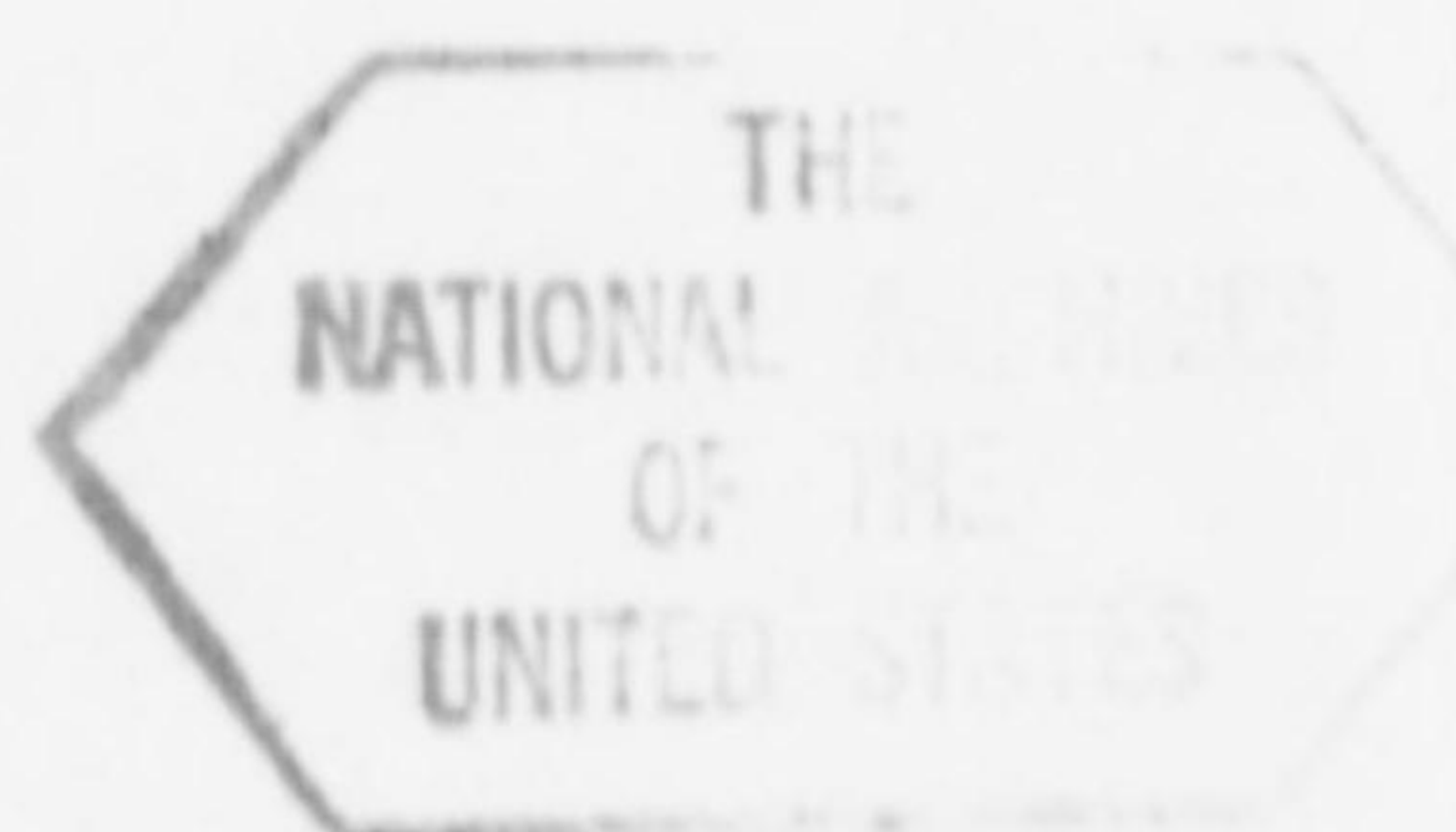


**GHQ/SCAP Records(RG 331)**  
**Description of contents**



- (1) Box no. 2414 A
- (2) Folder title/number: (9)  
Senior Adviser, Service Group

(3) Date: June 1951 - Nov. 1951

(4) Subject:

Classification	Type of record
460	c, e, m

(5) Item description and comment:  
Includes Contents List

(6) Reproduction:  Yes  No

(7) Film no. \_\_\_\_\_ Sheet no. \_\_\_\_\_

SENIOR ADVISOR, SERVICE GROUP

Ltr (GGHQ) to Chief, 2d Reg, "Movement of Units"	16 Jun 51
Ltr (GGHQ) to Chiefs, Svc Gp & 1st Reg, "Movement of Unit"	16 Jun 51
Ltr (GGHQ) to Chiefs, Svc Gp & 4th Reg, "Movement of Units"	16 Jun 51
Ltr to Sr Advrs Svc Gp & 1st NPR Reg, "Movement of Unit"	19 Jun 51
Ltr to Sr Advrs Svc Gp & 4th NPR Reg, "Movement of Unit"	19 Jun 51
Ltr to Sr Adv Svc Gp, "Distribution of Training Aids"	29 Jun 51
Ltr to Sr Adv Svc Gp, "Service Group Units"	10 Jul 51
Memo to Sr Adv Svc Gp, "Mission & Functions of Svc Gp NPR"	31 Jul 51
IORS to Sr Adv Svc Gp, "Courier Service - Sr Adv to Cp Tachikawa"	29 Aug 51
IORS to Sr Adv Svc Gp, "Duties & Responsibilities of Sr Adv, Service Group (NPRJ)"	6 Nov 51

GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
CIVIL AFFAIRS SECTION  
APO 500

*Webb*  
WEBB/elg

*207*  
*So* LHW

323.361 ( ) CAS-0

SUBJECT: Duties and Responsibilities of Senior Adviser,  
NPR Service Group.

TO: Senior Adviser, NPR Service Group

1. Purpose: The purpose of this directive is to establish and define the duties and responsibilities of the Senior Adviser, NPR Service Group.
2. The Senior Adviser, NPR Service Group, will:
  - a. Establish a U. S. Army advisory and control group at Service Group Headquarters and at each NPR camp under control of Service Group.
  - b. Designate at each NPR camp under control of Service Group, a U. S. Army officer to be Senior Adviser to the NPR commander, and to command U. S. Army personnel assigned to duty at that camp.
  - c. Assume operational control of all U. S. Army personnel assigned to Advisory and Control Group at Service Group Headquarters and NPR camps under control of Service Group.
  - d. Advise the NPR Service Group commander in all matters pertaining to NPR activities and specifically these matters concerning the NPR Service Group and other Service Group units under his command.
  - e. Provide guidance and advice to the staff of NPR Service Group Headquarters through the Advisory and Control Group.
  - f. Develop rapidly NPR personnel to assume their assigned responsibilities.

OPERATIONS COMEBACK COPY

K-125  
9 NOV 1951

323.361 ( ) CAS-O, subject: Duties and Responsibilities of Senior Adviser, NPR Service Group.

g. Insure adherence to all policies established by the Chief, CAS, and prompt compliance with all directives issued by this Section.

h. Take necessary action to insure that all U. S. Government property issued in connection with NPR activities is properly used, maintained, and accounted for at all times.

i. Prepare and submit reports required by this Section.

j. Exercise surveillance over local NPR contracts in accordance with existing directives.

k. Insofar as practicable, control the NPR through advice and assistance.

3. Advisory and Control Group Personnel: Personnel currently authorized for the Advisory and Control Group, Service Group Headquarters, NPR, are:

<u>Rank or Grade</u>	<u>Branch</u>	<u>Duty</u>	<u>MOS</u>
Col	BI	Sr Adviser	2902
Lt Col	BI	Dep Sr Adviser	2902
Lt Col	Engr	Adviser, Engr	1328
Lt Col	Med	Adviser, Med	3000
Lt Col	Ord	Adviser, Ord	4512
Lt Col	QM	Adviser, QM	4015
Lt Col	Sig	Adviser, Sig	0210
Lt Col	MSC	Adviser, Hosp Admin	3012
Maj	MSC	Adviser, Med Sup	4490
Capt	Vet	Adviser, Vet	3221
WO	BI	Admin O	2120
E-7		Admin Specl	1502
E-7		Operating Rm Tech	1861
E-7		Admin Specl	1502
E-7	Ord	Ord Sup Specl	1815
E-6		Admin Specl	1502
E-6		Supply Specl	1821
E-6		Chief Med Tech	1123

323.361 ( ) CAS-O, subject: Duties and Responsibilities  
of Senior Adviser, NPR Service Group.

<u>Rank or Grade</u>	<u>Branch</u>	<u>Duty</u>	<u>MOS</u>
E-6		Med Sup Specl	1825
E-5	Ord	Wheel Veh Rep NCO	1965
E-5	Ord	Wheel Veh Rep	3965
E-5		Sup Records Specl	1821
E-4		Sup Records Specl	3835
E-3		Sup Records Specl	3835

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

J. A. O'BRIEN  
CWO USA  
Adm Off

(Not to Leave the Section)  
CIVIL AFFAIRS SECTION  
Intra Office Routing Slip

FROM: ~~XXXX~~ Operations Division      DATE: 6 November 19 51  
SUSPENSE DATE: \_\_\_\_\_

TO: CHIEF \_\_\_\_\_ OPERATIONS 2  
EXECUTIVE X \_\_\_\_\_ LOGISTICS \_\_\_\_\_  
ASST EXECUTIVE PCB \_\_\_\_\_ COMPOUNDER \_\_\_\_\_  
PERSONNEL \_\_\_\_\_ MEDICAL \_\_\_\_\_  
INFORMATION \_\_\_\_\_ SCHOOL \_\_\_\_\_

ADMINISTRATION \_\_\_\_\_  
Mil Personnel \_\_\_\_\_  
Supply \_\_\_\_\_  
Civ Personnel \_\_\_\_\_

FOR: Approval X \_\_\_\_\_ Information \_\_\_\_\_  
Action \_\_\_\_\_ Return \_\_\_\_\_  
Comment \_\_\_\_\_ Sign & Dispatch 9 NOV 1951  
Concurrence \_\_\_\_\_ File \_\_\_\_\_

Remarks:  
1. Draft of letter on Duties and Responsibilities of Senior Adviser, NPR Service Group, is attached.  
2. This draft is patterned after the letters dispatched to Senior Advisers of each Region at the time dual control existed, Chiefs of CAR's and Senior Advisers.  
3. Recommend approval of inclosure.

