

DECLASSIFIED
Authority MND 883070

CIRCULARS HQ USAFFE

MISC - 8

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Authority MND 883078

CIRCULARS
Hq USAFFE

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Number

63	3 Jun 45	Civilians recovered from enemy occupied territory
62	1 Jun 45	Administration of recovered military personnel other than Phil Army
56	25 May 45	Civil Admin and Relief of the Phil
44	29 Apr 45	Pay of Retired Commissioned Officers, Enlisted men of RA, and PS who are Resident in Phil Islands
43	26 Apr 45	Benefits Payable by VA
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33	7 Apr 45	Contract Claims
24	20 Mar	Re Establishment of USVA Office
13	11 Feb 45	Civil Administration and Relief of the Phil
7	13 Jan 45	Civil Administration and Relief of the Phil
106	4 Dec 44	Pay Accounts - Deceased, Missing, Missing in Action, Captured or interned enlisted Personnel
98	10 Nov 44	Re Employment of Civilians Recovered from the enemy or enemy held territory

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HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST

AFPO 501
4 Dec 1944

CIRCULAR)
:)
NO...106)

PAY ACCOUNTS - DECEASED, MISSING, MISSING IN ACTION,
CAPTURED OR INTERNED ENLISTED PERSONNEL

1. The attention of all unit commanders and personnel officers is directed to the following extracts from AR 345-475 dated 6 November 1944:

"8. Deceased and mentally incompetent persons.--a. General.--Final payment roll of deceased or mentally incompetent persons will be prepared in quadruplicate and forwarded to the nearest disbursing officer in triplicate. A separate and individual final payment roll will be prepared for each deceased or mentally incompetent person. In cases of deceased enlisted persons, final payment rolls will be prepared from original service record, temporary service record, or any other information available. The source or basis of remarks, if other than service record, will be indicated thereon. (See AR 35-2480). Until the present supply is exhausted the use of AD Form 370 (Final Statement) is authorized.

b. Deceased persons.--In cases of deceased persons, there will be entered on the final payment roll in the spaces 'Discharged on _____, 19__' the 'Honorably discharged by reason of: ' the statement 'died (date)'. Nothing will be entered regarding the cause of death or whether or not death occurred in line of duty or on account of the enlisted person's own misconduct. Where deposits are due there will be entered in remarks the amount and date of each deposit, the place where made, and name and grade of disbursing officer with whom deposited. Notation of submission of the final payment roll will be entered in the enlisted man's service record as prescribed in T. 12-230.

* * * * *

9. Enlisted persons reported missing, missing in action, captured, or interned.--For each enlisted person reported missing, missing in action, captured, or interned, the appropriate personnel officer will prepare a modified final payment voucher in duplicate.***** Such action will be taken and recorded in the service record at the time the service record is indorsed by the personnel officer of the organization to which the enlisted person was assigned. The voucher will be similar to that prepared in case of death***, except that the word 'final' will be deleted and the status of the individual, i.e., 'missing', 'missing in action', 'interned', or 'captured', will be shown as reason for preparation of such statement, instead of 'died'. Such modified 'final' payment voucher will indicate the number of years, months, and days of service to be credited for longevity pay purposes on the date the enlisted person was reported missing, missing in action, captured, or interned. There will also be shown any information affecting the rights of the individual to additional pay and allowances such as flying pay, parachute pay, glider pay, decorations, awards, citations, badges, oversea service, sea duty, and monetary allowances in lieu of quarters because of dependents, etc. Soldier's deposits, if any, will be listed as in the case of a deceased enlist person***. The soldier's deposit book will not be forwarded with the voucher, but will accompany the service record. These data are necessary to establish and settle

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under the act of 7 March 1942, as amended, which provides for the
of pay and allowances and allotments of personnel who are reported
missing in action, captured, or interned. *****

10. *****

c. Use of W.D. Form 370 (Final Statement).--Pending the exhaustion of
W.D. Forms 370, such forms may be used for the statement of individual accounts
for deceased and mentally incompetent persons or in other cases where, because
of the number of discharges to be accomplished on any date, there would be less
than four accounts for inclusion on a final payment roll. *****

2. In connection with the above, emphasis is placed on the following:

a. All final payment rolls, W.D. Form 371, or final statements, W.D.
Form 370, including those prepared for enlisted persons reported missing,
missing in action, captured or interned, will be submitted to the unit or area
finance officer.

b. Individual vouchers will be prepared for each deceased, missing,
missing in action, captured or interned person.

c. Where soldier's deposits are involved, the amount and date of each
deposit, place where made and name and grade of disbursing officer with whom
deposited, will be entered in remarks.

- (1) In deceased cases, the soldier's deposit book will accompany
the voucher.
- (2) In cases of missing, missing in action, captured or interned,
the soldier's deposit book will not be forwarded with the
voucher but will accompany the service record.

PETF 242

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:

/s/

ROBERT D. McCLEAR,
Lt. Col., A. G. B.,
Asst. Adj. Gen.

REPRODUCED HQ USASOS
(GS&GA) 7 Dec 44

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DATE

28 MAR 56

INDEX:

CIRCULAR 100, Hqs, USAFFE, 17 Nov 44

TO:

FROM:

Hqs, RPRB

SUMMARY:

FILED:

REFER TO: GRADES AND PROMOTIONS

INDEXER:

FORAN

REMARKS:

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Authority MND 883070

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HEADQUARTERS
UNITED STATES ARMY 3 CORPS IN THE FAR EAST

CIRCULAR)

AFC 501
17 November 1944

(X...107)

Section

- Executive Order No. 21 by the President of the Philippines..... I
- Executive Order No. 22 by the President of the Philippines..... II

1. EXECUTIVE ORDER NO. 21 BY THE PRESIDENT OF THE PHILIPPINES. The following Executive Order No. 21 by the President of the Philippines is published for the information and guidance of all concerned:

Executive Order No. 21

DECLARING TO BE ON ACTIVE SERVICE IN THE PHILIPPINE ARMY
ALL PERSONS NOW ACTIVELY SERVING IN RECOGNIZED MILITARY
FORCES IN THE PHILIPPINES

WHEREAS, many civilians residing in the Philippines of Filipino, American and other foreign citizenships, and Officers and Enlisted Men of the Philippine Army, of the armed forces of the United States and of Allied nations, have continued their resistance against the Imperial Japanese Government since the sixth of May 1942;

WHEREAS, this action has written in blood an epic of courage, devotion and loyalty to the Government and the people of the Philippines;

WHEREAS, these military forces have contributed in a large measure to the Allied military effort and to the liberation of the Filipino people from the yoke of the Japanese invader;

WHEREAS, it is the desire of the Government of the Philippines to recognize this allegiance;

NOW, THEREFORE, I, SERGIO OSMEÑA, President of the Philippines, by virtue of the authority vested in me by the Emergency Powers Law, Section 22a and Section 27 of Commonwealth Act Numbered One notwithstanding, do hereby ordain and promulgate the following:

1. All persons, of any nationality or citizenship, who are actively serving in recognized military forces in the Philippines, are hereby considered to be on active service in the Philippine Army.
2. The temporary grades of Enlisted Men, enlisted or promoted in the field by Commanders of recognized military forces or by their delegated authority, are hereby confirmed.
3. The temporary ranks of all officers, appointed or promoted in the field prior to this date by Commanders of recognized military forces, are hereby confirmed.
4. The date of entry into active service in the Philippine Army will be that of joining any of the military forces.

5. The effective date of rank for commissioned officers and enlisted men will be the date on which they were appointed or promoted to such rank by the Commanders of recognized military forces.

