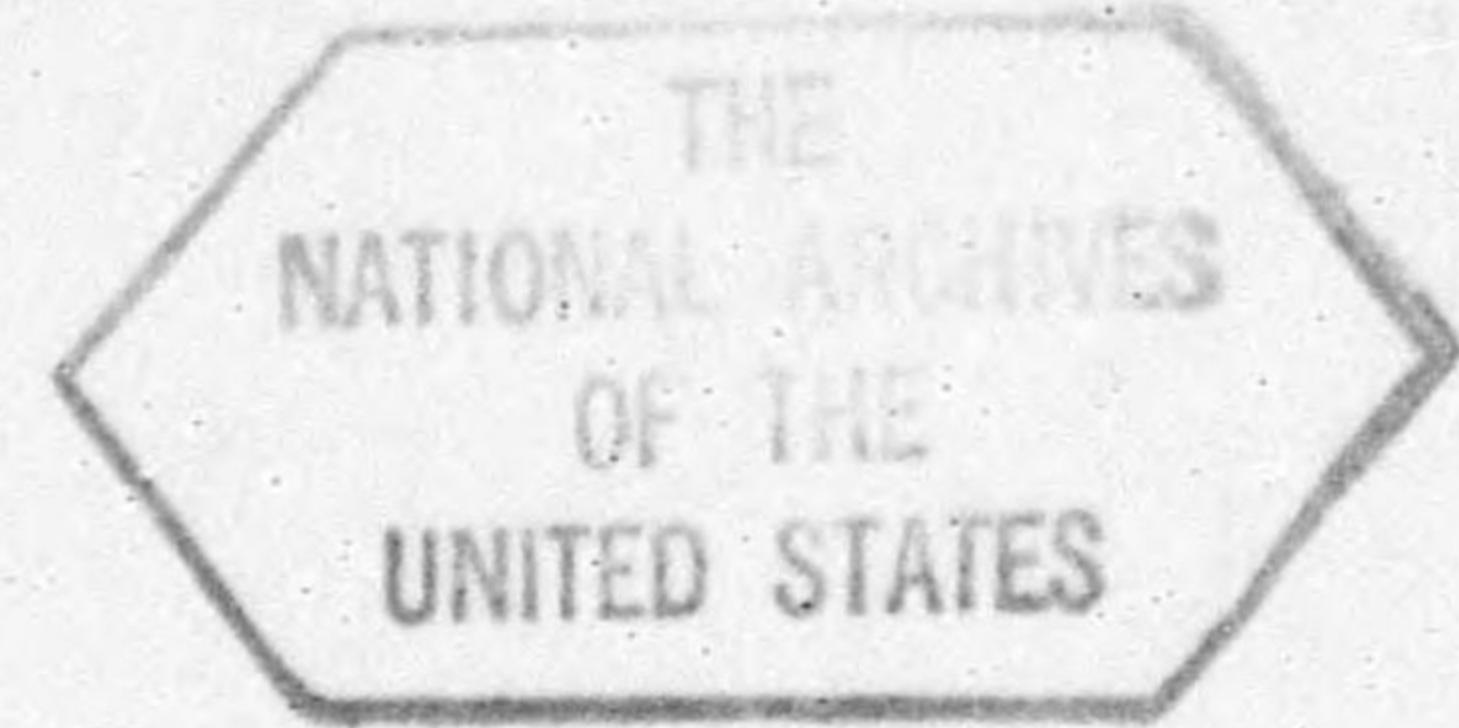


GHQ/SCAP Records(RG 331)
Description of contents



- (1) Box no. 3301
- (2) Folder title/number: (18)
Conferences
- (3) Date: Feb. 1951 - Aug. 1951

(4) Subject :

