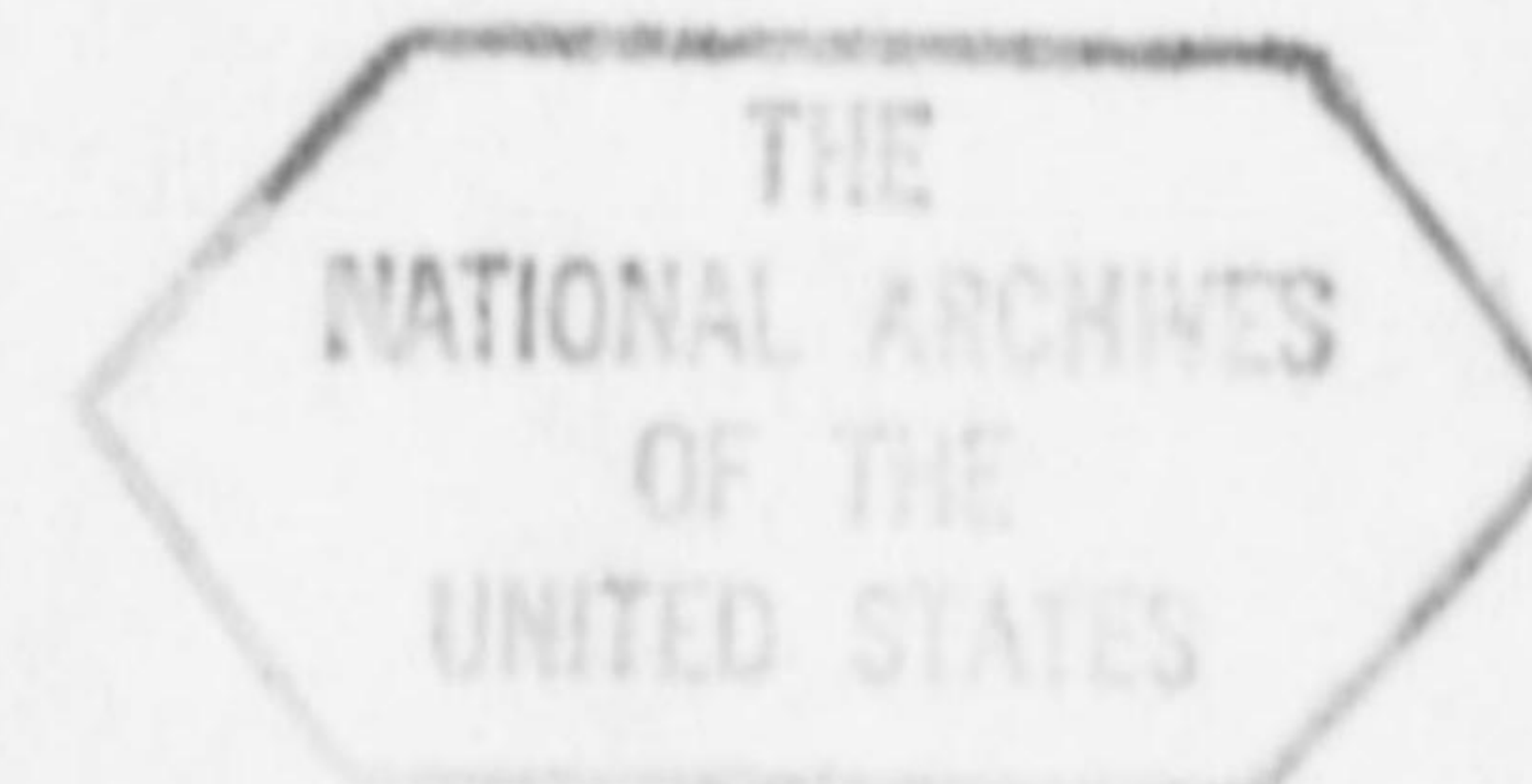


GHQ/SCAP Records(RG 331)
Description of contents



- (1) Box no. 2395
- (2) Folder title/number: (24)
014.13
- (3) Date: Feb. 1951 - May 1951

(4) Subject:

Classification	Type of record
032	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

014.13(3 May 51)C/S-X

SUBJECT: Relationship between SCAP Sections and Civil Affairs
Organizations

TO: Chief, Hokkaido Civil Affairs Region, APO 309
Chief, Tohoku Civil Affairs Region, APO 547
Chief, Kanto Civil Affairs Region, APO 500
Chief, Tokai-Hokuriku Civil Affairs Region, APO 710
Chief, Kinki Civil Affairs Region, APO 15
Chief, Chugoku Civil Affairs Region, APO 182
Chief, Shikoku Civil Affairs Region, APO 1050
Chief, Kyushu Civil Affairs Region, APO 1105

1. Reference:

a. Check Sheet, Note No. 1, C/S to C/S, above subject, dtd
9 Jan 50 (inclosed).