6. A recognized military force, as used herein, is defined as a force under a commander who has been appointed, designated or recognized by the Commander-in-Chief of Southwest Pacific Area.

Done at the seat of Government in the Field, this 28th day of October, in the year of our Lord, Nineteen Hundred and Forty-Four, and of the Commonwealth of the Philippines, the Ninth.

SERGIO OSMEÑA
President of the Philippines.

By the President:

ARTURO B. ROTAS
Secretary to the President

II. EXECUTIVE ORDER NO. 22 BY THE PRESIDENT OF THE PHILIPPINES. The Following Executive Order No. 22 by the President of the Philippines is published for the information and guidance of all concerned:

Executive Order No. 22

FIXING THE SALARIES OF THE OFFICERS
AND ENLISTED MEN OF THE PHILIPPINE ARMY

Pursuant to the provisions of Section No. 90 of the National Defense Act and of the Emergency Powers Law, I, Sergio Osmeña, President of the Philippines, do hereby prescribe the following schedule of salary rates and quarters allowances for officers and enlisted men of the Philippine Army, effective on dates as indicated herein, and extending for the duration of the war and for six months thereafter unless sooner terminated by competent authority.

<u>Rank</u>	<u>OFFICERS</u>	
	<u>Annual Pay</u>	<u>Monthly Quarters Allowance</u>
Major General	716,000	7200
Brigadier General	12,000	200
Colonel	8,000	270
Lieutenant Colonel	7,000	200
Major	6,000	160
Captain	4,800	140
First Lieutenant	4,000	100
Second Lieutenant	3,000	80
Third Lieutenant	2,400	60

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RESTRICTED
ENLISTED MEN

<u>Grade</u>	<u>Monthly Pay</u>
Master Sergeant	276
First Sergeant	276
Technical Sergeant	228
Staff Sergeant	192
Sergeant	156
Corporal	132
Private First Class	108
Private	100

The rates of pay and allowances prescribed herein shall become effective for officers and enlisted men of any unit upon the date on which the unit is returned to or constituted under organized military control, and for any individual officer or enlisted man upon the date on which he reports to a unit under organized military control after having been called or recalled to active duty or after having been enlisted for such a unit. A unit shall be considered as being returned to or constituted under organized military control on the date of announcement thereof is made by the Commander-in-Chief, Southwest Pacific Area.

No increase of pay or allowances shall accrue because of foreign service.

During the period that the rates of pay herein prescribed are effective, there shall not be paid to any person an increase of pay or allowances by reason of length of service.

During the period that the rates of pay herein prescribed are effective, there shall not be paid to any person an increase of pay for duty requiring regular and frequent aerial flights.

Any provisions of existing Executive Orders in conflict herewith are hereby superseded.

Done at the seat of Government in the Field, this 28th day of October, in the year of Our Lord, Nineteen Hundred and Forty-Four, and of the Commonwealth of the Philippines, the Ninth.

SERGIO OSMEÑA,
President of the Philippines

By the President:
ARTURO B. ROTOR
Secretary to the President

* * * *

By command of General MacARTHUR:

R. K. SUTHERLAND,
Lieutenant General, United States Army,
Chief of Staff.

OFFICIAL:

/s/

ROBERT D. McCLELLAN,
Lt. Col., A.G.D.,
Asst. Adj. Gen.

REPRODUCED BY USASCS
(MSGs) 30 Nov 44

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Authority AVD 883370

INCORPORATION OF ACTIVE MILITARY FORCES INTO THE PHILIPPINE ARMY

By the President of the Philippines

Executive Order No. 21

DECLARING TO BE ON ACTIVE SERVICE IN THE PHILIPPINE ARMY ALL PERSONS NOW ACTIVELY SERVING IN RECOGNIZED MILITARY FORCES IN THE PHILIPPINES

WHEREAS, many civilians residing in the Philippines of Filipino, American and other foreign citizenships, and Officers and Enlisted Men of the Philippine Army, of the armed forces of the United States and of Allied nations, have continued armed resistance against the Imperial Japanese Government since the sixth of May 1942;

WHEREAS, this action has written in blood an epic of courage, devotion and loyalty to the Government and the people of the Philippines;

WHEREAS, this military forces have contributed in a large measure to the Allied military effort and to the liberation of the Filipino people from the yoke of the Japanese invader;

WHEREAS, it is the desire of the Government of the Philippines to recognize this allegiance;

NOW, THEREFORE, I, SERGIO OSMEÑA, President of the Philippines, by virtue of the authority vested in me by the Emergency Powers Law, Section 22 a and Section 27 of Commonwealth Act Numbered One notwithstanding, do hereby ordain and promulgate the following:

1. All persons, of any nationality or citizenship, who are actively serving in recognized military forces in the Philippines, are hereby considered to be on active service in the Philippine Army.
2. The temporary grades of Enlisted men, enlisted or promoted in the field by Commanders of recognized military forces or by their delegated authority, are hereby confirmed.
3. The temporary ranks of all officers, appointed or promoted in the field prior to this date by Commanders of recognized military forces, are hereby confirmed.
4. The date of entry into active service in the Philippine Army will be that of joining a recognized military force.
5. The effective date of rank for commissioned officers and Enlisted Men will be the date on which they were appointed or promoted to such rank by the Commanders of recognized military forces.

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Authority NND 883078

6. A recognized military force, as used herein, is defined as a force under a commander who has been appointed, designated or recognized by the Commander-in-Chief Southwest Pacific Area.

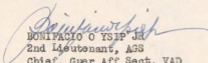
Done at the seat of Government in the Field, this 26th day of October, in the year of our Lord, nineteen hundred and forty four, and of the Commonwealth of the Philippines, the ninth.

(Sgd.) SERGIO OSMENA
President of the Philippines

By the President:

(Sgd.) ARTURO B. ROTOR
Secretary to the President

CERTIFIED TRUE COPY: dl


BONIFACIO O YSIP JR
2nd Lieutenant, AGS
Chief, Guer Aff Sect, VAD

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RESTRICTEDHEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EASTCIRCULAR)
:)
NO....98)A.P.O. 501
10 November 1944

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I. RECISSION OF SECTION IV, USAFFE CIRCULAR, NO. 58, 1944. Section IV, USAFFE Circular No. 58, 11 July 1944 is rescinded. Subject matter contained therein having been included in USAFFE Regulations No. 80-45, 25 September 1944.
FEGA 383.6

II. AMENDMENT TO CIRCULAR NO. 81, 1944. Section II, Circular No. 81, is amended as follows:

15. * * * * *

Add:

15 $\frac{1}{2}$ a. Individuals whose homes are outside the continental United States may be selected for Temporary Duty (for purpose of rest and recuperation) if transportation is available both ways between this theater and place of residence outside United States. No individual will be sent to the United States on Temporary Duty (for rest and recuperation) for transshipment outside United States and return to this theater.

b. Individuals selected for Temporary Duty who desire to return to a place of residence outside continental United States will be returned only on orders issued by this headquarters. FEEXO 210.68

III. ESTABLISHMENT OF APO. APO 72 has been established to serve Base K.
FEEXO 311.1

IV. APC CABLE CODE ADDRESSES. The following cable code addresses have been assigned:

APC
93
198

Code Addresses
AGLVUS
AKESIJ

FEEXO 311.5

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RESTRICTED

V. EMPLOYMENT OF CIVILIANS RECOVERED FROM THE ENEMY OR ENEMY HELD TERRITORY. 1. The attention of all members of this command is directed to the danger to security resulting from the employment of civilians recovered from the enemy or from enemy held territory.

