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BOOK #1  
LINE # 1-42

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By [initials] NARA Date 01/18/12



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**GENERAL HEADQUARTERS**

**6-2**

**FAR EAST COMMAND**

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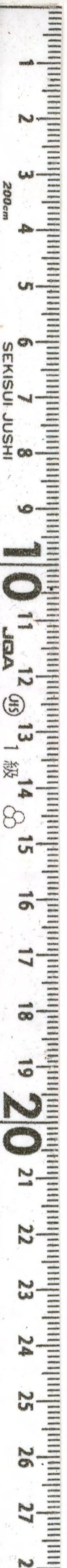
Date From JAN-DEC To 1951

Line No I To 42

BOOK # I

**SECRET**

**G-2 FILE COPY**



# LIST OF PAPERS

File under No. 314.7

Sheet #6

SERIAL NUMBER	FROM	DATE	TO	SYNOPSIS
<del>hs 35</del>	<del>G2</del>	<del>26 July</del>	<del>MIL HIST SEC</del>	<del>C/S: G2 Staff section report, March 1951</del>
hs 22	G2 Admin	28 July	T/I & others	IOM: Radio re Command Report
<del>hs 37</del>	<del>G2</del>	<del>1 August</del>	<del>G3</del>	<del>C/S: 442d CIC Det Combat Command Reports</del>
cd 3	MIL HIST SECT	31 Jul	All Sections	C/S: Staff Section Reports and Journals
<del>cd 38</del>	<del>G2</del>	<del>17 Aug</del>	<del>G2 XVI Corps</del>	<del>LTR: Lost Qualification Records - WO Jack W. SWORD</del>
cd 22	Hist Div	8 Jun	G2	IOM: Suggestions re Command Rept for 8th Army Field Units
<del>cd 39</del>	<del>G2</del>	<del>1 Oct</del>	<del>G4</del>	<del>C/S: Report from the Sec/Def to the President of the US</del>
<del>cd 40</del>	<del>MHS</del>	<del>3 Oct</del>	<del>G2</del>	<del>C/S: DA Pamphlet - Historical Study</del>
<del>rmk 41</del>	<del>DEPTAR</del>	<del>1 Nov</del>	<del>CINCFE</del>	<del>DA85719: Rqst North Burma campaign comments of Lt Gen Tanaka Shinichi be expedited</del>
<del>rmk 41</del>	<del>CINCFE</del>	<del>2 Nov</del>	<del>DEPTAR</del>	<del>C-56475: Review forwarded 15NOV</del>
rmk 42	G2	20 Nov	MRS	C/S: CINCFE's Command report
<del>RMK 43</del>	<del>CHS</del>	<del>27 Dec</del>	<del>G2</del>	<del>C/S: Monograph Police and public safety</del>

# LIST OF PAPERS

File under No. 314.7

Sheet #5

SERIAL NUMBER	FROM-	DATE	TO-	SYNOPSIS
20	G2	1 Juen	CofS	C/S: Command and Historical Rpts of Combined Forces per JCS 2168/1
<del>31</del>	<del>G2</del>	<del>4 June</del>	<del>AG</del>	<del>C/S: Authentication Page of Dec 1950 Command Report</del>
20	G2	5 June	AG	C/S: Command and Historical Rpt for Combined Forces
<del>29</del>	<del>G2</del>	<del>9 Jun</del>	<del>G3</del>	<del>C/S: Gen Ward's letters, 28 May 51, re Historical Matters</del>
<del>32</del>	<del>GHQ FEC</del>	<del>9 Jun</del>	<del>TAG Wash</del>	<del>LTR: Activities Report</del>
<del>29</del>	<del>G2</del>	<del>7 Jun</del>	<del>G3</del>	<del>X REF: Activation of a Military History Section, GHQ, FEC</del>
22	GHQ FEC		TAG Wash	LTR: Transmittal of Command Rpts
22	GHQ FEC		TAG D of A	LTR: Transmittal of Command Rpt (RCS CSHMS-5 (RI))
22	GHQ FEC		TAG	LTR: Transmittal of Cammand Rpts
20	G2	21 June	Secy Gen Staff	C/S: Command and Historical Rpts for Combined Forces in the Field
<del>RJC 33</del>	<del>GHQ FEC</del>	<del>28 June</del>	<del>Ch MIL HIST, DA</del>	<del>Ltr: Notes for Field Historians</del>
cd 22	GHQ FEC	3 Jul	TAG Wash	LTR: Command Report
ed 34	Col Ives	13 Feb	Gen CAW	IOM: History Section Representativ
ed 35	G2	1 Jul	Mil Hist Sect	C/S: G2 Staff Section Report for Feb 51
RB 29	G-2	5 July	G-3	C/S: Proposed D of A History Program.
cd 36	Mil Hist Sec	9 Jul	G2	C/S: G2 GSUSA Request for Historical Materials

# LIST OF PAPERS

File under No. 314.7

Sheet # 4

SERIAL NUMBER	FROM-	DATE	TO-	SYNOPSIS
<del>25</del>	<del>CINCPAC</del>	<del>26 Apr</del>	<del>DA Wash DC</del>	<del>G 61000: Logistical Material of Land, Naval and Air Opns.</del>
<del>15</del>	<del>GHQ FEC</del>		<del>AG DA</del>	<del>CTR: Transmittal of Historical RPTS</del>
<del>28</del>	<del>CAW</del>		<del>CofS</del>	<del>MEMO: ltr to Lt Gen HULL, Submission of Command Rpts</del>
<del>28</del>	<del>G2</del>	<del>17 May</del>	<del>CofS</del>	<del>C/S: Same as above</del>
<del>28</del>	<del>G2</del>	<del>16 May</del>	<del>CofS</del>	<del>C/S: Same as above</del>
29	G2	17 May	G3	C/S: Gen WARD's ltr dtd 10 May 51 re Hist Div Organization
<del>24</del>	<del>J/L</del>	<del>22 May</del>	<del>x10 Hist Div</del>	<del>IOM: Japanese Monograph</del>
22	GHQ FEC		TAG D of A	LTR: Command Report (RCS CSHIS-5 (RL))
<del>29</del>	<del>G-2</del>	<del>25 May</del>	<del>Unk</del>	<del>B/S: Gen Ward's Ltr Hist Div Organization</del>
<del>30</del>	<del>AG</del>	<del>12 May</del>	<del>CG 8th Army</del>	<del>Ltr: Unit Histories 25th AAA AW Bn Batter "A".</del>
22	GHQ FEC	30 May	AG, DA	LTR: JLCOM Command Rpt (RCS OSHIS-5(RL)) <del>28</del>
<del>28</del>	<del>CofS</del>	<del>28 May</del>	<del>LTCEN. HULL, J. E.</del>	<del>LTR: ltr Command Rpts para 6B of AR 345-105</del>
29	CofS	28 May	PINK	LTR: to Maj. Gen. Orlando Ward
<del>15</del>	<del>GHQ FEC</del>		<del>AG, DA</del>	<del>LTR: Transmittal of Historical Rpt</del>
22	GHQ FWC		AG, DA	LTR: ltr of Transmittal Command Rpt (RCS CSHIS-5 (RL))
22	GHQ FEC	<del>XXXX</del>	AG DA	LTT: SAME AS ABOVE
22	GHQ FEC		AG, DA	LTR: SAME AS ABOVE

# LIST OF PAPERS

File under No. 314.7

Sheet # 3

SERIAL NUMBER	FROM-	DATE	TO-	SYNOPSIS
15	8th Army	29 Mar	CINC	Ltr: Transmittal of Historical Reports.
21	G-2	14 Apr	AG	C/S: Authentication Page of Nov 1950 Command Report.
22	Wash DC	5 Apr	CINCFE	DA 31378: Comd Rept, RCS CSHIS-5
22	CINCFE	7 Apr	DA Wash DC	Z 48158: C pies of Comd Report will be expedited from this Hqs.
18	G-2	18 Apr	AG Wash DC	Ltr: Transmittal of War Diaries.
22	G-2	18 Apr	AG Wash DC	Ltr: JECOM Command Rpt (RCS OSHIS-5 (R-1).
22	G-2	18 Apr	AG Wash DC	Same As Above.
20	GHQ AG	10 Apr	FEAF	Ltr 2nd Ind: Command and Historical Reports for Combined Forces.
23	G-2	14 Apr	G-3	C/S: G-3 Daily Journal, 13 Dec 50
24	JL	25 Apr	M of FA	Memo: Rqst for Jap Monograph.
24	G2	27 Apr	C of S	C/S: D of A request for Japanese Monographs
20	AG	27 Apr	CG FEAF	Ltr: Command and Historical Rpts. for Combined Forces.
22	GHQ FEC		TAG Wash	LTR: Command Report
24	GHQ FEC	30 Apr	TAG Wash	LTR: Shipment of Japanese monographs
25	DEPTAR	24 Apr	CINCFE	DA 37377: Rqst for material on operations or logistics of Land, Naval and Air
26	GHQ FEC		TAG Wash	LTR: Transmittal of Unit Histories
27	G2	7 May		B/S: Transmittal of Command Rpt (QM

# LIST OF PAPERS

File under No. 314.7

Sheet #2

SERIAL NUMBER	FROM-	DATE	TO-	SYNOPSIS
3	SS	14 Feb	G-2	C/S: Command report.
3	G2	27 Feb	Chief CPO	C/S: Commandrpt of CPO
<del>14</del>	<del>CAW</del>	<del>7 Mar</del>	<del>Gen Almond</del>	<del>LTR: Ligurian History with which was prepared in G2 Hist Sect</del>
3	G2	10 Mar		B/S: Command Report
<del>9</del>	<del>GHQ FEC</del>		<del>TAG D of A</del>	<del>LTR: Annual Command Hist Report</del>
<del>15</del>	<del>GHQ FEC</del>		<del>TAG D of A</del>	<del>LTR: Transmittal of Hist Reports</del>
3	G-2	15 Mar	All staff sects	C/S@ Comd rpt.
<del>15</del>	<del>GHQ-FEC</del>		<del>TAG</del>	<del>Ind to ltr: Transmittal of hist rpts.</del>
<del>16</del>	<del>GHQ-FEC</del>		<del>Mil Hist DA</del>	<del>Ind to ltr: Unit histories.</del>
<del>16</del>	<del>GHQ-FEC</del>	<del>19 Mar</del>	<del>MIL HIST DA</del>	<del>Ind to ltr: Histories &amp; honors of cited unit orgns.</del>
<del>17</del>	<del>DEPTAR</del>	<del>10 Mar</del>	<del>CINCFE</del>	<del>DA 24076: Ref AR 345-105 and ltr this off desired rept be expedited</del>
<del>17</del>	<del>CINCFE</del>	<del>13 Mar</del>	<del>DA</del>	<del>Z 43433: latest shipment of hist material to DA included following</del>
<del>18</del>	<del>XXZ AG</del>	<del>30 Mar</del>	<del>AG Dep of the Army</del>	<del>Ltr: Transmittal war diaries. Reports control Symbol CSHIS-5.</del>
<del>18</del>	<del>GB HQS 7th inf Div</del>	<del>6 Dec</del>	<del>AGDep Of the Army</del>	<del>Ltr: Transmittal of war Diary.</del>
<del>18</del>	<del>G-2</del>	<del>Unk</del>	<del>DA Wash DC</del>	<del>Ltr Ist Ind: Transmittal of War Diary.</del>
<del>19</del>	<del>G-2</del>	<del>9 Apr</del>	<del>C of S</del>	<del>C/S: Command Reports of FEAF and COMNAVFE.</del>
20	G-2	10 Apr	COMNAVFE	Ltr: Command and Historical Reports for Combined Forces.
20	GHQ	Unk	CG FEAF	Ltr: Same As Above.