*for Elliott*  
ROBERT L. WEBB  
Lt Col Inf  
Chief, Operations Division

1 Incl:  
Draft of letter, subject,  
"Duties and Responsibilities  
of Senior Adviser, NPR Service Group".

*Approved*  
*AK*

Return to OPNS DIV FILE

D R A F T

GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
CIVIL AFFAIRS SECTION  
APO 500

323.361 ( ) CAS-0

SUBJECT: Duties and Responsibilities of Senior Advisor, NPR Service Group.

TO: Senior Advisor, NPR Service Group

1. Purpose: The purpose of this directive is to establish and define the duties and responsibilities of the Senior Advisor, NPR Service Group.

2. The Senior Advisor, NPR Service Group, will:

a. Establish a U. S. Army advisory and control group at Service Group Headquarters and at each NPR camp under control of Service Group.

b. Designate at each NPR camp under control of Service Group, a U. S. Army officer to be Senior Advisor to the NPR commander and to command U. S. Army personnel assigned to duty at that camp.

c. Assume operational control of all U. S. Army personnel assigned to Advisory and Control Group at Service Group Headquarters and NPR camps under control of Service Group.

d. Advise the NPR Service Group commander in all matters pertaining to NPR activities and specifically those matters concerning the NPR Service Group and other Service Group units under his command.

D R A F T

D R A F T

323.361 ( ) CAS-O, subject: Duties and Responsibilities of Senior Advisor, NPR Service Group. (continued)

- e. Provide guidance and advice to the staff of NPR Service Group Headquarters through the Advisory and Control Group.
- f. Develop rapidly NPR personnel to assume their assigned responsibilities.
- g. Insure adherence to all policies established by the Chief, CAS, and prompt compliance with all directives issued by this Section.
- h. Take necessary action to insure that all U. S. Government property issued in connection with NPR activities is properly used, maintained, and accounted for at all times.
- i. Prepare and submit reports required by this Section.
- j. Exercise surveillance over local NPR contracts in accordance with existing directives.
- k. Insofar as practicable, control the NPR through advice and assistance.

3. Advisory and Control Group Personnel: Personnel currently authorized for the Advisory and Control Group, Service Group Headquarters, NPR, are:

<u>Rank or Grade</u>	<u>Branch</u>	<u>Duty</u>	<u>MOS</u>
Col	BI	Sr Advisor	2902
Lt Col	BI	Dep Sr Advisor	2902
Lt Col	Engr	Advisor, Engr	1328
Lt Col	Med	Advisor, Med	3000
Lt Col	Ord	Advisor, Ord	4512
Lt Col	QM	Advisor, QM	4015
Lt Col	Sig	Advisor, Sig	0210
Lt Col	MSC	Advisor, Hosp Admin	3012
Maj	MSC	Advisor, Med Sup	4490
Capt	Vet	Advisor, Vet	3221
WO	BI	Admin C	2120

D R A F T



D R A F T

323.361 ( ) CAS-O, subject: Duties and Responsibilities of Senior Adviser, NPR Service Group, (continued)

<u>Rank or Grade</u>	<u>Branch</u>	<u>Duty</u>	<u>MOS</u>
E-7		Admin Spec1	1502
E-7		Operating Rm Tech	1861
E-7		Admin Spec1	1502
E-7	Ord	Ord Sup Spec1	1815
E-6		Admin Spec1	1502
E-6		Supply Spec1	1821
E-6		Chief Med Tech	1123
E-6		Med Sup Spec1	1825
E-5	Ord	Wheel Veh Rep NCO	1965
E-5	Ord	Wheel Veh Rep	3965
E-5		Sun Records Spec1	1821
E-4		Sun Records Spec1	3835
E-3		Sun Records Spec1	3835

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

J. A. O'BRIEN  
CWO            USA  
Adm            Off

D R A F T

D R A F T

GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
CIVIL AFFAIRS SECTION  
APO 500

*File*

323.361 ( ) CAS-0

SUBJECT: Duties and Responsibilities of Senior Advisor, NPR Service Group.

TO: Senior Advisor, NPR Service Group

1. Purpose: The purpose of this directive is to establish and define the duties and responsibilities of the Senior Advisor, NPR Service Group.
2. The Senior Advisor, NPR Service Group, will:
  - a. Establish a U. S. Army advisory and control group at Service Group Headquarters and at each NPR camp under control of Service Group.
  - b. Designate at each NPR camp under control of Service Group, a U. S. Army officer to be Senior Advisor to the NPR commander and to command U. S. Army personnel assigned to duty at that camp.
  - c. Assume operational control of all U. S. Army personnel assigned to Advisory and Control Group at Service Group Headquarters and NPR camps under control of Service Group.
  - d. Advise the NPR Service Group commander in all matters pertaining to NPR activities and specifically those matters concerning the NPR Service Group and other Service Group units under his command.

D R A F T

D R A F T

323.361 ( ) CAS-O, subject: Duties and Responsibilities of Senior Advisor, NPR Service Group. (continued)

- e. Provide guidance and advice to the staff of NPR Service Group Headquarters through the Advisory and Control Group.
- f. Develop rapidly NPR personnel to assume their assigned responsibilities.
- g. Insure adherence to all policies established by the Chief, CAS, and prompt compliance with all directives issued by this Section.
- h. Take necessary action to insure that all U. S. Government property issued in connection with NPR activities is properly used, maintained, and accounted for all times.
- i. Prepare and submit reports required by this Section.
- j. Exercise surveillance over local NPR contracts in accordance with existing directives.
- k. Insofar as practicable, control the NPR through advice and assistance.

3. Advisory and Control Group Personnel: Personnel currently authorized for the Advisory and Control Group, Service Group Headquarters, NPR, are:

<u>Rank or Grade</u>	<u>Branch</u>	<u>Duty</u>	<u>MOS</u>
Col	BI	Sr Advisor	2902
Lt Col	BI	Dep Sr Advisor	2902
Lt Col	Engr	Advisor, Engr	1328
Lt Col	Med	Advisor, Med	3000
Lt Col	Ord	Advisor, Ord	4512
Lt Col	QM	Advisor, QM	4015
Lt Col	Sig	Advisor, Sig	0210
Lt Col	MSC	Advisor, Hosp Admin	3012
Maj	MSC	Advisor, Med Sup	4490
Capt	Vet	Advisor, Vet	3221
WO	BI	Admin O	2120

D R A F T

D R A F T

323.361 ( ) CAS-O, subject: Duties and Responsibilities of Senior Adviser, NPR Service Group, (continued)

<u>Rank or Grade</u>	<u>Branch</u>	<u>Duty</u>	<u>MOS</u>
E-7		Admin Spec1	1502
E-7		Operating Rm Tech	1861
E-7		Admin Spec1	1502
E-7	Ord	Ord Sup Spec1	1815
E-6		Admin Spec1	1502
E-6		Supply Spec1	1821
E-6		Chief Med Tech	1123
E-6		Med Sup Spec1	1825
E-5	Ord	Wheel Veh Rep N00	1965
E-5	Ord	Wheel Veh Rep	3965
E-5		Sup Records Spec1	1821
E-4		Sup Records Spec1	3835
E-3		Sup Records Spec1	3835

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

J. A. O'BRIEN  
CWO            USA  
Adm            Off

D R A F T

D R A F T

GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
CIVIL AFFAIRS SECTION  
APO 500

323.361 ( ) GAS-0

SUBJECT: Duties and Responsibilities of Chief, Civil Affairs  
Service Region

TO: Chief, Civil Affairs Service Region, Civil Affairs  
Section, APO 500

1. Reference: Letter, this Section, File #323.3, "Establishment of Service Region, Civil Affairs Section, GHQ, SCAP", dated 25 October 1951.

2. Purpose: The purpose of this directive is to establish and define the duties and responsibilities of the Chief, Civil Affairs Service Region, in addition to those prescribed in reference letter.

3. Duties and responsibilities of the Chief, Civil Affairs Service Region, will include, but are not limited to, the following:

a. To establish a U. S. Army advisory and control group at each NPR camp under control of Service Region.

b. To designate at each NPR camp under control of Service Region, a U. S. Army officer to be Senior Adviser to the NPR commander and to command U. S. Army personnel assigned to duty at that camp.

c. To assume operational control of all U. S. Army personnel assigned to Service Region and NPR camps under control of Service Region.

d. To advise the NPR Service Group commander in all matters pertaining to NPR activities and specifically those matters concerning the NPR Service Group and other Service Group units under his command.

D R A F T

D R A F T

SUBJECT: Duties and Responsibilities of Chief, Civil Affairs  
Service Region, continued.

- e. To provide guidance and advice to the staff of NPR Service Group through the Civil Affairs Service Region.
- f. To develop rapidly NPR personnel to assume their assigned responsibilities.
- g. To insure adherence to all policies established by the Chief, CAS, and prompt compliance with all directives issued by this Section.
- h. To take necessary action to insure that all U. S. Government property issued in connection with NPR activities is properly used, maintained, and accounted for at all times.
- i. To prepare and submit reports required by this Section.
- j. To exercise surveillance over local NPR contracts in accordance with existing directives.
- k. Insofar as practicable, to control the NPR through advice and assistance.