2. No such civilians will be employed in any capacity by U.S. Army personnel, nor given complete freedom in a military installation until cleared by a CIC representative.

3. This prohibition includes the employment on a personal basis of civilians of any nationality as servants, mess boys, and cooks. FECH 383.7

VI. OFFICIAL CORRESPONDENCE REQUIRING DIRECTORY SERVICE. Official correspondence requiring directory service, other than that pertaining to hospitalized personnel, may be forwarded to Commanding General, USAFFE, Attn: AG-MRU, APO 501, if available records do not indicate proper disposition. Only official correspondence pertaining to hospitalized personnel will be forwarded to Patients' Locator File Section, Base "F", APO 322, for directory service. FEX1 312.1

VII. INCOME TAX DEDUCTIONS, AUSTRALIAN NATIONALS. 1. Prior to hiring Australian Nationals, subject to income tax deductions required by the National Security Act, authorizations for tax deductions will be obtained; otherwise, the prospective employee will not be engaged.

2. Cancellations of authorizations will not be accepted.

3. Authorizations against which cancellations have been accepted will be reactivated, and deductions of taxes resumed on the next payroll on which the name of the employee appears. FEF 012.2

By command of General MacARTHUR:

R. K. SUTHERLAND,
Lieutenant General, United States Army,
Chief of Staff.

OFFICIAL:

J. W. Donnell
J. W. DONNELL,
Colonel, A.C.D.,
Assistant Adjutant General. *my 8/2*

1945

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Authority *MND 883070*

RESTRICTED

JUN 24 1945

HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST

CIRCULAR)
:)
NO....63)

A.F.O. 501
3 June 1945

CIVILIANS RECOVERED FROM ENEMY OCCUPIED TERRITORY

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General Classification of Recovered Civilians; Authorized Processing Stations; and Procedure for Initial Processing.	I
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I. GENERAL CLASSIFICATION OF RECOVERED CIVILIANS; AUTHORIZED PROCESSING STATIONS; AND PROCEDURE FOR INITIAL PROCESSING.

1. Civilians, other than enemy aliens, recovered from enemy occupied territory will fall into one of the following categories:

- a. Those claiming a military status with a military rank by virtue of having been detailed or appointed by a responsible officer to carry out certain missions in a military capacity.
- b. Civilian employees of the War Department.
- c. Civilian employees of other Governmental departments.
- d. American civilians, citizens of Allied or neutral nations or Philippine nationals, other than those above.

2. Except where specific installations have otherwise been designated, all recovered civilians, except Philippine nationals, will be directed to the nearest task force or base casual camp for quarters, rations, clothing and processing. Philippine nationals in need of assistance will be directed to the nearest Civil Affairs Unit. Philippine nationals who are employees of the War Department will be processed by stations designated for processing War Department employees.

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The commanding officer of the processing unit will:

a. Submit direct to this headquarters, by the most expeditious means of communication, the Report of Recovery (Incl No. 1). To expedite, it is suggested this form be prepared by each individual; pencil may be used.

b. Provide rations, quarters, and minimum clothing necessary for their comfort and well being.

c. Report civilian employees of the Navy to representatives of the United States Navy for disposition.

d. Persons claiming military status will be forwarded to the nearest replacement unit, and will be processed as military personnel in accordance with Circular No. 62, this headquarters, dated 1 June 1945. In case such personnel were civilian employees of the War Department prior to date they acquired a military status, they will execute an additional affidavit (Incl No. 3) covering activities and status for the period from the date of last regular payment as civilian employees to the date they acquired a military status.

e. Civilian employees of the War Department will execute affidavits as in Incl No. 3. Each will be informed that his status during the period of absence from War Department control will be determined, but that final settlement of his accounts will be made at a later date by the Office of Special Settlement Accounts, 27 Pine Street, New York 5, New York, or by this headquarters if not immediately returned to the United States.

f. All continental U.S. War Department employees will complete Form 124 (Incl No. 8), whether claiming compensation for injury or not. Native and alien employees will execute Form 124 only in case of claim for duty-connected injury or illness acquired at the time of Japanese invasion. Also, all claims for death benefits will be accompanied by a completed Form 124.

g. Civilian employees of other Governmental departments will execute the affidavit (Incl No. 3) and will be advised that their status under the Missing Persons Act will be determined by the head of the employing department.

h. Other American civilians will execute affidavit (Incl No. 2). (Separate affidavit is not required in the case of minors if included in affidavit of head of family).

i. Citizens of Allied or neutral nations, other than Federal employees, will execute affidavits shown in Incl No. 2, and will be informed that action will be taken to report their recovery to the representatives of their respective governments.

j. All civilians will complete War Crimes Office Form (Incl No. 9), if they have knowledge of Japanese atrocities. When completed, this form will be forwarded in duplicate, classified "secret", to this headquarters.

II. PROCESSING PROCEDURE FOR RECOVERED WAR DEPARTMENT EMPLOYEES, WIDOWS AND DEPENDENTS OF WAR DEPARTMENT EMPLOYEES, WIVES AND DEPENDENTS OF WAR DEPARTMENT EMPLOYEES IN MISSING STATUS.

4. War Department employees are divided into two general classifications:

- a. Continental U. S. citizen employees.
- b. Alien and native employees.

5. a. Continental U.S. citizen employees are those originally hired in U.S. who travelled to overseas post at the expense of the United States either medietely or immediately, with the understanding that return transportation would be furnished after completion of the assignment of work in or on a Government activity. Individuals of this category who make request to be returned, will be advised they are eligible to be returned to United States to the place of engagement, or former post of duty, in a duty status. Travel time will not be charged to accumulated leave. Upon arrival in United States at the place of engagement, or former post of duty, they are eligible to enter a terminal leave status.

b. Employees covered by the Missing Persons Act who do not meet the above specific requirements will not be eligible to return to U. S. in a duty status. They enter a terminal leave status immediately upon return to War Department control.

c. If employees of this category desire to remain in the Philippines and continue work, they will be directed to the nearest U. S. Employment Officer. A letter to the employment officer (Incl No. 4) will be prepared in triplicate, one furnished to the employee, one forwarded to the employment officer, and one sent to this headquarters.

d. Sick and annual leave will vary as to each individual, subject to accrued leave at beginning of absence and nature of employment. This headquarters will compute leave from information contained in affidavit and official records in this headquarters, and furnish it to the appropriate agency on request. In the event there is necessity for a period of hospitalization after return to War Department control, a request for sick leave in writing will be made to this headquarters, accompanied with the record of physical examination. Medical certificates will be furnished for each 30 days of sick leave.

6. Native and alien employees will be processed in accordance with instructions contained in par 5 c, and d, above.

7. No positions occupied by Marine personnel or civilian employees of the Transportation Corps on vessels operated by the War Department are subject to the Classification Act of 1923. These employees will be advised they will be paid for the period of missing status according to existing Marine regulations.

8. For War Department employees who have allotments, WD AGO Form 30 (Notification of Discontinuance of Allotment), will be completed by the processing unit in triplicate and forwarded in duplicate to the appropriate allotment office in accordance with AR 35-5520 (Sep 44). The triplicate copy will be forwarded to this headquarters. Any pay in excess of allotment paid will be repaid to the employee by the station making final payments.

