

ACC 10000/147/65 219

ADMINISTRATIVE MEMOS

NOV. 1944 - SEPT. 1946

Trans R E S T R I C T E D
HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

219

NUMBER

5)

9 September 1946

SCHOOLS FOR CHILDREN OF U. S. ARMY PERSONNEL

SECTION

GENERAL	I
RESPONSIBILITY	II
SCHOOL POSSIBILITIES	III
PROSPECTUS	IV
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I GENERAL

1. The establishment of adequate school facilities for children of United States Army personnel is of vital importance to the general welfare of this command.

II RESPONSIBILITY

2. The Major Commands will be responsible for:

- a. Survey of local facilities
- b. Advising parents
- c. Assisting in placing children
- d. Determining texts needed, and procure them through I & E channels
- e. Surveying prospects for available teachers and furnishing the name, qualification, experience and availability to the Theater Information and Education Office.
- f. Organizing and operating local American Schools.

3. The Theater Information and Education Office will be responsible for:

- a. Representing the Commanding General, MTOUSA on matters pertaining to the education of children of United States Army personnel.
- b. Co-ordinating arrangements for schools.
- c. Procuring texts through Information and Education channels.

R E S T R I C T E D

R E S T R I C T E D

Hq MTOUSA Administrative Memo. No. 5 (Cont'd)

- d. Procurement of teachers.
- e. Advising Major Commands.

III SCHOOL POSSIBILITIES

4. The types of schools listed below are available or in prospect for enrolling children of United States Army personnel:

- a. Boarding schools.
- b. British Army Childrens' Schools.
- c. Convent Schools.
- d. United States Army Childrens' Schools.
- e. Home Study.

IV PROSPECTUS

5. The prospectus for the enrollment of children in schools listed in paragraph 4 above are:

- a. Boarding Schools.

- (1) Switzerland

- (a) High scholastic standards
- (b) Classes are taught in English in a few schools
- (c) Classes are taught in the language of the community, which may be French, German, or Italian, in almost all Swiss schools.
- (d) A student without basic knowledge of the foreign language used in the school usually begins study in a lower grade or enrolls where the language and sentence structure is basic in specially conducted language classes to more rapidly learn the community language. If the lower grade method is used as the student progresses in the new language he advances to higher grades.
- (e) The cost of tuition is approximately \$1,000.00 (U.S.) per school year.

- (2) Italian convent schools

- (a) Boarding students are accepted in a few schools

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Hq MTOUSA Administrative Memo. No. 5 (Cont'd)

- (b) Classes are taught in English in a few schools
 - (c) No religious instruction for non-Catholics, unless requested
 - (d) The cost of tuition is approximately 4,000 Lire per month.
- (3) Rome and Florence English speaking schools
- (a) None, at present, accept out-of-town boarding students
 - (b) Arrangements for board must be made by individuals concerned at local pensions
 - (c) The cost of tuition is approximately 4,000 Lire per month
 - (d) The cost of board is approximately 400 Lire per day
- b. British Army Childrens' Schools.
- (1) Located in Naples, Caserta, Rome, Bologna, Venice (Lido), Udine, Lignano, Grado, and Trieste
 - (2) Operated by British Army with courtesy of participating extended American children
 - (3) Teachers imported from England, or procured locally, with approximately one teacher per twenty children
 - (4) Fall school term began 2 September 1946
 - (5) Where American children participate we will be obliged to provide additional teachers to maintain the teacher-to-child ratio
 - (6) Provide all text for grades in which we enter our children
- c. Convent schools (Day schools - non boarding).
- (1) Operated by religious teaching orders
 - (2) No religious instruction for non-Catholics, unless requested
 - (3) Academic standards are high, but differ from those in United States
 - (4) Close supervision
 - (5) Qualified teachers - Italians and other nationals

R E S T R I C T E D

Hq MTOUSA Administrative Memo. No. 5 (Cont'd)

- (6) Language in use in most schools is Italian, English or French in use in a few only. Some English speaking instructors may be obtained for Italian schools.
- (7) Preliminary instruction in Italian language will be available during month of September
- (8) Fall school term will begin 2 October 1946
- (9) The cost of tuition is approximately 500 Lire per month
- d. United States Army Childrens' Schools.
 - (1) Locally organized "American" schools may be established where there is sufficient demand, and facilities and teachers are available.
- e. Home Study.
 - (1) The "Calvert-School" type of study guide and course is recommended
 - (2) The course may be conducted by parent or private teacher
 - (3) Study time can be arranged for convenience of teacher or pupil
 - (4) Quality of instruction will vary with ability of instructor
 - (5) The cost of tuition is approximately \$100.00 (U.S.) per course. If private teacher is engaged the cost of course will be increased by the amount paid in salary.

V LANGUAGE ADVANTAGES

- 6. The advantages of bi-lingualism are:
 - a. Young children learn a new language with ease.
 - b. The practicability of learning Italian in Italy is obvious.
 - c. A student with basic knowledge of a foreign language can continue education in that language with additional effort.
 - d. It may be difficult to maintain the normal education progress as experienced in the United States.

BY COMMAND OF MAJOR GENERAL JAYNES:

DISTRIBUTION:2

Ralph C. Tilley
RALPH C. TILLEY
Colonel, AGD
Adjutant General

4

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H. Q. Clerk	
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ALLIED FORCE HEADQUARTERS
APO 512

18 February 1946

SUPPLY OF CIVIL POL REQUIREMENTS FOR VENEZIA GIULIA/UDINE

1. Supply of civil needs for the territories of VENEZIA GIULIA and UDINE continue under TM 696 to be a military responsibility of Allied Force Headquarters on a combined basis. Civil supply requirements are, therefore, forwarded by Allied Force Headquarters (G-5) to CCS who approve and allocate procurement responsibility as between United Kingdom and United States.

2. On the other hand-

a. Allied-occupied VENEZIA GIULIA is a disputed territory and supply to it of POL on civil account is normally carried out from British military depots through the Ente Trieste Petroli (ETP). Of the industrial requirements some are RACC items, others are RACC items, others are NOT British military grades at all.

b. The province of UDINE is an integral part of ITALY (retained under Military Government for military reasons) and the supply to it of POL is from United States sources through the Comitato Italiano Petroli (CIP). (See paragraph 10 MTOUSA Supply Directive 84).

3. To facilitate the slating of POL products for these two territories pending allocation of procurement responsibility of CCS, the following procedure is suggested:-

a. Slating will be carried out as follows:-

- (1) For VENEZIA GIULIA by ST G-5.
- (2) For UDINE by CIP/UNRA.

b. Bids for VENEZIA GIULIA will be submitted by M.G. XIII Corps to Headquarters Allied Commission. Nomenclature will be according to the War Office Legend on Pet oleum Products of 191 1554/44.

c. Bids for UDINE will be submitted by M.G. UDINE Province to Headquarters Allied Commission. Official U.S. Army nomenclature will be used.

d. Headquarters Allied Commission will screen these bids and submit them (broken down as bids on VENEZIA GIULIA and UDINE) to AFHQ (G-5), who will submit them to ST G-5 and CIP/UNRA for final screening. After screening G-5 Allied Force Headquarters will submit the demands to CCS for approval and allocation of procurement responsibility.

e. Once demands have been so screened and so submitted, provisional procurement action will be taken as follows:-

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AFHQ Admin. Memo. #4 (Cont'd)

- (1) VENEZIA GIULIA requirements which are a normal RASC supply will be included by ST GHQ in their monthly slate to be submitted to the War Office.
- (2) VENEZIA GIULIA requirements which are NOT a normal RASC supply will NOT be slated in advance.
- (3) UDEB requirements will be included in OIP slate submitted monthly to AFHQ by PBS.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:



EDMUND R. STUGART
Colonel, AGD
Adjutant General

DISTRIBUTION:

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ALLIED FORCE HEADQUARTERS
APO 512

Date

ADMINISTRATIVE MEMORANDUM)

NUMBER

3)

5 February 1946

SUPPLY OF FOOD TO ITALIAN CIVILIANS FROM CIVILIAN STOCKS
(HEADQUARTERS ALLIED FORCE HEADQUARTERS)

Paragraph 3, AFHQ Administrative Memorandum Number 43, 1945, is rescinded and the following substituted therefor:

1. AUTHORITY

(a) Authority is granted to provide food, as set forth herein, during each working period of eight (8) hours or more for Italian civilians, who are:-

1. Workers other than office workers.
2. Office workers.

for the Allied Forces. This authority is applicable to civilians employed directly by the Allied Army, Navy or Air Forces, by contractors on their behalf, or to employees of industry operating for the Allied Forces.

(b) Where employing units have so arranged their working schedules that a forty eight (48) hour week is completed in five and a half (5 1/2) days, the midshift or office workers meal may be issued on the half (1/2) day, with the employing unit commanders authority, to all those workers who have completed their forty eight (48) hours"

BY COMMAND OF LIEUTENANT GENERAL MORGAN

Chief of Staff	<i>[Signature]</i>
Deputy Chief of Staff	<i>[Signature]</i>
Chief of Operations	<i>[Signature]</i>
Chief of Logistics	<i>[Signature]</i>
Chief of Communications	<i>[Signature]</i>
Chief of Intelligence	<i>[Signature]</i>
Chief of Personnel	<i>[Signature]</i>
Chief of Finance	<i>[Signature]</i>
Chief of Legal	<i>[Signature]</i>
Chief of Medical	<i>[Signature]</i>
Chief of Veterinary	<i>[Signature]</i>
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Chief of Ordnance	<i>[Signature]</i>
Chief of Engineer	<i>[Signature]</i>
Chief of Signal	<i>[Signature]</i>
Chief of Transport	<i>[Signature]</i>
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Chief of Legal	<i>[Signature]</i>
Chief of Medical	<i>[Signature]</i>
Chief of Veterinary	<i>[Signature]</i>
Chief of Quartermaster	<i>[Signature]</i>
Chief of Ordnance	<i>[Signature]</i>
Chief of Engineer	<i>[Signature]</i>
Chief of Signal	<i>[Signature]</i>
Chief of Transport	<i>[Signature]</i>
Chief of Maintenance	<i>[Signature]</i>
Chief of Security	<i>[Signature]</i>
Chief of Public Relations	<i>[Signature]</i>
Chief of Liaison	<i>[Signature]</i>
Chief of Protocol	<i>[Signature]</i>
Chief of Records	<i>[Signature]</i>

Edmund R. Morgan
EDMUND R. MORGAN,
Colonel, JCD,
Adjutant General.

ADM 219

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HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

ADMINISTRATIVE MEMORANDUM)

SUBJECT)

1)

LEND-LEASE

Chief	
U/L	
Chief Postal	
H Q Com	
Asst Chief Postal	
Commodore	
Chief Clerk	5 January 1946

/log

1. In order to effect the necessary changes in reporting Lend-Lease transactions required as a result of the discontinuance of certain special staff sections MTOUSA, and the transfer of such responsibilities to other sections, Administrative Memorandum Number 2, dated 3 April 1945, subject: Lend-Lease, is amended as outlined below:

a. Paragraph 3. References

delete

- (b) War Department Memo 35-44 dated 22 September 1944
(Rescinded by WD Memo 35-45 dated 21 August 1945)
- (d) War Department Memo 35-45 dated 20 August 1945
(Reproduced Hq. MTOUSA, 29 August 1945)
- (e) War Department Memo 35-45 dated 21 August 1945
(MTOUSA letter AG 400.3295/424 D-O dated 10 October 1945)
- (f) War Department Memo 35-45 dated 3 October 1945
(MTOUSA letter AG 400.3295/424 LIB-O dated 18 October 1945)
- (g) War Department Memo 35-45 dated 22 October 1945
(MTOUSA letter AG 400.3295/424 LIB-O dated 31 October 1945)
- (h) War Department Memo 35-45 dated 8 November 1945
(Reproduced Hq. MTOUSA, 5 January 1946)

b. Paragraph 6a (1) is revised to read, "Original and one copy through channels to the appropriate Base Section or Major Command for accounting purposes as set forth below."

c. Paragraph 8 is revised to read, "Base Section or Major Command will:"

d. Paragraph 8a is revised to read, "Segregate receipts received from issuing agencies in accordance with paragraph 6a above by services and by countries and forward them to the appropriate Special Staff Section of Peninsular Base Section with a covering letter."

e. Paragraph 9 is revised to read, "The Chief of each Service or Special Staff Section of Peninsular Base Section will:"

- 1 -

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Hq MTOUSA Adm Memo Number 1 (cont'd).

2. It will be noted that the above revisions change the routing of Shipping Tickets covering Lend-Lease Transfers from the Special Staff Sections MTOUSA to the Special Staff Sections P.B.S. where the Report of Lend-Lease Transfers, Form No. DDA7B will be prepared and forwarded to the Office of the Fiscal Director MTOUSA.

3. Special attention is directed to the procedure prescribed in War Department Memo 35-45 dated 22 October 1945 transmitted as attachment to MTOUSA letter AG 400.3295/424 LIB-0 dated 31 October 1945 which specifies the preparation of two series of Forms DDA7B, Report of Lend-Lease Transfers, for each reporting period. The first series will reflect transfers accomplished prior to 2 September 1945 while the second series will reflect transfers accomplished on or subsequent to 2 September 1945. The effective cut off date for Lend-Lease is definitely interpreted to be 0001 hours, 2 September 1945.

4. The second series of Forms DDA7B referred to in paragraph 3 above are further divided into four sections as described in War Department Memo 35-45 dated 8 November 1945. The headings of the respective sections will be as follows:

Section 1. Material Transferred Under Authority of Presidential Policy Applicable to "Hardship" Cases.

Section 2. Material Transferred for the Purpose of Maintaining Lend-Lease Equipment.

Section 3. Material Previously Programmed and Subsequently Transferred in Accordance with Current Agreement Between United States and Recipient Foreign Government.

Section 4. Material Transferred Under "Q" Requisitions.

5. Present procedure prescribes the preparation of Forms DDA7B on a cumulative basis. Because of the transfer of the preparation of this report from MTOUSA to P.B.S. it may not be possible for all the Services of P.B.S. to prepare DDA7B on a cumulative basis. In such event the Services of P.B.S. may prepare Forms DDA7B on a non-cumulative basis. The first reports to be submitted will be for the bi-monthly period of November and December 1945, which are due in the Office of the Fiscal Director MTOUSA, APO 512, on or before the 15 January 1946.

6. In order to recover the cost of intra-theater transportation of materials and equipment transferred under the terms of lend-lease or transferred on a cash-reimbursable basis subsequent to the termination of lend-lease it will be necessary to add three and four tenths percent (3.4%) to the cost of all materials transferred. This increase plus the increase of twenty-five percent (25%) added to cover transportation costs to the theater amounts to a total increase of twenty-eight and four tenths percent (28.4%) which is to be added to the cost of all material transferred. The Office of the Fiscal Director MTOUSA has added the percentages stated above to the cost of all material transfers reported up to and including the 31 October 1945. The various Services of P.B.S. are requested to add the same percentage increase to all transfers of material and equipment transfers

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Hq MTCUSA Adm Memo Number 1 (cont'd).

reported on Forms DDA7B for the months of November and December 1945 and all subsequent bi-monthly reports.

BY COMMAND OF LIEUTENANT GENERAL LEE:

Edmund R. Singart
EDMUND R. SINGART
Colonel, AGD
Adjutant General

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Chief of Personnel	
Chief of Communications	
Chief of Security	
Chief of Legal	

EXECUTIVE ORDERS)

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HEADQUARTERS ALLIED COMMISSION
APO 394

19 November 1945

NUMBER 82)

Appointment of Provincial Commissioner, Genova Province, Liguria
Region I

I - APPOINTMENT OF PROVINCIAL COMMISSIONER, GENOVA PROVINCE, LIGURIA
REGION

Announcement is made of the appointment of Lt Col L. E. VINING,
MBE, ED(IND), 83262, Royal Engineers, (B), as Provincial Commis-
sioner, Genova Province, Liguria Region, effective 20 October 1945,
vice Col EUGENE R. McPHEE, 0220462, Ordinance Department, (A),
relieved.

ELLERY W. STONE
Rear Admiral, USN
Chief Commissioner

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ALLIED FORCE HEADQUARTERS
APO 512

20 NOV 1945

ADMINISTRATIVE MEMORANDUM)

NUMBER

49)

17 November 1945

CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES
FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY & SARDINIA

Paragraph 46(1), AFHQ Administrative Memorandum Number 34, 1945, is rescinded and the following substitute therefor:

"(1) All labor will be paid at or below the minimum rate of pay laid down in Appendices "A", "B", "C", "D", "E", "F", and "G" until trade-tested. Such trade-testing may be effected on engagement. After being trade-tested employees may receive a rate of pay commensurate with their skill and ability below or within the limits set out in Appendices "A", "B", "C", "D", "E", "F", and "G", due regard being given to the local prevailing rate for similar work in industry.

BY COMMAND OF LIEUTENANT GENERAL MORGAN:

G. W. Christensen
 G. W. CHRISTENSEN
 Colonel, AGD
 Adjutant General

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 Administrative
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 Member *(1)*

HEADQUARTERS ALLIED COMMISSION
 NO 394
 INDUSTRY AND UTILITIES SUB-COMMISSION

14 November 1945

ESTABLISHMENT OF AN EXECUTIVE OFFICE,
 INDUSTRY AND UTILITIES SUB-COMMISSION.

1. Reference is made to Economic Section Memorandum No. 26, dated 1 November 1945.
2. Announcement is made of the assignment, effective 14 November 1945, of Major A.E. FREDY R.A., as Executive Officer, Industry and Utilities Sub-Commission.
3. The Executive Officer, Industry and Utilities Sub-Commission is located in Room 16 and his Chief Clerk in Room 14, on the 4th Floor, A.C. Bq. Building.
4. The duties and responsibilities of the Executive Officer, will comprise the following :-
 - a. Receipt, registration, and internal routing of all correspondence received by the Industry and Utilities Sub-Commission and subdivisions thereof.
 - b. Registration and dispatching of all outgoing Industry and Utilities Sub-Commission correspondence.
 - c. Coordination and preparation of Travel and Assignment Orders relating to Industry and Utilities Sub-Commission personnel.
 - d. Control of assignment and payment of all Italian civilian personnel assigned to the Sub-Commission.
 - e. Such additional related duties as may be assigned from time to time by the Director, Industry and Utilities Sub-Commission.

