

Weekly Directive 17, Hq Eighth Army, 31 December 1948, Cont'd.

Section VI - Withholding Tax From Earnings of Enlisted Personnel.

1. References.

- a. Paragraph 19, AR 210-50.
- b. Paragraph 16, AR 210-60.
- c. Paragraph 19, AR 210-390, as amended.
- d. Circular 347, Department of the Army, Air Force Letter 173-18, 3 November 1948, subject: "Withholding Income Tax From Pay of Military Personnel."

2. Radio, Commander-in-Chief, Far East, ZX 33611 is quoted for information and compliance:

"Following Department of the Army radio WCL 28928 dtd 17 December 48 is quoted for compliance: 'Reference Department of the Army Circular 347 and Air Force Letter 173-18 dtd 3 November 48, Base commanders notified direct. Pending publication in appropriate Department of the Army and Department of the Air Force directives, the following instructions apply relative to withholding of income taxes at source from payments made by nonappropriated fund activities for work performed voluntarily by enlisted personnel for these activities. Payments to enlisted personnel from nonappropriated funds for services rendered are subject to withholding for income tax purposes on same basis as pay of civilian employees of these activities. Gross income exclusions granted to military personnel by the Internal Revenue Code, as amended, are terminated effective 31 December 48. (Reference Sections 7 and 10 Act of 8 August 47, Public Law 384, 80th Congress; Section 7, Bulletin 21, War Department 47). Effective 1 January 49, all nonappropriated fund activities of the Army and Air Force which employ enlisted personnel on a voluntary basis will withhold required income tax (see paragraph 2, Circular 347 and Air Force Letter 173-18 dtd 3 November 48 for exceptions) from the wages of such enlisted personnel. Taxes withheld will be paid to the collector of internal revenue for the district in which the reporting activity is located or, for overseas commands, to the collectors listed in paragraph 9, Circular 347 and Air Force Letter 173-18. Accounting procedures and reports, including those required by paragraph 5 c and d, above cited joint publication, will conform to those required for civilian employees of the nonappropriated funds activity.'" (AGU 012)

Section VII - Implementation of Career Guidance Program for Warrant Officers and Enlisted Personnel.

Radio, Department of the Army, WCL 28920, 18 December 1948, is quoted in part for information and compliance:

"Paragraph 93a, Circular 202, DA, 1948, as changed by Section III, Circular 358, DA, 1948, is further changed as follows:

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"a. Subparagraphs (4)(a) 2 and 3 are rescinded and the following is substituted:

(4)(a). Commissioned officers selected for appointment as warrant officers and continuing in commissioned status:

2. Item 18. On next unused line enter in pencil under appropriate columns Regular Army warrant grade together with authority for selection. An additional penciled entry will be added in parentheses as follows: (Continues to serve in commissioned status). These penciled entries will be erased when officer reverts to his permanent Regular Army warrant officer grade.
3. Item 24. Enter MOS of Career Warrant for which selected. Under 'Authority' enter 'RA Career Warrant.' Date of award will be date of letter of selection. This MOS will not be designated primary until officer reverts to regular warrant grade.

"b. In subparagraph (4)(b), insert 'Item 4, enter RA.'

"c. In subparagraph (4)(d)5, delete second sentence.

"d. Subparagraph (4)(e) is added as follows:

(e) AUS warrant officers appointed Regular Army warrant and continuing in AUS status as warrant officer.

1. Enter on the top margin page 1 of all copies of WD AGO Form 66, a penciled notation giving Career Warrant and in parentheses the monitoring agency. Example: 'WO, Adm Asst, (TAG).'
2. Item 4. Enter 'RA.'
3. Item 13. Enter '(Aptd WO (appropriate Career Warrant)).'
4. Item 18. On next unused line enter under appropriate columns Regular Army warrant grade together with special order indicating appointment. Date of rank and effective date will be secured from special order. A penciled entry will be added in parentheses as follows: (Continues to serve in AUS Warrant Officer status). This penciled

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entry will be erased when warrant officer reverts to his permanent Regular Army warrant officer grade.

5. Item 24. Enter MOS of career warrant for which appointed. Under 'Authority', enter 'RA Career Warrant.' Date of award will be date of letter of appointment. This MOS will not be designated primary until warrant officer reverts to Regular Army warrant grade. See paragraph f below.

"e. Subparagraph (5) is added as follows:

(5) AUS warrant officers without other status.

(a) Item 24. A primary MOS if awarded by classification board under provisions of paragraph a (1) above will be entered.

1. Under 'Designation' enter primary MOS.

2. Under 'SSN' enter SSN of primary MOS.

3. Under 'Date' enter date of special order awarding primary MOS.

4. Under 'Qualifying Authority' enter classification board of appropriate headquarters awarding primary MOS.

"f. Where primary MOS of those officers and warrant officers appointed in a Career Warrant and electing to serve in new RA warrant is different from primary MOS determined by board action under provisions of paragraph 93, Circular 202, DA, 1948, entry will be made in Item 42 as prescribed in paragraph 92b (9), TM 12-425A. Authority will be indicated as 'Aptd Career Warrant' in lieu of the officer authorizing change." (AGR 220.01)

Section VIII - Integration into WAC Regular Army.

Radio, Department of Army, WCL 30796, 23 December 1948, is quoted in part for information:

"All applicants for integration into WAC Regular Army who were not nominated in first increment will be notified not later than 30 January 1949 of action taken by Department of Army on their applications. It is planned that the next 2 increments will be nominated within 9 months from this date. Appointments in second and third increments will effect no disadvantage as regards grade of appointment and position on promotion lists." (AGD 210.1)

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Section IX - Procurement of Second Lieutenants for Active Duty.

1. Reference.

Circular 330, Department of the Army, 22 October 1948, subject: "Procurement of Second Lieutenants for Active Duty."

2. Radio, Department of the Army, WCL 20723, is quoted for information and guidance:

"For the purpose of determining whether an individual meets the educational requirements of paragraph 3d, Circular 330, Department of the Army, 1948, by having completed 2 years at a nationally accredited college or university the following policy is announced:

"1. Accredited schools for the purpose of Circular 330, Department of the Army, 1948 only are those schools which are accredited by 1 or more of the following:

"a. National associations, such as Association of American Universities, American Association of Teachers Colleges.

"b. Regional associations.

"c. Professional associations.

"d. State Department of Education.

"2. In the event a school is not accredited by one or more of the associations named above, if it is proven that the credits earned are accepted by 3 accredited institutions, the Department of the Army will accept such credits as satisfactory to meet the educational requirements for Circular 330." (AGR 200.2)

Section X - Promotion of Enlisted Personnel.

1. References.

a. AR 615-5, as amended.

b. Circular 202, Department of the Army, 7 July 1948, subject: "Implementation of Career Guidance Plan for Warrant Officers and Enlisted Personnel," as amended.

2. Radio, CINCFE, ZX 34192, 24 December 1948, subject: "Promotion of Enlisted Personnel," is quoted in part for information and compliance:

"Promotion in the first 3 grades of personnel classified into an introduced career field is on an Army-wide basis. Promotion of personnel to the first 3 grades in an introduced career field, which in your command results in a surplus in those grades in the career field on an overall command basis, will not operate to reduce non-career field grade vacancies in your command, nor to reduce grade

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vacancies in the lower grades in the career field. Such surplus on an overall command basis in your command will be absorbed by normal attrition, unless otherwise directed by the Commander-in-Chief, Far East. Vacancies in an introduced career field will not be utilized to provide grade vacancies for the purpose of non-career field promotions." (AGR 220.2)

Section XI - Insect and Rodent Control.

1. Reference.

Circular 39, General Headquarters, Far East Command, 9 October 1948, subject: "Insect and Rodent Control."

2. Reference cited above outlines basic policies to be followed regarding insect and rodent control.

3. Representatives from all regional posts were instructed as prescribed in paragraph 4b, above reference, in the application of insect and rodent control measures through courses conducted by this headquarters during October 1948.

4. Regarding facilities listed in paragraph 6a(1)(a), above reference, screening will be accomplished prior to the next summer season. Projects for the installation of new screening, which cannot be covered by minor construction funds, will be submitted to this headquarters. (AGL 725.11)

Section XII - Monthly Report, USAFI Regional Testing Centers (Reports Control Symbol QTIE-13).

1. References.

a. Messageform, this headquarters, AGTIEE 353.01; 25 August 1948, subject: "Regional Testing Centers."

b. Section V, Weekly Directive 11, this headquarters, 20 November 1948, subject: "USAFI Placement Tests."

c. Section III, Weekly Directive 12, this headquarters, 27 November 1948, subject: "Officers Educational Qualification Test."

2. Regional testing centers will submit direct to Tokyo Branch, USAFI, APO 181, on or before the 10th of the month following the end of each reporting period, Monthly Report, USAFI Regional Testing Center (Reports Control Symbol QTIE-13), using the form indicated in inclosure 1. The initial report, submitted to the above address on or before 10 January 1949, will contain cumulative data from the date of establishing the testing center through December 1948. Additional pages the same size as report form may be attached when necessary. Instructions for the preparation of the report are contained in inclosure 2. (AGTIEE 352)

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Section XIII - Engineer Supply Requirements for Army Vessels FY-1950
(Reports Control Symbol J-08 (OT)).

1. A one-time report, subject as above, will be submitted through channels to this headquarters prior to 30 January 1949 by all units to which United States Army owned floating equipment (excluding indigenous) is assigned. Reports Control Symbol J-08 (OT) is assigned.

2. Report mentioned above will contain estimates of requirements for Engineer Class IV supplies and anticipated expenditures for support of all United States Army owned watercraft for fiscal year 1950.

3. Floating equipment on which forecasts are based will be identified by assigned Army designations and indicated on lists of items pertaining thereto. Such lists will include complete, correct nomenclature and stock numbers of all Engineer Class IV supplies.

4. Estimated requirements for fire fighting equipment and hand tools should receive careful consideration. (AGL 319.1)

Section XIV - Officers' Qualification Record - WD AGO Form 66.

Radio, Department of the Army, WCL 30999, 28 December 1948, is quoted for information and compliance:

"1. Reference Section III, Circular 374, DA, 48; for purposes of determining duty branch as defined in paragraph 3b, duty branch will be basic branch unless subsequently detailed, in which case detailed branch will be duty branch. For purposes of selecting control branch as indicated in paragraph 4d, control branch will be basic branch or branch in which detailed by Department of the Army orders (excepting GSC, IGD, NGUS) or under provisions of Section I, paragraph 3 b, Circular 244, WD, 47, provided such detail has not been terminated.

"2. Pending revision of TM 12-425.A, following procedures will apply in recording basic and allied branches in item 5, WD AGO Form 66.

"a. Parenthetical entry will be made in pencil within 'basic' block of item 5 to indicate control branch. For officers having only basic branch with no further detail by Department of the Army orders or under provisions Section I, paragraph 3 b, Circular 244, WD, 47, control branch will be same as basic branch. Example: '(Inf).'

"b. Where officer is detailed as indicated in paragraph 4b(1) (2) (3), Circular 374, entry of such action will be made in pencil under 'duty' in item 5. Examples: (1) Officer basic and control branch 'FA,' detailed to 'GSC;' under 'basic' enter 'FA (FA),' under 'duty' enter 'GSC.' (2) Officer basic branch 'Inf,' control branch 'FA' and detailed by oversea commander in 'Cav' enter under 'basic' 'Inf (FA),' under 'duty' enter 'Cav.' (3) Officer basic branch 'staff and admin' detailed under Section I, Circular 244, WD, 47, in AGD and further detailed by oversea commander in 'GSC,' enter under 'basic,' 'SA (AGD)' and under 'duty' enter 'GSC.' (4) Officer assigned to carrier branch as indicated in paragraph 5b, Circular 374, DA, 48, for example, 'QMC/TC.' Under 'basic' enter 'QMC (TC).' Existing entries

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designated as QMC/TC will be modified by placing 'TC' in parentheses
Example: 'QMC/(TC).'

"3. Paragraph 48c(1), TM 12-425A rescinded. Entries under 'duty' will be made in item 5 prescribed above. All details will continue to be entered in item 25 as prescribed in paragraph 75, TM 12-425A, as amended.

"4. No entry will be made in item 5 for warrant officers.

"5. Reports of change will be submitted to accomplish necessary changes on pertinent WD-AGO Forms 66 as indicated above." (AGR 210.01)

Section XV - Movement of Dependent in Case of Pregnancy.

1. Radio, Commander-in-Chief, Far East, ZX 34159, 23 December 1948, is quoted for information and guidance:

"Effective 16 December 1948 all pregnancy cases will be accepted without regard to overseas service requirement. If the individual has insufficient credits to make a dependent priority list and be advanced, he will be included on a list for compassionate reasons and advanced to a position on the list to insure travel prior to the dependent reaching the 7th month of pregnancy."

2. When early travel is requested because of pregnancy, a medical certificate in support of claim of pregnancy will be submitted to this headquarters with the least practicable delay. (AGR 510)

Section XVI - Extension Courses Used in Dependent Schools.

Paragraph 2, Section IV, Weekly Directive 16, this headquarters, 24 December 1948, subject as above, is amended to read:

"2. The original and two copies of invoices, addressed specifically to the dependent schools receiving extension courses, will be submitted to this headquarters for payment, providing they bear the following certificates:

a. 'I certify the above bill is correct and just; that payment therefor has not been received; that all statutory requirements as to American production and labor standards, and all conditions of purchase, applicable to the transactions, have been complied with; and that state or local sales taxes are not included in the amounts billed.'
(Signed by the vendor)

b. 'Pursuant to authority vested in me, I certify that the above articles were received in good condition, after due inspection, acceptance and delivery prior to payment as required by law, or the services were performed as stated and that the prices charged are just and reasonable and in accordance with the agreement.'
(Signed by the administrative head of the school)"
(AGTIE 352)

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Section XVII - Temporary Promotion of Officers in the Army of the United States.

1. References.

- a. AR 605-12.
- b. Section V, Bulletin 2, War Department, 22 January 1946, subject: "Appointment, Commissioned Officers."
- c. Bulletin 18, War Department, 21 August 1947, subject: "Officer Personnel Act of 1947."
- d. Section XIII, Weekly Directive 15, this headquarters, 18 December 1948, subject: "Temporary Promotion of Officers in the Army of the United States."
- e. Radio, this headquarters, DX 78463 RDO, 24 December 1948, subject: "Temporary Promotion of Officers."

2. Reference 1d, above is amended as follows:

a. Paragraph 3a and b to read:

"a. All regular officers serving in the grade of first lieutenant who have five or more years service for promotion purposes as of 31 December 1948.

