Return of Individuals by Water. 1012

h. AG 210.31 (21 Jul 44) OB-S-SFGAR-M, 23 July 1944, subject: Rotation or Return of Military Personnel as Individuals Whose Homes are located in Alaska, Canal Zone, Hawaii or Puerto Rico, and who have served outside the Continental United States.

i. AG 210.453 (28 Jul 44), 31 July 1944, subject: Reception Station Procedure for Return of Individuals on Temporary duty in Connection with Recuperation, Rehabilitation, and Recovery.

j. Paragraph 5c, letter, AG 370.5 (22 Jan 44) OB-S-E-SPMOT-M, 27 January 1944, subject: Irregularities in Procedure for Return of Individuals by Water (addressed to overseas commanders), and paragraphs 3a(7)(d) and (e), letter, AG 370.5 (22 Jan 44) OB-S-E-SPMOT-M, 27 January 1944, subject: Irregularities in Procedure for Return of Individuals by Water (addressed to port and reception station commanders), are rescinded. Since these letters

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contain statements of irregularities in systems previously established and continued in operation by this publication, all other provisions of the letters remain in effect

3. EFFECTIVE DATE. This publication will become effective in each overseas command on 1 September 1944. * * *

4. * * * The appropriate provisions of these instructions will be fully explained to all personnel being returned to the United States. * * *

5. DEFINITIONS.

a. Overseas command, for the purpose of this publication, is any theater of operations. * * *

b. Rotation group (formerly reception station group) is a group of individuals returning to the United States, within rotation quotas established by the War Department, on a permanent change of station, organized only for the purpose of movement. They are referred to in this publication as "RO Groups".

c. Temporary duty group is a group of individuals returning to the United States for recuperation, within quotas established by the War Department, on a temporary change of station, organized only for the purpose of movement. They are referred to in this publication as "TD Groups".

d. Individual is any member of the military service, regardless of rank or grade, sex, or color.

e. Casual is any individual returning to the United States who has not been assigned to a group for the purpose of movement.

f. AAF personnel is Army Air Forces personnel, including personnel of arms and services with the Army Air Forces.

g. US port is an installation under the Army Service Forces (Chief of Transportation), established primarily for the purpose of moving troops and supplies overseas and return by water transportation.

h. US Air port (port of aerial embarkation) is an installation under the Army Air Forces (Commanding General, Air Transport Command), established primarily for the purpose of moving troops and supplies overseas and return by air transportation.

6. GENERAL PLANS OF MOVEMENT. The systems provided in this publication are designed to provide uniform procedures for overseas commanders, to conserve rail transportation and port facilities in the United States, and to provide, in applicable cases, the means whereby furloughs, leaves of absence, or periods of recuperation may be granted promptly to individuals upon arrival from overseas commands. The majority of individuals will be placed in RO groups or TD groups, each one of which will be moved promptly to a designated reception station, where furloughs, leaves of absence or periods of recuperation will be granted. Concurrently, reassignment orders will be issued to members of RO groups. Upon termination of a period of recuperation, members of TD groups will be returned to proper overseas stations. Other categories of individuals

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(casuals), not returned in RO or TD groups, will be ordered to the United States and disposed of by US port and air port commanders in accordance with procedures outlined in this publication.

7. SECURITY. All personnel will be cautioned prior to departure from overseas commands against the compromise of classified military information and will be advised of their responsibility in preventing unauthorized publication of personal information of value to the enemy. This is particularly applicable to individuals returned from active combat theaters. Personnel will be advised to cooperate with authorized and properly identified intelligence officers representing the United States, both overseas and after arrival in the United States.

* * *

9. CATEGORIES INCLUDED IN THIS PUBLICATION. Procedures for movement of the following categories of individuals returned to the United States are included in this publication:

- a. Individuals returned under War Department rotation policies and quotas, on permanent change of station.
- b. Individuals returned under War Department policies and quotas, on temporary change of station for recuperation.
- c. Casuals returned for specific temporary duty.
- d. Casuals returned to a specific station named in travel orders, on permanent change of station.
- e. Casuals returned for emergency furlough or leave of absence.
- f. Casuals returned for separation from active service.
- g. Casuals returned as candidates for officers training.

10. CATEGORIES NOT INCLUDED IN THIS PUBLICATION. The following categories of personnel are not included in this publication. They will be returned in accordance with the procedures referred to below.

- a. Units and constituted detachments. See letter, AG 370.5 (23 Jun 43) OB-S-E-M, 30 June 1943, subject: Procedure Concerning the Movement of Troops Overseas, and letter, AG 370.5 (25 Jun 43) OB-S-SPMCT-E-M, 30 June 1943, subject: Assignment of Shipment Numbers to Overseas Commands.
- b. Sick and wounded. See letter, AG 704.11 (3 Jun 44) OB-S-E-SPMCT-M, 8 June 1944, subject: Procedure for Evacuation of Patients by Water or Air from Overseas Commands.
- c. Prisoners of war will be returned in accordance with directives issued by the War Department (Provost Marshal General and Chief of Transportation).
- d. Civilians and members of the Armed Forces other than the Army will be returned in accordance with procedures prescribed by the armed force concerned.

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cerned, within War Department policies.

11. SPECIAL CATEGORIES. Categories of individuals not specifically included in or excluded from the provisions of this publication will be the subject of directives from the War Department in each case. Prior to issuance of directive by any War Department agency for the return of such individuals, the Commanding General, Army Service Forces (Mobilization Division) will be notified in order that he may inform all other agencies concerned in these cases.

SECTION II

GENERAL PROCEDURES OVERSEAS FOR RETURN OF ALL INDIVIDUALS BY WATER

12. SELECTION OF PERSONNEL.

a. The selection of military personnel for movement to the United States within rotation quotas prescribed by the War Department will be made in accordance with the following:

(1) Circular No. 53, WD, 9 February 1944, Rotation or Return of Military Personnel as Individuals on Duty Outside the Continental United States, or supersessions thereof.

(2) Section V, Circular No. 127, WD, 29 May 1943, subject: Return of Air Crew Personnel from Overseas.

(3) WD Memorandum No. W600-44, 23 May 1944, subject: Implementation of Oversea Rotation Policy.

* * *

13. PLANS FOR SELECTION.

a. Individuals selected by overseas commanders within quotas prescribe by the War Department may be returned to the United States under one of two plans, as outlined below:

(1) Plan 1. This involves the movement of individuals to the United States on a permanent change of station, following the arrival of replacements in the overseas command for the personnel to be rotated. These individuals will be moved as members of RO groups. At a reception station in the United States the individuals will be granted delay enroute, furlough, or leave of absence. Delay enroute, furlough, or leave of absence will apply against the furlough or leave credit of the individual. * * *

(2) Plan 2. This involves the movement of individuals to the United States on a temporary change of station. Replacements for this personnel will not be furnished. These individuals will be moved as members of TD Groups. At a reception station in the United States, individuals will be ordered to their homes or other designated places for purposes of rehabilitation, recuperation, and recovery upon termination of which they will be returned to their proper overseas stations in highest priority for movement by water transportation. The entire absence from overseas station will be regarded as a period of temporary absence.

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any duty in the United States for the purposes of rehabilitation, recuperation, and recovery and will not apply against the furlough or leave credit of the individual. * * *

b. The designation of individuals for movement to the United States under either of the above plans is a matter of choice by the overseas commander, or his designated representatives, after consideration of such factors as the following, and subject to War Department instructions:

(1) The fact that replacements have or have not been furnished for the personnel designated for return.

(2) The quotas authorized for rotation and the quotas authorized for temporary duty.

(3) The desire of the overseas commander to retain certain key personnel. Assignment of individuals to Plan 2, within authorized quotas, will in fact accomplish this desire because personnel will be returned to the same overseas command.

(4) The morale factor, i.e., the degree of rehabilitation, recuperation, and recovery necessary for the personnel concerned.

(5) The continued effectiveness of the personnel under consideration.

14. BAGGAGE.

a. Clothing and individual equipment will be provided by overseas commanders for all individuals as prescribed in Circular No. 200, WD, 20 May 1944, as amended. The C & E Adjustment Form, pertaining to clothing and equipment, will be provided for each individual and each Form 32 will be closed out as prescribed in the Circular.

b. Necessary inspections of baggage of all returning individuals will be made prior to departure for the United States to insure compliance with WD Memorandum No. 455-45-43, 19 October 1943, subject: Return of Baggage and Personal Effects of Military Personnel from Overseas, as amended.

c. Officers will be authorized not to exceed 25 pounds of baggage ^{10'0} in addition to the weight of clothing, equipment, and personal baggage authorized at the time of their original overseas movement. The provisions of paragraph 2a(2), AR 55-410, 6 October 1942, are suspended accordingly, insofar as they pertain to the weight of baggage returned with individuals.

d. In addition to the clothing and equipment authorized in movement or travel orders of individuals returning to the United States, each enlisted man will be authorized not to exceed 25 pounds of baggage for personal items and captured material trophies.

e. All items which may be needed by an individual until arrival at a US port will be carried with the individual as hand baggage. All other items will be stowed as hold baggage, as desired by the commander of the overseas port at which embarkation is effected. As far as possible, hold baggage of RO

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and TD groups will be kept separate from the hold baggage of other passengers on the vessel and will be stowed in such a manner as will insure rapid unloading upon arrival in the United States.

15. RECORDS.

a. The following records of each individual will be forwarded with the personnel to whom they pertain:

- Form 20 (Soldier's Qualification Card)
- Form 24 (Service Record)
- * Form 28 (Individual Pay Record)
- C & E Adjustment Form, as prescribed in Cir 200, WD, 1944
- * Form 65, 65-1 or 65-10 (Officer's Identification Card)
- Form 66-1, 66-2, or 66-3 (Officer's and Warrant Officer's Qualification Card)
- * Form 77 (Officer's Pay Data Card)
- Form 78 (Syphilis Register) (For individuals under treatment for syphilis)
- * Form 81 (Immunization Register)
- * Copy of orders authorizing flying status (flying personnel only)
- * Copy of orders announcing rating (flying personnel only)
- * Record of leave accrued and granted (to be carried by officers, as prescribed in Cir 55, WD, 19 Feb 43)
- Board Proceedings under Section VIII, AR 615-360, if applicable, properly indorsed by the convening authority and approved by the officer having discharge authority
- Certificate covering any missing records (this certificate, stating all available facts in the case, will be furnished whenever missing records cannot be replaced or can be only partially reconstructed prior to return of the individual).

* To be carried by each individual.

b. It is vitally essential for proper disposition of individuals after arrival in the United States that all of the above records be complete, accurate, properly verified, and posted to date when released from the administrative control of the overseas commander concerned. Omissions and errors in personnel records has been the most serious deficiency in the present system of returning individuals. It is therefore desired that every effort be made to perfect these records prior to returning individuals to whom they pertain to the United States.

(1) Classified materials will be withdrawn from all records and, if appropriate, will be given to the group commander or casual by separate letter of transmittal for delivery to authorities in the United States. If such material is not needed with the applicable records, it will be disposed of in the overseas command.

(2) Particular attention will be paid to remarks financial, such as, "dates last paid" and "discontinuance of allotments".

(3) In the case of missing records, every effort will be made to construct duplicate records from information available. It must be realized

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that it is impossible to reconstruct such records after arrival of individuals in the United States. If duplicate records cannot be constructed, a certified statement will be prepared stating the records which are missing and the reason for their absence. This certificate will be forwarded in lieu of missing records.

c. The records indicated above by an asterisk will be carried in the personal possession of each individual.

17. IMMUNIZATIONS. Prior to departure of individuals from overseas commands immunization requirements of the command concerned and of any land areas to be traversed while enroute to the United States will be complied with. The immunizations referred to in paragraphs 10d, 10e and 11, AR 40-210, are applicable primarily to personnel departing from the United States on their first overseas assignment. Any individuals returned to the United States without immunization records will be assumed to have met the initial immunization requirements for service in the command from which they returned. They will be given only such additional or stimulating immunizations as are necessary to fulfill the requirements for service in the areas to or through which they will be traveling. In no case will the initial series of immunization be repeated.

18. CUSTOMS CLEARANCE. Representatives of overseas commanders will supervise compliance with the customs clearance regulations established by Circular No. 335, WD, 1944, to insure that the declarations prescribed therein are available upon embarkation of all individuals. These declarations are of paramount importance in decreasing the amount of time required at US ports for customs clearance of individuals.

SECTION III

FURTHER PROCEDURE FOR RETURN BY WATER OF ROTATION GROUPS

20. SELECTION OF PERSONNEL. The selection of individuals for movement to the United States within rotation quotas on a permanent change of station will be made in accordance with the principles enunciated in paragraphs 12 and 13 above.

21. ASSEMBLY AND PRELIMINARY PROCESSING OF INDIVIDUALS. Individuals will be prepared for return to the United States under the following procedure:

a. Individuals selected for return under rotation policies on permanent change of station will be assembled at overseas staging areas, or other installations designated by the overseas commander, for preliminary processing. 4039

b. From each individual will be secured the address in the United States where he or she desires to spend a furlough or leave of absence upon arrival in the United States. This information will be secured by actual interview of each individual. It will not be obtained by perfunctory interrogation or by perusal of personnel records to ascertain home addresses. Often, individuals desire to spend furloughs or leaves of absence at addresses other than their home addresses, or addresses listed in their records. Individuals will be informed that they cannot change their designated points of furlough or leave of absence after departure from overseas commands, and that, therefore, these selections must be made carefully.

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c. All general officers and officers in the grade of full colonel will be placed on separate individual travel orders. All other officers, as well as all enlisted men, normally will be assigned to RO groups for the return movement and will remain with those groups until they are dissolved in the United States.

d. Each individual will then be assigned to a group moving to the reception station (of those specified in paragraph 24a(4) below) serving the state in which is located the desired point of furlough or leave of absence. Extreme care will be exercised in making these assignments, inasmuch as assignment to the incorrect reception station will result in inadvertent discrimination against individuals after their arrival in the United States.

23. GROUP ORGANIZATION.

* * *

b. All members of groups, regardless of grade, will be informed that they will travel as members of their groups until they depart from a reception station. Severance of members from groups or dissolution of groups will not be permitted at US ports. However, in cases of obvious errors of assignment, US port commanders are authorized to assign individuals concerned to the proper reception station.

c. Members of groups will be informed that they cannot draw deposits upon arrival in the United States until they are reassigned to a permanent duty station. (See paragraph 74f below)

d. Further, members of groups will not be informed that they will receive preferred assignments, or assignments within areas of their choice, after arrival in the United States. Overseas commanders are responsible that individuals being returned to the United States are correctly informed as to the processing they will undergo in the United States, and the leave, furlough, or periods of recuperation which they may be granted. Any furlough or leave of absence granted to personnel of RO groups is chargeable against their accrued furlough or leave credit. Similarly, "delay enroute", granted at a reception station for the purpose of furlough or leave of absence enroute to a new station, is chargeable against furlough or leave credit of each individual. No implied promise of treatment more favorable than that prescribed herein and in other pertinent War Department instructions will be made to this personnel. Attention is also invited to the fact that the War Department has stated no prescribed minimum of time for retention of rotated personnel on permanent duty in the United States prior to transfer to overseas service. Circular No. 58, WD, 1944, states only that such individuals "will not be ordered to overseas commands again until they have performed duty in the United States." * * *

24. a. (4) * * * List of Reception Stations

Reception Station

Fort Devens, Mass.

States Served
By StationMaine
Vermont
New Hampshire

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<u>Reception Station</u>	<u>States Served By Station</u>
Fort Devens, Mass. (Cont'd)	Massachusetts Connecticut Rhode Island
Fort Dix, N.J.	New Jersey Delaware Pennsylvania New York
Fort Meade, Md.	Maryland Virginia West Virginia District of Columbia
Fort Bragg, N.C.	North Carolina South Carolina
Fort McPherson, Ga.	Georgia Tennessee Alabama Florida
Camp Shelby, Miss.	Mississippi Louisiana
Camp Atterbury, Ind.	Indiana Ohio Kentucky
Fort Sheridan, Ill.	Illinois Wisconsin Michigan
Fort Snelling, Minn.	North Dakota South Dakota Minnesota
Jefferson Barracks, Mo.	Missouri Iowa
Fort Leavenworth, Kan.	Kansas Nebraska
Fort Logan, Colo.	Colorado Wyoming
Camp Chaffee, Ark.	Arkansas Oklahoma
Fort Sam Houston, Tex.	Texas, east of 100th Meridian of Longitude

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<u>Reception Station</u>	<u>States Served By Station</u>
Fort Bliss, Tex.	New Mexico Arizona Texas, west of 100th Meridian of Longitude
Fort Douglas, Utah	Montana Utah Nevada Idaho
Fort Lewis, Wash.	Washington Oregon
Presidio of Monterey, Cal.	California

SECTION IVFURTHER PROCEDURE FOR RETURN BY WATER OF TEMPORARY DUTY GROUPS

26. SELECTION OF PERSONNEL. The selection of individuals for movement to the United States within authorized quotas on a temporary change of station will be made in accordance with the principles enunciated in paragraphs 12 and 13 above. Any individual who is not physically qualified for overseas duty will not be returned as a member of a TD group. The physical qualification of individuals will be determined by standards established in current War Department directives.

27. ASSEMBLY AND PRELIMINARY PROCESSING OF INDIVIDUALS. TD groups will be organized and given preliminary processing in the manner prescribed in paragraph 21 above, for rotation individuals returned on a permanent change of station. The home or other address in the United States at which recuperation is desired will be secured from each individual, rather than the address of furlough or leave of absence.

* * *

SECTION VFURTHER PROCEDURE FOR RETURN BY WATER OF CASUALS ON SPECIFIC TEMPORARY DUTY

31. SELECTION OF PERSONNEL. Individuals to be returned in this category will be selected in accordance with the desires of the overseas commander concerned or upon specific directive from the War Department. These individuals are not to be included under rotation or other quotas. Examples: An officer moved on temporary duty to an Army Service Forces depot in the United States to observe depot procedures and returned to his overseas station. Or an individual moved, upon request of the Commanding General, Army Ground Forces, on temporary duty to Headquarters, Army Ground Forces, for a specific mission and returned to his overseas station.

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R E S T R I C T E DSECTION VIFURTHER PROCEDURE FOR RETURN BY WATER OF CASUALS TO A SPECIFIC STATION -
PERMANENT CHANGE OF STATION

34. SELECTION OF PERSONNEL. Individuals in this category will be returned in accordance with specific directives from the War Department, or where specifically authorized, as selected by the overseas commander. These individuals are not to be included under rotation or other quotas. Example: An individual directed by the War Department to return on a permanent change of station to the United States and to join the 65th Infantry Division, Camp Shelby, Mississippi.

* * *

SECTION VIIFURTHER PROCEDURE FOR RETURN BY WATER OF CASUALS FOR EMERGENCY LEAVE OR
FURLOUGH-ONLY

37. SELECTION OF PERSONNEL. Selected individuals normally will be returned as members of TD groups, for recuperation in the United States. However, since return as a member of a TD group involves a period of recuperation at the home or other designated address of thirty (30) days duration in every case, where a furlough or leave of shorter duration is desired, the individual concerned may be returned as a casual under the procedure below. This is particularly applicable when an emergency exists and a short period of furlough or leave of absence in the United States is necessary. This is also applicable to the case where an emergency furlough or leave of absence is required for an individual who has recently completed a furlough or leave of absence in the United States. In the above cases, selected individuals may be returned on emergency furlough or leave of absence, which will be granted by US port commanders. The entire absence from overseas station will be considered as a period of detached service at a US port. All travel from overseas commands to US ports and return travel from US ports to overseas commands will be made at Government expense; all travel while on furlough or leave of absence in the United States will be made at the individual's expense. These individuals are not to be included under rotation or other quotas. * * *

SECTION VIIIFURTHER PROCEDURES FOR RETURN BY WATER OF CASUALS FOR SEPARATION
FROM ACTIVE SERVICE

40. SELECTION OF PERSONNEL. Military personnel will be moved to the United States for separation from active service as prescribed in Circular No. 292, WD, 1944. They will not be placed in RO or TD groups for return to the United States. When the number of individuals involved, however, is sufficient, they may be grouped together for discipline and control purposes and the senior member designated as group leader thereof.

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R E S T R I C T E DSECTION XI

GENERAL PROCEDURES AT US PORTS

* * *

56. MOVEMENT TO RECEPTION STATIONS.

a. US port commanders will, with the least practicable delay, move RO groups to the reception stations indicated in group movement orders. Procedure for movement will conform to Circulars No. 102 and 229, WD, 1943. Every effort will be made to move these groups to the proper reception stations within twenty-four (24) hours after arrival in the staging area.

b. All officers in RO groups will be considered as traveling on permanent changes of station, with temporary duty enroute. Officers will be furnished transportation and, upon completion of travel, will be paid mileage at the rate of five (5) cents per mile within existing laws, unless travel with troops is performed as outlined in Circular No. 260, WD, 1944, in which case no allowances are due. Per diem will not be authorized officers of RO groups.

c. Enlisted men will be furnished transportation and either rations in kind (travel with troops), OR meal tickets, OR monetary allowance in lieu of subsistence.