Classification	Type of record
032	m

- (5) Item description and comment :
Includes Contents List

(6) Reproduction : Yes No

(7) Film no. _____ Sheet no. _____

LIST OF PAPERSFile under No. 337CONFERENCES

Serial Number	From	Date	To	Synopsis
1	GHS	7 Feb 51	CPS	Supervisors to Attend Orientation on Employee Appraisal Regulations.
2.	NR	-----	GHS	Disposal of GHQ Staff Sections' Libraries.
3.	NR	-----	GHS	Summary of Meeting re Disposal of GHQ Staff Sections' Libraries.
4	GHS	13 Apr 51	NRS	Disposal of GHQ Staff Sections' Libraries.
5	SGS	7 Apr 51	Staff	GHQ Daily War Room Briefing.
6	NRS	13 Apr 51	GHS	Summary of the 2d Meeting re Disposal of GHQ Staff Secs' Libraries.
7	Secy Gen Staff	16 Apr 51	Staff	Change in Daily Breifing Schedule.
8	SGS	17 Apr 51	All Sec. SCAP & FEC	Change in Daily Briefing Schedule.
9	Secy Gen Staff	15 Apr 51	All Sec Chfs, SCAP & FEC	GHQ Daily War Room Briefing.
10	DCS, SCAP	18 Apr 51	All SCAP Sec.	Program of Briefings for the SCAP.
11	Secy Gen. Staff	21 Apr 51	GHS	Address by Ambassador John Foster Dulles.
12	G-1	30 April 51	GHS	G-1 Conference in Washington 7-9 June 1951.
13	Secy Gen Staff	8 May 51	GHS	Staff Conference.
14	DC/S, SCAP	13 Jun 51	GHS	Conference 14 Jun 1951.
15	Secy Gen Staff	9 Aug 51	All Sec Chfs.	Conference, War Room, Room 622, Dai Ichi Bldg.

CHS - GHQ - SCAP

ROUTING SLIP

AUG 9 1951

Date _____
M/C Log No. 36

To	Initials	For
Chief	2	Action
Special Assistant	3	Comment/Concur
Exec. Off.	1	Note-return
Admin.	4	Dispatch
Personnel		Info
Library Div.		File
Spec. Proj. Br.		Initials
Pol-Soc. Aff. Div.		Signature
Economic Div.		Suspense Slip
		To Library

Remarks:

(Adm. #2 - Revised 22 May 50)

CI JO HIST

GENERAL HEADQUARTERS
FAR EAST COMMANDCHECK SHEET
(Do not remove from attached sheets)

File No.

SUBJECT: Conference, War Room, Room 622, Dai Ichi Bldg

Note
No

FROM: Secy Gen Staff

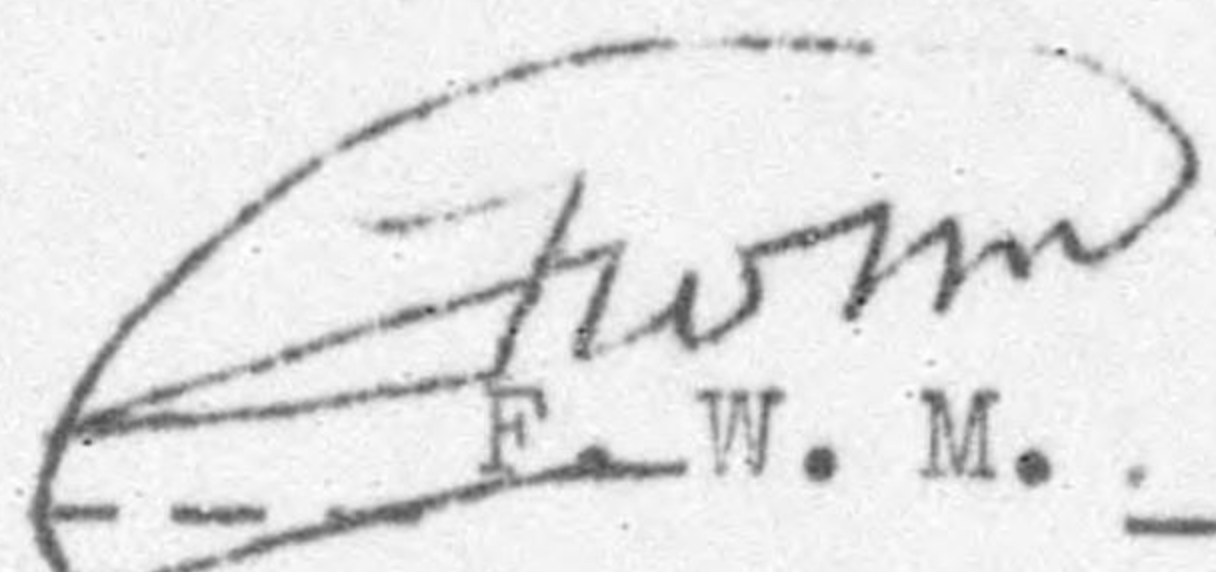
TO: All Section Chiefs, DATE: 9 Aug 1951
GHQ, (SCAP) and FEC.