9. Partial payments are directed as follow:

a. Recovered War Department civilian employees, exclusive of part time or intermittent employees or native labor casually hired on an hourly or per diem basis may, after positive identification, be paid a partial payment equal to three months pay. The rate of pay will be that at which the individual was last paid prior to Japanese occupation.

b. The Commanding General, USASOS, will direct the appointment in each base, or each casual camp receiving recovered civilians, of such number of personnel officers to act as certifying officers as may be necessary.

c. The certifying officer will determine the status of the individual applying for partial payment as follows:

- (1) Identification as a War Department civilian employee, either American or Filipino, will be made by the certifying officer, whenever possible, from documentary evidence in possession of the individual.
- (2) A determination as to whether or not the individual concerned is entitled to benefits under the provisions of the Missing Persons Act must be made by this headquarters.

d. Payrolls will be prepared by certifying officers for War Department civilian employees who have been identified as such, and who have been determined to be entitled to benefits under the provisions of the Missing Persons Act by this headquarters. Payrolls will be prepared in the manner prescribed below:

- (1) The certifying officer will prepare Standard Form 1013, Revised (Payroll for Personnel Services), in quadruplicate. The original voucher and three copies will be turned over to the disbursing officer making payment.
- (2) The face of the payroll will be modified to delete the following:
 - (a) Beneath the title of the roll the phrase, "Employees on Annual Salary Basis."
 - (b) So much of the printed section as reads: "that each has performed, under my supervision, the services indicated by the respective proper official designation or occupation, during the

period mentioned, except as otherwise indicated in the 'Remarks column'".

- (c) The sentence reading: "that deductions have been made for the compensation of all employees against whom charges have accrued during the period of the payroll".
 - (d) The phrase, "that the determined reasonable value of allowances furnished in kind is stated in every case".
- (3) The certificate on the payroll, as modified above, will be signed by the certifying officer.
- (4) The following certificate signed by the certifying officer will be placed in the body of the voucher:

"The individuals listed hereon have been identified by me as civilian employees of the War Department, and it has been determined that they come within the provisions of the Missing Persons Act. Payment of the amount set opposite each individual's name is authorized by the War Department Plan for Casualty Administration upon Reoccupation of the Philippines and you are hereby authorized to pay the amount set beside each individual's name".

e. Each certifying officer will submit a properly executed War Department Signature Card, WD Form 35, to the disbursing officer making payment on the vouchers prepared by the certifying officer.

f. A statement will be placed on the face of each payroll or voucher by the appropriate personnel of certifying officer that "This payment is chargeable to arrears in pay, pending final settlement of such arrears".

g. Partial payment will be withheld in all cases where doubt exists as to loyalty to the United Nations' cause. Such cases will be referred to this headquarters, Attention: Recovered Personnel, for clarification of the individual's status.

h. Disbursing officers making partial payments will forward to this headquarters one copy of each payroll or pay voucher corrected to show payments actually made.

10. Upon receipt of affidavit and supporting papers of civilian War Department employees this headquarters will:

a. Make determination of status of employment for the period of absence from War Department control.

- b. If the employee is returning to United States:
- (1) Issue to the processing unit proper clearance and orders directing the status in which employee is to be returned to U. S.
 - (2) Issue proper notice to the port of embarkation in United States relative to the status of individuals.
 - (3) Make appropriate reports to The Adjutant General and the Office of Special Settlement Accounts.
 - (4) In event the employee's return to U.S. is not immediate, payment in full for the missing period may be effected by this headquarters. In any event, authority for partial payment will be issued upon completion of determination.
- c. If employee remains in this theater this headquarters will:
- (1) Make determination of status and effect payment for the missing period.
 - (2) Provide for payment of accrued leave.
 - (3) Furnish necessary financial information to the employing officer if employee returns to duty.
 - (4) Make appropriate reports to The Adjutant General and the Office of Special Settlement Accounts.

11. a. Widows and next of kin of War Department employees who died during the absent period will be processed as described in par 3g. In order to establish rights to deceased husband's accrued pay, they will also execute the affidavit (Incl No. 3), signing at the place indicated for widows and next of kin. On determination of status, this headquarters will direct the further processing necessary in each individual case.

b. Wives and dependents of War Department employees still in a missing status will be processed as described in par 3g. In order to establish rights to an allotment, or to accrued pay in event there is a subsequent determination or finding of death, they will execute the affidavit (Incl No. 3), signing at the place indicated. If an allotment or increase of allotment is desired, OSSA Form 156 (Rev) (Incl No. 7), will be executed in triplicate and forwarded with the affidavit.

c. Widows, wives, dependents, and next of kin of War Department employees are not eligible for partial payments.

III. PROCESSING FOR REPATRIATION.

12. War Department civilian employees will not be evacuated to the United States without specific authority from this headquarters in each case.

13. Employees originally hired in U.S. and who are eligible for return to United States in a duty status will be issued travel orders to the place of engagement or former post of duty in United States, at the direction of this headquarters. Allowance of \$6.00 per diem is authorized while in a travel status in United States, and while \$7.00 per diem is authorized while outside of United States, no per diem allowance is authorized aboard ship where subsistence is furnished without charge.

14. The processing unit will:

a. Authorize the appropriate port of embarkation in the U. S., by specific designation in travel orders, to certify vouchers for travel pursuant to travel orders issued.

b. Furnish the port of embarkation in United States with:

(1) Copy of travel order.

(2) Date employee entered travel status.

c. Advise employees as to the port of embarkation authorized to certify travel voucher, and that he or she may prepare travel voucher and submit same thereto with a true copy of travel orders.

15. All other War Department employees and employees of other Governmental departments will be returned to United States by means of Government transportation, such transportation to be administratively determined to be at no added expense to the Government. Continental U. S. citizens with no Government employment status will be returned to U. S. in accordance with the theater policy. Such personnel will not be issued official travel orders as described in par 13, above. Employees of the War Department who are citizens of United States, but whose homes are elsewhere than United States, will be furnished Government transportation to their homes on the same basis as employees returning to United States.

16. Citizens of Allied and neutral nations, (except War Department employees entitled to travel at Government expense as in par 15, above, and alien members of an American family); will be required to furnish promissory notes (Incl No. 6) payable on demand, to cover costs of their repatriation.

IV. MISCELLANEOUS PROVISION FOR FINAL PROCESSING BEFORE RETURNING CIVILIAN TO UNITED STATES OR RELEASING TO REMAIN IN THIS THEATER.

17. Each base commander will be responsible that unprocessed individuals evacuated as patients to hospitals in his area, are processed prior to release. Statement of the individual that he has completed all prescribed forms will be accepted as evidence that he has been processed satisfactorily.

18. Personnel processed in accordance with instructions issued prior to those herein will be screened to ascertain those for whom Incls Nos. 3 and 4 are applicable. Necessary action will then be taken to complete all applicable forms prior to the departure of individuals from the theater, or release from military control.

19. Upon completion of processing as prescribed above, the commanding officer of the unit or installation having control on the individual will communicate directly with the CIC unit serving his area, with a view to obtaining prescribed security clearance. The commanding officer of such CIC unit will report to the base commander the names of cleared individuals, forwarding a copy of this report to this headquarters. Individuals whose loyalty is questionable will likewise be reported, but will not be released from United States military control until disposition is directed by this headquarters.

20. Upon completion of security clearance, individuals of Allied Nations whose loyalty is unquestionable will be disposed of as follows: (contingent on par 12, Sec III)

a. Properly identified American citizens will be returned to the United States, or released from military control to remain in the Philippines, in accordance with their desires expressed in writing.

b. Alien members of American families will be advised that they are being admitted to the United States for temporary visit only, and that their visit may be terminated at any time by the State Department.

c. Unaccompanied aliens desiring to enter the United States will submit application therefor (Incl No. 5) to this headquarters, and will not be embarked until clearance has been obtained from the State Department, through the American Consul General in Manila.

d. Citizens of Allied nations will be disposed of as requested by the Liaison Officer representative on duty with GHQ, SWPA, subject to the provisions of sub par 20 c, above, in case travel is to or through the U. S.