5557
[Signature]
 A. E. FREDY,
 Director,
 Industry & Utilities S/C.

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Communication s/c

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ALLIED FORCE HEADQUARTERS
APO 512

D/Director
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 Chief Postal
 H. Q. Coms O.
 Asst Chief Postal
 Censorship
 Chief Clerk

ADMINISTRATIVE MEMORANDUM

(CORRECTED COPY)
 46 (DESTROY ALL OTHERS)

2 November 1945

Accommodation for Italian Armed Forces I
 Conditions of Employment, Wage Scales, Bonuses and Allowances, for civilians
 employed by the Allied Forces in Italy, Sicily and Sardinia II

I -- ACCOMMODATION FOR ITALIAN ARMED FORCES

1. The bulk of the Italian Army is shortly to be returned to the control of the Italian Government, when it will become responsible for the preservation of law and order over the mainland of ITALY (with certain exceptions) and the islands of SICILY and SARDINIA. In these circumstances it is logical that the Italian War Ministry should be able to locate Italian units from an operational point of view.

2. a. Formation, District, and US major commands will therefore insure that Italian Commanders are given assistance in finding suitable accommodation in the areas required for their troops.

b. Urgent consideration will also be given to releasing to the Italian authorities barracks and other Italian military accommodation which may be in Allied occupation.

c. Any cases where release of accommodation to the Italian Army would be detrimental to the living conditions, morale, or administration of the Allied forces, will be referred for the personal decision of the Commanders of XIII Corps, 2 District, 3 District, RAAC, or US major command, as applicable, for a decision.

d. In all other cases barracks or Italian military accommodation required by the Italian Armed Forces will be returned to the Italian authorities as rapidly as possible.

II - CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES, FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

1. Paragraph 5c, AFHQ Administrative Memorandum Number 34, 1945, is rescinded and the following substituted therefor with effect from 15 October 1945

"5. c. Overtime - Overtime may be paid at the rate of time-and-one-half for all completed hours worked over forty-eight (48) in any normal pay week or for all completed hours in excess of eight (8) per day where a normal pay week cannot be established. A normal pay week is a pay week during which hours amounting to forty-eight (48) in total are scheduled over a fixed number of days. The computation of overtime in weeks other than normal shall be done on a daily basis of

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AFHQ Administrative Memorandum Number 43 (cont'd).

eight (8) hours per day. Excepted from these conditions are those employees specifically designated in the Appendix as being ineligible for overtime pay. Overtime rates may also be paid in any locality for the seventh consecutive day of working, whether Sunday or a week day. Overtime should be discouraged in the interests of efficiency and the employment of surplus labor."

2. Paragraph 2, AFHQ Administrative Memorandum Number 37, 1945, is amended by the deletion of paragraphs 6a(2) and 6b(3) and substituting the following therefor, with effect from 15 October 1945:

"6. b. (2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of:

For Monthly Wage Group

30 days work for hotel, mess and club employees.

26 days for other than hotel, mess and club employees.

For Daily Wage Group

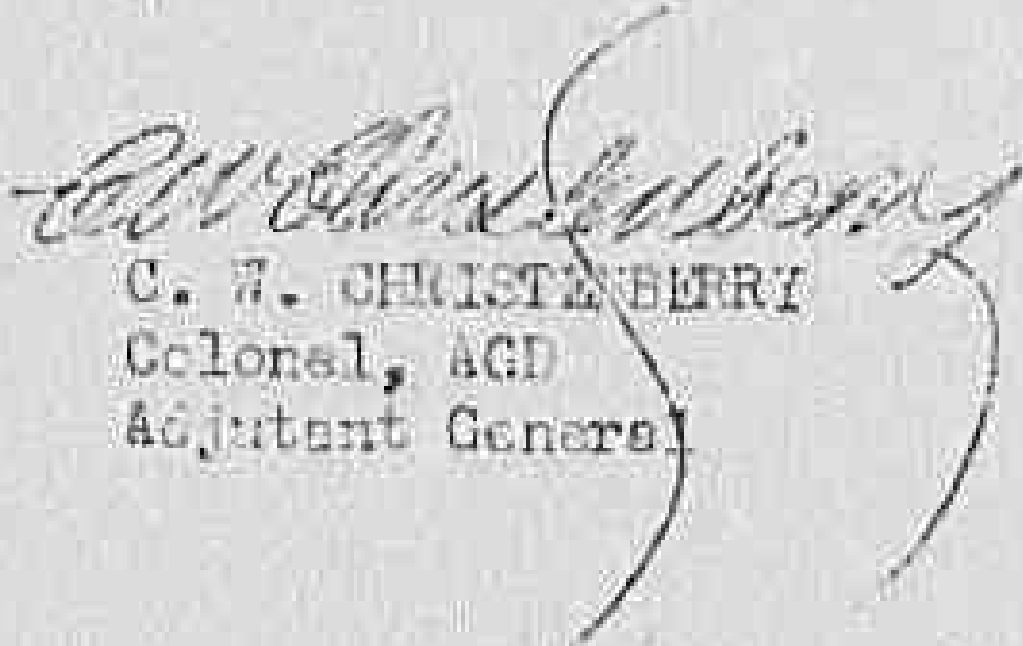
either 48 hours within any normal work week

or 8 hours on any one day.

(3) The proportion of bonus payable varies directly with the proportion of basic wage due (as defined in (2) above), subject to the proviso that Cost-of-Living Bonus will not be paid in respect of any day on which no work is performed.

(4) The Cost-of-Living Bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for overtime pay and female differential."

BY COMMAND OF LIEUTENANT GENERAL MORGAN:


C. W. CHRISTENSEN
Colonel, AGC
Adjutant General

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C

Director	WJ
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Administrative Memorandum	WJ
Chief Clerk	WJ

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ALLIED FORCE HEADQUARTERS
APO 512

14 October 1945

TRANSFER OF WAR CORRESPONDENTS TO CIVILIAN STATUS

1. Effective 1 November 1945, the following procedures will be followed with respect to accredited political and war correspondents in CEF exclusive of AUSTRIA.

2. Status - War Correspondents will revert to civilian status and, with the accredited political correspondents, will be sponsored by, and affiliated to, the Press attaches of their respective embassies or diplomatic missions as foreign correspondents.

3. Cessation of military responsibilities - The military will no longer be responsible for providing facilities to correspondents. However, facilities may be made available to correspondents at the discretion of the Military Commander in situations indicated in subparagraphs a to c below:

a. Where officials of national embassies or diplomatic missions can show an emergency need for facilities for correspondents and make written request therefor, the military may provide such facilities if available on a repayment basis under the same arrangements as for US/UK civilian commercial representatives.

b. Correspondents will normally use civil signals communications channels but where this is impracticable the military may provide such facilities free as may be required from time to time. In view, however, of the inevitable curtailment of signal facilities in the theater, such requests must be kept to an absolute minimum.

c. The US Army may furnish billeting, messing, transportation and post exchange privileges to US correspondents during such periods only as they are engaged in specific news coverage of US Army activities.

4. WD Vehicles

a. WD vehicles held on charge by British war correspondents will be returned to Ordnance Returned Vehicle Parks unless correspondents wish to retain any presently held by them in which case application should be made through Public Relations Office to GHQ, CEF for permission to acquire them on repayment terms.

b. US Army vehicles loaned to US correspondents will be withdrawn by Ordnance or by the agency loaning the vehicle in question.

5. Officers Shop - British Officers Shop facilities will not be available to war correspondents after 31 October 1945. Ration cards now held may be used until expiration date but renewals will not be issued.

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AFHQ Administrative Memo #45 (cont'd)

6. Clearances - No authority shall be required except a passport and an Italian visa for foreign correspondents desiring to enter ITALY.

7. Foreign correspondents desiring to visit Allied military areas will obtain clearance through their national embassies or diplomatic missions from PRO, GHQ CMF or PRO, MTOUSA whichever is appropriate.

8. Clearance for foreign correspondents to visit other countries shall be obtained through their national embassies or diplomatic missions.

9. Rescission - AFHQ letter, file AG 000.74/127 GDS-O, dated 2 August 1945, subject: "Facilities for War Correspondents in Italy Accredited to AFHQ" is rescinded.

BY COMMAND OF THE AGING SUPREME ALLIED COMMANDER:

C. F. Christensen
C. F. CHRISTENSEN
Colonel, AGD
Adjutant General

DISTRIBUTION:

C
75 - PRO

Communications S/c
34

ALLIED FORCE LOCAL RESOURCES SECTION
A.F.L.R.S.

Postal Address:
A.F.L.R.S.,
ROME AREA ALLIED COMMAND,
C. M. F.

Telephone : ROME 66275

3 September 1945.

IRS/233/221.

SUBJECT : Local Resources in Italy, Mainland and Islands - Controlled
and Restricted Items.

TO : All Concerned.

see 4

Reference AFHQ Administrative Memorandum No.52 of 1944.

1. The following addition is made to the list of Controlled Items,
to be effective as from 6 September 1945:-

Under paragraph:

I. MATERIALS COMMITTEE

c. Timber

ADD:-

- "15. Timber in that part of the Province of UDINE lying to the
north of UDINE plus the area enclosed by map references
B 8460 - B 7360 - B 8030 - C 0380 (Sheet 5, ITALY Road Map
1/200,000), subject to local industry being maintained."

2. This instruction is issued in accordance with AFHQ letter AG 383.
8/159 CAO-O dated 1 June 1945.

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THOMAS R. GIBSON, Col., ALS,
Chief of Section (US),
A.F.L.R.S.

SJBL/ght

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Chief of Section (A.F.L.R.S.)	
Chief of Section (A.F.L.R.S.)	
Chief of Section (A.F.L.R.S.)	

for B. K. MICHELSON, Lt-Col., (AOD),
Chief of Section (Br),
A.F.L.R.S.

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Date	11 SEPT. 1945

ALLIED FORCE LOCAL RESOURCES SECTION
A.F.L.R.S.

COMMUNICATIONS
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Postal Address :
AFRS, NO 1 AREA
ALLIED COMMAND,
C.I.F.

TEL : 66275 ROME

IRS/233/216

30 August 1945

SUBJECT: Local Resources in Italy, Mainland and Islands - Controlled and Restricted Items.

TO : All Concerned.

Reference AFHQ Administrative Memorandum No. 52 of 1944.

1. The following amendment is made to the list of Controlled Items:-
Under paragraph:

I. MATERIALS COMMITTEE

c. Plywood

AMEND Item 14. Plywood to read:-

"14. Plywood of a thickness of 6mm or more, except Plywood specifically produced for aircraft construction. (Plywood of less than 6 mm thickness and all plywood specifically produced for aircraft construction cease to be controlled materials.)"

2. This instruction is issued in accordance with AFHQ letter AG 383.8/159 CAO-O dated 7 JUN 1945.

Thomas R. Gibson

THOMAS R. GIBSON, Colonel, AUS,
Chief of Section (US), Director
A.F.L.R.S.

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B. K. Michaelson
5583
Majr.

B. K. MICHAELSON, Lt. Col., AOD,
Chief of Section (Br),
A.F.L.R.S.

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Postal Address :
AFHS, RCME AREA
ALLIED COMND,
C. M. F.

TEL : 66275 RCME

6th August 1945

SUBJECT : Local Resources in Italy, Mainland and Islands - Controlled and Restricted Items.

TO : All Concerned.

see 4

Reference AFHQ Administrative Memorandum No 52 of 1944.

1. The following are deleted from the list of Controlled Items:-

I. ENGINEERING MATERIALS COMMITTEE

1. Controlled Items

b. Metals - Non Ferrous

- 10. Solder.
- 11. Tin.
- 12. White metal for bearings.

2. This instruction is issued in accordance with AFHQ letter AG 383.8/159 CAO-C dated 7 JUN 45.

THOMAS R. GIBSON, Colonel, AUS,
Chief of Section (US),
A.P.L.R.S.

SJEL/g3.

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B. S. SHELLON, Colonel,
Chief of Section (Br),
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R E S T R I C T E D

ALLIED FORCE HEADQUARTERS
APO 512

Communications

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31

ADMINISTRATIVE MEMORANDUM)
:
NUMBER 38)

2 August 1945

CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES, FOR
CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

Paragraph 6, AFHQ Administrative Memorandum Number 37, 1945, is rescinded and the following substituted therefor:

"6. Appendix "D" is amended by the insertion of the following:

~~**Musicians~~ Hourly - for engagements not exceeding 4 hours 75 - 150 lire
per hour

Daily - for engagements exceeding 4 hours 350 - 700 lire
per day

Weekly - 1800 - 3000 lire per week

**The above rates are inclusive of all bonuses and allowances."

BY COMMAND OF FIELD MARSHAL ALEXANDER:

C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

DISTRIBUTION:
C

5561

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ALLIED FORCE HEADQUARTERS
APO 512ADM. 219
Communications
130ADMINISTRATIVE MEMORANDUM)
37)

31 July 1945

CONDITIONS OF EMPLOYMENT, WAGE SCALES, BONUSES AND ALLOWANCES, FOR
CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIA

AFHQ Administrative Memorandum Number 34, 1945, is amended as follows:

1. Paragraphs 1a and 1b are rescinded.
2. Paragraphs 6b, c and d are rescinded and the following substituted therefor:

"6. b. The following provisions are generally applicable throughout Italy, Sicily and Sardinia at the discretion of District, Base Section or equivalent commanders for the territory under their control.

(1) Italian Civilians directly employed by the Allied Forces may be paid, in addition to the amounts established in paragraph 4 above, all or part of a cost-of-living bonus as set forth in Appendix "H" hereto.

(2) The maximum permissible bonus which may be paid is determined by the basic wage applicable to the individual. For this purpose, the basic wage is the remuneration due to an individual upon completion of eight (8) hours work if paid on a daily basis; 26 days work if paid on a monthly basis; or 30 days work in the case of Hotel, Mess and Club employees. The cost-of-living bonus is not part of the basic wage and will be excluded, for example, from the computations and adjustments for overtime pay and female differential.

(3) In the case of an employee who does not work a full pay period the proportion of the bonus which may be paid is to correspond with the proportion of basic wages, excluding overtime, earned during that period."

3. The provisions of AFHQ Administrative Memorandum Number 25, 1945, are made applicable to the whole of Italy, Sicily and Sardinia.

4. Appendix "A" is amended by the deletion of: "Band Leader 3000 Minimum 5500 Maximum."

5. Appendix "F" is amended by the deletion of:

"Band Leader 55 lire (per hour plus 20% total cost of band) 5500
"Band Member 55 lire (per hour)"

6. Appendix "D" is amended by the insertion of the following:

Musicians	Hourly	- for engagement not exceeding 4 hours	75 - 150
		lire per hour	
	Daily	- for engagement not exceeding 4 hours	350 - 700
		lire per day	
	Weekly	- 1800 - 3000 lire per week	

-1-

R E S T R I C T E D

AFHQ Administrative Memo # 37 (Cont'd)

**The above notes are inclusive of all bonuses and allowances."

7. Appendix "F" is amended by the addition of the details contained in paragraph 6 above, including footnote.

8. The amendments contained in paragraphs 4,5,6 and 7 above are retroactive to 1 July 1945.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

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Director
 Director
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ADMINISTRATIVE MEMORANDUM

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ALLIED FORCE HEADQUARTERS
 APO 512

23 June 1945

INTRA-THEATER TRAVEL

AFHQ Administrative Memoranda Number 70, 1943; Numbers 3 and 55, both 1944; and Section II, Number 1 and Section I, Number 9, both 1945, are rescinded and the following substituted therefor:

1. The following instructions concerning intra-theater travel are published for the information, guidance and compliance by all concerned.
2. For the purpose of this memorandum, the Theater boundary will be considered to include all territory, except Malta and Gibraltar, located within the extreme limits of either the MTOUSA or AFHQ boundary.
3. Commanders to whom authority is delegated to issue travel orders will determine the need for and mode of travel necessary for the accomplishment of the duty directed, secure liaison and security clearances when necessary, and then issue written travel orders. However, only those commanders subsequently authorized by this headquarters, in separate and specific instructions, to authorize travel by aircraft will issue orders authorizing or directing travel by aircraft.
4. Subject to the exceptions contained in paragraph 5 below, and without prejudice to the British system of unit movement orders issued by respective commanders within the limits of their competence, the following commanders are authorized to issue orders directing travel of personnel assigned or attached to their respective commands, and of American or British civilians, as applicable, who are assigned or attached to, or reside within their respective commands, to destinations within the geographical limits of their commands, or to geographical areas and units under the jurisdiction of, or assigned to other major commands, provided the concurrence of the other major commanders is obtained in advance.

Commander in Chief Mediterranean
 COMNAVNAF

Commanding General of Army Groups and Armies

Commanding General, MAAF

Commanding General, AAF/MTO

Commanding Generals of Air Forces

Commanding General, AAFSC/MTO

ACC in C RAF MEDME

Commanding Generals and Commanding Officers of Base Sections and Base Commands

General Officers Commanding Districts (British)

Commanding General, Hq Land Forces, Greece

Commanding Officer, BTNA

Commanding General, The Replacement and Training Command

Commanding General, Rome Area, MTOUSA

Commanding General, Rome Area Allied Command

Director, Military Railway Service, Italy

-1-

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R E S T R I C T E D

AFHQ Administrative Memo #33 (Cont'd)

Commanding Officer, Headquarters Command, Allied Force
Chief Commissioner, Allied Commission
Commanding General, US Military Representation, ACC Rumania
Commanding General, US Military Representation, ACC Bulgaria
Commanding General, US Military Representation, ACC Hungary
Commissioner, ACC Rumania, British Mission
Commissioner, ACC Bulgaria, British Mission
Commissioner, ACC Hungary, British Mission
Commanding General, US Group Control Council (Austria)
Deputy Chief Commissioner (Military) Allied Commission for Austria
(British)

Requests for travel to geographical areas and units under the jurisdiction of, or assigned to other major commands will contain name, grade, nature of visit, localities to be visited, expected time of arrival, mode of travel and estimated length of stay.

5. The following types of cases will be referred to AFHQ for approval:

a. Requests for travel to Malta and Gibraltar for other than personnel of the British Armed Services.

b. Requests for travel to points in French North Africa by personnel except:

(1) Personnel of the British Armed Services.

(2) Personnel of the French Armed Services.

(3) ADLS and Ships Manifest Couriers.