1.

1. Chiefs of sections will be present in the War Room by the end of the 1030 briefing, Monday, 13 August 1951, for a short conference with the Commander-in-Chief.

2. At the end of the 1030 briefing, all except chiefs of sections, will withdraw.

BY DIRECTION OF THE CHIEF OF STAFF:


F. W. M.

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET
(Do not remove from attached sheets)

File No: SUBJECT: Conference, War Room, Room 622, Dai Ichi Bldg

Note FROM: Secy Gen Staff TO: All Section Chiefs, DATE: 9 Aug 1951
No GHQ, SCAP and FEC.

1. 1. Chiefs of sections will be present in the War Room by the end of the 1030 briefing, Monday, 13 August 1951, for a short conference with the Commander-in-Chief.
2. At the end of the 1030 briefing, all except chiefs of sections, will withdraw.

BY DIRECTION OF THE CHIEF OF STAFF:

F. W. M.
F. W. M.

CHS -  - SCAP

ROUTING SLIP

Date JUN 14 1951
 M/C Log No. 10

To	Initial	For
Chief		Action
Special Assistant	3	Comment/Concur
Exec. Off.		Note-return
Admin.		Dispatch
Personnel		Info
Library Div.		File
Spec.Proj.Br.		Initials
Pol-Soc.Aff.Div.		Signature
Economic Div.		Suspense Slip
		To Library

Remarks:

(Adm. #2 - Revised 22 May 50)

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS

CHECK SHEET

(Do not remove from attached sheets)

*Room
539.*

Subject: Conference 14 June 1951

Note
No.

From: DC/S, SCAP To: See Distribution Date: 13 June 1951

1

It is requested that chiefs of section or their deputies attend a 15-minute conference in the office of Deputy Chief of Staff, SCAP, at 1645 on 14 June 1951. The principal item for discussion will be safeguarding of information. The meeting also will afford opportunity to each section to bring up matters concerning current or prospective actions in which one or more other sections are involved.

4:45

for W. P. S. EWK

DISTRIBUTION:

- | | | |
|-----|-----|-------|
| CAS | CTG | LS |
| CCS | DS | WRS |
| CIE | ESS | JMT |
| CFC | CS | CHS ✓ |



14

CHS - GHQ - SCAF

ROUTING SLIP

Date MAY 1951

M/C Log No. 51

To	Initial	For
Chief	<u>2</u>	Action
Special Assistant		Comment/Concur
Exec. Off.	<u>1</u>	Note-return
Admin.	<u>3</u>	Dispatch
Personnel		Info
Library Div.		File <u>3</u>
Spec. Proj. Br.		Initials
Pol.-Sec. Aff. Div.		Signature
Economic Div.		Suspense Slip
		To Library


Remarks:

(Adm. #2 - Revised 22 May 50)

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET
(Do not remove from attacked sheets)