# LIST OF PAPERS

File under No. 314. 7

SHEET # 1

SERIAL NUMBER	FROM-	DATE	TO-	SYNOPSIS
<del>1</del>	CINCFE	2 Jan	DEPTAR WASH DC	<del>MEMO: Information on Shipment of war diaries from this HQ to EM.</del>
<del>2</del>	CINCFE	7 Jan	DA WASH DC	<del>MEMO: will accept outstanding histotian in reserve field grade.</del>
3	CI Div	15 Jan	Hist Sec	IOM: Command Report.
<del>4</del>	SGS	28 Dec	G-2	<del>C/S: Hist rpt.</del>
3	G2	18 Jan	ALL GHQ FEC STAFF SECTIONS	C/S: Command Report
<del>5</del>	GHQ FEC	17 Jan	8th A	<del>Ind to ltr: Hist of 11th Engr combat Bn.</del>
<del>6</del>	Hist Div	25 Jan	G-2 Admin	<del>B/S: War Diary-Dec 950</del>
3	G2	18 Jan	All GHQ, FEC Staff Sections	C/S: Command Report
<del>7</del>	G-2	1 Feb	C of S	<del>C/S: Documents of Historical Importance.</del>
<del>8</del>	CNFFB	3 Feb	C-in-C FEC	<del>LTR: Command and Historical rpts for Combined Forces</del>
<del>9</del>	AG	1 Feb	TAG Wash	<del>LTR: Command Report, MARBO Comman RGS GBHS-5 (R1)</del>
<del>10</del>	AG	2 Feb	TAG Wash	<del>LTR: Transmittal of War Diaries and Activity Reports</del>
<del>10</del>	AG	20 Dec	TAG Wash	<del>LTR: Transmittal of Activities Reports and War Diaries</del>
<del>10</del>	AG	6 Jan	TAG Wash	<del>LTR: Transmittal of War Diary</del>
<del>11</del>	AG	17 Jan	TAG Wash	<del>LTR: Activities Report</del>
<del>12</del>	G-2	15 Feb	C of S	<del>C/S: EUSAK rqst for Chf, HIS Sec DA.</del>
<del>13</del>	G2	14 Feb	G3	<del>XREF: Request for ORO Reports</del>

# SECURITY INFORMATION SECRET

Col Ives - 26-8168  
Maj Madden-26-8672

(CINCPAC's Command Report

G2

MHS

20 Nov 1951

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1. In general, the attached draft of Chapter IV places too much emphasis on the content of single, unsubstantiated, reports.

2. Specifically, paragraph 1a should be de-emphasized by summarizing the decisions alleged to have been reached at the reported "Far East Communist Conference." It is recommended that reference to the 13 July meeting in Peking (paragraph 1b) be eliminated as it has not been confirmed by other sources and tends to "over-emphasize" the reported rift in the Sino-Soviet relations. If not eliminated, reference to the widening rift in Sino-Soviet relations should be labeled "unsubstantiated." It is considered quite unlikely that members of the Political Committee of the Chinese Communist Government are concerned about an alleged secret peace treaty between the United States and the Soviet Union in respect to Korea (para 1b(3)).

3. The portion about Japan (para 2) is of little significance and could be omitted.

4. Recommend that paragraphs 3 and 4 be briefed. Paragraph 3 (Philippines) is based entirely on one report which, although prepared by a highly qualified observer, treats of only those items which he deemed of interest at that particular time. Thus, although the items mentioned are of some significance, they are magnified out of proportion by the omission of other events which are more important. It is recommended that the items in this report, insofar as the Philippines are concerned, be briefed and consideration be given to the following significant developments: Internal dissension in the Liberal Party; Huk decision to urge a boycott of the elections; the Philippine attitude toward the Japanese Peace Treaty, and possibly, the effect of the minimum wage law on the labor situation.

5. Reference to paragraph 4a; the report entitled "Prospects for Survival of a Non-Communist Regime in Burma" was a product of the Intelligence Advisory Committee of the US and not of an advisory committee of the Burmese Government, as mistakenly reported in DIS 3254. First paragraph of report on Burma should, therefore, be deleted. Second paragraph, concerning KMT forces, places too much emphasis on one report of defeat of those forces in Yunnan. Estimates of the strength of these forces at present indicate that no severe defeat was suffered and current reports indicate that these troops have again re-entered Yunnan...further indication that their defeat was not a demoralizing one as reported.

1 Incl: Dft-Chapter IV

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R. F. E.  
*[Handwritten signature]*

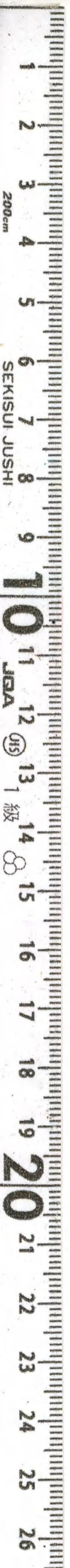
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SECURITY INFORMATION  
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Col Ives - 26-8188  
Maj Madden - 28-8875

CINCPAC's Command Report

30 Nov 1951

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1. In general, the attached draft of Chapter IV places too much emphasis on the content of single, unsubstantiated, reports.

2. Specifically, paragraph 1a should be de-emphasized by summarizing the decisions alleged to have been reached at the reported "Far East Communist Conference." It is recommended that reference to the 12 July meeting in Peking (paragraph 1b) be eliminated as it has not been confirmed by other sources and tends to "over-emphasize" the reported rift in the Sino-Soviet relations. If not eliminated, reference to the widening rift in Sino-Soviet relations should be labeled "unsubstantiated." It is considered quite unlikely that members of the Political Committee of the Chinese Communist Government are concerned about an alleged secret peace treaty between the United States and the Soviet Union in respect to Korea (para 1b(3)).

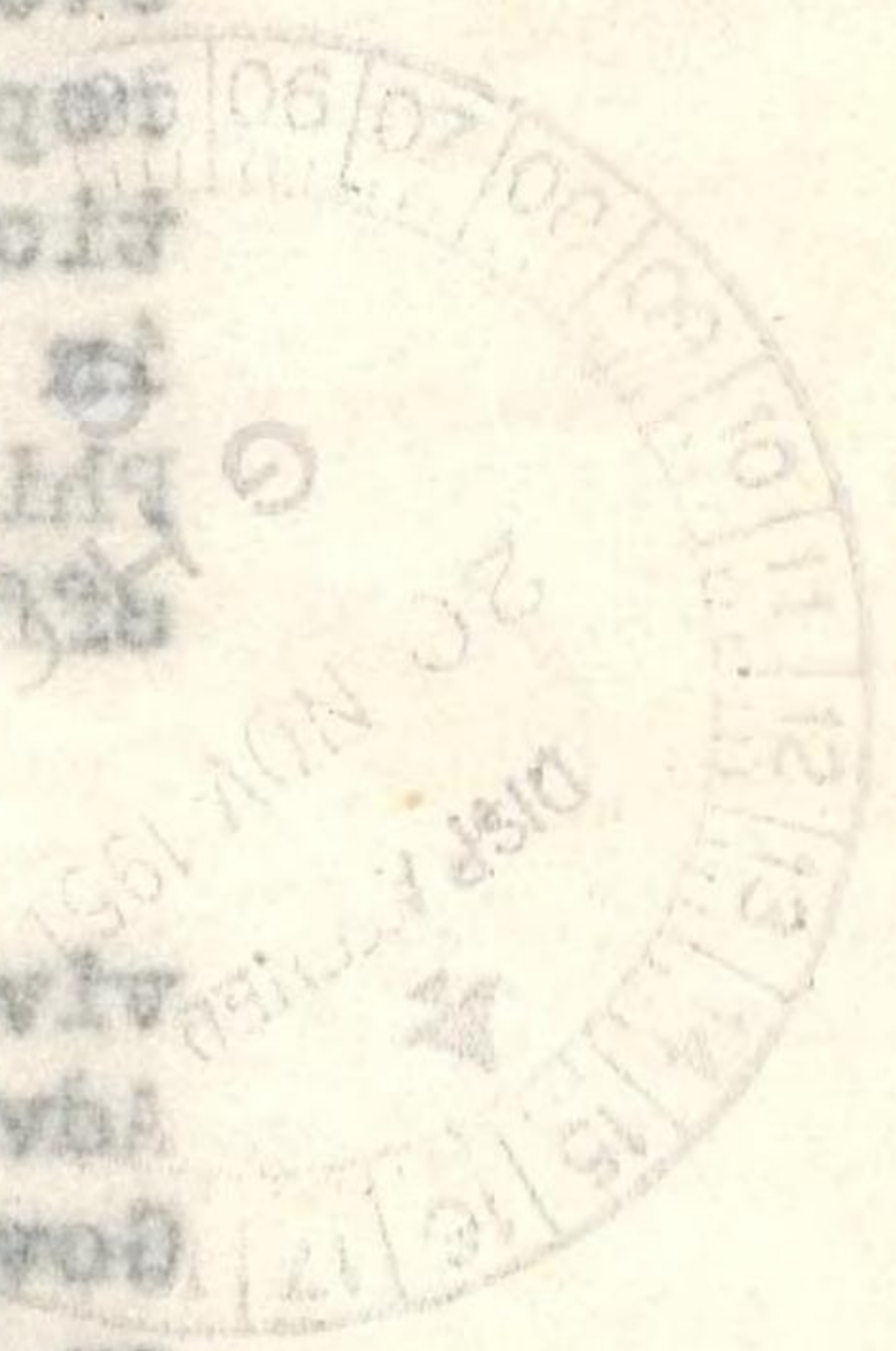
3. The portion about Japan (para 2) is of little significance and could be omitted.