21. Names of citizens of neutral countries will be reported to this headquarters with information setting forth their desires as to repatriation. Their disposition will be directed by this headquarters.

22. Orders directing travel by water transportation will be issued by the appropriate base commanders in accordance with following policies:

a. Priority over all casual personnel, except recovered prisoners of war and sick and wounded, will be accorded repatriated internees in returning to the United States.

b. Personnel will be organized into shipments, each shipment to have a separate code designation. No other classes of personnel will be included in such groups.

23. a. Immediately upon embarkation, passenger lists of civilians being evacuated to or through the United States will be forwarded by safehand air courier to The Adjutant General, Washington, D. C., the Office of Special Settlement Accounts, 27 Pine Street, New York 5, N. Y., and to the commanding general of the port of embarkation in the United States. Two (2) copies will also be furnished this headquarters, and two copies to the American Consul General, Manila, P. I. The lists will include the following:

- (1) Citizen of what country.
- (2) Whether an internee, escapee or evader.
- (3) Business in which engaged, with name of employer.
- (4) If an employee of the United States Government, the employing department (War Department, Department of Interior, etc.)
- (5) Whether determined by this headquarters to be a War Department employee under the Missing Persons Act. If so determined, the name of the arm or service by which employed.

b. Copies of "Report of Unidentified Americans and Accompanied Aliens" will be inclosed when applicable.

24. Upon departure of shipment, the shipping base commander will prepare radio report for transmission by this headquarters to the War Department. Such radio will set forth the number of individuals in each shipment, the shipment number, the date of departure, and the expected date of arrival in the United States.

V. REPORTS TO BE SUBMITTED BY PROCESSING UNITS.

25. Reports on inclosures listed below will be prepared and forwarded as follows:

<u>Incl. No.</u>	<u>Subject Matter</u>	<u>By or for Whom Prepared</u>	<u>Copies Required</u>
1.	Report of Recovery	All repatriates	Original copy to this hq
2.	Affidavit of Civilian Repatriates	All repatriates except Federal employees	Original and 1 copy to this hq

<u>Incl. No.</u>	<u>Subject Matter</u>	<u>By or for Whom Prepared</u>	<u>Copies Required</u>
3.	Affidavit of Civilian Employees	All Federal civilian employees	Original and 2 copies to this hq
4.	Reassignment letter to Employment Officer	Civilian employees desiring to retain status in Philippines	1 copy to this hq
5.	Request of aliens to be evacuated to or thru United States	Persons referred to	Original and 1 copy to the American Consul General; 1 copy to this hq and 1 copy to accompany shipment.
6.	Frontisssory note	Citizens of Allied & neutral nations	3 copies to this hq
7.	OSSA Form 156 (Rev)	Wife or dependent of WD employee in missing status	3 copies to this hq
8.	Claim Service Form 124	WD employees	2 copies to this hq
9.	War Crimes Form	All civilians	2 copies to this hq

26. The individual initiating a report or other document pertaining to recovered civilian War Department employees will mark it with the symbol: "Project J", in a conspicuous manner. Documents pertaining to other civilians will be similarly labeled: "Project R". Such papers will be given expeditious handling by each office through which they pass.

VI. RESCISSION OF PREVIOUS INSTRUCTIONS.

27. Letters this headquarters dated 4 March 1945, and 16 March 1945, file FEGARP 704, subject "Civilians Recovered from Enemy Occupied Territory", and provisions of letter dated 19 March 1945, file FEGARP 241, subject "Partial Payments for Recovered U. S. Military Personnel (Including Philippine Scouts),

Philippine Army Personnel and Civilian Employees of War Department" as applied to civilian War Department employees only, are hereby rescinded.

PERF 383.6

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:



R. E. FRAILE,
Colonel, A.G.D.,
Adjutant General.

9 Incls:

- Incl #1 - R.P.D. Form 23 (5-45)
- Incl #2 - R.P.D. Form 3 (2-45)
- Incl #3 - R.P.D. Form 4 (6-45)
- Incl #4 - R.P.D. Form 53 (5-11-45)
- Incl #5 - R.P.D. Form 20 Rev (4-25-45)
- Incl #6 - R.P.D. Form 55 (5-11-45)
- Incl #7 - OSSA Form 156 (Rev)
- Incl #8 - Claim Service Form 124 (1 May 45)
- Incl #9 - War Crimes Form

REPORT OF RECOVERY

Name- _____ (male - female) citizen of

Country- _____ recovered from enemy occupied

territory on _____ 194_____ at _____

Emergency addressee: Name- _____

address- _____

Physical Condition _____ Age _____

Requests following message (not to exceed ten (10) words) be trans-
mitted to the above emergency addressee:

To be filled out by civilian employees of War Department.

I was employed by _____ Department located at
_____On _____ 194_____ I was paid at the rate of _____
per (year) (month) (day) (hour)With grade (Civil Service) _____. I served at such employ-
ment to _____ 194_____ when I ceased employment because of

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Authority NND 883070

(Signature)

Incl #1

A F F I D A V I T
OF CIVILIAN REPATRIATES

I, _____, _____ years of age, resident of _____ after having been duly sworn according to law depose and say that the following information is true and correct to the best of my knowledge and belief:

1. _____ (Last name) _____ (First name) _____ (Middle name)
2. _____ (Last legal residence)
3. _____ (Birthplace) _____ (Day) (Month) (Year)
4. _____ (Citizen of)
5. _____ (If not a citizen by birth, what year, court, & place naturalized)
6. _____ (Height) _____ (Weight) _____ (Color eyes) _____ (Color hair) _____ (Complexion)
7. _____ (Highest education received)
8. _____ (Identification marks)
9. _____ (Marital status) _____ (Number of dependents)

10. Dependents:

<u>Name</u>	<u>Relationship</u>	<u>Age</u>	<u>Present or last known Location</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

11. Parents (if living):

<u>Name</u>	<u>Relationship</u>	<u>Age</u>	<u>Present or last known Location</u>
_____	_____	_____	_____
_____	_____	_____	_____

13. Activities between 7 December 1941 and date of enemy internment:
(If never interned, report activities to date of recovery).

(was)
14. I (was not) interned by Japanese forces on _____ 19____ at
(was released)
_____, and (escaped) on _____ 19____ at
(Location)

_____. If released, circumstances governing same
(Location)
were: _____

15. Activities while interned: (Fill out only in case of internees)

16. Upon (release) (escape) I engaged in the following activities or occupations: (give dates, places, duties, authorities, and names):
(Fill out only in case of internees).

17. Present physical condition: _____

18. Employment by Japanese in any capacity, (location, dates, by whom employed, other pertinent data): _____

19. Vital statistics regarding individuals of U.S. or Allied Nations:
(Give here all information possible regarding service personnel -- full names, rank, place, and date. State of health. If dead, give cause, and where buried if known. Was the grave marked?) (If additional space is needed another page may be appended hereto.)