"b. All non regular officers serving in the grade of first lieutenant who, as of 31 December 1948, have five or more years active Federal commissioned service on extended active duty since 7 December 1941."

b. Paragraph 7 to read:

"7. Recommendations for officers who departed the Far East Command between 15 June 1948 and 15 December 1948, will be forwarded by air mail, by the first command commanded by a general officer, direct to The Adjutant General, Department of the Army, not later than 1 January 1949 in the case of recommendations coming under the provisions of parts two, three, or four, above quoted radio; or to the appropriate Army commander in the zone of interior, not later than 15 January 1949, in the case of Army promotion list first lieutenants referred to in paragraph 3 above, when the assignments are known. When assignments in the latter instance are not known, recommendations will be forwarded to The Adjutant General, Department of the Army, with appropriate explanations."

3. Reference paragraph 2a, above, recommendations already submitted on regular officers, prior to receipt of this message, will be returned by intermediate commanders, without action, if the officers do not come within the amended zone of consideration. Recommendations on non regular officers, who now come within the zone of consideration, will be submitted in accordance with paragraph 6, reference 1d, above.

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4. Department of the Army has announced that to provide world wide equity in date of promotion and rank, temporary promotions of first lieutenants to grade of captain on Army promotion list will be made effective 1 March 1949 by all commands authorized to promote. If for any reason a command authorized to promote is unable to make promotions by that date, promotion orders subsequently issued pursuant to authority given in paragraph 10a, WCL 28461 quoted in reference 1d, will prescribe 1 March 1949 as date of rank for temporary grade.

5. Information contained in paragraphs 2 and 3 above, was furnished commanding generals of corps, divisions, Kobe Base and Yokohama Command by radio, this headquarters, DX 78506 RDO, 28 December 1948, subject: "Temporary Promotion of Officers." (AGR 210.2)

Section XVIII - Unofficial Visits to the Island of Shikoku.

Due to limited facilities for billets, rations and transportation, personnel will not be granted authority to visit the Island of Shikoku on leave or pass without prior bona-fide arrangements to be the guests of members of the Occupation Forces on duty in that area. (AGMG 680.2)

Section XIX - Military Leave Clearance for Hawaii.

Radio, Commander-in-Chief, Far East, ZX 33836, 21 December 1948, is quoted for information and guidance:

"Pending revision of Circular 26, General Headquarters, Far East Command, 1948, paragraph 1f, inclosure 1 to Circular 26, is rescinded and the following substituted therefor: 'Hawaii - Clearances are required only in case dependents are involved where military personnel desire to visit Hawaii on leave. In all other cases advise Commanding General, United States Army Pacific, name, grade, sex, period of leave and estimated time of arrival in Hawaii of military personnel concerned.'" (AGD 014.331)

Section XX - Payment for Services Provided by Indigenous Personnel in Japan.

Letter, General Headquarters, Supreme Commander for the Allied Powers, AG 248 (29 Nov 48)GD, 8 December 1948, subject: "Payment for Services Provided by Indigenous Personnel in Japan," is quoted in part for information and guidance:

"2. In matters concerning the settlement of accounts pertaining to the employment of indigenous personnel by Eighth Army occupants of quarters under his jurisdiction, the Commanding General, Headquarters and Service Group is hereby authorized to deal directly with subordinate units of the Eighth Army.

"3. In the event that any unit of the Eighth Army is negligent in obtaining prompt settlement of accounts which pertain to the employment of indigenous personnel, the Commanding General, Eighth Army, will be promptly advised so that proper action can be taken." (AGD 230.145)

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Section XXI - Transfer and Reassignment of Military Personnel.

1. Personnel under investigation for courts-martial offenses, awaiting trial by courts-martial, in confinement awaiting results of trial or serving sentence, or ordered to appear before a board of officers for any reason will not be transferred or reassigned within or without a command, until specific authority for exception has been obtained from this headquarters.

2. Requests for exception will contain full justification therefor and will, if an enlisted person, include information required by paragraph 6b, AR 615-200.

3. Transfers or reassignments will not be used in lieu of disciplinary action. (AGD 210.31)

Section XXII - Shipment of Pets to Japan.

1. References.

a. Paragraphs 30 and 31, AR 55-485.

b. Circular 357, War Department, 4 December 1946, subject: "Oversea Shipment of Personal Baggage, Household Effects, Privately Owned Automobiles, Pets and Professional Books and Papers."

c. Section VI, Circular 4, this headquarters, 21 January 1948, subject: "Shipment of Personal Baggage, Household Effects, Privately Owned Automobiles, Pets and Professional Books and Papers to and From Japan."

d. Section III, Circular 53, this headquarters, 2 August 1948, subject: "Dependent Housing."

2. Pending revision of paragraph 1, reference 1c above, the shipment to Japan of pets of personnel occupying separate quarters under the assignment jurisdiction of this headquarters, is authorized.

3. Within the meaning of this directive, the following terms are defined:

a. Pets - Animals of the dog and cat families only.

b. Separate Quarters - Permanently assigned quarters, other than in a billet, apartment building or residential hotel, or separate residences owned, leased or rented by the applicant.

4. Military and civilian members of the occupation forces, private commercial entrants, missionaries and all persons on duty with, attached to, or associated with governments, or agencies thereof, (other than the Japanese Government) which are accredited to or affiliated with the Supreme Commander for the Allied Powers, who are in Japan and who occupy separate quarters in which pets are permitted are eligible to import not more than two pets for each family unit provided the owner has had possession of the pet or pets for a minimum of six months prior to the date of his departure or the departure of his dependents for Japan.

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5. Transportation.

a. Under the provisions of reference 1a, members and civilian employees of the United States Army and of the United States Air Force may be authorized to have pets shipped to and from Japan without cost for ocean transportation aboard cargo vessels owned by, under bareboat charter to, or wholly allocated to the Army, or by commercial means at the individual owner's expense without cost to the government.

b. Members and civilian employees of the United States Navy may be authorized to have pets shipped at the individual owner's expense without cost to the government or as otherwise authorized by pertinent Department of the Army and Department of the Navy directives.

c. Eligible personnel other than those enumerated in a and b above, may be authorized to import pets by commercial means at the individual owner's expense without cost to the United States Government or aboard such non-United States Government carriers as are available to them.

6. Application for Entry.

a. Application (inclosure 3), with supporting documents, will be submitted to this headquarters through the Regional Post Commander, as specified in reference 1d, who has assignment jurisdiction over the quarters occupied by the applicant.

b. After approval by this headquarters the application will be returned to the applicant who will forward it to the port of embarkation or to the commercial transportation agency which will effect shipment. In this connection it should be noted that cargo vessels sail from Seattle Port of Embarkation at infrequent and indefinite intervals.

7. Payment for Food and Handling.

When the applicant is a member or civilian employee of the Department of the Army or the Department of the Air Force and desires shipment of pets without cost for ocean transportation, a money order or check in the amount of \$50.00 made payable to the "Animal Disposition Center Fund, San Francisco Port of Embarkation," will be forwarded to the San Francisco Port of Embarkation when that port is to be requested to effect shipment. This amount covers the cost of food while the pet is at the port and aboard ship, and handlers fee for the care of the pet during the voyage and prior to delivery to owner or his agent. Any unexpended portion of this amount will be returned to the owner upon delivery of the pet in Japan.

8. Yokohama and Kobe will be the only surface ports of entry for pets shipped at government expense. Pets shipped at the owner's expense may be permitted entry at any of the ports authorized in reference 1d.

9. Pets will be picked up by owners or authorized agents at ports of entry. Pets will not be shipped within Japan unless accompanied by owners or their agents.

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10. If shipment is made on any United States Government passenger vessel or aircraft or without authorization as provided for herein, pets arriving in Japan will be held in quarantine aboard the ship or aircraft on arrival or ashore in quarters approved by the quarantine officer, pending disposition. Pets denied entry will be either destroyed under the supervision of the quarantine officer or removed without delay from the country. Expenses attendant to quarantine or removal from Japan will be borne by the person or agent responsible for importation.

11. The owner of any pet imported under the provisions of this directive will, prior to departure from Japan, make necessary arrangements to remove the pet from Japan, transfer ownership to another member of the occupation forces or have the pet destroyed.

12. The shipment of pets from Japan will be accomplished as specified in paragraph 2, reference 1c above. (AGG 454)

Section XXIII- Income Tax.

1. Commanders will provide all possible assistance to military and civilian personnel to expedite the filing of Income Tax returns, payment of tax for 1948, and preparation of Estimates of Income for 1949 prior to 15 March 1949.

2. The following procedure is suggested.

a. Advise personnel that Returns and Estimates must be received by the collectors by midnight, 15 March 1949.

b. Designate military and civilian personnel qualified to assist in preparing tax returns. Personnel with tax experience or trained as lawyers, accountants, bookkeepers, disbursing officers and bank tellers, should be utilized for this purpose. Officers or civilians who have attended the tax school conducted by this headquarters should be designated to supervise this program.

c. Arrange a schedule whereby groups will receive tax assistance at scheduled times and places. When a large number of individuals are on duty in the same building, assistance should be provided therein, to minimize interference with regular duty.

3. Requisitions will be submitted directly to the Eighth Army Adjutant General Publications Depot, APO 503, by 15 January 1949 for blank

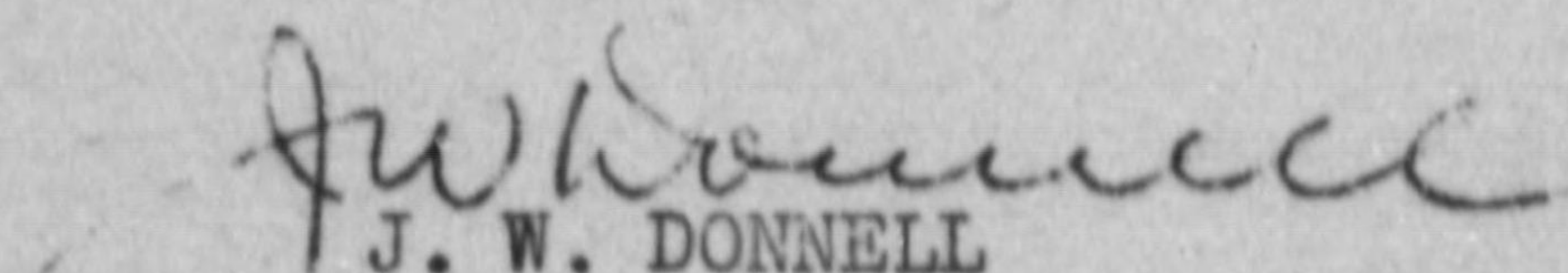
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Tax Returns and Estimates. (AGY 012)

BY COMMAND OF LIEUTENANT GENERAL WALKER:

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:


J. W. DONNELL
Colonel, AGD
Adjutant General

3 Incls

- 1 - Monthly Report, USAFI Regional Testing Centers Form.
- 2 - Instructions for Preparation of USAFI Regional Testing Centers Report.
- 3 - Request for Authorization to Ship Pet Animal to Japan.

DISTRIBUTION:

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MONTHLY REPORT, USAFI REGIONAL TESTING CENTERS

Reports Control
Symbol QTIE-13

TESTING CENTER NO. _____

MONTH _____ YEAR _____

ORGANIZATION _____ APO _____

TI&E OFFICER _____ CIVILIAN DIRECTOR _____

CHIEF TESTING SPECIALIST _____

Part A -- INVENTORY DATA

I. GED Tests issued as permanent stock, High School Level:

*Serial No.									
Part 1									
Part 2									
Part 3									
Part 4									
Part 5									

II. GED Tests issued as permanent stock, College Level:

*Serial No.									
Part 1									
Part 2									
Part 3									
Part 4									

III. Placement Tests issued as permanent stock:

a. Mathematics (Form RO)

*Serial No.									

b. Mechanics of Expression (Form T)

*Serial No.									

c. Adult Reading Comprehension

*Serial No.									

IV. Educational Qualification Test, PRT-988 issued as permanent stock:

*Serial No.									

*Enter test serial numbers of booklets issued at the top of each column.
This form will be reproduced locally.

Incl 1 to Weekly Directive 17, Hq Eighth Army, 31 December 1948

Part B -- TESTING RESULTS

- V. **GED Tests administered and mailed for scoring:
- a. High School Level: (1) Complete _____
(2) Incomplete _____
 - b. College Level: (1) Complete _____
(2) Incomplete _____
- VI. **Placement Tests administered and mailed for scoring:
- a. Mathematics (Form RO) _____
 - b. Mechanics of Expression (Form T) _____
 - c. Adult Reading Comprehension _____
- VII. **Educational Qualification Test, PRT-988, administered: _____
- VIII. **Educational Qualification Test, 2CX, administered _____
- ** All tests will be properly administered and certified by Certified Testing Specialist.

Part C -- REQUISITION DATA

- IX. Sets of Answer Sheets needed for next three-month period:
- a. GED Tests: High School Level _____
College Level _____
 - b. Placement Tests: Mathematics (Form RO) _____
Mechanics of Expression (Form T) _____
Adult Reading Comprehension _____
 - c. Educational Qualification Test PTR-988 (Answer Sheet, PRT 990) _____
 - d. Educational Qualification Test, 2CX will be requisitioned only in accordance with GHQ, FEC ltr., AG (5 Nov 48)TIE, subject: "Availability of USAFI Test 2CX."

Part D -- REMARKS

X.

Type name and status of official making report _____

Signature of Official making report _____

Incl 1 to Weekly Directive 17, Hq Eighth Army, 31 December 1948

INSTRUCTIONS FOR PREPARATION OF USAFI REGIONAL TESTING CENTER REPORT
REPORTS CONTROL SYMBOL QTIE-13

PART A - INVENTORY DATA

- Item I. To the right of "Serial No." record serial number of each High School Level GED Test set received on requisition by Testing Center. Under each serialized GED test set recorded, indicate in blank space by "X" for each part on hand, "O" for each part missing, or "R" for each part mutilated and requiring replacement.
- Item II. Prepare same as Item I, but enter date for College Level GED test set.
- Item III. To the right of "Serial No." under items a, b, and c, record serial number of each type of Placement Test received on requisition by Testing Center. Under each serialized type of Placement Test recorded, indicate in blank space by "X" if part is on hand, "O" if part is missing, or "R" if part is mutilated and requires replacement.
- Item IV. To the right of "Serial No." record serial number of each Educational Qualification Test PRT-988 received on requisition by Testing Center. Under each serialized Educational Qualification Test, PRT-988 recorded, indicate in blank space by "X" if test is on hand, "O" if test is missing, or "R" if test is mutilated and requires replacement.

PART B - TESTING RESULTS

- Items V through VIII. Record number of tests administered and mailed to USAFI Branch for scoring. Attach to report list of personnel who have been administered tests, listing separately by types of tests and parts completed.