SECTION XII

FURTHER PROCEDURES AT US PORTS APPLICABLE TO TEMPORARY DUTY GROUPS

* * *

61. MOVEMENT TO RECEPTION STATIONS. US port commanders will, with the least practicable delay, move TD groups to the reception stations indicated in group movement orders. Procedure for movement will conform to Circulars No. 102 and 229, WD, 1943. Every effort will be made to move these groups to the proper reception stations within twenty-four (24) hours after arrival in the staging area. Officers will be furnished transportation and, except during periods of travel with troops, will be authorized per diem. Enlisted men will be furnished transportation and rations in kind, OR meal tickets, OR the monetary allowance in lieu of subsistence.

SECTION XIII

FURTHER PROCEDURES AT US PORTS APPLICABLE TO CASUALS

* * *

67. FURTHER MOVEMENT.

a. Casuals will be released for further movement to stations named in their travel orders, or on furlough or leave of absence, with the least delay, consistent with considerations of time required for processing and arrangements for transportation.

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b. Upon return of casuals to a US port in the United States on specific temporary duty and emergency furlough or leave of absence, they will be returned to proper overseas station, with the least delay, consistent with the priority recommended by the overseas commander and available transportation.

c. Upon arrival of casuals at a US port who moved to the United States by air and whose orders direct them to return to overseas station, with the least delay, consistent with the priority, if any, recommended by the overseas commander and available transportation.

SECTION XIVPROCEDURES AT RECEPTION STATIONS APPLICABLE TO ROTATION GROUPS68. PREFACE.

a. Pending the opening of specified Army Ground and Service Forces Redistribution Stations (referred to herein as AGSF Redistribution Stations), all reference contained in this Section which pertain to the assignment of personnel to AGSF Redistribution Stations will be construed to refer to "War Department Personnel Reassignment Centers".

b. Prior to the opening of AGSF Redistribution Stations, personnel of RO groups, other than those of the Army Air Forces, processed by reception stations will be ordered to the appropriate War Department Personnel Reassignment Center in accordance with instructions issued by the Commanding General, Army Service Forces, from time to time.

c. Such personnel will be informed that accommodations for their families at War Department Personnel Reassignment Centers are not available.

d. Personnel of the Army Air Forces will be ordered to Army Air Forces Redistribution Stations (referred to herein as AAF Redistribution Stations) as indicated in this section.

69. RECEPTION STATIONS. Reception stations are installations designated by the War Department to receive, process and dispose of certain personnel returned from overseas commands. However, the instructions contained in this Section will be limited to that personnel returned from overseas on rotation in RO GROUPS only. Reception stations are located at certain installations (See paragraph 24c(4) above) and are operated as Class I activities under the commanding generals of service commands. The Commanding General, Army Air Forces, will maintain at reception stations liaison personnel to assist reception station commanders in determining the appropriate disposition of AAF personnel. Disposition of AAF personnel will be effected in accordance with instructions issued to liaison personnel by the Commanding General, AAF Personnel Distribution Command, through reception station commanders. Liaison personnel will not be assigned by reception station commanders to other duties which will interfere with liaison functions.

70. PRINCIPAL MISSION. Personnel returned from overseas must be given appreciative and considerate handling. They should be accorded every proper courtesy and privilege consistent with control and efficient processing. The uppermost interest of these individuals is to reach the place of their furlough

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or leave of absence at the earliest possible moment with sufficient funds and as smartly uniformed as is possible. To this end they will be given priority over selectees and will be segregated from them in all processing. Within twenty-four (24) hours after their arrival at reception stations, they will be reassigned to an AGSF or AAF Redistribution Station and will have departed with a twenty-one (21) day delay enroute, plus travel time to and from the place at which they will spend their furlough or leave of absence.

71. GROUP ORGANIZATION. RO groups will maintain their group organization until departure of individual members from reception stations. Enlisted men should be placed under noncommissioned officers of the group designated by their group leader and, as far as practicable, control of the group should be exercised through the group leader or his designated noncommissioned officers. It is not desirable to control these groups through enlisted personnel of lower grades of the reception station overhead. Moreover, such personnel should be relieved of all but the minimum of housekeeping duties during their stay at reception stations.

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73. RECEPTION, WELCOME, AND ORIENTATION AT RECEPTION STATIONS.

* * *

b. (1) Individuals destined for AGSF Redistribution Stations will be informed that accommodations for their wives are dependent upon availability of space at the time it is required and that their wives should not accompany them to redistribution stations unless confirmation of requests and reservations are received from the redistribution station concerned. Individuals will be instructed to either accomplish requests for accommodations for their wives prior to departure from the reception station or to send forward such requests from their address of furlough or leave of absence within (5) days' time. In this connection, see paragraph 68c above.

(2) Personnel destined for the AAF Redistribution Stations will be informed of the accommodations of those stations in accordance with current instructions issued by the Commanding General, AAF Personnel Distribution Command.

(3) Individuals will be instructed that orders reassigning them redistribution stations will direct permanent change of station, but that transportation of dependents and shipment of household baggage is not authorized.

c. In addition to the above, returned personnel should be cautioned against cancellation of family and insurance allotments and should be informed of any other items of interest, particularly the schedule for the remainder of their stay at the station. Where practicable, copies of such schedule should be furnished group leaders.

74. PROCESSING.

* * *

b. Clothing and equipment. The provisions of Circular No. 200, WD, dated 20 May 1944, as amended, will be followed fully to provide such clothing

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and equipment as are essential to the comfort and appearance of the individual while on furlough. Every effort will be made to return the soldier to his home neatly clothed and wearing the insignia and decorations of which he may be justly proud. To that end an adequate supply of insignia and ribbons will be maintained at each reception station. In addition, personnel will not be required to remove shoulder patches or insignia of last organization overseas until after return from furlough and permanent reassignment at redistribution stations, unless they were so directed upon leaving their overseas station. Personnel will be inspected for proper uniform prior to departing from the reception station.

c. Reassignment in grade. Enlisted men will be forwarded to redistribution stations in grade, except when reduced for cause under the provisions of AR 615-5.

d. Assignment to redistribution stations.

(1) All military personnel of the Army Air Forces, including personnel of the arms and services with the Army Air Forces, will be assigned by the Army Air Forces liaison officer to AAF Redistribution Stations with a twenty-one (21) day delay enroute, plus travel time to and from the location at which furlough or leave of absence is desired. AAF PDC Forms 22 or 22A, as applicable, will be completed in its entirety for all AAF rotation personnel. In this connection, only Sections 1, 2, and 7, Forms 22 or 22A, will be prepared for all other categories of AAF personnel.

(2) All other military personnel will be assigned to AGSF Redistribution Stations in accordance with instructions and schedules to be issued from time to time by Headquarters, ASF, with a twenty-one (21) day delay enroute, plus travel time to and from the location at which furlough or leave of absence is desired.

(3) Should any individual desire to forego furlough or leave of absence, they will be dispatched directly to the nearest AAF or AGSF Redistribution Station, whichever is appropriate.

e. Transportation. Upon receipt of copies of movement orders prior to arrival of groups, reception station commanders, to the maximum extent practicable, will make tentative arrangements for travel to addresses of furlough or leave of absence of members of the groups. He will notify carriers of any impending heavy traffic loads. Government transportation will be furnished between the reception station and the redistribution station upon request of the individual. Individuals will not be encouraged to furnish transportation from personal funds. To the extent practicable, transportation will be so arranged as to be most convenient and economical for the individual, consistent with the interests of the Government and existing law and regulations. When Government transportation is not furnished, the individual will be entitled to reimbursement for travel from the reception station to the redistribution station as contemplated by existing regulations.

f. Pay. Where possible, pay and allowance accounts of all personnel returned from overseas service will be settled in full, or the maximum partial payment permitted under current regulations, will be made with sufficient promptitude to enable individuals to depart on furlough or leave of absence within twenty-four (24) hours after arriving at the reception station. If

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records accompanying the personnel are incomplete or are missing, every effort will be made to substantiate pay and allowance accounts to provide maximum payment to the individual (See Change 4, AR 345-155, dated 6 October 1943).

g. Baggage. It is highly desirable that baggage of these individuals be available to them for re-packing or for the removal of certain items while at reception stations. Baggage will be placed in the individual's possession promptly. In the exceptional case where baggage does not arrive until after his departure, it will be shipped at the earliest time, by express collect, to the address at which the individual will spend his furlough or leave of absence. However, if the individual desires, baggage may be forwarded by the reception station commander, by express prepaid, to the redistribution station to which the individual is assigned. Baggage forwarded to a redistribution station will be reduced to a minimum by the removal by the individual of articles which should be taken to and left at his home. Baggage forwarded will be inspected at the reception station to insure that it is correctly addressed.

h. Mail. Mail received at reception stations for personnel returned from overseas will be disposed of in accordance with provisions of FM 12-105 and letter to the commanding generals of service commands, file SPXAO-P 311.1 (30 May 44), subject: "Forwarding of Mail for Personnel Transferred Within United States", dated 30 May 1944.

* * *

SECTION XVPROCEDURE AT RECEPTION STATIONS APPLICABLE TO TEMPORARY DUTY GROUPS ONLY

75. GENERAL. Upon arrival of TD groups at reception stations, they will be placed under the control of the reception station commander who will issue further orders in accordance with instructions outlined below. In general, these groups should be accorded the same treatment with regard to reception and processing as is prescribed in Section XIV above, for RO groups. Within twenty-four (24) hours after arrival, all individuals in these groups will be ordered to their homes or other designated addresses for a period of thirty (30) days' recuperation, plus travel time required to and from the reception station. Each individual will be furnished orders to return to the reception station upon termination of such duty. The thirty (30) day period will not be chargeable against the individual's leave or furlough credit. In addition, all necessary expenses of travel, plus per diem, will be paid for actual travel time. No per diem will be paid during the thirty (30) day period.

* * *

c. Since it is contemplated that TD groups will be processed through AGSF Redistribution Stations in the near future, further instructions as to changed procedures will be issued.

76. RETURN MOVEMENT OF TEMPORARY DUTY GROUP, EXCEPT GROUPS OF AAF COMBAT AIR CREW PERSONNEL, TO OVERSEAS STATION.

a. Reception station commanders will reassemble each TD group, except groups of AAF Combat Air Crew personnel, at the reception station in sufficient time to comply with the readiness date contained in the port indorsement to movement orders.

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b. Each group will consist of the same individuals moved from overseas on the original movement order, except for those individuals who, through hospitalization or for other cause, are unable to be returned in their original group. Relotions from specific groups will be reported by the reception station commander to the port commander concerned on or before the readiness date of the group.

c. When individuals who have been deleted from their original assignment group become available for return overseas, reception station commanders will attach them to a temporary duty group moving at the earliest date to the same theater, and will promptly notify the port commander concerned. In the event there are no other groups moving from the reception station to the overseas theater within a reasonable time, the reception station commander will notify the port commander of the availability of the individual. If the individual can be attached by the port to another group, the reception station will forward him upon call of the port. Upon arrival at the port, he will be attached to the proper group and movement orders of the group corrected accordingly. This applies to individuals temporarily hospitalized and to individuals who are unable to return overseas in their original TD groups for causes other than ATOL or confinement.

d. Individuals who become physically disqualified for return to proper overseas station, upon release from hospitals, will be returned to the reception station to which they were temporarily assigned. Reception stations will forward personnel of the Army Air Forces to the nearest AAF Redistribution Station for processing and reassignment. All other personnel will be forwarded to the nearest Personnel Reassignment Center or AGSF Redistribution Station for processing and reassignment.

e. Individuals who are absent without leave or who are confined will be disposed of as follows:

- (1) To insure that no individual of a TD group at a reception station, serving a sentence of confinement imposed by Courts-Martial, is held for an unnecessarily long period of time for the purpose of completing such sentence, thus delaying and possibly avoiding return to overseas service, reception station commanders will include such personnel in the first available shipment of TD groups thereafter to U. S. ports or to AAF Redistribution Stations, whichever is appropriate. This is particularly applicable to individuals who absented themselves without leave and who have returned or have been returned to military control at the reception station to which they were temporarily assigned.

- (2) Transfer of personnel in a confinement status will be made under a guard designated by the reception station commander. A copy of the Courts-Martial order which directed sentence of confinement will be attached to the letter transmitting records.

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- (3) U. S. port commanders and AAF Redistribution Station commanders, as appropriate, will thereupon become responsible for further delivery of the individuals. Necessary action will be taken by the port commander to remit the unexecuted portion of the sentence as relates to the confinement of the individual, effective on a future date between the time of sailing and the expected arrival of the vessel at destination.

* * *

77. RETURN MOVEMENT OF TEMPORARY DUTY GROUPS CONSISTING OF AAF COMBAT AIR CREW PERSONNEL.

a. Reception station commanders will reassemble each TD group consisting of AAF personnel upon completion of temporary duty at the reception station and move the group to the AAF Redistribution Station designated in the port indorsement of the original TD group movement order. Individuals who cannot be moved with their assigned group will be moved separately at the earliest practicable date to the AAF Redistribution Station through which their group was moved.

* * *

c. The port commander concerned will issue a call for each group, and the AAF Redistribution Station will move each group in accordance with the instructions contained in the call.

* * *

SECTION XVIPROCEDURE AT RECEPTION STATIONS APPLICABLE TO CASUALS

78. CASUALS RETURNED FOR EMERGENCY FURLOUGH OR LEAVE OF ABSENCE

* * *

b. Upon return to the reception station on termination of furlough or leave of absence, the individuals concerned will be moved to proper overseas station, as requested in the original travel orders. Orders will be indorsed to show the date of return to the station and date of departure therefrom, and to direct the individual in each case to return to his proper overseas station.

79. CASUALS RETURNED BY AIR FOR REASSIGNMENT OR RECUPEPATION

a. In cases of individuals returned to the United States by air, who are moved to reception stations for reassignment (permanent change of station) or recuperation (temporary change of station), they will be processed and disposed of as proscribed for members of RO and TD groups.

b. In cases of individuals moved by air for recuperation, whose orders request return to overseas station by air, upon termination of thirty (30) days recuperation, they will be forwarded to the U.S. airport shown on their travel orders. In cases where return movement overseas by water is requested, they will be attached to another group traveling to the same overseas command, or will be reported to the proper port commander as outlined in paragraph 76 c, above.

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SECTION XVIIGENERAL PROCEDURES OVERSEAS FOR RETURN OF ALL INDIVIDUALS BY AIR30. SELECTION OF PERSONNEL

a. The selection of military personnel for movement to the United States by air transportation within quotas prescribed by the War Department will be made in accordance with the following:

- (1) Circular Number 58, WD, 9 February 1944. Rotation and Return of Military Personnel as Individuals on Duty outside the Continental U. S.
- (2) Section V, Circular Number 127, WD, 29 May 1943, subject: "Return of Air Crew Personnel from Overseas".
- (3) WD Memorandum Number "600-24, 23 May 1944, subject: "Implementation of Oversea Rotation Policy."

b. The selection of casuals for movement to the United States will be accomplished in accordance with principles enumerated in paragraphs 31, 34, 37, 40 and 43 above.

c. All AAF Air Transport Command ferrying crew personnel will be returned in accordance with instructions issued by the Commanding General, Air Transport Command.

d. Individuals returning as tactical crew members in tactical aircraft will be governed by regulations established by overseas commanders.

e. Individuals may be returned by air for the purpose of emergency furlough or leave of absence, as prescribed in Section I, Circular Number 275, WD, 1943, or supersessions thereof.

f. Individuals in categories other than the above will be selected by overseas commanders for return by air in accordance with priorities established by the overseas commander. The mode of transportation by which any individual is to be moved to the United States is a matter of choice by the overseas commander, or his designated representative, within the limitations imposed by available air transportation and the policies set forth in Circular Number 275, WD, 1943, or supersessions thereof. * * *

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g. Individuals whose presence is likely to be prejudicial to the health of others because of being in the contagious phase of a communicable disease or because of vermin infestation will not be returned by air.

31. AIR TRANSPORTATION. Air transportation for individuals specified above will be arranged in accordance with the procedure agreed upon between the overseas commander and the theater representative of the Air Transport Command in compliance with the provisions of Circular Number 130, WD, 4 April 1944.

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82. PLANS FOR SELECTION. Individuals selected by the overseas commanders within rotation or other quotas prescribed by the War Department and other individuals as directed by the War Department may be returned to the United States by air in accordance with plans as outlined in paragraph 13 above, except that they will be returned as individuals on individual travel orders without group designations or without being formed in groups.

83. BAGGAGE

a. Officers. Every effort will be made to limit authorized personal baggage to the absolute minimum weight. Travel orders will include the authorized baggage allowance. In the absence of such limitations in the travel orders, the maximum baggage allowance will be limited to 65 pounds (Circular Number 122, WD, 23 March 1944).

b. Enlisted Personnel. Only the minimum clothing and equipment sufficient for comfort and security of the individual during the return movement will be provided. The C and E Adjustment Form pertaining to clothing and equipment will be provided for each individual and each Form 32 will be closed out as prescribed in Circular Number 200, WD, 20 May 1944, as amended. Unless specifically authorized for transport by air, in no case will baggage of individuals returning by air exceed the current authorized weight allowance (Circular 122, WD, 1944). Travel orders will include the authorized baggage allowance.

c. The provisions of paragraph 14, above, with respect to inspections of baggage, are applicable to returns by air.

d. All baggage of individuals in excess of the weight allowance authorized for movement by air will be properly packed, marked, and shipped to the United States as Unaccompanied Baggage, under the provisions of War Department letter, subject: "Processing of Baggage from Overseas", to be issued in the near future. In cases where the consignee address of the baggage is not known by the individual, he will be given a copy of the "Notification" prescribed in Section III, Circular Number 142, WD, 1944.

84. RECORDS. The same records will accompany personnel moving by air and the procedure prescribed in paragraph 15 above will be followed, except that they will be properly prepared to permit each individual to carry his own records for delivery to the U. S. airport commander.

85. MEDICAL REQUIREMENTS. Overseas commanders will furnish ATC certificates of health of personnel selected to return by air and a record of prevalence of contagious diseases in the overseas command as prescribed by Circular Number 276, WD, 1 November 1943.

86. CUSTOMS CLEARANCE. Attention is directed to Circular Number 335, WD, 1944, relative to customs clearance. Although the circular primarily concerns customs clearance for baggage shipped by water transportation, it is desired that the Owner's Declaration, prescribed in paragraph 5a of the circular be accomplished for all baggage accompanying individuals to the United States by air. The remainder of the circular will not apply to movements by air. Additional requirements, however, will be met as prescribed by the Commanding General, Air Transport Command.

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SECTION XVIII

FURTHER PROCEDURE FOR RETURN OF ALL INDIVIDUALS BY AIR

87. PRELIMINARY PROCESSING. At the overseas staging area individuals to be returned by air will be interviewed to determine the category of the individual being returned and the state in which the individuals desire leave or furlough in the United States. Orders for the return of the individual to the United States will be issued containing the information required by paragraph 90, below.

88. GENERAL. All personnel returning by air transportation will be instructed that they are under the command of the Commanding General, Air Transport Command, from the time they report to the Air Transport Command station of departure in the theater until they are released by the commander of the U. S. airport, or the commander of an intermediate Air Transport Command station. Upon arrival at the U. S. airport, they will be subject to certain border clearances and processing before proceeding to another station. This, as well as all other applicable provisions of this letter, applies not only to individuals traveling as passengers on air transport aircraft, but also to tactical crew members flying tactical aircraft. Border clearance and processing will include:

a. Clearance from United States Customs, Immigration, Department of Justice and Public Health. Personnel may be required to prepare certain Governmental forms and Air Transport Command forms in connection with these clearances prior to their arrival at the U. S. airport.

b. Medical inspection, entries in records, issue of clothing, and endorsement or issuance of orders (except for officers returning to permanent station in the United States after temporary duty overseas).

SECTION XIXPROCEDURE UPON ARRIVAL OF INDIVIDUALS AT U.S. AIRPORTS

93. INSTRUCTIONS APPLICABLE TO DISPOSITION AT U.S. AIRPORTS OF ALL INDIVIDUALS

f. Individuals whose orders indicate they have been returned on temporary duty for recuperation will be ordered to the reception station (of those listed in paragraph 24 a (4) above) serving the state in which is located their desired place of recuperation. Orders will state that travel is being performed in connection with recuperation of the individual concerned. Reception station commanders will order personnel to their homes or other designated places for purposes of recuperation of thirty (30) days' duration, plus travel time. Upon their return to the reception station, they will be ordered to a port, airport, or redistribution station. These individuals are entitled to the same allowances as members of TD groups returned by water transportation. If the individual is to be returned to overseas station by air, orders will indicate the U. S. airport to which he will report for further movement and one (1) copy of overseas travel

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orders of individuals returning to overseas station by air will be sent to the Commanding General, Air Transport Command (Priorities and Traffic), Washington 25, D. C., in order that air transportation for the return journey may be arranged in accordance with the Theater Air Priority Designator stated in the orders.