D R A F T

23

Col Glover

Hold until 0800  
22~~nd~~ Sept

= Ds

// Hold until  
Wednesday //  
=

G-3

1. Implement
2. See attached  
establishment  
letter.

Dc

GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
Civil Affairs Section

17 Sept 1951

FROM: Assistant Executive

TO:

C/S

think we  
should hold  
up until  
we find out  
about Region  
status -  
should be  
in one or  
two days

OBIE  
is working up  
on it

(b)



(Not to Leave the Section)  
CIVIL AFFAIRS SECTION  
Intra Office Routing Slip

FROM: ~~x~~ Operations Division

DATE: 17 September 1951

SUSPENSE DATE: \_\_\_\_\_

TO:

CHIEF _____	OPERATIONS _____
EXECUTIVE _____ 4	LOGISTICS _____ 2 <i>SW</i>
ASST EXECUTIVE _____	COMPTROLLER _____ 3 <i>SW</i>
PERSONNEL _____ 1 <i>SW/CFK</i>	MEDICAL _____
CASA INFORMATION _____	SCHOOL _____

ADMINISTRATION \_\_\_\_\_  
Mil Personnel \_\_\_\_\_  
Supply \_\_\_\_\_  
Civ Personnel \_\_\_\_\_

FOR:

Approval _____ 4	Information _____
Action _____	Return _____
Comment _____ or 1, 2, 3	Sign & Dispatch _____
Concurrence _____	File _____

Remarks:

1. Attached draft of letter outlining general duties and responsibilities of Senior Adviser, Service Group, has been prepared in accordance with instructions of Executive Officer and parallels instructions issued earlier to the four Region Advisers.

2. Request comments or concurrence.

1 Incl:  
Drft of ltr, subj: Duties  
& Responsibilities of  
Senior Adviser, Sv Gp

*Webb*  
ROBERT L. WEBB  
Lt Col Inf  
Chief, Opns Div

Concurrences:

Personnel *SW/CFK*  
Logistics *SW/CFK*  
Comptroller *SW/CFK*

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

323.361 ( )CAS-0

SUBJECT: Duties and Responsibilities of ~~Senior Adviser, Service Group~~ <sup>NPR</sup>

TO:

*Senior Adviser, NPR Service Group*  
 Senior Adviser  
 Service Group

1. Purpose: The purpose of this directive is to establish and define the duties and responsibilities of the ~~Senior Adviser of Service Group, NPR~~ <sup>*Senior Adviser, NPR Service Group*</sup> as follows:

~~Duties and Responsibilities of the Senior Adviser, Service Group.~~  
~~Duties and responsibilities of the Senior Adviser, Service Group, will include the following:~~

- a. To establish a U.S. Army advisory and control group at ~~Service Group Headquarters~~ and at each NPR camp under control of ~~Service Group~~.
- b. To designate at each NPR camp under control of ~~Service Group~~, a U.S. Army officer to be Senior Adviser to the NPR commander and to command U.S. Army personnel assigned to duty at that camp.
- c. To assume operational control of all U.S. Army personnel assigned to ~~Advisory and Control Group at Service Group Headquarters~~ and NPR camps under control of ~~Service Group~~.
- d. To advise the NPR Service Group commander in all matters pertaining to NPR activities and specifically those matters concerning the NPR Service Group and other Service Group units under his command.

D R A F T

323.361 ( <sup>NPR</sup> ) CAS-O, subject: Duties and Responsibilities  
of Senior Advisor, ~~Service Group~~

e. To provide guidance and advice to the staff of NPR Service Group through the ~~Service Group Advisory and Control Group~~.

f. To develop rapidly NPR personnel to assume their assigned responsibilities.

g. To insure adherence to all policies established by the Chief, CAS, and prompt compliance with all directives issued by this Section.

h. To take necessary action to insure that all U.S. Government property issued in connection with NPR activities is properly used, maintained, and accounted for at all times.

i. To prepare and submit reports required by this Section.

j. To exercise surveillance over local NPR contracts in accordance with existing directives.

k. Insofar as practicable, to control the NPR through advice and assistance. ~~Directives will be given to the NPR only if it becomes apparent that the mission cannot otherwise be accomplished.~~

D-R-A-F-T

2. Advisory and Control Group Personnel. Personnel currently authorized for the Advisory and Control Group, Service Group Headquarters, NPR, are:

ADVISORY UNIT

<u>Rank or Grade</u>	<u>Branch</u>	<u>Duty</u>	<u>MOS</u>
Col	BI	Sr Adviser	2902
Lt Col	BI	Dep Sr Adviser	2902
Lt Col	BI	Adviser, Staff	4010
Lt Col	BI	Adviser, Svc Inst	2902
Lt Col	BI	Adviser, Training	2162
Lt Col	BI	Adviser, Admin & Pers	2260
Maj	Engr	Adviser, Engr	1328
Maj	MSC	Adviser, Med	3000
Maj	Ord	Adviser, Ord	4512
Maj	QM	Adviser, QM	4015
Maj	Sig	Adviser, Sig	0210
E-7		Admin Spec1	1502
E-7		Admin Spec1	1502
E-6		Supply Spec1	1821
E-6		Admin Spec1	1502
E-6		Admin Spec1	1502

ADMINISTRATIVE UNIT

WO	BI	Admin Off	2120
E-7		Admin Spec1	1502
E-7	Ord	Ord Sup Spec1	1815
E-5	Ord	Wheel Veh Rep NCO	1965
E-5	Ord	Wheel Veh Rep	3965
E-5		Sup Records Spec1	1821
GS-5	DAC	Steno	--

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

J. A. O'BRIEN  
CWO USA  
Adm Off

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

323.3( 25 Oct 51 )CAS-A

25 October 1951

SUBJECT: Establishment of Service Region, Civil Affairs Section, GHQ, SCAP

TO: See Distribution

1. The Civil Affairs Service Region (Civil Affairs Section, GHQ, SCAP) is established effective 0001, 5 November 1951, with station at Tokyo, Japan.

2. Initial authorized strength:

<u>OFFICERS</u>			<u>ENLISTED MEN</u>		
<u>No.</u>	<u>Grade</u>	<u>MOS</u>	<u>No.</u>	<u>Grade</u>	<u>MOS</u>
1	Col	2902	2	E-7	1502
1	Lt Col	0210	2	E-7	1581
2	Lt Col	1328	1	E-7	1583
1	Lt Col	1331	2	E-7	1729
1	Lt Col	2902	2	E-7	1815
1	Lt Col	3000	1	E-7	1861
1	Lt Col	3012	1	E-7	1885
1	Lt Col	4015	1	E-7	1965
2	Lt Col	4512	1	E-7	1973
1	Maj	4410	1	E-6	1123
1	Maj	4490	2	E-6	1502
1	Capt	3221	1	E-6	1745
1	Capt	4400	1	E-6	1821
1	Capt	4808	2	E-6	1825
			1	E-6	1973
			1	E-5	1821
			1	E-5	1965
			1	E-5	3965
			1	E-4	3835
			1	E-3	3835
<u>16</u>			<u>1</u>		
1	WO	2120	<u>26</u>		

Authorized strength may be increased or reduced by the Chief, Civil Affairs Section, GHQ, SCAP, as occasion warrants and within the limitations of paragraph 30, T/D 80-8100, as amended.

323.3( 25 Oct 51 )CAS-A, Subj: Establishment of Service Region,  
Civil Affairs Section, GHQ, SCAP

3. Upon establishment, the Civil Affairs Service Region will operate under the direction of the Chief, Civil Affairs Section, GHQ, SCAP. The region is attached to Headquarters, Headquarters and Service Command, GHQ, FEC, for administration.

4. Personnel for the Civil Affairs Service Region will be provided by the Chief, Civil Affairs Section, GHQ, SCAP, from individuals detailed to duty with his section.

5. Equipment and supplies. a. Equipment and supplies authorized by Table of Allowances No. 301-1051, Headquarters, Headquarters and Service Command, GHQ, FEC, will be supplied by requisition upon that headquarters. The provisions of letter, Japan Logistical Command, file JL 475 CG, subject: "Logistical Support for Small and Isolated U. S. Military Activities," dated 14 March 1951, will apply for the camps under the supervision of the Chief, Service Region, Civil Affairs Section.

b. Initial supply of blank forms and administrative, training, technical, and supply publications will be requisitioned from Publications Supply Point Number 1, APO 500.

6. Records. a. To facilitate administration, an informational morning report will be established and maintained by the Chief, Civil Affairs Service Region. An entry will be made in the "Record of Events Section" of initial morning report in accordance with instructions contained in paragraph 69a, Section VI, SR 345-400-1, 12 Oct 1949, prepared as of the day personnel are assigned or attached to unit, whether or not joined.

b. Initial roster will be prepared on WD AGO Form 309 in accordance with Army Regulations 345-900, 22 October 1947, on date that personnel are assigned to the region. Source from which personnel were gained will be entered above each individual's name.

7. History. The Chief, Civil Affairs Service Region will prepare and keep up to date a detailed history of his region as required by Army Regulations 345-105, 3 February 1949, and in accordance with Special Regulations 345-105-1, 3 February 1949.

8. Region Fund. Provisions of Circular No.1, FEC, 1949 and CINCFE Message ZX 17656, 1 June 1951, will govern the use of a Region Fund.

9. Postal Procedure. The Chief, Service Region, Civil Affairs Section, will make arrangements with APO 500 for postal service.