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Affidavit (Cont'd)

20. I desire to (remain in the Philippines) (return to _____ (Country)

21. Means of self-support providing individual desires to remain in the Philippines. If unemployable, state reasons: _____

(SIGNATURE)

Subscribed and sworn to before me this _____ day of _____
194_____ at _____

Address of person signing affidavit, for future reference _____

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... was last paid in full to include

(Month) (Year) by _____

(Disbursing Officer) (Symbol No) (Voucher No) (Date)

(b) Subsequent partial payments (Amount) (Disbursing Officer)

(Symbol No) (Voucher No) (Date)

12. At beginning of absence I had accrued the following number of days:

(Annual leave) (Sick leave)

13. I am entitled to following unpaid travel pay _____
for _____
(Complete date of account)

14. I am indebted to the United States for the following amounts _____
For _____

15. (a) I was actively engaged in Federal Service after outbreak of hostilities
_____ (From date) _____ (To date) Services ceased on above date for

following reasons: _____

(b) From date ceased active employment, to date of internment, activities and means of livelihood were as follows: _____

(c) If never interned, activities, means of livelihood and average monthly salary from beginning of absence to date of return to War Department control were: _____

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16. (a) I was held Prisoner of War from _____ to _____
(b) I was interned by Japanese from _____ to _____
(c) I (escaped) (was released) on _____
If released, give circumstances _____

17. Upon (Release) (Escape) I engaged in following activities, and occupations
(State average salary earned) (NOT CHARGEABLE AGAINST MY PAY ACCOUNT): _____

18. I was employed by Japanese as _____ at _____
(Position)
_____ (Place) _____ (From date) _____ (To date)

and received following compensation (NOT CHARGEABLE AGAINST MY PAY ACCOUNT):
_____ (Amount) _____ per (month) (week) (day)

19. Vital statistics regarding individuals of U.S. or Allied Nations (Give all information possible regarding service personnel - full names, rank, place and date, state of health, if dead give cause, where buried, and whether grave is marked)

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20. Upon reoccupation of Philippines by U.S., I first reported to Military Authorities at _____ (Location) _____ (Date)

21. I desire to (Return to U.S.) (Remain in Philippines).

SECTION II

1. To be filled out by employees originally hired in the United States.

a. I was hired by War Department at _____ (Location)

b. (If subject hired in U.S.) I traveled from _____ (Location in U.S.)

to Philippine Islands at government expense arriving _____ (Date)

I desire to be returned to _____ (City) (State) (Country)

2. To be filled out by graded employees subject to the Classification Act.

a. I received last pay increase on _____ (Date) (do not include "especially meritorious" increase) and there has been no subsequent break in service exceeding 30 days up to time of beginning of absence.

b. I received "especially meritorious" increase subsequent to last salary increase on _____ (Date)

c. Total days of leave without pay since date of last pay increase _____ (Number)

d. Official efficiency rating at beginning of absence _____

If this affidavit is prepared by wife, or next of kin, for deceased or missing WD employee, DO NOT SIGN HERE - SIGN NEXT PAGE.

(Signature)

ADDRESS FOR FUTURE REFERENCE:

Subscribed and sworn to before me this _____ day of _____ 19____

at _____

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Authority AND 88307B

I solemnly swear that I am the _____ of above named individual and that the information contained in this document is true, complete and correct, to the best of my knowledge and belief. My _____ died on _____ due to _____

(Signature)

Subscribed and sworn to before me this _____ day of _____ 19____
at _____

Address of person signing affidavit, for future reference: _____

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Authority NND 883070

SUBJECT: Reassignment of _____
TO : United States Army Employment Officer, _____

1. Subject individual returned to War Department control _____, and desires reassignment.
2. Subject has furnished this Headquarters an affidavit that at the beginning of the war, or shortly thereafter, (he) (she) was a civilian employee of the War Department for duty with the _____ at a salary of \$ _____ per (annum) (month) (day).
3. Recommend that if (his) (her) services are needed (he) (she) be given employment, upon application therefor, at salary and in a position commensurate with (his) (her) qualifications. In cases of Classified Civil Service Employees, present grade and salary will be furnished by Headquarters, USAFFE, RP Section, on request.
4. Leave status of subject employee will be furnished upon request by this Headquarters.

(Signature)

Receipt acknowledged this _____ day of _____ 1945.
(To be signed by individual)

(Signature)

DECLASSIFIED
Authority **NND 883078**

SUBJECT: REQUEST FOR EVACUATION TO U.S.

Request No. _____

TO : Commanding General, USAPFE, APO 501.

Place _____

Date _____

1. Present Name in full _____
2. Name at Birth _____
3. Date of Birth _____
4. Place of Birth _____
5. Nationality at Birth _____ Present Nat. _____
6. Passport No. _____ DATE of Issue _____
Expiration Date _____
7. Birth Certificate _____
8. Other Documents _____
9. Name of Father _____ Nat. _____ Address _____
10. Name of Mother _____ Nat. _____ Address _____
11. Name of Spouse _____ Nat. _____ Address _____
12. Name of two Sponsors or relatives in U.S. _____

13. Places lived in and dates since 1939 _____

14. Occupation _____ Last Employer _____
15. Military Service _____ Police Service _____
16. Gov. or Public Service _____

Incl #5 (2 pages)

RPD Form 20
Revised (4-25-45)

DECLASSIFIED
Authority MND 883078

17. Last Residence _____
18. Permanent Home Address _____
19. Proposed New Address _____
20. I desire that the following minor members of my immediate family accompany me:

<u>FULL NAME</u>	<u>RELATION</u>	<u>NAT.</u>	<u>PLACE OF BIRTH</u>	<u>DATE OF BIRTH</u>
------------------	-----------------	-------------	-----------------------	----------------------

(SIGNATURE)

I certify that all the above answers are true.

_____ nationality, promise to pay on demand to the government of _____ in the currency of the realm, the cost of my repatriation, and that of below listed members of my family. It is understood that the cost per person by water transportation from the Philippine Islands to the Port of Debarkation in the United States shall not exceed the equivalent of \$275.00.

	Members of Family	Age
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____

Signed

(To be prepared in quadruplicate. One copy to individual concerned.) (Original and 2 copies to RP USAFFE)

Incl #6

R. P. D. Form #55
(5-11-45)

DECLASSIFIED
Authority NND 883078

ARMY SERVICE FORCES
Office of the Fiscal Director
OFFICE OF SPECIAL SETTLEMENT ACCOUNTS
27 Pine Street
New York 5, New York

APPLICATION FOR ALLOTMENT
UNDER MISSING PERSONS ACT

1. I, _____ residing at _____
_____ am the _____ of _____
(relationship) (name of person in service)
_____ (rank) _____ (serial number) _____ (organization) whose present
status is _____ hereby request allotment from his pay and
allowances for the purpose of _____
(support of dependents or other purpose)
under provisions of the Missing Persons Act in the amount of \$ _____
per month, effective _____ to be paid to _____
(name of payee)
_____ (address of payee) . The amount requested (is) (is not) an
(line out one)
increase (of \$ _____ per month) to the above payee.
(state amount if any)

2. If allotment is requested for purposes of support, pertinent facts
are as follows:

a. It is for the following dependents:

<u>Name</u>	<u>Relationship</u>	<u>Date of Birth</u>	<u>Address if different</u>
	<u>of Children</u>		<u>from applicant's</u>

b. The amount being received monthly from the U.S. Government by
the above dependents by allotment is \$ _____, by family allowance is
\$ _____.

c. Average monthly income of the dependents from other sources is:
(including income of father, if mother, brothers or sisters of serviceman are
included)

<u>Source</u>	<u>Amount</u>
---------------	---------------

d. Persons not shown above as contributing to income but who should
normally contribute are:

<u>Name</u>	<u>Amount should con-</u>	<u>Reason for not</u>
	<u>tribute per month</u>	<u>contributing</u>

c. Average monthly necessary expenses of the dependents is \$ _____
consisting of the following: (itemized for rent, food, clothing, etc.) _____

f. Indicate any changes in the average monthly income or expenditures which have occurred since the person in service entered into a missing status: _____

3. If allotment is requested for purpose other than support of dependents the necessity is: (state fully using an attached sheet if necessary) _____

4. The following persons or agencies may be consulted concerning the facts stated herein:

	<u>Name</u>	<u>Address</u>
1.	_____	_____
2.	_____	_____

5. If application is made by wife, the following is stated:

- a. Date and place of marriage _____
- b. If separated, except by reason of military service, pertinent facts are: _____

6. Other facts deemed pertinent to a proper consideration of this application _____

Signature

Subscribed and sworn to before me at _____
this _____ day of _____ 194_____.