94. FURTHER INSTRUCTIONS APPLICABLE TO DISPOSITION OF ARMY AIR FORCES PERSONNEL

a. Any individual not authorized or who does not desire a furlough or leave of absence, * * * except those returned for temporary duty, will be ordered to an AAF Redistribution Station designated by the Commanding General, AAF Personnel Distribution Command.

b. Individuals authorized a furlough or leave of absence whose orders do not designate a new station (return for reassignment) will be ordered to one of the reception stations indicated in paragraph 24 a (4) above, or to one of the U. S. airports, including entry port, whichever serves the state in which is located the place they desire furlough or leave of absence, except as follows:

- (1) In those cases where the furlough or leave address is on the approximate route of travel to an AAF Redistribution Station to which the individuals are to be assigned, or where it can be foreseen that an appreciable reduction can be made in total required rail travel time, such individuals will be ordered direct to the AAF Redistribution Station concerned. In this case, processing will be completed at the air entry port and individuals will be authorized delays enroute of twenty-one (21) days, plus travel time to the redistribution station, for the purpose of furlough or leave of absence.
- (2) In the cases of those individuals ordered to a reception station or other airport, processing will be completed at the reception station or air port concerned. Upon completion thereof, the individuals will be ordered to an AAF Redistribution Station in accordance with instructions issued by the Commanding General, AAF Personnel Distribution Command, with delay enroute of twenty-one (21) days, plus travel time authorized for the purpose of furlough or leave of absence.

c. AAF Combat Crews returned on temporary duty for recuperation, arriving at U.S. airports will be forwarded to reception stations by indorsement to the overseas orders or by issuance of special orders. Reception station commanders will order such individuals to their homes or other designated places for recuperation for a period of thirty (30) days, plus travel time to the place of recuperation and return to the reception station in the same manner as provided for TD groups in paragraph 75, above. Upon termination of recuperation, such individuals will be forwarded to the appropriate AAF Redistribution Station for processing. AAF Redistribution Station commanders will notify commanders of water ports and airports of the arrival of such personnel for return to proper station. Where the return journey is to be made by water transportation, the individuals may be attached to a TD group for movement.

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d. After consultation with the flight commander of a tactical crew returning tactical aircraft to determine the number of tactical crew members necessary to deliver aircraft, personnel not required for completion of delivery of tactical aircraft will be processed in accordance with the applicable provisions above. Personnel delivering aircraft will be processed in conformance with the applicable provisions above, contingent upon completion of delivery of aircraft.

e. Authority is granted to commanders of U. S. airports to change furlough or leave of absence addresses previously designated by individuals.

f. The Commanding General, AAF Personnel Distribution Command, will maintain liaison personnel at ports of aerial embarkation for the purpose of assisting and advising commanding officer thereat in the proper disposition of AAF personnel in accordance with instructions issued by the AAF Personnel Distribution Command.

g. At the reception station or other airport where processing is completed, Sections 1, 2, and 7, AAF Personnel Distribution Command Forms 22 or 22a will be completed, in single copy only, for all individuals not assigned to an AAF Personnel Distribution Command installation. In all other cases, the form will be completed in its entirety.

95. FURTHER INSTRUCTIONS APPLICABLE TO PERSONNEL OTHER THAN ARMY AIR FORCES. Individuals authorized a furlough or leave of absence whose orders do not designate a new permanent station by name (return for reassignment) will be forwarded to the reception station, of those indicated in paragraph 24 a (4) above, serving the state in which is located the place of furlough or leave of absence.

* * *

SECTION XXI

PROCEDURE FOR RETURN OF INDIVIDUALS WHOSE HOMES ARE LOCATED OUTSIDE THE CONTINENTAL UNITED STATES

99. GENERAL. Individuals selected under rotation policies and quotas, whose homes are in Alaska, Panama Canal Zone, Hawaii, or Puerto Rico, and who desire to spend their furlough or leave of absence at or near their homes will either be returned in RO groups and disposition will be made as outlined below, or they will be moved directly to the territory in which their homes are located.

100. MOVEMENT DIRECT TO TERRITORY OF RESIDENCE

a. In cases where transportation is available to the area or territory in which is located the place of residence of the individual being returned, authority is granted to overseas commanders to move them direct to such area or territory under permanent reassignment orders. Where this can be accomplished, transshipment through the United States will be avoided.

b. Direct communication, as authorized in paragraph 8 above, is extended to authorize commanders concerned to effect these movements.

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c. Immediately after such a transfer, a report by radio will be dispatched to the commander to whom the individual is being transferred, furnishing information concerning the individual as follows: Full name, grade, specification serial number, military occupational specialty number, and arm or service.

d. Upon arrival in the area or territory of residence of the individual, the overseas commander thereat will take immediate steps to grant furlough or leave of absence of twenty-one (21) days, plus travel time to desired point of furlough or leave of absence of the individual. Upon termination of the furlough or leave of absence, reassignment will be made to organizations or installations under the jurisdiction of the overseas commander concerned.

* * *

101. MOVEMENT TO THE UNITED STATES FOR TRANS-SHIPMENT TO PLACE OF RESIDENCE

a. In cases where transportation is not available direct to the area or territory of residence, these individuals will be returned to the United States in RO groups, as prescribed in Section III, above, for the purpose of trans-shipment to their place of residence.

b. Individuals whose homes are located in Alaska or Hawaii, and who desire furlough or leave of absence in these locations, will be ordered to Reception Station No. 14, Presidio of Monterey, California, with a request in the group movement orders concerned that further orders be issued for movement to Alaska or Hawaii.

c. Those individuals whose homes are located in the Panama Canal Zone or Puerto Rico, and who desire furlough or leave of absence in these locations, will be ordered to Reception Station No. 5, Camp Shelby, Mississippi, with a request in group movement orders that further orders be issued for movement to the Panama Canal Zone or Puerto Rico.

d. Upon arrival of such individuals at Reception Station No. 14, Presidio of Monterey, California, they will be transferred to the appropriate replacement depot of the major command concerned, for inclusion in a shipment of replacement personnel to the territory of residence. They will be reported, by radio or teletypewriter, to the commanding general of the major force concerned, the report including the full name, grade, specification serial number, military occupational specialty number, and arm or service. A copy of this report will be furnished the appropriate replacement depot commander.

e. Upon arrival of such individuals at Reception Station No. 5, Camp Shelby, Mississippi, they will be processed, retained at that station, and reported, by radio or teletypewriter, to the commanding general of the major command concerned, the report to include the information prescribed in d above. The commanding general of the major command concerned will take immediate steps to include such individuals in a shipment of replacements to the appropriate territory and will advise the overseas commander accordingly.

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f. In cases where the commanding general of the major command concerned does not have a shipment of replacements for call of a port commander within fifteen (15) days after receipt of the report prescribed in d and e, above, destined for the territory in which the individuals concerned reside, such information will be forwarded immediately to The Adjutant General (Attention: SHG-R). The latter will arrange for travel of these individuals to the appropriate destination by first available transportation. Overseas commanders will be advised as prescribed above.

g. Upon arrival of such individuals in the territory of residence, overseas commanders will take immediate steps to grant furloughs or leaves of absence of twenty-one (21) days, plus travel time to desired points of furlough or leave of absence. Upon termination of the furlough or leave of absence, reassignment will be made to organizations or installations under the jurisdiction of the overseas commander concerned.

102. MISCELLANEOUS

a. In any of the cases cited in paragraphs 99 to 101, inclusive, above, this publication will be cited in orders as the authority for transfer of the individuals.

b. Nothing in this Section will supersede or change instructions previously issued by the War Department for the disposition of specified individual cases of such transfers. All other instructions concerning this matter, however, are rescinded.

c. The above procedures apply solely to personnel on duty outside the continental United States.

By order of the Secretary of War:

/s/ J. A. Ullo
/t/ J. A. ULIO
Major General
The Adjutant General

5 Inclosures:

- * * * (Inclosures 1 and 2 not included)
- #3 - Sample Travel Order
- #4 - Sample Travel Order
- #5 - Sample Travel Order

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Part A.

SAMPLE TRAVEL ORDER

HEADQUARTERS
USAF IN CHINA-BURMA-INDIA
(Or APO Number)

(Date)

Subject: Travel Orders

To : (Insert addressees),

1. First Lieutenant Howard Orr, 165293, Ordnance Department, will proceed by water transportation to a U.S. port for further movement for the purpose of temporary duty at (specific place of temporary duty in U.S.) in connection with (state purpose of temporary duty).

2. Upon completion of temporary duty in the United States, Lt. Orr is granted leave of absence of fifteen (15) days, upon completion of which it is requested that he be returned by first available water transportation to his proper overseas station.

3. (Monetary allowances authorized for the individual).

4. (Additional instructions considered necessary by the oversons commander.)

5. TDN. (Allotment chargeable).

By command of _____

Inclosure #3

PART ...

SAMPLE TRAVEL ORDER

HEADQUARTERS
USAF IN CHINA-BURMA-INDIA
(Or APO Number)

(Info)

Subject: Travel Orders

TO : (Insert Addressee), _____

1. Sergeant John L. Jones, 32596092, Engineer Corps, is placed on detached service and will proceed by water transportation to a U. S. port where he will be granted a twenty-one (21) day furlough. Address on furlough will be 16 Vine Street, Denver, Colorado.

2. The commander of the U. S. port of arrival will issue the necessary orders for furlough and return to the individual's overseas station by first available water transportation.

3. (Additional instructions considered necessary by the overseas commander.)

4. TDR. (Allotment chargeable.)

By command of _____:

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Inclosure #4

PART A. SAMPLE TRAVEL ORDERSHEADQUARTERS
CENTRAL PACIFIC BASE COMMAND
(Or APO Number)

(Date)

Subject: Travel Orders

To : Sergeant Robert J. Smith, 36019021.

1. Under authority of Circular Number 58, WD, 1944, and (cite authority for movement by air), Sergeant Robert J. Smith, 36019021, Engrs, will proceed by air from present overseas station to a U. S. airport. Upon arrival at a U. S. airport, he will report to the Debarkation Officer for further orders. The U. S. airport, by indorsement hereon, will designate a further station to which Sgt Smith will be moved. Sgt Smith desires a furlough at an address in Indiana.

2. Priority number for movement to the U. S. is _____. (In cases where individuals must be returned to overseas station by air, priority number for return movement will be indicated here).

3. This is a permanent change of station, with temporary duty enroute at a U. S. airport, reception station, and redistribution station. The latter will designate the new permanent station of the individual.

4. Baggage to accompany Sgt Smith by air will be limited to _____ pounds. All other personal baggage will be packed and marked with the rank, name, and serial number of the individual and will be turned over to proper authority for shipment to the United States.

5. (Additional instructions with regard to monetary allowances, and so forth, as may be considered necessary by the overseas commander.)

6. TDN. (Allotment chargeable).

By command of _____

Inclosure #5

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DCX/ur

ALLIED FORCE HEADQUARTERS
APO 512*Communications*

ADMINISTRATIVE MEMORANDUM)

NUMBER . 43)

5 October 1944

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POWER REHABILITATION

1. The function of power rehabilitation having been transferred to control of AFHQ the following will govern:

2. a. The Chief Engineer, AFHQ, will

- (1) Exercise staff supervision of power rehabilitation activities
- (2) Recommend rehabilitation policies
- (3) Coordinate power rehabilitation activities of the various agencies concerned.

b. Electrical Reconstruction Committee.

- (1) The Central Electrical Board, Italy, is dissolved. There is hereby created an Electrical Reconstruction Committee (Italy), with membership as follows:

Chief Engineer AFHQ (Chairman)

Representatives of: ACC, R.N., AAI and CZ, WATOUSA. It is requested that ACC, R.N., AAI and CZ, WATOUSA, advise AFHQ of representatives selected for membership.

- (2) The Electrical Reconstruction Committee will:

- a. Meet at the call of the Chairman
- b. Recommend studies for determining power requirements as may be required
- c. Recommend study of and preparation of plans for power rehabilitation as may be required
- d. Review ACC plans for power rehabilitation, correlating them with the requirements and make recommendations as to extent and nature of rehabilitation
- e. Recommend designation of agency to perform specific construction work of rehabilitation, when necessary
- f. Make such other recommendations regarding power rehabilitation as it deems necessary.

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AFHQ Adm Memo # 43 (cont'd)

5 October 1944

c. The ACC will:

- (1) Furnish Secretariat for the Electrical Reconstruction Committee
- (2) Be responsible for planning power rehabilitation throughout Italy
- (3) Maintain liaison with AAI and keep informed as to existence and condition of power plants and probable rehabilitation needs in operational area
- (4) Ascertain power requirements from AAI, CZ, MATOUSA, Districts (Br), and other sources
- (5) Submit plans for rehabilitation to the Chief Engineer for consideration and approval of the Electrical Reconstruction Committee
- (6) Using Italian labor and local materials, direct, administer and supervise construction work of rehabilitation and operate the power systems except those projects specifically assigned other agencies by AFHQ and except as provided in paragraphs 2d (2) and 2e (1).
- (7) Will issue all orders necessary to implement the program to Italian Power Companies or other civilian agencies
- (8) Keep the Chief Engineer, AFHQ, advised of its activities.

d. AAI will:

- (1) Cooperate with ACC in determining existence and condition of power plants and probable rehabilitation needs in the operational area
- (2) Insofar as practicable initiate, construct and operate such power installations within the operational area as it considers necessary, coordinating with plans of ACC
- (3) Advise the Chief Engineer, AFHQ, of any power rehabilitation work undertaken.

e. CZ, MATOUSA and Districts (Br) under command AFHQ will:

- (1) Initiate, construct and operate such power installations as are required locally for their own activities.
- (2) Undertake such general power rehabilitation projects as may be specifically assigned by AFHQ
- (3) Cooperate with ACC and AAI and render them such aid and assistance as is practicable within available means and without detriment to their own operations
- (4) Advise the Chief Engineer, AFHQ, of any power rehabilitation work undertaken.

3. Orders to implement plans will be issued through normal staff channels in respect to work for which military agencies are to be responsible.

4. The agencies mentioned above will furnish the required personnel from their own allotments.

By command of General WILSON:

Chief of Staff

Chief Postal

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HEADQUARTERS
 NORTH AFRICAN THEATER OF OPERATIONS
 UNITED STATES ARMY
 APO 534

DCX/ar

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FILE	E.W.
CS/40/1	

Date 9/10/44
 1 October 1944

AG 461/026 - 0

SUBJECT: Index to Theater Circulars.

TO : All Concerned.

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By command of Lieutenant General DEVERS:

D. C. Kirley
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 Asst Adjutant General.

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ALLIED FORCE HEADQUARTERS
APO 512

AG 461-117 - 0

1 October 1944

SUBJECT: Index of AFHQ Publications.

TO : All Concerned.

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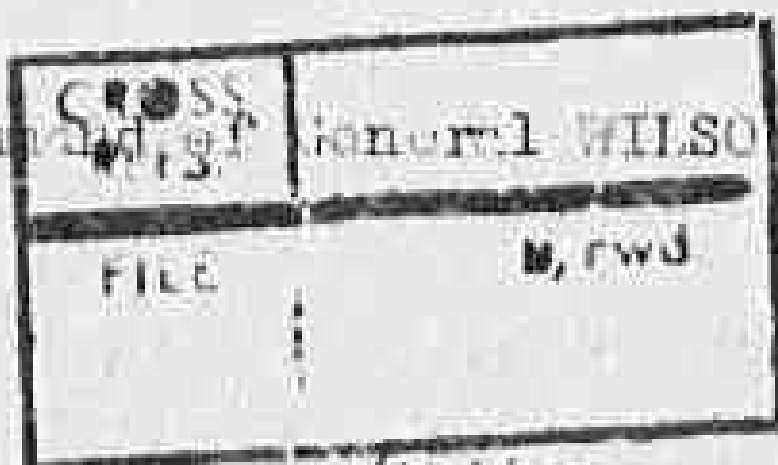
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By command of General WILSON:



Date 10/10/44

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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

CIRCULAR)
:
NUMBER 122)

6 October 1944

Officers Ordered to The United States on Specific Temporary Duty I
Charges for Civilians sick in Hospitals II
Promotion of Officers III
Sight, Telescopic, Weaver 330-C for Cal. 30 M1903A4 Rifle IV

I ---- OFFICERS ORDERED TO THE UNITED STATES ON SPECIFIC TEMPORARY DUTY

1. Requests for permission to travel to the United States, for the purpose of performing specific temporary duty thereat, will be referred to this headquarters for final approval. Such requests will contain the following information:

- a. Name of Officer
- b. Brief nature of temporary duty
- c. Agency in the U.S. with which he will be ordered on temporary duty
- d. Approximate date of departure for United States
- e. Length of temporary duty desired.

2. Length of temporary duty will be held to a practicable minimum and will not exceed thirty days except in extremely unusual situations.

II --- CHARGES FOR CIVILIANS SICK IN HOSPITALS

Paragraph 1, Section I, MATOUSA Circular Number 13, 1944, is amended by the addition of the following:

"f. (1) Medicine Charges - Per diem charges of fifty (50) cents for medicines and dressings will be collected from civilian employees and other civilians who are patients in Medical Department establishments and who are not entitled to medical relief at the expense of public funds.

(2) Disposition of Funds - After the end of each month, the responsible officer (using standard form number 1044 - Schedule of Collections) will deposit, without delay, the net amount collected during the preceding month with the nearest finance or disbursing officer for deposit to the credit of the Treasurer of the United States under the special fund, "Replacing Medical Supplies" for the fiscal year during which the sale was made and the next ensuing fiscal year. The net amount collected is the gross amount collected less the expenses of deposit, if any, such as the cost of a money order to make remittance at a distance.

g. Subsistence charges - Civilian patients in hospitals not entitled to subsistence at the expense of public funds will pay a subsistence charge as proscribed in paragraphs 1 and 3, Section VI, MATOUSA Circular Number 116, 1944."

R E S T R I C T E D

R E S T R I C T E D

Hq NATOUSA Circular #122 (cont'd)

III -- PROMOTION OF OFFICERS

Paragraph 9, NATOUSA Circular Number 94, 1944, is rescinded and the following substituted therefor:

"9. No officer will be recommended for promotion if he has been recommended for "ordinary" rotation nor will any officer be recommended for promotion to fill a position vacancy created by the rotation of another officer. This does not apply to officers recommended for "temporary duty" rotation who may be recommended for promotion under the same requirements as other officers, inasmuch as they are scheduled for return to their original position."

IV --- SIGHT, TELESCOPIC, WEAVER 330-C FOR CAL. .30 M1903A4 RIFLE

1. The M1903A4 Sniper's Rifle telescope is a delicate optical instrument and should be handled by the user with great care and consideration. Excessive maintenance of these telescopes is presently intensified by breakages and maladjustments which can be prevented by the user.

2. Each user should be directed to observe the following precautions:

a. The LEFT lateral adjusting screw is NOT intended to be removed from the mount. It is staked in place at the factory when the rifle and sight are zeroed in at 100 yards. The right lateral adjusting screw is purposely designed with a large easy shearing head so that the screw will shear if too much pressure is applied to it. This screw should be tightened with the fingers rather than a screwdriver.

b. Under no condition should the eyepiece and reticle be removed by the user.

c. Since the elevation and windage screw detent tends to shear if bent out of place, the user must exercise care that this assembly is handled easily.

d. The windage and elevation screws should never completely be removed from the telescope.

3. It is most important that if the sight is not functioning properly or is defective, it be turned in to an Ordnance Unit for examination.

By command of Lieutenant General DEVER:

OFFICIAL:

H. V. Roberts
H. V. ROBERTS
Colonel, A.D.
Adjutant General.

Director

Chief of Staff

Chief of Staff

Chief of Staff

H. Q. Comd. O.

Asst. Chief Postal

Censorship

Chief of Staff

GEORGE D. PENCE,
Brigadier General, GSC,
Chief of Staff.

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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

Communication

AG 210.2/202 A-0

29 September 1944

SUBJECT: Promotion of Officers.

TO : All Concerned.

1. NATOUSA Staff Memorandum Number 33 and cable this headquarters, FX 83411, dated 15 August 1944, are rescinded.

2. Reference is made to NATOUSA Circular Number 94, as amended. Recommendations for promotion of officers to all field grades will be submitted by all echelons to this headquarters for officers assigned to positions in theater overhead units, or under allotments made from theater overhead.