(4) Personnel departing from Greece whose travel has been approved by AMET or Headquarters, BTNA.

6. The following modes of travel will be used:

a. Surface as necessary.

b. Air:

(1) Priority for air transportation will be granted only in cases where the time element and/or type of mission justifies it.

(2) All travel to be performed via Air Transport Command or Naval Air Transport Service facilities (US) will be governed by the provisions of War Department Circular 451, 1944, as amended, to be subsequently implemented by an AFHQ directive subject: "Procedures Concerning Air Transportation via the Air Transport Command or Naval Air Transport Service".

(3) Each commander or chief of staff section must be certain that the mission of the individual concerned justifies the request and that other means of transportation are less practicable, before he approves a request for air travel to be presented for preparation of orders.

(4) Under no circumstances will air travel be approved solely for the convenience of the individual concerned.

RESTRICTED

AFHQ Administrative Memo #33 (Cont'd)

c. Rail: - Full use must be made of existing rail schedules, and when possible, travel will be planned sufficiently in advance to permit utilization of this means of transportation.

d. Government Motor Transportation:

(1) Government motor transportation will not be authorized for transporting individuals to points more than 100 miles distant from points of origin except when it is uneconomical or militarily impracticable to accomplish the mission by any other means of transportation. Whenever possible two or more individuals will use the same vehicle.

(2) Scheduled military bus service will be used to the maximum extent practicable.

(3) When applicable and necessary, all travel orders not involving assignment of motor transportation for principal portion of travel to be performed will include authorization for the appropriate command, having primary responsibility for the area in which initial destination is located, to furnish such motor transportation as may be required for local travel in furtherance of the official mission. Need for such special motor transportation, other than that which is normally furnished for short distances and duration by local motor pools, may be indicated in cables which advise interested headquarters of the expected time of arrival.

7. Upon request of the Delegate, American Red Cross, or an authorized representative, final action on request for travel of American Red Cross personnel within the Mediterranean Theater of Operations may be taken by the Commanders concerned, without reference of higher headquarters. In cases involving unusual circumstances, requests may be forwarded to this headquarters for final action.

8. Air travel for personal reasons:

a. The Chairman, Air Priorities Board, is authorized to consider on its own merits, each request for travel for compassionate reasons which has been personally approved in writing by an officer of the Allied Forces of the grade of Colonel or higher grade, or its equivalent in the other services. In case of travel for temporary duty for rehabilitation, recuperation and recovery, the Chairman, Air Priorities Board, is authorized to grant priorities for travel by aircraft in accordance with provisions of Section V, War Department Circular Number 369, 1944. Compassionate reasons include compassionate leave or furlough, compassionate posting and emergency rotation, and temporary duty for rehabilitation, recuperation, and recovery.

R E S T R I C T E D

AFHQ Administrative Memo #33 (Cont'd)

b. Priority rating for air travel solely in connection with leave or furlough other than for compassionate reasons is not authorized and will not be assigned except as in c. below.

c. Lieutenant Colonels or officers of equivalent rank and above, proceeding to the U.K. under "Leave in Addition to PYTHON" or similar scheme may be granted air priority when such officers hold operational commands or positions in this theater, the importance of which necessitates that they return in a minimum amount of time.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

C. V. Christenberry
C. V. CHRISTENBERRY
Colonel, ACD
Adjutant General

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Communications

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ALLIED FORCE LOCAL RESOURCES SECTION
A.F.H.Q.

Postal Address :
AFERS, ROME AREA
ALLIED COMMAND,
C. M. F.

TEL : 66275 ROME

11 June 1945

AMENDMENT 3 TO AFHQ ADMINISTRATIVE MEMORANDUM NO 52 OF 1944

IPS/233/144

In accordance with the authority granted by AFHQ AG letter reference AG 383.8/1592AO-0 dated 7 JAN 45, the following amendments to the list of controlled and restricted items contained in AFHQ Administrative Memorandum No 52 of 1944 as amended are hereby notified.

Paragraph I, sub paragraph 1 d.

Under "Other Building Materials"

DELETE the following items :

- No 15. Paint.
- No 16. Pigments for paint.
- No 17. Varnish
- No 18. Linseed & Linseed Oil

sub paragraph 1 f.

Under "Industrial Gases & Chemicals"

DELETE the following items :

- No 29. Gas bottles and containers other than those specifically designed for the storage of Methane Gas.
- No 30. Ammonia.

7337

L.A.S. 144

THOMAS R. GIBSON, Colonel, AUS.

W.E.S. SHELLON, Colonel,
Chief of Section (AF)

In accordance with the authority granted by AFHQ AG letter reference AG 383.8/159040-0 dated 7 JAN 45, the following amendments to the list of controlled and restricted items contained in AFHQ Administrative Memorandum No 52 of 1944 as amended are hereby notified.

Paragraph I, sub paragraph 1 d.

Under "Other Building Materials"

DELETE the following items :

- No 15. Paint.
- No 16. Pigments for paint.
- No 17. Varnish
- No 18. Linseed & Linseed Oil

sub paragraph 1 f.

Under "Industrial Gases & Chemicals"

DELETE the following items :

- No 29. Gas bottles and containers other than those specifically designed for the storage of Methane Gas.
- No 30. Ammonia.

Thomas R. Gibson

THOMAS R. GIBSON, Colonel, AUS,
Chief of Section (US),
A.F.L.R.S.

SJBL/Es.

W.D.S. Sheldon

W.D.S. SHELDON, Colonel,
Chief of Section (Br),
A.F.L.R.S.

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ALLIED FORCE HEADQUARTERS
APO 512

AVT/ATL

(27)

Communications

LG 383.6/159 CLO-0

7 June 1945

SUBJECT: Publication of Lists of Controlled and Restricted Items

TO: Chief, Allied Force Local Resources Section
Same Area Allied Command
C.F.

See H.

In order to avoid frequent amendments to AFHQ Administrative Memorandum Number 52, 1944, you are authorized to notify all concerned concerning any changes in the list of Controlled and Restricted Items of local resources now contained in AFHQ Administrative Memorandum 52, 1944, as amended, when such changes have been approved by the AF Local Resources (Italian) Board. Pending the consolidation of such changes from time to time in an AFHQ Administrative Memorandum, your notification will have the same effectiveness as would the publication of an Administrative Memorandum by this headquarters.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

Edmund R. Siggart
EDMUND R. SIGGART
Colonel, AGC
Asst Adjutant General

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R E S T R I C T E D

25

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER

24)

17 April 1945

E X T R A C TCondition of Employment and Wage Scales for Civilians Employed
By the Allied Forces in Italy, Sicily and Sardinia.....II--- CONDITION OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS
EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY AND SARDINIAAFHQ Administrative Memorandum Number 47, 1944 is amended
as follows:

1. In Appendix "D":

Delete:	Stevedore, coaling ore	100	115
Add	: Stevedore, coaling ore	100	120
Add	: Postal Sorter (male or female)	75	120
Add	: Fire Fighter	85	95

2. In Appendix "F", (Added by Section II, AFHQ Administrative
Memorandum Number 2, 1945.)

Add	: Driver, Steam roller	100	130
Add	: Fire Fighter	85	95
Delete:	Driver, male	70	80
Add	: Driver, male	70	80

BY COMMAND OF FIELD MARSHAL ALEXANDER:

S/ C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD.
Adjutant GeneralExtracted by Headquarters
Allied Commission, G-1 Sect.
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ALLIED FORCE HEADQUARTERS
APO 512

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ADMINISTRATIVE MEMORANDUM)

Asst. Chief, Postal)

Cons. MRSEER 24)

Chief Clerk

17 April 1945

Condition of Employment and Wage Scales for Civilians Employed By the Allied
Forces in Italy, Sicily and Sardinia I
Local Resources in Italy - Mainland and Islands II

I--- CONDITION OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS EMPLOYED BY THE
ALLIED FORCES IN ITALY, SICILY AND SARDINIA

AFHQ Administrative Memorandum Number 47, 1944, is amended as follows:

1. In Appendix "D":

Delete:	Stevedore, coaling ore	100	115
Add :	Stevedore, coaling ore	100	120
Add :	Postal Sorter (male or female)	75	120
Add :	Fire Fighter	85	95

2. In Appendix "F": (Added by Section II, AFHQ Administrative Memorandum Number 2, 1945.)

Add :	Driver, Steam roller	100	130
Add :	Fire Fighter	85	95
Delete:	Driver, male	70	80
Add :	Driver, male	70	80

II LOCAL RESOURCES IN ITALY - MAINLAND AND ISLANDS

AFHQ Administrative Memorandum Number 52, 1944, is amended as follows:

1. Paragraph 1a, Section I, is amended by the addition of the following after Item 4:

"36. Nail Production (but not existing stocks).
37. Screw, Bolt and Nut Production (but not existing stocks)."

2. Paragraph 1d, Section I, is amended by the addition of the following after Item 18:

"38. Cement."

3. Paragraph 1e, Section I, is amended by the deletion of the words "and Batteries" in Item 19 .

4. Paragraph 2, Section I, is amended by the deletion of Item 7. (Note - Item 7 was previously added by Section I, AFHQ Administrative Memorandum Number 2, 1945).

BY COMMAND OF FIELD MARSHAL ALEXANDER:

G. W. CHRISTENBERRY
Colonel, AGO
Adjutant General

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Asst. Chief Postal	<i>[Signature]</i>
Conservation	
Chief Engineer	

ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

25)

18 April 1945

23

ESTABLISHMENT OF LOCAL SUB-COMMITTEES OF
LABOR & WAGES CONTROL COMMITTEE

Reference is made to Paragraph 5, AFHQ Administrative Memorandum Number 41, 1944.

1. General - At the twenty-second meeting of the Allied Force Local Resources (Italian) Board held on 7 April 1945, the following was decided:

a. That local Sub-Committees of the Labor & Wages Control Committee will be established in Base Sections and Districts (including Rome Area Allied Command)

b. That such local Sub-Committees will be given strictly limited powers to adjust, where necessary, wages paid by the Allied Forces to civilian employees, to insure that the wages so paid bear a suitable relationship to those paid by civilian industries in the same locality.

2. Object - The object of this instruction is to detail the constitution, terms of reference and powers of the local Sub-Committees referred to in paragraph 1 above.

3. Constitution and Territorial Jurisdiction

a. Chairmanship - The Chairman of any local Sub-Committee will be appointed by the Base Section or District Commander (including Commanding General, RAAC) under whose jurisdiction falls the local administration of the territory concerned.

b. Membership - The original membership will be designated by the Commander appointing the Chairman. The membership should be representative of each employing service, Allied Commission/Allied Military Government, US and British labor advisors, and such others as the situation may demand, but should be kept as small as practicable to give essential representation. By agreement a Sub-Committee may alter its membership and co-opt such parties as may be considered expedient.

c. Jurisdiction - The territorial jurisdiction of each Sub-Committee will be clearly defined by the Commander appointing the Chairman. The Sub-Committees will recommend territorial changes when considered desirable.

4. Terms of Reference - The terms of reference of the Local Sub-Committees will be:

a. The establishment of necessary local wage scale or bonus adjustments for civilian employees of the Allied Forces, having regard to the local civilian rates paid in private industry.

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AFHQ Administrative Memorandum #25 (cont'd)

b. The coordinating of employment policy and practices of employing units in one locality.

c. Minutes will be kept of all meetings of Sub-Committees, which minutes will be furnished the Commander appointing the Chairman, ALCOI Rome, AFLRS Rome, CAO AFHQ, and such others as determined by the Sub-Committee.

5. Implementation - When implementing the above terms of reference, the Local Sub-Committees will insure that the Allied Force wages and bonuses paid within a particular locality shall not be permitted to be radically higher nor unduly lower than the local prevailing civilian rates. A formula for the determination of the rate appropriate for employees of the Allied Forces in relation to civilian rates is attached as Appendix "A".

6. Powers of Local Sub-Committees

a. Local Sub-Committees are empowered to authorize provisional increases in local wages and bonuses over the existing Allied Force Basic Wage Scale and bonuses (as of 31 March 1945) within the territory under their jurisdiction, by an amount not exceeding 100 lire per day per adult (40 lire per day for juveniles) on being assured that any increase so authorized is necessary to keep in step with private industry.

b. When an increase, or a series of increases, have been so authorized for a particular category which will raise that category 100 lire per day for adults and 40 lire per day for juveniles above the Allied Force basic wage scale in operation on 31 March 1945, no further increase will be authorized for that category by any Sub-Committee without reference to AFLRS. AFLRS will refer all such cases to the AFLR (Italian) Board for decision or, if immediate action is indicated, to AFHQ. When cases are referred in which a local Sub-Committee recommends increases in excess of the stated limitation, full justification for the increase will be furnished.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

[Signature]
S. W. CHRISTENSEN
Colonel, AGD
Adjutant General

1 Incl:
Appendix "A"

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APPENDIX "A" to AFHQ Administrative Memorandum #25

22

FORMULA FOR DETERMINATION OF RATE APPROPRIATE FOR
EMPLOYEES OF ALLIED FORCE IN RELATION TO
PRIVATE CIVILIAN WAGE RATES

1. In seeking to fix a rate for employees of the Allied Forces which bears a true relation to the private civilian wage rate it is important to determine the net "take home" wage of the worker in ordinary civilian employment.

2. The total of:

- a. Basic wage rate for similar occupation in civilian industry
 - b. Total of all regular "indemnita"
 - c. Family allowances for the worker with "notional family" consisting of wage earner, wife and two dependant children
- gives the gross wage in private industry.

3. From the gross wage in private industry must be deducted the worker's contribution for social insurance and income tax. This gives the net "take home" wage of the employee in private industry.

4. The appropriate rate for the employee of the Allied Forces should be based on the net "take home" wage of the worker in private industry.

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Chief of Staff	<i>[Signature]</i>
Chief Postal	<i>[Signature]</i>
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HEADQUARTERS
MEDITERRANEAN THEATER OF OPERATIONS
UNITED STATES ARMY
APO 512

ADMINISTRATIVE MEMORANDUM

3 April 1945

2)

LEND - LEASE

General	I
Transfer Procedure	II
Reporting Procedure	III
Transfers to Brazilian and French Troops	IV
Return of Lend-Lease Material	V
Diversion of Marked Shipments	VI
Effective Date	VII

Administrative Memorandum Number 12, this headquarters, 1943, and any other directives or instructions heretofore issued which are in conflict with the provisions below are rescinded.

I -- GENERAL

1. Definition - Lend-Lease is the transfer to an Allied Government under the provisions of the Lend-Lease Act, of defense articles, facilities, information, or services. The provisions of this memorandum are not to be confused with Reciprocal Aid (supplies and equipment received by the US Forces from an Allied Government), which is the subject of Administrative Memorandum Number 18, this headquarters, 1943. Transfers to the Italian Government or to any department or division thereof are not Lend-Lease, and are not included in this memorandum.

2. Statutory Requirements - In accordance with the Lend-Lease Act of 11 March 1941 (Public Law 11, 77th Congress; 55 Stat. 31; 22 US 411, and following sections), the War Department is required to maintain complete records of all defense articles, facilities, information, or services transferred to foreign governments under the provisions of the act.

3. References

- a. War Department Circular Number 203, dated 23 May 1944, paragraph 11b.
- b. War Department Memo 35-44 dated 22 September 1944.
- c. War Department Memo 55-44 dated 29 August 1944.

4. Purpose - Final accounting for all Lend-Lease transfers is accomplished in Washington. The purpose of this memorandum is to define the records which will be maintained in the theater, establish the procedures for the transfer of Lend-Lease aid within the theater, and prescribe the reports required.

- 1 -

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Hq HTOUSA Adm Memo # 2 (cont'd)

II - TRANSFER PROCEDURE

5. Authority

a. All transfers of US property, facilities, services, or information to a Lend-Lease government within this theater will be as authorized and directed by the Commanding General, HTOUSA.

b. Authority is granted to subordinate commanders to make emergency transfers.

c. Except in cases of operational necessity prior approval will be obtained from the Munitions Assignment Board for Lend-Lease transfers. Requests for such approval will be submitted by this headquarters to "International Division, ASF, Washington, D.C."

6. Receipt

a. All Lend-Lease transfers except as specifically mentioned in paragraph 7 below will be acknowledged by a receipt signed by an officer or other authorized representative of the receiving government.

b. Normally such receipt will be in the form of a Shipping Ticket (QMC Form 432), but any other written evidence of transfer and receipt such as Tally Sheet, Issue Voucher, Manifest, or other document will be acceptable.

c. Receipt will contain the following information:

- (1) Country and Organization or Service to which transferred.
- (2) US Issuing Agency.
- (3) Date of transfer.
- (4) Authority for transfer.
- (5) Description of article, service or information transferred.
(Standard US nomenclature will be used when possible)
- (6) Condition. New or Used - Such information as will assist in fixing value.
- (7) Quantity transferred.
- (8) Certificate of US issuing officer as to correctness.
- (9) Signature of officer or other authorized representative of receiving country.

d. Receipts will not be finally priced by the issuing agency, but estimated values may be indicated to assist in final evaluation.

e. Receipts will be disposed of as follows:

RESTRICTED

Hq MTCUSA Adm Memo # 2 (cont'd)

(1) Original and one copy through normal channels to the appropriate Base Section or AAFSC/ITO for accounting purposes as set forth below.

(2) One copy retained by issuing agency.

(3) One copy to receiving agency of Allied Government.

7. Exceptions - The normal method of receipt and accounting described in paragraph 6 will not be followed in case of the following transfers.

a. Common pool petroleum products - Accounting is accomplished on the basis of reports of AFHQ Petroleum Section, and receipts for separate transactions are not required.

b. Army Air Force Technical Supplies - Accounting will be accomplished in accordance with WD Letter AG 452 (9 June 1943) CB-3-D-11 23 June 1943, Subject: "Policy relating to Supply of Maintenance Parts for American Built Aircraft and Aeronautical Equipment Operated by Allied Forces."

c. Transportation furnished by Air Transport Command - Accounting is accomplished in accordance with paragraph 3 of WD Memo 35-44.

d. Earmarked Shipments - Shipments consigned to commanders of overseas theaters or separate bases earmarked for transfer to a specific Lend-Lease government after arrival are known as earmarked shipments or Commanding General Shipments. Accounting is accomplished in Washington.

e. Ocean Transportation furnished by the War Shipping Administration - Accounting is accomplished in accordance with WD Memo 55-44 of 29 August 1944.

f. Hospitalization of Allied Personnel - Rolls of Allied patients in US hospitals will be submitted as directed in Section III, Circular letter Number 1, Headquarters, MTCUSA, Office of the Surgeon, dated 1 January 1945.

g. Transfers to Brazilian and French Troops - See special instructions in paragraph 12 below.