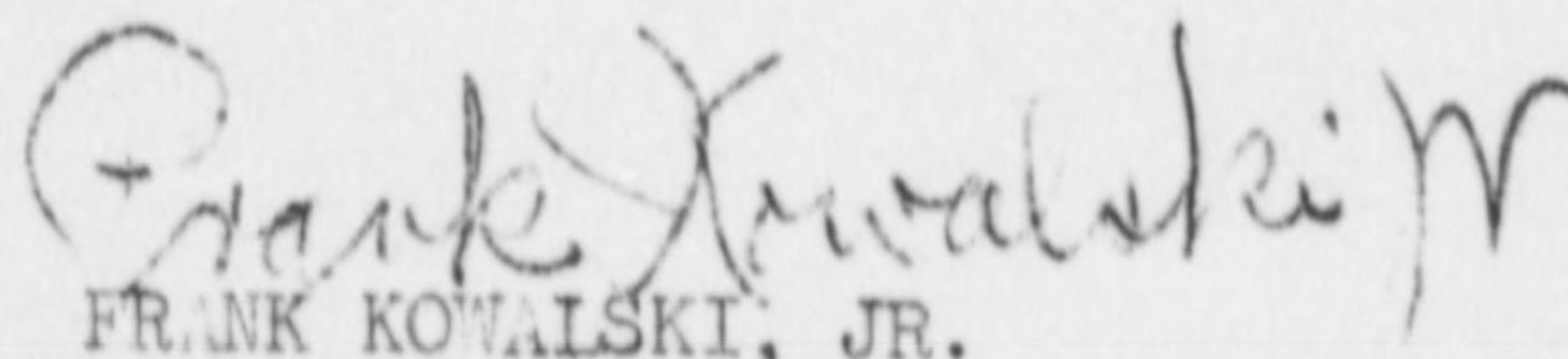
10. Action by Commander. The Chief, Civil Affairs Service Region will:

323.3( 25 Oct 51 )CAS-A, Subj: Establishment of Service Region,  
Civil Affairs Section, GHQ, SCAP

a. Take necessary action to effect the establishment of his region.

b. Notify the Chief, Civil Affairs Section, by letter when action directed herein has been completed.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

  
FRANK KOWALSKI, JR.  
Colonel, Inf  
Executive Officer

DISTRIBUTION:

CG, Hq & Svc Comd, GHQ, FEC	20
CG, Japan Logistical Command	20
G-1, GHQ, FEC	5
G-3, (TC), GHQ, FEC	5
G-4, GHQ, FEC	5
AG, GHQ, FEC	5
IG, GHQ, FEC	5
Chief, Hokkaido CAR	2
Chief, Kanto CAR	2
Chief, Kinki CAR	2
Chief, Kyushu CAR	2
Chief, Civil Affairs Service Region	2

(Not to Leave the Section)  
 CIVIL AFFAIRS SECTION  
 Intra Office Routing Slip

FROM: Adm Senior Adviser, Service Group DATE: 29 August 1951

SUSPENSE DATE: \_\_\_\_\_

TO: All Divisions

CHIEF _____	OPERATIONS <u>XX</u>
EXECUTIVE _____	LOGISTICS _____
ASST EXECUTIVE _____	COMPTROLLER _____
PERSONNEL _____	MEDICAL _____
CASA INFORMATION _____	SCHOOL _____

ADMINISTRATION \_\_\_\_\_  
 Mil. Personnel \_\_\_\_\_  
 Supply \_\_\_\_\_  
 Civ. Personnel \_\_\_\_\_

FOR:

Approval _____	Information <u>✓</u>
Action _____	Return _____
Comment _____	Sign & Dispatch _____
Concurrence _____	File _____

=====

Remarks:

1. A Courier Service will be established between the Senior Adviser Service Group and Camp Tachikawa effective 30 August 1951. The Courier will leave the Senior Adviser Office at 0830 hrs Monday thru Saturday.
2. Any papers etc. for Camp Tachikawa will be delivered to the Administrative Office Senior Adviser Service Group Bldg. #40 by 0815 hrs each day.

<u>OPERATIONS</u>	
Chief	_____
Exec	<u>[Signature]</u>
Asst Exec	<u>[Signature]</u>
PO Branch	<u>[Signature]</u>
Tng Branch	<u>[Signature]</u>
Advisors	_____

[Signature]  
 J. H. BURGHM  
 Col QMC  
 Senior Adviser



GENERAL HEADQUARTERS  
SUPREME COMMANDER FOR THE ALLIED POWERS  
CIVIL AFFAIRS SECTION  
CONTROLLER DIVISION  
APO 500

CAS - C

31 July 1951

MEMORANDUM FOR: Chief, Advisory and Control Group

SUBJECT: Mission and Functions of Service Group NPR

1. Attached are the following representing recommended CAS Advisory positions with regard to the mission and functions of the Service Group - NPR, and functions related to the Service Group mission which should be retained by General Group Hq:

Tab A -- Proposed NPR Regulation on Mission and Functions of Service Group.

Tab B -- Proposed NPR CG Hq Memorandum on Functions of General Group Headquarters.

2. In the course of the consideration of the mission and functions of Service Group, (including acceptance of the principles in Tabs A and B), five major problems requiring further staff action were high lighted. These problems, with recommended CAS staff agency responsibility and target dates where appropriate, are as follows:

a. Detailed review of presently assigned Service Group units to determine proper allocation of such units between Service Group and General Group Reserve; such allocation to be in accord with the proposed concept (Tab A) of the mission and functions of the Service Group.

CAS G-3, in coordination with CAS G-4, Service Group Advisor, and other agencies will transmit to CG, Advisory and Control Group for approval ..... Target - 20 Aug

b. Development of overall civilian personnel requirements for NPR to facilitate technical administrative support of NPR.

G-4, in coordination with G-1 and other Staff agencies, will develop requirements for submission to CG, CAS, for approval. Target - 31 Aug

c. Completion of proposed NPR Supply Plan, on basis of first draft completed by G-4, CAS.

G-4 has primary responsibility, coordination to be effected with other interested staff agencies, to be submitted to CG, CAS, for approval ..... Target - 15 Aug

Subj: Mission and Functions of Service Group NPR

d. Revision of present NPR Command Relationship directives to provide a feasible and practical method of direction and control over assigned or attached Regional or Service Group units.

G-3 has primary interest, to be coordinated with other staff agencies, to be submitted to CG, CAS, for approval ..... Target-31 Aug

e. Review of disposition (location) of Service Group units following the completion of the problems cited in a. and c. above.

G-3, in coordination with G-4, Service Group Advisor and other interested agencies has primary responsibility to submit to CG, CAS, for approval ..... Target - to be determined.

3. Recommend:

a. Approval of Tabs A and B as CAS advice to NPR concerning the overall mission and functions of Service Group.

b. Approval of CAS staff projects, including staff responsibilities and target dates, as cited in par 2 above.

c. Presentation, in the immediate future and in group conference with the Japanese, by CG or C/S, Advisory and Control Group, of CAS advice concerning the overall mission and functions of Service Group.

/s/ Paul A. Feyereisen

PAUL A. FEYEREISEN  
Lt Col SigC  
Comptroller

Concurrences:

Personnel Div /s/ J.H. for C.F.K. Jr.

Operations Division /s/ R. L. W.

Logistics Division /s/ J.J. M.

Service Group Advisor /s/ J.H.B.

"Concur in Paper. F.K."

"Approved.  
L.H.W."

1 July 1951

PROPOSED NPR REGULATION ON MISSION AND FUNCTIONS OF  
SERVICE GROUP

Article 1. The purpose of this Regulation is to define the mission and functions of the Service Group of the National Police Reserve.

Article 2. The Service Group consists of a headquarters and such units as are assigned by competent authority.

Article 3. The mission of the Service Group is to receive, store and distribute supplies, and provide supply and technical service support for all elements of the National Police Reserve as prescribed by General Group Headquarters and as indicated in Article 4 below.

Article 4. The specific functions of the Service Group are prescribed as follows:

- (1) Direction of internal operations, training and administration.
- (2) Implementation within its area of responsibility of pertinent policy, plans, programs, and directions emanating from GG Hq.
- (3) Receipt and storage of supplies and equipment.
- (4) Issue of supplies and equipment to all elements of the NPR within established allowances or as directed by Chief of General Group.
- (5) Shipment of supplies and equipment from depots to requisitioning agencies.
- (6) Conduct of technical specialist schools as directed by Chief of General Group.
- (7) Major maintenance and repair of equipment for all elements of NPR.
- (8) Evacuation from Regions and hospitalization for personnel of NPR units.
- (9) Reclamation and salvage of supplies and equipment of NPR units.
- (10) Provision of supporting services to other units of NPR as directed by Chief of General Group.
- (11) Command of installations as designated by Chief of General Group.
- (12) Technical advice and submission of recommendations to General Group Headquarters as called for or as otherwise appropriate based on experience gained in operations.
- (13) Investigation and report upon all questions affecting the effectiveness of Service Group units.
- (14) Other functions as assigned by Chief of General Group.

DECLASSIFIED BY: 1102 SEC. 5(E) AND 5(D) OR (E) NNDG - 7100

Article 5. The Chief of Service Group, subject to the direction of the Chief of General Group, exercises command authority over all units and activities assigned or attached to the Service Group.

2. When units of the Service Group or detachments thereof are attached to other headquarters or units, the purpose and nature of attachment shall be clearly stated in order that the authority and responsibility of both the Service Group and of the headquarters or unit to which attachment is made will be clearly understood regarding the attached unit.

Article 6. Correspondence and negotiations involving the Office of the Director General will be submitted to the Chief of General Group Headquarters. General Group Headquarters is the sole agency for liaison with the Director General.

Article 7. Direct correspondence and coordination is authorized between elements of the Service Group and other elements of the uniformed NPR in connection with Service Group functions. All functions not specifically assigned herein remain the responsibility of the General Group Headquarters or other units of the NPR.

31 July 1951

Proposed GG Hq Memorandum

Subject: Functional Responsibilities of General Group Hq - NPR

Article 1. The purpose of this document is to provide a further delineation of certain General Group Headquarters functions, in implementation of Prime Minister's Office Ordinance No. 52 and NPR Rule No. 8.