4. Recommend that paragraphs 3 and 4 be deleted. Paragraph 3 (Philippines) is based entirely on one report which, although prepared by a highly qualified observer, treats of only those items which he deemed of interest at that particular time. Thus, although the items mentioned are of some significance, they are magnified out of proportion by the omission of other events which are more important. It is recommended that the items in this report, insofar as the Philippines are concerned, be deleted and consideration be given to the following significant developments: Internal dissension in the Liberal Party; the decision to urge a boycott of the elections; the Philippine attitude toward the Japanese Peace Treaty, and possibly, the effect of the minimum wage law on the labor situation.

5. Reference to paragraph 4a; the report entitled "Prospects for Survival of a Non-Communist Regime in Burma" was a product of the Intelligence Advisory Committee of the US and not of an advisory committee of the Burmese Government, as mistakenly reported in DIS 3254. First paragraph of report on Burma should, therefore, be deleted. Second paragraph, concerning KMT forces, places too much emphasis on one report of defeat of those forces in Yunnan. Estimates of the strength of those forces at present indicate that no severe defeat was suffered and current reports indicate that these troops have again re-entered Yunnan... Further indication that their defeat was not a demoralizing one as reported.

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# G-2, GHQ INTER - OFFICE MEMORANDUM

(For use within G-2 only)

SECURITY  
INFORMATION

File No: \_\_\_\_\_ Subject: CINCPAC's Command Report Date: 20 November 51

FROM: T/Intel TO: G-2 Executive PHONE: 26-8324  
NAME: Capt Prichard

Comment  
Number

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1. In general, the attached draft of Chapter IV places too much emphasis on the content of single, unsubstantiated, reports.
2. Specifically, paragraph 1a should be de-emphasized by summarizing the decisions alleged to have been reached at the reported "Far East Communist Conference". It is recommended that reference to the 13 July meeting in Peking (paragraph 1b) be eliminated as it has not been confirmed by other sources and tends to "over-emphasize" the reported rift in the Sino-Soviet relations. If not eliminated, reference to the widening rift in Sino-Soviet relations should be labeled "unsubstantiated". It is considered quite unlikely that members of the Political Committee of the Chinese Communist Government are concerned about an alleged secret peace treaty between the United States and the Soviet Union in respect to Korea (para 1b(3)).
3. The portion about Japan (para 2) is of little significance and could be omitted.
4. Recommend that paragraphs 3 and 4 be briefed. Paragraph 3 (Philippines) is based entirely on one report which, although prepared by a highly qualified observer, treats of only those items which he deemed of interest at that particular time. Thus, although the items mentioned are of some significance, they are magnified out of proportion by the omission of other events which are more important. It is recommended that the items in this report, insofar as the Philippines are concerned, be briefed and consideration be given to the following significant developments: Internal dissension in the Liberal Party; Huk decision to urge a boycott of the elections; the Philippine attitude toward the Japanese Peace Treaty, and possibly, the effect of the minimum wage law on the labor situation.
5. Reference to paragraph 4a; the report entitled "Prospects for Survival of a Non-Communist Regime in Burma" was a product of the Intelligence Advisory Committee of the US and not of an advisory committee of the Burmese Government, as mistakenly reported in DIS 3254. First paragraph of report on Burma should, therefore, be deleted. Second paragraph, concerning KMT forces, places too much emphasis on one report of defeat of those forces in Yunnan. Estimates of the strength of these forces at present indicate that no severe defeat was suffered and current reports indicate that these troops have again reentered Yunnan...further indication that their defeat was not a demoralizing one as reported.

1 Incl:  
Draft Chapter IV

-H.V.W.-

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G-2, GHQ

INTER-OFFICE MEMORANDUM

(For use within G-2 only)

SECURITY INFORMATION

File No: Subject: GINCP's Command Report Date: 20 November 51

FROM: T/Intel TO: G-2 Executive NAME: Capt Pritchard PHONE: 26-8324

Comment Number

1. In general, the attached draft of Chapter IV places too much emphasis on the content of single, unsubstantiated reports.
2. Specifically, paragraph 1a should be de-emphasized by summarizing the decisions alleged to have been reached at the reported "Far East Communist Conference". It is recommended that reference to the 13 July meeting in Peking (paragraph 1b) be eliminated as it has not been confirmed by other sources and tends to "over-emphasize" the reported rift in Sino-Soviet relations. If not eliminated, reference to the widening rift in Sino-Soviet relations should be labeled "unsubstantiated". It is considered quite unlikely that members of the Political Committee of the Chinese Communist Government are concerned about an alleged secret peace treaty between the United States and the Soviet Union in respect to Korea (para 1c)).
3. The portion about Japan (para 2) is of little significance and could be omitted.
4. Recommend that paragraphs 3 and 4 be deleted. Paragraph 3 (Philippines) is based entirely on one report which, although prepared by a highly qualified observer, treats of only those items which he deemed of interest at that particular time. Thus, although the items mentioned are of some significance, they are mentioned out of proportion by the omission of other events which are more important. It is recommended that the items in this report, insofar as the Philippines are concerned, be deleted and consideration be given to the following significant developments: Internal discussion in the liberal Party; the decision to urge a boycott of the elections; the Philippine attitude toward the Japanese Peace Treaty, and possibly, the effect of the minimum wage law on the labor situation.
Reference to paragraph 4a; the report entitled "Prospects for Survival of a Non-Communist Regime in Burma" was a product of the Intelligence Advisory Committee of the US and not of an advisory committee of the Burmese government, as mistakenly reported in HCS 3251. First paragraph of report should be deleted. Second paragraph, concerning the status of the strength of these forces at present indicates that the report was altered and current reports indicate that these troops have again entered Yunnan... further indication that their defeat was not a demoralizing one as reported.

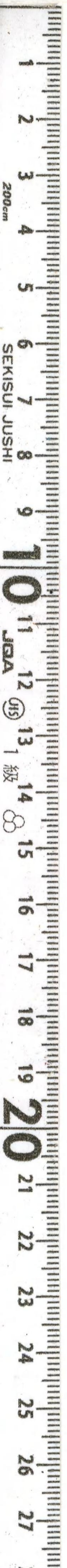
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G-5 EITte Cobb

I Incl: Draft Chapter IV

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# SECRET, GHQ INTER - OFFICE MEMORANDUM

SECURITY INFORMATION  
(For use within G-2 only)

76958

<b>File No:</b>	<b>Subject:</b>	<b>Date:</b>	
G2 Executive	CINCFE'S Command Report	17 Nov 51	
<b>FROM:</b>	<b>TO:</b>	<b>PHONE:</b>	<b>Comment</b>
	T/Intel	26-8672	<b>Number</b>
		<b>NAME:</b> Maj Madden	

1. Submitted for your approval is rough draft of a chapter prepared by Military History Section to be included in CINCFE's Command Report for August 1951.

1

2. Is the material covered of enough significance to be included in CINCFE's report? Have certain events been given emphasis incommensurate with their importance? If so, what material should be eliminated or de-emphasized?

3. Request material be checked and returned to Executive Group before 1500, Monday, 19 November 1951.

1 Incl: a/s

----- W. M. I. -----



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SECURITY INFORMATION

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# INTER-OFFICE MEMORANDUM

GHQ

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(For use within G-2 only)

17 Nov 51

CINCPC's Command Report

Date:

Subject:

File No:

Comment Number

28-8872

T/Incl

G2 Executive

NAME: Maj Madden  
PHONE: 28-8872

TO:

FROM:

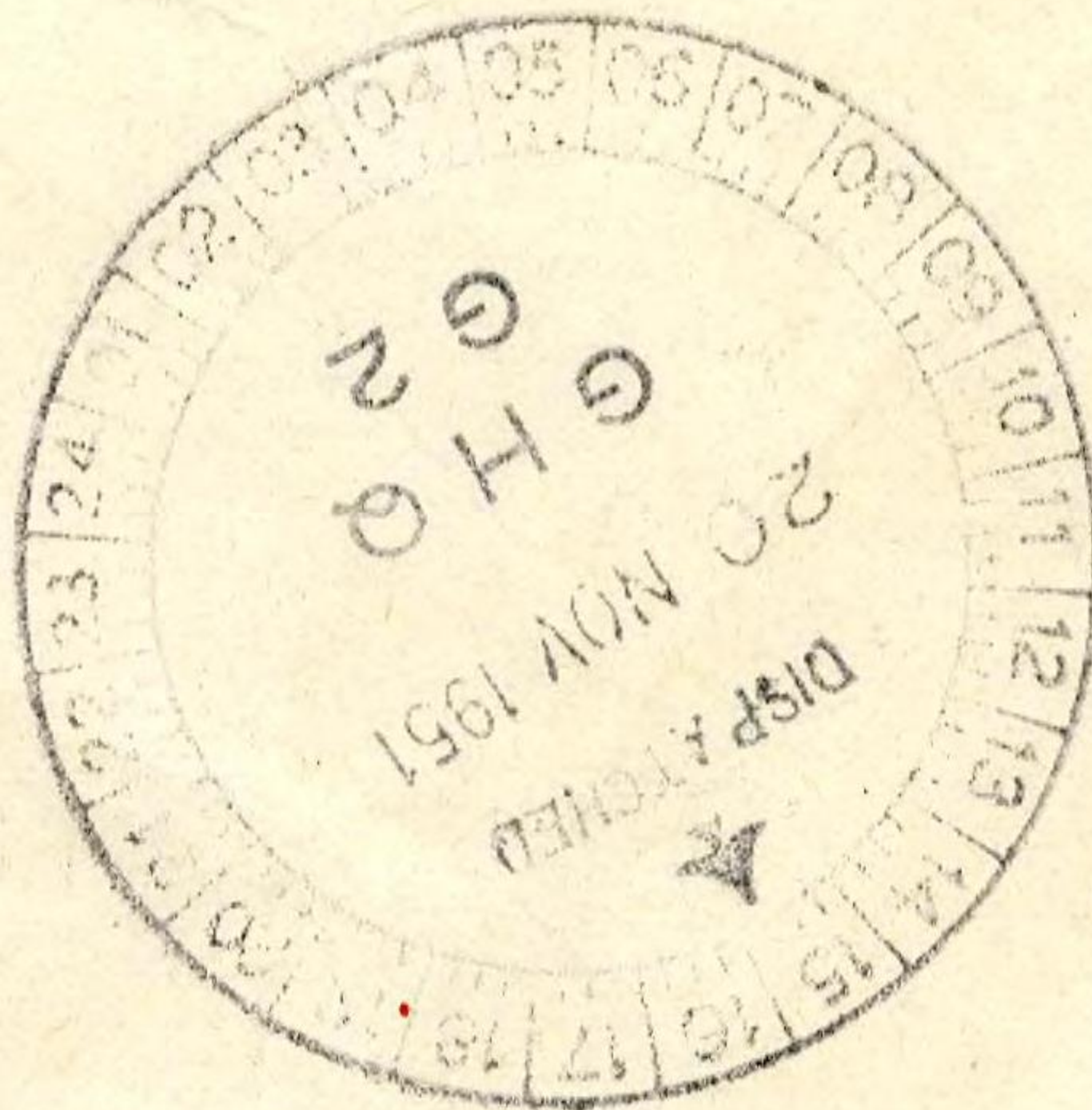
1. Submitted for your approval is rough draft of a chapter prepared by Military History Section to be included in CINCPC's Command Report for August 1951.