PART C - REQUISITION DATA

- Item IX. Self explanatory.

PART D - REMARKS

- Item X. Self explanatory.

SUBJECT: Request for Authorization to Ship Pet Animal to Japan

THRU : (Channels)

TO:

1. Under the provisions of Circular 28, General Headquarters, Supreme Commander for the Allied Powers, 11 October 1948, request that I be authorized to have the following pet animal shipped to Japan (by commercial means at my expense without cost to the United States Government) or (from _____ Port of Embarkation aboard United States Army cargo vessel under the provisions of AR 55-485 as amended).

- a. Species and breed: _____
- b. Name of animal: _____
- c. Brief description of animal to include color, age, sex, and weight: _____
- d. Animal was acquired (by me) or (by a member of my family) on _____

2. Other pertinent information:

- a. Name, grade, ASN, unit or assignment of applicant: _____
- b. My status is (cross out inapplicable terms): Officer, Warrant Officer, Enlisted Man, Department of the Army, Navy or Air Force Civilian Employee, Commercial Entrant, _____ (others)
- c. I occupy permanently assigned, separate quarters at: _____
- d. My date of departure for Japan: _____
Date of departure of my family for Japan: _____
- e. Commercial transportation agency designated to effect shipment (if applicable): _____

3. I certify that:

- a. The pet or pets listed in paragraph 1 above have been in my possession or in the possession of a member of my immediate family for at least six months prior to the date of my departure or the date of departure of my dependents for Japan.

b. I fully understand that:

Incl 3 to Weekly Directive 17, Hq Eighth Army, 31 December 1948

- (1) Veterinary services including boarding facilities for my pet cannot be furnished by the occupation forces and that I will be required to rely wholly upon existing Japanese veterinary facilities for this service.
- (2) Should my assignment of quarters be changed with the result that I am rendered ineligible to keep a pet, and/or in the event the conduct of my pet necessitates it being declared a nuisance, I will be required to take immediate action to either remove the pet from Japan or to have it provided for elsewhere.
- (3) Shipment of pets to Japan without formal authorization or aboard any United States Government passenger vessel or aircraft is a violation of the provisions of circular cited in paragraph 1 above, and that pets so imported shall be denied entry and either destroyed under the supervision of the Eighth Army Quarantine Officer, or removed from Japan without delay by and at the expense of the person or agent responsible for importation.

4. Certificate of Health issued by an Army or Air Force veterinarian or a competent department of the state or area from which overseas shipment is to be initiated to include evidence that immunization for rabies and distemper, if required, was completed not more than six months and not less than 30 days prior to estimated arrival of pet in Japan, is attached hereto as inclosure 1.

Signature

1 Incl
Certificate of Health

Incl 3 to Weekly Directive 17, Hq Eighth Army, 31 December 1948

HEADQUARTERS EIGHTH ARMY
 United States Army
 Office of the Commanding General
 APO 343

24 December 1948

WEEKLY DIRECTIVE
 NUMBER 16

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Material heretofore disseminated on Messageforms, which does not require handling as expeditiously as intended for Messageforms or signal communications, will be compiled and issued by this headquarters in a Weekly Directive. Weekly Directives have the status of official orders and directives, and will be distributed to all units to include companies. These Directives will be issued in numerical sequence, and subsequent references to them will make filing and annotating in the headquarters of all recipients essential.

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

Section I - Tuition for Dependent Schooling.

1. References.

a. Circular 17, General Headquarters, Far East Command, 7 May 1948, subject: "Dependent Schools."

b. Radio, this headquarters, DX 31141 TIE, 13 October 1948 (Classified).

2. A uniform tuition rate of \$330.00 per year per pupil for enrollment in dependent schools has been established for English speaking dependents of Red Cross personnel, nongovernment personnel on loan to the Occupation Forces, missionaries, correspondents, employees of business firms engaged in private trade and Allied personnel, payable in ten equal monthly installments from September to June inclusive.

3. For the current school year, tuition payments are retroactive to September 1948, and must be paid in full by 30 June 1949.

4. Tuition collected will be administered as provided in reference 1b. (AGTIE)

Section II - Reentry into the Far East Command of Enemy National Wives.

1. Reference.

Section II, Weekly Directive 14, this headquarters, 11 December 1948, subject: "Reentry into the Far East Command of Enemy National Wives."

2. Radio, Commander-in-Chief, Far East, ZX 31292, 28 November 1948, is quoted in part for information and guidance.

"United States Law and Army Regulations forbid two trips to United States at government expense by dependents of military personnel. Military personnel declared essential linguists whose enemy national dependents are returning to Far East Command under provisions of ZX 28802 will be informed that later travel to the ZI and to the principal's home or next station will be at no expense to United States Government. No objection to later travel to ZI on Army transport to port of debarkation on non reimbursable basis or space available after all other Army requirements have been met and at no expense to the United States."

3. Contents of ZX 28802 referred to, were disseminated in part in reference cited above. (AGD 000.5)

Section III - Travel of Dependents to Japan.

Present policy with respect to travel of dependents to Japan does not permit early travel by commercial means out of normal priority order. (AGD 510)

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

Section IV - Extension Courses Used in Dependent Schools.

1. Orders for the purchase of university extension courses from government funds, for use by dependents of high school age, in areas where there are no established high schools, will be prepared by the administrative head of the dependent schools serving the area, and submitted to this headquarters for approval.

2. Invoices, addressed specifically to the dependent schools receiving extension courses, will be submitted to this headquarters for payment providing they bear the following certificates:

a. "I certify the above bill is correct and just; that payment therefor has not been received; that all statutory requirements as to American production and labor standards, and all conditions of purchase, applicable to the transactions, have been complied with; and that state or local sales taxes are not included in the amounts billed."

(Signed by the vendor)

b. "Pursuant to authority vested in me, I certify that the above articles were received in good condition, after due inspection, acceptance and delivery prior to payment as required by law, or the services were performed as stated and that the prices charged are just and reasonable and in accordance with the agreement."

(Signed by the administrative head of the school)

3. The purchase of extension courses from government funds for use in dependent schools, except as provided herein, is prohibited.
(AGTIE 000.8)

Section V - Legal Holidays.

1. References.

a. Paragraph 2, AR 600-115.

b. Section XVII, Weekly Directive 14, this headquarters, 11 December 1948, subject: "Legal Holidays."

2. There is no authority for administratively excusing Department of Army Civilian employees from duty during the period 1300 to 1700, 31 December 1948, which was announced in reference 1b, as a period during which suspension of duty is authorized.

3. Since at this headquarters, four (4) hours are normally worked on Saturdays, schedules of personnel desiring to be absent from duty from 1300 to 1700, 31 December 1948, will be adjusted to ensure a total of thirty-six (36) hours of duty during the week ending 1 January 1949, or that such absence is charged to annual leave.

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

4. Such adjustments as are necessary will be made by other agencies of this command, to ensure that each Department of the Army civilian performs thirty-six hours of duty during the week ending 1 January 1949. (AGD 006)

Section VI - Procedure for Issue and Turn-in of Clothing and Individual Equipment for Enlisted Personnel.

1. References.

a. AR 615-40

b. TM 38-403

2. Pending revision of paragraph 17a, reference 1a above, the Department of the Army has directed that each issue or turn-in of clothing or individual equipment be entered on the individual's WD AGO Form 32.

3. In addition to the action required by paragraph 62, reference 1b above, commanders responsible for issue of clothing and individual equipment direct to using individuals, will accomplish the action indicated below as appropriate to each transaction involving issue or turn-in of clothing or individual equipment.

a. Names and serial numbers of the individuals, to whom the supplies requested will be issued, will be entered in ink or typewritten on the retained copy of the Property Issue Slip, (WD AGO Form 446).

b. Where applicable, the retained copy of Property Turn-In Slip (WD AGO Form 447) will be cross-referenced to the Property Issue Slip on which replacement clothing or individual equipment items are drawn. (AGG 420)

Section VII - Medical Meeting at the 35th Station Hospital.

1. A medical meeting will be held at the 35th Station Hospital in Kyoto beginning 0900, 19 January 1949. Professional subjects of interest to chiefs of services in hospitals and to dispensary surgeons will be discussed.

2. All medical officers are invited to attend.

3. The meeting will last one day and terminate in time to permit departure from Kyoto the same evening. Officers desiring overnight accommodations, which are limited, will notify the Commanding Officer, 35th Station Hospital, APO 301, at the earliest practicable time. (AGN 337)

Section VIII - Inventory of Ikego Ammunition Depot.

The Ikego Ammunition Depot, APO 503, will be closed for inventory 1 to 15 February 1949. Units requiring ammunition during this period should arrange to draw prior to 1 February. Emergency issues will be made at any time during this period. (AGO 142.1)

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

Section IX - Film Utilization Information.

Information concerning new Department of the Army films and film catalog is contained in inclosure E. (AGC 413.5)

Section X - Officers' Qualification Card, WD AGO Form 66.

Radio, The Adjutant General, WCL 29788, 18 December 1948, is quoted for information and compliance:

"Organizational copies of WD AGO Forms 66 of all Reserve Officers on AD whose basic branch is Staff and Administrative will be reviewed and appropriate action taken to detail them in branch of Regular Army, as required by par 4c, AR 605-145 if not already so detailed. No Career Management Branch copy of WD AGO Form 66 for basic branch (Staff and Adm) will be prepared. A Career Management Branch copy will be forwarded to Career Management Branch of detail branch only. Procedures for disposition of copies currently on hand are as follows:

"(a) Career Management Branches currently having on file Career Management Branch basic branch (Staff and Adm) copies of personnel not detailed to their own branch, (c.g., Infantry Career Management Branch having basic Staff and Adm copy but no detail copy in Inf), will upon receipt of this directive, forward basic Staff and Adm copies to branch in which detailed with the following notation in item 28: 'Forwarded to Career Management Branch (Blank) for review and disposition per WCL (29788).'

"(b) If no detail branch is indicated on Form 66, Career Management Branch having Staff and Adm copy on file will destroy such copy.

"(c) Career Management Branch of detail branch having, in addition, basic Staff and Adm copy will take action indicated in (b) above, after review and check of basic Staff and Adm copy. Upon relief of an officer from active duty, Career Management Branch copy will be forwarded to TAGO for file with appropriate authority. TM 12-425A will be amended accordingly.

"No Career Management Branch copy will be prepared for officers detailed General Staff Corps. Entry will be made under 'Duty Branch,' WD AGO Form 66A, only when officer is detailed (in a branch) other than General Staff Corps. Career Management Branch copy for personnel detailed in Inspector General's Department or Special Services will be prepared and forwarded to Career Management Branch - Inspector General's Department or Special Services. For personnel detailed in one branch and further detailed in Inspector General's Department or Special Services, additional Career Management Branch copies will be prepared for those branches." (AGR 201.36)

Section XI - Promotion of Air Force First Lieutenants.

Radio, Department of the Army, WCL 30157, 17 December 1948, is quoted in part for information and necessary action:

"Promotion of Air Force first lieutenants to temporary grade of captain is subject. These instructions disseminated to the Army at the request of the Department of the Air Force for compliance as indicated:

"1. The Department of the Air Force plan to implement promotions of eligible Air Force first lieutenants to the temporary grade of captain is contained herein. All promotions will be made by the Department of Air Force.

"2. Thirteen major Air Force commands are being delegated authority to convene boards to select and recommend a specific number of eligible officers.

"3. All eligible Air Force officers not assigned to one of the thirteen major Air Force commands will be considered for promotion to the temporary grade of captain by a central selection board convened at Headquarters United States Air Force.

"4. Criteria established for consideration for promotion of Air Force officers to the temporary grade of captain is as follows:

"a. Regular Air Force officers serving in the grade of first lieutenant who have completed four and one half years service for promotion purposes prior to 1 July 1948.

"b. Non-regular Air Force officers serving in the grade of first lieutenant who have completed four and one half years active Federal commissioned service prior to 1 July 1948, or who were twenty-nine and one half years of age prior to 1 July 1948. Non-regular officers are officers on active duty whose basic commission is in the United States Air Force Reserve, or the Air National Guard, United States. In computing active Federal commissioned service, Civilian Conservation Corps duty and active duty tours of ninety days or less will not be included.

"5. The Department of the Air Force will consider each eligible Air Force officer for temporary promotion to the grade of captain who was assigned for duty with the Army on 22 November 1948, regardless of assignment prior to or after 22 November 1948. For each eligible Air Force officer assigned for duty with any organization of the Army on 22 November 1948, a special efficiency report covering as great a period as possible but not to exceed six months will be accomplished by his immediate superior, indorsed by the next immediate commander, and forwarded direct to the Deputy Chief of Staff, Personnel, Headquarters United States Air Force, Washington 25, D. C., attention Promotions and Separation Division, at the earliest practicable date.

"6. If an Army organization is the losing agency for any Air Force first lieutenant within the period 22 October 1948 to 21 November 1948, inclusive, a special efficiency report covering as great a period as possible but not to exceed six months will be accomplished by the former immediate superior, indorsed by the next immediate commander, and forwarded at the earliest practicable date together with a copy of the

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

reassignment orders as follows:

"a. If the gaining agency is one of the thirteen major Air Force commands, to the gaining major Air Force command.

"b. If the gaining agency is not one of the thirteen major Air Force commands, as prescribed in paragraph 5, above.

"7. Only sections I and II of the efficiency report will be utilized. The rating officer and indorsing officer will enter the following statement in the appropriate portion of paragraph B, Section II, of the efficiency report form: 'I recommend (do not recommend) this officer for promotion to the temporary grade of captain.' Circular 219, Department of the Army, 1948, does not apply. Efficiency reports submitted under the provisions this message will be plainly marked 'Special Report.'

"8. The thirteen major Air Force commands are:

Continental Air Command, Mitchell Air Force Base,
Mitchell Field, New York.

Air Proving Ground, Eglin Air Force Base,
Eglin Field, Florida.

Air Training Command, Barksdale Air Force Base,
Barksdale Field, Louisiana.

Air Materiel Command, Wright-Patterson Air Force Base,
Wright Field, Ohio.

Air University, Maxwell Air Force Base,
Maxwell Field, Alabama.

Military Air Transport Service, Andrews Air Force Base,
Camp Springs, Maryland.

Headquarters Command, United States Air Force,
Bolling Air Force Base, Washington, D.C.

Strategic Air Command, Offutt Air Force Base,
Fort Crook, Nebraska.

United States Air Force in Europe, APO 633,
c/o Postmaster, New York, New York.

Pacific Air Command, APO 953, c/o Postmaster,
San Francisco, California.

Caribbean Air Command, APO 825, c/o Postmaster,
New Orleans, Louisiana.

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

Alaskan Air Command, APO 942, c/o Postmaster,
Seattle, Washington.