Article 2. The following are detailed functions of the type which remain the responsibility of General Group Headquarters with respect to its relationship with the Service Group:

- (1) Promulgation of tables of Equipment and Tables of Allowances for supplies and equipment for all NPR units.
- (2) Development of specifications, determination of requirements and assignment of procurement priorities for supplies and equipment, when not specifically delegated.
- (3) Central procurement of supplies and equipment. Central procurement will include contracting; certifying and disbursing therefor; and pre-shipment inspection and acceptance of procured items, when such inspection and acceptance has not been specifically delegated to Service Group Headquarters or other NPR echelons.
- (4) Prescription of principles and procedures of accounting for supplies and equipment, such prescription to include systems for supply control, stock control, and supply reporting.
- (5) Overall allocation of available supplies and equipment to using agencies, including assignment of priorities when necessary.
- (6) Promulgation of policies, and publication of manuals outlining methods and procedures pertaining to maintenance, repair, salvage, and related technical service pertaining to supplies and equipment.
- (7) Establishment of policies for evacuation and hospitalization.
- (8) Overall allocation of personnel to Service Group, Regions, and separate installations, including assignment of priorities when necessary.
- (9) Approval of projects involving supplies in excess of authorized allowances.
- (10) Promulgation of policies, methods and procedures concerning overall personnel administration, including delegation of appropriate authority to subordinate commanders in connection therewith.

- DECLASSIFIED BY: 11021 SEC. 5(E) AND 5(D) OR (2) NND 67-11000
- (11) Planning, establishment and coordination of all schools.
  - (12) Promulgation of broad plans and programs for training and equipment of all units.
  - (13) Assignment of areas of responsibility and control for budget and fiscal matters.
  - (14) Prescribing and coordinating the relationships of Service Group Hq and units with Regional Hq and units.
  - (15) Attachments of Service Group units or detachments thereof to Regions when necessary, following consultation with Chief of Service Group.
  - (16) Inspection of NPR supplies incident to procurement, except as otherwise directed.
  - (17) All relations with NPR Hq.

Article 3. Each of the NPR technical services normally consist of two elements as follows:

- (1) Special Staff Sections, organic parts of GG Hq, Service Group Hq, and each Region Hq.
- (2) Operating units.

2. The Chief of each Special Staff Section representing a technical service at GG Hq is the senior professional specialist and technical service representative in the uniformed NPR. He assists the Staff Divisions of GG Hq in the development of policy and operational plans, and coordination of the overall operation throughout the NPR pertaining to the technical service concerned. He does not directly control the related staff sections or operating units of subordinate commands, but he does exercise a technical staff supervision over the functions of his technical service as a whole. Operational plans and directives pertaining to his technical service are issued through command channels only, and therefore are formally part of the plans and directives of the Chief of General Group.

3. The provisions of the preceding two paragraphs also apply to the following administrative services which have operating units:

- (1) Finance.
- (2) Police (Safety units).
- (3) General Affairs (Postal units).

RESTRICTED

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

322 ( ) CAS(Anx)-0

*Willa*  
ALBERGOTTI/gy

SUBJECT: Service Group Units

*L*  
*LHW*

TO: Senior Adviser  
NPR Service Group

Attached for your information is copy of Notice No. 13, GGHQ, NPR, which establishes organization tables and unit designations for Service Group Units.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

1 Incl:  
NPR Notice No. 13  
w/incl

J. A. O'BRIEN  
CWO USA  
Adm Off

COMEBACK COPY - CAS(ANX)-0

JUL 1951  
*5-113*

RESTRICTED

**RESTRICTED**

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etchujima, Fukagawa, Koto-ku, Tokyo

NPR NOTICE NO. 13

July 1951

NPR Notice for Organization of NPR Units based on NPR Rule No. 11, dated 1 May 1951, will be fixed as follows:

HAYASHI, KEIICHI  
Senior Superintendent  
Chief, General Group

Under authority contained in NPR Rule No. 11, dated 1 May 1951, which is a partial amendment to NPR Rule No. 6, Subject: "Organization of Units of the National Police Reserve," dated 26 March 1951, organization tables, Inclosure 1, and designation of units, Inclosure 2, are established for Service Group units.

Supplementary Provisions

The provisions of this Notice are effective as of 1 July 1951.

END

- 2 Incls:  
1. Org Tble Svc Gp Units (omitted)  
2. Unit Designations

**RESTRICTED**

*Incl 1 & 2*



# RESTRICTED

## UNIT DESIGNATIONS

### Service Group Units

#### 1. Stores

100th Stores Gp, Hq & Hq Co  
101st Hq & Hq Co, Stores Base Storage  
102d Stores Cloth & Gen Sup Storage Co  
103d Stores Recl & Maint Co  
104th Stores Petrol Sup Co  
105th Stores Refrig Plat  
106th Stores Subsist Sup Co  
110th Stores Bn, Hq & Hq Det  
120th Stores Bn, Hq & Hq Det

#### 2. Finance

200th Composite Finance Unit  
201st Finance Det  
202d Finance Det  
203d Finance Det  
204th Finance Det  
205th Finance Det  
206th Finance Det

#### 3. Postal

300th Composite Postal Det  
301st Postal Det  
302d Postal Det  
303d Postal Det  
304th Postal Det  
305th Postal Det  
306th Postal Det

#### 4. Safety

400th Safety Bn

#### 5. Engineer

500th Engr Gp, Hq & Hq Co  
506th Engr Maint Co  
501st Engr Storage Co  
502d Engr Topo Co  
503d Engr Water Supply Co  
504th Engr Constr Bn  
510th Engr Bn  
520th Engr Bn  
511th Engr Dump Trk Co  
521st Engr Dump Trk Co

RESTRICTED

# RESTRICTED

## Service Group Units (Cont'd)

### 6. Communication

650th Comm Gp Hq  
651st Comm Opns Co (Separate)  
653d Comm Repair Co  
652d Comm Storage Co  
654th Comm Hvy Constr Bn  
655th Comm Opn Bn

### 7. Weapons Maintenance

700th Wpns Maint Gp Hq  
701st Wpns Maint Base Storage Co  
702d Wpns Maint Med Co  
703d Wpns Maint Supply Co  
714th Wpns Maint Supply Co  
724th Wpns Maint Supply Co  
710th Wpns Maint Bn, Hq & Hq Det  
721st Wpns Maint Bn, Hq & Hq Det  
713th Med Auto Maint Co  
723d Med Auto Maint Co  
712th Wpns Maint Storage Co  
722d Wpns Maint Storage Co

### 8. Chemical

750th Chemical Storage Co

### 9. Medical

800th Medical Gp Hq  
801st Composite Medical Svc Unit  
802d Composite Medical Svc Unit  
803d Composite Medical Svc Unit  
841st Evacuation Hospital  
842d Evacuation Hospital  
811th Medical Collecting Co  
812th Medical Collecting Co  
821st Emergency Hospital  
822d Emergency Hospital  
823d Emergency Hospital  
824th Emergency Hospital

# RESTRICTED

RESTRICTED

Service Group Units (Cont'd)

10. Medical Detachment Less Than Company Size

1st Vet Food Insp Det  
2nd Vet Food Insp Det  
3rd Vet Food Insp Det  
4th Vet Food Insp Det  
S1st Staff Surgeon (Bulk)  
S2d Staff Surgeon (Bulk)

11. Transportation

900th Trans Bn, Hq & Hq Co  
901st Trans Truck Co  
902d Trans Truck Co (Hvy)  
903d Trans Car Co  
904th Trans Truck Co  
905th Trans Truck Co

RESTRICTED

R-E-S-T-R-I-C-T-E-D

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

353 ( ) CAS(Ann)-0

*will*  
ALBERGOTTI/bho

SUBJECT: Distribution of Training Aids

LHW

TO: Senior Adviser, Service Group

Attached for your information are copies of letters sent to Senior Advisers, each Region and Camp McKnight, indicating the distribution made to date of following training aids:

- a. NPR Maps, scales: 1:25,000; 1:50,000 and 1:200,000
- b. Thirty Charts
- c. Training Instructions (NPR Instruction Books).
- d. Field and Technical Manuals (U.S.)

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

5 Incls:

1. Ltr to 1st NPR Reg.  
w/4 incls
2. Ltr to 2nd NPR Reg.  
w/4 incls
3. Ltr to 3rd NPR Reg. w/4 incls
4. Ltr to 4th NPR Reg. w/4 incls
5. Ltr to Camp McKnight w/4 incls

J. A. O'BRIEN  
CWO USA  
Adm Off

COMEBACK COPY CAS(Ann)-0

7-538

29 JUN 1951

R-E-S-T-R-I-C-T-E-D

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

370 ( )CAS(Anx)-0

*will*  
ALBERGOTTI/57

SUBJECT: Movement of Unit

*57*  
*WPS*

TO: Senior Adviser, NPR Service Group  
Senior Adviser, 4th NPR Region  
c/o Chief, Kyushu Civil Affairs Region  
APO 1105

Attached for your information is a copy of letter, GGHQ, NPR,  
subject: "Movement of Unit."

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

1 Incls  
Ltr, NPR GGHQ No. 98,  
subj: "Movmt of Unit"

J. A. O'BRIEN  
CWO USA  
Adm Off

COMEBACK COPY - CAS(ANX)-0

*T-412*

19 JUN 1951

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etchujima, Fukagawa, Koto-ku, Tokyo

NPR CGHQ NO. 98

June 1951

SUBJECT: Movement of Unit

BY ORDER OF SENIOR SUPT HAYASHI:

TO: Chief, Service Group  
Chief, 4th Region

YAMAZU, ZEN-E, Supt 1st Class  
Chief, General Affairs Section

1. 1st Medical Equipment Maintenance Detachment is moved at zero strength from Camp Hario to Camp Tachikawa, Tokyo Metropolitan District.
2. Personnel presently assigned to this unit will be reassigned to other Service Group Units at Camp Hario as directed by Chief, Service Group.
3. This Headquarters will make available personnel for assignment to this unit from personnel at Camp McKnight.
4. No transfer of equipment, property, or supplies is involved.
5. Provisions of this letter are effective 1 July 1951.