File No. _____ SUBJECT: Staff Conference

Note No 1.	FROM: Secy Gen Staff	TO: All Section Chiefs, GHQ, SCAP and FEC.	DATE: 8 May 1951
	1. There will be a staff conference at 1700 hours, 8 May 1951, in the GHQ War Room (Room 622, Dai Ichi Building).		
	2. The Chief of Staff desires that section chiefs of all GHQ, SCAP and FEC staff sections be present for this meeting.		
	_____ J. M. H.		
	MEMO FOR RECORD: At 1515 8 May 1951, a Mr. Bryant, SGS, called the Chief of Section and informed him that "Chiefs of SCAP Staff Sections would not be required to attend this meeting."		
	N. C. C. 		
	(13)		

CHS - GHO - SCAP

ROUTING SLIP

Date MAY 1 1951

M/C Log No. 44

To	Initial	For
Chief	2	Action
Special Assistant	J	Comment/Concur:
Exec. Off.		Note-return
Admin.	4	Dispatch
Personnel		Info
Library Div.		File
Bus. Proj. Br.		Initials
Pol-Soc. Aff. Div.		Signature
Economic Div.		Suspense Slip
		To Library

Remarks:

Negative report not required.
Beard

(Adm. #2 - Revised 22 May 50)

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET Maj Erickson/26-5932

(Do not remove from attached sheets)

File No.

Subject: GI Conference in Washington
7-9 June 1951Note
No.

From: GI

To: Chiefs, All GHQ Staff
Sections

Date: 30 Apr 51

1

1. Department of the Army is planning to hold a GI Conference from 7 through 9 June. The following tentative agenda topics are scheduled:

- a. Procurement of Off and WO, FY 51.
- b. Utilization of foreign nationals.
- c. Procurement of Off and WO, FY 52.
- d. Distr of overstrength.
- e. Off sit.
- f. Resumption of monthly levies.
- g. Trp program for FY 52.
- h. Preparation of Table of Distr by mach methods.
- i. Universal Mil Svc and Tng.
- j. OAC Svc evaluation program.
- k. Implementation of Dept Def policies relating to Reserve Forces.
- l. Pending Legislation-Armed Forces Reserve Act.
- m. Off promotions, temp and prm.
- n. Cat commitments.
- o. Release of reservists.
- p. Combat rotation.

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET Maj Erickson/26-5932

(Do not remove from attached sheets)

