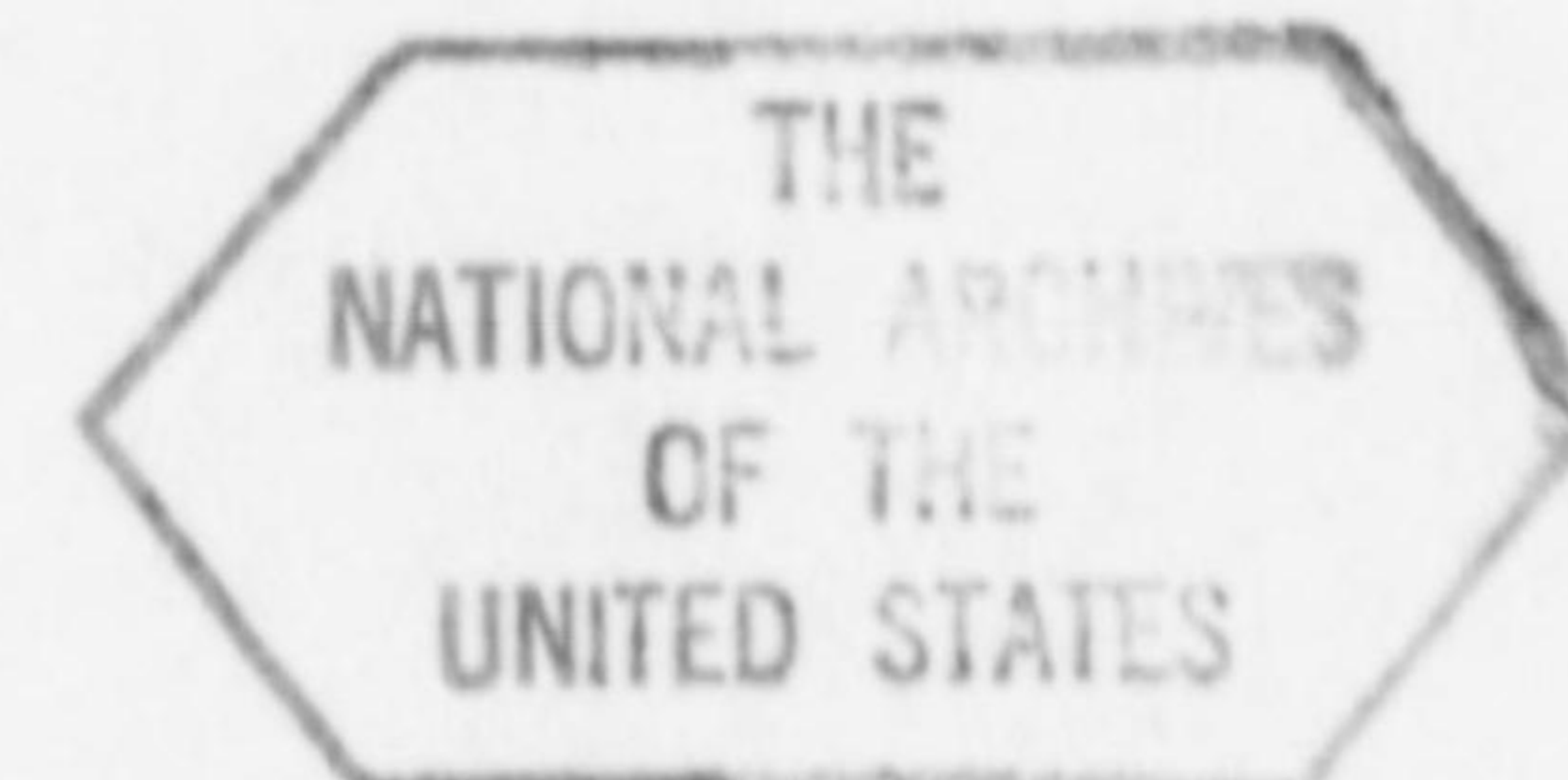


**GHQ/SCAP Records(RG 331)**  
**Description of contents**



- (1) Box no. 2395
- (2) Folder title/number: (40)  
121.2
- (3) Date: Oct. 1951

(4) Subject :

Classification	Type of record
034	e

(5) Item description and comment :

(6) Reproduction :  Yes  No

(7) Film no.