END

Incl 1

(Not to Leave the Section)  
 CIVIL AFFAIRS SECTION  
 Intra-Office Routing Slip

FROM: ~~Adm~~ Operations

DATE: 14 June 1951  
 SUSPENSE DATE: \_\_\_\_\_

TO:

CHIEF \_\_\_\_\_  
 EXECUTIVE (1) [initials]  
 COMPTROLLER \_\_\_\_\_  
 LOGISTICS \_\_\_\_\_  
 OPERATIONS (2) [initials]  
 SCHOOL \_\_\_\_\_  
 PERSONNEL \_\_\_\_\_  
 G-2 LIAISON \_\_\_\_\_

D/CHIEF \_\_\_\_\_  
 ASST EXECUTIVE \_\_\_\_\_  
 CIV EDUCATION \_\_\_\_\_  
 CIV INFORMATION \_\_\_\_\_  
 ECONOMICS \_\_\_\_\_  
 LEGAL \_\_\_\_\_  
 PUB HEALTH \_\_\_\_\_  
 PUB WELFARE \_\_\_\_\_

ADMINISTRATION \_\_\_\_\_  
 Supply \_\_\_\_\_  
 CIV PERSONNEL \_\_\_\_\_

FOR:

Approval \_\_\_\_\_  
 Action \_\_\_\_\_  
 Comment \_\_\_\_\_  
 Concurrence (1)

Information \_\_\_\_\_  
 Return (2) [initials]  
 Sign & Dispatch \_\_\_\_\_  
 File \_\_\_\_\_

Remarks: 1. Attached letter moves a medical equipment detachment, Svc Sp unit, from Haris to Tachikawa for the purpose of operating a medical supply depot. No movement of personnel is involved. Personnel presently assigned to this unit will be reassigned to other units at Haris. There are approximately 8 selected medical personnel who are at present handling medical supplies. They will be transferred to this unit.

2. Recommend concurrence

*Cellerogall*

3. Incls:

1. Final English draft (3 copies)
2. English translation of Japanese (2 copies)
3. Japanese document (2 copies)

*noted*  
*will*

*Approved copy to [unclear] 15 June 51  
 Branch, (My [unclear])  
 this date [unclear]*

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

370 ( ) CAS(Anx)-0

SUBJECT: Movement of Unit

TO: Senior Adviser, NPR Service Group  
Senior Adviser, 1st NPR Region  
c/o Chief, Kanto Civil Affairs Region  
APO 500

Attached for your information is a copy of letter, GCHq, NPR, subject:  
"Movement of Unit."

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

1 Incl:  
Ltr, NPR GCHQ, No. 97,  
subj: "Movmt of Unit"

J. A. O'BRIEN  
CWO USA  
Adm Off

Copy to:  
Senior Adviser  
Camp McKnight

*will*  
ALBERGOTTI/ey

WJ  
WPS

COMEBACK COPY - CAS(ANX)-0

*F-411*

19 JUN 1951



GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etchujima, Fukagawa, Koto-ku, Tokyo

NFR GGHQ NO. 97

June 1951

SUBJECT: Movement of Unit

BY ORDER OF SENIOR SUPT HAYASHI:

TO: Chief, Service Group  
Chief, 1st Region

YAMAZU, ZNH-N, Supt 1st Class  
Chief, General Affairs Section

1. 651st Communications Operations Company (Separate) is moved at zero strength from Camp Takada to Camp McKnight (Etchujima), Tokyo and attached to General Group Headquarters.
2. Personnel presently assigned to this unit will be reassigned to other units at Camp Takada as directed by Chief, Service Group.
3. This Headquarters will make available personnel for assignment to this unit from personnel at Camp McKnight, (Etchujima).
4. No transfer of equipment, property or supplies is involved.
5. Provisions of this letter are effective 1 July 1951.

END

Copy to:  
Commanding Officer, Camp McKnight

Incl 1

(Not to Leave the Section)  
 CIVIL AFFAIRS SECTION  
 Intra-Office Routing Slip

FROM: adm Operations

DATE: 14 June 1951  
 SUSPENSE DATE: \_\_\_\_\_

TO:

CHIEF \_\_\_\_\_  
 EXECUTIVE (1) He  
 COMPTROLLER \_\_\_\_\_  
 LOGISTICS \_\_\_\_\_  
 OPERATIONS (2) Will  
 SCHOOL \_\_\_\_\_  
 PERSONNEL \_\_\_\_\_  
 G-2 LIAISON \_\_\_\_\_

D/CHIEF \_\_\_\_\_  
 ASST EXECUTIVE \_\_\_\_\_  
 CIV EDUCATION \_\_\_\_\_  
 CIV INFORMATION \_\_\_\_\_  
 ECONOMICS \_\_\_\_\_  
 LEGAL \_\_\_\_\_  
 PUB HEALTH \_\_\_\_\_  
 PUB WELFARE \_\_\_\_\_

ADMINISTRATION \_\_\_\_\_  
 Supply \_\_\_\_\_  
 CIV PERSONNEL \_\_\_\_\_

FOR:

Approval \_\_\_\_\_  
 Action \_\_\_\_\_  
 Comment \_\_\_\_\_  
 Concurrence (1)

Information \_\_\_\_\_  
 Return (2) Will  
 Sign & Dispatch \_\_\_\_\_  
 File \_\_\_\_\_

Remarks: 1. Attached letter moves a communications company, Svc Gp unit, from Takoda to McGuirt where it should be located. No movement of personnel is involved. Personnel assigned to this unit at present, approximately 18, will be reassigned to other units at Takoda. There are approximately 18-20 switchboard operators presently assigned to the 300th Postal Unit at McGuirt who will be reassigned to this unit.

2. Recommend approval.

*Callieyatten*

3 Incls:

1. Final English draft (3 copies)
2. English translation of Japanese (2 copies)
3. Japanese document (2 copies)

15 June 1951  
 Offered copies to  
 (Moy/Hughell) P.O. Branch  
 this date  
 D

RESTRICTED

*File  
Admin  
Sr. Lt.*

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etehujima, Fukagawa, Koto-ku, Tokyo

NPR GGHQ OPR No. 98

16 June 1951

SUBJECT: Movement of Units

BY ORDER OF CHIEF OF GENERAL GROUP:

TO : Chief, Service Group  
Chief, 4th Region  
Headquarters

*Yamazu Zens-e*  
YAMAZU, Zens-e  
Superintendent 1st Class  
Chief, General Affairs Section

1. 1st Medical Equipment Maintenance Detachment is moved at zero strength from Camp Hario to Camp Tachikawa, Tokyo Metropolitan District.
2. Personnel presently assigned to this unit will be reassigned to other Service Group Units at Camp Hario as directed by Chief, Service Group.
3. This Headquarters will make available personnel for assignment to this unit from personnel at Camp McKnight.
4. No transfer of equipment, property, or supplies is involved.
5. Provisions of this letter are effective 1 July 1951.

END

DISTRIBUTION: "C"

RESTRICTED

**RESTRICTED**

*Feb  
NPR Service Unit*

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etchujima, Fukagawa, Koto-ku, Tokyo

NPR GGHQ OPR No. 7

16 June 1951

SUBJECT: Movement of Unit.

BY ORDER OF CHIEF OF GENERAL GROUP:

TO : Chief, Service Group  
Chief, 1st Region  
Headquarters

*Yamazu Zen-e*  
YAMAZU, Zen-e  
Superintendent 1st Class  
Chief, General Affairs Section

1. 651st Communications Operations Company (Separate) is moved at zero strength from Camp Takada to Camp McKnight (Etchujima), Tokyo and attached to General Group Headquarters.
2. Personnel presently assigned to this unit will be reassigned to other units at Camp Takada as directed by Chief, Service Group.
3. This Headquarters will make available personnel for assignment to this unit from personnel at Camp McKnight, (Etchujima).
4. No transfer of equipment, property or supplies is involved.
5. Provisions of this letter are effective 1 July 1951.

END

Copy to:

Commanding Officer, Camp McKnight

DISTRIBUTION: "C"

**RESTRICTED**

RESTRICTED

*File  
Admin  
June 1951*

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etchujima, Fukagawa, Koto-ku, Tokyo

NPR GGHQ OPR No. 96

16 June 1951

SUBJECT: Movement of Units . BY ORDER OF CHIEF OF GENERAL GROUP:

TO : Chief 2nd Region  
Headquarters

*Yamazu Zen-e*  
YAMAZU, Zen-e  
Superintendent 1st Class  
Chief, General Affairs Section

1. Move units shown below from Camps Eniwa and Obihiro to Camp Sapporo (Naebo). Units will be scheduled to close in Camp Sapporo 20 June 1951.

a. From Eniwa to Sapporo:

Team #2, 653d Comm Repair Company

b. From Obihiro to Sapporo:

2d Vet Food Insp Detachment

2. Units listed in paragraph 1 above will be moved at their present strengths.

3. Standing operating procedure for Police Reserve Movements by Rail, as prescribed by this Headquarters, and letter this Headquarters, NPR GGHQ Trans No.23, subject: "Transportation of Individuals and Units with Accompanying Materials", dated 9 May 1951, will be followed.

4. Report by telephone to Chief, Operations Division, this Headquarters, when movements have been completed.

END

Cp to: Chief, Svc Gp

Distribution: "C"

RESTRICTED

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

471 ( )CAS(Anx)-0

*Will*  
ALBERGOTTI/ac

SUBJECT: Custody and Use of Keys to Weapons and Ammunition Storerooms

WPS

TO: Senior Adviser  
Service Group

1. In order to place upon National Police Reserve personnel an increased sense of responsibility for maintenance and security of weapons and ammunition, this section has concurred in the procedure to be followed in connection with the custody and use of keys to weapons and ammunition storerooms as described in attached NPR General Group Headquarters letter, inclosure 1.

2. It is desired that you take necessary action to insure compliance of U.S. Army personnel at all NPR camps assigned to Service Group with the plan of procedure described in inclosed letter.