Far East Air Force, APO 925, c/o Postmaster,
San Francisco, California

"9. Reports control symbol assigned AF-AP-P-181." (AGR 210.2)

Section XII - Message Precedence Designations.

Changes in message precedence designations for Combined, Joint and intra-service use as indicated below, have been prescribed effective 0001Z, 1 January 1949.

CURRENT DESIGNATION	NEW DESIGNATION	PROSINE (UNCHANGED)
Flash	Flash	OC
Urgent	Emergency	O
Operational Priority	Operational Immediate	OP
Priority	Priority	P
Routine	Routine	R
Night	Deferred	NM
		(AGC 311.4)

Section XIII - Transfer to Inactive Reserve.

1. Reference.

Section XIII, Weekly Directive 14, this headquarters, 11 December 1948, subject: "Transfer to Inactive Reserve."

2. Radio, Department of the Army, WCL 30542, 16 December 1948, is quoted in part for information and necessary action.

"Reourad WCL 23374 dtd 18 November 1948, the limiting date of 1 January 1949 on suspension of transfers to inactive reserve is hereby changed to 1 February 1949. It is reiterated that commanders will insure dissemination of information in this and above cited message to all reserve officers concerned to provide adequate time to them for proper decision."

3. Radio, Department of the Army, WCL 23374, 18 November 1948, was quoted in reference 1 above. (AGR 210.1)

Section XIV - Gasoline.

1. References.

a. Section I, Circular 194, this headquarters, 29 December 1947, subject: "Sales of Quartermaster Supplies and Services," as amended.

b. Section I, Circular 158, this headquarters, 25 December 1947, subject: "Operation of Privately Owned Motor Vehicles in Japan," as amended.

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

2. The term vehicle as used herein includes any conveyance propelled by an engine using gasoline as fuel, such as an automobile, motorcycle, scooter, outboard motor or motorboat.

3. Except as provided in 4 below, an individual and/or family unit will be issued one Quartermaster Gasoline Station Permit and will be entitled to receive the monthly allowance of 100 gallons of gasoline, which will not be increased by reason of possession or operation of more than one vehicle.

4. Individuals having two automobiles registered prior to 1 April 1947 as provided in reference b above may be issued a Quartermaster Gasoline Station Permit for each automobile. Each permit will entitle the holder to a 100 gallon allowance of gasoline. (AGP 463.7)

Section XV - Legislative Program.

Letter Department of the Army, AGAM-PM 111 (30 Nov 48) CSUSA, 6 December 1948, subject as above, is quoted for information and compliance.

"The following letter from the President of the United States will be brought to the attention of all military and civilian personnel of the Department of the Army:

I am now giving careful consideration to the Government-wide programs for the ensuing fiscal year, and am making plans for a budget to support these programs. In order that this planning may not be adversely affected, extreme caution must be exercised in making public statements about the speed at which we can move forward toward our goals.

As you know, the legislative proposals of all departments and agencies are being developed and assembled. This will permit a determination of the total cost of our program. It seems very clear that fiscal considerations will make it impossible to move ahead rapidly on all fronts at once. A decision as to both programs and budget priorities can be made only after we take a look at the whole legislative picture.

I count on you to prevent any premature announcements until we are in a position to know which things must be done first and how rapidly they can be done.

In connection with the above, may I again call your attention to my desire that legislative proposals be coordinated and cleared within the Executive Branch in accordance with the established procedures."

Section XVI - Smallpox Prevention:

Paragraphs 2 and 3, Section XV, Weekly Directive 15, this headquarters, 18 December 1948, subject as above, are amended by deleting the words "or Manila." (AGN 337)

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

Section XVII - Procurement of Second Lieutenants for Active Duty.

1. Reference.

Radio, Department of the Army, WCL 30536, 17 December 1948, is quoted in part for information and compliance.

"The following Department of the Army policy is announced and will be disseminated to lower echelons of your commands.

"a. Procurement of second lieutenants for active duty under the provisions of Department of the Army Circular 330, 1948, will be made on the basis of individual qualifications.

"b. Negro applicants will be accepted, without limiting quota, in accordance with policies and procedures applicable to all other individuals." (AGR 210.2)

Section XVIII - Personal History Statements - (WD AGO Forms 643A).

1. Reference.

Section I, Circular 55, this headquarters, 11 August 1948, subject: "Background Investigations for Safeguarding of Military Information."

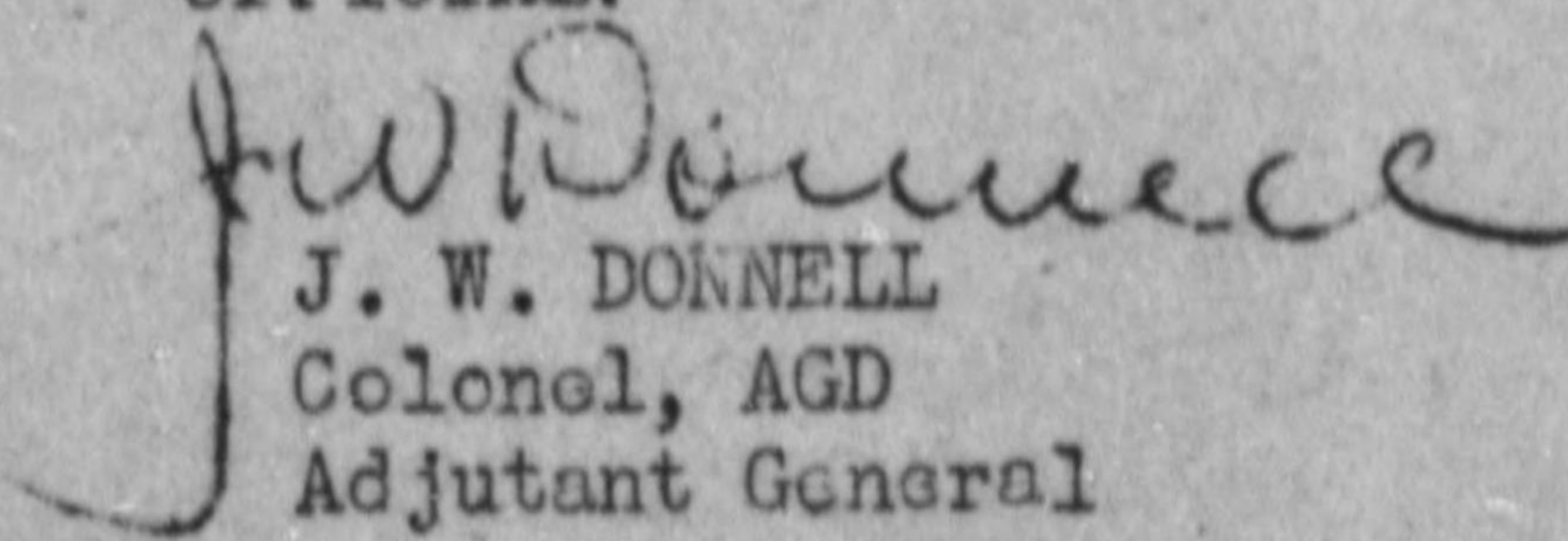
2. The preparation of Personal History Statement, WD AGO Form 643A, for use in completion of loyalty investigations prescribed in the references, will conform to the detailed instructions contained in inclosure 2.

3. Responsible officers will inform personnel of the importance of these documents, and will review each completed form prior to submission to this headquarters. (AGE 201.3)

BY COMMAND OF LIEUTENANT GENERAL WALKER:

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:


J. W. DONNELL
Colonel, AGD
Adjutant General

2 Incls

- 1 - Film Information
- 2 - Directions for Completing Personal History Statements, WD AGO Form 643A

Weekly Directive 16, Hq Eighth Army, 24 December 1948, Cont'd.

DISTRIBUTION:

"A" plus "Z"

CG FEAF (15)

CG Hq & Sv Gp, GHQ FEC (15)

COMNAVFE (Procurement) (15)

CG 5th Air Force (240)

FILM INFORMATION

1. New Department of the Army Films.

Films listed below are available at the Central Film and Equipment Exchange, APO 343, I Corps Film and Equipment Exchange, APO 301, IX Corps Film and Equipment Exchange, APO 309 and General Headquarters Film and Equipment Exchange, APO 500. Borrowing units may make arrangements to obtain these films through film exchanges at division level.

- a. M-1235 "THE ATOM STRIKES" - (31 minutes - unclassified) SYNOPSIS: Beginning with the atom bomb tests in New Mexico, this film goes on to show the subsequent bombing of Hiroshima and Nagasaki. A detailed picturization shows the utter ruin caused to buildings of various types, including bridges, factories and roads, at various distances from "zero point." The effect of the bombings on the inhabitants is discussed but not shown. This film is a forceful presentation of the physical destructive force of the atom bomb. Much of the footage used in this film is the same as that used in SM-74, "Tale of Two Cities." USE: This film, formerly available on an extremely limited basis for technical study, is now available and recommended for use in TI&E programs. SM-74 is an acceptable substitute for M-1235. RELATED FILMS: SM-74, M-1323, M-1428, M-7500.
- b. OF47 "OUR NEIGHBOR TO THE NORTH" - (13 minutes - unclassified) SYNOPSIS: This is the story of post war Canada - her progress and problems. It unfolds as two vacationers, one a Canadian, the other an American, are traveling to Canada. An incident which occurs at the customs point makes the American quite curious about Canadian regulations. The Canadian explains the necessity for these regulations. He discusses foreign trade and its effect on the average Canadian family. The film is interspersed with shots of Canadian life, industry and custom. (Features actors Walter Abel and Ralph Forbes) USE: This film is intended for general use in TI&E programs. RELATED FILMS: GI-13, EF-158.
- c. AFSR-97 "PROBLEMS OF PEACE IN EUROPE" (21 minutes - unclassified) SYNOPSIS: This 97th edition of Armed Forces Screen Report presents a quick look at the situation in Europe, with the prospect of a descending "Iron Curtain" from the East and the Marshall Plan's war against chaos moving from the West. Scenes illustrate the geographically and industrially strategic location of Germany in the European problem. It points out the importance of coal and steel in recovery plans. Short comments by Secretary Marshal and Senator Vandenberg highlight the film. A glimpse into the most urgent needs of each of the "Marshall Plan Nations" is shown to illustrate the importance of ERP to ultimate peace. USE:

Incl 1 to Weekly Directive 16, Hq Eighth Army, 24 December 1948.

This film is intended for TI&E use. RELATED FILMS: OF-28, OF-30, OF-37, OF-45, SM-66.

- d. AFSR-98 "GENERAL PERSHING TRIBUTE" (AND) "ROTC AT WORK" (21 minutes - unclassified - cleared for public showing) SYNOPSIS: Armed Forces Screen Report #98 is a two-subject film, as follows, "General Pershing Tribute," is dedicated to the late General John J. Pershing, General of the Armies of the United States, and is highlighted by scenes of his recent death. Scenes also depict the Nation's last tribute to beloved "Black Jack" during the memorial and funeral services. "ROTC at Work," the second subject in SM-98, shows summer training of ROTC units of the various branches of the service. The Army has expended considerable effort in the preparation and presentation of ROTC courses and training programs, as depicted in this film. Extensive demonstration, combined with the finest instruction, and followed by active student application, add up to an interesting summer ROTC program of value both to the individual student, his unit, and the National Defense. USE: This film is intended for TI&E use.
- e. HRC-2 "SICILY TO NAPLES" (13 minutes - unclassified - cleared for public showing) SYNOPSIS: In spring of 1943 American and British forces, consisting of the American 6th Corps (of the 5th Army) and the British 10th Corps, set sail for the invasion of Italy. En route, Italy surrendered, but the invasion came off as scheduled, a three-pronged thrust into the "boot" section of Italy, the first break in "Fortress Europe." Anticipating the break-up of the Italian war machine, Hitler poured German troops in from the North, but American and British forces pushed on. Subsequent fighting as far as Naples is shown. Captured German footage is included to show action on both sides. USE: This is one of the World War II "Historical Report" series of films, intended for TI&E use. RELATED FILMS: HRB-15, HRE-7.

2. Film Catalog.

- a. A film catalog listing all film bulletins, training, miscellaneous, and information films, film strips and sound film strips available within the Eighth Army Area, will be available at all film and equipment exchanges on or about 1 January 1949.
- b. Training officers will submit requests for catalogs to film and equipment exchanges.

Incl 1 to Weekly Directive 16, Hq Eighth Army, 24 December 1948.

DIRECTIONS FOR COMPLETING PERSONAL HISTORY STATEMENTS, WD AGO Form 643A

Two copies of the Personal History Statement, WD AGO Form 643A, referred hereinafter as PHS, must be filled out completely. Read the short paragraph at the top of the first page of the form. Type or print legibly in ink and answer all questions. If more space than allotted is required for a question, use space under "REMARKS" section on page 6 of form (Identify each additional entry by number.) When form is completed, recheck all questions for accuracy. Filling in the PHS must be a step-by-step process. First read the instructions given on the PHS form. Next, read the instructions in regard to the specific item on this sheet and then answer that item in the manner prescribed. When this has been done, go to the next item. It is essential that all questions on the PHS be completely and carefully answered since they are the basis for your background investigations to determine your character, discretion, integrity, and loyalty to the United States. A neat, carefully filled out PHS is an indication of your ability and becomes a permanent part of your record.

The PHS begins with today's date in the first box, upper left corner, followed by box labeled "PLACE" where present military address in full will be entered.

1. Give your complete name as required. Be sure to include your middle name. If you have no middle name, enter (NMN). If you have an initial only, insert the appropriate initial and add (IO) to it.
2. If you have an alias or change of name, list it and under "REMARKS" section explain fully as to where, when, and why changed. Name may have been changed when naturalized or when adopted. If not applicable print "NONE."
3. Give your present rank. (or rank prior to separation or relief from active duty).
4. Show your branch, Arm or Service you enlisted for, such as CAO (UNASGD), INF, FA, etc.
5. Give your present serial number, or serial number held prior to separation or relief from active duty.
6. Give the number of your draft board, not your order number or draft call number. If unknown, print "UNKNOWN."
7. If the exact address is unknown, give the street, city, and state. At times the address can be given with a building, i.e., Post Office Building, Oshkosh, Wisconsin.
8. Your permanent station will be your present military assignment.
9. Answer as required, being sure to include your county. If your county is unknown, print "COUNTY UNKNOWN." Example: 1234 Bellot Ave., Leeds, West County, California. DAC's must also complete this entry.

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10. Give your full address. It is usually your permanent home address or your legal address. If it is the same as the address given in number nine (9), re-write the address completely.