3. Due to the few vacancies remaining in theater overhead positions in field grades, it will only be possible to approve approximately 25% of the former flow of promotions to colonel and 50% of former flow of promotions to lieutenant colonel. Commanders forwarding recommendations for promotion to field grades should be guided by this enforced requirement.

By command of Lieutenant General DEVERS:

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

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HEADQUARTERS, 2675TH REGIMENT, ALLIED CONTROL COMMISSION, (OVERHEAD), APO
394, U. S. Army, 4 October 1944.

TO: All Concerned.

For your information and guidance.

By order of Colonel PARKIN:

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N. W. DRAGNEFF
Major, AGD '0
Adjutant

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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
AFO 534

Comms. S.C

112

CIRCULAR)
:
NUMBER 120)

26 September 1944

NATOUSA Circular Number 116, 1944 I
Censorship Release - Gothic Line II
Offenses, Confinement and Courts Martial III

I --- NATOUSA CIRCULAR NUMBER 116, 1944

1. Distribution of NATOUSA Circular Number 116, 1944, Subject: "Subsistence", has been delayed pending possible revision.

2. Units who received distribution of advance copies are cautioned against reproducing until such time as final bulk distribution is made by this headquarters.

II -- CENSORSHIP RELEASE - GOTHIC LINE

Allied troops may now mention in their personal correspondence their personal participation in the break through of the Gothic Line.

III - OFFENSES, CONFINEMENT AND COURTS MARTIAL

1. Paragraph 1c, Section I, NATOUSA Circular Number 36, 1944, is rescinded and the following substituted therefor:

"c. Records--The following records will be transmitted to this headquarters 60 days after the date on which the individual was dropped from the organization rolls as an absentee:

- (1) Service Record, forwarded by next numbered indorsement. 4017
- (2) Individual Clothing Record, showing clothing for which the absentee is still responsible.
- (3) Qualification Card (WD AGO Form 20).
- (4) Certified extract copy of Morning Report (WD AGO Form 44), showing change of status to AWOL or desertion.
- (5) Copies of each request for discontinuance of allotments and any acknowledgments thereof which have been received. (See paragraph c(1), below.)

R E S T R I C T E D

R E S T R I C T E D

Hq MATOUS. Circular # 120 (cont'd)

- (6) Soldier's Deposit Book (LD Form 33).
- (7) Evidence bearing on the case.
- (8) List of law enforcement agencies informed of the absence.

2. Section I, MATOUS. Circular Number 71, 1944, is rescinded and the following substituted therefor:

"(1) Discontinuance of Allotments - When an absentee has been absent for fifteen (15) days requests will be submitted for the discontinuance of all except Class "F" allotments. Requests for the discontinuance of Class "F" allotments will be made 90 days after date of absence and prior to submission of Service Record and allied papers to this headquarters. Copies of requests for discontinuances of allotments will be inclosed in the Service Record."

By command of Lieutenant General DEVERS:

GEORGE D. PENCE,
Brigadier General, GSC,
Chief of Staff.

OFFICIAL:

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

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HEADQUARTERS
ALLIED CONTROL COMMISSION
(Establishments Branch)
APO 394

27 September 1944

ESTABLISHMENT MEMORANDUM)

NUMBER : 22)

ESTABLISHMENT OF MAINTENANCE, ROAD DIVISION,
TRANSPORTATION SUB-COMMISSION

1. A Maintenance Section has been established under the Road Division, Transportation Sub-Commission.

2. a. The Road Division will assume complete responsibility for supervision, control, organization and inspection of all vehicle maintenance (both TE & WE) to include both domestic and civil transport vehicles of this Headquarters and the Regions. This in no way relieves Regional Commissioners and Senior Officers of the responsibility of the supervision of maintenance of vehicles assigned to them.

b. To carry out this responsibility:

- (1) All maintenance and operating personnel of this Headquarters and in the Regions operating or maintaining motor transport will be assigned to the Transportation Sub-Commission.
- (2) All tools and equipment for maintaining these vehicles will be allocated by the Transportation Sub-Commission.
- (3) The Transportation Sub-Commission will be responsible for garage allocation.

3. Responsibility of G-4 (See Annex "A" and "B" attached.)

4. Responsibility of other elements:

a. Headquarters Maintenance Officer will be responsible for the carrying out of the duties detailed in paragraph 2 (a) above. It is essential that all incidents, involving accountability of property be coordinated with G-4 (both American and British). (See Annex "A" and "B".)

b. Regional Maintenance Officers (Transportation Sub-Commission Officer) will be directly responsible for the maintenance of all vehicles within their respective Region; the supervising and training of personnel in maintenance and driving, and the continuous execution of preventive maintenance. He will make frequent technical inspection of all vehicles within his Region and bring about correction of all deficiencies noted.

1. A Maintenance Section has been established under the Road Division, Transportation Sub-Commission.
2. a. The Road Division will assume complete responsibility for supervision, control, organization and inspection of all vehicle maintenance (both TE & WE) to include both domestic and civil transport vehicles of this Headquarters and the Regions. This in no way relieves Regional Commissioners and Senior Officers of the responsibility of the supervision of maintenance of vehicles assigned to them.
- b. To carry out this responsibility:
- (1) All maintenance and operating personnel of this Headquarters and in the Regions operating or maintaining motor transport will be assigned to the Transportation Sub-Commission.
 - (2) All tools and equipment for maintaining these vehicles will be allocated by the Transportation Sub-Commission.
 - (3) The Transportation Sub-Commission will be responsible for garage allocation.
3. Responsibility of G-4 (See Annex "A" and "B" attached.)
4. Responsibility of other elements:
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 - b. Regional Maintenance Officers (Transportation Sub-Commission Officer) will be directly responsible for the maintenance of all vehicles within their respective Region; the supervising and training of personnel in maintenance and driving, and the continuous execution of preventive maintenance. He will make frequent technical inspection of all vehicles within his Region and bring about correction of all deficiencies noted.
 - c. Regional Commissioners will assume the usual "Commanding Officer" responsibility and supervision, as directed in U.S. AR 23 and AR 35-6640 and AR 850-15 and British W.D. Regulations.
5. Accountability (See Annex G-4 "A" and "B".)
6. All maintenance officers will establish maintenance channels for repair and evacuation within their respective scope of operations.

NORMAN E. FISKE,
Colonel,
Establishment Officer.

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ANNEX "A" to
Etab Memo No 22, 27 Sept 44.

RESPONSIBILITIES OF G-4 (A)

1. Vehicle Records.

- a. G-4 (A) is responsible for the accountability for all U.S. Army vehicles (which includes requisitioned civilian vehicles) and Motor Maintenance equipment used by Allied Control Commission and 2675th Regiment.
- b. The Transportation Sub-Commission will turn over to G-4 (A) the complete records on all U.S. Army vehicles, motor maintenance, and accessories now in the possession of the Transportation Sub-Commission.
- c. A Property Book will be set up in each Region by the American Unit Transportation Officer in accordance with instructions contained in Circular 170, War Department, dated 24 July 1944. The American Unit Transportation Officer will be responsible and accountable for all such property within his unit.
 - (1) The Property Book, which will be known as the "Unit Transportation Sub-Commission Property Book", will account for all U.S. Army vehicles and motor maintenance equipment other than 2675th Regimental T/E vehicles and equipment issued direct to Companies.
 - (2) G-4 (A) will be notified in writing of the assignment and relief of the Transportation Officer so that a transfer of property on the unit Transportation Property Book can be accomplished in accordance with Circular 170, War Department, dated 24 July 1944.
 - (3) Reassignment of Tools and Equipment now charged to 2675th Regiment as T/E property will be made as directed by the Transportation Sub-Commission.
 - (4) The reassignment and transfer of all U.S. Army tools and equipment will be accomplished by G-4 (A) as requested by the Transportation Sub-Commission. The Transportation Sub-Commission will furnish G-4 (A) a complete list of tools and equipment (American) now charged to the Transportation Sub-Commission.
- d. Reports of Survey or certificates will be prepared on damaged, lost or stolen vehicles, motor maintenance equipment or accessories by the American Transportation Officer in each unit and forwarded to G-4 (A). Ref. AR 35-6640.
- e. In case of salvage through an Ordnance Depot, a true copy of the Salvage Receipt of the old vehicle, and the Tally Out on the new vehicle,

c. A Property Book will be set up in each Region by the American Unit Transportation Officer in accordance with instructions contained in Circular 170, War Department, dated 24 July 1944. The American Unit Transportation Officer will be responsible and accountable for all such property within his unit.

- (1) The Property Book, which will be known as the "Unit Transportation Sub-Commission Property Book", will account for all U.S. Army vehicles and motor maintenance equipment other than 2675th Regimental T/E vehicles and equipment issued direct to Companies.
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- (3) Reassignment of Tools and Equipment now charged to 2675th Regiment as T/E property will be made as directed by the Transportation Sub-Commission.
- (4) The reassignment and transfer of all U.S. Army tools and equipment will be accomplished by G-4 (A) as requested by the Transportation Sub-Commission. The Transportation Sub-Commission will furnish G-4 (A) a complete list of tools and equipment (American) now charged to the Transportation Sub-Commission.

d. Reports of Survey or certificates will be prepared on damaged, lost or stolen vehicles, motor maintenance equipment or accessories by the American Transportation Officer in each unit and forwarded to G-4 (A). Ref. AR 35-6640.

e. In case of salvage through an Ordnance Depot, a true copy of the Salvage Receipt of the old vehicle, and the Tally Out on the new vehicle, will be forwarded to G-4 (A).

2. Reports.

a. Monthly Materiel Status Reports will be submitted by the Unit American Transportation Officer on forms furnished by G-4 (A), indicating status of equipment as of 1200 hours on the 10th of each month, so as to reach the office of G-4 (A) not later than 1200 hours on the 12th day of each month. This deadline must be met.

3. Supplies.

a. All American vehicles and motor maintenance equipment will be drawn through G-4 (A), this Headquarters.

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ANNEX "A" to
Estab Memo No 22. 27 Sept 44
(Cont'd)

b. All motor maintenance parts will be drawn on an exchange basis, direct from the nearest Ordnance Depot or the parts section of the Transportation Sub-Commission. Requisitions will be submitted to G-4 (4).

c. Unserviceable vehicles may be salvaged at any Ordnance Depot. Unserviceable American vehicles will not be turned into REME. Replacements may be drawn direct from the nearest Ordnance Depot. (See paragraph 1, Section B.)

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ANNEX "B" to
Estab Memo No 22, 27 Sept 44.

RESPONSIBILITY OF G-4 (BRITISH)

1. G-4 (British) will be responsible for records and major items of supply.
2. Records.
 - a. G-4 (British) will keep all records and prepare vehicles census of all W.D. vehicles in use in the Sub-Commission.
 - b. Vehicle Casualties: These will be rendered by G-4 (B) for all W.D. vehicles of the Commission.
 - c. Vehicle locations:
 - (1) Distribution of all vehicles to Regions, AMG Armies will be recorded by G-4. For this purpose whenever W.D. vehicles (other than W.E. vehicles) are moved from one part of the Commission to another, a copy of the movement order will be sent to G-4. W.E. vehicles will not be moved except on the instructions of G-4 Branch.
 - (2) Whenever any W.D. vehicles, whether on W.E. or not, are transferred from one part of the Commission to another, transfer and transference will sign and exchange A.F.'s G.1033 and transferer will forward a third copy signed by both to G-4 (British).
3. Supply.
 - a. Vehicles:
 - (1) Except as provided in sub-paragraph (a) (2), no vehicles will be drawn by any Region, or other part of the Commission except on the instructions of G-4 Branch.
 - (2) AMG 8th Army are authorized to replace unserviceable British vehicles by vehicles of the same category through Army sources. They are not authorized to draw additional vehicles or replace a vehicle of one type by a vehicle of another type without G-4 sanction.
 - b. Equipment:
 - (1) Regions will be responsible for indenting for their own vehicle tools and spare parts.

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or all W.D. vehicles in use in the Sub-Commission.

b. Vehicle Casualties: These will be rendered by G-4 (B) for all W.D. vehicles of the Commission.

c. Vehicle locations:

- (1) Distribution of all vehicles to Regions, AMG armies will be recorded by G-4. For this purpose whenever W.D. vehicles (other than W.E. vehicles) are moved from one part of the Commission to another, a copy of the movement order will be sent to G-4. W.E. vehicles will not be moved except on the instructions of G-4 Branch.
- (2) Whenever any W.D. vehicles, whether on W.E. or not, are transferred from one part of the Commission to another, transfer and transferee will sign and exchange A.F.'s G.1033 and transferer will forward a third copy signed by both to G-4 (British).

3. Supply.

a. Vehicles:

- (1) Except as provided in sub-paragraph (a) (2), no vehicles will be drawn by any Region, or other part of the Commission except on the instructions of G-4 Branch.
- (2) AMG 8th Army are authorized to replace unserviceable British vehicles by vehicles of the same category through Army sources. They are not authorized to draw additional vehicles or replace a vehicle of one type by a vehicle of another type without G-4 sanction.

b. Equipment:

- (1) Regions will be responsible for indenting for their own vehicle tools and spare parts.
- (2) G-4 will indent for all G.1098 M.T. Equipment and LAD equipment authorized under Special List 94/1 and will issue same when received to Transportation Sub-Commission for allotment.
- (3) G-4 will indent for M.T. First-Aid Kits to scale and will issue them to Transportation Sub-Commission who will be responsible for keeping them replenished.
- (4) If any major items of garage equipment are required, surplus to LAD scale, Transportation Sub-Commission will submit a special case to G-4 Branch for supply.

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ANNEX "3" to
 Etab Memo No 22, 27 Sept 44
 (Cont'd)

4. In order to carry out the above policy, the returns set out in Appendix "B" will be rendered to G-4 Branch by the parties set out in such appendix. All previous instructions as to returns to G-4 Branch are cancelled.
5. Administrative Instruction No. 3 of 18 April 1944 is cancelled and responsibility for vehicles will be as set out in paragraph 7.
6. Returns to be Rendered

Type of Return	Rendered by	Rendered to	Date
Return of all vehicles in possession of or under orders that have been issued from any British source other than G-4 or Transportation Sub-Commission and present locations.	All Regions, AMG Armies, Sections, Sub-Commissions of Branches.	G-4 (B)	
Vehicle Census Return (VE, Civilian Supply & Miscellaneous vehicles will all be shown but separately.)	Responsible officers named in Paragraph 7.	G-4 (B)	21st each month
Vehicle Casualties. Any vehicle lost, stolen, or otherwise struck off strength (e.g. Fire, accident, wear and tear.) No particular form is necessary but vehicle must be clearly identified. If BLR, cause must be stated and BLR certificate forwarded as early as possible.	Responsible officers named in Paragraph 7.	G-4 (B)	Within 24 hours

7. With effect from 1 October 1944 responsibility for recording and returns of all vehicles, whether VE, civilian or otherwise authorized, will be as follows:

Type of Return	Rendered by	Rendered to	Date
Return of all vehicles in possession of or under orders that have been issued from any British source other than G-4 or Transportation Sub-Commissions and present locations.	All Regions, AMG Armies, Sections, Sub-Commissions of Branches.	G-4 (B)	
Vehicle Census Return (WE, Civilian Supply & Miscellaneous vehicles will all be shown but separately.)	Responsible officers named in Paragraph 7.	G-4 (B)	21st each month
Vehicle Casualties. Any vehicle lost, stolen, or otherwise struck off strength (e.g. Fire, accident, wear and tear.) No particular form is necessary but vehicle must be clearly identified. If BIR, cause must be stated and BIR certificate forwarded as early as possible.	Responsible officers named in Paragraph 7.	G-4 (B)	Within 24 hours

7. With effect from 1 October 1944 responsibility for recording and returns of all vehicles, whether WE, civilian or otherwise authorized, will be as follows:

Responsible Officer	Vehicles for Which Responsible
Headquarters Commandant	- All British WE vehicles and Requisitioned vehicles in HQ Motor Pools or assigned to any official, sub-commission, etc., other than sub-commissions, etc., of which the Director is "Responsible Officer" as set out in this Instruction. - Vehicles of Liaison Officers in Rome.

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ANNEX "B" to
Estat Memo No 22, 27 Sept 44
(Cont'd)

Responsible Officer	Vehicles for Which Responsible
Director, Transportation	1. All WE and Requisitioned Vehicles assigned to Transportation Sub-Commission.
Sub-Commission	2. All other vehicles (civilian supply, fire, etc.) assigned to Sub-Commission, Branches, etc., at Hq AGC.
SCAO's 5th & 8th Armies	All WE, civilian Supply & other vehicles working with respective armies, including vehicles of Displaced Persons and Repatriation Sub-Commission.
Regional Commissioners	1. All WE vehicles on charge to Region or Province. 2. All requisitioned cars requisitioned by or transferred to Region. 3. All civilian supply vehicles allotted to Region. 4. Any other W.D. vehicles working within the Region on civilian work of which notice is given to Regional Commissioner by G-4 Branch. 5. For maintenance only, any vehicle of Displaced Persons and Repatriation Sub-Commission working within the Region which notice is given to Regional Commissioner by the Sub-Commission
Displaced Persons and Repatriation Sub-Commission	All own vehicles except those working in Army areas.

SCAO's 5th & 8th Armies

All WE, civilian supply & other vehicles working with respective armies, including vehicles of Displaced Persons and Repatriation Sub-Commission.

Regional Commissioners

1. All WE vehicles on charge to Region or Province.
2. All requisitioned cars requisitioned by or transferred to Region.
3. All civilian supply vehicles allotted to Region.
4. Any other W.E. vehicles working within the Region on civilian work of which notice is given to Regional Commissioner by G-4 Branch.
5. For maintenance only, any vehicle of Displaced Persons and Repatriation Sub-Commission working within the Region which notice is given to Regional Commissioner by the Sub-Commission

Displaced Persons and Repatriation Sub-Commission

All own vehicles except those working in Army areas.

Director

D'Director

Chief, Telecoms

Chief, Postal

H Q. Coms. O.

Asst. Chief Postal

Censorship

Chief Clerk

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ALLIED FORCE HEADQUARTERS
APO 512Communications SC
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9

ADMINISTRATIVE MEMORANDUM)

NUMBER

42)

21 September 1944

Command and Administration of Sardinia I
 Rome Allied Area Command - Command & Administration II
 Allocation of Locally Produced Foodstuffs III

I --- COMMAND AND ADMINISTRATION OF SARDINIA

Insofar as signal communications are concerned, the instructions contained in AFHQ Administrative Memorandum Number 30, 1943, have been superseded by "Signal Plan" dated 15 September 1944.

II -- ROME ALLIED AREA COMMAND - COMMAND & ADMINISTRATION

Paragraph 3 of AFHQ Administrative Memorandum Number 39, 1944 is amended as follows:

"3. Assignment and Administration - U. S.

The 5750th Headquarters & Headquarters Company, Rome Allied Area Command (Ovhd) is relieved from assignment to E.T.OUSA and from operational control of AAI, and is assigned to AFHQ. Attachment to SCG M.TORON for administration and supply remains in effect."

III - ALLOCATION OF LOCALLY PRODUCED FOODSTUFFS

1. It is anticipated that the problem of feeding the Italian civil population will become increasingly difficult as the large centers in the North fall into our hands.

2. To meet this situation the following principles will govern allocations of locally produced foodstuffs by the Food Supply Committee of the Allied Forces Local Resources (Italian) Board:

(a) In principle, locally produced foods which are readily stored or transportable will not be made available for allocation to the Armed Forces from 1 October 1944. Specifically, the following are not so available:

Dried vegetables
 Dried fruits.

(b) The local military and A.C.C. authorities shall consult together as to local surpluses, having regard to the possibility of moving the surpluses to another area as directed by the A.C.C. That portion of the surpluses which cannot be moved so as to arrive in good condition will be available to the Armed Forces under local arrangements. Specifically, the following fall in this category:

- 1 -

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AFHQ Administrative Memo #42 (cont'd)

Green vegetables
 Root vegetables
 Hard fruits

(c) Certain relatively small quantities are required for the victualing of ships. These will be made available as a second priority after meeting the needs of hospitals (see paragraph 6 below).

(d) Where green or root vegetables are bid for by the Armed Services at the Food Supply Committee, but of which there is no declared surplus, the Armed Services will offer at the same time the equivalent, or some other proportion, of preserved vegetables to the ACC for use as directed by the ACC in substitution of the green and root vegetables made available for the Armed Forces.

3. The ACC will not withhold from declared surpluses any commodities for use outside the area in which they are produced unless it has been established that they can be delivered in good condition in the areas in which they are required.