File No. : Subject: GI Conference in Washington
7 - 9 June 1951

Note No. 1 (cont'd) From: G-1 To: Chiefs, All GHQ Staff Sections Date: 30 Apr 51

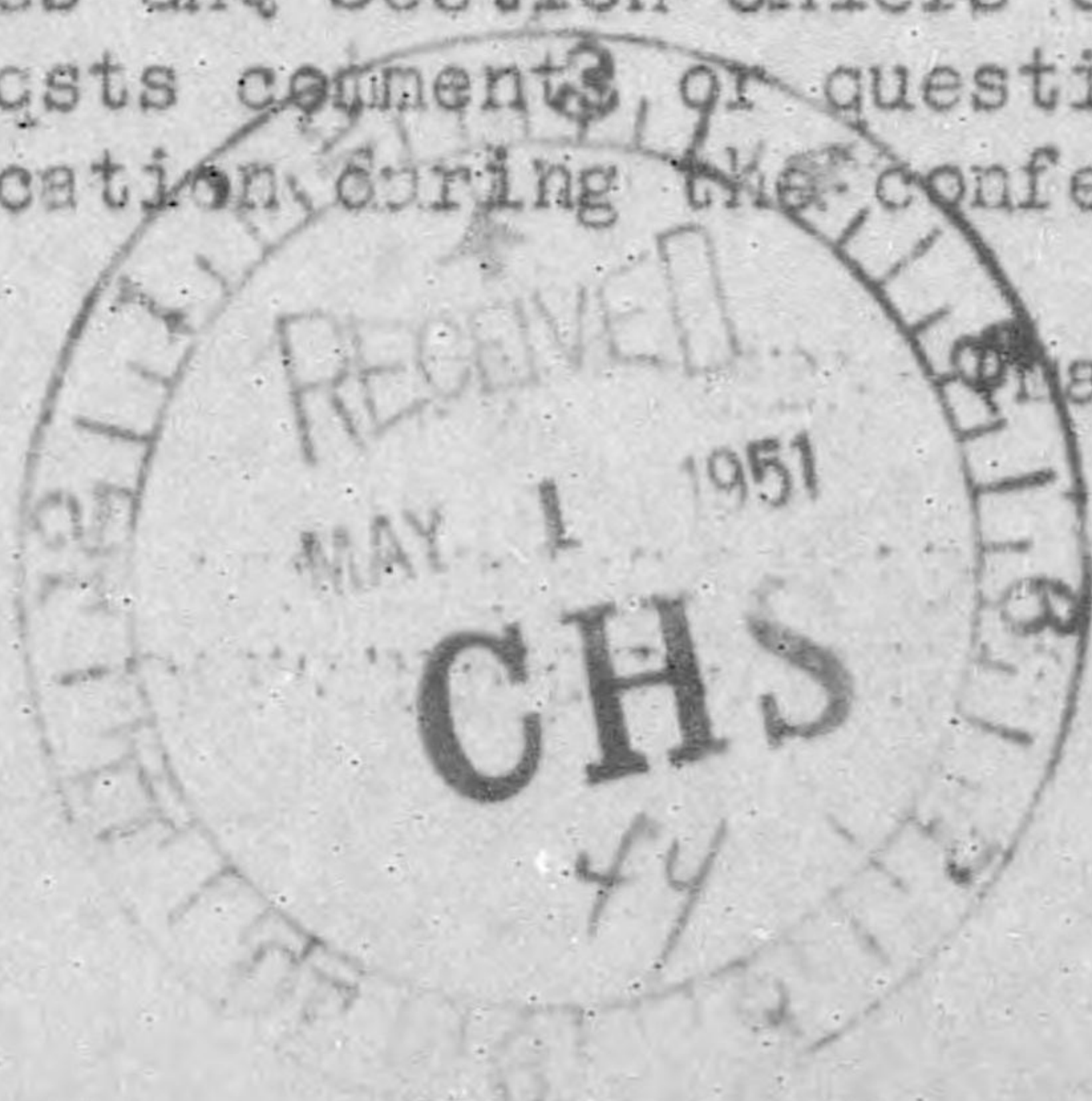
- q. Qualitative distr of manpower.
- r. Promotion and reduction of Enlisted Pers.
- s. Admin of the Dependents Assistance Act of 1950.
- t. Servicemens Indemnity and INS Act of 1951.
- u. Disch of inapt indiv at tng div and RTC.
- v. POR qual.
- w. Resumption of normal oversea tours.
- x. Asg control of exchange off.
- y. AR 605-200 Bd.
- z. Phys disability retirement procedures.
- aa. Racial designation.

2. It is expected that two officers of this section will attend. In the event any questions or problems relative to any of the above items or other GI matters which you consider are deserving of consideration or in need of clarification, request they be submitted to GI not later than 5 May.

W. A. B.

M/n: Inst C/N advises GHQ Section Chiefs of Dept of Army GI Conference scdd 7 - 9 Jun and rcsts comments or questions which deserve consideration or need clarification during the conference. SUSPEND until 5 May.

Maj Erickson/rs1/26-5932)



CHS - CO - SCAP

ROUTING SLIP
 APR 23 1951
 Date

M/C Log No. 1

To	Initials	For
Chief	2	Action
Special Assistant		Comment/Concur.
Exec. Off.	1	Note return
Admin.	3 JB	Dispatch
Personnel		Info
Library Div.		File (CW)
Spec. Proj. Br.		Initials
Pol.-Sec. Aff. Div.		Signature
Economic Div.		Suspense Slip
		To Library

Remarks:

*Delivered
 0836 23 Apr 51.
 capt. Beard*

(Adm. #2 - Revised 22 May 50)

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET
(Do not remove from attached sheets)

File No. SUBJECT: Address by Ambassador John Foster Dulles.