11. Race Examples: White, American Indian, Negro, Chinese, Japanese, Puerto Rican, etc.

12. Answer as required, giving exact height in feet and inches.

13. Answer as required, giving exact or approximate weight in pounds only.

14. Answer as required, giving color or shade. DO NOT ABBREVIATE.

15. Answer as required, giving color or shade. DO NOT ABBREVIATE.

16. Complexion. Examples: Black, Brick Red, Brown, Dark, Fair, etc.

17. If you are a citizen of the United States, print "UNITED STATES!" If not a citizen of the United States, put applicable answer. DO NOT ABBREVIATE.

18. Check applicable box.

19. Answer completely as required. If not applicable, print "NONE!"

20. Answer completely as required. If not applicable, print "NONE."

21. Answer completely as required. If not applicable, print "NONE!"

22. If you were born outside the United States, or its territories, give appropriate information. If not applicable, print "NONE!"

23. Print date completely. Example: 2 May 1917. Do not print any dates in this manner: 2/5/17.

24. Answer completely as required, giving county and country.

25. Check applicable box. Birth certificate does not have to be on your person. If information is unknown, print "UNKNOWN."

26. Check applicable box. If information is unknown, print "UNKNOWN."

27. It is generally recorded at the State Capitol, County Seat, Board of Health, etc. If information is unknown, print "UNKNOWN."

28. Locate scars or distinguishing marks. Example: "4 inch scar above left temple." If none, print "NONE."

29. List all schools and give all information completely, including: inclusive dates, dates of attendance, addresses of the schools, and graduate or non-graduate.

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30. List all attained. Also where and when. If none, print "NONE."
31. List all, and also where and when. If none, print "NONE."
32. List all, being sure to give the Post, Chapter or Lodge number, city, state and year of membership.

33. Answer completely giving complete addresses. THIS IS IMPORTANT. Do not list Armed Forces addresses in this space, but give permanent or legal addresses, if in the Armed Forces. If town listed is small and street addresses are not used, so state.

34. A. If answer is "YES" fill completely the remainder of the question. If answer is "NO," check "NO" box, and go on to next question.

35. B. Same directions apply as for 34A.

C. First put your Social Security Number in the proper box. If you have one, but don't know the number, print "UNKNOWN." If you never had one, print "NONE." Give a chronological review of your employment. Make this list continuous, showing all the periods of unemployment, non-employment while attending schools, vacations, and military service in their proper chronological order. Account for all your time. Give the complete names and addresses of your employers. Be sure the dates and places under employment correspond to the dates and places under residence from birth. (Item 33). Be sure to indicate the correct reason for termination. This information will be checked.

D. For civilians only.

35. Be sure to answer, particularly the "FOR CAUSE" part of the question. If the answer is "YES" state the circumstances fully, continuing in the "REMARKS" section if additional space is required.

36. Check applicable box. If answer is "YES," complete the rest of the question. If "NO," leave blank.

37. A. Fill in the appropriate line or combination of lines, i.e.; if you were both an officer and an enlisted man fill in lines 1 and 3 of the military history. Under date enlisted, give date for each enlistment. If they were for other service indicate such as navy, etc. If you were an officer, under "COMPONENT" list your officer's serial number. Source of commission may be OCS, Flying Cadets, Direct, etc. Be sure to list all serial numbers assigned to you.

If you have ever been court-martialed, explain fully. Give the nature of the offense, as well as the type of court-martial. Give where it happened, why, how, etc. Give the disposition of the case, i.e., amount of fine, reduction in grade, confinement or restriction, etc. In other words, give the complete summary of the case. If more space is required, use space under "REMARKS" section.

If you were ever fined under the 104th as an officer, give a similar resume. Summarize any reprimands you may have received in the same manner. If you were ever reduced in grade as an enlisted man under current Incl 2 to Weekly Directive 16, Hq Eighth Army, 24 December 1948.

directives, give a summary of the case. In other words, list all discrepancies in your military background. Your military background will be investigated. Follow the procedure for an other service, i.e. Navy courts-martial, captain's mast, etc. Be sure to answer number 37B.

38. Answer fully, as required. Include approximate dates of arrival and departures.

39. Answer fully, indicating degree of fluency. Don't put, for example, "YES" under CONVERSE.

40. & 41. THREE credit references, and five character references, all located in the Zone of Interior or Hawaii, must be listed before the PHS is acceptable. Both the credit and character references are to be non-military in addition to not being employers or relatives. No credit references may be used as a character reference, and vice versa. Complete addresses are needed in both cases. This is a paramount importance. For credit reference, if you do not have a credit account, you may use a school to which you have paid tuition, any store, gasoline station, motor car dealer, auto repair shop, hotel, life insurance company, landlord, doctor, lawyer, dentist, clubs or organizations where dues are paid, or any other business establishment to which you have paid in cash for services or goods, and where there is a record of your dealings. If all these possibilities fail, use a person who has loaned you money or would lend you money should the need arise.

42. Give all the information, i.e., if your father's birthdate is unknown, print "UNKNOWN," if approximate, give date and put "APPROXIMATE" after it. The same procedure should be used in subsequent questions of similar type.

43. Same instructions used in Number 42, giving mother's maiden name.

44. Answer as required. If the answer is none, print "NONE" only in the box listed, "Stepparent's Last Name."

45. See instructions for number 44.

46. See instructions for number 44.

47. Answer completely, giving complete addresses. If answer is none, print "NONE."

48. Answer as required. If information is unknown, print "UNKNOWN." If none, print "NONE."

49. Answer as required. If information is unknown, print "UNKNOWN." If none, print "NONE."

50. Check applicable box. If married, fill in the rest of question. If divorced, check box, and fill in question 51.

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51. If applicable, fill out completely, and if not, print "NONE."
52. If applicable, fill out completely, and if not, print "NONE."
53. If applicable, fill out completely, and if not, print "NONE."
Give degree of dependency in percentage. List your wife, if married, as a dependent, also children if answer is applicable.

54. Check applicable box. If answer is "YES" answer fully giving a complete resume of the case as called for. List any incident, and include all juvenile cases.

55. Read the question carefully, and answer it, using the "REMARKS" section if additional space is required.

56. Give the name and full address. Be sure to include the relationship.

READ THE CLOSING STATEMENT ON THE PERSONAL HISTORY STATEMENT BEFORE SIGNING.

Both Forms MUST be signed, witnessed and dated.

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HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

WEEKLY DIRECTIVE
NUMBER 13

4 December 1948

- SECTION I - PROCEDURE FOR PROCESSING WARRANT OFFICER APPOINTMENTS.
- SECTION II - MILITARY GOVERNMENT CIVILIAN PERSONNEL.
- SECTION III - USE OF COCA-COLA AND PEPSI-COLA BOTTLES BY JAPANESE.
- SECTION IV - TEMPORARY PROMOTION OF MEDICAL DEPARTMENT OFFICERS TO CAPTAIN, ARMY OF THE UNITED STATES.
- SECTION V - RECRUITING - REENLISTMENT LEAVE.
- SECTION VI - RECRUITING - ENLISTMENT OF MEN WITH TIME LOST UNDER AW 107.
- SECTION VII - FILM AND EQUIPMENT EXCHANGE UTILIZATION INFORMATION.
- SECTION VIII - LEAVE OF ABSENCE TO COMPLETE EDUCATION.
- SECTION IX - BI-LINGUAL IDENTIFICATION CARDS.
- SECTION X - PERSONNEL REQUIREMENTS FOR DEPENDENT SCHOOLS.
- SECTION XI - PAY SCHEDULES OF FOREIGN NATIONAL EMPLOYEES.
- SECTION XII - AIRBORNE TRAINING IN ZONE OF INTERIOR.

Section I - Procedure for Processing Warrant Officer Appointments.

1. Reference.

Section II, Circular 336, AF Letter 35-13F, Departments of the Army and the Air Force, 28 October 1948, subject as above.

2. Radio, Commander-in-Chief, Far East Command, ZX 30472, 20 November 1948, addressed to major subordinate commands, Far East, is quoted for information.

"Subject is procedure for processing warrant officer appointments, Section II of Department of the Army Circular 336, Air Force Letter 35-13F, dated 28 October 1948. This radio in 8 parts.

"Part 1. Upon receipt of names of approved applicants referred to in paragraph 5a, Commander-in-Chief, Far East Command will regroup by major subordinate commands, Far East Command and forward to above addressees, listing appointees and selectees separately. Upon determination of physical qualification of selectees and appointees, Commander-in-Chief, Far East Command will forward the following material to addressees:

Weekly Directive 13, Hq Eighth Army, 4 December 1948, Cont'd.

- (a) Appointment letters.
- (b) Selection letters.
- (c) Copies of Special Orders announcing appointments.
- (d) WD AGO Forms 0409.

"Part 2. Additional action required by Army and oversea commanders as prescribed in paragraph 5, will be performed by addressees except:

(a) Report of physical examination WD AGO Form 63, in duplicate, will be forwarded to Commander-in-Chief, Far East Command, attention AG-PO, for action prescribed in paragraphs 5h (4) and (5).

(b) Letters declining appointment will be forwarded to Commander-in-Chief, Far East Command, attention AG-PO, for action required in paragraph 5d.

"Part 3. Commander-in-Chief, Far East Command will perform action required in paragraph 6, with respect to civilians. Addressees will notify Commander-in-Chief, Far East Command, of any applicants in civilian status.

"Part 4. Addressees will inform Commander-in-Chief, Far East Command, attention: AG-PO, when submitting radio reports called for in paragraph 5f and 5g.

"Part 5. Final type physical examination required, will be administered only at medical facilities equipped to administer complete final type examinations under the provisions of AR 40-105.

"Part 6. Upon a date to be announced later, addressees will furnish Commander-in-Chief, Far East Command, attention: AG-PO, by mail, a weekly report as of 2400 hours each Friday. Report will be in two sections and will indicate action taken during the preceding week as follows: Section One: List of names, grades and serial numbers of selectees on whom WD AGO Form 643A has been prepared in duplicate, and forwarded to The Adjutant General, indicating date forwarded. Section Two: Lists of names, grades and serial numbers of appointees, indicating date oath of office was executed and forwarded to The Adjutant General. Indicate also date the following forms prepared and forwarded to The Adjutant General: WD AGO Form 41, WD AGO Form 66, WD AGO Form 0409 and WD AGO Form 643A.

"Part 7. FEAF will take necessary action with respect to 2043 Air Weather Wing; 1808 AACCS, and 1503 ATW.

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"Part 8. PHILCOM will take necessary action with respect to JUSMAG."

3. Action by "post commanders" as outlined in paragraph 5c, d, e, h, i, and j, of reference cited in paragraph 1 above, will be taken by Commanders of corps, divisions, Kobe Base, Yokohama Command and all units assigned directly to this headquarters, except that forms and reports referred to therein will be forwarded direct to this headquarters, attention: AGRDO, by the most expeditious means.

4. Final type physical examinations as outlined in paragraph 5h of the cited reference will be accomplished at the nearest general or station hospital. Authority is granted commanders to utilize hospitals nearest their area of responsibility for this purpose. The examination will be complete and will include audiometer test, in accordance with paragraph 11c, AR 40-105, the results of which will be recorded in space 52, WD AGO Form 63.

5. Discharge of enlisted personnel to accept warrant officer appointments, will be accomplished by corps, divisions, Kobe Base and Yokohama Command for personnel of their respective commands and by Fourth Replacement Depot for personnel of all other units of the Eighth Army.

6. The provisions of this directive will not affect current assignment of appointees or selectees. In this connection attention is invited to paragraph 11, of the cited reference. (AGD 210.1)

Section II - Military Government Civilian Personnel.

1. Practically all funds available during the current fiscal year for the pay of Department of the Army military government civilian employees have been obligated. This headquarters must, therefore, maintain complete and accurate records of the status of such employees and of funds available for their pay. Accordingly, these employees will not be transferred or reassigned to duties other than those for which hired, without prior approval of this headquarters. Vacancies which occur by reason of the loss of military personnel, will be filled by military replacements in so far as possible.

2. Monthly rosters of military government team personnel will be authenticated personally by team commanders to ensure the receipt of accurate information in this headquarters with regard to status and duty assignment of team members.

3. The attention of military government team commanders is directed to Section X, Weekly Directive 9, this headquarters, 6 November 1948, subject: "Overtime of Civilian Personnel." (AGD 230)

Section III - Use of Coca-Cola and Pepsi-Cola Bottles by Japanese.

1. Coca-Cola and Pepsi-Cola bottles, which are the legally registered, trade-marked property of the beverage companies, are in the possession of Japanese nationals and being utilized for unauthorized purposes. The re-use of these bottles, by any person or firm except the owner, is illegal and

Weekly Directive 13, Hq Eighth Army, 4 December 1948, Cont'd.

"Pending revision of Department of the Army Circular 66, AF Ltr 35-114, 1948, paragraph 42b (3) thereof changed to read: '42b (3). An individual immediately reenlisting upon expiration of term of service for 3, 4, 5, or 6 years, or for an unspecified period of time, in an oversea command, may be returned to ZI for reenlistment leave and subsequent reassignment without return to the oversea command in which reenlistment was accomplished. Individuals discharged prior to expiration of term of service under the provisions of AR 615-365 for the purpose of reenlisting the day following discharge for a longer term of service will not be granted reenlistment leave under this option.'"

3. Radio, Department of the Army, WCL 24832, 26 November 1948 is quoted in part for information and guidance.

"Last sentence curad WCL 22845 applicable to any individual discharged prior to ETS purpose reenlisting for any authorized period. (AGRE 340)

Section VI - Recruiting - Enlistment of Men with Time Lost Under AW 107.

1. Reference.

Circular 66, Department of the Army, 12 March 1948, subject: "Recruiting for the Regular Army and Air Force," as amended.

2. Paragraph 11r of above reference has been rescinded and the following substituted therefor:

"11r. Men who have had prior service in the Army, Navy, Air Force, Coast Guard, or Marine Corps whose total time lost under AW 107 (or time lost under similar circumstances in the Navy, Coast Guard, or Marine Corps) was 60 days or more for Army applicants or 30 days or more for Air Force applicants, during their last enlistment or period of active service. Waivers for Air Force applicants will be requested only for those men who are currently serving in the Air Force and who apply for reenlistment within 20 days from date of last discharge. Waivers for these Air Force applicants must be recommended by their commanding officer at least 60 days prior to expiration of current enlistment. Authority to grant waivers for Army applicants is as follows:

- (1) applicants from civilian life in the zone of interior who have lost in excess of 59 days but not more than 89 days during their last enlistment or period of active service - Recruiting District Commanders.

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(2) Applicants from within the service who have lost in excess of 59 days but not more than 89 days during their last enlistment or period of active service and who reenlist on the day following date of discharge - Company, Battery or similar Unit Commanders.

(3) Applicants in oversea commands who have lost in excess of 59 days during their last enlistment or last period of active service - Major Oversea Commanders.