2. Is the material covered of enough significance to be included in CINCPC's report? Have certain events been given emphasis inconsistent with their importance? If so, what material should be eliminated or de-emphasized?

3. Request material be checked and returned to Executive Group before 1800, Monday, 19 November 1951.

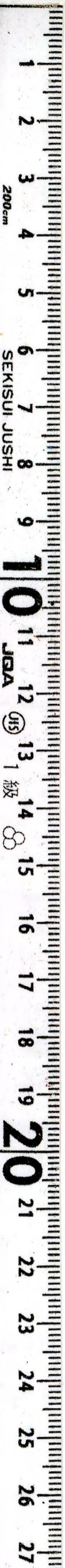
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----- W. M. I. -----



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SECURITY INFORMATION



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AMT/IKM/PB

Col Ives 26-6168

Proposed Department of Army  
History Program

G-2

G-3

5 July 1951

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1. Paragraphs 3b(1) and (3) of Incl 2 would empower the Chief, Military History, SSUSA, to give unspecified commitments to the Military History Section, FEC; however, the responsibility for meeting such commitments and for directing the efforts of historical personnel is clearly left with CINCFE. The services desired by Chief, Military History, SSUSA are known only to him; it follows that only he can economically and intelligently plan for them. If DA HIS requires collection of specific information or the preparation of monographs on an appreciable scale, that might better be accomplished by dispatch from the ZI of a liaison group carried on DA manning level for performance of those functions.

2. Paragraph 3b(5) of Incl 2 refers to a responsibility presently outside the purview of G-2.

3. Reference paragraph 5, Incl 2: I am informed that in the past General Ward has attempted to exercise minute technical supervision through voluminous personal correspondence. This practice would appear undesirable; and it is believed that the sentence "Direct correspondence with his Office in technical matters is authorized" should be deleted, unless there can be assurance that such correspondence will be confined strictly to technical matters.

4. Reference the last paragraph of Dr Prange's proposed draft reply to General Ward: the sentence "The G-2 Historical Division was a multiple-functional organization, etc." appears derogatory to General Willoughby without crediting the G-2 section with the support given the Historical activities in the way of Confidential Funds and other means chargeable largely against G-2 allotments. It is believed that this letter should be of a fair and impartial character, and not be permitted to form the basis of a series of charges and counter-charges which are highly undesirable. This section stands ready and is anxious at any time to go far more than half way to support the newly created Historical Section, and feels that it is only through such cooperation that the Historical Section can hope to perform its mission.

3 Incls  
n/c

*WMT*  
*[Signature]*  
-----R. F. E.-----



(29) *[Handwritten initials]*  
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# G-2, GHQ INTER - OFFICE MEMORANDUM

(For use within G-2 only)

**File No:** \_\_\_\_\_ **Subject:** Radio re Command Report **Date:** 29 July 1951

**FROM:** G2 Admin

**TO:** E/Extol  
CI Div  
MIS Div  
441st CIC

**PHONE:** 26-5754  
**NAME:** Capt Groves/jp

**Comment  
Number**

For your information and guidance in preparing your portion of the  
G2 Command Report.

1

1 Incl:  
Radio CINCPAC to Maj Comd Sub:  
Command Report, dtd 24 Jul 51

-----H. M. I.-----

42711

G2 File

*[Handwritten signature]*

/jp

*[Large handwritten signature]*

22/B

314.7



GENERAL HEADQUARTERS  
FAR EAST COMMAND

OUTGOING MESSAGE

SGS

FWM/rdm

UNCLASSIFIED

240445 Z 24 July 1951

*Capt Graves*  
*any*

FROM: CINCFE TOKYO JAPAN

TO:	CG ARMY EIGHT . . . . .	ROUTINE
	CG XVI CORPS SENDAI JAPAN . . . . .	ROUTINE
	CG JLCOM YOKOHAMA JAPAN . . . . .	ROUTINE
	CG MARBO . . . . .	ROUTINE
	CG RYCOM . . . . .	ROUTINE
	CG HQ & SV COMD TOKYO JAPAN . . . . .	ROUTINE (COURIER)
	COMNAVFE TOKYO JAPAN . . . . .	ROUTINE (COURIER)
	CG FEAF . . . . .	ROUTINE (COURIER)
	CG PHILCOM (AF) . . . . .	ROUTINE
	CHIEF JUSMAG MANILA PI . . . . .	ROUTINE

COL IVES

*(Signature)*

ZX 27399 Subject is Command Report.

1. The Command Report (CSHIS-5 (RI) required by AR 345-105, 3 Oct 50, replaces two old parts, the After Action Report and the War Diary. It is designed to provide:

a. A factual basis for the development of new concepts of tactical doctrine, new thinking on the capabilities of weapons and their use, cures for weaknesses found in equipment and training, and to develop knowledge of how the systems of administration and supply actually work when taken out of the realm of theory and put into practice under actual operational conditions.

b. A means by which the knowledge and experience of commanders and their staffs can be made of record before memory fades and by which these attributes can be put to work for the Army without delay.

c. A record of events for historical purposes.

2. The program, since its inception, has in spots faltered because some commanders and their staffs have not taken an active part in the preparation of the report and because daily journals of staff sections and units have not been summarized to include the reasons why staff section chiefs and commanders decided on certain of the important courses of action recorded in the report. Furthermore, some units are as much as six months behind in the preparation and submission of their reports even though the longer the reports are delayed, the less use they have except for historical purposes. Much valuable information is lost when preparation of the report is delayed because men seldom long remember, accurately.

Command Reports are transmitted with highest priority to the Army Field Forces where they are screened for timely lessons. Thus, the ideas of the individual commanders and staffs become of immediate benefit to the Army as a whole. The report of a single battalion or regiment, taken by itself, may seem insignificant; combined with the battalion and regimental reports of a field army, the reports provide evidence on many matters which is urgently needed and to which our effort must be geared.

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4. I therefore desire that all commanders view Command Reports as their personal operational reports; that all participate actively in their preparation; and that these reports be current by 30 September 1951.

5. This message will be disseminated to all units that prepare a Command Report.  
Signed M. B. RIDGWAY

OFFICIAL:

K. B. BUSH  
Brig Gen, USA  
Adjutant General

DISTRIBUTION:

CinC  
CofS  
SGS (return)  
G-3  
Mil Hist

ADDED DISTRIBUTION (25 July 1951):

Compt	Eng
G-1	Ord
G-2	FM
G-4	PIO
JSPOG	Ryukyus Civ Adm
AG	QM
AA	Sig
Gen P, rchasing O	Sp Serv
Chap	Treas
Chem	TI&E
Civ Personnel	Civ Aff
IG	
JA	
Medical	

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30083

Command and Historical Reports  
for Combined Forces

G-2

AG

5 June 1951

1. Request signature and dispatch of attached letters approved by A. M. for the Chief of Staff on 2 June 1951.

2 Incls:

- 1. CINCPAC ltr AG 314.7 (5 Jun 51) to CG FEAF
- 2. CINCPAC ltr AG 314.7 (5 Jun 51) to COMNAVFE

*AAm/s*

-----R.F.E.-----

*W/c to AG*

*By Capt Palmer*

*Draft Radio to*

*AG. Return on 4-Comadut*

*copy - 5 Jun  
1735  
m/s*



*Hist file*

*30083 G-2 file*

*(20)  
314.7*



AG 314.7 (5 Jun 51)GB

SUBJECT: Command and Historical Reports for Combined Forces

TO: Commander Naval Forces, Far East  
Navy No. 1165

1. References:

a. JCS 2168/1, 27 October 1950.

b. CINCPAC ltr AG 314.7 (27 Dec 50)GB, subject: Command and Historical Reports for Combined Forces.

c. CINCPAC ltr AG 314.7 (10 Apr 51)GB, subject: Command and Historical Reports for Combined Forces.

d. Msg NR: JCS 92470, 29 May 1951 (Incl 1).

2. Msg JCS 92470 states that "a service component commander shall not be required to submit a report on subject of JCS 2168/1 in a form other than that based upon and in accordance with applicable regulations of his own service"; therefore, references b and c, above, are rescinded.

3. To comply with JCS 2168/1, as interpreted by msg JCS 92470, it is still necessary that a monthly historical report be prepared by you in accordance with applicable Navy Regulations and forwarded to the Assistant Chief of Staff, G-2, GHQ, FEC, who will attach the report as an inclosure to the monthly Command Report of CINCPAC.

4. It is directed that these monthly reports be prepared in ten (10) copies in form prescribed by you and that each individual copy be securely bound to facilitate forwarding as an inclosure to each copy of the GHQ, FEC Command Report. Report will be forwarded to reach the Assistant Chief of Staff, G-2 not later than the 25th of each month following the reporting period.

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Ltr AG 314.7 (5 Jun 51)GB, subject: Command and Historical Reports for Combined Forces, dtd

5. Preparation of the reports will commence as of 1 May 1951.

BY COMMAND OF GENERAL RIDGWAY:

1 Incl  
Copy NR JCS 92470

*Dispatched R.G.  
5 June 1800  
Gen Back  
Adj. Gen*

MEMO FOR RECORD: This letter was necessitated by msg JCS 92470, 29 May 1951 which states that the intent of JCS 2168/1 was that only the report of the Senior US Commander (CINCFE) would follow the applicable regulation of his service (AR 345-105). Reference b and c above, require that COMNAVFE submit reports in accordance with AR 345-105. The msg JCS 92470 requires that COMNAVFE shall not be required to submit a report on subject of JCS 2168/1 in a form other than that based upon and in accordance with applicable regulations of his own service. Msg further states that the Senior US Commander (CINCFE) would attach as an inclosure to his report the report of each service component commander (CG FEAF and COMNAVFE). Since the GHQ, FEC Command Report must be prepared monthly and in ten (10) copies, copies of the COMNAVFE report must be prepared monthly for inclosure with each copy of the GHQ FEC report. This ltr approved by A.M. for CofS on 2 June 51.