3. All other instructions issued to U.S. Army responsible officer at each camp in connection with weapons and ammunition remain unchanged.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

1 Incl: *(omitted)*  
Draft of GGHq ltr, subj:  
"Custody & Use of Keys to  
Wpns & Ammc Storerooms"

J. A. O'BRIEN  
CWO USA  
Adm Off

COMEBACK COPY - CAS(ANX)-0

*5-844*

28 MAY 1951

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etohujima, Fukagawa, Koto-ku, Tokyo

NFR GGHO OPR No. 78

23 May 1951

SUBJECT: Custody and Use of Keys to  
Weapons and Ammunition  
Storerooms

BY ORDER OF CHIEF OF GENERAL GROUP:

TO : Chief, All Region Headquarters  
Chief, Service Group  
Commanding Officer  
Camp McKnight  
Commandant General Group  
School Center

*Yamazu Zen-e*  
YAMAZU, Zen-e  
Superintendent 1st Class  
Chief, General Affairs Section

1. There will be only two keys to each lock for weapons and ammunition storerooms. At all times when storerooms are not required to be open, keys to the storerooms will be kept in the safe to which the camp commander has the key or combination. In the absence of the camp commander, the key or combination to the safe will be in the possession of the officer-of-the-day who will keep the safe in the guardhouse. During the hours when a storeroom is required to be open, the keys to the lock or locks for that storeroom may be in the possession of the Japanese officer designated by name as weapons officer by the camp commander.

2. When a storeroom is to be opened, the Japanese weapons officer, accompanied by an American officer or non-commissioned officer from the camp advisory group, will receive the keys to that storeroom from the camp commander or the officer-of-the-day and with the American officer or non-commissioned officer will unlock and open the storeroom. At the end of the period during which the storeroom has been opened when the storeroom is to be closed and locked, the Japanese weapons officer will close and lock the storeroom in the presence of an American officer or non-commissioned officer. The Japanese weapons officer then, accompanied by the American officer or non-commissioned officer, will deliver the keys to the camp commander or, if the camp commander is absent, to the officer-of-the-day.

3. The officer-of-the-day will not unlock or enter weapons and ammunition storerooms except in case of grave emergency or upon order of the camp commander and then only in the presence of at least one other officer. Keys will be accounted for at all times through the use of a key property book to be kept with the safe referred to in paragraph 1 above. Signature of the weapons officer will be required when he receives the keys and signature of the camp commander or, when the camp commander is absent, the officer-of-the-day will be required when the keys are returned.

END

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C O P Y

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

354.131 (25 May 51)CAS(Anx)-0

25 May 1951

SUBJECT: Command Relationships

TO: Senior Adviser, 1st NPR Region  
c/o Chief, Kanto Civil Affairs Region, APO 500  
Senior Adviser, 2nd NPR Region  
c/o Chief, Hokkaido Civil Affairs Region, APO 309  
Senior Adviser, 3rd NPR Region  
c/o Chief, Kinki Civil Affairs Region, APO 15  
Senior Adviser, 4th NPR Region  
c/o Chief, Kyushu Civil Affairs Region, APO 1105  
✓ Senior Adviser, Service Group  
Senior Adviser, Camp McKnight  
Senior Adviser, Camp Kurihama

Inclosed for your information is a copy of letter being issued by the Chief of General Group, National Police Reserve, on command relationships.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

1 Incl:  
GGHQ ltr, subj: "Command  
Relationships," dtd  
10 May 51

J. A. O'BRIEN  
CWO USA  
Adm Off

C O P Y



# RESTRICTED

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etchujima, Fukagawa, Koto-ku. Tokyo

NPR GGHQ OPR No. 75

25 May 1951

SUBJECT: Command Relationships

BY ORDER OF CHIEF OF GENERAL GROUP:

TO : Chief All Region  
Headquarters  
Chief, Service Group  
Commanding Officer,  
Camp McKnight  
Commandant GG School  
Center

*Yamazu Zen-e*  
YAMAZU, ZEN-E  
Superintendent 1st Class  
Chief, General Affairs Section

1. In order to clarify the command relationship of Camp and Unit Commanders, the following decisions, to be regarded as directive in nature, are published for the guidance of all concerned:

a. The commanding officer of the senior line unit in each camp will be appointed the camp commander in addition to his duties as unit commander. The exception to this principle will be in those instances where the camp is primarily a Service Group installation and a line unit junior to the senior service group may be present. In that case the Commanding Officer of the senior service group unit will be appointed the Camp Commander. The foregoing does not apply to camps in an exempted status such as Camp McKnight or Camp Kurihama. Command relationships at such camps will be clarified in other instructions. Line units will be understood to mean Ordinary and Special Units and Engineer Units of the ordinary region.

b. The Camp Commander will command all units at his camp subject to the limitations imposed in paragraph 1c below.

c. There will be attached to the senior line unit at the camp all other units stationed at the camp. This attachment will be for all purposes except training, which will remain a responsibility of the parent unit, and technical operations of Service Group units which will come under the supervision of the senior headquarters of the technical services concerned. In the case of service support units organic to a region or regiment, the same principle will apply. Disposition of matters relating to appointments, assignments, temporary retirements, retirements, dismissal, and disciplinary actions will be in accordance with appropriate NPR regulations. For Service Group Units attachments will be accomplished by attaching units of the same technical service to the senior of such units and then attaching this senior technical service unit to the senior line unit

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Page 2, Ltr Command Relationships, 25 May 51

at the camp. At service group installations, established or to be established, where the Camp Commander is the commanding officer of the senior Service Group unit in the camp, the same principle of attachments will be followed. For purposes of fixing responsibility for training of Service Group units, the senior headquarters in each technical service will be considered to be the parent unit of that technical service. Parent unit, as the term is used here, for each type of service unit is shown in inclosure 1. Final responsibility for the training of all Service Group units rests with Service Group Headquarters.

d. In those instances where the senior line unit at a camp is a battalion, the battalion will not be detached from its parent unit but will come under the command of the parent unit on all matters. As camp commander the commanding officer of the battalion in such instances will issue necessary orders for the operation of the camp.

2. Detailed responsibilities of Camp Commanders will be covered in separate communications.

3. The command relationship at Camp Hakodate will be the subject of a separate communication.

- END -

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1 Incl.  
List of Parent Units

# RESTRICTED

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## Parent Units

<u>Type of Unit</u>	<u>Unit</u>
Chemical	750th Chemical Storage Co
Communications	650th Comm Group Hq
Enginerr	500th Engr Group, Hq & Hq Co
Finance	200th Composite Finance Unit
Medical	800th Medical Group Hq
Postal	300th Composite Postal Det
Stores	100th Stores Group, Hq & Hq Co
Transportation	900th Trans Bn, Hq & Hq Co
Weapons Maintenance	700th Wpns Maint Group Hq

Incl #1.

# RESTRICTED

C O P Y

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

354.131 (22 May 51)CAS(Anx)-0

SUBJECT: Command Responsibilities, Camp Kurihama

TO: Senior Adviser, 1st NPR Region  
c/o Chief, Kanto Civil Affairs Region, APO 500  
✓ Senior Adviser, Service Group  
Senior Adviser, General Group School Center

Inclosed for your information is a copy of General Order being issued by the Chief of General Group, National Police Reserve, on command responsibilities, Camp Kurihama.

FOR THE CHIEF, CIVIL AFFAIRS SECTION:

1 Incl:  
GGHQ Gen Ord No. 7, subj:  
"Command Responsibilities,  
Camp Kurihama," w/Incl

J. A. O'BRIEN  
CWO USA  
Adm Off

C O P Y

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Nishujima, Fukagawa, Koto-ku, Tokyo

NPR GGHQ GA No. 95

31 May 1951

SUBJECT: Transmittal of Corrected Copy  
of Inclosure to General Order  
No. 7

BY ORDER OF CHIEF OF GENERAL GROUP:

TO : Chief All Region Headquarters  
Chief Service Group  
Commanding Officer  
Camp McKnight  
Commandant GG School Center  
Camp Kurihama

*Yamazu Zen-e*  
YAMAZU, Zen-e  
Superintendent 1st Class  
Chief, General Affairs Section

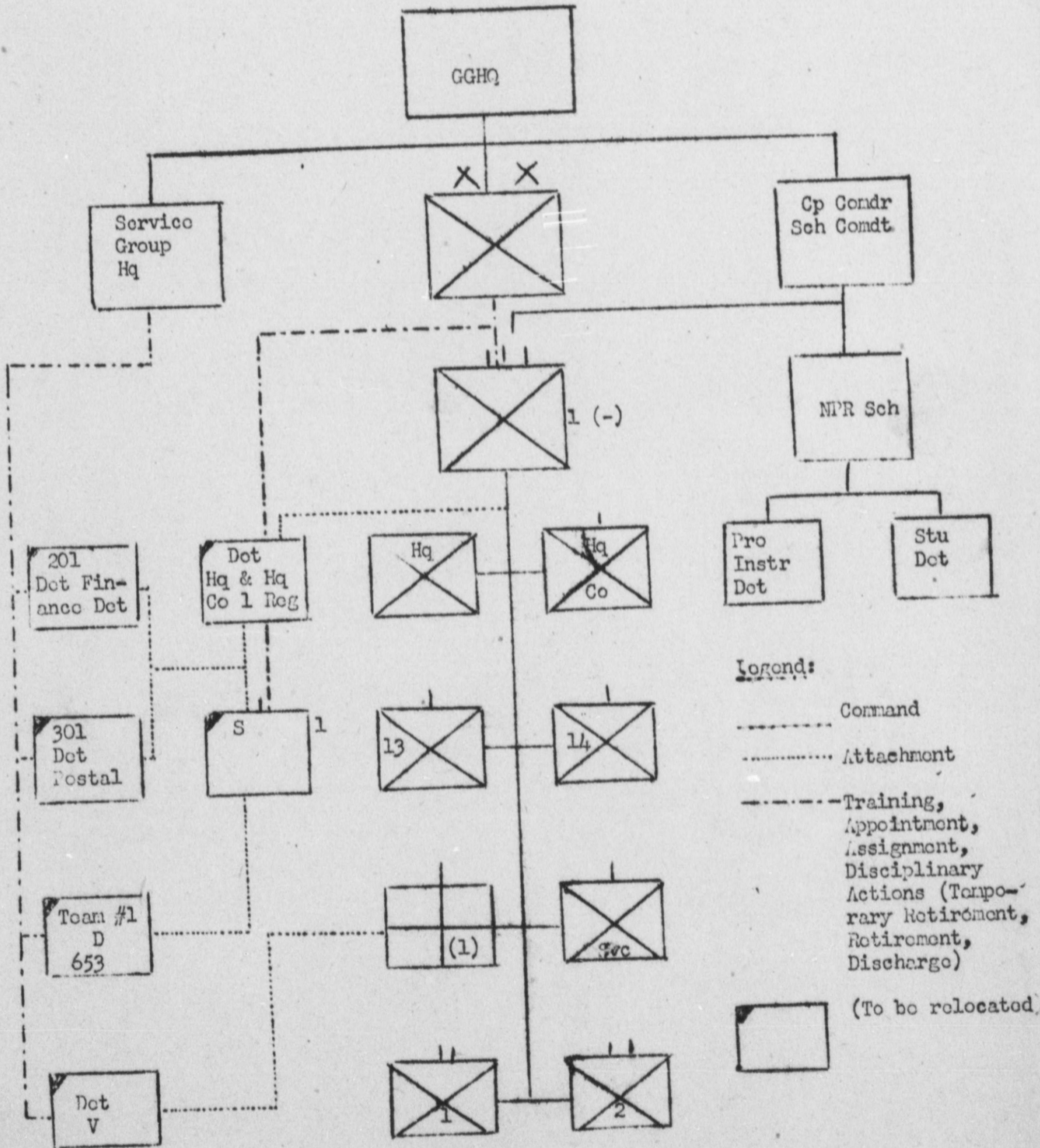
The attached corrected copy of Inclosure to General Order No. 7 will  
replace the Inclosure attached in initial distribution.