(4) All applicants other than those listed in (1), (2) and (3) above - The Adjutant General. Requests for waivers for men currently serving will include data as to number and periods of absences from duty, trials by courts-martial and recommendations of immediate commanding officers."

3. The provisions of subparagraphs (2) and (3) quoted in the preceding paragraph are clarified as follows:

a. Company, battery or similar unit commanders are authorized to waive time lost in excess of 59 days but not more than 89 days for Army applicants who reenlist on the day following discharge.

b. The Commander-in-Chief, Far East, is authorized to waive time lost in excess of 59 days for Army applicants from civilian life, and time lost in excess of 89 days for Army applicants from within the service.

4. Requests for waivers contemplated in 3b above, for men currently serving in Japan will be forwarded through command channels to this headquarters and will include data as to number and periods of absences from duty, trials by courts-martial and recommendation of immediate commanding officer. (AGRE 340)

Section VII - Film and Equipment Exchange Utilization Information.

Films described below have recently been distributed to certain Eighth Army Film Exchanges. Requests for use will be submitted to Central Film and Equipment Exchange, APO 343; I Corps Film and Equipment Exchange, APO 301; IX Corps Film and Equipment Exchange, APO 309, and General Headquarters Film and Equipment Exchange, APO 500. Arrangements may be made by film exchanges at division level to obtain these films on temporary loan for showing to local units.

a. TF 31-1484 "Assembly Training of Airborne Units." (12 minutes - unclassified) Synopsis: The technique of assembly of paratroop units on the ground for an organized offense was greatly improved in the latter phases of World War II. The latest techniques of briefing, marking the drop zone, locating the assembly area, movement on foot, and reporting the readiness of sticks, platoons and companies to battalion headquarters is clearly shown and explained. These critical initial factors are all important for a successful Airborne offense by paratroops. Use: This film is designed for specific instruction of paratroop personnel and Airborne units, and for

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information of all military activities. Related Films: TF 7-151, FB-20, M-912, M-924 and M-1426.

b. TF 19-1490 "Point Control of Traffic." (24 minutes - unclassified) Synopsis: This film shows the proper method of directing traffic efficiently through intersections and of controlling two-way traffic over one-way roads and bridges. It further shows proper signalling by military policemen. Use: This film is intended for specific Military Police instruction and for information of all military activities. It supersedes obsolete film of same title, TF 11-262.

c. HR-B-29 "American 9th Army - Aachen to the Roer River." (31 minutes - unclassified) Synopsis: This film is a recapitulation of the activities of the 9th Army from Aachen to the Roer River. By October 1944, the allied forces had liberated most of Western Europe. The 29th, 30th and 2d Army Divisions were located north of Aachen, ready to continue their push. A supply dump was established in Maastricht, Holland, prior to the attack. When the attack was finally launched, it was rough going over the Cologne plains which were flat and provided little cover. In addition, the many villages which dot the country side were solidly built and after the civilian populations had been evacuated, they provided ideal fortifications for the German defensive action. The 9th Army's mission was to clear its zone and protect the 1st Army flank. On 16 November 1944, American planes hit German communication centers. Basvieler and Setterich were among the towns captured. Geilenkirchen followed in short order and was taken by men of the 84th Division. The town of Wurm fell to United States forces shortly afterward. By 29 November 1944, all towns west of the Roer River had been captured. Use: This film is of general interest to all military personnel.

d. HR-B-30 "American 1st Army - Aachen to the Roer River." (28 minutes - unclassified) Synopsis: The city of Aachen, Germany was taken by the 1st Army on 21 October 1944. This film is the story of the advance from Aachen to the Roer River - the story of hard, grueling fighting against a desperate, firmly entrenched enemy. Many outfits took part in this advance. Among them were the 1st Division, 9th Division, 28th Division, 83rd Division, 104th Division and the 3rd Armored Division. Familiar names of cities, Duren, Hurtgen, Mausbach and Eshweiler are again brought to mind in this historical report of the 1st Army's smashing advance through this area. Excellent combat footage is contained in this film. Use: General Army-wide.

e. HR-C-2 "Sicily to Naples." (13 minutes - unclassified) Synopsis: In spring of 1943 American and British forces, consisting of the American 6th Corps (of the 5th Army) and the British 10th Corps, set sail for the invasion of Italy. En route, Italy surrendered, but the invasion came off as scheduled, a three-pronged thrust into the "boot" section of Italy, the first break in "fortress Europe." Anticipating the break-up of the Italian war machine, Hitler poured German troops in from the north, but American and British forces pushed on. Subsequent fighting as far as Naples is shown. Captured German footage is included to show action on both sides. Use: General Army-wide.

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f. Miscellaneous 1426 "The 82d Airborne Division." (21 minutes - unclassified) Synopsis: The film traces the history of the 82d Airborne Division, beginning with sequences devoted to the 82d's activities in the first World War. After graphic descriptions of the results of training undertaken by the division prior to combat, its first combat jump into Sicily is vividly shown. Names of places in which the 82d fought are flashed across the screen as the 82d pushes victoriously into enemy territory: Salerno, Anzio and Normandy. Sequences are devoted to the jump into Holland. The 82d's part in stemming the German tide in the Battle of the Bulge is described and this is followed by the crossing into Germany. The division "hit the jackpot" prior to the end of the war by capturing an entire German Army. The film closes with shots of the 82d Division marching up Fifth Avenue, New York City in the Victory Parade. Use: General Army-wide. Related Films: Miscellaneous 1211, Miscellaneous 1342, Miscellaneous 912, Miscellaneous 924 and FB 16. (AGC 413.53)

Section VIII - Leave of Absence to Complete Education.

1. Reference.

Section VIII, Weekly Directive 10, this headquarters, 13 November 1948, subject as above.

2. Radio, Department of the Army, WCL 23868, 22 November 1948, is quoted for information and guidance.

"Reourad, WCL 36966 Re leave of absence, provisions ourad apply to those officers integrated into the Army in the future."

3. Radio, Department of the Army, WCL 36966, was quoted in reference cited in paragraph 1, above. (AGD 210.711)

Section IX - Bi-Lingual Identification Cards.

1. References.

a. Section I, Circular 146, this headquarters, 8 September 1947, subject: "Publications Supply Procedure."

b. Messageform, this headquarters, AG 531(JO), 18 December 1947.

2. Current bi-lingual identification cards of personnel entitled to free travel on conveyances specified in paragraph 4d, reference 1b, expire 31 December 1948.

3. New bi-lingual identification cards for period 1 January 1949 through 30 June 1949 will be requisitioned as prescribed in reference 1a. (AGJ 230)

Weekly Directive 13, Hq Eighth Army, 4 December 1948, Cont'd.

Section X - Personnel Requirements for Dependent Schools.

1. Reference.

Circular 95, Department of the Army, 6 April 1948, subject: "Education of Dependents."

2. Commanders of corps, Kobe Base and Yokohama Command will report personnel requirements for dependent schools, (Reports Control Symbol TIE-(OT)-05), to this headquarters, attention: Troop Information and Education Section, by 22 December 1948. This report will reflect personnel requirements for each authorized dependent school for the school year 1949-1950 and will include:

- a. Name and location of school.
- b. Number of teachers required by grade and/or subject(s) taught.
- c. Teachers by name, grades or subject(s) taught, currently employed, who will be retained for the school year 1949-1950.
- d. Anticipated enrollment by grade for September 1949.

3. Number of teachers and administrative personnel currently authorized and employed will be used as a guide for determining requirements.

4. Paragraph 5 of reference above, prescribes the minimum standards for instructional and administrative personnel in dependent schools. (AGTIES 000.8)

Section XI - Pay Schedules of Foreign National Employees.

Pay schedules effective as of 1 November 1948, for foreign nationals employed by the Allied Powers and instructions for administration of such schedules are contained in inclosure 1. (AGCP 248)

Section XII - Airborne Training in Zone of Interior.

1. Reference.

Circular 193, (Air Force Letter 35-34), Department of the Army, 1 July 1948, subject: "Volunteering, Selection, and Processing for Airborne Training."

2. Due to backlog of personnel awaiting airborne training in the Zone of Interior, so much of Section I, Weekly Directive 11, 20 November 1948, subject: "Airborne Training in Zone of Interior," as pertains to enlisted

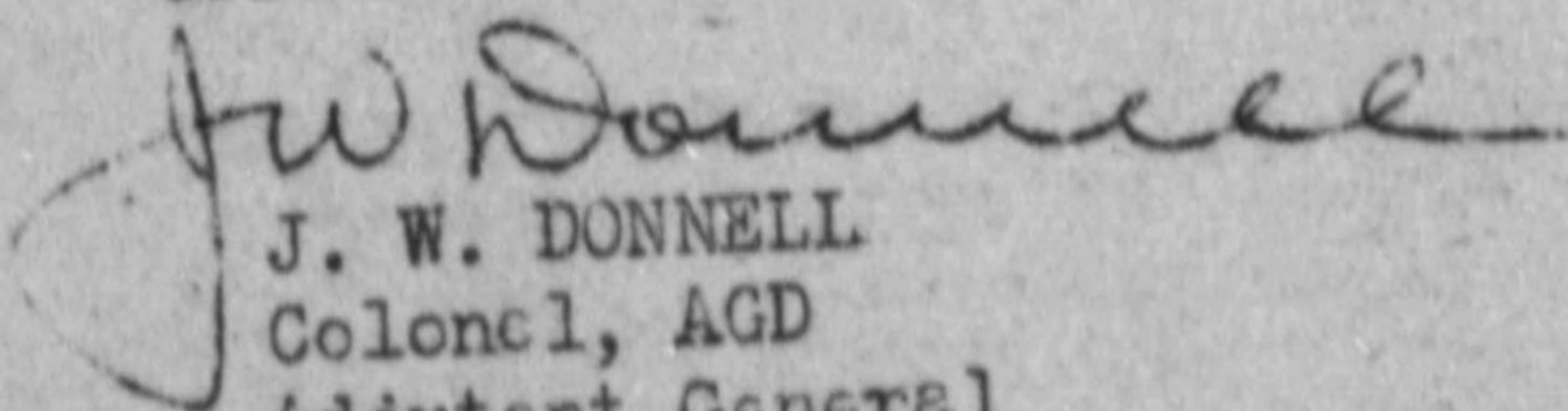
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personnel, is suspended. (Radio, Commander-in-Chief, Far East, ZX 30986, 24 November 1948). (AGF 353)

BY COMMAND OF LIEUTENANT GENERAL WALKER:

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:


J. W. DONNELL
Colonel, AGD
Adjutant General

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1 Incl

Pay Schedules for Foreign
Nationals Employed by the
Allied Powers

SCHEDULE "A"*

PAY SCHEDULE TO BE PAID FOREIGN NATIONALS EMPLOYED BY THE ALLIED POWERS WHO ARE SUBSISTED BY THE OCCUPATION FORCES

	Pay Grade	Rate Paid in Yen per mo - Pay Steps				
		1	2	3	4	5
CAF-1, SP-1, SP-2, CPC-1, CPC-2, CPC-3	1	4000	4250	4500	4750	5000
CAF-2, SP-3, CPC-4	2	5000	5250	5500	5750	6000
CAF-3, SP-4, CPC-5	3	6000	6250	6500	6750	7000
CAF-4, SP-5, CPC-6	4	7000	7250	7500	7750	8000
CAF-5, P-1, SP-6, CPC-7, CPC-8	5	8000	8250	8500	8750	9000
CAF-6, SP-7, CPC-9	6	9000	9250	9500	9750	10000
CAF-7, P-2, SP-8, CPC-10	7	10000	10250	10500	10750	11000
CAF-8	8	11000	11250	11500	11750	12000
CAF-9, P-3	9	12000	12500	13000	13500	14000
CAF-10	10	14000	14750	15500	16250	17000
CAF-11, P-4	11	17000	17750	18500	19250	20000
CAF-12, P-5	12	20000	20750	21500	22250	23000
CAF-13, P-6	13	23000	23750	24500	25250	26000
CAF-14, CAF-15, P-7, P-8	14	26000	26750	27500	28250	29000

*Pay for overtime worked will be computed upon base rates set forth in Schedule "B".

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SCHEDULE "B"

PAY SCHEDULE TO BE PAID FOREIGN NATIONALS EMPLOYED BY THE ALLIED POWERS WHO ARE NOT SUBSISTED BY THE OCCUPATION FORCES

	Pay Rate Paid in Yen per month-Pay Steps					
	Grade	1	2	3	4	5
CAF-1, SP-1, SP-2, CPC-1, CPC-2, CPC-3	1	6000	6250	6500	6750	7000
CAF-2, SP-3, CPC-4	2	7000	7250	7500	7750	8000
CAF-3, SP-4, CPC-5	3	8000	8250	8500	8750	9000
CAF-4, SP-5, CPC-6	4	9000	9250	9500	9750	10000
CAF-5, P-1, SP-6, CPC-7, CPC-8	5	10000	10250	10500	10750	11000
CAF-6, SP-7, CPC-9	6	11000	11250	11500	11750	12000
CAF-7, P-2 SP-8, CPC-10	7	12000	12250	12500	12750	13000
CAF-8	8	13000	13250	13500	13750	14000
CAF-9, P-3	9	14000	14500	15000	15500	16000
CAF-10	10	16000	16750	17500	18250	19000
CAF-11, P-4	11	19000	19750	20500	21250	22000
CAF-12, P-5	12	22000	22750	23500	24250	25000
CAF-13, P-6	13	25000	25750	26500	27250	28000
CAF-14, CAF-15, P-7, P-8	14	28000	28750	29500	30250	31000

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ADMINISTRATION OF PAY SCHEDULE

1. Attached pay schedule is effective as of 1 November 1948.
2. Pay for overtime will be computed upon base rates as set forth in Schedule "B."
3. No special area differentials will be allowed.
4. Initial appointment will be made at Step 1 of the appropriate pay grade in all cases.
5. The following automatic advancement schedule will apply except under conditions stated in paragraph 6:

<u>Period of Satisfactory Service</u>	<u>Within-Grade Advancement</u>
3 months	Step 1 to Step 2
6 months	Step 2 to Step 3
6 months	Step 3 to Step 4
6 months	Step 4 to Step 5

6. Employees will be rewarded for superior accomplishment on the job by one step promotions within the appropriate grade upon recommendation of the employing agency, regardless of time spent in the job.

7. In conversion from the old pay schedule to the new pay schedule incumbents will be placed in the pay step corresponding to the one presently held. Seniority will be cumulative and will be honored in the conversion to new pay schedule.