G.W.P.

AG 314.7 (5 Jun 51)GB

SUBJECT: Command and Historical Reports for Combined Forces

TO: Commanding General  
Far East Air Forces  
APO 925

1. References:

- a. JCS 2168/1, 27 October 1950.
- b. CINCPAC ltr AG 314.7 (27 Dec 50)GB, subject: Command and Historical Reports for Combined Forces.
- c. CINCPAC ltr AG 314.7 (10 Apr 51)GB, subject: Command and Historical Reports for Combined Forces.
- d. Msg NR: JCS 92470, 29 May 1951 (Incl 1).

2. Msg JCS 92470 states that "a service component commander shall not be required to submit a report on subject of JCS 2168/1 in a form other than that based upon and in accordance with applicable regulations of his own service"; therefore, references b and c, above, are rescinded.

3. To comply with JCS 2168/1, as interpreted by msg JCS 92470, it is still necessary that a monthly historical report be prepared by you in accordance with applicable Air Force Regulations and forwarded to the Assistant Chief of Staff, G-2, GHQ, FEC, who will attach the report as an inclosure to the monthly Command Report of CINCPAC.

4. It is directed that these monthly reports be prepared in ten (10) copies in form prescribed by you and that each individual copy be securely bound to facilitate forwarding as an inclosure to each copy of the GHQ, FEC Command Report. Reports will be forwarded to reach the Assistant Chief of Staff, G-2, not later than the 25th of each month following the reporting period.

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Ltr AG 314.7 (5 Jun 51)CB, subj: Command and Historical Reports for  
Combined Forces, dtd

5. Preparation of the reports will commence as of 1 May 1951.

BY COMMAND OF GENERAL RIDGWAY:

1 Incl  
Copy NR: JCS 92470

*Dispatched A.C.  
5 June 1951  
Gen Bush  
adj. Gen*

MEMO FOR RECORD: This letter was necessitated by msg JCS 92470, 29 May 51, which states that the intent of JCS 2168/1 was that only the report of the Senior US Commander (CINCPAC) would follow the applicable regulation of his service (AR 345-105). Reference b and c, above, require that CG FEAF submit reports in accordance with AR 345-105. The msg JCS 92470 requires that CG FEAF shall not be required to submit a report on subject of JCS 2168/1 in a form other than that based upon and in accordance with applicable regulations of his own service. Msg further states that the Senior US Commander (CINCPAC) would attach as an inclosure to his report the report of each service component commander (CG FEAF and COMNAVFE). Since the GHQ, FEC Command Report must be prepared monthly and in ten (10) copies, copies of the CG FEAF report must be prepared monthly for inclosure with each copy of the GHQ FEC report. This letter approved by A.M. for CofS on 2 June 1951.

*for R. A. P.  
G. W. P.*

**GENERAL HEADQUARTERS  
FAR EAST COMMAND**

**CHECK SHEET**

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Maj Fechtman  
26-8898

(Do not remove from attached sheets)

Command and Historical Reports of

File No:

Subject: Combined Forces per JCS 2168/1

Note  
No.

From: G-2

To: Chief of Staff

Date: 1 June 1951

1.

1. JCS 2168/1 (Tab A) requires the Senior US Commander of a major combined command to submit reports covering the operations of his forces in accordance with the applicable regulations of the service from which the senior US representative is appointed. On the basis of JCS 2168/1, letters were sent to CG FEAF and COMNAVFE (Tab B) instructing them to prepare the report in accordance with AR 345-105, 3 Oct 50.

2. Msg JCS 92470, 29 May 51 (Tab C) explains that the intent of JCS 2168/1 is that only reports of the Senior US Commander (CINCFE) and not those of subordinate service component commanders (CG FEAF and COMNAVFE) be in the form prescribed by the service of the Senior US Commander (AR 345-105). The message further states that the Senior US Commander (CINCFE) shall attach as an inclosure to his report, the report of each service component commander. A service component commander shall not be required to submit a report on subject of JCS 2168/1 in a form other than that based upon and in accordance with applicable regulations of his own service.

3. Recommend approval of letters to CG FEAF and COMNAVFE (Tab D) which rescind previous CINCFE letters requiring preparation of reports in accordance with AR 345-105, but still require monthly reports to be forwarded to the Assistant Chief of Staff, G-2, not later than the 25th of each month following the reporting period, commencing 1 May 1951.

4 Incls:

Tab A - JCS 2168/1, 27 Oct 50

Tab B - 1. CINCFE ltr AG 314.7, 27 Dec 50 to CG FEAF

2. CINCFE ltr AG 314.7, 10 Apr 51, to CG FEAF

3. CINCFE ltr AG 314.7, 27 Dec 50, to COMNAVFE

4. CINCFE ltr AG 314.7, 10 Apr 51, to COMNAVFE

Tab C - Msg JCS 92470, 29 May 51

Tab D - 1. Draft ltr to CG FEAF

2. Draft Ltr to COMNAVFE

*RR*

--- R. F. E. ---

*Jor*  
CHIEF OF STAFF  
APPROVED  
2 June / 51  
INITIALS *em*



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GENERAL HEADQUARTERS  
FAR EAST COMMAND  
CHECK SHEET

Maj. Rechinan  
SE-8888

(Do not remove from attached sheets)

Command and Historical Reports of  
Subject: Combined Forces per WOS 2188/1

File No:

Date: 1 June 1951

By: Chief of Staff

From: G-2

Note No.

1.

1. JCS 2188/1 (Tab A) requires the Senior US Commander of a major combined command to submit reports covering the operations of his forces in accordance with the applicable regulations of the service from which the senior US representative is appointed. On the basis of JCS 2188/1, letters were sent to CG FEAR and COMNAVRE (Tab B) instructing them to prepare the report in accordance with AF 345-105, 3 Oct 50.

2. JCS 22470, 29 May 51 (Tab C) explains that the intent of JCS 2188/1 is that only reports of the Senior US Commander (CINCPAC) and not those of subordinate service component commanders (CG FEAR and COMNAVRE) be in the form prescribed by the service of the Senior US Commander (AF 345-105). The message further states that the Senior US Commander (CINCPAC) shall attach as an inclosure to his report, the report of each service component commander. A service component commander shall not be required to submit a report on subject of JCS 2188/1 in a form other than that based upon and in accordance with applicable regulations of his own service.

3. Recommend approval of letters to CG FEAR and COMNAVRE (Tab D) which restate previous CINCPAC letters regarding preparation of reports in accordance with AF 345-105, but still require monthly reports to be forwarded to the Assistant Chief of Staff, G-2, not later than the 25th of each month following the reporting period, commencing 1 May 1951.

4 Inclos:

- Tab A - JCS 2188/1, 27 Oct 50
- Tab B - 1. CINCPAC Ltr AG 314.7, 27 Dec 50 to CG FEAR
- 2. CINCPAC Ltr AG 314.7, 10 Apr 51, to CG FEAR
- 3. CINCPAC Ltr AG 314.7, 27 Dec 50, to COMNAVRE
- 4. CINCPAC Ltr AG 314.7, 10 Apr 51, to COMNAVRE
- Tab C - JCS 22470, 29 May 51
- Tab D - 1. Draft ltr to CG FEAR
- 2. Draft ltr to COMNAVRE



REC'D S6S Date 6/1 Time 1740



Ltr, Subject: "Command and Historical Reports for Combined Forces",  
from General Headquarters Far East Command, dated 10 April 1951.

AG 314.7 (10 Apr 51) Comp Stat 1st Ind

Headquarters, Far East Air Forces, APO 925 17 APR 1951

TO: Commanding General, General Headquarters, Far East Command,  
APO 500

1. Reference is made to basic communication.
2. The date of arrival of the above instructions at this Headquarters did not permit inclusion of the necessary changes in the March Report. However, future reports will follow the preparation guide.
3. Attention is invited to paragraph 9, of Inclosure 1 (withdrawn), "Guide For FEAF Command Report Preparation", wherein the submission date is established as the 15th of the month following the reporting period. Based upon past experience this date is considered unrealistic. It is therefore requested that the 25th of each month following the close of the reporting period be established as the transmittal date.

FOR THE COMMANDING GENERAL:

1 Incl  
v/d

E. E. TORO  
Colonel, USAF  
Adjutant General

AG 314.7 (10 Apr 51)

2nd Ind

GENERAL HEADQUARTERS, FAR EAST COMMAND, APO 500

TO: Headquarters, Far East Air Forces, APO 925

1. The change of submission date requested in par 3, 1st Ind is approved.
2. Reports will be forwarded to reach this headquarters not later than the 25th of each month following the reporting period.

BY COMMAND OF LIEUTENANT GENERAL RIDGWAY:

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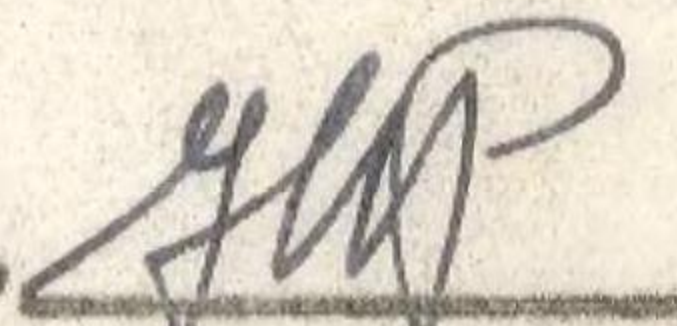
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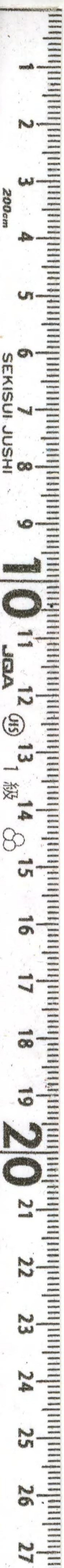
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Ltr, Subj: "Command and Historical Reports for Combined Forces", from General Headquarters Far East Command, dated 10 April 1951.