DECLASSIFIED
Authority NND 883070

Title

The Missing Persons Act provides that whoever shall obtain or receive any money, check or allotment thereunder without being entitled thereto, with intent to defraud, shall be punished by a fine of not more than \$2,000 or by imprisonment of not more than one year, or both.

- 2 -

REPORT OF INJURY AND CLAIM FOR COMPENSATION.

(To be submitted to the Commanding Officer of the base or installation concerned for forwarding to USAFFE EMPLOYEES' COMPENSATION COMMISSION as soon as practicable after any injury to a civil employee of the United States sustained while in the performance of duty which causes any disability resulting in loss of pay, death or in any charge against the Commission for medical expense.)

1. Department _____
(Army, Navy, etc.)
2. Organisation _____
(Unit, Base, etc.)
- Place of employment 3. Place of employment _____, _____, _____
4. Reporting Office _____
(Location of reporting officer or headquarters)
5. Name of superintendent or foreman in charge when injury occurred _____

6. Name of injured employee _____
(Give first name in full)
7. Age _____ 8. Sex _____ 9. Race _____
10. Home address _____
(street and number) (City or town) (Province)
- The injured employee 11. Occupation _____ 12. Was employee doing his regular work? _____ If not, what work? _____
13. Date of other injuries _____
14. Rate of pay on date of injury, P. _____ per _____ and subsistence and quarters valued at P. _____ per _____.
15. Employee begins work at _____ m.
(Hour, a.m. or p.m.)
16. Regular day's work ends _____ m.
(Hour, a.m. or p.m.)
17. Hours worked per day _____ 18. Days paid per week _____

19. Place where injury occurred _____
(Give exact location, as name or number of building, etc.)
- The injury 20. Date of injury _____, 19____; day of week _____;
hour _____ m.
(a.m. or p.m.)

Incl #8 (5 pages)
Claim Service Form No. 124
1 May, 1945.

DECLASSIFIED
Authority NND 883070

1. Date employee stopped work _____, 19____; day of week _____; hour _____ m
22. Date employee's pay stopped _____, 19____; day of week _____; hour _____ m (a.m. or p.m.)
23. Has employee returned to work? _____ (Give date and hour)
24. Will employee receive pay for any portion of above absence on account of:
 (a) Annual leave _____, (b) Sick leave _____
 (c) Any other reason _____
25. Describe in full how injury occurred _____

26. State part of body injured and nature and extent of injury _____

27. Did injury cause loss of any member or part of member? _____
 If so, describe exactly _____

28. Was employee injured while in performance of duty? _____
 If not, or in doubt, give detailed statement _____

29. Was injury caused by:
 (a) Wilful misconduct of the employee? _____ (b) Intention of employee to bring about injury or death of himself or another? _____ (c) Employee's intoxication? _____
 (If any answers are in the affirmative, reporting officer should attach an additional statement giving reason therefor.)
30. Was written notice of injury given within 48 hours? _____ If not, did immediate superior have actual knowledge of injury? _____
31. Names and addresses of witnesses to injury _____

 (Have statements of witnesses made on page 3 & 4 of this form)
32. Was injury caused by a third party other than a Government employee or agency? _____
 (If so, a detailed statement should be forwarded with this report)

The injury

Medical attendance

33. Name and address of physician who first attended case _____

34. How soon after injury? _____

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 Authority NND 883070

Claim Service Form No. 124 (Cont'd)

35. To what hospital sent? _____
Location _____

36. Name and address of physician now attending case _____

I certify the above report is true.

(Date)

(Signature of Official Superior)

(Title)

I HEREBY make claim for compensation on account of the above described injury sustained by me while in the performance of my duty for the United States. Every statement set forth in the above report is true to the best of my knowledge and belief, and is made a part of this claim.

Signed this _____ day of _____ 19____, at _____

Subscribed and sworn to }
before me this } _____ 19____

(Claimant)

(Any commissioned officer, or other official administering oath)

(Title)

STATEMENT OF WITNESSES.

(Witness should tell just what he saw personally, or, if he did not see injury occur, just what he knows about it and when and by whom the information was given him.)

Signed this _____ day of _____, 19__

(Signature of witness)

Signed this _____ day of _____, 19__

(Signature of witness)

STATEMENT OF GOVERNMENT MEDICAL OFFICER OR PHYSICIAN WHO FIRST EXAMINED CASE.

I CERTIFY that _____ was given first-aid treatment, or examined on _____, 19__, at _____ m., and _____ (Was or was not) disabled for work. Probable length of disability will be _____ In my opinion disability _____ due to injury on _____, 19__ (Was or was not)

Nature of injury as found on examination _____

Hospitalized _____

Will return for further treatment _____

Discharged _____ Other disposition _____

If death resulted was it proximately caused by injury? _____

Remarks _____

Signed this _____ day of _____, 19__ at _____

(Signature of medical officer)

(Title)

DECLASSIFIED
Authority **MND 883070**

- (j) Collective punishment of a group for offense of others---_____ yes or no
- (k) Any other atrocities not specifically mentioned above for which you think the guilty persons should be punished----- yes or no

IF ANY QUESTION IS ANSWERED YES, THEN STATE THE FACTS BRIEFLY BELOW.

DETAILS OF ATROCITIES

<u>KIND OF CRIME</u>	<u>WHERE IT HAPPENED</u>	<u>WHO WAS THE VICTIM</u> (include name, nationality & whether military personnel or not).	<u>STATE IF YOU SAW IT YOURSELF. IF YOU DID NOT SEE IT, WHO TOLD YOU ABOUT IT?</u>
----------------------	--------------------------	---	--

1. _____

2. _____

3. _____

4. _____

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DETAILS OF ATROCITIES

<u>KIND OF CRIME</u>	<u>WHERE IT HAPPENED</u>	<u>WHO WAS THE VICTIM</u> (include name, nationality & whether military personnel or not).	<u>STATE IF YOU SAW IT YOURSELF. IF YOU DID NOT SEE IT, WHO TOLD YOU ABOUT IT?</u>
----------------------	--------------------------	---	--

5. _____

HAVE YOU PREVIOUSLY BEEN QUESTIONED BY ANY MILITARY OR NAVAL AUTHORITIES ABOUT ATROCITIES OR MISTREATMENT? _____. If YES, by WHOM, WHERE, WHEN _____
yes or no

DID YOU MAKE A SIGNED STATEMENT? _____
yes or no

Sign your name here.

DECLASSIFIED
Authority MND 883078

JUN 13 1945

HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST

CIRCULAR)
:)
NO....62)

AFPO 501
1 June 1945

6-11
912

ADMINISTRATION OF RECOVERED MILITARY PERSONNEL
OTHER THAN PHILIPPINE ARMY

1. The purpose of this directive is to clarify status and facilitate the return to controllable military jurisdiction of all military personnel other than Philippine Army recovered from enemy occupied territory.