File

HEADQUARTERS EIGHTH ARMY
United States Army
Office of the Commanding General
APO 343

27 November 1948

WEEKLY DIRECTIVE
NUMBER 12

- SECTION I - CUSTOMS DUTY.
- SECTION II - EXTENSION OF OVERSEA TOURS.
- SECTION III - OFFICERS EDUCATIONAL QUALIFICATION TEST.
- SECTION IV - RECOMMENDATIONS FOR PROMOTION OF WARRANT OFFICERS.
- SECTION V - USE OF SPECIAL SERVICE HOTELS FOR TEMPORARY ASSIGNMENT TO FAMILIES ARRIVING IN JAPAN.
- SECTION VI - SETTLEMENT OF CHARGES FOR MEDICAL CARE BETWEEN THE UNITED STATES ARMY AND THE BRITISH COMMONWEALTH OCCUPATION FORCE IN JAPAN.
- SECTION VII - REFRIGERATION AND AIR CONDITIONING.
- SECTION VIII - GREENS FEES.
- SECTION IX - REVENUE PRODUCING ACTIVITIES.
- SECTION X - MONTHLY STATEMENT OF OPERATIONS AND NET WORKING CAPITAL, REPORT CONTROL SYMBOL QSS-14.
- SECTION XI - SUPPLIES FOR DEPENDENT SCHOOLS.
- SECTION XII - FIRE PREVENTION PRECAUTIONS FOR HOLIDAY DECORATIONS.
- SECTION XIII - ANNUAL REPORT OF MEDICAL DEPARTMENT ACTIVITIES.
- SECTION XIV - LABORATORY DIAGNOSIS OF INFLUENZA AND STREPTOCOCCAL INFECTIONS.
- SECTION XV - INVITATIONAL ATHLETIC MEETS BETWEEN COMMANDS.
- SECTION XVI - OFFICERS REPORTING TO FOURTH REPLACEMENT DEPOT FOR RETURN TO ZONE OF INTERIOR.
- SECTION XVII - SUNDRY FUNDS.
- SECTION XVIII - RESCISSIONS.

Section I - Customs Duty.

1. References.

a. Circular 12, General Headquarters, Far East Command, 20 March 1948, subject: "Customs Duty."

b. Section VII, Bulletin 21, War Department, 1947.

2. Commanders of all echelons will designate, by appropriate orders, certifying officers for the purpose of completing the required certificates on WDAGO Form 159, for persons who desire to avail themselves of the benefits of Public Law 384, 80th Congress, quoted in reference 1b above. (ACD 012)

Section II - Extension of Oversea Tours.

1. References.

a. Circular 249, War Department, 9 September 1947, subject: "Foreign Service."

b. Circular 22, General Headquarters, Far East Command, 1 July 1948, subject: "Rotation of Military Personnel."

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c. Sections I and III, Circular 82, this headquarters, 8 November 1948, subjects: "Rotation of Officer Personnel" and "Definitions, Control and Movement," respectively.

2. In general this directive supplements instructions contained in the cited references governing the extension of oversea tours of officers, other than general officers, of this command.

3. It is not the policy of this headquarters to extend the foreign service tour wholly for the convenience of the individual. In cases of individuals eligible for short extensions (1 to 6 Months) beyond the normal tour (30 months for this command,) commanders authorized by paragraph 5a, Section I, reference 1c above will exercise final authority. In such cases, applications will be carefully screened and approval granted only where commanders rate applicants as "prefer to most" or "fight to get him." Any indication of indiscretion prejudicial to the occupation or the Army will serve as cause for disapproval. An official investigation by the Counter Intelligence Corps, Criminal Investigation Division, Inspector General's Department or other agency which places the individual in an unfavorable position, whether or not punishment was administered, will serve as cause for disapproval. To avoid complications incident to requisitioning replacements, action on applications for extensions will be completed prior to the first day of the sixth month preceding the month during which an individual completes current tour. Except in cases of extreme emergency, when justified for compassionate reasons, or as specifically authorized by above cited references, no application will be forwarded after the time limit prescribed above. Approved exceptions will be forwarded to this headquarters for final action.

4. Normally, requests for extension will not be submitted which will serve to extend the oversea tour of any individual beyond the maximum prescribed in reference 1a, except as follows:

a. Those cases specifically authorized in references in paragraph 1 above.

b. Where compassionate reasons indicate an extension is justified.

c. Non-regular officers on duty with Military Government, occupying key positions (paragraph 8c(2), reference 1b above).

(1) The following are considered key Military Government positions:

(a) Chief of division or sub-division, assistant executive, inspector, Military Government school director of the Military Government Section, this headquarters.

(b) Custodian, assistant custodian of United States Vaults, Bank of Japan and Osaka Mint.

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- (c) Military Government team commander.
 - (d) Military Government team executive officer.
 - (c) Chief of section, Military Government team.
- (2) Applications of such personnel will be submitted through channels to this headquarters provided the individuals are otherwise qualified under paragraph 3 above.

d. In exceptional cases, where extension is definitely in the interest of the service, and the applicant is occupying one of the following key positions:

- (1) Critical technical specialist. (Applicant must be rated "happy to have him" or better.)
- (2) Commander of a regiment, a Military Government region and, if commanded by a colonel, a depot.
- (3) Chief of staff of a division (including chief of staff of corps if applicant is a colonel).
- (4) Chief of staff section of corps or higher headquarters.
- (5) Executive officer of a staff section of this headquarters occupying authorized T/O position of colonel. (AGD 210.31)

Section III - Officers Educational Qualification Test.

1. References.

- a. AR 605-8.
- b. Messageform, this headquarters, AGTIEE 353.01, 25 August 1948, subject: "Regional Testing Centers."

2. General.

Officers desiring to apply for a competitive tour, with a view to subsequent selection for appointment as commissioned officers in the Regular Army, are required by paragraph 4c, reference 1a above, to pass an Army Educational Examination, (Officers Educational Qualification Test, PRT 988). A waiver of this examination may be granted to applicants who possess evidence of completion of one-half the credits necessary for a baccalaureate degree from an accredited college or university.

3. Tests.

- a. Officers Educational Qualification Test forms are available in the Far East Command. Commandants of appropriate United States Armed Forces Institute branches will furnish the regional testing centers listed in paragraph 4a below, the necessary booklets, manuals and answer sheets

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(PRT'S 988, 989, 990), from available stocks.

b. The General Educational Development Test is no longer acceptable in lieu of the Army Educational Qualification Test, in applying for competitive tour outlined in reference 1a above.

4. Procedure.

The Officers Educational Qualification Test, as outlined in paragraph 3, reference 1a above, will be administered:

a. Only at regional testing centers established at:

(1) Army Education Center, Headquarters Eighth Army, APO 343.

(2) Headquarters I Corps, APO 301.

(3) Headquarters IX Corps, APO 309.

b. Only by certified United States Armed Forces Institute testing officers.

c. In accordance with instructions contained in the Manual for Administration of Test (PRT). Maximum security measures will be observed. Individuals tested will be cautioned that the tests are confidential, and the contents thereof will not be disclosed.

5. Disposition of Answer Sheets.

Completed test answer sheets (PRT 990) will be properly marked and forwarded by registered mail direct to The Adjutant General, attention: AGSO-R, Washington 25, D. C.

6. Applicants.

Officers who apply for competitive tour and require the Officer Educational Qualification Test, will be placed on temporary duty for a period of three days, exclusive of travel time, with the nearest regional testing center indicated in paragraph 4a above. The following governs officers in the Tokyo-Yokohama area:

a. When billets are not required, tests may be arranged by telephoning the Officer-in-Charge, Army Education Center, this headquarters.

b. When billets are required, requests in writing for clearance for purpose of taking test will be forwarded to this headquarters, attention: Officer-in-Charge, Army Education Center. (AGTIEE 353.01)

Section IV - Recommendations for Promotion of Warrant Officers.

Radio, General Headquarters, Far East Command, ZX 30244, 18 November 1948 is quoted in part for information and guidance:

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"Recommendations for promotion of Department of the Army Warrant Officer Junior Grade to Chief Warrant Officer will not be submitted until further notice. Warrant Officer promotions cannot be made due to the excessive number of Chief Warrant Officers assigned within the Far East Command in relation to the total assigned Warrant Officer Strength." (AGD 210.2)

Section V - Use of Special Service Hotels for Temporary Assignment to Families Arriving in Japan.

1. Present policy of the Department of the Army is to reunite service families at overseas stations at the earliest practicable date. To ensure that families do not arrive in excess of the available housing and capacity of special services hotels, effective with the February 1949 Priority List, responsible commanders upon submittal of individual applications will:

a. Indicate therein whether accommodations are available for each family in permanent or temporary housing under their control, or whether special services hotel space will be required.

b. Include statement that all applicants have been informed and understand that their families may experience prolonged stays in special services hotels pending assignment to permanent housing and that they will be required to pay all charges as announced in Messageform, this headquarters, AGHH 353.8, 31 July 1948, subject: "Policies and Regulations for Eighth Army Special Services Hotels."

2. Any applicant who desires to defer application for travel of dependents to Japan until housing becomes available, or until a future date, may do so by submitting a request through channels. Dependents so deferred will not lose their original priority. Deferral may be voided upon written request by the principal through channels to this headquarters. The principal (husband) of family so deferred will become eligible to draw quarters upon arrival of dependents as indicated below. Priority of drawing within groups will be determined by relative rank.

a. If dependents have arrived at the time of drawing by principals on the priority list on which his dependents were originally listed, he will draw for quarters with that group.

b. If dependents arrive subsequent to the drawing described in a above, he will draw with the first group drawing for quarters following arrival.

3. The number of applications submitted for inclusion on the December Priority List was in excess of the projected availability of housing including special services hotels. As a result approximately 148 applications on hand were not included on the December Priority List, thereby reducing this list as forwarded to the Department of the Army to 137 families including applicants with 12.60 cumulative overseas credits computed as of 1 December 1948. Applicants with credits below 12.60 will be considered for inclusion on subsequent lists. (AGD 620)

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Section VI - Settlement of Charges for Medical Care Between the United States Army and the British Commonwealth Occupation Force in Japan.

1. References.

a. AR 40-590.

b. Memorandum 40-590-17, Air Force Letter 160-157, Departments of the Army and the Air Force, 10 June 1948, subject: "Medical Care for Nationals of Foreign Governments in Medical Facilities of Departments of the Army and the Air Force."

c. Section I, Circular 85, General Headquarters, Far East Command, 12 August 1947, subject: "Medical Attendance for Civilian and Miscellaneous Foreign National Personnel."

2. Letter, General Headquarters, Far East Command, AG 150 (4 Nov 48) FD, 4 November 1948, subject: "Settlement of Charges for Medical Care Between the United States Army and the British Commonwealth Occupation Force," is quoted for information and compliance:

"1. Effective the date of this letter, the policy outlined herein will govern medical care furnished United States personnel by British Commonwealth Occupation Force medical installations located in Japan, and medical care furnished personnel of the British Commonwealth Occupation Force by those Far East Command medical installations located in Japan.

"2. Arrangements have been completed between Headquarters, British Commonwealth Occupation Force and General Headquarters, Far East Command, whereby an "exchange of service" agreement has been effected on a necessarily limited basis. Those personnel for whom the Department of the Army has the responsibility of furnishing medical care on a non-reimbursable basis (except subsistence) may be furnished medical care, under emergency circumstances or when necessary to avoid undue hardship, by British Commonwealth Occupation Force medical installations upon the approval of the British Commonwealth Occupation Force medical authorities and provided that United States Army medical installations are not readily accessible.

"3. Since United States personnel cannot reimburse the British Commonwealth Occupation Force directly for any medical care or subsistence furnished, the settlement of all charges for medical care between United States Army and British Commonwealth Occupation Force will be made at General Headquarters level. United States personnel will sign a statement prepared by the British Commonwealth Occupation Force installations concerned, acknowledging that enumerated items were received and that the individual will reimburse the United States Army for hospitalization and subsistence furnished, if hospitalization and/or subsistence is not authorized at Department of the Army expense, by making payment to the nearest United States Army Finance Office

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within twenty (20) days after completion of treatment. The individual will forward a copy of the receipt to the Fiscal Director, General Headquarters, Far East Command, APO 500, Attention: Receipts and Disbursement Division. Department of the Army and Department of Air Force civilian employees authorized to ration separately, dependents and others not authorized subsistence at Department of the Army expense will be required to reimburse the United States Army for any rations furnished by British Commonwealth Occupation Force medical installations in connection with hospitalization. The amount of reimbursement will be determined by multiplying the current value of the field ration, or such other ration as may be currently prescribed, times the number of days hospitalized. In this connection, the day of admission, regardless of the hour, will be counted as a day hospitalized and the day of disposition, regardless of the hour, will not be counted.

"4. a. Upon completion of hospitalization and/or outpatient treatment of a member of British Commonwealth Occupation Force, either military personnel or civilian employee, or their dependents, by a United States Army medical installation located in Japan, the medical installation concerned will forward the following through technical channels to the Surgeon, General Headquarters, Far East Command, APO 500, by the calendar month:

- (1) Itemized bill in quintuplicate. Bills will be computed at currently prescribed rates and will include name, rank and serial number of patient, name and address of patient's organization or (in the case of dependents) the name and address of patient's principal, inclusive dates of treatment, final diagnosis, and, except in those cases terminating in death, will be signed by patient acknowledging that enumerated items were received, see attached form. (inclosure 1)
- (2) Original and two copies of 'Hospitalization Report' (NME Form 7) and/or 'Out-patient Treatment Report' (NME Form 7A) for British Commonwealth Occupation Force personnel. Report will be as prescribed for miscellaneous pay-patients and will include all information as required therefor.
- (3) For hospitalized cases, subsistence voucher (WD AGO Form 351-351a), in quadruplicate, drawn in favor of the Treasurer of the United States and computed at subsistence rates currently prescribed for 'pay-patients.'

"b. Each monthly report will include all out-patient treatment furnished British Commonwealth Occupation Force personnel during the month and all British Commonwealth Occupation Force hospitalized cases which were disposed of during that month.

Weekly Directive 12, Hq Eighth Army, 27 November 1948, Cont'd.

"c. Payment for all medical care furnished British Commonwealth Occupation Force personnel will be collected and disposed of at General Headquarters, Far East Command level and no further action is required of medical installation and/or major command concerned." (AGNO 701)

Section VII - Refrigeration and Air Conditioning.

1. Reference.

Circular 43, General Headquarters, Far East Command, 16 October 1948, subject: "Refrigeration and Air Conditioning."

2. Pending revision of paragraph 6c, Section I, Circular 54, this headquarters, 3 August 1948, subject: "Repairs and Utilities," the provisions of reference 1 above will govern the responsibilities for procurement, storage, issue, installation, operation, maintenance and removal of refrigeration and air conditioning equipment.

Section VIII - Greens Fees.