4. Potatoes: Owing to a failure of crop it will not be possible to meet the full estimated offtake which the Armed Forces should receive from the seed sown. The Chief Quartermaster, AFHQ and the Director of Supplies and Transport respectively, in consultation with AFIRS, AFHQ, will make an agreed final bid for locally produced potatoes. Thereafter paragraph 2 (b) above will apply.

5. Citrous fruits, soft fruits and nuts will continue to be made available under existing procedures.

6. Hospitals: The certified minimum requirements for hospitals for patients only, both British and American, will be met, and nothing in this instructions is to be read as limiting the necessary minimum supply of locally produced products to hospitals.

7. The American and British supply agencies respectively, in consultation with AFIRS, AFHQ, will issue such technical instructions as are necessary to give effect to this memorandum.

By command of General WILSON:

Director _____
 D. Director _____
 Chief, Telecons _____
 Chief, Postal _____
 H. Q. Coms. O. _____
 Asst. Chief Postal _____
 Censorship _____
 Chief Clerk _____

R. H. Christie
 R. H. CHRISTIE,
 Colonel, AGD,
 Acting Adjutant General.

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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

23 September 1944

AG 210.2/072 A-0

SUBJECT: Promotion Policy for Higher Headquarters and Headquarters
Communications Zone.

TO : All Concerned.

1. Letter this headquarters, file AG 210.2/421 -0, dated 23 February 1944, subject as above is rescinded.

2. In order to insure that officers of non-combat units are not promoted at a faster rate than officers of combat units, the following minimum time in grade restrictions are imposed for the promotion of all officers of higher headquarters and communication zone units:

2d Lieutenant - 12 months
1st Lieutenant - 12 months
Captain - 12 months
Major - 15 months
Lt. Colonel - 18 months

3. The above time in grade requirements are based on "straight" time in grade, and overseas service will not be counted as time and a half.

By command of Lieutenant General DEVERES:

/s/ R. H. Frese
R. H. FRESE,
Captain, AGD,
Asst Adjutant General.

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Reproduced by Hq 2675th Regt, AGC,
APO 394, 26 September 1944.
(rsl)

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H. Q. Com. G.	
Asst. Chief of Staff	
Censorship	
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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

CIRCULAR)

NUMBER 117)

20 September 1944

Reclassification, Resignation, Reassignment & Demotion I
Awards and Decorations II
U. S. Military Censorship Regulations III
Baggage - Transfer of Responsibility IV
Discharge of Enlisted Men V

I ----- RECLASSIFICATION, RESIGNATION, REASSIGNMENT & DEMOTION

Section 1, NATOUSA Circular Number 113, 1944, is rescinded and the following substituted therefor:

"I ---- LOCATION OF THEATER RECLASSIFICATION BOARD

The Theater Reclassification Board is located at the 7th Replacement Depot."

II ---- AWARDS AND DECORATIONS

Paragraph 1a (7) NATOUSA Circular Number 89, 1944, is amended to include: "Commanding General, North Africa Division, Air Transport Command."

III --- U. S. MILITARY CENSORSHIP REGULATIONS

Paragraph 28a (1) NATOUSA Circular Number 32, 1944, is rescinded and the following substituted therefor:

"(1) All aerial photographs and film of friendly territory. Official aerial photographs intended as souvenirs may be carried or mailed out of the theater, providing the following steps are accomplished:

a. They are declassified by appropriate authority as specified in paragraph 15, AR 380-5, dated 15 March 1944.

b. All identification data on margins are removed.

c. They are submitted to either Base or Unit censor who will stamp each photograph with authorized U. S. Military Censorship stamp provided it contains no objectionable data."

IV ---- BAGGAGE - TRANSFER OF RESPONSIBILITY

1. Effective herewith, the Chief of Transportation, NATOUSA, will assume all responsibilities now charged to the Quartermaster, in connection with personal baggage, except as noted in paragraph 2, below.

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Hq NATOUSA Circular #117 (cont'd)

2. The Quartermaster, will be responsible for the disposition of personal effects of deceased, missing, missing in action, interned or captured personnel in conformity with existing War Department regulations.

3. Except as stated above the provisions of NATOUSA Circular Number 30, 1944, will remain in force pending revision.

4. The Commanding General, SOS, NATOUSA will issue the appropriate instructions to Base Section Commanders to provide for the transfer of this responsibility as outlined above, effective 1 October 1944.

V ----- DISCHARGE OF ENLISTED MEN

Section 1, NATOUSA Circular Number 40 and Section I, Number 63, 1944, are rescinded and the following substituted therefor:

1. The authority to order discharge from the Army, as distinguished from release from active duty, will be exercised by those commanders specified in paragraph 6, AR 615-360 and by commanders exercising general court-martial jurisdiction.

2. Commanders who finally approve the discharge of an enlisted man will, at the time of approval, have appropriate orders issued transferring the soldier to the 1st Replacement Depot (rear echelon), if he is located in North Africa; or the 7th Replacement Depot if he is in Italy or France, for transshipment to the United States.

3. Attention is invited to paragraph 59c (1) (b) and (c) and 59c (2), AR 615-360. Cases of this nature will be forwarded to the appropriate State Director of Selective Service prior to final approval.

By command of Lieutenant General DEVERS:

DAVID G. BARR,
Major General, GSC,
Chief of Staff.

OFFICIAL:

R. H. Christie
R. H. CHRISTIE,
Colonel, AGD,
Acting Adjutant General.

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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

GENERAL ORDERS)

NUMBER 93)

21 September 1944

Announcement of Deputy Theater Commander North African Theater of Operations . . I
Announcement of Chief of Staff North African Theater of Operations II

I --- ANNOUNCEMENT OF DEPUTY THEATER COMMANDER NORTH AFRICAN THEATER OF OPERATIONS

Announcement is made of the designation of Major General THOMAS B. LIRIN, 03785, USA, as Deputy Theater Commander, North African Theater of Operations, in addition to his other duties.

II -- ANNOUNCEMENT OF CHIEF OF STAFF NORTH AFRICAN THEATER OF OPERATIONS

Announcement is made of the designation of Brigadier General GEORGE D. PENCE, 015629, GSC, as Chief of Staff, North African Theater of Operations, vice Major General DAVID G. BARR, 010313, GSC, relieved.

By command of Lieutenant General DEVERS:

GEORGE D. PENCE,
Brigadier General, GSC,
Chief of Staff.

OFFICIAL:

R. H. Christie
R. H. CHRISTIE,
Colonel, AGD,
Acting Adjutant General.

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HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

Communication

10 July 1944

CIRCULAR)
NUMBER 89)

AWARDS AND DECORATIONS

NATOUSA Circular Number 26; Section II, Circular Number 38; Section II, Circular Number 44; Section II, Circular Number 52, 1944, are rescinded and the instructions below, together with War Department publications listed in Appendix "A", substituted therefor:

1. Authority to Award. a. Under the provisions of and subject to the limitations contained in paragraph 8, Section II, AR 600-45, 22 September 1943, as amended, the Theater Commander hereby delegates his authority to award United States military decorations as follows:

- (1) To commanders of any force or command which is commanded by, or the appropriate command of, a Major General or higher: Silver Star, Soldier's Medal, Bronze Star Medal (see par 3, below).
- (2) To Commanding Generals of Fifth Army, Seventh Army, Army Forces, MTO and SOS NATOUSA; Distinguished Service Cross.
- (3) To commanders of any force or command of the Army Air Forces, MTO commanded by, or the appropriate command of, a Major General or higher: Distinguished Flying Cross, Air Medal.
- (4) (a) To the Commanding Generals of Fifth and Seventh Armies: Air Medal to Field Artillery liaison pilots and observers.
(b) The Theater Commander's authority to award the Distinguished Flying Cross to Field Artillery liaison pilots and observers may not be delegated.
- (5) Commanding Generals, Fifth Army, Seventh Army, and SOS NATOUSA may award the Distinguished Service Cross, Silver Star, Soldier's Medal, and Bronze Star Medal to members of the French Armed Forces and Italian Armed Forces under the circumstances set forth in paragraph 8c (3), AR 600-45, as amended. (For awards to British personnel, see paragraph 15, below.)
- (6) Commanding General, Army Air Forces, MTO may award the Distinguished Service Cross, Distinguished Flying Cross, Silver Star, Soldier's Medal, Bronze Star Medal, and Air Medal to members of the French Armed Forces and Italian Armed Forces under the circumstances set forth in paragraph 8c (3), AR 600-45, as amended. (For awards to British personnel, see paragraph 15, below.)
- (7) The authority to award the Purple Heart is contained in paragraph 8, Section II, AR 600-45, as amended. To expedite award, it is further extended to include: commanders of a boat

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Hq Natouza

teams, regiments, or similar units and of separate battalions; commanding officers of base sections; Commanding Officer, Headquarters Command, Allied Force; United States Army medical officers on the staff of the Commander-in-Chief, Allied Force; and on the Theater Commander's staff; United States Army commanders of any hospital or medical installation including regimental, battalion, or similar organization dressing stations. (See paragraph 11a.)

b. Under the authority contained in Civilian Personnel Regulations 104, revised, 12 April 1944, the Theater Commander delegates his authority as follows:

- (1) The Commanding Generals, Fifth Army, Seventh Army, Army Air Forces, MTO and SOS NATOUZA are authorized to award all civilian emblems described in CPR Number 104, revised 12 April 1944 (except Emblem for Exceptional Civilian Service), to qualified civilian employees of the War Department who are citizens of the United States.
- (2) The Commanding Generals, Fifth Army, Seventh Army, Army Air Forces, MTO and SOS NATOUZA are authorized to award the Emblem for Civilian Service (CPR 104, paragraphs 1-3, a(1) and 1-4, a(1) to civilian employees of the War Department, not citizens of the United States, who have had not less than one year of continuous service and whose performance of duty has been outstanding.
 - (a) All recommendations for awards to non-citizen civilian employees other than those noted in (2), above, will be forwarded through channels for approval by the Theater Commander. (Attached form, Appendix "D")
 - (b) All recommendations for the award of the Emblem of Exceptional Service to both citizens and non-citizens will be forwarded through channels to this headquarters for dispatch to the War Department.

2. Legion of Merit - To provide a more comprehensive and uniform basis for the submission of recommendations for the Legion of Merit, the following instructions will apply:

a. The provision of AR 600-45 that:

"The accomplishment of the duty for which the award is recommended should have been completed, or it should have progressed to an exceptional degree if the person rendering the service has been transferred to other duties prior to its full accomplishment."

is interpreted as follows: A recommendation for an award may be made regardless of the fact that the officer or enlisted man continues in the same position, if the accomplishment can properly be considered as completed in connection with one of the following phase lines:

- (1) The end of the Tunisian Campaign, 13 May 1943.
- (2) The end of the Sicilian Campaign 17 August 1943.
- (3) The capture of the Volturno River line in the Italian Campaign. 13 October 1943. - 2 -

R E S T R I C T E D

Cir # 89, 10 July 1944
Hq Natouss

- (4) The fall of Rome in the Italian Campaign, 5 June 19
(Other phase lines will be pronounced from time to time.)

This will not be construed as authority to recommend a second or subsequent award of the Legion of Merit for duty performed while the officer or enlisted man occupies the T/O position in which he performed the duties on which the original award was based.

b. Unless otherwise directed, at least 50% of all recommendations will be for enlisted men.

c. An allotment of a certain number of awards will be granted by this headquarters each three months, first period ending 31 May 1944, to all major commands (i.e., higher headquarters, armies, air forces, base sections etc) in this theater. Such commands will in turn divide their allotment among those units serving them. Due care will be exercised to see that a proper balance is maintained between units. Prior to the start of a three months period each command will be advised by letter from this headquarters of the number of awards allotted for the period. This number will be based on the strength of a command at the time of the allotment, the number of Legion of Merit awards previously granted to members of the command, and its operational functions. The allotment granted will also eliminate the present disparity which exists in the number of awards granted personnel of higher headquarters and those granted lower units. It is the Theater Commander's desire that the number of awards to personnel of lower units be increased.

d. Once an allotment has been made by a command to a unit under it, it will not be changed by reason of reassignment or attachment of the unit to another command. However, units no longer under the headquarters which are granted their allotment will transmit their recommendations through their present headquarters to the headquarters which made the grant. Direct correspondence between headquarters is authorized in this connection.

e. Recommendations may be forwarded as soon as an allotment is received. It is strongly desired for administrative reasons that the recommendations be spread over the period. Higher commanders will take positive action to insure an even flow of recommendations to higher headquarters. Each recommendation will contain statement: "For allotment period ending _____ 1944."

f. The granting of an allotment to a command does not mean that each command is required to furnish the number involved or that all forwarded will be approved. If a unit does not use its total allotment in a particular period, the unused balance will be cancelled; it may not be transferred to another unit nor continued into the next allotment period. Unless each recommendation clearly shows the award to be justified, it will be returned disapproved and counted as part of the allotment. "Disapproved" recommendations will not be forwarded to this headquarters.

3. Bronze Star Medal. a. Letter, this headquarters, AG 200.6/417 A-O, dated 10 June 1944, subject: "Award of the Bronze Star Medal", is rescinded.

b. The Bronze Star Medal is awarded to any person, who, while serving on or after 7 December 1941, in any capacity in or with the Army of the United States, distinguishes or has distinguished himself by heroic or meritorious achievement or service in connection with military operations, not involving.

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Cir #89, 10 July 1944
Hq Natoussa

participation in aerial flight, against an enemy of the United States.

c. The Bronze Star Medal may be awarded for acts of gallantry or meritorious service either in actual combat or in direct support of combat operations. It provides a means for recognizing performance of duty beyond the ordinary but which is not sufficiently outstanding to warrant the award of a Silver Star or Legion of Merit. It should be used freely in the Infantry and other branches to recognize minor acts of heroism and courageous conduct in combat and with increasing restraint as the distance from the area of close combat increases, or as the conditions of combat decrease.

d. Announcement of the award will be made in general orders and include name, Army serial number, grade, arm or service, organization, date(s) and the geographical locality where the action occurred. Complete citations describing the actions for which the award is made will not be published in general orders. If it is so desired, the complete citation may be prepared for presentation to the individual and for recording in his 201 File with one additional copy for reading at the presentation ceremony.

e. In the case of posthumous awards or to personnel missing in action, or prisoners of war, the full citation will be prepared and forwarded to the War Department, along with the general orders announcing the award, for presentation to the next of kin.

4. Purple Heart - Awarded under the provisions of paragraph 16, AR 600-45, as amended. Borderline cases will be forwarded with all available information to higher headquarters for final decision.

5. Air Medal. a. Field Artillery liaison pilots and observers qualify for the award of the Air Medal only after completing the following pre-requisites:

(1) Thirty-five (35) sorties.

(2) Any single meritorious act while participating in aerial flight.

b. Definition of "sorties" - A sortie is deemed to have taken place when a flight has been ordered which involves.

(1) Adjustment of artillery fire on any enemy installation.

(2) Surveillance of artillery fire on any enemy installation.

(3) Registration of artillery fire in enemy territory.

(4) Front line reconnaissance of at least one hour duration.

(5) Any flight in which the airplane has been attacked by enemy aircraft.

(6) Credit for only one sortie will be given regardless of any combination of the above missions which may be accomplished on any one flight.

(7) Credit for sorties will be given only when every effort for the success of the mission has been made. Such credits will be specified and approved by the battalion, group, brigade, division, corps, or army artillery commander.

6. Awards to Units - In addition to the provisions of War Department Cir

Circular Number 333, 1943, the following procedure is prescribed:

Cir #89, 10 July 1944
Hq Natoussa

R E S T R I C T E D

a. A company, battalion (air force squad or group), or similar unit which is cited by the commander of a division, or of a comparable organization, will be entitled to a battle streamer upon approval of the citation by the Theater Commander, Army Commander, or Commanding General, Army Air Forces, MTO. Such approved citation will automatically be confirmed by the War Department and published in War Department General Orders. Upon approval of the citation by the Army Commander or Commanding General, Army Air Forces, MTO, a request will be submitted to this headquarters to have citation published in War Department General Orders to which there will be attached two (2) official copies of the citation.

b. Any unit larger than a battalion, or group, which is cited by the commanding officer of the next higher unit, will become entitled to a streamer only when the citation is approved by the War Department and published in War Department General Orders. Two copies of the citations, together with supporting data, will be forwarded through channels to this headquarters for transmission to the War Department in exact compliance with paragraph 2d (2), Section IV, War Department Circular Number 333, 22 December 1943.

c. When a unit has been awarded a Distinguished Unit battle streamer, members of the unit are entitled to wear the Distinguished Unit Badge. Individuals who actually participated in the action for which the unit was cited may wear the badge permanently. Those who did not participate, and those who later became members of the organization, are entitled to wear the badge only during the time they are assigned as members of the organization.

7. Battle Participation Awards. a. A list of battles and campaigns in this theater recognized by the War Department has been published in War Department General Orders Numbers 75 and 83, 1943.

b. A list of units entitled to battle honors, together with the campaigns for which such awards are authorized, has been published in secret NATOUSSA letter, dated 23 December 1943, file AG 200.6/263 P-0, subject: "Battle Participation Awards", as amended by secret NATOUSSA letters published monthly. As units become entitled to battle honors by virtue of participation in operations, this list will be amended to include such units. Units omitted from any list published by this headquarters announcing battle honors, which are entitled to such honors under the provisions of AR 260-10 and as outlined herein, may be included by making application to this headquarters through channels.

c. Streamers to indicate service in this theater, which are attached to the staffs of colors or standards, will bear the names and dates of campaigns or battles for participation in which the unit is entitled to battle honors. (See AR 260-10, as amended).

d. This headquarters will authorize battle honors, after careful study of official reports, for certain units not entitled to such honors for any designated campaign, who qualify under any of the items "antisubmarine", "ground combat", or "air combat" now listed without reference to combat zones, time limitations, or units in the general orders and publication referred to in paragraphs a and b, above. These items are to cover actual participation in combat against the enemy in areas or at times which, by reasonable interpretation, are definitely distinct from and cannot be associated with any of the named battles or campaigns. Such special credit will be accorded a unit or an individual only once during the current war.

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e. Individuals who are eligible to wear the appropriate theater service ribbon, if qualified under the provisions stated below, may wear bronze service stars on the appropriate theater service ribbon to indicate battle participation. (See WD Circular 62, 1944 and WD Circular 195, 1944)

(1) Provided the individual served honorably, and was present for duty, as a member of a unit, or attached to a unit at some time during the period in which the unit participated in battle and was awarded credit therefor under the provisions of paragraph 12, AR 260-10; or

(2) In cases of individuals not members of or attached to units, provided the individual served honorably under competent orders in the combat zone at some time between the limiting dates of the battle or campaign as established by War Department General Orders and was:

(a) Awarded a combat decoration.

(b) Furnished a certificate of a corps or higher commander that he actually participated in combat.

(c) Served at a normal post of duty (as contrasted to occupying the status of an inspector, observer or visitor serving on a temporary duty basis).

8. Combat and Expert Infantryman Badges -- The following requirements are prescribed in addition to those outlined in War Department Circular Number 186, dated 11 May 1944.

a. Combat Infantryman Badge.-- To qualify for this badge under the provisions of paragraph 36 of War Department Circular Number 186, 1944, individuals assigned to Infantry regiments or lower units must satisfactorily perform duty in action against the enemy in one of the following, which are hereby announced as major operations as distinguished from campaigns announced in War Department General Orders Number 75 and 83, 1943:

(1) Algeria - French Morocco.

(a) Combat zone - Algeria, French Morocco, and adjacent waters

(b) Time limitation - 8 to 11 November 1942.

(2) Tunisia.

(a) Combat zone - Tunisia and Algeria east of a north-south line through Constantine, and adjacent waters.

(b) Time limitation - 8 November 1942 (air), 17 November (ground) to 13 May 1943. 12

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Hq Matousa

(3) Sicily.

- (a) Combat zone - Sicily and adjacent waters.
- (b) Time limitation - 14 May 1943 (air), 9 July 1943 (ground) to 17 August 1943.

(h) Italy.

- (a) Combat zone - Italy (exclusive of Sicily and Sardinia), Corsica, and adjacent waters.
- (b) Time limitations - 1 August 1943 (air), 9 September 1943 (ground). Final date to be announced later.

b. Expert Infantryman Badge. - In addition to the method prescribed in War Department Circular Number 322, 1943, this badge may be awarded for satisfactory performance of duty in any action against the enemy not necessarily those listed above.

c. Eligibility. -- It is emphasized that these awards are for Infantry personnel assigned to Infantry regiments or lower units, excepting only Medical Department and Chaplain Corps officers, warrant officers and enlisted men similarly assigned. (Rescinded per Sec IIa, Cir #96, cs.)

d. Former Members of Unit. -- Action will be taken by units to determine whether any of their former members are entitled to either award. Regimental and similar commanders will have published in orders the names of former members, deemed to have qualified, and will mail two (2) copies to each recipient, through channels, for presentation.