MEMO FOR RECORD: The basic letter (AG 314.7) (10 Apr 51)GB, subj: Command and Historical Reports, dtd 10 Apr 1951) directed amendments in FEAF Command Report preparation in accordance with an inclosed Guide for FEAF Command Report Preparation. The guide established a submission date of the 15th of the month following the reporting period. The 1st Ind by FEAF requests an extension in submitting the report from the 15th to the 25th. This Ind approves their request and provides that FEAF reports will be forwarded to reach this hqs not later than the 25th of each month following the period reported on.

G.W.P. 



Ltr, Subj: "Command and Historical Reports for Combined Forces", from  
General Headquarters Far East Command, dated 10 April 1951.

MEMO FOR RECORD: The basic letter (AG 314.7) (10 Apr 51) (GR, subj: Command and Historical Reports, dtd 10 Apr 1951) directed amendments in FEAF Command Report preparation in accordance with an enclosed Guide for FEAF Command Report Preparation. The guide established a submission date of the 15th of the month following the reporting period. The lat ind by FEAF requests an extension in submitting the report from the 15th to the 25th. This ind approves their request and provides that FEAF reports will be forwarded to reach this ind not later than the 25th of each month following the period reported on.

  
G.W.P.



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AG 314.7 ( 10 Apr 51)GB

SUBJECT: Command and Historical Reports for Combined Forces

10 APR 51

TO: Commander  
United States Naval Forces, Far East  
Navy No 1165

1. References:

- a. JCS 2168/1, 27 October 1950
- b. AR 345-105, 3 October 1950
- c. CINCFE ltr AG 314,7, 27 December 1950, subject: Command and Historical Reports for Combined Forces.

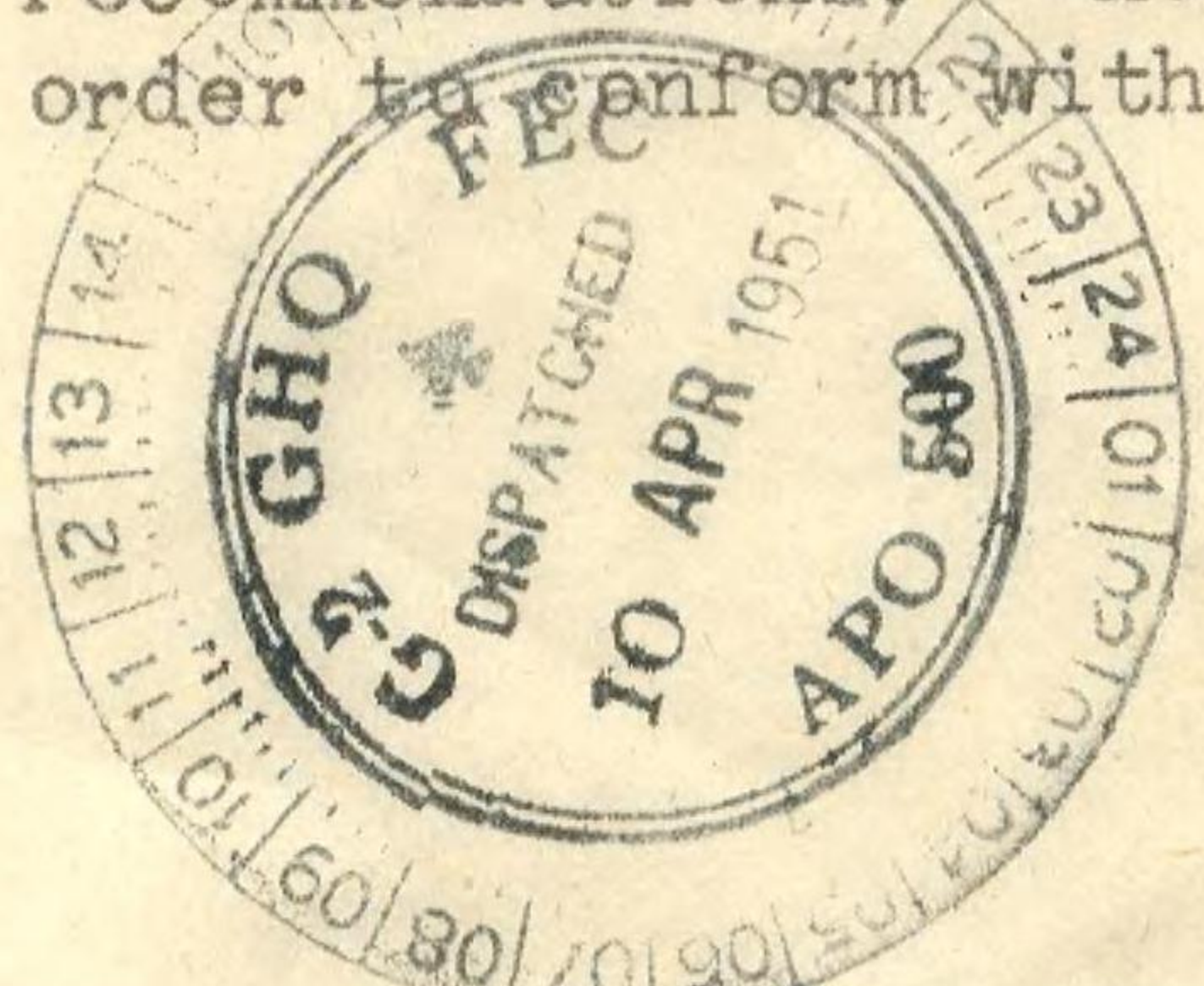
2. The CINCFE letter, reference c above, outlines the reasons for the subject report, states that AR 345-105, 3 October 1950, will be followed in its preparation, and contains information on submitting the report.

3. An inspection of the December 1950 Command Report of COMNAVFE, submitted in accordance with reference c above, disclosed that as prepared for December it does not readily lend itself to incorporation into the over-all GHQ, FEC/UNC Command Report. The over-all report must follow the requirements of AR 345-105; therefore, it is necessary that COMNAVFE reports adhere to the same requirements. AR 345-105 requires that the report include data concerning personnel, intelligence, operations, and logistics, together with supporting documents. The December COMNAVFE report omitted specific discussions of personnel, intelligence, and logistics. The report was not substantiated by supporting documents, which are an important and integral part of the report.

4. To facilitate compilation of the Combined Forces Command Report it is directed that future COMNAVFE reports tell the story of command and operations from the headquarters viewpoint and consist of two parts, the first a narrative summary of events with particular attention to major operations and problems, the outcome whether favorable or unfavorable, and an evaluation of the over-all activities of the headquarters to include recommendations. The second part consists of supporting documents. In order to conform with the established pattern of the over-all GHQ report

G-2 file

*AMM*



*Draft file in AG Records Branch File*

314.7 (20)



Ltr AG 314.7 to COMNAVFE

it is desired that the narrative portion of the report contain the following chapters: (1) Introduction, (2) Operations, (3) Intelligence, (4) Personnel, (5) Logistics, (6) Miscellaneous COMNAVFE Activities, and (7) Problems, solutions, lessons, and recommendations.

5. To assist in the writing of the COMNAVFE report, a guide for COMNAVFE Command Report Preparation (Incl 1) is inclosed for your information and guidance.

BY COMMAND OF GENERAL MacARTHUR:

1 Incl  
Guide for COMNAVFE  
Cmd Rpt Preparation

MAILED 2000 APR 10 '51 AG, GHQ

K. B. BUSH  
Brig Gen. USA  
Adj. Gen

MEMO FOR RECORD: This ltr fwds to COMNAVFE a guide for securing and submitting to G-2 Hist Div additional information needed for GHQ, FEC/UNC Cmd Rpts. Draft approved by the Chief of Staff, 9 April 51.

 G. W. P.



FILE

GENERAL HEADQUARTERS  
FAR EAST COMMAND

CHECK SHEET

(Do not remove from attached sheets)

Maj Fechtman  
26-7477

File No. Subject: Staff Section Reports and Journals

Note From: Mil Hist Sec To: Chiefs, All GHQ, FEC Date: 31 July 1951  
No. Staff Sections

1 1. References:

- a. AR 345-105, 3 October 1950.
- b. FM 101-5, July 1950 and C 1 to FM 101-5, 16 Apr 51.
- c. FEC Staff Memo No. 30, dated 27 July 1951 (Reports Control Symbol CSHIS-5 (R1)).

2. This Check Sheet supersedes the following:

- a. Check Sheet, G-2 to All GHQ, FEC Staff Sections, 31 May 50, subj: Annual Narrative Historical Reports.
- b. Check Sheet, G-2 to All GHQ, FEC Staff Sections, 18 Jan 51, subj: Command Report.
- c. Check Sheet, G-2 to All GHQ, FEC Staff Sections, 15 Mar 51, subj: Command Report.

3. The GHQ FEC/UNC Command Report prepared by the Military History Section is, in effect, a monthly operational report by the CINCFE. The thoroughness of this report is dependent in part upon GHQ, FEC Staff Section Reports and Journals. Recommendations and information submitted in Staff Section Reports are incorporated into the CINCFE's report and thereby become his recommendations and comments. Therefore, it is requested that each staff section chief make the accomplishment of his section's report and journal a personal responsibility and participate in their preparation to assure that they contain the pertinent information from which to compile the CinC's Command Report. It is especially important that daily journals be maintained as specified in par 3, AR 345-105, 3 October 1950.

4. It is requested that GHQ, FEC Staff Section reports and journals be prepared in accordance with the inclosed Guide for Preparation of GHQ, FEC Staff Section Reports (Incl 1).

5. Staff sections requiring advice and/or information regarding the preparation of their reports are requested to contact the Military History Section, GHQ, FEC, (Command Reports Division, 26-7477).

1 Incl  
Guide for Preparation of GHQ,  
FEC Staff Section Reports

*ORH*

-A.R.H.-

*X 319-1 RATS Misc  
314-7 (3) / BS*



GUIDE FOR PREPARATION OF GHQ, FEC  
STAFF SECTION REPORTS

## 1. The GHQ, FEC/UNC Command Report.

a. Preparation of a monthly Command Report covering General Headquarters, Far East Command stems from AR 345-105, 3 October 1950, as further implemented by JCS 2168/1, 27 October 1950.

b. AR 345-105 defines a Command Report as "a periodical narrative summary of events from the viewpoint of the commander." It is "the medium through which the commander of a unit or headquarters may record, review, and evaluate the over-all activities of his command. In it he may recommend to higher headquarters changes in doctrine, organization, training, tactics, technique, administration, and equipment believed justified as a result of experience." During periods of combat, the AR specifies that "the commander will summarize in the command report the essential details of command and operations. The report, with annexes, will include data concerning personnel, intelligence, operations, and logistics. It must be complete, impartial, and factual. The commander will comment on underlying reasons governing decisions and the outcome thereof, whether favorable or unfavorable."

c. Thus, the GHQ, FEC/UNC Command Report is primarily an operational report by the CINCFE with a historical importance of a secondary nature.

d. The basic supporting documents of the Command Report are staff section journals and reports. Paragraph 3, AR 345-105, requires the chief of staff or executive and each staff section to maintain a daily journal. "In the journal will be entered a record of all important matters affecting the particular staff section or organization. Orders issued and received and action taken will be included. A summary of major activities with reasons for decisions made will be entered in the journal at the close of each day." The journals and staff section reports used in preparing the Command Report, with copies of orders, periodic reports, etc., and other annexes serve as supporting documents.