Sheet no.



GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
Civil Affairs Section  
APO 500

121.2 ( )CAS-A

O'BRIEN/sm

SUBJECT: Special Allotment of Funds

LHW

TO: Chief, Hokkaido Civil Affairs Region, APO 309  
Chief, Kanto Civil Affairs Region, APO 500  
Chief, Kinki Civil Affairs Region, APO 15  
Chief, Kyushu Civil Affairs Region, APO 1105  
Senior Advisor, NPR Service Group

CAS FILE COPY

1. This section has received an allocation of funds for each region and the Service Group to cover the cost of meals actually consumed by Senior NPRJ personnel who travel with American personnel in the special railroad cars on official inspection trips.

2. The amount authorized for each region is a maximum of \$40.00 per month commencing 1 October 1951. It is not intended that the total amount must be expended each month, but only the amount necessary for the completion of assigned missions. Under no condition will an amount greater than \$40.00 be spent in any one (1) month.

3. The following procedures will govern the expenditures and preparation of necessary documents and supporting papers and the method of submission to this section for payment.

a. One officer in each region will be designated as responsible officer for these funds and payments therefrom. A copy of this order will be furnished to this section.

b. The money allotted will be used only for the payment of meals actually consumed by Senior NPRJ personnel traveling on official business with American personnel in special railroad cars.

c. The Senior American officer on each trip will complete pars 2 and 3 of Certificate (Incl #1) in quadruplicate, and attach four (4) copies of travel orders showing names of all American and JN personnel authorized to travel. Sample copy of special orders is attached as inclosure No. 2.

J-426  
24 OCT 1951

121.2(

)CAS-A, Subj: Special Allotment of Funds

d. The \$40.00 will be advanced each month to the responsible officer who is authorized to reimburse the Senior American officer on each trip upon receipt of the completed and signed Certificates and copies of special orders. Each region will forward three (3) copies of the Certificates and special orders via courier (either EM or officer) to this section, to arrive 0800 hours on the second Monday of the following month. October's certificates will arrive in this section via courier on Monday, 12 November 1951. The responsible officer will furnish the courier a signed receipt acknowledging receipt from the custodian (WOJG Ray E. Turner) of the total amount of money disbursed. The courier will be given an amount of money equal to that shown on the receipt, thus bringing the fund in each region back to forty dollars (\$40.00) for the following month's operations (Incl #3).

e. Trips authorized and started late in one month and completed in the next month may be charged against either month but may not be pro rated over both months.

4. The Custodian (WOJG Ray e. Turner, Telephone No. Tokyo 74-1151 Ext 48) may be contacted directly regarding any matter not covered or clarified by the above instruction.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

3 Incls

1. Certificate
2. Sample cy of Letter Order
3. Receipt

J. A. O'BRIEN  
CWO, USA  
Adm Off

D R A F T

GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
Civil Affairs Section  
APO 500

*DS*

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a. One officer in each region will be designated as responsible officer for these funds and payments therefrom. A copy of this <sup>order</sup> ~~direction~~ will be furnished to this section.

D R A F T

D R A F T

121.2( )CAS-A, Subj: Special Allotment of Funds

b. The money allotted will be used only for the payment of meals actually consumed by Senior NPRJ personnel traveling on official business, with American personnel in special railroad cars.

c. The Senior American officer on each trip will complete pars 2 and 3 of Certificate (Incl #1) in quadruplicate, and attach four (4) copies of travel orders showing names of all American and JN personnel authorized to travel. Sample copy of special orders is attached as inclosure No. 2.

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Adm         Off

3  
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