9. Overseas Service Bars. a. Bars consisting of gold lace or bullion, $\frac{1}{4}$ " in width and $1\frac{3}{8}$ " in length, on a cloth background forming a border $\frac{1}{3}$ " around the bar, to be worn on the overcoat, service coat, or field jacket, are authorized for each six months period overseas, including Alaska, from 7 December 1941 until a date six months subsequent to termination of the war. Bars are also authorized for wear on the shirt. These will be made of golden, yellow cloth on a khaki background. Procurement of this device by commands is authorized through facilities available pending issuance through normal supply channels.

b. The bar is to be centered on the outside half and parallel to the end of the left sleeve with the lower edge of the bar four inches above the end of the sleeve. Additional bars will be worn parallel to and above the first bar $\frac{5}{16}$ " space between bars, this space being formed by the background. When worn on the service coat or overcoat with service stripes (enlisted men with three years honorable service) or with chevrons indicating World War I overseas service, the bar will be worn immediately above the uppermost stripe or chevron. (Rescinded per Sec IIb, Cir #96, cs.)

10. Recommendations. a. Recommendations for all awards which must be acted upon by the Theater Commander, together with supporting papers, will be forwarded so as to reach this headquarters in duplicate.

b. Particular emphasis should be placed on the recommendation, and the facts contained therein, with the accompanying citation being a concise summary of the recommendation.

R E S T R I C T E D

Cir #89, 10 July 1944
Hq Natoua

c. Each recommendation will indicate all previous awards made to the individual or unit, including designation of the headquarters and general order number announcing the award. If the recommendation is being resubmitted, that fact will be shown.

d. Recommendations will be submitted in a manner similar to that shown on the Model Form (Appendix "B") and forwarded through proper command channels. Each commander will personally sign the recommendation, indicating his recommendation approval or disapproval. Grade and assignment at the time service was rendered, as well as the grade and assignment at the time recommendation is made, must be shown.

11. Publication in Orders. a. Paragraph 4, Section I, AR 600-15, directs that awards of decorations made by authorized commanders be announced in general orders of their commands. Such announcement will include name, army serial number, grade, arm or service, organization, date(s), and the general geographic locality where the action occurred for which the award is made. The home address, address at the time of entry into the service, or entry into the United States Military Academy will be shown. In cases of posthumous, missing in action, or prisoner of war awards, the full name, relationship, and address of the next of kin will be included in the general orders.

b. The above instructions are also applicable to the general orders announcing the award of the Purple Heart. (For suggested form see Appendix "C").

c. The commanding general of the command will establish pertinent policies concerning the type of information which should be omitted from the citation as published in general orders and furnished the individual. Copies of the general orders furnished this headquarters and the War Department will contain all of the information required in subparagraph a, above.

d. General orders will be classified RESTRICTED and in addition to the copies required by the War Department, one (1) copy of all general orders will be furnished this headquarters marked: Attention, Personnel Division, AG Section. The three (3) copies for the War Department will be forwarded promptly direct to The Adjutant General, Attention: Decorations and Awards Branch, Munitions Building, Washington 25, D. C.

e. The individual may be furnished official copies of the citation which will contain no more information than was published in the general orders. These official copies will not be classified. It is not necessary to prepare letter orders. A copy of the citation to the individual will suffice.

f. Medal numbers will not be published.

12. Presentation. a. As prompt recognition of services increases the value of awards, every effort will be made to expedite their presentation.

b. No request to present a decoration awarded to any individual posthumously, missing in action, or prisoner of war will be sent to The Adjutant General or other headquarters, and under no circumstances will medals be forwarded. The War Department will make presentation to the next of kin upon receipt of general orders announcing such awards.

R E S T R I C T E D

Cir #69, 10 July 1944
Hq Natoussa

c. Should an individual to whom an award has been made, or for whom an award has been recommended to this headquarters, depart prior to presentation, a report will be forwarded this headquarters without delay setting forth all pertinent facts. A copy of the general orders announcing the award will be inclosed. If the recipient's new location is known and is within this theater, direct correspondence is authorized. No medal will be forwarded nor will any medal be engraved when it appears that the specific medal will not be presented.

13. Awards to be Noted in Records. a. Awards of decorations, dates, and places of presentation will be noted in the historical records of organizations and in the service records of enlisted men, and for all others on WD AGO Form No 56-1 (Officer's and Warrant Officer's Qualification Card), also where applicable in appropriate personnel files and efficiency records. This will include entries pertaining to eligibility of individuals to wear appropriate Service Medals, Bronze Battle Stars, Bronze Star for the American Defense Service Medal, Expert and Combat Infantryman Badges, Distinguished Unit Badge, and all other badges. Unit commanders will cause a periodic check to be made of such records to see that necessary entries are made for personnel now present in their organization.

b. The Purple Heart will be presented immediately after eligibility has been determined. In cases where the individual's personnel records are not available, entry of the award will be made on his Emergency Medical Tag or Report Card (WD MD Form No 52). The award will be announced in general orders and in accordance with the distribution required in paragraph 11 above, one copy will be furnished to the individual and the individual's unit commander.

14. Acceptance of Awards from Cobelligerent Nations. a. In accordance with paragraph 33b, Change 3, AR 600-45, dated 24 April 1944, offers by the governments of cobelligerent nations or the American republics of decorations, orders, medals, and emblems to United States Army personnel, except offers of immediate combat awards which may be concurred in by the senior field commander present, will be forwarded through channels to the Theater Commander for concurrence in their acceptance, containing the statement in paragraph c below.

b. Officers and enlisted men engaged in transactions involving the allocation of Lend Lease materials or credits will not be permitted to accept decorations from the nations with which they are dealing. This includes those individuals who participate in negotiations for Lend Lease allocations, or who make recommendations to any of the agencies authorized to act on such recommendations, or who are members of boards, rearmament committees, or other agencies charged with Lend Lease negotiations, recommendations for, or the allocations of Lend Lease materials. This prohibition does not apply to the acceptance of "immediate combat" awards, or to persons who are merely engaged in shipping or transporting Lend Lease materials.

c. Requests for authority to accept cobelligerent awards will be forwarded through command channels and contain the following statement: "I have not participated in negotiations for Lend Lease allocations, nor made any recommendations to any of the agencies authorized to act on such recommendations. I am not a member of any board, rearmament committee, or other agency charged with Lend Lease negotiations, recommendations for, or the allocation of Lend Lease materials".

R E S T R I C T E D

Cir #89, 10 July 1944
Hq Natoussa

15. Awards to Military Personnel of Cobelligerent Nations. a. Recommendations for awards both combat and non-combat to British personnel, all grades, will be forwarded this headquarters for final decision. Recommendations for awards other than combat awards will not be presented to British commanders for concurrence except by this headquarters. All recommendations received for non-combat awards will be held at this headquarters for action of the Theater Commander at appropriate periods.

b. Immediate combat awards authorized for our allies may be made to all other cobelligerent military personnel provided the recipient is below the grade of Colonel, or its equivalent, and provided concurrence of the senior field commander present, of the recipient's forces, has been obtained. (This officer must be equal to or the equivalent of the rank of Brigadier General, United States Army).

c. Recommendations for the award of the Air Medal will not be initiated for British personnel.

16. Awards of the Oak Leaf Cluster to the Distinguished Service Medal and Legion of Merit - In amplification of War Department regulations which require that services must be completed for all non-combat awards, recommendations for awards of the Oak Leaf Cluster to the Distinguished Service Medal and the Legion of Merit, regardless of whether the basic award was received outside this theater, will not be initiated until the individual recommended has completed his assignment and under orders to depart this theater. (Par 16 added by Sec III, Cir #92, 1944.)

By command of Lieutenant General DEVERS:

OFFICIAL:

DAVID G. BARR,
Major General, GSC,
Chief of Staff.

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

Incls:

- Incl 1 - Appendix "A", List of "D" Publications
- Incl 2 - Appendix "B", Model Form for Recommendation for Award
- Incl 3 - Appendix "C", GO for Award of Purple Heart
- Incl 4 - Appendix "D", Model Form for Recommendation for Civilian Award

DISTRIBUTION:

"Z"

Reproduced by Hq 2675th Regt, AGC,
PO 324, 21 September 1944

R E S T R I C T E D

Cir #89, 10 July 1944
Hq Natoussa

SUBJECT

American Defense Service Medal

Animals, Awards to
Battle Participation

Bronze Star Medal
Campaign Medals

Citations, Units

Commendation
Decorations, General Provisions

Flags, Colors, Standards & Guidons

Glider Badge
Good Conduct Medal

Infantryman's Badge, Expert & Combat

AND PUBLICATION

Cir 27, 1944
Cir 129, Sec I, 1944 (rescinds
Par 6a, Cir 27, 1944)

Cir 26, Sec III, 1944

AR 260-10 (w/14 changes)
AR 600-85
Cir 62, 1944
Cir 195, 1944 (rescinds Par 7
b & c(2), Cir 62, 1944)

Bull 3, Sec II, 1944

Cir 62, 1944
Cir 195, 1944 (rescinds Par b & c
(2), Cir 62, 1944)

Cir 333, Sec IV, 1943
Bull 22, Sec I, 1943
Cir 26, Sec III, 1944

AR 600-55

AR 600-45 (w/4 changes)
AR 600-85
AR 600-90 (w/1 change)
Cir 180, Sec V, 1942
Cir 323, Sec III, 1942
Cir 6, Sec IV, 1943

AR 260-10 (w/14 changes)
Cir 49, Sec V, 1944
Cir 226, 1944

Cir 220, Sec IV, 1944

AR 600-68 (w/1 change)
Bull 6, Sec II, 1943
Cir 36, Sec II, 1944
Cir 103, 1944 (amends Par 400,
AR 600-68)

Cir 322, 1943
Cir 14, 1944 (amends Par 2, Sec I,
& Par 10, Sec III, Cir 322, 1943)
Cir 186, 1944
Cir 213, 1944 (rescinds Par 5g,
Sec III, Cir 322)

R E S T R I C T E D

Cir #89, 10 July 1944
Hq Natousa, Appendix "A" (Cont'd)

SUBJECT

WD PUBLICATION

Lapel Button (Honorable Discharge)

Cir 79, Sec V, 1944
Cir 213, Sec II, 1944 (rescinds
Par 8 & 10, Sec V, Cir 79
1944)

Legion of Merit

Bull 40, 1942

Medal for Merit

Bull 40, 1942
Bull 9, Sec II & III, 1943

Motor Vehicle, Driver & Mechanic Awards

Cir 248, Sec II, 1942
Cir 119, Sec I, 1943

Occupation of Germany Medal

Cir 359, Sec IV, 1942

Supply of Service Medals

AR 600-65 (w/1 change)
AR 600-90
AR 600-85 (w/1 change)
Cir 323, Sec III, 1942

Typhus Commission Medal

Cir 142, 1944

Uniform, Prescribed Wearing of

AR 600-35 (w/28 changes)
AR 600-40 (w/30 changes)

WAC, Service Medal

Bull 17, Sec II, 1943

Good Conduct Medal

Cir 36, Sec II, 1944

Guidons

Cir 79, Sec V, 1944

Wound & War Service Chevrons

Cir 6, Sec IV, 1943
Cir 224, Sec I, 1943

R E S T R I C T E D

Dir #89, 10 July 1944
 Maj Natoussa

b. A condensation of the letter of recommendation including all pertinent facts upon which award is based. When an award is made, only the citation is published in orders; therefore, a resume of the act or service rendered must be in sufficient detail to justify the award.

c. The last sentence will include the individual's home town and state at time of enlistment, induction, entry into West Point, or present home address. (In cases of Posthumous, Missing in Action, or Prisoner of War awards, include name and relationship of nearest relative, house number, street or rural route, city and state.)

(Forward through proper command channels. Each NAME
 commander will personally sign the recommendation, indicating his recommended approval or dis- GRADE & ORGANIZATION
 approval) COMMANDING OR OFFICIAL DESIGNATION

* * * * *
 MEDAL OF HONOR: Conspicuous gallantry and intrepidity at risk of life, above and beyond call of duty, in action involving actual conflict.

DISTINGUISHED SERVICE CROSS: Extraordinary heroism in action.

DISTINGUISHED SERVICE MEDAL: Exceptionally meritorious service in duty of great responsibility.

LEGION OF MERIT (in four degrees): For exceptionally meritorious conduct in the performance of outstanding services.
 1. Chief Commander
 2. Commander
 3. Officer
 4. Legionnaire

LEGION OF MERIT (without degree): For exceptionally meritorious conduct in the performance of outstanding services.

SILVER STAR: Gallantry in action.

DISTINGUISHED FLYING CROSS: Heroism or extraordinary achievement while participating in aerial flights.

SOLDIER'S MEDAL: Heroism not involving actual conflict.

BRONZE STAR: Heroic or meritorious achievement or service in action not involving participation in aerial flight.

PURPLE HEART: Wounded in action, or as a direct result of enemy action.

AIR MEDAL: Meritorious achievement while participating in aerial flights. 4003

MEDAL FOR MERIT (civilian award): Exceptionally meritorious conduct in the performance of outstanding services or an exceptionally meritorious act in furtherance of the war effort.

GOOD CONDUCT MEDAL: Demonstrated fidelity by faithful and exact performance of duty, efficiency, and behavior deserving censure completing one year's service as an E or AUS, after 7 December 1941, or three years after 2 August 1940.

RESTRICTED

Cir #89, 10 July 1944
 Hq Natoussa

MODEL FORM

Date _____

201 _____

SUBJECT: Recommendation for Award.

TO :

1. Under the provisions of _____ it is recommended that _____ NAME
 _____ ASN, _____ GRADE, _____ ARM OR SERVICE, _____ ORGANIZATION
 (Including staff section if on duty with a headquarters), be awarded the _____
 (appropriate award - see reverse side) _____, for _____
 (appropriate remark - see reverse side) _____

2. Complete description of action: In case of service awards such as Legion of Merit, a complete description of service rendered in detail should be listed. In recommendation for other awards, a detailed and factual description of the incident is of utmost importance. Do not use general statements. The most common error in recommendations is that they do not contain enough detail.

3. In recommendations for combat decorations, specific information should be included as nearly as is reasonably possible, regarding each of the following (using operations, maps, narrative statement, or any other convenient form):

- a. Character of the terrain, of hostile observations, and of enemy fire.
- b. Visibility, time of day, and atmospheric conditions.
- c. Location of enemy.
- d. Morale, that of our forces and that of the enemy.
- e. Casualties sustained.
- f. Effect or results of deed in question, etc.

(Not applicable to Legion of Merit)

4. Statement as to personal knowledge of the initiating officer. If he has no personal knowledge of the incident or service rendered, two affidavits from eyewitnesses or persons having knowledge must be inclosed.

5. Each basic recommendation for the award of a decoration will show exact status of the person who is being recommended at the time of rendition of the service upon which the recommendation is based. Grade and assignment at the time of this incident or at the time service was rendered as well as the grade and assignment at the time recommendation is made.

6. Statement that entire subsequent service of individual since performance of act cited has been honorable. In case of Distinguished Service Medal or Legion of Merit recommendation, statement that the individual has completed his service in the position, or that it was substantially complete at time he was transferred to other duty should be added.

7. List of previous awards to include general order number and headquarters of issue.

8. Proposed Citation, which will include: a. Name, ASN, Arm or Service, Grade, Organization, period of time (inclusive dates) of service rendered, and the general or specific locality or campaign.

APPENDIX "B"

- 1 -

RESTRICTED

R E S T R I C T E D

Cir #39, 10 July 1944
Hq Natouss

HEADQUARTERS
NINTH ARMORED DIVISION
APO 259

00 March 1944

GENERAL ORDERS)

NUMBER 00)

AWARD OF PURPLE HEART

Under the provisions of Army Regulations 600-45, as amended, the Purple Heart is awarded to the following for wounds received in action against the enemy:

GEORGE T. BROWN (00000000), Pvt, Inf, Company "A", 17th Infantry, Sicily, 15 August 1943. Entered service from Newark, New Jersey.

WILLIAM S. GREEN (00000000), Pvt, FA, Battery "B", 13th Armored Regiment Tunisia, 13 May 1943. Entered service from Atlanta, Georgia.

JOHN L. SMITH, (00000000), Pfc, FA, Battery "A", 92th Field Artillery Battalion, Corsica, 14 November 1943. Entered Service from New York, New York.

JEROME W. BROWN (00000000), Pfc, F, Company "C", 307th Tank Destroyer Battalion, Italy, 15 December 1943. Entered service from Syracuse, New York.

JOHN J. DOE (00000000), Capt, FA, Service Battery, 21st Armored Field Artillery Battalion, Italy, 14 December 1943. Entered Service from Norfolk, Va.

By command of Major General BUTLER:

HARRY B. BLACK,
Colonel, GSC,
Chief of Staff.

OFFICIAL:

W. L. WALLACE,
Lt Colonel, AGD,
Adjutant General.

4003

APPENDIX "C"

R E S T R I C T E D

Cir #89, 10 July 1944
Hq Natousa

R E S T R I C T E D

201-P _____

(Name of submitting

(organization)

(Date)

SUBJECT: Recommendation for Civilian Award.

TO :

THROUGH: _____

1. Under the provisions of Civilian Personnel Regulations 104, 12 April 1944, it is recommended that _____ (full name), a civilian whose legal residence is _____ (address), now currently employed by _____ (command), in the position of _____ (job title or descriptive term indicating nature of duties) be awarded the Emblem for _____

2. In support of the proposed award following additional personnel data for this individual is submitted:

- a. Country of birth _____
- b. Country of citizenship _____
- c. Current efficiency report rating is _____, or current rating on performance of assigned duty is _____
- d. Date services commenced _____
- **e. Services performed by _____ which are considered by the undersigned to merit the award indicated in paragraph 1, above, are outlined below:

3. It is certified by the undersigned that the above information is a true extract of official records, and to the best of my knowledge and belief, this individual's services have been honorable and that his loyalty to the Government of the United States and the Army of the United States is above question.

(signature)

(Complete only for Emblem for Exceptional Civilian Service or Emblem for Meritorious Civilian Service)

NOTE: To be approved or disapproved by each commander in the chain of command prior to forwarding.

APPENDIX "D"

R E S T R I C T E D

R E S T R I C T E D

HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

6 August 1944

CIRCULAR)

NUMBER 96)

E X T R A C T

Marriage of Military Personnel..... I
Awards and Decorations..... II
Unauthorized Transportation of Civilians in U.S. Government Vehicles..... III
Immunization of U.S. Military Personnel..... IV
Rabies (Hydrophobia)..... V

II --- AWARDS AND DECORATIONS

NATOUSA Circular Number 89, 1944, is amended as follows:

a. Paragraph 8c is rescinded and the provisions of paragraph 2, War Department Circular 186, 1944, substituted therefor.

b. Paragraph 9 is rescinded. The provisions of War Department Circular 268, 1944, with the following additions, are substituted therefor:

- (1) With the exception of individual procurement, the Commanding General, SOS NATOUSA, is the only authorized agency to procure the bar in quantities and to determine distribution.
- (2) Priority of issue will be to personnel returning to the U.S.

*
By command of Lieutenant General DEVERS:

DAVID C. BARR,
Major General, GSC,
Chief of Staff.

OFFICIAL:

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

DISTRIBUTION:
"Z"

TRUE EXTRACT COPY:

C. B. PATE,
WOJG, USA.

Director	
D. Director	
Chief, Telecoms	
Chief, Postal	
H. Q. Coms. O.	
Asst. Chief Postal	
Commodore	
Chief Clerk	
Received 24/8/44	

R E S T R I C T E D

RESTRICTED

DCX/er

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER

41)

17 September 1944

ALLIED FORCE LOCAL RESOURCES (ITALIAN) BOARD

1. The Allied Force Local Resources (Italian) Board established in AFHQ Administrative Memorandum Number 78, 1943, is transferred from the control of HQ AAI to that of AFHQ.
2. Paragraphs 2, 5, 6, 9, 10, 11 and 13, AFHQ Administrative Memorandum Number 78, 1943 are rescinded.
3. The Allied Force Local Resources (Italian) Board is hereby re-established, composed as follows:

JOINT CHAIRMEN

Chief Administrative Officer, AFHQ

Chief Commissioner, Allied Control Commission

DEPUTY CHAIRMEN

G-4 (A) G-4 (B) G-5

The Deputy Chairmen will sit alternately or as required by the Chairmen.

MEMBERS

CAO, AAI or his representative

Vice-President, Economic Section, Allied Control Commission or his representative

Representatives of:

C-in-C, Med.

Chief Commissioner, Allied Control Commission

G-4, AFHQ

G-5, AFHQ

SOS NATOUSA

'Q' Staff (B), AFHQ

MAAF

U.S. Navy

RESTRICTED

R E S T R I C T E D

AFHQ Adm Memo # 41 (cont'd)

SECRETARIAT

The Secretariat of the AFHQ Italian Resources Board will be provided by the Allied Force Local Resources Section, AFHQ, the Chief of which shall act as Secretary.