III - REPORTING PROCEDURE

8. Base Sections and AAFSC/ITO will:

a. Segregate receipts received from issuing agencies in accordance with paragraph 6c above by services and by countries and forward them to the appropriate Special Staff Section of this headquarters with a covering letter.

b. Verify the authority for transfer.

9. The Chief of each Service will:

a. Price the article, service or information or otherwise handle in accordance with Section III of WD Memo 35-44.

b. Extend and total the dollar value.

c. Summarize the dollar value by purpose classification (See inclosure Number 1) and by country.

d. Certify that the report is correct and in agreement with the records of that compared.

RESTRICTED

Hq HTOUSA Adm Memo # 2 (cont'd)

c. Submit the summarized report to the Fiscal Director on Form DDA-7B (See Inclosure Number 2).

10. The first report required in paragraph 9c above will cover the months of January and February 1945 and will be submitted to the Fiscal Director not later than 15 April 1945. Thereafter reports will be submitted bi-monthly on the 15th of May, July, September, November, January, and March covering the two previous calendar months.

11. The Fiscal Director will consolidate the reports and submit bi-monthly reports to International Division, ASF, in accordance with WD Memo 35-44.

IV - TRANSFERS TO BRAZILIAN AND FRENCH TROOPS

12. Lend-Lease transfers to Brazilian and French Troops in the theater will be accomplished and accounted for as follows:

- a. Earmarked Shipments - See paragraph 7d above.
- b. Initial issue of T/O and E Equipment in accordance with paragraphs 5, 6, 8, 9, 10, and 11 of this memorandum.
- c. Initial issue of ammunition - In accordance with paragraphs 5, 6, 8, 9, 10, and 11 of this memorandum.
- d. Ammunition Expenditure - Expenditures will be reported to PEMBARK in the Ammunition Supply Report, and accounting will be accomplished in Zone of Interior.
- e. Monthly Material Status Report Items - Losses will be reported in the Monthly Material Status Report and accounting accomplished in Zone of Interior.
- f. Common Pool Petroleum Products - In accordance with paragraph 7a above.
- g. AAF Technical Supplies - In accordance with 7b above.
- h. Hospitalization - In accordance with paragraph 7f above.
- i. Subsistence, Maintenance and Replacements
 - (1) Accounting is accomplished on the basis of a per capita per diem charge.
 - (2) Issues will be made through normal US supply channels, and such receipts and records will be maintained as are required from comparable US organizations in similar circumstances.
 - (3) The Adjutant General will report to the Fiscal Director not later than the 15th of May, July, September, November, January and March, the average daily strength of Brazilian and French troops in the theater for the two previous calendar months.

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Hq WFOUSA-Adm Memo # 2 (cont'd)

(4) Fiscal Director will multiply the average daily strength by the established per capita per diem figure by the number of days in the period and include the dollar value in the bi-monthly report on Form DDA-7B under purpose classification 999 - Undistributed.

V -- RETURN OF LEND-LEASE MATERIAL

13. The principles set forth herein for the transfer and accounting of Lend-Lease material transferred to an Allied Government will govern in the case of the return to the US of such Lend-Lease material. This is not to be confused with Reciprocal Aid. (See paragraph 1 above)

14. A separate report on the Return of Lend-Lease Material will be made by the Fiscal Director on Form DDA-7B. The heading of the report will be changed to read "Report of Credit on Returns".

VI - DIVERSION OF EARMARKED SHIPMENTS

15. Earmarked Shipments which are diverted from the country for which originally intended will be reported separately by the Base Section or AF/SC on Form DDA-7D. (See inclosure Number 3)

VII - EFFECTIVE DATE

16. These instructions will be effective as of 1 January 1945.

BY COMMAND OF GENERAL MCWHERNEY:

C. W. Christensen
C. W. CHRISTENSEN
Colonel, AGD
Adjutant General

3 Incls:

- #1 - Purpose Classification for Lend-Lease Transfers
(Incl 3 to WD Memo 35-44)
- #2 - Form DDA-7B (Incl 1 to WD Memo 35-44)
- #3 - Form DDA-7D (Incl 2 to WD Memo 35-44)

DISTRIBUTION:

Y
20 - C-4 (extra)

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Hq WFOUSA: Adm Memo # 2 (cont'd)

(4) Fiscal Director will multiply the average daily strength by the established per capita per diem figure by the number of days in the period and include the dollar value in the bi-monthly report on Form DDA-7B under purpose classification 999 - Undistributed.

V -- RETURN OF LEND-LEASE MATERIAL

13. The principles set forth herein for the transfer and accounting of Lend-Lease material transferred to an Allied Government will govern in the case of the return to the US of such Lend-Lease material. This is not to be confused with Reciprocal Aid. (See paragraph 1 above)

14. A separate report on the Return of Lend-Lease Material will be made by the Fiscal Director on Form DDA-7B. The heading of the report will be changed to read "Report of Credit on Returns".

VI - DIVERSION OF EARMARKED SHIPMENTS

15. Earmarked Shipments which are diverted from the country for which originally intended will be reported separately by the Base Section or AAF/SC on Form DDA-7D. (See inclosure Number 3)

VII - EFFECTIVE DATE

16. These instructions will be effective as of 1 January 1945.

BY COMMAND OF GENERAL MCMAHONEY:

C. W. Christensen
C. W. CHRISTENSEN
Colonel, AGD
Adjutant General

3 Incls:

- #1 - Purpose Classification for Lend-Lease Transfers
(Incl 3 to WD Memo 35-44)
- #2 - Form DDA-7B (Incl 1 to WD Memo 35-44)
- #3 - Form DDA-7D (Incl 2 to WD Memo 35-44)

DISTRIBUTION:

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Incl #1 to HQ MTOESA 43 Memo # 2

1. 010 Ammunition

(Include all types of ammunition, components for ammunition, explosives and propellants, pyrotechnics, aircraft bombs, mines, grenades, rockets, destructors).

2. 020 Ordnance Material

(Include all small arms and infantry weapons, aircraft armament, anti-aircraft weapons, tank and self-propelled artillery armament, field artillery, railway and seacoast artillery, fire control equipment and spare parts and accessories for all such items).

3. 110 Aircraft

(Include all types of complete aircraft with armament, radio and spare parts and accessories).

4. 120 Aircraft Engines, Spare Parts and Accessories

(Include all spare engines and engine parts, spare propeller parts, all other spare parts and accessories when supplied separately from the complete aircraft.)

5. 130 General Aeronautical Supplies

(Include all other aeronautical supplies of any nature).

6. 210 Ordnance Vehicles

(Include all Ordnance vehicles as Tanks and Other Combat Vehicles, landing vehicles, tractors, tractor cranes, combat service vehicles, other Ordnance special vehicles and all spare parts and accessories for such vehicles).

7. 220 Other Vehicles

(Include all trucks, automobiles, all other vehicles other than Ordnance vehicles and all spare parts and accessories for such vehicles).

8. 330 Ocean Transportation of Property

(Include all transportation furnished as Lend-Lease aid for cargo carried on vessels owned by or under bare-boat charter to the War Department).

9. 410 Quartermaster Equipment, Supplies and Material

(Include all items of Quartermaster supply other than agricultural products).

10. 420 Medical Equipment, Supplies and Material

(Include all items of Medical Department supply).

11. 430 Signal Equipment, Supplies and Material

(Include all items of Signal Corps supply).

Incl #1 to HQ ITOMSA Ldm Memo # 2 (Cont'd)

12. 440 Chemical Warfare Equipment, Supplies and Materiel

(Include all items of Chemical Warfare Service supply).

13. 450 Engineer Equipment, Supplies and Materiel

(Include all items of Corps of Engineers supply).

14. 460 Transportation Equipment, Supplies and Materiel

(Include all items of Transportation Corps supply).

15. 500 Facilities and Equipment

(Include all land, appurtenances, buildings, or other structures, productive, service or storage facilities, machine tools or other machinery and equipment not specifically identifiable by supplying service and all operation or maintenance expense incurred in connection with facilities or equipment furnished).

16. 610 Agricultural Products -- Foodstuffs

(Include all dairy products, eggs, meat, fish, fowl, fruits, vegetables, nuts, grain and cereal products, sugar chocolate, lard, fats, oils, and all other foodstuffs).

17. 620 Agricultural Products -- Other than Foodstuffs

(Include all agricultural items not classified under 610 above).

18. 661 Gasoline

19. 662 Petroleum Products other than gasoline.

20. 800 Miscellaneous Services and Expenses

(Include all miscellaneous expenses which may be incurred for the benefit of a Lend-Lease government such as storage, transportation (rail and other transportation, except transportation furnished on aircraft operated by or for the Air Transport Command, and ocean transportation), packing and handling, salvage and reclamation, administrative and overhead communications, utilities, rent);

21. 821 Ocean Transportation of Personnel

(Include all transportation furnished as Lend-Lease aid for personnel on vessels owned by or under bare-boat charter to the War Department).

21-6
Incl #3 to HQ MTOUSA Act Memo #2

REPORT OF LEND-LEASE TRANSFERS

I.D.
Form No. DDA 7B

Organization US Reporting

Country _____

Branch of service _____

Purpose classification		Military Use		Civilian Use		
No.	(1) Description	(2) This period	(3) To date	(4) This period	(5) To date	T
NOTE 1 - See paragraph 9 for instructions for preparation of form						
	TOTAL					

785015

Incl #3 to hq MFOUSA Adm Memo 4/2

Form No. DDA 7D

REPORT OF DIVERSIONS OF COMMANDING GENERAL SHIPMENTS

Organization reporting

Government Diverted From

branch of service

Government diverted to

[illegible]

REPORT OF DIVERSIONS OF COMMANDING GENERAL SHIPMENTS

Organization reporting

Date _____

Branch of service

Period _____

Military Use		Civilian Use		Total	
period	(3) To date	(4) This period	(5) To date	(6) This period	(7) To date
NOTE 1 - See paragraph 15.					

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NUMBER	19

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ALLIED FORCE HEADQUARTERS
APO 512

DCK/ar

31 March 1945

Allied Commission I
Coal Importation and Allocation II

I -- ALLIED COMMISSION

1. Announcement of the establishment of the "Allied Control Commission" was made in AFHQ Administrative Memorandum Number 74, 1943, and its redesignation as "The Allied Commission" was announced in Section I, Administrative Memorandum Number 45, 1944.

2. The functions of the Allied Commission as set out in Administrative Memorandum Number 74, 1943, were defined as follows:

"1. To enforce and execute the instrument of surrender under the orders and general directives of the Allied-Commander-in-Chief.

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

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

3. In accordance with the policy of the United Nations to afford Italy a greater degree of self-government, directives have been received from the Combined Chiefs of Staff that the control of the Italian Government under the Armistice and Surrender Instrument will be relaxed, and will only be exercised when military needs require it, thus developing in the Italian authorities a greater sense of responsibility. The rights under the Armistice and Surrender Instrument will thus be held in reserve in the matter of day to day administration subject always to overriding military needs and the requirements of the campaign in Italy.

4. Administrative Memorandum Number 74, 1943, will be interpreted accordingly. Detailed instructions, in accordance with those received from the Combined Chiefs of Staff in their telegram FAN 487 of 31 January 1945, have been communicated to the Acting President, Allied Commission.

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R E S T R I C T E D

AFHQ Administrative Memo #19 (cont'd)

II - COAL IMPORTATION AND ALLOCATION

1. AFHQ Administrative Memorandum Number 40, 1943, (Revised to 25 November 1943); Administrative Memorandum Number 16, 1944; and Section III, Administrative Memorandum Number 34, 1944; all pertaining to "Coal Importation and Allocations" are rescinded.

2. Current instructions are contained in AFHQ letter, file AG 463.3/141 SUP-0, dated 27 March 1945, subject: "Coal Importation and Allocations."

BY COMMAND OF FIELD MARSHAL ALEXANDER:

C. W. Christenberry
C. W. CHRISTENBERRY
Colonel, AGD
Adjutant General

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ALLIED FORCE HEADQUARTERS
APO 512

21 February 1945

Military Government in Italy.....I
Rescission of Administrative Memoranda.....II

I -- MILITARY GOVERNMENT IN ITALY

AFHQ Administrative Memorandum Number 38 and paragraph 14, Administrative Memorandum Number 63, both 1944, are rescinded and the following substituted therefor:

1. The Supreme Allied Commander, Mediterranean Theater, hereby assumes the title and functions of Military Governor of all Italian Territory which is, or from time to time may become, subject to Allied Military Government.

2. Headquarters Allied Military Government, Fifth and Eighth Armies, will operate under the operational command of Commanders Fifth and Eighth Armies and under the technical control of Headquarters, Allied Commission.

3. Commanding General, 15th Army Group will be provided, by Chief Commissioner, Allied Commission, with a Civil Affairs Staff, whose duties will be as follows:

a. To advise Commanding General, 15th Army Group on all aspects of military government and civil administration which might affect his operations.

b. To afford liaison between Headquarters, 15th Army Group and Headquarters, Allied Commission.

c. To insure that the operation of AMG in the Armies is coordinated with the tactical plans of Commanding General, 15th Army Group.

4. The size and organization of the staff referred to above will be determined by agreement between Commanding General, 15th Army Group and Chief Commissioner, Allied Commission, provided always that its functions remain as defined in paragraph 3 above.

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R E S T R I C T E D

AFHQ Adm Memo # 11 (cont'd)

II -- RESCISSION OF ADMINISTRATIVE MEMORANDA

The following AFHQ Administrative Memoranda are rescinded:

<u>1943 Series</u>	<u>Section</u>	<u>Number</u>	<u>Section</u>	<u>Number</u>
	II	36	All	64
	All	49	I	73
	All	50	All	97
	All	59		

<u>1944 Series</u>	<u>Section</u>	<u>Number</u>
	I	16
	II	28
	All	30

BY COMMAND OF FIELD MARSHAL ALEXANDER:

C. W. Christensen
C. W. CHRISTENSEN
Colonel, AGD
Adjutant General

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ALLIED FORCE HEADQUARTERS
APO 512

LCK/jcm

ADMINISTRATIVE MEMORANDUM

8)

14 February 1945

DISPOSAL OF SURPLUS PROPERTY

1. AFHQ Administrative Memorandum Number 19 and Section II, AFHQ Administrative Memorandum Number 35, both 1944, are rescinded.

2. The Allied Force Surplus Property Committee is hereby dissolved.

3. The Joint Disposal Committee, previously constituted at this headquarters will continue to function at AFHQ. The committee will be composed as follows:

Joint Chairmen: Assistant Chief of Staff, G-4
DQM, G-4 (B)

Secretariat : Will be provided by the Allied Force
Local Resources Section, AFHQ

Members : Representatives of:
CM
Chief Engineer
Q(Maint)
Q(AF)
Fiscal Director
Financial Advisor
And such other persons as the committee
shall require to attend for any purpose
from time to time.

4. The function of this committee will be to formulate a general program and coordinate policies on disposals consistent with current regulations prescribed by the War Department for United States Property and by the War Office or other Ministry concerned for British property.

5. The committee will confine itself to:

a. Recommending the best means for the disposition of material or salvage in the interest of maintaining the economic balance of the country concerned, to avoid creation of inflationary tendencies and to avoid the material falling into the hands of speculators.

b. Providing data and other information pertinent to disposals that may be useful and appropriate.

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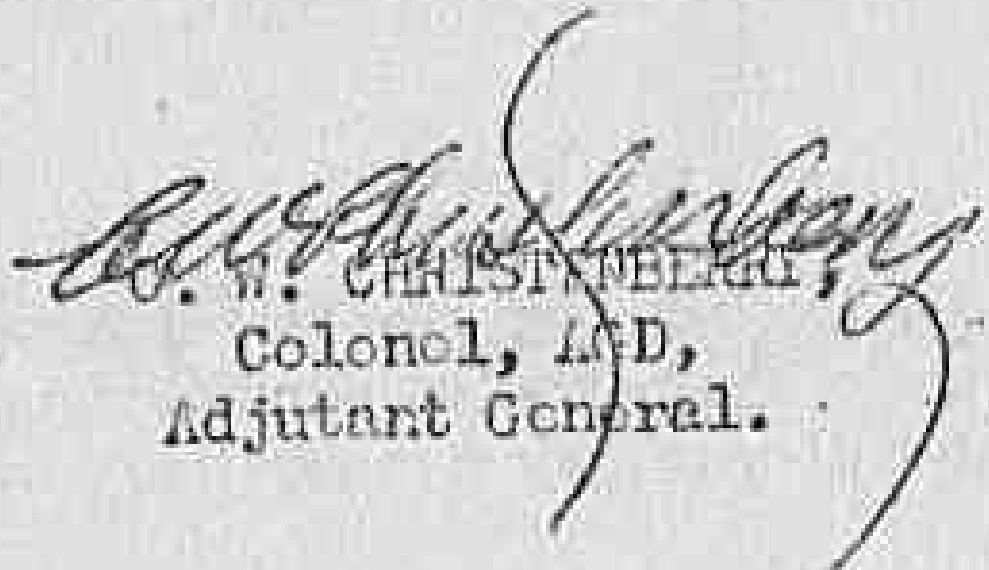
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AFHQ Adm Memo # 8 (cont'd)

6. This committee will not assume the functions of negotiation, accountability or physical transfer of any property involved. These functions will in all cases remain with the responsible military authorities in accordance with the laws, regulations, or customs of the two nations concerned.

7. The secretariat will keep formal records of all meetings held to decide on disposals.

BY COMMAND OF FIELD MARSHAL ALEXANDER:



C. W. CHRISTENSEN
Colonel, AGD,
Adjutant General.

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ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM

7

13 February 1945

Power Rehabilitation.....I
Dress of Civilian Employees.....II

I - - POWER REHABILITATION

Paragraph 2 b (1), AFHQ Administrative Memorandum Number 58, 1944, is rescinded and the following substituted therefor:

"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: AC, DW, PBS, District No. 1, District No. 3, IRS (Italy), and RN.

It is requested that AC, DW, PBS, District No. 1, District No. 3, IRS (Italy), and RN advise AFHQ of representatives selected for membership."