## 2. GHQ, FEC Staff Section Reports.

a. In view of the above mentioned criteria prescribed for Command Reports, to facilitate and make possible a complete and accurate CINCFE Command Report, it is essential that Staff Section Reports contain the necessary data from which to compile an over-all report. It is particularly important that the staff section chief participate in the accomplishment of his section report and journal, for often he is the only one who can comment on the reasons underlying important decisions.

b. A Staff Section Report will consist of two parts, the first a narrative summary of events with particular attention to major operations and problems, the outcome whether favorable or unfavorable, and an evaluation of the over-all activities of the staff section to include recommendations. The second part consists of supporting documents. A discussion of routine administrative and operational matters will be excluded and attention will be given to major operations and problems with solutions or recommendations in the narrative account. The narrative summary and supporting documents should tell the complete story of the staff section from the viewpoint of the section chief.

The narrative will be a continuous, organized, factual account. The discussion should show the relationship between GHQ and higher, equal, and subordinate command echelons as reflected in the staff section to indicate the receipt or dispatch of orders, planning (plans considered, plans adopted ...with reasons "why"), implementation of plans, and the outcome. Improvement of techniques or equipment to meet local problems or needs and the development of special methods or devices which proved successful should be covered. Initial reports will state the mission and organization of the staff section; as they occur, changes will be recorded in subsequent reports. The narrative summary will be so written as to give an intelligible account of the problems encountered and solutions attempted and will emphasize not only what was done but how and why it was done. To be of maximum value it must include a frank and factual account of difficulties, mistakes recognized as such, the means by which, in the opinion of the section chief, they might have been avoided, and the measures used to correct them. The report will be signed by the staff section chief. The Staff Section Report will include as supporting documents a copy of all routine and special reports and papers, prepared or received in the normal course of events, which are essential to an understanding of all operations and activities of the staff section during the period covered by the report; most of these documents will be filed in the daily journal file.

e. Using the staff section journal, daily summaries, and other data, it is desired that the Staff Section Report be compiled according to this outline:

I. Part I (Narrative Section).

A. The narrative will be preceded by:

1. Foreword (optional).
2. Table of contents
3. List of plates (or illustrations), if any.
4. List of annexes (or inclosures)

B. Outline of Chapter Breakdown:

1. Introduction. This chapter will briefly indicate the highlights of the report.
2. Sufficient additional chapters of appropriate title will be used to discuss the major operations and activities of the month.
3. Chronology. One chapter by this title will be devoted to a chronology of the important events occurring during the period.
4. Conclusions and Recommendations. A final chapter by this title will consolidate the problems, solutions, lessons and conclusions originating during the period. Recommendations, if any, will be made on changes in doctrine, organization, training, tactics, technique, administration and equipment believed justifiable as a result of experience; each of these subjects will be considered separately.

II. Part II (Supporting Documents). The supporting papers and records that are essential to an understanding of the action or activity recorded will substantiate the narrative summary of the Staff Section Report. The following list illustrates the

type of records and information which may be included; however, no one staff section will be concerned with more than the small portion of the listed data related to the functions of the staff section.

- A. Staff Section journal.
- B. Periodic reports; unit reports.
- C. Message files and telephone journals.
- D. Situation maps.
- E. General and special orders (See AR 310-50).
- F. Copies of activation, reorganization, re-designation, or inactivations orders.
- G. Rosters of officers with duties and dates of command.
- H. Casualty statistics (KIA: WIA: MIA: NBC) from all organic and attached units; lists of battle casualties by type (KIA: WIA: MIA), name, place and date.
- I. Awards and decorations statistics; lists of individuals receiving awards and decorations with dates of action and reference to orders, commendations, unit citations.
- J. Strength reports (O; WO; EM), including statistics of attached units; replacement statistics.
- K. Station lists and directories with code names.
- L. Extracts of enemy documents, with translations. (Disposition of captured documents will be in accordance with FM 30-15).
- M. Copies of important prisoner of war interrogation reports.
- N. Plans and estimates, including plans considered but not used and the reasons therefore, and cross-reference to future plans; staff studies.
- O. Letters of instruction.
- P. Operations instructions and memoranda.
- Q. Order of battle of friendly units with commanders.
- R. Field orders, with overlays and annexes.
- S. Situation reports and summaries.
- T. Training memoranda.
- U. Standard operating procedures.
- V. Administrative orders, with overlays and annexes.
- W. Personnel, vehicle and equipment loading and unloading tables.
- X. Copies of special reports called for by higher authority that record performance of material, combat experience, special operations, or personnel losses in specific actions.
- Y. Signal operation instructions.
- Z. Ammunition reports, including expenditure statistics and materiel losses.
- Aa. Combat observer reports.
- Bb. Air support plans, reports and photographs.
- Cc. Pertinent interviews with key personnel.
- Dd. Selected items of the most significant correspondence.
- Ee. Sketches, basic maps where available, overlays, photographs (both ground and aerial), tables, graphs, charts, memoranda, or reports that will clarify different operations or enhance the value of the report for historical purposes.

d. Format:

(1) The narrative will be typewritten or mimeographed on legal size paper, double spaced, and the pages will be numbered at the bottom.

(2) The table of contents will give a breakdown of the topics covered and the page number where located.

(3) Footnotes are required for all important or controversial statements and direct quotations. They will be numbered consecutively throughout each chapter of the report and inserted at the bottom of the page to which they pertain.

(4) Plates (or illustrations), such as charts, maps and tables, will be numbered consecutively, listed in the table of plates, referred to and properly identified in the text, and inserted in their appropriate places, unless their size dictates their inclusion among the supporting documents.

(5) Supporting documents (or annexes) will be clearly marked to show the section's report to which they pertain and will be numbered in a continuous series, and enumerated in the list of supporting documents.

e. Classification. The report will be given a classification consistent with its contents. If necessary to include pertinent facts so as to complete the story, material classified as TOP SECRET may be included.

f. Binding. Each copy of the monthly report will be securely bound and clearly marked to facilitate handling and forwarding as a supporting document for the over-all GHQ, FEC Command Report. Manila folders and metal fasteners will be utilized for this purpose. Reports will be fastened at the top of the page. Wherever possible, supporting documents will be bound as a part of each copy of the report so that the narrative and documents will constitute a separate, complete volume. Additional annexes may be set up for each volume to care for an excess of supporting documents; these additional annexes must be clearly marked.

g. Title. Each copy (original and duplicate) of the report will bear this title on the outside cover:

STAFF SECTION REPORT  
(APPROPRIATE STAFF SECTION)  
GENERAL HEADQUARTERS  
FAR EAST COMMAND

1-\_\_\_(month) 1951

RCS CSHIS-5(R1)

h. Submission. The monthly Staff Section Report will be prepared in two (2) copies (original and duplicate) and will be forwarded with two (2) sets of supporting documents to reach the Military History Section, GHQ, FEC by the 15th of the month following the period reported on.

i. "Routine" activities. In determining the information to be included in the report, it must be remembered that things which would be of a routine nature to the section would not necessarily be routine or known to others or future researchers. It is necessary, therefore, to explain enough of the details of operations considered routine to provide clarity for the reader. Routine data that is strictly routine and should be omitted include statements such as, "100 pages were proof-read," "100 reports were translated", "30 letters were answered", etc.

3. GHQ, FEC Staff Section Journal Preparation. The journal is the official chronological record of events affecting the staff section. The amount of detail recorded in journals will vary with the staff section and the kind of operations being conducted. At the close of each day, a summary of important events and activities will be entered after the last item, and the journal closed for the day. Above all, the summary should include the reasons "why" behind decisions and happenings. The assembled journals of the GHQ, FEC Staff Sections should form a complete picture of the operations of the headquarters for a given period.

a. Format. The journal form (Incl 1 or Incl 2) will be used. For uniformity, the journal should be on legal size paper and bound at the end. The entries for a single day may require more than one sheet; on the other hand a single sheet may suffice for more than one day. Each day must be accounted for. The essential elements of a day's journal are:

(1) Classification. Each page of the journal may be classified, or each entry may be classified separately.

(2) Heading. The heading will include the name of the section, the parent headquarters, the location, and the period.

(3) Serial Number. The serial number is for ready reference and identification of filed papers. On occasions when notation of "time in", "time out", or "time written" are considered important, they should be included; however, ordinarily only the date need be shown by GHQ, FEC staff sections.

(4) Body of the entry or incident.

(5) Authentication. The day's journal will be signed by the individual responsible for its preparation.

b. Format of Journal File. The journal file should be of the same dimensions as, and bound with, the journal pages. Large documents may be folded; small documents may be secured to blank pages of legal size. They will bear dates and serial numbers corresponding to the journal entries to which they pertain.

c. Scope and Content.

(1) Since the journal (and its file) constitutes the basic material for the recording of the activities of a staff section, it should furnish data for a complete portrayal thereof. Normally, very routine matters are not entered in the journal, as it is utilized for those entries which describe significant events; however, it is necessary, occasionally, to record items which, though of apparent minor importance, are a part of progressive planning of the build-up of an action. This does not justify the recording of fragmentary entries or statements which, by themselves, are meaningless. Furthermore, in regard to routine matters, it must be remembered, again, that matters routine to the section are not routine to the reader or future researcher. For this reason, an entry such as, "Normal routine activities were conducted" should never be made, as it is meaningless.

(2) Often the mere chronological recording of successive events, without showing their casual relationships, is insufficient to a full understanding of such events. From the historical point of view, the nature of important problems and the reasons which suggested the adoption of one decision rather than another are indispensable to the preparation of an accurate and logical account.