Note FROM: Secy Gen Staff TO: *CHS* DATE: 21 April 1951
No

1. 1. At 1430, Monday, 23 April, at the Industrial Club, Ambassador John Foster Dulles will address the United Nations Association of Japan. This will be a speech of major importance. The Chief of Staff desires that you attend, if possible.

2. Due to limited seating capacity, it will not be possible to accommodate the wives of the persons invited.

1 Incl:
Invitation

JFH
J. M. H.

CHS - GHQ - SCAP

ROUTING SLIP

APR 23 1951

Date _____
M/C Log No. 20

To	Initial	For
Chief	2	Action
Special Assistant	3	Comment/Concur.
Exec. Offr.	1	Note-return
Admin.	B	Dispatch
Personnel		Info
Library Div.		File
Spec. Proj. Br.		Initials
Pol-Soc. Aff. Div.		Signature
Economic Div.		Suspense Slip
		To Library

Remarks:

(Adm. #2 - Revised 22 May 50)

GENERAL HEADQUARTERS
SUPREME COMMANDER FOR THE ALLIED POWERS

CHS

CHECK SHEET

(Do not remove from attached sheets)

Program of Briefings for the Supreme
Subject: Commander for the Allied Powers

Note No. 1. From: DCS, SCAP To: All SCAP Sections Date: 18 Apr 1951

1. Reference: Inclosure 1, Program of Briefings.
2. Tentative plans envisage one section briefing per day in the order shown. Advance notice of the hour will be given upon receipt by this office. It is likely that some briefings will take place after duty hours.
3. Place: Chief of Staff's conference room.
4. Personnel to handle the visual aids may accompany the chief of section.
5. Times listed in the column DURATION are presentation times. Availability of additional time to answer questions is dependent upon the Supreme Commander's schedule.
6. Sections not listed in Inclosure 1 will be included in a subsequent program.

1 Incl
Program of Briefings

G. V. K.
G. V. K.

PROGRAM OF BRIEFINGS
for the
SUPREME COMMANDER FOR THE ALLIED POWERS

<u>SECTION</u>	<u>CHIEF OF SECTION</u>	<u>DURATION</u>
GOVERNMENT SECTION (GS)	Mr. Frank Rizzo	1 hour
CIVIL INFORMATION & EDUCATION (CIE)	Lt. Col. D. R. Nugent	1 hour
PUBLIC HEALTH & WELFARE (PHW)	Brig. Gen. Crawford F. Sams	45 min.
ECONOMIC & SCIENTIFIC (ESS)	Lt. Col. W. T. Ryder (acting)	1 hour
NATURAL RESOURCES (NRS)	Lt. Col. Hubert G. Schenck	45 min.
CIVIL TRANSPORTATION (CTS)	Col. Harold T. Miller	30 min.
CIVIL COMMUNICATIONS (CCS)	Brig. Gen. George I. Pack	30 min.
CIVIL PROPERTY CUSTODIAN (CPC)	Col. F. E. Gillette	20 min.
CIVIL INTELLIGENCE (CIS)	Maj. Gen. C. A. Willoughby	1 hour
CIVIL AFFAIRS (CAS)	Maj. Gen. W. P. Shepard	30 min.

- Notes: 1. Presentations will take place in the Chief of Staff's conference room.
2. Sections will provide the necessary charts and easels.

Incl 1.