END

1 Incl:  
Corrected Copy Inclosure

DISTRIBUTION: "D" less units and Individuals  
Commandant GG School Center 10 copies

CORRECTED COPY



CORRECTED COPY

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Tchujima, Fukagawa, Koto-ku, Tokyo

28 May 1951

GENERAL ORDERS)

NUMBER 7)

BY ORDER OF CHIEF OF GENERAL GROUP:

*Yamazu Zen-cho*  
YAMAZU, Zen-cho  
Superintendent 1st Class  
Chief, General Affairs Section

1. Camp Commander, Camp Kurihama, is directly responsible to Chief, General Group.
2. The Commandant of the General Group School Center is designated Camp Commander in addition to his duties as Commandant. He will command all units located at Camp Kurihama. However, his command responsibilities will not include those matters pertaining to training, operations, and personnel affairs as prescribed in paragraph 3. He will be responsible for all matters pertaining to the operation of the camp. These responsibilities will include but will not be limited to the following:
  - a. Security of the camp.
  - b. Formulation and execution of Camp Fire and Disaster Plans.
  - c. Formulation and publication of camp regulations.
  - d. Allocation of housing and other facilities at the camp.
  - e. Personnel accounting and reports as directed by this Headquarters.
  - f. Accounting for all NPR funds allotted to Camp Kurihama by this Headquarters.
3. Chief of 1st Region and Chief of Service Group are responsible for training, operations, and for personnel affairs (appointments, assignments, disciplinary actions, temporary retirement, retirement, and discharge in accordance with NPR Regulation) for their respective units at Camp Kurihama. Attached chart, inclosure, prescribes training and command lines of responsibility and attachments to be made.

Page 2, GO 7, 23 May 51.

4. Chief of 1st Region and Chief of Service Group will furnish Camp Commander, Camp Kurihama, information copies of all orders and directives issued to the senior Unit Commander of 1st Region and Service Group Units at Camp Kurihama. Chief of 1st Region and Chief of Service Group will coordinate with the Commandant, NPR School, as necessary, concerning orders and directives.

5. Camp Commander will furnish Chief of 1st Region and Chief of Service Group information copies of all reports submitted to Chief of General Group concerning units of the 1st Region and Service Group.

6. This directive supersedes all previously issued instructions in conflict with the foregoing.

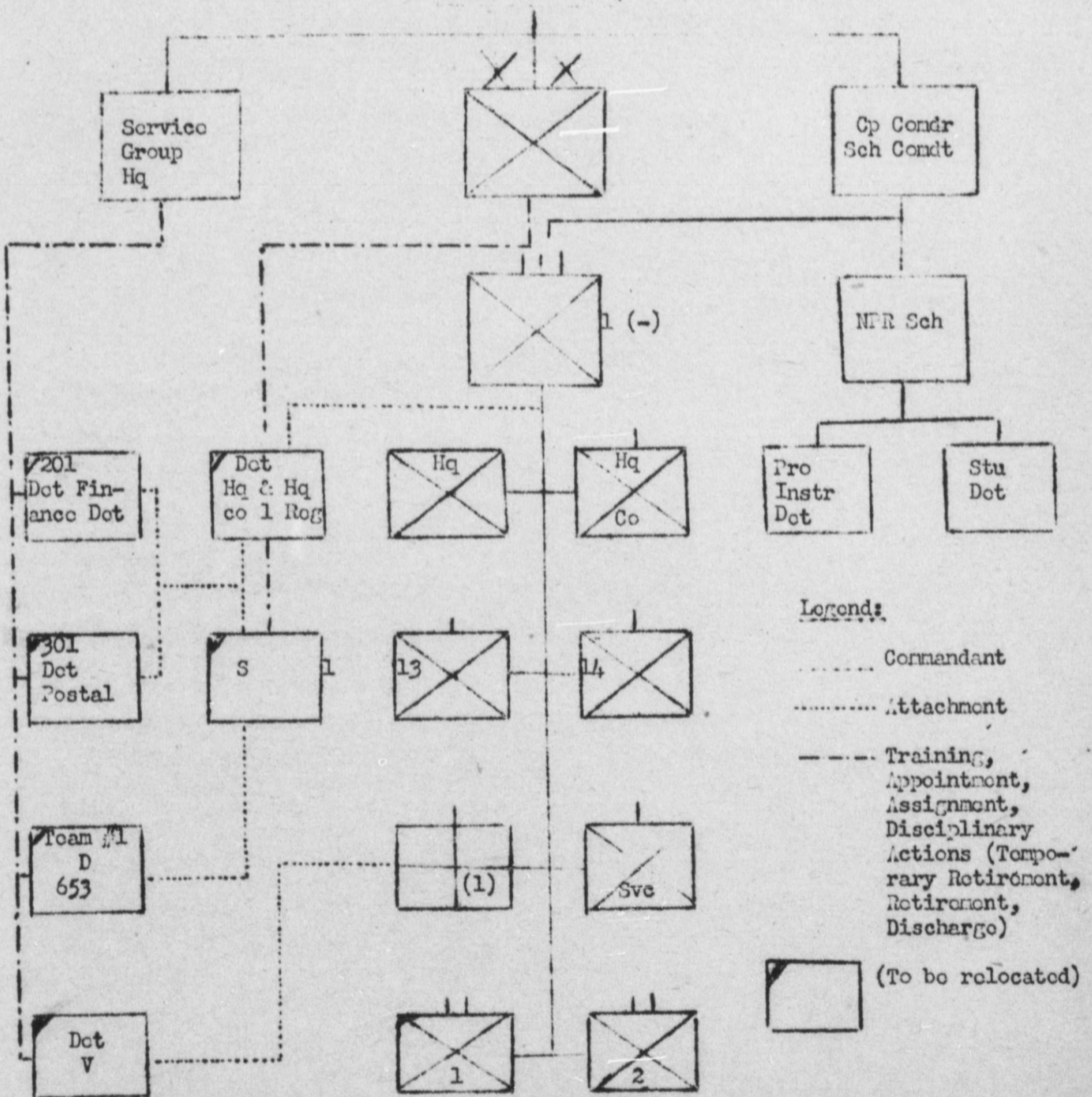
END

1-Incl:  
Chart

DISTRIBUTION: "D", loss units and individuals  
Commandant General Group School 10 copies



GCHQ



R

*July  
Sen. Adv. Sv. Op.*

GENERAL GROUP HEADQUARTERS  
NATIONAL POLICE RESERVE  
Etchujima, Fukagawa, Koto-ku, Tokyo

NPR GGHQ OPR No. 67

8 May 1951

SUBJECT: Movement of Units

BY ORDER OF CHIEF OF GENERAL GROUP:

TO : Chief, 3d Region  
Headquarters

*Yamazaki Zen-e*  
YAMAZU, ZEN-E  
Superintendent 1st Class  
Chief, General Affairs Section

1. Move units shown below from Camp Fukuchiyama to Camp Tachikawa, Tokyo Metropolitan District. Units will move at authorized strength and will be scheduled so as to arrive at Camp Tachikawa 11 May 1951.

Authorized  
Strength

500th Engr Group Hq & Hq Co	120
3d Plat, 903d Transportation Car Co	24

2. Direct communication with Chief, Service Group, is authorized for the purpose of coordinating this movement.

3. Equipment, property and supplies:

a. Ship the following from Camp Fukuchiyama to Camp Tachikawa:

- (1) Cots, mattresses, pillows, pillow cases, sheets and blankets for 144 individuals.
- (2) Carbine ammunition on the basis of 300 rounds per individual being moved.

b. Individual equipment, including carbines, will accompany the individual.

c. Chief of 1st Region will be directed to make available to Chief of Service Group necessary additional camp equipment, including kitchen equipment, for Camp Tachikawa in amounts required for units listed in paragraph 1 above.

Page 2 Ltr, Movement of Units, 8 May 51

4. Standing operating procedure for Police Reserve Movements by Rail, as prescribed by this Headquarters, will be followed. Preliminary arrangements and coordination for rail transportation will be made by this Headquarters.

5. Report by telephone to Chief, Operations Division, this Headquarters when the movement is completed.

- END -

Copy to:

Chief, 1st Region  
Chief, Service Group