II - -DRESS OF CIVILIAN EMPLOYEES

1. Instances have been reported of the wearing of a mixed dress of civilian clothing and military or service uniform by various civilian employees who are permitted to wear uniform. These personnel are often mistaken for members of the United States and British Forces bringing discredit to those Forces.

2. Civilian employees will not, therefore, wear any article of civilian outer clothing with any military or service uniform which they are permitted to wear.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

C. W. CHRISTENSEN
Colonel, AGD,
Adjutant General.

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ALLIED FORCE HEADQUARTERS
APO 512

DCK/1cm

10 February 1945

1. The facilities and services set out in this Administrative Memorandum shall be extended to:

2. a. When required, UNRRA (Italy) personnel will produce evidence of their identity in the form of a special "Certificate of Identity" issued by UNRRA (Italy). This certificate will show the status, category and assimilated rank of the holder. If wearing uniform, UNRRA (Italy) personnel shall wear the approved UNRRA flash at the top of each sleeve.

- D. UNRA (Italy) personnel will be regarded as "persons following the armed forces in the field without directly belonging thereto" under Article 81 of the Prisoners of War Convention. As such they will be covered by that Article and will be subject to the applicable military law (British or United States). Under Article 81 they will receive a certificate setting forth the equivalent Army rank for purposes of status and pay, stating that if captured the holder is to be treated as a prisoner of war.

- c. Certain UNRRA (Italy) personnel will have the assimilated rank or status of Officers of the Forces. Such status however is only to entitle the holder to such privileges of officers as may be made available under this Administrative Memorandum. This status will be granted prior to entry, or in the field, by the appropriate military authorities in this theater.

3. a. British Army and/or United States Army sources may be drawn upon under this Administrative Memorandum as the convenience of UNRRA (Italy) and local availabilities may dictate, except that, where separate facilities are available locally, British personnel will use British facilities and United States personnel will use United States facilities.

- b. The resources of the Allied Commission may be drawn upon hereunder, and the term "the military" as used herein includes the Allied Commission.

4. The facilities and services set out in this Administrative Memorandum shall be extended subject always to operational requirements and providing the military situation permits, and in the case of the Allied Commission to the extent that demand for civilian requirements permits.

5. a. No payment will be required for facilities and services extended under this Administrative Memorandum except as provided in b. below. A charge,

R E S T R I C T E D

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ADM Adm Memo #6 (Cont'd)

however, is to be made to UNRRA (Italy), and accounted for by the military. Ultimate settlement will be effected by UNRRA (Italy) with the British and United States Governments respectively.

b. Personal items such as accommodations, mess bills, PX and/or EPI are paid in cash both by military and non-military personnel. Where a differentiation in price exists for military and non-military personnel the appropriate charge will be made.

6. Facilities and Services to be extended to Personnel for Unit Subsistence and Operation of Unit Vehicles etc. - The following facilities and services will be available:

a. Rations - Indents or requisitions will be submitted in the normal manner in accordance with the local military procedure. Where available, transient mess facilities will be extended under the same conditions as for military personnel.

b. Accommodation - Accommodation for personnel and vehicles, and provision for office and work space.

c. Medical Aid - Medical and dental treatment under the same conditions as for military personnel and admittance to military hospitals, excluding the provision of dentures and surgical appliances.

d. Travel

(1) Issue of travel orders on duty or on leave under same conditions as for military personnel within the theater of operations.

(2) Travel in military vehicles under the same conditions as military personnel.

e. Claims - The Claims Commission or Claims Service will deal with claims arising out of acts of UNRRA (Italy) personnel as if British Service or United States Army personnel were involved, as the case may be. Payments in settlement of such claims will be recovered from UNRRA (Italy).

f. POL - Issued on production of a trip (work) ticket. UNRRA (Italy) vehicles will be registered in the same manner as military vehicles and must display on the wind-shield, an official printed label "UNRRA (Italy)."

g. Motor Transport - Mechanical maintenance of UNRRA (Italy) vehicles including the supply, if stocks permit, of spare parts, tires and tubes, recovery and repairs in such British or United States Army workshops as may be available, and subject to operational priorities. The transportation of vehicles under the same conditions as for military organizations.

h. Ordnance stores etc., Clothing, Necessaries and Equipment - Uniform for UNRRA (Italy) personnel will be provided by UNRRA. Personal equipment and clothing within a scale appropriate to personnel of noncombatant status, accommodations, stores, and mess equipment and office furniture to scales appropriate to military organizations will, if available, be supplied and accounted for

R E S T R I C T E D

AFHQ Adm Memo #6 (Cont'd)

as in paragraph 5. Additional items issuable to military personnel under certain conditions will also be issuable on the same terms.

i. Assistance by the military in the recruitment of civilian personnel, who will be paid by UNRRA in accordance with the official established scales.

j. Stationery - Stationery and office requisites within the normal scales, indents or requisitions for which will be submitted to the nearest stationery depot.

k. Officers' Shops, EFI and PX facilities

(1) Personnel will have the right to use EFI or PX facilities when available, according to their status and under the same conditions as for military personnel.

(2) Personnel of officer status will normally have the right to use United States and RAOC Officers' Shops for replacement purchases only and subject to local availability of stocks in excess of requirements of service officers. Names of personnel for whom entitlement is claimed will be submitted in duplicate to Q(AE) AFHQ and to the Theater Exchange Officer in the case of United States citizens, when permits will be issued.

(3) Personnel authorized to use PX and United States Army Officers' Shop facilities will not be allowed to use EFI and RAOC Officers' Shop facilities and vice versa.

7. Accommodation Centers and Other Installations for Displaced Persons Transferred or to be transferred by the military to UNRRA (Italy) Administration

a. Upon transfer to UNRRA (Italy) administration, premises and accommodations will continue to be held by the military authorities under appropriate arrangements to assure continued use thereof for the accommodation of Displaced Persons until UNRRA (Italy), by agreement with the Italian Government or otherwise, shall be in a position to make its own arrangements therefor.

b. Upon transfer to UNRRA (Italy) administration, and under further notice, the military will continue to furnish, to scales presently applicable, the stores, supplies and equipment and outside local services necessary for the operation of such centers and installations.

R E S T R I C T E D

RESTRICTED

AFHQ Adm Memo # 6 (Cont'd)

8. Transportation and Storage - Automotive, rail, coastwise and trans-oceanic transportation, handling and storage facilities operated or controlled by the military, including storage at military depots, may be made available to move and store UNRRA (Italy) stores, supplies and equipment.

9. Loan of Supplies - The loan of food, medical and sanitary and other supplies, vehicles and other equipment from stocks owned or controlled by the military is authorized upon arrangement for replacement in kind by UNRRA (Italy), such arrangements to be satisfactory to the military concerned. In future, at the election of the military, charges, in accordance with paragraph 5a in lieu of replacement in kind, may be required. Vehicles or other non-expendable items turned over to UNRRA (Italy) under these arrangements shall not be altered or modified without the prior approval of the military concerned except for appropriate servicing maintenance and repair. The cost of avoidable loss or damage or in the event replacement in kind is not made will be charged to UNRRA (Italy).

10. Procedure - UNRRA (Italy) will bid for its requirements under paragraphs 7 to 9 inclusive through normal channels.

BY COMMAND OF FIELD MARSHAL ALEXANDER:

C. W. Christensen
C. W. CHRISTENSEN
Colonel, AGP,
Adjutant General.

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ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER

3)

11 January 1945

Transactions in Currency and Foreign Exchange Assets I
 Conditions of Employment and Wage Scales for Civilians Employed by The
 Allied Forces in Italy, Sicily and Sardinia II

I --- TRANSACTIONS IN CURRENCY AND FOREIGN EXCHANGE ASSETS

Duly

1. Except as otherwise specifically authorized, personnel in this theater are prohibited from:

a. Importing, holding, transferring, exporting, or in any way dealing in United States or British paper currency.

b. Participating in transactions involving the purchase, sale or exchange of gold coin and bullion or any currency against any other currency, except through authorized agencies.

"c. Importing or exporting gold coin and bullion or any currency, including transmission through mail or parcel post, except currency of small denomination as souvenirs."

d. Participating in any transaction involving gold coin and bullion, or the foreign exchange assets of any person in liberated or occupied territory not belonging to the Allied Forces.

e. Participating in the transfer of any currency against any other currency on behalf of persons not belonging to the Allied Forces in liberated or occupied territory, or on behalf of a person belonging to a unit of the Allied Forces of another nationality.

f. Participating in the importing or exporting of funds, securities, money or other financial assets on behalf of persons not belonging to the Allied Forces in occupied or liberated territory.

II -- CONDITIONS OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY & SARDINIA

1. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective 1 October 1944:

APPENDIX "A"

a. Delete so much as pertains to "Interpreter, general" and "Telephone Operator, speaking English" and substitute:

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AFHQ Adm Memo #3 (cont'd)

	<u>Min.</u>	<u>Max.</u>
Interpreter, General, male	2,200	3,900 lire per month
or female		
Telephone Operator, English speaking, male or female	2,200	3,600 lire per month

b. Add the words "male or female" after the following grades:

Telephone operator, non-English speaking
 Typist /
 Typist shorthand, English speaking

APPENDIX "C"

Add the words "male or female" after the following grades:

Telephone operator (English speaking)
 Telephone operator (non-English speaking)

APPENDIX "D"

a. Add the words "male or female" after the following grades:

Markers & sorters
 Washer, hand
 Washer, machine
 Sewing, hand

b. Under "Employees, Clothing, Boot and Shoe Manufacturing Plants add the words "male or female" after the following grades:

Machine Operator
 Embroiderer.

2. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective 16 December 1944:

APPENDIX "A"

Delete so much as pertains to "Bookkeeper, Cashier, Cinema Manager, Clerk Office and Draughtsman" and substitute the following:

	<u>Min.</u>	<u>Max.</u>	
Bookkeeper	2,200	5,000	lire per month
Cashier	2,200	3,600	" " "
Cinema Manager	2,200	3,900	" " "
Clerk Office	2,200	3,600	" " "
Draughtsman	2,200	5,000	" " "

APPENDIX "B"

	<u>Min.</u>	<u>Max.</u>	
Add: Electro-Plater	90	135	lire per day

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AFHQ Adm Memo #3 (cont'd)

3. The following changes to AFHQ Administrative Memorandum Number 47, 1944, are made effective this date:

APPENDIX "B"

After "Juveniles (male and female under 17 years)" insert "under 18 years for new entrants."

APPENDIX "C"

After "Bell Boy (over 17)"; "Bell Boy (under 17)"; and "Juveniles" insert the words "(under 18 years for new entrants)."

APPENDIX "D"

a. After "Messenger, English speaking (under 17)" insert "under 18 years for new entrants."

b. After "Messenger, English speaking (over 17)" insert "over 18 years for new entrants."

c. Under "Unskilled Labor" and after "male and female up to 17" insert "(up to 18 years for new entrants)."

By command of Field Marshal ALEXANDER:

W. H. Christensen
Colonel, ASD,
Acting Adjutant General.

DISTRIBUTION:

- "C"
- 24 - AFHRS
 - 10 - CinC Med
 - 11 - Assistant DIES
 - 10 - Com Eight Fleet
 - 5 - MEDCO
 - 5 - Claims & hirings
 - 11 - Labour (Br)
 - 3 - Q(AE)
 - 5 - RME
 - 5 - S&T
 - 10 - Works

Director	
Asst. Dir.	
Chief of Staff	
Chief of Operations	
Chief of Administration	
Chief of Communications	
Chief of Logistics	
Chief of Finance	
Chief of Personnel	
Chief of Records	
Chief of Security	
Chief of Training	
Chief of Transportation	
Chief of Utilities	
Chief of Welfare	
Chief of Works	

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ALLIED FORCE HEADQUARTERS
APO 512

CROSS. REFS.	DOK/11
FILE 198/CS	B/Fwd.

Date 11 JAN 1945

6 January 1945

Chief Postal
H. Q. Corps O
Asst. Chief Postal WHR
Consolidation
ADMINISTRATIVE MEMORANDUM)
NUMBER 2)

Local Resources in Italy - Mainland and Islands I
Conditions of Employment and Wage Scales for Civilians Employed by The
Allied Forces in Italy, Sicily and Sardinia II

I -- LOCAL RESOURCES IN ITALY - MAINLAND AND ISLANDS

AFHQ Administrative Memorandum Number 52, 1944, is amended as follows:

1. Paragraph 2, Section I, is amended by the addition of the following to the list of Restricted Items therein:

"7. Cement (except when produced in factories under Allied Armed Forces control and/or in the case of stocks located in Army Areas.)"

2. Paragraph 2, Section II, is amended by the addition of the following to the list of Restricted Items therein:

"8. Soap."

II - CONDITIONS OF EMPLOYMENT AND WAGE SCALES FOR CIVILIANS EMPLOYED BY THE ALLIED FORCES IN ITALY, SICILY, & SARDINIA

1. Attached hereto are Appendices "F" and "G" to AFHQ Administrative Memorandum Number 47, 1944. (See paragraph 3c thereof for reference)

2. The rates of pay contained in Appendices "F" and "G" are effective from 1 October 1944.

By command of Field Marshal ALEXANDER:

2 Incls:
Appendices "F" and "G"

DISTRIBUTION:

"C" (Plus extras)
24 - AFHRS 5 - Q(AE)
10 - CinC Med 5 - REHE
11 - Assistant DMRS 5 - S&T
10 - Com Eight Fleet 10 - Works
5 - MEDBO
5 - Claims & Hirings
11 - Labour (Br)

W. Christie
Colonel, AGD,
Acting Adjutant General.

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APPENDIX "F" to AFHQ Adm Memo #2

WAGE SCALE

CIVILIAN EMPLOYEES IN SICILY

OCCUPATION	Min. Lire per day	Max. Lire per day
<u>CLERICAL & ADMINISTRATIVE</u>		
Accountant, certified	150	185
Accountant	120	150
Advisor, agriculture	170	200
Advisor, financial (English-speaking Economist)	170	200
Advisor, legal, grad, lawyer (English-speaking)	200	255
Advisor, legal, grad, lawyer	130	150
Advisor, property control (English-speaking)	180	210
Advisor, transportation	200	285
Censor, civil		
Chief re-examiner	140	195
Re-examiner	100	125
Clerk, male	80	110
Clerk, female	70	100
Economic Research Assistant	170	250
Interpreter, oral	90	125
Interpreter, translating	100	125
Manager, office executive (English-speaking)	135	170
Manager, personnel supervisory (English-speaking)	135	170
Manager, refrigeration plant	170	190
Office Boys	35	55
Operators, telephone	90	110
Operators, telephone (English-speaking)	120	140
Overseer, departmental, Class I	155	190
Overseer, departmental, Class II	140	160
Purchasing Agent, fruit & vegetables	230	290
Secretary, executive (English-speaking)	130	165
Secretary, executive	100	130
Superintendent, garage	140	175
Superintendent, warehouse	160	190
Stenographer	100	110
Teacher, language	175	200
Telephone, consultant, technical (English-speaking)	160	200
Timekeepers, male	80	110
Timekeepers, female	70	100
Typists, male	80	105
Typists, female	70	90
Writer	120	145

CLASSIFIED LABOR

Ammunition Expert	90	110
Appraiser, chief	130	140
Appraiser	120	130
Apprentices, all trades	35	75
Armature winder	90	130

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R E S T R I C T E D

APPENDIX "F" to AFHQ Adm Memo #2 (cont'd)

OCCUPATION	Min. Liro per day	Max. Liro per day
Armorer	90	125
Baker	80	105
Band Leader	55 (per hour plus 20% of total cost of band)	
Band Member	55 (per hour)	
Bartender	60	90
Battery worker	80	100
Blacksmith	90	125
Boilermaker	90	125
Bookbinder	80	105
Bookbinder's assistant	60	70
Bootmaker, surgical	110	135
Bricklayer	85	115
Burner, acetylene	80	125
Butcher	80	105
Carpenter	80	105
Chainman	80	105
Chargehand, female (sub-forowoman)	80	100
Clothing classifier & repairer, female	50	60
Coachbuilder	80	115
Coachpainter	80	115
Composer, chief	135	145
Composer	100	135
Composer, assistant	80	100
Concrete laborer	70	80
Concrete mixer operator	105	115
Cement finisher	105	115
Cooper	100	130
Coppersmith	80	100
Coro Maker	105	125
Cupalo Tender	80	125
Dental hygienist & technician		230
Dockgate controller	80	115
Draftsman, engineering	110	140
Driver, crane, automotive	115	140
Driver, motor truck	80	115
Driver, mule	70	80
Electrician - wiring	85	125
Electrician - communications	85	135
Electrician - auto	90	125
Electrician - technician	175	190
Engineer, industrial consulting		340
Engineer, electrical	140	170
Engineer, locomotive	105	170
Engineer, locomotive diesel	105	150
Engineer, steam, stationary	95	125
Engineer, mechanical	140	170
Exporter, English-speaking (buyer and shipper of export goods)	170	285

RESTRICTED

APPENDIX "F" to AFHQ Adm Memo #2 (cont'd)

OCCUPATION	Min. Lire per day	Max. Lire per day
Farrier	80	105
Fireman	80	115
Fireman, oil fuel	80	105
Fitter-Automotive (motor mechanic)	90	125
Fitter driver (chauffeur - mechanic)	90	125
Foundryman	80	105
Furnaceman	80	125
Glazier	80	105
Greaser, refrigerating	80	115
Greaser, others	80	105
Grinder, precision	80	105
Hairdresser	80	105
Hammerman	80	105
Hammerman (steam-operated hammer)	90	130
Inspector, citrus fruit	115	170
Joiner, wood	80	115
Keeper, storeroom or warehouse	80	100
Laboratory Assistant	70	90
Laborer, semi-skilled	75	85
Line Burner	90	115
Lithographer	90	135
Lithographer, assistant	80	100
Locator-Expeditor - C.E.M.		175
Locksmith	95	120
Loftman	90	125
Machine tender	80	115
Machinist, lathe operator	100	125
Machinist, milling machine operator	100	125
Machinist, plane operator	100	110
Machinist, tool room	100	135
Machinist, bench work	100	125
Maker, cabinet	80	115
Maker, mattress	80	105
Maker, pattern	105	150
Maker, template	80	125
Malaria Control expert	200	250
Mason	80	105
Mechanic, automotive, motor	90	125
Mechanic, diesel	80	125
Mechanic, instrument repairer	100	135
Mechanic, locomotive bench work	80	125
Mechanic, searchlight	135	155
Mechanic, sewing machine	80	100
Mechanic, typewriter	80	110
Mechanic, typewriter, assistant	65	80
Mechanic, wireless	100	135
Molder	100	135
Operator, crane	80	105
Operator, crane, electrical	80	125
Operator, crane, steam	80	125