CHS - ~~CHQ~~ - SCAP

ROUTING SLIP

Date APR 16 1951

M/O Log No. 5

To	Initial	For
Chief	<u>2</u>	Action
Special Assistant		Comment/Concur.
Exec. Off.	<u>1</u>	Note-return
Admin.	<u>3</u>	Dispatch
Personnel		Info
Library Div.		File <u>?</u>
Spec. Proj. Br.		Initials
Pol-Soc. Aff. Div.		Signature
Economic Div.		Suspense Slip
		To Library

Remarks:

(Adm. #2 - Revised 22 May 50)

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET
(Do not remove from attached sheets)

File No: _____ Subject: GHQ Daily War Room Briefing

Note No. 1 From: Secy Gen Staff To: All Section Chiefs Date: 15 April 1951
GHQ, SCAP and FEC

1. All section chiefs, General Headquarters, SCAP and FEC, will attend the daily GHQ briefing at 1030, Monday, 16 April 1951 in room 622, Dai Ichi Building.

2. There will be a GHQ staff conference immediately following the briefing.

3. Because of limited seating space, only section chiefs and that personnel required to give the daily briefing will attend the briefing at 1030.

BY DIRECTION OF THE CHIEF OF STAFF:

----- J. M. H. -----

*Memo -
Col. Baum notified via telephone
at 0800 16 April 1951.*

capt. Beard

CHS - GHQ - SCAP

ROUTING SLIP

APR 17 1951

Date
M/C Log No. 23

To	Initial	For	Action
Chief			
Special Assistant	3		Comment/Concur
Exec. Off.			Note-Return
Admin.			Dispatch
Personnel			Info
Library Div.			File
Spec. Proj. Br.			Initials
Pol. Soc. Aff. Div.			Signature
Economic Div.			Suspense Slip

Remarks:

(Adm. #2 - Revised 22 May 50)

CHS

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET
(Do not remove from attached sheets)

File No.

SUBJECT: Change in Daily Briefing Schedule

Note No.

FROM: SJS

TO: Chiefs, all GHQ
SCAP and FEC Sections

DATE: 17 April 1951

1

1. SGS Check Note to all SCAP and FEC Sections, dated 16 April 1951, subject as above is rescinded.

2. Effective 18 April 1951, the daily General Headquarters United Nations Command briefing will be held at 1030 hours.

BY DIRECTION OF THE CHIEF OF STAFF:

HDM
for J. M. H.

(8)

CHS - 10 - SCAP

ROUTING SLIP

Date APR 16 1951

M/C Log No. 62

To	Initial	Fcr	Action
Chief	2		
Special Assistant	?		Comment/Concur
Exec. Off.	1		Note-return
Admin.	1		Dispatch
Personnel			Info
Library Div.			File
Spec. Proj. Br.			Initials
Pol-Soc. Aff. Div.			Signature
Economic Div.			Suspense Slip
			To Library

Remarks:

(Adm. #2 - Revised 22 May 50)

CHS

GENERAL HEADQUARTERS
FAR EAST COMMANDCHECK SHEET
(Do not remove from attached sheets)

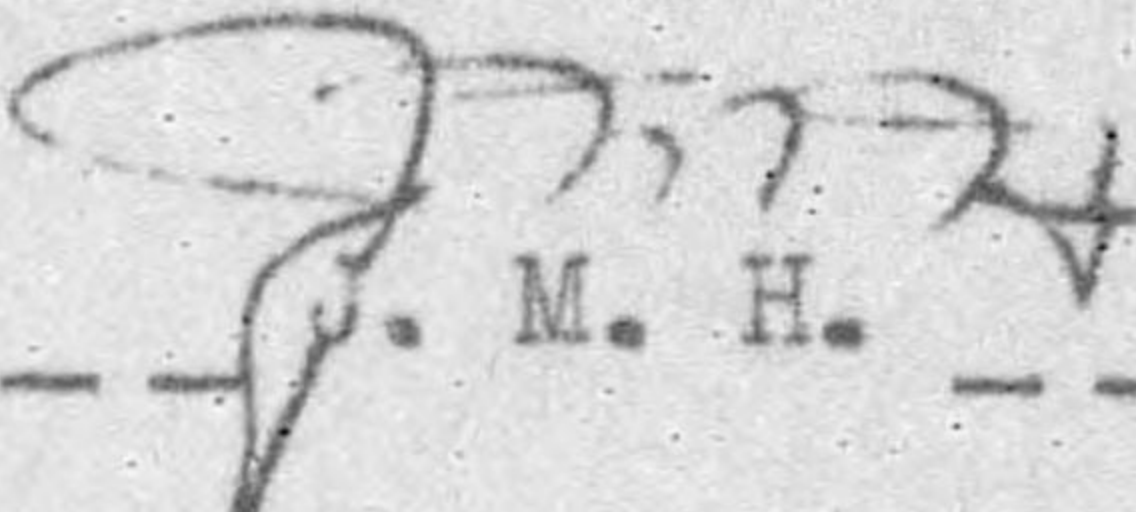
FILE NO.