(3) Certain messages, orders, and other documents are of sufficient importance to be cited in the journal but are too lengthy or, by their nature, unsuited for entry. In such cases, the gist of the document will be given in the journal entry, or a reference made to it, and the document, itself, placed in the journal file. (See b above). It may be necessary to refer in the journal to documents not available for the journal file but which may be found in some other normally accessible collection.

d. Method of Preparation. The journal of both a large and small staff section may normally be maintained by a staff assistant or an experienced operations clerk who enters in the journal events, papers, etc, as they occur or are received or dispatched. At the close of each day's operations, the responsible officer must read the journal and make as a final entry the summary prescribed in paragraph 3, AR 345-105; this summary will be made only by an officer. When routine events occur, this daily summary may constitute the only entry for the day; what happened and reasons "why" will be included. A statement that "routine activities occurred" is neither sufficient nor acceptable. For staff sections which contain more than one branch a more complex procedure may be necessary. As an example, the head of the staff section may require that each of his branch chiefs submit a work sheet or daily log from which he will select items suitable for inclusion in the journal. The editing, collation, and recording of this material should be done each day and the entries should appear in the journal under their proper heading and in chronological sequence. There will be only one, consolidated, complete, over-all journal for each staff section.

1 Incl  
Journal Form

CLASSIFICATION

GENERAL HEADQUARTERS  
 UNITED NATIONS COMMAND  
 and  
 FAR EAST COMMAND  
 (PROPER STAFF SECTION TITLE)

FROM: The period covered will be  
 TO : entered here.  
 PLACE: Enter the location here.

DATE		SERIAL NUMBER	TIME DATED	INCIDENTS, MSG, ORDERS, ETC.		ACTION TAKEN
IN	OUT			FROM	TO	
		J-1				
		J-2		This number will correspond to the number on the document in the journal file.		
					Entered here will be an account of an incident, telephone conversation, conference, or the like.	The proper symbol to indicate action taken is entered here; F, indicates that the document is in the journal file.
					<u>DAILY SUMMARY</u> Events will be summarized to tell not only what happened but when, how, where and why.	
					SIGNATURE OF RESPONSIBLE OFFICER	

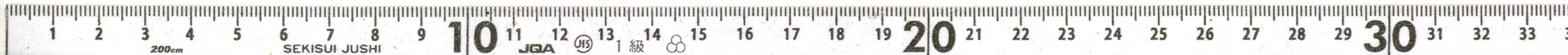
LEGEND: M- Map; S- Staff; F- File

PAGE \_\_\_\_\_

CLASSIFICATION

DECLASSIFIED  
 Authority 813562  
 By ANARA Date 1/15/12

Incl I







GENERAL HEADQUARTERS  
FAR EAST COMMAND

## CHECK SHEET

Maj Fechtman  
26-8898

(Do not remove from attached sheets)

File No: \_\_\_\_\_ Subject: Command Report  
 From: G-2 To: All GHQ, FEC Staff Sections 15 March 1951

o.

## 1. References:

- a. AR 345-105, 3 October 1950
- b. FEC Staff Memo 55, dated 5 November 1950 and Amendment No. 1, dated 27 December 1950.
- c. Check Sheet, G-2 to All GHQ, FEC Staff Sections, 18 January 1951, subject: Command Report.

2. It is requested that in the future the staff section reports prepared in accordance with the above listed references be accompanied by a "brief synopsis" of the narrative portion.

3. The length of the synopsis will be determined by the length of the narrative and should cover all topics mentioned in the text.

4. The briefs will be prepared in two (2) copies. They will accompany future monthly reports, but they will not be bound.

*[Signature]*  
 JOC  
 C.A.W.

GENERAL HEADQUARTERS  
FAR EAST COMMAND

## CHECK SHEET

Maj Fechtman  
26-8898

File No:

Subject: Command Report

Note

No. From: G-2 To: All GHQ, FEC Staff Sections Date: 18 Jan 51  
1

1. Rescission. Check Sheet, G-2 to all GHQ, FEC Staff Sections, 9 November 1950, Subject: "Command Report."

## 2. References:

a. AR 345-105, 3 October 1950

b. FEC Staff Memo 55, dated 5 November 1950 (Reports Control Symbol CSHIS-5 (RI)).

c. Amendment No. 1 to Staff Memo 55, 27 December 1950.

d. Check Sheet, GHQ, FEC 31 May 1950, Subject: "Suggestions for Assistance in the Preparation of the Narrative Report." (The suggestions from Paragraphs 3-5 inclusive for the preparation of the Narrative Report apply equally to the peacetime provisions of the Command Report.)

3. In order to comply with AR 345-105, a peacetime Command Report will be prepared by GHQ, FEC to cover the period from 1 January 1950 through 31 October 1950. The period from 1 November 1950 until combat operations cease will be governed by the combat operation provisions of AR 345-105, 3 October 1950.

4. All GHQ, FEC Staff Sections will prepare concise staff section reports of both peacetime and combat operations in narrative form, based on daily journals, and will forward them in two (2) copies to G-2 Historical Division who will prepare the overall GHQ and Combined Forces Command Report; each staff section report will be accompanied by two (2) sets of supporting documents. The report covering combat operations for the month will be forwarded by the 15th of the month following the period reported upon. The peacetime staff section report will be forwarded to reach the Historical Division by 1 February 1951.

5. The staff section report covering peacetime activities, as required by Paragraph 2b, AR 345-105 will include information on organization, planning, operations and activities. Reports will include explanation of problems encountered, their solution and lessons learned, (See Para 2d, above). Discussion of routine administrative and operational matters will be excluded and attention given to major operations and problems.

GENERAL HEADQUARTERS  
FAR EAST COMMAND

## CHECK SHEET

File No: \_\_\_\_\_

Subject: Command Report

Note From: G-2

To: All GHQ, FEC Staff Sections

Date: 18 Jan 51

No.

1

Cont'd

## 6. Preparation of monthly staff section reports.

a. Journals. The daily journal and journal file kept by each staff section as outlined by AR 345-105, 3 October 1950 and FM 101-5, July 1950, will provide the basic material for the monthly (combat) staff section report. (See Inclosures 1 and 2 for extracts of FM 101-5 and AR 345-105 re journal preparation). It is important that the journal contain sufficient detail to give a full picture of the most important events occurring each day; this is particularly important in regard to the daily summary of major activities in which reasons for decisions made and other enlightening background information is recorded. The daily journal and journal file, plus any other document necessary to substantiate or illuminate statements made in the narrative, constitute the supporting documents of the staff section report.

b. Content. Using the journal and daily summaries of major activities with comments; a narrative account of command and operations which occurred during the month will be written from the viewpoint of the section chief. This account should include major problems, their solution, and lessons learned. The section chief should comment on underlying reasons governing decisions and the outcome thereof, whether favorable or unfavorable. A section of the report should be devoted to recommendations, if any, on changes in doctrine, organization, training, tactics, technique, administration, and equipment believed justified as a result of experience.

c. Format. The narrative will be written on legal size paper and double spaced. Each report will include a table of contents and a list of supporting documents. See Inclosure 3 for outline to be followed.

7. Both the peacetime and monthly report will be bound to facilitate handling and forwarded as a supporting document for the overall GHQ and Combined Forces Command Report. Manila folders and metal fasteners will be utilized for this purpose. Reports will be fastened at the top of the page. Supporting documents will be bound as a part of the report so that the narrative and documents will constitute one complete volume when possible. (Additional sections may be set up to care for an excess of supporting documents). Copies so bound will bear the title "Staff Section Report of \_\_\_\_\_, GHQ, FEC, for \_\_\_\_\_, 19\_\_\_\_" and will be marked copy 1 and copy 2 on the outside cover.

GENERAL HEADQUARTERS  
FIRST ARMY COMMAND

CHECK SHEET

File No: \_\_\_\_\_ Subject: Command Report

Note

No. From: G-2 To: All G Q, FEC Staff Sections Date: 18 Jan 51

1

Cont'd

8. Staff sections requiring advice and/or information regarding the preparation of their reports are requested to contact the Historical Division (Major Fechtman, 26-8898) for assistance.

3 Incls

- 1. Extract of FM 101-5
- 2. Extract of AR 345-105
- 3. Outline for Report

*MMH*

*for* A. W.

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## EXTRACT FROM FM 101-5, JULY 1950

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b. Journals. The journal is the official chronological record of events affecting the unit or staff section. The amount of detail recorded in journals will vary with the personnel available in the staff section and the kind of operations being conducted. The minimum of detail necessary to fix the time or other facts concerning important events is the ideal. Important incidents are recorded as they occur, such as time of receipt of transmission of important messages, visits of higher commanders and staff officers, and absences from the command post of the commander or section chief. A brief synopsis of written messages or orders should be entered in the journal and the originals filed in the journal file. Oral messages or orders should be entered in full when practicable. The assembled journals of the staff sections should form a complete picture of the operations of the unit for a given period.

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## EXTRACT FROM AR 345-105, 3 OCTOBER 1950

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3. Supporting Documents. The chief of staff or executive of each staff section of all organizations down to and including battalions will maintain a daily journal. In this journal will be entered a record of all important matters affecting the particular staff section or organization. Orders issued and received and action taken will be included. A summary of major activities with reasons for decisions made will be entered in the journal at the close of each day. Marked maps, wire circuit and radio net diagrams, artillery fire plans, ammunition expenditure tabulations, and similar data reflecting daily operations will be included whenever practicable. The journals used in preparing the command report, with copies of orders, periodic reports, and other annexes, serve as supporting documents. Detailed instructions for preparation of supporting documents are given in FM 101-5.

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OUTLINE OF MONTHLY STAFF SECTION REPORT

1. Foreword (Optional)
2. Table of Contents
3. List of plates (if any are included)
4. List of Supporting Documents
5. Narrative account of major activities to include:
  - a. Summary of major operational highlights of the month from the viewpoint of the staff section journal and daily summary with comments. The daily summary should include reasons "why" behind decisions and actions taken. Changes in organization occurring during the period will be recorded.
  - b. Problems encountered during the month and solution.
  - c. Lessons learned.
  - d. Recommendations, if any, on changes in doctrine, organization, training, tactics, technique, administration, and equipment believed justified as a result of experience.
6. Supporting documents.

DECLASSIFIED

Authority 813562

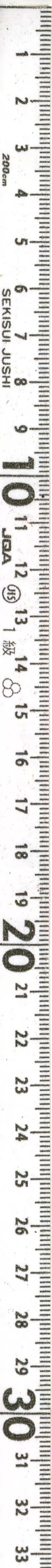
By 42 NARA Date 1/19/12

(Classification)

DAILY SUMMARY OF MAJOR ACTIVITIES

19

(Classification)



DECLASSIFIED

Authority 813562

By AC NARA Date 1/19/12