RESTRICTED

APPENDIX "F" to AFHQ Adm Memo #2 (cont'd)

OCCUPATION	Min. Lire per day	Max. Lire per day
Operator, linotype	105	135
Operator, pump	80	110
Operator, radio	95	120
Operator, radio (with rations)	70	95
Operator, radio apprentice	65	85
Operator, radio apprentice (with rations)	40	60
Operator, saw	80	105
Operator, tyre	90	125
Operator, winch	80	105
Painter, polisher	80	105
Physiotherapist	115	140
Plasterer	80	105
Plumber	85	115
Porter, cold storage meat	75	85
Printer	100	135
Projectionist, motion picture	110	135
Projectionist, motion picture assistant	80	100
Quarryman - stone cutters	70	85
Radiographer	140	175
Rat catcher		90
Reinforcing iron worker	90	115
Repairer, gasket	80	105
Repairer, shoe	80	115
Research analyst	90	110
Rivet heater	70	95
Rivetter	80	105
Rivetter, buckler-up	60	70
Saddler	80	115
Saleswoman	60	90
Saw Setter	90	125
Sawyer	80	105
Scraper	65	75
Sheet Metal Worker	90	120
Signuriter	85	110
Skilled remaker of woolen clothing	70	80
Skilled repairer of hospital clothing and textiles, female	55	80
Slater	80	115
Smelterer	80	105
Sock and woolen repairer, female	50	70
Steamfitter	85	125
Stoker and fireman	80	105
Storekeeper, tool room	80	110
Supervisor, road	80	115
Tailor, cutter, (male)	75	85
Tailor, cutter, (female)	65	75
Tailor, own machines	80	90
Tailor, without machines	70	80
Tailorress, own machine	70	80
Tailorress, without machine	50	70
Tallyman	115	145

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APPENDIX "F" to AFHQ Adm Memo #2 (cont'd)

OCCUPATION	Liro	
	Min. per day	Max. per day
Tent mender	80	105
Textile refitter	80	105
Tinsmith	80	105
Toolsmith	80	115
Vulcanizer	80	115
Welder, gas & electric	90	125
Wood turner	80	110

UNCLASSIFIED LABOR

Boys up to and including age of 17	-	40
Unskilled laborers, male	60	75
Unskilled laborers, female	-	50
Unskilled laborers, (heavy) female	-	60
Watchman day	55 (overtime at 10 liro per hour)	
Watchman night	60 (overtime at 12 liro per hour)	

FOREMAN

Ganger of unskilled labor (not less than 12 laborers)	85
Foreman of unskilled labor	95
Foreman of classified labor 20 liro above the maximum rate of the particular classification, provided not less than 12 laborers under charge.	

MARINE LABOR (Classified)

Boatman	75	85
Boatman, chief	85	95
Chippor-caulkor	80	125
Coxswain	80	110
Diver (plus additional hourly rate of 35 liro when under water)	-	110
Draughtsman (loadsmen)	100	120
Driller, ships' plates	80	115
Loadingman	140	160
Master (superintendent)	185	225
Master (salvage hand)	85	110
Mechanic, ship gear	80	120
Pilot (rate to be fixed at discretion of employing service)		
Quartermaster (asst-Supt)	155	190
Quartermaster	130	160
Rigger	90	130
Rivetter, ship	80	115
Sailmaker	80	115
Salvage Hand	70	90
Shipfitter	90	135
Shipwright	90	135

SEAGOING RATES (SCHOONERS)

Master and Chief Engineer	250
1st Officer and 1st Engineer	200
2nd Officer and 2nd Engineer	180
3rd Officer and 3rd Engineer	170
Bo'sun	150

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APPENDIX "F" to AFHQ Admin Memo #2 (cont'd)

OCCUPATION	Min. Lire per day	Max. Lire per day
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MARINE LABOR (Classified)SEAGOING RATES (SCHOONERS)

Cook or Steward		140
Seaman		130

HARBOR CRAFT RATES - TUGBOATS, "Z" CRAFT ETC.

Master		180
Mate		140
Engineer		140
Cook or Steward		120
Seaman		120
Stoker or Fireman		125

BARGES & LIGHTERS

Barge-man	85	105
Master Barge-man	100	120

DOMESTIC EMPLOYEES (Classified)MESS & HOSPITALS

Caretaker Guard (monthly)		2,640
Chef (daily)	75	110
Cleaner, officers' quarters (male)	65	80
Cleaner, officers' quarters (female)	50	70
Cook (daily)	75	100
Dish Washer (daily)	35	55
Gardener (10 hour day)	55	65
Maid (daily)	35	55
Orderly, medical and mess (monthly)	880	1,760
Orderly, other (monthly)	440	880
Steward - clubs and messes	65	110
Waiter (daily)	60	75
Waitress (daily)	40	60

HOTEL EMPLOYEESFOLLOWING IS BASIC RATE FOR SECOND CATEGORY HOTELFOR 1ST CATEGORY HOTEL ADD 10%FOR 3RD CATEGORY HOTEL DEDUCT 10%

Director	5,700 monthly	6,240
Assistant Director	5,130 "	5,700
Secretary	15.15 hourly	15.15
Assistant Secretary	11.00 "	12.10
Desk Clerk	11.00 "	12.10
Head Porter	11.00 "	12.10
Assistant Head Porter	9.65 "	11.00
Porter	6.90 "	6.90
Operating Engineer	9.65 "	12.10
Upholsterer	9.65 "	12.10

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APPENDIX "F" to AFHQ Adm Memo #2 (cont'd)

OCCUPATION	Lira	
	Min. per day	Max. per day
Maid	6.90 hourly	6.90
Assistant Maid	5.50 "	5.50
Elevator Operator, over 18 years of age	6.90 "	6.90
Elevator Operator, under 18 years of age	5.50 "	5.50
Bell-boy	5.50 "	5.50
Linon-keeper	7.70 "	7.70
Assistant linon-keeper	6.60 "	6.60

NOTE: Concerning hotel Employees, all work in excess of the normal eight-hour day will be paid at the regular hourly rate. The basic rule of time and one-half is not applicable.

LAUNDRY EMPLOYEES (Classified)

Drier and preparer (male & female) 14 years through 17 years	15	30
Drier and preparer (male) 18 years and over	75	95
Drier and preparer (female) " " "	55	75
Ironer, hand (male & female) 14 years through 17 years	15	30
Ironer, hand (male) 18 years and over	75	95
Ironer, hand (female) " " "	55	75
Ironer, machine (male & female) 14 years through 17 years	15	30
Ironer, machine (male) 18 years and over	75	95
Ironer, machine (female) 18 years and over	55	75
Ironer, chief (male)		100
Ironer, chief (female)		85
Sorter, (Class II)		90
Sorter (Class I)		100
Washer, hand (female)		45
Washer, machine (male)	75	100
Washer, machine (female)	55	65

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R E S T R I C T E D

APPENDIX "G" to AFHQ Adm Memo #2

SCALE OF WAGES - SARDINIA

<u>Classification</u>	<u>Hourly Rate</u>	<u>Daily Rate (8 hours)</u>
Skilled workers	9.90	79.00
Semi-skilled workers	9.58	76.60
Unskilled workers	7.33	58.60
Female workers	4.98	39.80
Apprentices	5.68	45.40

PROFESSIONAL AND OFFICE EMPLOYEES ON MONTHLY SALARY

College or Undergraduate with degrees	Lire 4,000
High School Graduate	Lire 2,400
Others	Lire 1,250

R E S T R I C T E D

APPENDIX "A" to AFHQ Adm Memo 762

COST-OF-LIVING BONUS FOR ITALIAN CIVILIAN EMPLOYEES
OTHER THAN THOSE COVERED BY APPENDIX "B"

1. Daily Wage Group:a. Adult Group:

<u>Basic Wage</u>	<u>Maximum Permissible Bonus</u>
Up to and including 120 lire	60 lire
From 121 to 125 lire	57 "
From 126 to 130 lire	55 "
From 131 to 135 lire	52 "
From 136 to 165 lire	50 "
From 166 to 170 lire	47 "
From 171 to 175 lire	45 "
From 176 to 180 lire	42 "
From 181 and above	40 "

b. Juveniles may be paid a cost-of-living bonus up to 25 lire per day.

2. Monthly Wage Group:a. Adult Group:

<u>Basic Wage</u>	<u>Maximum Permissible Bonus</u>
Up to and including 3000 lire	1560 lire.
From 3001 to 3100 lire	1530 "
From 3101 to 3200 lire	1480 "
From 3201 to 3300 lire	1430 "
From 3301 to 3400 lire	1380 "
From 3401 to 3500 lire	1330 "
From 3501 to 5000 lire	1300 " 5531
From 5001 to 5100 lire	1230 "
From 5101 to 5200 lire	1180 "
From 5201 to 5300 lire	1130 "
From 5301 to 5400 lire	1080 "
From 5401 and above	1040 "

b. Juveniles may be paid a cost-of-living bonus up to 650 lire per month.

APPENDIX "B" to AFHQ Adm Memo #62

COST-OF-LIVING BONUS FOR ITALIAN CIVILIANS EMPLOYED IN ALLIED HOTELS,
CLUBS AND MESSES AND OTHER EMPLOYEES WHOSE WAGES ARE
PAID PARTLY IN KIND

1. Adult Group:

<u>Basic Wage</u>	<u>Maximum</u> <u>Possible Bonus</u>
Up to and including 3600 lire	1040 lire
From 3601 lire to 3700 lire	990 "
From 3701 lire to 3800 lire	940 "
From 3801 lire to 4000 lire	890 "
From 4001 lire to 5000 lire	840 "
From 5001 lire to 5100 lire	790 "
From 5101 lire to 5200 lire	740 "
From 5201 lire and above	670 "

2. Juveniles may be paid a cost of living bonus up to 130 lire per month.

Director *mo*

Deputy Director

Chief Telecoms

Chief Postal

H Q. Coms O.

Asst. Chief Postal

Censorship

Chief Clerk

ADMINISTRATIVE MEMORANDUM)

NUMBER 61)

RESTRICTED

ALLIED FORCE HEADQUARTERS
APO 512

DCX/ar

16 December 1944

SOCIAL INSURANCE COVERAGE FOR ITALIAN CIVILIANS
EMPLOYED DIRECTLY BY ALLIED FORCES

1. a. The Italian Government has agreed to pay for and to provide social insurance benefits for Italian civilians employed directly by the Allied Forces. These benefits will be extended through the regular Italian social security system and will cover:

- (1) Illness of worker or of member of his family (free medical care and indemnity for worker during illness).
- (2) Unemployment (indemnity)
- (3) Tuberculosis (free medical care and indemnity)
- (4) Marriage and births (financial aid)
- (5) Invalidity and old age (pensions).

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b. In addition, workmen's compensation for accidental injury or death will continue as presently provided under AFHQ regulations (accident claims, being referred to Istituto Nazionale Infortuni by means of report form prepared by employing unit).

2. To implement the coverage scheme certain minimum information is required, and the following is the responsibility assumed by the Allied Forces:

a. The paying officer or his delegate will be responsible for preparation of a "Worker's Social Insurance Card" Form SI-1 (copy attached at appendix "B"), for each worker employed. The cards will be maintained during period of employment.

b. The file will be initially constituted to include cards for all workers paid the first pay period after the effective date of the plan. The date of commencing work, from the standpoint of social insurance coverage, will be considered as being the same as the effective date of the plan and will be so entered in item 3 of the card, except in the case of employing units which are able and wish to give their employees the benefit of coverage for the entire period of their employment by supplying the actual commencing date, where verifiable from records. (The latter procedure will be of distinct advantage to employees with respect to eligibility for and amounts of unemployment, tuberculosis, old-age and invalidity benefits).

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AFHQ Adm Memo # 61 (cont'd)

c. When employment terminates or is interrupted by illness, accident or other compensatory contingency, the card will be completed, certified by the paying officer or his delegate and given to the worker to enable him to establish his social insurance rights by turning in the card at the appropriate Italian Office. A new card will be prepared to cover any succeeding period of employment should he again return to work.

d. When a worker, during his period of employment, wishes to apply for medical care for a member of his family or for a marriage or birth allowance (i.e., a benefit not contingent on his own separation from work) a certification that he is currently employed by the Allied Forces will be given to him, at his request, on the "Worker's Employment Status Report" Form SI-2 (copy attached at appendix "C") based on information already contained on his social insurance card Form SI-1.

e. In the case of workers who walk out on the job or otherwise absent themselves without due reason, social insurance cards will be held for a period of 30 days, at the end of which time, if the worker has failed to return, existing insurance rights will be considered forfeited and card will be destroyed.

3. A suggested file maintenance procedure is attached hereto for information. (Appendix "A")

4. The effective date of this plan is 1 December 1944.

5. A sufficient supply of Forms SI-1 and SI-2 (printed in English with Italian translation) is being produced and will be distributed forthwith to employing units together with a standard notice in Italian, (English translation attached at Appendix "D") suitable for posting at work sites, explaining the plan to workers. The scheme will be initiated, retrospectively to 1 December 1944.

By command of Field Marshal ALEXANDER:

4 Inclosures
Appendices "A", "B", "C" and "D".

C. W. Christensen
C. W. CHRISTENSEN,
Colonel, AGD,
Acting Adjutant General.

DISTRIBUTION:

"C"

APPENDIX "A" TO AFHQ Memo # 61

SUGGESTED FILE MAINTENANCE PROCEDURE
"WORKER'S SOCIAL INSURANCE CARDS"
FORM SI-1

1. The first five items on card will be filled in when or before worker draws first pay. The length of pay period will be indicated by marking the appropriate word (weekly, monthly, bi-weekly or semi-monthly) in item 5, or by rubber stamp. The card then goes into ACTIVE FILE.

2. Each pay day, cards in the active file will be pulled for each worker paid and will be tallied by circling the number of the pay period in item 7. If the worker is leaving, the card will be completed by drawing a line through the unused numbers in item 7 and filling in items 8, 9 and 10, and will be given to the worker. (NOTE: Item 10 requires no entry other than a dash line, -----, indicating nothing to report, except in cases where, in the opinion of the unit supervisor, the separation from work is a "VOLUNTARY QUIT" without justification or a "DISMISSAL FOR CAUSE" of such a nature as to effect the worker's right to unemployment compensation. In such cases only, one or the other of the two reasons cited should be entered in writing or by rubber stamp). If the worker is not leaving, the card will be returned to the active file after tally in item 7.

3. Cards not pulled (at conclusion of process described in paragraph 2, above) will represent workers who walked out on job without drawing pay, or who have otherwise absented themselves since last pay period. These cards will be date-stamped in item 6 and will be placed in DEAD FILE. If worker later reports and returns to work, the card (date-stamped to show pay periods missed) will be replaced in active file. If he is paid off, card will be completed and given to him. In accordance with policy stated in paragraph 2(e) of Directive accompanying this procedure, cards remaining in dead file for period of more than 30 days, as shown by date-stamp in item 6, may be destroyed with resultant forfeiture of existing social insurance rights. Cards may be retained longer, however, where reason for worker's absence is known and there is expectation of his returning to work or claiming card.

4. Whenever worker's employment terminates at either his own or employing unit's volition, or is interrupted by illness, accident, or other compensatory contingency, he is entitled to and will need his card to establish social insurance rights. At discretion of unit supervisor, card may be given to a person other than the worker (for example, a family member or fellow worker, on written request) where the worker is unable, for reasons beyond his control, personally to pick up the card.

5. Employing units in a position to give their employees insurance credit for periods of employment prior to the effective date of the social insurance plan (see paragraph 2(b) of Directive accompanying this procedure) may do so by issuing separate cards to certify the prior period of employment. As an alternative, a written entry may be made under item 7: "Plus (no.) pay periods from (date) to (date) to be taken account of when item 8 is filled in upon completion of the card. In this case, the date shown in item 3 will be the actual commencing date.

6. Both items 6 and 7 on the card are simply tally items to simplify file maintenance. They may be used in whatever manner and with whatever variations the unit supervisor finds desirable. Other items are essential to the Italian social insurance system. An entry must be made in each. Writing and figures must be clear and in ink, indelible pencil or rubber stamp. ERASURES AND CORRECTIONS ARE NOT PERMISSIBLE BECAUSE OF NECESSITY OF GUARDING AGAINST FRAUDULENT CHANGES IN INFORMATION ON CARD. If a mistake is made, a new card should be prepared.

APPENDIX "B" TO AFHQ Adm Memo # 61

WORKER'S SOCIAL INSURANCE CARD, Form SI-1
(FRONT OF CARD)

1. _____ of _____
(Last Name) (First Name) (Father's Name)

2. Province _____ 3. Employment recorded on this card began _____
(Date)

4. Job Classification _____ 5. Pay Period: _____
Weekly Bi-Weekly
Monthly Semi-Monthly

6. Above-named worked at least part of each pay period except pay periods ending _____
(Use date stamp to record terminal date of any pay period or periods missed)

7. Tally of pay periods worked:
(Circle no. for each pay period. Final no. circled represents no. of pay periods to be entered in item 8, below)

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
19	20	21	22	23	24	25	26	27	28	29	30	31	etc.	etc.	52		

8. Employment recorded on this card ended _____ with total of _____
(Date)

_____ pay period worked.
(Write out no.) _____ day

9. Final Pay rate L. _____ per _____ 10. Reason for ending employment _____
month

WORKER'S SOCIAL INSURANCE CARD
ALLIED FORCES IN ITALY
Form SI-1 Dec 44 Certified _____
(Signature and stamp)

(BACK OF CARD)

NOTICE TO THE WORKER:

This card is valid for determining your right to unemployment, invalidity and old age, tuberculosis and sickness assistance benefits with respect to period of employment certified on reverse side.

In applying for benefits, card must be submitted with regular application forms to nearest Istituto Malattia or Previdenza Sociale office.

If no immediate application is being made, the card should nevertheless be submitted to nearest Previdenza Sociale office for recording, so that credit may be given in calculating your future benefit rights.