SUBJECT: Change in Daily Briefing Schedule.

Note No.
1.FROM: Secy Gen Staff TO: Chiefs, all GHQ DATE: 16 April 1951
SCAP and FEC Sections

Effective 17 April 1951, the daily General Headquarters United Nations Command briefing will be held at 0900.

BY DIRECTION OF THE CHIEF OF STAFF:


J. M. H.

7

FILE INDEX SHEET

AG FILE NO: NR 120 (13 Apr 51) DC
SUBJECT: Conferences
TRANSFERRED TO: EXEC Safe (Confidential)
SUBJECT C/N: Summary of the Second Meeting re Disposal
of GHQ Staff Sections' Libraries, 13 April
1951

From NRS

6

CHS - GHQ - SCAP

ROUTING SLIP

APR 16 1951

Date _____
M/C Log No. 9

To	Initial	For
Chief	2	Action
Special Assistant	3	Comment/Concur.
Exec. Off.	1	Note-return
Admin.	4	Dispatch
Personnel		Info
Library Div.		File
Spec. Proj. Br.		Initials
Pol-Soc. Aff. Div.		Signature
Economic Div.		Suspense Slip
		To Library

Remarks:

(Adm. #2 - Revised 22 May 50)

CHS

GENERAL HEADQUARTERS
FAR EAST COMMAND

CHECK SHEET
(Do not remove from attached sheets)

Major Kean 26-8300

File No _____ Subject: GHQ Daily War Room Briefing

Note
No.

From: SGS

To: Chiefs of Staff Sections Date: 7 April 1951
GHQ, FEC and SCAP

1.

In view of the visit of the Honorable Frank Pace, Jr., Secretary of the Army, and party, there will be no GHQ daily war room briefing on 9 and 10 April 1951.

BY DIRECTION OF THE CHIEF OF STAFF:

----- *J. M. H.* -----



(5)

FILE INDEX SHEET

AG FILE NO: NR 120 (29 Mar 51)DC
SUBJECT: Conferecnes
TRANSFERRED TO: Exec. Safe (Confidential)
SUBJECT C/N: Disposal of GHQ Staff Sections' Libraries, dtd
13 April 1951

AG FILE NO: 337

SUBJECT: Conferences

TRANSFERRED TO: Exec. Safe (Confidential)

SUBJECT C/N: Disposal of GHQ Staff Sections' Libraries; from: NR; dated ?.

AG FILE NO: 337

SUBJECT: Conferences

TRANSFERRED TO: Exec. Safe (Confidential)

SUBJECT C/N: Summary of Meeting re Disposal of GHQ Staff Sections' Libraries;
From: NRS Dated: 17 March 1951.

Capt. Beard 26-7135
Supervisors to Attend Orientation
on Employee Appraisal Regulations

GES

CPS

7 February 1951

It is recommended that the following listed supervisors be permitted to attend the CPS orientation on employee appraisal regulations:

Capt. J. B. Beard
Mrs. Susuko Alves
Miss Esther Chakuly
Miss Mariel C. Weiss
Dr. Lawrence H. Battistini

Dr. Harry E. Wildes
Mr. Karvin Habel
Miss Beeda Fish
Miss Esther Gilinsky

----- H. C. C. -----



(1)