4. The function of the Board is to insure the orderly development and allocation of local resources for the common war effort.

Subject to the direction of AFHQ the Board will:

- a. Allocate between ACC, Naval, Army and Air Force such commodities as are produced in the area under its control, and of which the quantities available are insufficient to meet all requirements.
- b. Restrict dealings in specified commodities in order to achieve control over their allocation, lists of such commodities to be kept by the Secretariat of the Board.
- c. Receive applications and to make recommendations to the competent authorities for:
 - (1) The equitable allocation of factories, warehouses and other commercial and industrial facilities and space, and,
 - (2) The control of their use and operation.
- d. Indicate to the Allied Control Commission the degree and nature of the exploitation of such local industries, in the area for which the Allied Control Commission are responsible, as are required to support the military effort.
- e. Make recommendations to the competent authorities on such other matters deriving from the functions of the Board as may be necessary to make the work of the Board effective.

5. AFHQ will maintain, in areas to be recommended by the Board, such subordinate organizations as are necessary for the conduct of the Board's business. Where such organizations are allotted to areas under the control of HQ AAI or a comparable subordinate Headquarters they will be placed under command of that Headquarters and will act in accordance with the policies of the Board conveyed to them through Staff channels.

6. The Board is empowered to require such persons as may be necessary for the conduct of its business to attend its meetings and to produce such records as the Board may require.

7. The Staff Section at AFHQ to be approached in matters concerning the Board is the Allied Force Local Resources Section, AFHQ.

RESTRICTED

AFHQ Admin Memo # 4 (cont'd)

8. A diagram showing the channels of control is shown at Appendix "A".

9. AFHQ Administrative Memoranda Numbers 86 and 87 dated 7 December 1943 and 8 December 1943 respectively, which established the AFLR (SICILIAN) and FLR (SARDINIAN) Boards, are rescinded.

10. Concurrently, the detachment of the Allied Force Local Resources Section, AFHQ, currently attached to HQ AAI is placed under the command of HQ AAI for service within the Operational Zone.

By command of General WILSON:



R. H. CHRISTIE,
Colonel, AGD,
Acting Adjutant General.

Appendix "A" (see reverse side)

DISTRIBUTION:

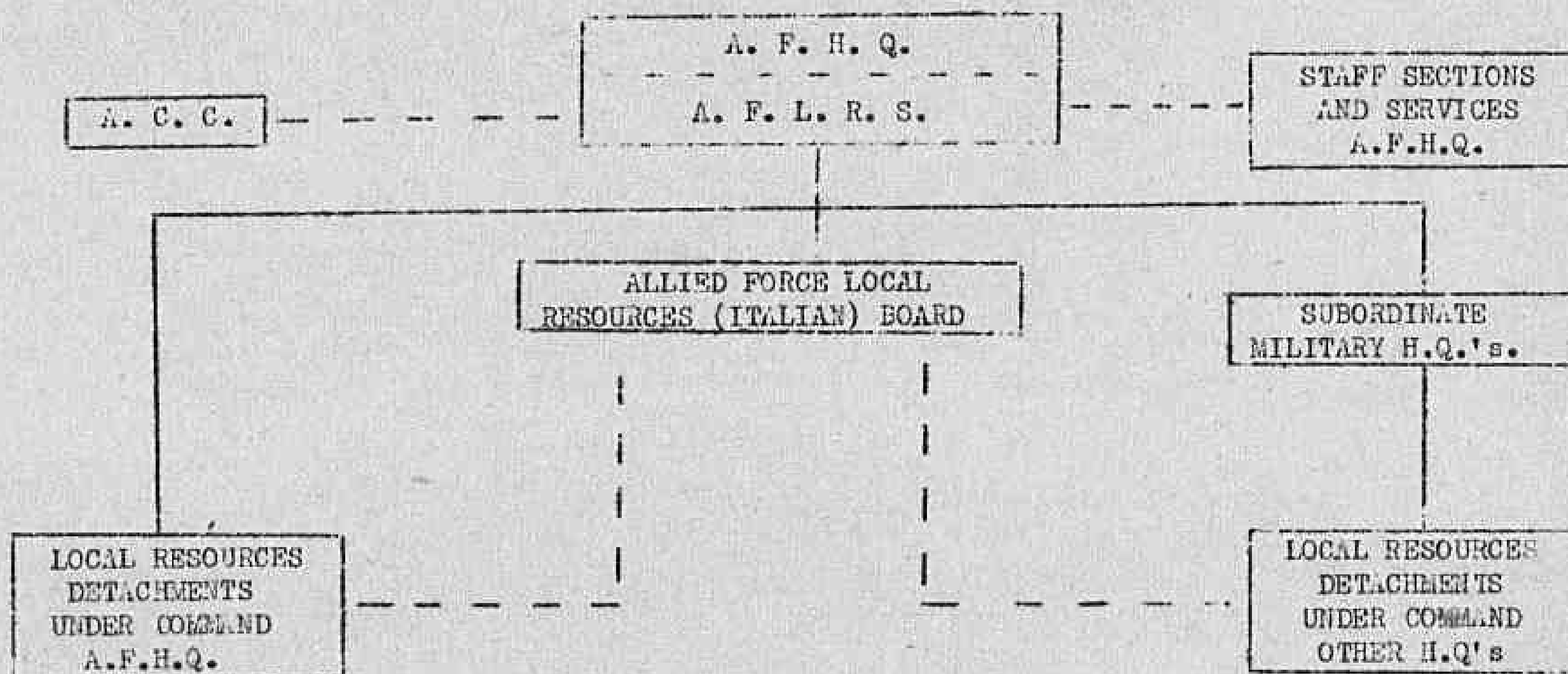
"C"

Director	
D. Director	
Chief, Tele. Rm.	
Chief, Postal	
H. Q. Com. O.	
Asst. Chief, Postal	
Censorship	
Chief Clerk	
Recd 22/9/44	

RESTRICTED

AFHQ Adm Memo # 41

APPENDIX "A"

ALLIED FORCE LOCAL RESOURCES ORGANIZATION IN ITALYCHANNELS OF CONTROL

COMMAND

LIAISON AND TECHNICAL DETAILS

RESTRICTED

DCK/

HEADQUARTERS
NORTH AFRICAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 534

Communications

JAN 18 1945

3

CIRCULAR)
NUMBER 115)

14 September 1944

Expeditionary Force Messages (EFM) I
Sender's Composition Messages (SCM) II

I -- EXPEDITIONARY FORCE MESSAGES (EFM)

NATOUSA Circular Number 2, Section I, NATOUSA Circular Number 7, Section II, NATOUSA Circular Number 16, and Section III, NATOUSA Circular Number 52, 1944, are rescinded.

1. The following instructions apply to all units in the theater except units located in North Africa:

a. EFM service (fixed text personal cablegrams and radiograms) to the United States, Hawaii and Puerto Rico is in operation in this theater for all members of the United States Army. Service is not available to other points or within the theater. It may not be extended to members of the Navy, Marines, Coast Guard or Merchant Marines through Army Post Offices in this theater except by special permission of the Theater Commander or when such personnel are attached to the Army as aides or liaison officers. An exception is made in the case of Naval personnel at Dakar who may file EFM for handling at that place by the Army Postal Service. All civilian nationals of the United States serving with or attached to the United States Armed Forces in this theater, including American Field Service personnel, who receive mail through United States Army Post Offices, may send EFM messages. Messages to the United States will be filed with unit EFM censors of the headquarters to which the civilians are attached in the same manner as prescribed for members of the Army in this circular.

b. Each EFM message will consist of not more than three of the EFM texts authorized in NATOUSA letter AG 311.22/609 P-O, 25 July 1944. An EFM will cost 60 cents or the equivalent in local currency.

c. Each company or unit commander will designate, in writing, an officer (and an alternate, when necessary) as EFM censor for the unit. The officer designated will be an officer who is authorized to use the U.S. Army Examiner Stamp assigned to the unit. Postal officers of War Department activated postal organizations may not act as unit EFM censors for personnel other than members of their units. Personnel will file outgoing messages with the EFM censor of their units only. Unit EFM censors will not accept messages from personnel other than members (assigned, attached or temporary duty) of their unit. Unit EFM censors (and alternates) will furnish the serving APO with a copy of the letter or other order designating them unit EFM censor and showing the proper designation of the unit. EFM will be accepted at APO's only from unit EFM censors (and their alternates and messengers) and only when properly listed on Forms 1001 signed by unit EFM censors (or alternates), in triplicate, who have furnished the APO with a copy of the order designating them unit EFM censors.

- 1 -

RESTRICTED

R E S T R I C T E D

Hq MATOUS. Circular #115 (cont'd)

d. EFM forms will be obtained by unit EFM censors from the APO serving the unit. Blank forms will be carefully safeguarded to prevent their waste or use for any purpose other than that for which intended. A sample copy of revised Form N.P. 1001 is attached to this circular as Appendix A. The old Forms 1001 now in use must be altered to allow compliance with the provisions of the instructions in this circular until the revised forms are available. The revised Forms N.P. 1001 may be reproduced by units so desiring.

e. Unit EFM censors will carefully examine all messages accepted by them to see that the following instructions are fully complied with:

- (1) All entries on the message form must be printed in block form and must be clear and legible.
- (2) Not more than three of the authorized texts will be inserted on the form in the proper place.
- (3) The normal signature of the sender will be used without grade, unit, arm or service, or Army Serial Number, and will be limited to three words, or two initials and one word, or one initial and two words, but in any case will include the last name of the sender.
- (4) Any reference to the country or city of origin, the APO number or military organization will be omitted from the message form.

f. The unit EFM censor will affix the U. S. Army Examiner stamp, without signature, in the lower left hand corner of the message form.

g. Unit EFM censors will list all EFM accepted by them on Forms N.P. 1001, in triplicate. Continuation sheets will be used when necessary. The forms will show the date, designation of the unit, serial number and last name of sender, and city and state to which each message is addressed. The amount of the fee collected will be entered on the right side of the form and the totals will be carried to continuation sheets, if any. When all messages have been entered on Forms 1001, the form will be totaled and all copies signed by the unit EFM censor. The signature of the unit EFM censor when placed on old type Forms N.P. 1001 will constitute a certification as follows:

"That the senders of all messages entered on the Form 1001 are members of the unit and that all messages have been checked and are complete and in proper form for transmission."

h. The messages, in proper order as listed on Form 1001, funds and completed Forms 1001 in triplicate will be taken or sent by messenger to the APO serving the unit. In cases where the unit EFM censor is not to take the messages to the APO in person, an extra copy of Form 1001 will be prepared and retained by the unit EFM censor pending receipt of the signed copy from the APO.

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AFM-TOUSA Circular #115 (cont'd)

i. The postal officer (or person designated by him) of each APO will check the messages, funds and Forms 1001. If the number of messages and the amounts of funds received agree with the totals shown on the forms, and the forms show the unit designation and date, and bear the signature of an authorized unit EFM censor (see c above), the triplicate copy of the form 1001 will be postmarked and signed and returned to the unit EFM censor or messenger. In case of discrepancy which cannot be corrected at the APO, the messages, funds and Forms 1001 will not be accepted at the APO but will be returned to the unit EFM censor or messenger for correction. The signed copies of Form 1001 will be retained by the unit EFM censors as a permanent record to show that they have made proper disposition of the messages and funds.

j. The postal officer of each APO (or person designated by him) will prepare the messages and Forms EFP-1001 received from unit EFM officers for dispatch to the proper Central EFM Station as directed in special instructions to postal officers. A money order will be purchased for the total amount of EFM and SCM funds on hand at the time of dispatch from the APO, less money order fee. The money order, messages, and original Forms 1001 will be forwarded to the EFM stations by official mail. The duplicate copies of Forms 1001 will be retained as a permanent record at the APO.

k. APO personnel will not be responsible for any verification of the messages except as indicated in subparagraph i. If a message is found to be improperly prepared when examined at the Central EFM Station it will be corrected, if possible. If correction cannot be made, it will be returned to the unit EFM officer with attached slip for appropriate action. The responsibility for all improperly prepared messages or failure to collect proper charges rests with the unit EFM censor.

l. EFM are transmitted by communications companies on a deferred basis. Messages must be handled in this theater between communications termini and the individual sender or addressee through mail channels rather than by wire. It should be understood, therefore, that time required for transmission of messages will normally be from four to seven days.

m. There is no restriction as to the number of EFM which may be sent.

2. With the exception of the special instructions contained in the following, the instructions for handling EFM in North Africa are the same as in other parts of the theater:

a. EFM censors in North Africa will affix the prescribed EFM postage stamp to the message form in the space provided as evidence that the fee has been paid. Unit EFM censors may be furnished, from unit funds, a small cash order for the purchase of EFM stamps from the APO to meet the requirements of the unit for several days. APO's will sell EFM stamps to unit EFM censors only, which will be held by them until affixed to outgoing message forms. When a stamp is affixed to a message, the unit EFM censor will write his initials in ink on the face of the stamp to prevent removal and reuse. U. S. APO's in North Africa will redeem unused EFM stamps from unit EFM censors for their face value (60 cents) at any time.

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Hq NATOUSA Circular #115 (cont'd)

b. The messages will be listed on Form M.P. 1001 in duplicate and the form completed as indicated in subparagraph 2 g except that the value of the fees collected will not be shown. The unit EFM officer will forward all messages together with the original of Form 1001, by official mail, to the Central EFM Station, APO 534, or APO 759, whichever is nearer. Forms 1001 and messages will not be accepted at APO's in North Africa except when inclosed in sealed envelopes addressed to the Central EFM Stations.

c. EFM Service to Hawaii and Puerto Rico is not available to personnel stationed in North Africa.

II - SENDER'S COMPOSITION MESSAGES (SCM)

1. NATOUSA Letter, File AG 311.22/472-0, 24 March 1944, Subject: "Sender's Composition Cable and Radio Service to U.S.", is rescinded.

2. The following instructions apply to SCM service except in North Africa.

a. SCM service to the United States, Hawaii and Puerto Rico is available to U. S. Forces who are entitled to send EFM. SCM will be restricted to night letter telegrams (MLT), and will be filed with unit EFM censors in the same manner as EFM. SCM will be handled by unit EFM censors and APO's in the same manner as EFM, insofar as applicable. SCM will be listed on the same Forms 1001 with EFM.

b. Appendix B to this circular contains the rates and instructions as to word count applicable to MLT to all authorized destinations. Service is not available to other points or within the theater. Applicable rates and instructions will be carefully observed by unit EFM censors accepting SCM in order to avoid delay due to return of messages for correction.

c. The provisions of NATOUSA Circular Number 51, 1944, "U. S. Military Censorship Regulations, Cables and Radiograms" apply except for the provisions of subparagraph 2 g (2), which refers to local civilian telegram or cable offices. Messages may not be handed in at local commercial telegram or cable offices outside North Africa. Particular attention is directed to subparagraph 2 d of Circular Number 51 regarding "Prohibited Statements." It is the duty of unit EFM censors to observe rigid censorship.

d. The normal signature of the individual will be used without grade, unit, or arm or service or Army Serial Number, and will be limited to 3 words, or 2 initials and one word, or 1 initial and 2 words, but in any case will include the last name of the sender. The country or city of origin and all reference to military organization or APO will not appear in the message.

e. The sender will enter his regular Army post office address, including serial number, but no additional information as to locality, on the bottom of the form on which the message is written. This address is for purpose of record and tracing only and will not be incorporated in the text or signature transmitted.

f. The unit EFM censor will affix the U. S. Army Examiner's stamp, without signature, in the lower left hand corner of the message form.

RESTRICTED

By NATOUSA Circular #115 (cont'd)

5. Standard RCA Radiogram Forms will be used for SCM. Unit EFM censors may obtain these forms from the APO's serving the units. The number of words and the amount collected for the message will be indicated in the upper right hand corner of the message form.

3. The following instructions are applicable to SCM filed by personnel stationed in North Africa:

a. SCM service to the United States is available to all U. S. Forces entitled to send EFM and may be filed by the senders personally at any commercial telegraph, cable or radio office in French North Africa. Regularly published international rates will apply. Full rate, deferred and night letter service is available.

b. Particular attention is directed to NATOUSA Circular Number 51, 1964, Subject "U. S. Military Censorship Regulations, Cables and Radiograms." Messages failing to comply with censorship regulations may be stopped, delayed or otherwise deleted at the discretion of the censor, without notice to the sender.

By command of Lieutenant General DEVERS:

DAVID G. BARR,
Major General, USA,
Chief of Staff.

OFFICIAL:

R. H. Christie
R. H. CHRISTIE,
Colonel, AGD,
Acting Adjutant General.

DISTRIBUTION:

"Z"
200 - AG Postal
Appendix "A" on reverse side.
Appendix "B" attached.

RESTRICTED

R E S T R I C T E D

Hq. NATOUSA C1, ular #115

(cont'd)

APPENDIX "B"

RULES FOR COUNTING WORDS AND GENERAL INFORMATION
GOVERNING SENDER'S COMPOSITION MESSAGES. (SCM)

1. Every word written by sender for transmission is counted and charged for. This includes the address and signature.

2. The signature must contain the first name or initial and last name.

3. The City and State in the address will count as a single word if grouped together; For example:

SanFranciscoCal - 1 word
NewOrleansLa - 1 word

4. Expressions like stop, comma, and period when written out, count as one word.

5. 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.

6. Recognized abbreviations; such as, FOB, COD, or FOB are single words.

7. 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)

8. Running words or parts thereof together in the text or address are known as omissions and will not reduce the word count; For example:

ALLBEST - (2 words)

9. The indicator NLT (Night Letter) must appear as the first word of the address and is charged for.

10. 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
NewYorkCityNY - (8 words)

11. Here is an example of how a message would be counted:

NLT MARY JONES 49 RIDGE STREET RICHMONDVA
SALE OF HOUSE APPROVED HAPPY TO HEAR MOTHER 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 \$2.59, which is what an NLT would cost to Virginia.

12. PLEASE PRINT NAME, ADDRESS, TEXT AND SIGNATURE TO INSURE CORRECT TRANSMISSION OF MESSAGE.

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Hq NATOUSA Circular #115 (cont'd)

APPENDIX "B"

SENDER'S COMPOSITION MESSAGES (NLT)

RATE SHEET

From NATOUSA (except North Africa) to United States, Hawaii and Puerto Rico via RCA

Director

D. Director

Chief Telecom

Chief Postal

H. Q. Coms. O.

Asst. Chief Postal

Censorship

Chief Clerk

Recd 22/9/44

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
Minth	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
South 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
Wisconsin	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	Hawaii	4.50	.18
Other Places	2.84	.11-1/3	Puerto Rico	4.42	.17-2/3

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

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1CK/wp

ALLIED FORCE HEADQUARTERS
APO 512

Comms. SC

CIRCULAR)
NUMBER 21)

13 September 1944

PAYMENT OF ALLIED FORCE PERSONNEL IN HOSPITALS

Payment of United States Army Patients in United States Hospitals I
 Payment of United States Army Patients in British Hospitals II
 Payment of British Military Patients in British Hospitals III
 Payment of British Military Patients in United States Hospitals IV
 Designation of United States Army Finance Officers and British Paymasters V

AFHQ Circular Number 7, 1944, is rescinded, and the following substituted therefor, effective 1 September 1944:

I --- PAYMENT OF UNITED STATES ARMY PATIENTS IN UNITED STATES HOSPITALS.

1. United States Army patients in United States hospitals will be paid in the normal manner. The Commanding Officer, Detachment of Patients, will have the payrolls prepared and present them for payment to the Finance Officer serving his hospital.

II -- PAYMENT OF UNITED STATES ARMY PATIENTS IN BRITISH HOSPITALS.