2. Information has been received by this section that the pro-
visions of reference Check Sheet, and in particular par 5 therein, are
being disregarded by other staff sections of this headquarters.

3. Direct requests for information and/or action received by the
Civil Affairs Regions, or the components thereof, from other SCAP sections
will be immediately referred to the Chief of the Region to determine the
expediency of the request. If the request, in the opinion of the Chief,
requires immediate action, he will take necessary steps to so initiate,
reporting such action to this section at the earliest possible opportunity.
If such action is deemed unnecessary, no information or action will be
forthcoming and the requesting staff section will be informed that such
requests must be made directly to this section.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

1 Incl:
C/S No. 1
dtd 9 Jan 50

J. L. O'Brien
J. L. O'BRIEN
CWO USA
Adm Off

F-2

E-071
4 MAY 1951

C/S-X file copy

C O P Y

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET

(Do not remove from attached sheets)

File: Subject: Relationship between SCAP Sections
and Civil Affairs Organizations

Note From: CofS To: Civil Affairs Section Date: 9 January 1950
No.

1 1. Reference is made to G.O. #24, 29 December 1949, which established a Civil Affairs Section of this headquarters. The purpose of this check note is to provide a tentative guide covering the procedure which sections will follow in their dealings with Civil Affairs field units. As experience is gained in the use of this new organizational structure, it is expected that changes in this procedure guide will be proposed.

2. The Civil Affairs Section is, in effect, a headquarters for the Regions. The relationship of the Regions with the Chief of the Civil Affairs Section is similar to that existing between the divisions of any other SCAP section and its chief. It follows that the personnel of the Civil Affairs Section must continue to be thoroughly conversant with the activities carried on by its field units. The activities of the Civil Affairs Section will be operational in character, as opposed to policy making. The policy making responsibility of other SCAP sections in their respective fields will continue as heretofore. As a consequence, the Civil Affairs Section will have no cause for contact with Japanese Government agencies at the national level.

3. Functions of the Civil Affairs Section:

- a. Provide operational direction to the Regions.
- b. Maintain close liaison with appropriate SCAP sections in order to be familiar with the conditions which give rise to missions assigned to field units.
- c. Transmit information received from the field units to the appropriate GHQ staff sections.

4. Directives setting forth missions placed upon field units will receive the usual staff coordination, the latter henceforth to include the Civil Affairs Section. Such directives, after approval, will be finalized by the initiating section and dispatched through the A.G.

5. Except under unusual circumstances, there should be no necessity for direct communication between SCAP sections and the Civil Affairs Teams in the field. Transmission of instructions, requests for reports, etc., will be accomplished through the Civil Affairs Section.

Distribution:

All SCAP Sections ----- /s/E. M. A.
----- /t/E. M. A. -----

C O P Y

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

014-13 (

)CAS-A

O'BRIEN/sm

SUBJECT: Civil Affairs Monthly Activities Reports (Annex D)

WPS

TO: Chief, Hokkaido Civil Affairs Region, APO 309
Chief, Tohoku Civil Affairs Region, APO 547
Chief, Kanto Civil Affairs Region, APO 500
Chief, Tokai-Mokuriku Civil Affairs Region, APO 710
Chief, Kinki Civil Affairs Region, APO 15
Chief, Chugoku Civil Affairs Region, APO 182
Chief, Shikoku Civil Affairs Region, APO 1050
Chief, Kyushu Civil Affairs Region, APO 1105

Effective with the report for February, the number of copies of Annex D may be reduced to thirty (30) instead of thirty four (34) as formerly required.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

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

CIVIL AFFAIRS FILE COPY

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FILE
13 FEB 1951
B-370