Before submitting card, you must write date and comune of birth here

.....

If there is no social insurance office in Comune where you live, application forms and information may be obtained at Municipio.

ATTENTION: Any alteration of information on this card renders it void and is punishable by law. Safeguard this card carefully. Duplicates are not issued.

APPENDIX "C" TO AFHQ Adm Memo # 61

WORKER'S EMPLOYMENT STATUS REPORT FOR SOCIAL INSURANCE BENEFITS - FORM SI-2
(FRONT OF FORM)

1. _____ of _____
(Last name) (First name) (Father's name)
2. Province _____ 3. Pay period: Weekly Bi-weekly
Monthly Semi-monthly
3. The above-named is currently employed by the Allied Forces and has been so employed for _____ pay periods.
(Write out no.)

WORKER'S EMPLOYMENT STATUS REPORT
ALLIED FORCES IN ITALY

Form SI-2

Dec 44

Date _____

Certified _____
(Signature and stamp)

(BACK OF FORM)

NOTICE TO THE WORKER:

This certificate is valid for determining right to sickness assistance for a family member or to marriage and birth allowance.

Certificate must be submitted with regular application form to nearest Assistenza Malattia or Previdenza Sociale Office.

Before submitting certificate, you must write date and comune of birth here

.....

If there is no social insurance office in comune where you live, application forms and information may be obtained at Municipio.

ATTENTION: Any alterations of information on this certificate renders it void and is punishable by law. Safeguard this certificate carefully. Duplicates are not issued.

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APPENDIX "D" TO AFHQ Admin Memo # 61

TRANSLATION

MINISTRY OF INDUSTRY, COMMERCE AND LABOR

NOTICE TO WORKERS

Application of Social Insurance to Workers Engaged by the Allied Forces.

This Ministry has arranged to give immediate effect to the provision recently approved by the Council of Ministers which admits you and your family to the benefits of social insurance for invalidity and old age, unemployment, tuberculosis, marriage and birth, industrial accidents and occupational diseases.

To obtain such benefits you must apply to the appropriate Insurance Institute, transmitting with the application an appropriate certificate that will be given to you by the Allied Forces Command.

This certificate must be requested by you, both in the case of a contingency giving you the right to an immediate benefit and in the case of your ceasing to work.

In the latter case, the certificate is of great importance to your future rights to social insurance benefits, and therefore you should present it promptly to the National Social Security Institute, so that, in calculating your insurance, provision can be made to take into account your period of work with the Allied Forces.

For this reason it is to your interest to look after the presentation of the certificate and to take care not to lose it, since duplicates are not issued.

The State is assuring the expense for the benefits to which you will be entitled for your employment with the Allied Forces, wishing in this way to recognize the contribution that you are giving, with your work, to the cause of liberation.

29 November 1944

THE MINISTER
Gronchi

Director
 D/Office
 Chief, Telecoms
 Chief, Postal
 H. Q. Coms. O.
 Asst. Chief Postal
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 Chief Staff
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ALLIED FORCE HEADQUARTERS
 APO 512

ADMINISTRATIVE MEMORANDUM)
 :
 59)

13 December 1944

Captured Enemy Equipment and Other Items Confiscated by Base CensorsI
 Requisitioning and Derequisitioning of Civilian Motor TransportII

I --- CAPTURED ENEMY EQUIPMENT AND OTHER ITEMS CONFISCATED BY BASE CENSORS

1. a. Captured enemy material, allied clothing, equipment and stores are constantly being confiscated by Base Censors, Transit Camps, Training Depots, Port Battalions and other Port Installations.

b. In the past, difficulty has been experienced by Base Censors and others in having such items accepted by depots and installations, and obtaining receipts. The consequent delay has meant that the items have not been utilized and has created storage problems for the recovering units, especially in the case of valuable technical stores.

2. a. Services will, in future, insure that their officers, installations and depots accept such stores from Base Censors and others immediately when offered, and give receipts for them.

b. Captured enemy material will be reported through proper channels to QM(CEMS) AFHQ who will issue disposal instructions. Items of Allied equipment will be disposed of according to normal procedure.

II -- REQUISITIONING AND DEREQUISITIONING OF CIVILIAN MOTOR TRANSPORT

1. All requisitioning of civilian vehicles for both United States and British Forces will be under the control of Allied Force Headquarters through normal channels. Authority to requisition lies with the 15th Army Group in the forward areas, and AFHQ for British Army and MTOUSA for United States Army in the rear areas, giving regard to their respective areas of responsibility, but may be delegated by these headquarters to certain specified subordinate headquarters.

2. All requisitioned vehicles will be held against deficiencies in TE/VE of Allied military units, including Allied Commission. No requisitioned vehicles will be held surplus to TE/VE unless written authority of 15th Army Group or AFHQ/MTOUSA is obtained.

3. In an emergency, vehicles may be requisitioned in excess of TE/VE without prior written authority of 15th Army Group or AFHQ/MTOUSA, but such authority must be obtained promptly thereafter.

- 1 -

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R E S T R I C T E D

AFHQ Adm Memo #59 (cont'd)

4. All requisitioned vehicles held surplus to TE/IE for which authority is not granted by 15th Army Group or AFHQ/INTOUSA will be disposed of by one of the following methods:

- a. To the respective Ordnances
- b. Derequisitioning and handing over to the original owner, or if not practicable, to the Italian Government.
- c. Using in work shops for dismantling and removal of essential spares for repair of other requisitioned vehicles.

5. In territories under the jurisdiction of the Italian Government, vehicles requisitioned by the Allied Forces will not be used by Italian Government officials or Italian civilians not employed by Allied Forces. Any such vehicles which are now being used in this manner will be disposed of as in paragraph 4 above.

6. All requisitioned vehicles will be registered with a military registration number by Ordnance British for British vehicles and by the subordinate commands delegated responsibility of requisitioning for United States Army vehicles.

7. Load carrying vehicles will not be requisitioned for military use except in cases of emergency.

8. Requisitioned vehicles will not be moved from the country in which they were requisitioned except with the approval of AFHQ/INTOUSA.

By command of Field Marshal ALEXANDER:

C. W. Christenberry
C. W. CHRISTENBERRY,
Colonel, ACD,
Acting Adjutant General.

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ALLIED FORCE HEADQUARTERS
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CROSS REFS.	
FILE	B/iwd.
ADM 148/45	

Date 16 DEC 1944

12 December 1944

ADMINISTRATIVE MEMORANDUM

58

POWER REHABILITATION

AFHQ Administrative Memorandum Number 43, 1944, is rescinded and the following substituted therefor:

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: AC, AAI, PBS, District No. 3, IRS (Italy), and RM.

It is requested that AC, AAI, PBS, District No. 3, IRS (Italy), and RM 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 AC 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.

c. The AC will:

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AFHQ Adm Memo #53 (cont'd)

- (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 areas
 - (4) Ascertain power requirements from AAI, PBS, 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 AC 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 areas as it considers necessary, coordinating with plans of AC
 - (3) Advise the Chief Engineer, AFHQ, of any power rehabilitation work undertaken.
- e. MRS (Italy), PBS, 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 AC 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 Field Marshal ALEXANDER:

C. W. Christensen
C. W. CHRISTENSEN,
Colonel, AGD,
Acting Adjutant General.

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ADMINISTRATIVE MEMORANDUM	
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ALLIED FORCE HEADQUARTERS
APO 512

CROSS REFS.	
FILE	b, fwd.

11 December 1944

17 DEC 1944
POWERS AND RIGHTS OF ALLIED FORCES IN ITALIAN
GOVERNMENT TERRITORY

1. General

a. It is the policy of the Allied Governments, as military exigencies permit and as the Italian Government is able to take on the responsibility, to hand back to its jurisdiction and administration territory formerly subject to Allied Military Government. In such territory Allied Military Government ceases on the hand-over and the Italian Government assumes the jurisdiction and administration subject to the paramount guidance and control of the Allied Commission.

b. In handing back territory to the Italian Government, certain rights are reserved to the Allied Forces by agreement with the Italian Government. It is necessary that Allied troops in those areas should be aware of the most important of these rights and the manner in which they are to be exercised.

c. For the purposes mentioned herein the territory which may from time to time be included in that handed back to the Italian Government is termed Italian Government Territory. At the present time such territory comprises the Islands of Sicily and Sardinia and all provinces on the mainland south of the northern boundaries of the provinces of Viterbo, Rieti and Teramo with the exception of the comune of Naples which is still under Allied Military Government.

d. It is to be particularly noted that officers of the Allied Commission stationed in Italian Government territory are there to advise and control the Italian Government and one of their most important functions is liaison between Allied Military Formations in their areas and the local Italian administrative officials.

e. It is further particularly to be noted that all but the most routine dealings with the Italian administration must be conducted through the local Allied Commission representative.

5525

2. Requisitioning - The Allied Forces have retained the power to requisition private and public property and services in Italian Government territory but it is emphasized that this must be exercised sparingly and only for reasons of genuine military necessity. This will be exercised through the Italian authorities. If for example it is necessary to requisition a building it should be done through the Sindaco of the town where the building is situated with the assistance of the nearest provincial officer of the Allied Commission. The usual formalities of requisitioning will be followed.

- 1 -

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AFHQ Adm Memo #57 (cont'd)

3. Process in Italian Courts - No members of the Allied Forces, Allied Followers of such forces, or British or U. S. Merchant Seamen will be subject to jurisdiction of Italian Courts.

4. Crimes against Allied Forces

a. In Italian Government territory crimes committed by Italian nationals, will normally be tried under Italian Law and in Italian Courts.

b. The Allied Forces however have reserved to themselves the right to hold Allied Military Courts in Italian Government Territory for the trial of Italian nationals who commit acts seriously hostile to the Allied Forces and to punish them in accordance with the Italian penal code. The reservation of this right is not intended however to encourage the trial of Italian offenders by Allied Military Courts but is to enable them to deal with the most serious offences against Allied personnel or property which cannot effectively be dealt with by the Italian Courts.

c. The procedure to be followed, if it is desired that an offence should be tried by an Allied Military Court, will be for the military authorities to give a full statement of the facts to the local representative of the Allied Commission with a request that an Allied Military Government Court be convened to hear the charges. It will be the responsibility of Allied Commission to frame the charges and constitute the Court. It is emphasized that only in the most exceptional circumstances will any case in Italian Government Territory be referred to Allied Military Courts and then only on order of Allied Commission.

d. Consequent on reservation of the power to try such offenders there is reserved to the Allied Forces the power to arrest persons who are believed to have committed such offences. High ranking Italian officials and officers of the Italian Armed Forces should, however, only be arrested in collaboration with the appropriate Italian official (e.g. the Prefect or the Commanding Officer of the officer concerned). In all cases of arrest the agreement of the local Allied Commission officer will be obtained beforehand, except in an emergency when he will be informed immediately after the arrest.

5. Military Zones - The present policy with respect to military zones and the employment of Allied troops to quell civil disturbances is as follows:

The right is reserved by the Supreme Allied Commander, Mediterranean Theater to declare specific areas of Italian Government Territory to be Military Zones. By the issue of such a declaration, the exercise of the powers of Military Government in the Zone in question is assumed by the Supreme Allied Commander, Mediterranean Theater. Should the situation in any area become such as to convince the District Commander that the establishment of Zones is necessary, he should, after consulting the Allied Commission Regional Commissioner, report accordingly to this headquarters, giving full reasons to justify his view. The Allied Forces may also re-occupy any part of Italian territory, but the right to constitute a Military Zone will render it unnecessary to exercise this right in respect of any local disorders.

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AFHQ Admin Memo #57 (cont'd)

6. Use of troops in aid of the Civil Power

a. In the event that the local Italian authorities ask for the assistance of Allied troops in quelling civil disturbances, the local commander will point out that the quelling of civilian riots or disturbances is a matter for the Italian authorities and he will refuse such assistance, unless he is of the opinion that it is necessary for the protection of Allied military interests. Furthermore, before rendering such assistance, the local commander will warn the local official requesting his assistance that the territory in question will be liable to be made forthwith an Allied Military Zone. If time permits, the local commander will consult the local Allied Commission officer and seek instructions from his superior commander before giving assistance; in any event, he will inform his superior commander of any request made to him and the action taken thereon without delay.

b. District and Base Section Commanders in disposing of their forces should have regard for contingencies in which it might be necessary to send troops to quell civil disturbances. They should consult the local Allied Commission officer where appropriate in this matter particularly in regard to contemplated troop movements which might prejudice the security of any locality within their area of responsibility.

7. Military and Civilian Internees - The Allied Forces may continue to hold or require the Italian Government to hold in custody military or civilian internees in Italian Government territory. If the Allied Forces require to arrest any person for security or other reasons such arrest should be carried out in collaboration with Italian officials unless, in any particular case, it is thought that a request to the Italian police to arrest a suspect would be ineffective. In all such cases the local Allied Commission officer must, except in emergency, be informed of the intention to make the arrest, whether it is to be effected by the Allied or Italian authorities. If he is not in agreement the matter will be referred to higher authority. Such persons will be detained in 371 PW Camp, or such other place of internment as there may from time to time be designated for that purpose.

8. Emergency Action - All action required from the Italian Administration should invariably be sought through the medium of the Allied Commission Regional or Provincial Commissioner, except where an emergency may arise which requires immediate action by the Allied Forces for their protection and security. Where by reason of the emergency immediate action is taken without previous reference to Allied Commission, the appropriate Allied Commission officer will be informed as soon as possible.

By command of General WILSON:

5324
C. W. Christensen
C. W. CHRISTENSEN, *C*
Colonel, AGD,
Acting Adjutant General.

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ALLIED FORCE HEADQUARTERS
APO 512

8 December 1944

INTRA-THEATER TRAVEL

1. The following instructions concerning intra-theater travel are published for the information and guidance of all concerned.

2. References:

a. AFHQ Administrative Memorandum Number 70, 1943, subject: "Intra-Theater Motor Transport."

b. AFHQ Administrative Memorandum Number 3, 1944, subject: "Requests for Air Travel."

3. Responsibility of commanders to whom authority is delegated to issue travel orders. Each commander receiving a request for travel will determine the need for travel and mode of travel necessary for the accomplishment of the duty directed; secure liaison and security clearances, when necessary; and issue written travel orders. However, only those commanders authorized by, or pursuant to, AFHQ Administrative Memorandum Number 3, 1944, as amended, will authorize travel by aircraft, unless so directed in specific cases by higher headquarters.

4. Subject to the exceptions contained in paragraph 5 below, the following commanders are authorized to issue orders directing travel by military personnel assigned or attached to their respective commands and by American or British civilians, as applicable, who are assigned or attached to, or reside within, their respective command, to destinations within the geographical limits of their commands, or to geographical areas and units under the jurisdiction of, or assigned to other major commands, provided the concurrence of the other major commander is obtained in advance.

Commanding Generals of Army Groups and Armies

Commanding General, MAAP

Commanding General, AAP/ATO

Commanding Generals of Air Forces

Commanding Generals of Base Sections

General Officers Commanding Districts (Br)

Commanding General, Replacement Command

- 1 -

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R E S T R I C T E D

AFHQ Adm Memo #55 (cont'd)

Commanding General, Rome Area Allied Command

Deputy Director General, Military Railway Service, Italy

Commanding Officer, Adriatic Depot

Commanding Generals of Training Centers

Commanding Officer, Headquarters Command, AF

5. The following types of cases will be referred to this headquarters for approval:

a. Requests for travel to Corsica.

b. Requests for travel to Malta and Gibraltar

c. Request for travel from Italy, Sardinia, and Corsica to places in North Africa by personnel other than British and American.

d. Requests for travel on a visitor (temporary duty) status to and within Italy north of the line PIOMBINA - SIENA - ANCONA (all inclusive) will be governed as follows:

(1) All staff sections of this headquarters and all subordinate headquarters will submit to the Chief of Staff AFHQ, for his approval, the name of the officer to make the visit, the headquarters he desires to visit, the reasons for his visit and the probable length of his stay.

(2) Officers desiring to visit HQ AAI must first obtain the approval of the Chief of Staff, AFHQ, and then so notify HQ AAI of the impending visit.

(3) All officers desiring to visit units under command of AAI, will secure authority from HQ AAI, for such visits after having secured the permission of the Chief of Staff, AFHQ.

d. It is imperative that the visits of officers to Fifth and Eighth Armies and units under their command be kept to an absolute minimum in view of the operational nature of their work.

e. Paragraph 5d above will not be construed to prohibit:

(1) Visits to the activities of Base Sections and Numbers 2 and 3 Districts.

(2) Visits to Air Force installations in Italy by Air Force officers (U.S. and R.A.F.)

RESTRICTED

AMHQ Adm Memo #55 (cont'd)

3-2

(3) Travel required by unit personnel in performance of functional duties (graves registration, etc.)

(4) Travel required by USO and YMCA troupees in performance of functional assignments.

6. The following modes of travel will be used:

a. Surface - As necessary.

b. Air Travel - Air Travel will be authorized only for those persons whose transportation by this means is of importance to the war effort, and will under no circumstances be approved solely for the convenience of the individual concerned.

c. Rail - Full use must be made of existing rail schedules and, when possible, travel will be planned sufficiently in advance to permit utilization of this means.

d. Government motor transportation.

(1) Government motor transportation will not be authorized for transporting individuals to points more than 100 miles distant from points of origin except when it is uneconomical or militarily impracticable to accomplish the mission by any other means of transportation.

(2) Scheduled road service and railroads will be used to the maximum extent practicable. Whenever possible two or more individuals will use the same vehicle.

(3) When applicable and necessary, all travel orders not involving assignment of motor transportation for principal portion of travel to be performed will include authorization for the appropriate command having primary responsibility for the area in which initial destination is located to furnish such motor transportation as may be required for local travel in furtherance of the official mission. Need for such special motor transportation, other than that which is normally furnished for short distances and duration by local motor pools, may be indicated in MTA cables.

7. Intra-theater travel of American Red Cross Personnel ⁵⁵²² governed by the provisions of MTOUSA Letter, AG 230.42/294 A-3, dated 18 November 1944, subject, "Travel of American Red Cross Personnel."

8. The travel referred to in this memorandum is that required to be performed by individuals in furtherance of official or functional duties. Intra-theater travel for purposes of leave or furlough, temporary duty for rest and recreation and air travel for compassionate reasons will be governed by existing authorities pertaining thereto.