1. The responsibility for payment of United States Army personnel in British hospitals rests with the nearest Army Finance Officer, and Finance Officers will make periodic checks of British hospitals to see that such personnel are paid. However, partial payments for these patients under a procedure similar to that providing British patients with necessary payments has been arranged, as follows:

a. The G. C. Hospital will pay each enlisted patient the sum of one hundred fifty francs or 300 lire weekly from his imprest account, and will use the normal British Acquittance Roll (AFW 1513), which will be boldly endorsed at the top "U. S. Forces". The Acquittance Roll will be prepared in triplicate, and will contain the patient's serial number, rank, name in block letters, and unit. Soldier's receipt for the payment made should be shown with full Christian name, middle initial and surname (the same as shown in block letters). If soldier has no Christian name, the notation, in parenthesis, (initials only), should be shown opposite name in block letters. All entries must be typewritten or made in ink or indelible pencil.

b. Each United States enlisted man should have a Soldier's Individual Pay Record ("D Form Number 28) in his possession. If the enlisted man does not have a pay book, one should be obtained from the nearest United States Army Finance Officer. At the time payment is made, the G. C. Hospital will cause to be entered in each United States Army enlisted man's pay book the date of payment

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dtd 13 September 1944 (Cont'd)

(first column), and net amount paid in dollars (sixth column). Signature of the officer making payment and the name or number of the hospital will not be entered in the pay book.

c. Upon preparation of the acquittance roll, the O. C. Hospital will prepare a certificate of payments to United States enlisted personnel in the form attached as Appendix 'A'. This certificate will immediately be forwarded direct to the United States Army Finance Officer who will settle the acquittance roll, as designated in Section V, below. The United States Army Finance Officer receiving this certificate will promptly notify the commanding officer of each enlisted man named thereon of the partial payment or payments received by such enlisted man, and request that same be entered on soldier's service record (See Appendix 'B').

d. Original and duplicate copies of the Acquittance Roll will be forwarded to the local British Command Paymaster, (See Section V), immediately after payment has been made. Triplicate copy to be retained two months, then forwarded to local British Command Paymaster. The local British Command Paymaster will turn these rolls over to the designated Army Disbursing Officer, (See Section V), securing reimbursement therefor.

e. In the event that the partial payment outlined does not meet the emergency needs of the enlisted man serviced, the nearest Army Finance Officer will make the proper adjustment.

f. United States Army Officer patients desiring partial payments will be paid on United States WD Form Number 336, one white (original) and two yellow (duplicate and triplicate). Necessary forms may be secured by hospital authorities from the nearest Army Finance Officer. The data to be typed on officer's pay voucher should be secured from pay data card in possession of officer. The O. C. Hospital will fill out the following lines on form:

- (1) Line (1), name of payee, rank and organization, and serial number. (Also type the component, such as RA, AUS or NG).
- (2) Line (6), CREDITS: Write in "partial payment lump sum only, for the month of _____," and the amount in even numbers of dollars in proper column.
- (3) Item (16). Type in name, rank and organization, having officer sign full first name, middle initial and last name on proper line.
- (4) Item (18). Have officer sign on the line marked "Payee", the same as appears in Item (16).

g. O. C. Hospitals may pay United States officer patients up to \$25.00 on one voucher, and not to exceed \$50.00 in any calendar month. Amount paid and date of payment will be entered on reverse of officer's pay data card (WD AGO Form 77).

h. The officers' pay vouchers (two copies) will be forwarded by O. C. Hospital in the same manner as Acquittance Rolls, and will be disposed of

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dated 13 September 1944 (Cont'd)

as outlined in 1d, above.

1. The O. C. Hospital will prepare and forward a certificate of payments to United States Army officers in the same manner as outlined in subparagraph c above for United States Army enlisted men.

2. Each United States Army Unit Commander is responsible that the following action is taken:

a. That upon receipt of advice from a United States Army Finance Officer of partial payment or payments, required entry is made in enlisted man's service record, and immediate acknowledgment made to the United States Army Finance Officer concerned.

b. That such partial payment or payments are entered and deducted on the next payroll.

c. That if enlisted man has been dropped from the rolls of his organization or transferred to another organization, advice is forwarded to enlisted man's new organization in order that the required entry may be made in his service record.

3. United States Army officers are responsible that any partial payments received by them are entered and deducted on their next regular pay vouchers.

4. Whenever possible, Commanding Officers will have their Personnel Officers prepare regular payrolls and pay vouchers for members of their units who are patients in hospitals, and present them to the nearest United States Army Finance Officer for payment.

III - PAYMENT OF BRITISH MILITARY PATIENTS IN BRITISH HOSPITALS.

1. British patients in British hospitals will be paid in the normal manner.

IV -- PAYMENT OF BRITISH MILITARY PATIENTS IN UNITED STATES HOSPITALS.

1. Whenever possible, payments to British Service Personnel in United States Army hospitals will be paid by British officers through regular British channels. In cases where it is not possible to carry out the above, the methods outlined below will be followed.

2. Method of paying British officers not paid through Regular Channels.

a. Army Officers

(1) All British Army officers should be in possession of an "Officer's Advance Book" (AFW 3241), (See Appendix 'C'), upon which cash advances may be drawn.

(2) British Army officers may receive the following maximum payments three times a month:

- 3 -

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(Cont'd)

	Amount of Advance	
	Francs	Lire
2d Lieutenant and Lieutenant	1200	2400
Captain	1600	3200
Major	2000	4000
Lieut Colonel and Colonel	2400	4800
Brigadier	2800	5600
General Officers (ie, Maj Gen, Lt Gen and Gen)	3600	7200

(The above sums are based on Francs 200 to the Pound
and Lire 400 to the Pound).

- (3) It is important that the full postal address of the officer's private bank and his personal number be recorded on AFW 3241.

b. Royal Air Force Officers.

RAF officers should be in personal possession of an "Officer's Pay and Allowances Book" which contains a section showing a guide to cash issues. Payment can only be made on production of this. Cash issues within entitlement may be made, the payment being recorded in the payments section of the book, and the officer patient's receipt obtained on RAF Form 83, specially obtained for this purpose. The RAF Form 83 must be endorsed by the paying officer with a certificate to the effect that the payment has been entered in the Pay and Allowance book of the individual concerned. Under no circumstances should advances of PAY on AFW 3241 be made.

c. Royal Navy and Royal Marine Officers.

- (1) In the case of all personnel of the Royal Navy or Royal Marines, applications for advances of pay should be made by the Surgeon of the hospital to the nearest British Naval Base Accountant Officer, at Algiers, Bone, Manfredonia, Ancona, Maddalena, Augusta, Messina, Naples, Taranto, Bari, Leghorn or Brindisi.
- (2) An approximate statement of pay due per month is given in S43A (Pay and Identity Book) which should be in possession of all Naval personnel. This book, if available, should accompany a request for an advance of pay.
- (3) Should it be difficult, through the location of the hospital, to obtain an advance of pay direct from a Naval Base Accountant Officer, an advance within the amount due (as shown in S43A) may be paid, a signed entry of the amount advanced being entered on the appropriate page of S43A.
- (4) The United States Army Disbursing Officer will also complete and obtain the officer patient's receipt on AFN 1513, the name of the patient's ship being inserted in the column headed "Unit". If the officer belongs to "Combined Operations"

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organization, the fact should be so noted by adding the initials "C.O."

d. Dominion Officers.

- (1) Dominion officers should be paid in accordance with their own pay procedure; that is, either on an advance of pay form as at a above, or on a pay and allowances book as at b above, whichever is applicable. Whatever form of receipt is obtained should be clearly endorsed with the title of the Dominion etc, eg, forms in respect of advances to Canadians to be clearly endorsed "Canadian Forces".

e. General.

- (1) The Advance of Pay Form should be completed and signed by the officer. The "Received from Cashier" line should show the description or number of the United States hospital. The Advance of Pay Form should be removed from the book by the Paying Officer and not by the payee. If not in possession of a book, the hospital authorities should supply a form from a book held for this purpose - (this will always apply to receipts obtained from RAF officers for advances made to them (see paragraph b, above).) Books will be supplied by the local British Command Paymaster.
- (2) The term "unit" on the Advance of Pay Form (AFW 3241) means Regiment or Corps. If the officer describes his unit as "101st Infantry Brigade", for example, this is not correct, he must enter his parent Regiment or Corps.
- (3) Officers requiring payment must prepare their own forms.

f. Disposal of Forms, etc.

- (1) Immediately after payments, the Finance Officer concerned will forward to the Finance Officer as designated in Section V below, all Advance of Pay Forms paid. The paid forms will be accompanied by a schedule in duplicate (See Appendix 'D'), giving the following information:
 - (a) Hospital
 - (b) Week of payments (inclusive dates)
 - (c) Rank, name and initials, unit of officer paid, plus amount paid.
- (2) The designated United States Army Finance Officer will transmit to the local British Command Paymaster (See Section V, below), the Advance of Pay Forms, together with one copy of the schedule. The local British Command Paymaster will remit to the designated United States Army Finance Officer cash to the value of the total amount of advances to British officers.

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(Cont'd)

3. Method of paying British Other Ranks not paid through Regular Channels.

a. Payments.

- (1) Payments to other ranks should be made on Overseas Acquittance Rolls (British) AFN 1513, or on Partial Payrolls (American), as convenient.

- (2) Payment should be limited to the following amounts per week:

	<u>FRANCS</u>	<u>LIRE</u>
Warrant Officers; ie, Regimental or Company Sergeant Majors	150	300
Staff Sergeant and Sergeants	120	240
Corporals and Bombardiers	100	200
Privates or equivalent rank	100	200

(The above sums are based on Francs 200 to the Pound
 and Lire 400 to the Pound).

b. Preparation of Vouchers.

- (1) The following information is required in respect of every other rank paid:
- (a) Army etc. number
 - (b) Rank and name (Initials of Christian names are sufficient)
 - (c) Amount paid in local currency
 - (d) Receipt of soldier, or airman, etc.
 - (e) Unit of soldier, etc. (ie, Regiment or Corps, Air Force Unit, or ship, to be entered in the Unit column on right of form).
 - (f) Date of payment
- (2) If paid on British Overseas Acquittance Rolls, the roll should be headed with the description or number of the United States hospital and the certificate at the foot should be completed by the United States Army Finance Officer making payment. Three copies should be made in all. If payment is made on Partial Payrolls (American), the roll should be headed with the description or number of the United States hospital and the second only of the three certificates on the front of the Partial Payroll should be completed by the paying officer.
- (3) The Commanding Officer, Detachment of Patients, of each United States hospital accomodating British patients will prepare the necessary Acquittance Rolls to show the information required above.
- (4) Copies of all British forms referred to can be obtained on demand from the local British Command Paymaster.

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(Cont'd)

c. General.

- (1) Every British other rank should have in his possession, and in which are recorded all cash payments made to him, a Pay Book as follows:

Army	AB 64 Part II
RAF	Pay Book (Form 64)
Navy	Pay and Identity Book - S43A

At the time the man signs for his pay, the paying officer should enter the sum paid in the man's Pay Book, the paying officer signing in the space provided.

- (2) In the case of Army other ranks only, the serial number of the payment should be recorded in AB 64 Part II and also marked against the relevant entry on the Acquittance Roll or Partial Payroll.
- (3) Acquittance or Partial Payrolls prepared for RAF personnel should be endorsed with a certificate to the effect that the payments have been entered in the airman's Pay Book (Form 64).
- (4) Ratings of the Royal Navy and other ranks of the Royal Marines will be treated in the same manner as indicated in paragraph 2 c above, for officers
- (5) To simplify matters for the United States hospital authorities, all payments to men of whatever British unit or branch of the service they belong can be made on the same Acquittance or Partial Payroll. Separate Acquittance Rolls must, however, be prepared for personnel of the Army, Royal Navy and Royal Air Force. The unit, etc, to which an individual belongs must be specified in detail. (See paragraph 3b (1) (c)). In case of a naval rating, the name of his ship must always be inserted, and if the rating belongs to the "Combined Operations" organization, the initials "C.O." must be noted in the Unit column in addition. Ratings serving in Defensively Equipped Merchant Ships should be shown in the Unit column as "D.E.M.S."
- (6) Payments to Dominion Forces should be similarly recorded ³⁸⁹ and the title of the Dominion; eg, "Canadian Forces", clearly marked against the names of the men concerned on Acquittance Rolls or Partial Payrolls.
- (7) The Royal Army Pay Corps cannot make reimbursement for members of the British Merchant Marine. The British Consul should be contacted regarding cash requirements of British Merchant Seamen.

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d. Disposal of Forms, etc.

- (1) After payment two copies of the British Overseas Acquittance Roll will be forwarded to the Finance Officer as designated in Section V, below. Said Finance Officer will, upon receipt of the rolls demand the total payment from the local British Command Paymaster, enclosing the original roll, and if possible, a summary in schedule form.
- (2) Where payments are made on Partial Payrolls, the original and duplicate will be forwarded to the designated Finance Officer, and dealt with in a similar manner to the British Overseas Acquittance Rolls. Reimbursement to the designated Finance Officer will be made by the local British Command Paymaster.

c. Actual Payment.

Payments of Officers' Advance of Pay forms or on Acquittance Rolls should be made the same as for United States Army patients, either by the regular paying United States Army Finance Disbursing Officer who serves the hospital, or by a Class "A" Agent Finance Officer. The Finance Officer from whose accounts the funds are provided will forward the forms and Acquittance Rolls, etc, as a cash transfer of funds to the Finance Officer, as designated in Section V, below, in accordance with the instructions at paragraphs 2f and 3d, above.

V --- DESIGNATION OF UNITED STATES ARMY FINANCE OFFICERS AND LOCAL BRITISH COMMAND PAYMASTERS.

1. The designated United States Army Finance Officers and local British Command Paymasters referred to in the foregoing instructions are:

<u>UNITED STATES</u>		<u>BRITISH</u>
Captain R. A. Alexander, FD Symbol 211-072, Finance Officer 24th Finance Disbursing Section APO 534, U.S. Army	<u>North Africa and Corsica</u>	The Command Paymaster, No. 2 Command Pay Office, Casino La Corniche, Pointe Pescade, Algiers.
Major H. A. Miner, FD Symbol 211-649, Finance Officer 25th Finance Disbursing Section APO 570, U.S. Army	<u>Italy, Sicily and Sardinia</u>	The Command Paymaster, No. 8 Command Pay Office, C. M. F.

By command of General WILSON:

5 Incls
Appendix A, B, C, D and E

OFFICIAL:

R. Christie
R. CHRISTIE,
Colonel, AGD,
Acting Adjutant General.

J. A. H. GAMMELL,
Lieutenant General, Chief of Staff.

DISTRIBUTION:

"D"
225 - Fis Dir

R E S T R I C T E D

(cont'd)

R E S T R I C T E D

APPENDIX 'A'

HEADQUARTERS
1010 GENERAL HOSPITAL BRITISH
PAYMENTS TO U. S. ARMY ENLISTED PERSONNEL
FOR THE PERIOD _____

[illegible]

I certify that payments were made to U. S. Army enlisted personnel on the dates and in the amounts stated hereon, as shown on Acquittance Roll, Serial No. _____.

1516

O. C. Hospital

Director _____
 Asst. Director _____
 Chief Tele. Rm. _____
 Chief Postal _____
 H. Q. Coms. O. _____
 Asst. Chief Postal _____
 Censorship _____
 Chief Clerk _____

Recd. 12.2.46

RESTRICTED

AFHQ Cir #21 (cont'd)

R E S T R I C T E DAPPENDIX 'B'

SUBJECT: Report of Payment of Enlisted Man.

TO : Commanding Officer,

1. This office has been advised by the Commanding Officer, _____ Hospital (British), of payment made to the enlisted man named below, while a patient therein, on the date and equal to the amount set opposite his name:

<u>NAME</u>	<u>RANK</u>	<u>ASN</u>	<u>AMOUNT</u>	<u>DATE</u>
-------------	-------------	------------	---------------	-------------

2. It is requested that the following be inserted in enlisted man's service record under remarks financial:

"Due U. S. partial payment \$_____, voucher No. unknown, accounts of (name of Disbursing Officer)."

3. Request acknowledgment of receipt by indorsement hereon.

Name and Rank, Finance Officer.

R E S T R I C T E D

AFM Car #21

(c) (d)

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APPENDIX 'C'

G 750323

G 750323

ADVANCE OF
PAYARMY FORM W. 3241
(In books of 25)No. 1004 U. S.
Field HospitalSPECIMEN ONLYAgent or Paymaster by whom pay is issued: Glyn Mills &
Co. Ltd.Rank and Name (in BLOCK letters) Captain W. E. Jones,
(111,269)Unit H. A. A. R. A.RECEIVED from Cashier No. 1004 U. S. Field Hospitalthe sum of ONE THOUSAND SIX HUNDRED FRANCSwhich I hereby authorized my bankers to recover from my
banking account.Name of Bank BarclaysBranch 106 Piccadilly, London, W. 1Amount) Signature (Signed)in figures) 1600 Francs Date 6 January 1944

No. 110926

No. 110926

ROYAL AIR FORCESub Form 83ADVANCE OF PAYOffice stamp or
endorsement of
Paying OfficerRank & Name S/Ldr A. I. R. MINDED No. 13796
(in block letters)Unit 2004 Squadron R. A. F.Received from 1004 U. S. Field Hospital Paying UnitONE THOUSAND Francs equal tothe sum of Five Pounds

Sterling

(in words)

Sum issued in
Figures:

(Currency _____) Signature

Certified entered in P & A Book.

Date _____ Paying Officer

Date _____

Pass to Base Accounts Office, R.A.F. Middle East

RESTRICTED

ABQ Cir #21 (cont'd)

RESTRICTED

APPENDIX ID

SPECIMEN ONLY

Payments to British Officers in U. S. Army Hospitals1004 U. S. Field Hospital Week of Payment 1-7 JAN 1944

Rank	Name and Initials	Unit	Amount Paid Francs	Remarks
Captain	Ekend, W. E	75th H. A. A. BATY	1600	Royal Artillery
S/Ldr	Manded, A. I. R.	2004 Fighter Sqdn	1000	R. A. F.

(Date)

(Signature)
O. C. Hospital

AFHQ Cir #21

(Cont'd)

RESTRICTED

APPENDIX 'E'

SPECIMEN ONLY

Serial number of Overseas Acquittance Roll (ALL) Army Form N 1513 (Large)
 Acquittance Roll (ARMS) (Squadron)
 (Battery) of the ORIGINAL
 (Company)

1004 U. S. Field Hospital

Imprest L/C No.

FOR PAY OFFICE USE

ARMY NO	RANK AND NAME	LOCAL CURRENCY FRANCES	FOR PAY OFFICE USE L S D	RECEIPT OF: SOLDIER	DATE OF: PAYMENT	UNIT	
1359742	Pts. Wilks, J...	100		(23) Signature	6 Jan. '44	64th H.A.A. Bty. R.A.	:Posting :Clerk :Check :Clerk
9943217	Sgt. EMMS, W.	120		(41) Signature	6 Jan. '44	1st Field Coy. R.E.	:Posting :Clerk :Check :Clerk
7713928	BDR. WILLS, J.	100		(34) Signature	6 Jan. '44	98th L.A.A. Bty, R.A.	:Posting :Clerk :Check :Clerk
1321	A.B. PROPE, C.	100		Signature	6 Jan. '44	H.M.S. Dreadnought	:Posting :Clerk :Check :Clerk
TOTALS		420					

To be inserted by the Paying Officer in his own handwriting Total (in words) of local currency only:

Four Hundred & twenty francs.

Signature of the officer making the payments
 Name and Rank of the officer making the payments
 (block letters)

Sgdn

Btty

1004 U. S. Field

Coy of the Hospital Date 6 Jan. 44

CERTIFIED that the above amounts have been charged in the ledger accounts of the men concerned.

RESTRICTED

RESTRICTED

HEADQUARTERS
ALLIED FORCES IN ITALY
(U.S. Contingent)(Ovhd) APO 777
U. S. Army

Communication

12 September 1944

AG 200.6

SUBJECT: Recommendations for the Legion of Merit.

TO : All Concerned.

1. By letter dated 7 September 1944, the Theater Commander has authorized this headquarters to submit recommendations for the award of the Legion of Merit during the 3-month period beginning 1 September and ending 30 November. The Theater Commander again invited attention to the existing policy that 50% of all recommendations should be for enlisted men.

2. In view of the limited quota allotted this command, it is not intended that a subdivision of quota be made. It is planned that recommendations for the Legion of Merit for members of this headquarters and units assigned thereto will be carefully considered and the most deserving cases will be submitted to the Theater Commander for approval.

3. Section Chiefs and commanders of subordinate elements are invited to submit to this headquarters full particulars relative to cases which they believe warrant the Award of the Legion of Merit.

4. In connection with the preparation of recommendations, attention is invited to MATOUSA Circular #89, dated 10 July 1944.

By command of Major General LEHNITZER:

/s/ Frank W. Roberts
FRANK W. ROBERTS,
Lieut. Col., A.G.D.,
Adjutant General.

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APO 394, 18 Sep 1944

HEADQUARTERS, 2675TH REGT. AGC (OVHD)

Distributed by this Headquarters for
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200.6

(12 Sep 44)

1st Ind.

FR/rsl

HEADQUARTERS, 2675TH REGIMENT, ALLIED CONTROL COMMISSION, (OVERHEAD). PO
394, U. S. Army, 18 September 1944.

TO: See Distribution.

1. For the guidance and compliance of all concerned.
2. Recommendations will be forwarded so as to reach this headquarters not later than 15 November 1944.

For the Commanding Officer:

F. R. WERLUTH
WOJG, USA
Asst Adjutant

DISTRIBUTION:

Commanding Officers, all Companies, this Regiment.
Directors, Sub-Commissions and Sections, Hq ACC.

0135