1. Effective 1 December 1948, the charging of a greens fee, not to exceed \$.25 per person, for either 9 or 18 holes on Special Services golf courses, is authorized. Fees collected will be utilized for the purchase of grass seed and fertilizer, not available under existing Procurement Demands. Close supervision will be exercised by commanders to ensure that the charges are maintained at the lowest rate commensurate with the necessity for supporting any particular golf course.

2. Greens fees will be in addition to charges for the payment of caddy and other services. (AGD 618.2)

Section IX - Revenue Producing Activities.

Letter, General Headquarters, Far East Command, AG 331.3 (30 October 48)SS, 30 October 1948, subject: "Revenue Producing Activities," is published for information and compliance:

"1. Reference is made to paragraph 3b, AR 210-65, 12 June 1945 and paragraph 5g, AR 210-50, 13 December 1945, which delegates with specific exceptions, responsibility to Army Exchanges for the operation or management of revenue producing activities at all military installations.

"2. Information obtained as a result of recent inspections conducted by General Headquarters indicates that the provision of the above referenced regulations are being violated in numerous instances within the Far East Command.

"3. Examples of such violations were found whereby private business enterprises are permitted to operate within the limits of military establishments without concession agreement entered into with the central

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exchange concerned. In other instances, it was found that sundry funds were purchasing beverage and souvenir prize-items greatly in excess of their own needs and were making such surpluses available for general sale at a profit, in direct competition with the exchange.

"4. Your attention is invited to the fact that a primary mission of Army Exchange is to generate sufficient funds for use in soldier welfare activities and that such practices outlined above not only are in violation of existing regulations but tend to undermine the non-appropriated funding program of the Far East Command.

"5. It is desired that commanders listed as addressees take necessary action to eliminate practices outlined above and to require subordinate commanders to investigate revenue producing activities within their jurisdiction for the purpose of bringing such activities, wherever necessary, under the control of the central exchange concerned." (AGD 012)

Section X. - Monthly Statement of Operations and Net Working Capital, Report Control Symbol QSS-14.

Radio, Commander-in-Chief, Far East Command, ZX 30462, 20 November 1948, is quoted for information and compliance.

"Subject: 'Monthly Statement of Operations and Net Working Capital, Report Control Symbol QSS-14.' Effective with the report for November 1948, request that the following data be included under Section E, subject report:

"a. Date of last audit.

"b. Membership limitation (restriction as to grade, military, civilian, etcetera).

"c. Date established and authority if new club.

"d. Notification of inactivation if appropriate.

"Request future reports be forwarded through channels." (AGD 121.7)

Section XI. - Supplies for Dependent Schools.

Pending revision of Circular 132, this headquarters, 6 August 1947, subject: "Standard Operating Procedure for American Dependent Schools," as amended, the following will govern procurement of expendable supplies and equipment for dependent schools:

1. Equipment and supplies for dependent schools may be requisitioned as specified in inclosure 2 to letter, General Headquarters, Far East Command, AG 000.8 (15 Jun 48) GC-TC, 15 June 1948, subject: "Equipment and Supply Allowances, Dependent Schools," a copy of which has been furnished each dependent school. Expendable supplies and equipment issued through

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normal supply channels will be on a reimbursable basis. Reimbursement is not required for equipment or supplies obtained by procurement demand on the Japanese government.

2. Procedure.

a. Schools will obtain supplies and equipment on a War Department Shipping Document.

b. Shipping Documents will bear the statement "Reimbursement Required," when applicable, and will be forwarded to this headquarters, attention: Troop Information and Education Section.

c. Reimbursement for items chargeable to appropriated funds will be accomplished by this headquarters.

d. For reimbursement which is not payable from appropriated funds, billing instruments will be prepared at this headquarters and forwarded to the appropriate school for payment from locally raised funds.

e. The custodian of funds of the dependent school will accomplish and forward necessary certificates to this headquarters, attention: Fiscal Section, accompanied by a check in the proper amount, payable to "Treasurer of the United States."

3. Textbooks and supplies other than those obtained through normal supply channels, will be purchased through Army Central Exchange, this headquarters, and distributed to schools established throughout Japan, based upon information furnished by this headquarters. These items will be distributed to each school without charge, to the extent of available appropriated funds.

4. Individual students will reimburse the school for textbooks or equipment lost or damaged by other than fair wear and tear. For items purchased from appropriated funds, the officer in charge of the school will forward to this headquarters, attention: Fiscal Section, a check in the proper amount payable to "Treasurer of the United States." The check will be accompanied by a letter of transmittal, indicating the name of the individual from whom the money was collected.

Section XII - Fire Prevention Precautions for Holiday Decorations.

1. Flammable decorations, hazardous electrical equipment and open flames cause many fires during holidays. Every effort must be made to minimize this hazard by the use of fire retardants and selection of proper decorations and electrical equipment.

2. Detailed instructions regarding flameproofing and other precautions to be observed during the holiday season are contained in inclosure 2. (AGL 729.3)

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Section XIII- Annual Report of Medical Department Activities.

1. Reference.

AR 40-1005.

2. The original and three copies of Annual Report of Medical Department Activities (Reports Control Symbol MED-41), will be submitted by reporting units to arrive at this headquarters not later than 15 January 1949. (AGNO 319.1)

Section XIV- Laboratory Diagnosis of Influenza and Streptococcal Infections.

1. Reference.

Operational Directive 40, this headquarters, 5 May 1947, subject: "Control of Major Epidemic Diseases."

2. Two blood samples will be submitted to the 406th Medical General Laboratory, APO 500, in all suspected cases of influenza. First sample should be drawn on onset or admission, and second sample seven (7) to ten (10) days later. Provisions of Section I, Circular 96, this headquarters, 5 June 1947, subject: "Diagnosis of Virus and Rickettsial Diseases," apply, except that samples, instead of being held under refrigeration by originating unit, will be shipped immediately to the above designated laboratory. History of any previous vaccination for influenza is essential, and will be included with first specimen. The report of suspected outbreaks will not await the outcome of blood sample tests.

3. In suspected cases of streptococcal infections, blood samples will be submitted identically as outlined above. Tests to determine anti-streptolysins O, S and S-prime will be conducted by the 406th Medical General Laboratory. The type of streptococcal infections suspected, day of illness, and history of any previous streptococcal infections will be included with the first specimen. The interpretation of laboratory results rests with the clinician observing the course of the illness. (AGN 720)

Section XV - Invitational Athletic Meets Between Commands.

1. The issuance or acceptance of sports challenges involving Eighth Army personnel and personnel of commands outside Japan must have the prior approval of this headquarters.

2. Requests for such sports contests will be forwarded through command channels to this headquarters and will indicate the type of contest, number of persons scheduled for active participation, estimated time of departure and/or arrival, and desired mode of transportation. (AGH 123)

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Section XVI - Officers Reporting to Fourth Replacement Depot for Return to Zone of Interior.

Officers reporting to Fourth Replacement Depot for return to Zone of Interior will complete all official and personal business before arrival at the depot. Due to present uncertainty of loading dates and hours and the necessity for utilizing all available space, officers will not be permitted to leave the depot prior to departure en route to the port for embarkation. (AGD 334)

Section XVII - Sundry Funds.

1. Reference.

Circular 76, General Headquarters, Far East Command, 1 July 1947, subject: "Special Services Nonappropriated Funds."

2. Upon inactivation or discontinuance of a nonappropriated sundry fund, all cash, securities, or receipts for securities, together with a final financial statement to attest closing of the fund will be forwarded to the Custodian, Far East Command Club and Mess Fund, in accordance with paragraph 22b of the cited reference.

3. The activities of all sundry funds will be reviewed to determine whether any club or association should be dissolved and thus permit the use of presently idle funds as contemplated in paragraph 4c, of the cited reference. (AGH 123)

Section XVIII - Rescissions.

1. The following messageforms, this headquarters, pertaining to customs duty:

- a. AG 091.31 (RI), 4 September 1947.
- b. AG 091.31 (RI), 17 September 1947.
- c. AG 012.4 (RI), 22 October 1947.
- d. AG 091.31 (RI), 20 November 1947.

2. Paragraph 3, Section VII, Weekly Directive 3, this headquarters,

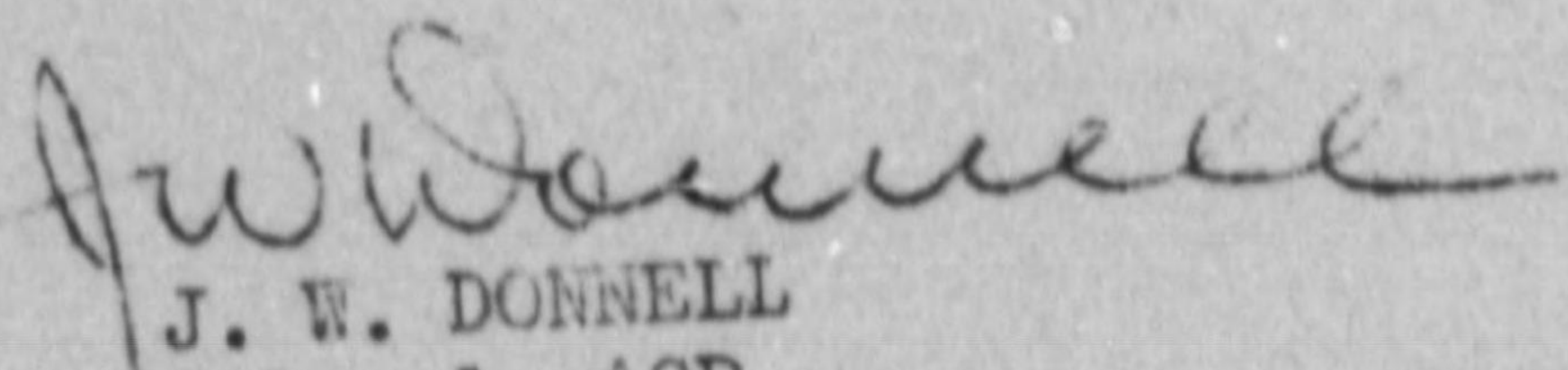
Weekly Directive 12, Hq Eighth Army, 27 November 1948, Cont'd.

25 September 1948, subject: "Competitive Tour."

BY COMMAND OF LIEUTENANT GENERAL WALKER:

M. B. HALSEY
Major General, GSC
Chief of Staff

OFFICIAL:


J. W. DONNELL
Colonel, AGD
Adjutant General

DISTRIBUTION:

"L" plus "Z"
CG FEAF (15)
CG Hq & Sv Gp, GSC FEC (15)
COMNAVFE (Procurement) (15)

2 Incls

1 - Model Form
2 - Fire Prevention Precautions for
Holiday Occupation

(MODEL FORM)
Name and Address
of Medical
Installation

Voucher No: _____

Name of Patient: _____

Date: _____

Check one

Out-patient In-patient

Status of Patient: (Grade & serial No. or name & address of person upon whom dependent)

Organization and Address of Patient: _____

Final Diagnosis: _____

	ITEMS FURNISHED	CHARGES (in dollars)
1. In-patient:		
	Hospitalized from _____ to _____ (date of admission) (date of disposition)	
	for a total of _____ days hospitalization* at \$9.75 per day - - - - -	
2. Out-patient:		
	(No. treatments) _____ out-patient treatments on _____ (date(s) of trmt(s))	
	at \$1.75 per treatment - - - - -	

Total charges _____

Certified correct:

Signature & Rank of Hospital Representative

1. I acknowledge receipt of enumerated items shown above.
- **2. I agree to pay the United States Army Finance Office, at the earliest practicable date, an amount equal to the subsistence and/or medical care charges I would be required to pay if above enumerated items had been furnished to me by a United States Army Hospital. I further agree to forward a copy of the receipt obtained from the Finance Office to the Fiscal Director, General Headquarters, Far East Command, APO 500, immediately after payment.

Signature & Grade of Patient
or Patient's Principal

Incl 1 to Weekly Directive 12, Hq Eighth Army, 27 November 1948.

- * The day of admission will be counted as a day of hospitalization and the day of disposition will not be counted. The hours of admission and disposition will not be considered.
- ** Applies only to United States personnel hospitalized in BCOF medical installations.

FIRE PREVENTION PRECAUTIONS FOR HOLIDAY DECORATION.

1. Paragraph 6.68, TM 5-600, as amended, 19 September 1946, requires flameproofing of decorations used during holiday seasons.

2. Flameproofing treatments of flammable materials have been widely misused. A general lack of understanding of the limitations of treatments and a failure to differentiate between those which are effective and those which are not produce a false sense of security.

3. Natural trees of cedar, balsam, spruce and pine used for Christmas decorations are serious fire hazards. Various chemicals have been used to spray the trees but they change the appearance of the tree, cause the needles to fall and are not satisfactory. The trees can be made less flammable if, when freshly cut, the butt is immersed in water and kept so immersed. The intake of moisture will be increased by a diagonal cut across the butt.

4. Paper decorations are extremely hazardous unless impregnated with a fire retardant, which processing is impossible except by the manufacturer.

5. Textiles may be partially flameproofed by spraying or brush-coating with a solution of borax, boric acid and water. The process must be carefully performed, and two and three applications made with a drying period between applications to be effective. The following formulas are recommended:

	<u>For Textiles of Average Weight</u>	<u>For Sheer Materials</u>
Borax	8 Ounces	9 Ounces
Boric Acid	7 Ounces	4 Ounces
Water	1 Gallon	1 Gallon

The fabric to be treated should be steeped in cool solution until thoroughly impregnated, then dried. Heavy applications by brush or spray are effective if repeated.

6. It is essential that a supply of materials required for above formulas be on hand for the holiday season and their use enforced where combustible textiles are used for decorations. Borax is a Quartermaster item and is obtainable in one to ten pound packages, Stock Number 51-Eaker-699. Boric acid is a Medical Department item and is available through normal medical supply channels.

7. To prevent fire hazards when installing decorations, particular attention will be given to electrical wiring. Tree lighting sets, decorative lighting outfits, and extension cords, will be of approved types only. All electrical decorations or displays will be inspected by qualified personnel to insure that safety precautions have been taken.

Incl 2 to Weekly Directive 12, Hq Eighth Army, 27 November 1948.

8. Under no circumstances will the use of open flames, including candles, be permitted for decorative purposes. Use of flammable materials for decorations in the vicinity of fire places, stoves or open flame devices is prohibited.

9. Intensified fire prevention measures will be taken in clubs, recreational rooms, day rooms, theaters, and places of public assembly where personnel congregate during the holiday season.

10. Daily command inspections in detail will be made to assure the elimination of all fire hazards. All holiday decorations will be removed from the premises within one week following the holiday.

Incl 2 to Weekly Directive 12, Hq Eighth Army, 27 November 1948.