By command of General WILSON:

C. W. Christensen
C. W. CHRISTENSEN,
Colonel, AGO,
Acting Adjutant General.

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- 3 -

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ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER 54)

Director DCK/ar
 D. Director AMH
 Chief, Tele. Room W.H.G.
 Chief, Post
 H. Q. Com. O.
 Asst. Chief Postal
 Censorship
 Chief Clerk 6 December 1944

PRESERVATION OF PROPERTY OF HISTORICAL
AND EDUCATIONAL IMPORTANCE IN ITALY

1. The following instructions for the protection of property of historical and educational importance apply to all territories administered directly by AFHQ.

2. To avoid needless damage to works of art, Allied Commission have prepared lists of the principal historical monuments, deposits of important documents (archived), and artistic treasures of ITALY, with the degree of their importance indicated. These lists are known as "Lists of Protected Monuments" and supersede the lists printed in the Zone Handbook of Italy, and AFHQ General Order Number 68 of 29 December 1943 insofar as it refers to the Zone Handbook. For easy reference these lists are printed in sections on a regional basis, and will be issued on demand by the Monuments and Fine Arts Subcommittee of Allied Commission.

3. a. Districts and Base Sections will insure that complete sets are maintained at their headquarters and that the undermentioned keep a file of these sections which affect their areas of administrative control:

Headquarters Areas
 Headquarters Sub-Areas
 Town Majors
 Real Estate Officers.

5521

b. Attached as Appendix "A" is an index showing the subdivision of the lists by areas, which may be used as a guide in requesting them.

4. All buildings listed in the "Lists of Protected Monuments" will be deemed "historical buildings" and will not be occupied when alternative accommodation is available or without the express authority in writing of this headquarters, which will in such instances consult the Monuments and Fine Arts Subcommittee of Allied Commission. Consent will, however, normally be given when occupation is considered necessary in furtherance of the cultural, educational or welfare requirements of the Allied Forces. Churches will NOT in any circumstances be occupied.

- 1 -

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R E S T R I C T E D

AFHQ Adm Memo # 54 (cont'd)

5. a. Whenever it is found essential to occupy such buildings, the Commander of the occupying troops will be responsible that every reasonable precaution is taken to prevent careless or wilful damage and especially souvenir hunting. In the case of museums, galleries, libraries, repositories of documents and other cultural institutions, the contents will be stored separately from the parts occupied, communicating doors between the occupied and unoccupied parts of the building will be blocked, along with all unnecessary entrances from outside whether to the occupied or unoccupied parts. Notice boards will be erected, and all troops billeted in the building will be provided with passes and will be the only troops permitted to enter.

b. A single officer will in each instance be made responsible for the observation of these precautions and arrangements will be made whereby responsible Italian officials can have access for purposes of inspection.

6. Partial occupation of a large historical building, i.e. the occupation of only a small corner, or occupation by troops of more than one Allied Nation, will be avoided wherever possible. In the past buildings so occupied have suffered a high proportion of loss and damage, not necessarily attributable to the occupying units.

7. ALCON has a staff of officers with expert knowledge of such matters who should be consulted in all cases of doubt. Where such officers rule that specific items e.g. of furniture should be included in those stored separately, their ruling will be binding subject to the right of appeal of the occupying unit to this headquarters through the normal channels.

8. In addition to the historical monuments etc. mentioned in the lists, there exist important repositories to which the more valuable treasures of museums and galleries have been removed for safety. The sites of such repositories are, with a few exceptions, included in the Lists, and these will on no account be occupied.

9. In the case of organized collections, written papers (Archives) and of books it is to be noted that even those which do not appear to be ancient may be of great importance, not only historically but as containing information necessary for the practical purposes of the war. Careless handling or disarrangement can moreover be as harmful as destruction. In the event of the occupation of buildings, or parts of buildings, containing such collections, the commander of the occupying troops will be responsible for seeing that all reasonable precautions are taken to prevent damage or dispersal.

By command of General WILSON:

C. W. Christenberry
C. W. CHRISTENBERRY,
Colonel, AGD,
Acting Adjutant General.

1 Incl - Appendix "A"

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APPENDIX "A" to AFHQ Adm Memo # 54

LIST OF REGIONAL SECTIONS OF PROTECTED MONUMENTS

- 1 and 2. Sardinia and Sicily; Apulia, Calabria, Campania and Lucania (revised edition).
3. Lazio and Abruzzi-Molise.
4. Tuscany, Umbria and Le Marche.
5. Liguria and Piedmont.
6. Emilia and Lombardia.
7. Le Tre Venezie.

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ALLIED FORCE HEADQUARTERS

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FILE	Byrd.
ADM. ST/CS	

3 December 1944

LOCAL RESOURCES IN ~~IDOK~~ ^{8/12/44} MALINDANG AND ISLANDS

The following is a list of Controlled and Restricted items, issued in accordance with paragraph 4, Section III, AFHQ Administrative Memorandum Number 46, 1944.

I -- ENGINEERING MATERIALS COMMITTEE1. Controlled Itemsa. Metals - Ferrous

1. Cable & Wire.
2. Machine & Tool steel.
3. Structural steel, sectional dimension exceeding 6".
4. Foundry Pig.

b. Metals - Non Ferrous

5. Brass, unfabricated.
6. Copper, unfabricated and scrap.
7. Chromium.
8. Lead in all forms.
9. Nickel.
10. Solder.
11. Tin.
12. White Metal for bearings.

c. Timber

13. Standing timber in the two areas reserved for British and American services, in CALABRIA.
14. Plywood.

d. Other Building Materials

15. Paint.
16. Pigments for paint.
17. Varnish.
18. Linseed & linseed Oil.

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see 32
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see 27

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AFHQ Adm Memo # 52 (cont'd)

e. Electrical Materials

19. Accumulators & Batteries.
20. Copper and Aluminum conductors.
21. Electric Light bulbs.
22. Electric Light fittings.
23. Motors.
24. Portable Generators.
25. Switch gear.
26. Transformers.
27. Welding rods.
28. Wire & Cables.

f. Industrial Gases & Chemicals

29. Gas Bottles and containers.
30. Ammonia.
31. Caustic Soda.
32. Calcium Carbide.
33. Soda Ash (Sodium Carbonate).

2. Restricted Items

1. Carbon Bisulphide.

II - MISCELLANEOUS PURPOSES COMMITTEE1. Controlled Items

34. Hemp, raw, tow & manufactured (excluding binder twine and 3rd, 4th, and 5th quality rope).
35. Leather and all leather articles.

2. Restricted Items

2. Matches.
3. Phosphate Rock.
4. Tanning Materials.
5. Cellulose for paper making.

III - FOOD SUPPLY COMMITTEERestricted Items

6. All foodstuffs including olive oil but excluding wine and salt.

By command of General WILSON:

C. V. Christenberry
C. V. CHRISTENBERRY,
Colonel, ACD,
Acting Adjutant General.

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ALLIED FORCE HEADQUARTERS
APO 512

ADMINISTRATIVE MEMORANDUM)

NUMBER

44)

24 October 1944

Rescission of Administrative Memoranda I
 Supply of Air Forces II
 Allied Publications Board III

I -- RESCISSION OF ADMINISTRATIVE MEMORANDA

1. AFHQ Administrative Memoranda Number 2 and Section I, Number 36, both 1944, are rescinded. Current instructions are contained in AFHQ letter, file AG 400/105 D-0, dated 22 September 1944, subject: "Supply of Italian Armed Forces".

2. AFHQ Administrative Memorandum Number 48, 1943, is rescinded.

II -- SUPPLY OF AIR FORCES

Paragraph 2c, AFHQ Administrative Memorandum Number 27, 1944, is rescinded and the following substituted therefor:

"c. Aviation Gasoline and Oils

Director	
Chief, Telecoms	X
Chief, Postal	X
H. Q. Coms.	
Asst. Chief, Postal	
Consolidation	
Chief Clerk	

- (1) (a) Petroleum Section, this headquarters, is responsible for the importation and re-exportation of aviation petroleum products and containers therefor. This includes the bidding of water tonnage from one port to another, made at the appropriate POM meeting.
- (b) Petroleum Section, this headquarters, will make appropriate arrangements to cover bidding in respect of ports not under the direct control of AFHQ.
- (2) Director of Supply and Transport, AFHQ, and COMZONE NATOUSA are responsible for handling and storing bulk aviation petroleum products in ocean terminals, except where agreed otherwise by MAAF.

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Date

MAAF will be responsible for:

- (a) The bidding for land tonnage at the appropriate POM meetings.
- (b) The holding and maintaining of packaged stocks on airfields and in AF dumps as may be mutually agreed with COMZONE NATOUSA or DST, AFHQ, as the case may be."

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Adm Memo #44
AFHQ, (cont'd).

III -- ALLIED PUBLICATIONS BOARD

1. Attention is invited to AFHQ Administrative Memorandum Number 24, 19/4, which created the Allied Publications Board. All matters concerning the Italian press come within the competence of this board and should be referred thereto. Special attention is called to paragraph 3c which states that the board will:

"Control the allocation to specific publications and news organizations of all such communications facilities as are made available by the Chief Signal Officer, this headquarters, for collecting and disseminating news and press matter within ITALY."

2. The board may be addressed care of FWB, Unit #12, APO 512. The Chairman of the board is Mr. George W. Edman, FWB, AFHQ.

By command of General WILSON:

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

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ALLIED FORCE HEADQUARTERS
APO 512D. Director
Asst. Dir. Planning
Chief Postal

H. Q. Coms. O.

Asst. Chief Postal

Consolidation

Chief Clerk

30 November 1944

ADMINISTRATIVE MEMORANDUM)
Date 11/12/44)

NUMBER 51)

Requests for Air Travel I
Road Communications - Italy II

I --- REQUESTS FOR AIR TRAVEL

Section I, Administrative Memorandum Number 13, 1944, is rescinded and the following substituted therefor:

"6. Air Travel for Personal Reasons.

a. Compassionate reasons, including compassionate leave or furlough, compassionate posting and emergency rotation. The Chairman, Air Priorities Board, is authorized to consider, on its own merits each such case which has been personally approved in writing by an officer of the Allied Forces of the grade of Brigadier General or higher grade, or its equivalent in the other services.

b. Leave or furlough other than compassionate. Priority rating for air travel solely in connection with leave or furlough other than for compassionate reasons is not authorized and will not be assigned except as in g below.

c. Brigadiers, or officers of equivalent rank and above, proceeding to the U.K. under "Leave in Addition to PYTHON" or similar scheme may be granted Air Priority when such officers hold operational commands or positions in this theater, the importance of which necessitates that they return in a minimum amount of time."

II --- ROAD COMMUNICATIONS - ITALY

1. This memorandum refers to roads south of AAI Rear Boundary.

2. At Appendix "A" is a table giving AFHQ Priorities and standard of maintenance, for roads concerned.

3. AFHQ Priorities for road maintenance will apply only to those routes in the L of C which are essential for the maintenance of the Armies and major formation moves. Maintenance of these routes will take priority over all other road repairs.

4. Districts and Base Sections will designate their own priorities for those roads essential for local administration.

5. In order to conserve Bailey Bridging for future operational requirements, it is essential that the number of additional roads as referred to in paragraph 4 above, kept open with this equipment, should be reduced to the absolute minimum.

By command of General WILSON:

G. W. Christensen
G. W. CHRISTENSEN,
Colonel, AGD,
Acting Adjutant General.

Appendix "A" on reverse side

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APPENDIX "A" to AFHQ Adm Memo # 51

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Serial	Route No.	Sector	Standard	Bridges	Remarks
1.	1 *	ROME-GROSSETO	All Weather	C 70 1 Way C1 40 2 Way	PBS responsibility
2.	2 +	ROME - SIENA	All Weather, but liable to interruption after heavy snows	C1 18 1 Way	Required for maintenance underground signal cable
3.	3 +	ROME - TERNI	All Weather	C1 70 1 Way	
4.	79 + 4 17 5	TERNI - RIETI RIETI - ANTERODOCO ANTERODOCO-AQUILA-POPOLI POPOLI - PESCARA	All Weather	C1 40 1 Way	
5.		ORTONA - ANCONA +	All Weather	C1 40 1 Way	
6.	7,100 16.	TARANTO-BARI-FOGGIA	All Weather	C1 40 2 Way	
7.	90 & 70 bis.	FOGGIA-NAPLES-CAPUA	All Weather	C1 40 2 Way C1 70 1 Way	To MONTESARCIO FROM MONTESARCIO to CAPUA
8.	7	ROME-FROSINONE-CAPUA BENEVENTO - junc. with route 90	All Weather	C1 70 2 Way	PBS responsibility for m
9.	6	ROME-FORMIA - junc. with route 7	All Weather	C1 70 2 Way	
10.	16	FOGGIA - ORTONA	All Weather	C1 30 1 Way	Until Sep/Oct. bridge re program is complete 11h declassified to 9 (or cl bad weather) during actu ment of bridges. Novena notified when replacement bridge is going to take

+ AFHQ responsibility up to Operational Zone rear boundary only.

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	Standard	Bridges	Remarks
	All Weather	C 70 1 Way C1 40 2 Way	PBS responsibility
	All Weather, but liable to interruption after heavy snows	C1 18 1 Way	Required for maintenance of underground signal cable
	All Weather	C1 70 1 Way	
DECCO MILIA-POPOLI ARA	All Weather	C1 40 1 Way	
RA +	All Weather	C1 40 1 Way	
FOGGIA	All Weather	C1 40 2 Way	
-CAPUA	All Weather	C1 40 2 Way C1 70 1 Way	To MONTESARCIO FROM MONTESARCIO to CAPUA
-CAPUA June. with	All Weather	C1 70 2 Way	PBS responsibility for maintenance
- June.	All Weather	C1 70 2 Way	
ORA	All Weather	C1 30 1 Way	Until Sep/Nov. bridge replacement program is complete liable to be declassified to 9 (or closed during bad weather) during actual replace- ment of bridges. Movements to be notified when replacement of any bridge is going to take place.

responsibility up to Operational Zone rear boundary only.

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H.Q. Coms.	
Asst. Chief Postal	
Censorship	
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ADMINISTRATIVE MEMORANDUM	
NUMBER	50

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ALLIED FORCE HEADQUARTERS
APO 512

25 November 1944

ALLIED PUBLICATIONS BOARD

AFHQ Administrative Memorandum Number 24, and Section III, Number 44, both 1944, are rescinded and the following substituted therefor:

1. a. The Allied Publications Board comprised of representatives of the following has been created:

- (1) Psychological Warfare Branch, AFHQ (Chairman)
- (2) Censorship Branch, INC.
- (3) G-2 Section.
- (4) Allied Commission (ALCOM).

b. Allied Commission will be represented by the following:

- (1) Political advisers from the US and British Embassies.
- (2) Representatives of the Economic Section.
- (3) Public Relations Officer.

c. Psychological Warfare Branch will be represented by the following:

- (1) Head of FWB Liberated Italy or his representative (Chairman).
- (2) Press Chief, FWB Italy, or his representative (Executive Secretary).
- (3) A.M.O., FWB 15th Army Group or his representative.

2. G-1 Section, MTOUSA in conjunction with G-1 (British) will designate a representative who will sit as a member of the Board whenever a question involving any of the officially designated troop morale newspapers (e.g., Stars & Stripes, Union Jack, Eighth Army News and Yank) is before the Board.

3. In conformity with the established policy of the Board of progressively delegating its powers to the Italian authorities, full powers are delegated to the Italian Press Commission to grant and suspend in territory under Italian Government jurisdiction press licenses for the publication of newspapers, magazines, books, posters, placards, brochures and similar publications without reference to or need of ratification by the Allied Publication Board.

a. The Naples area will be regarded for Allied Publications Board purposes as territory under Italian Government jurisdiction.

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R E S T R I C T E D

AFHQ Adm Memo # 50 (cont'd)

b. The Allied Publications Board reserves the right of intervention in territory under Italian Government jurisdiction at the request of Allied authorities in matters concerning military censorship or undemocratic practices, including the right to suspend or revoke licenses through the channels of the Italian Press Commission.

c. Nothing in this delegation of authority shall be construed to affect the existing status of FWP controlled, or to be controlled, papers in the territory under Italian Government jurisdiction.

d. The Allied Publications Board will continue to exercise its full powers in all the territory not under Italian Government jurisdiction.

4. The Board is empowered to draft such regulations and perform such functions as are necessary to properly carry out the following:

a. Control the flow into ITALY, SICILY, and SARDINIA of all newsprint and other forms of paper used for printing publications referred to in paragraph 3; to control all such paper found in ITALY, SICILY, and SARDINIA; to perform such functions as are necessary to maintain adequate supply of such paper, including freezing and releasing of stocks.

(1) Procurement of paper after the end of the current year either from abroad or from local resources will be agreed upon between the Economic Section, ALCOM and the Italian Press Commission so far as Italian needs in Government Italy are concerned, and between the Economic Section, ALCOM, and Allied Publications Board for the needs of AMG territory.

(2) Responsibility for the distribution of paper for use of the Italian Press in Italian Government territory will be assigned to an agency to be designated by the Italian Press Commission.

b. Control the allocation to specific publications and news organizations of all such communications facilities as are made available by the Chief Signal Officer, this headquarters, for collecting and disseminating news and press matter within ITALY.

c. Direct the consolidation, movement or rehabilitation of all equipment necessary for publication production.

d. Enforce the directives of the various sections concerned with publication problems, and to issue censorship and policy directives as are necessary to the proper carrying out of this authority.

5. Stars & Stripes, Union Jack, Yank, and other officially designated troop morale papers are specifically exempt from Allied Publications Board

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AFHQ Adm Memo # 50 (cont'd)

control and supervision except for paper stocks, materials and facilities acquired in or derived from ITALY, SICILY and SARDINIA, which shall be allotted by Allied Publications Board based upon need and availability. In the event of acute facility shortages, officially designated troop morale publications will be permitted to participate in the use of available facilities on a "share and share alike" basis with other licensed publications. The Allied Publications Board will not exercise any control or supervision over Army Expeditionary Radio Stations, British or American.

6. It shall be the duty of the Board to report its activities and submit any recommendations beyond the scope of this order to this headquarters via Allied Commission.

7. The Board may be addressed care of PWB, Unit #12, APO 512. The chairman of the Board is Mr. George W. Edman, PWB, AFHQ.

By command of General WILSON:

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

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