2. a. Individual officers and enlisted men who may report to any United States army unit, will be directed (transportation being furnished when necessary) to the nearest United States Army replacement unit for processing.

b. Where it is anticipated that large groups will be liberated in one locality by a task force, and no replacement unit is accompanying such a force, the task force commander will be responsible for carrying out the provisions of this directive. Special processing teams will be furnished by this headquarters if requested by the task force commander.

c. Individuals evacuated through medical channels prior to completion of processing at the place of recovery will be processed by the commander of the base to which evacuated. Hospital commanders are responsible for informing base commanders of the hospitalization of such individuals. Base commanders will, in turn, inform this headquarters direct of such personnel hospitalized at their respective bases, and will not evacuate them to the United States until processing has been completed.

3. The commanding officer charged with the processing of such individuals will furnish rations; quarters and necessary clothing. He will comply with paragraphs 22, 27a, 30 and 31 of War Department letter dated 21 April 1945, file AG 383.6 (6 April 45) GS-S-A-SP-AMM (Short Title "TOW"), and will complete reports on inclosures hereto as follows:

a. Inclosure Number 1. To be completed for all United States and Allied nations military personnel (except Philippine Army) including Army, Philippine Scouts, Navy, Marine and Coast Guard, and transmitted immediately to this headquarters (Attention: Recovered Personnel Section) by safehand courier. To expedite this report it is suggested that each individual complete his own form, in duplicate, with pencil or pen. One copy should be retained by the processing unit for its records. Upon completion of this report U.S. Navy, Marine and Coast Guard personnel will be reported to the nearest Navy unit for disposition. Disposition of other allied military personnel will be directed by this headquarters.

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Authority NND 883070

b. Inclosure Number 2.

- (1) This form to be completed on U.S. Army (including Philippine Scouts) personnel and submitted to this headquarters in triplicate. It will be accompanied by copies of any available documentary evidence that may be used to substantiate any statements made in the affidavit.
- (2) Special effort will be made to obtain from each individual any information concerning vital statistics of other American or allied nation personnel. The importance of this cannot be overstressed.
- (3) In case an individual claims allowances for dependents for whom he was not receiving such allowances prior to the time of his last payment in full, documentary evidence will be attached to his affidavit as follows:

- (a) For officers: None for wife or unmarried child under 21 years of age; as prescribed in Section I, AR 35-4220, for other dependents.
- (b) For enlisted personnel: As prescribed in AR 35-5540. The best evidence readily obtainable will be furnished. In case it is impracticable to obtain evidence of any nature, the reason therefor will be included in the affidavit of the individual, which will be forwarded in spite of lack of documentary evidence.
- (c) Processing units will make recovered personnel available to base commanders for action outlined in paragraph 6, below.

c. Inclosure Number 3. This will be completed by each individual having knowledge of war crimes committed by the enemy. This form when completed will be forwarded in duplicate and classified as "Secret".

4. Upon receipt of the report prescribed in 3a, above, this headquarters will immediately notify the processing unit of the individuals who are identified by this headquarters as AUS or Philippine Scout personnel. Those who cannot be identified by this headquarters will be retained by the processing unit pending determination by this headquarters as to their status.

5. a. Upon identification of individuals, this headquarters will authorize partial payment of three months base pay, and indicate the grade for which this partial payment is to be made. These partial payments will be paid by U.S. Army disbursing officers only.

b. Such partial payments are chargeable to arrears in pay, and remark will be entered on each pay voucher, pay roll, and in cases of enlisted men, under "remarks financial" in the service record to the effect that this partial payment is chargeable to arrears in pay, pending settlement of his accounts, and that it is not to be collected by local disbursing officers from current pay.

DECLASSIFIED

Authority: E.O. 13526

c. Each individual will be instructed that only one such partial payment is authorized; that his pay accounts will be settled by the Office of Special Settlement Accounts, 27 Pine Street, New York, N.Y., and that he will not submit a pay voucher or sign a payroll covering any period of his absence from controllable jurisdiction except for settlements made by that office.

d. Partial payments will be withheld in all cases where doubt exists as to loyalty to the United Nations' cause. Cases of such doubt will be referred to this headquarters with submission of the individual's affidavit and other pertinent evidence for determination.

e. Disbursing officers making such partial payments will, at the close of each day's business, forward to this headquarters (Attention: Recovered Personnel Section) one copy of each payroll or pay voucher corrected to show actual payments made.

f. Current pay, of the grade for which partial payment is made, including longevity pay based on individual's affidavit, will accrue beginning with date of recovery.

6. Upon completion of affidavit prescribed in 3b., above, the following action will be taken by processing units:

a. For all identified personnel: Prepare temporary service record (WD AGO Form 24) and allied papers for enlisted men, including those claiming guerrilla appointments as commissioned officers. Prepare WD AGO Form 66-1 for officers.

b. For identified Philippine Scout personnel who are physically qualified for induction in the AUS: (Except as provided in d below) Effect their discharge from the Philippine Scouts and their reenlistment in the AUS.

c. For Philippine Scout personnel who are not physically qualified for induction:

- (1) Arrange with local U.S. Army hospital for their hospitalization and transfer to detachment of patients in accordance with USARF Regulations 50-25.
- (2) If findings of processing boards are confirmed, the commanding officer of the receiving hospital will transfer patient to a hospital which has been designated to investigate certificates of discharge for disability proceedings in accordance with AR 615-361.
- (3) The commander of the base at which the hospital is located is designated as the authority to order discharge under the provisions of paragraph 6, AR 615-360.
- (4) Upon discharge soldier will be paid on final statement only that amount of pay accrued since his return to military control. He will be advised that the arrears of pay due him will be determined and settlement made at a later date.

- (5) Inasmuch as Philippine Scouts may be entitled to disability pension for disease or injuries incurred in line of duty and not the result of willful misconduct, they will be given assistance in filling in Veterans' Administration Form 526, having it executed before a Notary Public, or other person having authority to administer oaths for general purposes. This form will not be executed prior to the day of the soldier's discharge. Standard Form No. 1296, Signature Card, will be signed by applicant. Both forms will be forwarded to the U.S. Veterans' Administration, c/o Commanding General, WASHFEB, WFO 501. A discharged soldier will not be denied the privilege of filing a claim for pension because of a finding that the disease or injury was due to misconduct or was not in line of duty. Necessary blank forms will be furnished by this headquarters upon request.
- (6) Before discharge is effected the soldier will be fully informed with respect to the privilege of continuing his National Life Insurance as provided in AR 600-110 dated 7 September 1944. In this connection attention is called to the fact that gratuitous insurance may be replaced by National Service Life Insurance of the same or lesser amount prior to expiration of the six months period without medical examination and with premium at the rate for the age of the applicant on the effective date of the gratuitous insurance. Attention is also directed to the procedure for applying for waiver of premiums when insured has been totally disabled for six months.
- (7) Pending the preparation of special forms for applications to replace gratuitous insurance with National Service Life Insurance, such applications may be presented by furnishing the following information:
- Full name, serial number, rank and organization.
 - Date and place of birth; date of entry into active service, if known.
 - Date of capture, siege or isolation, and date of release or relief.
 - Amount of insurance in force, if any, at the time of capture, siege or isolation. (Give N or K number of such insurance, if known.)
 - Amount of insurance applied for to replace gratuitous insurance.
 - Full name, address and relationship of principal and contingent beneficiary or beneficiaries, and amount of insurance for each beneficiary.
 - Method of paying premiums.
 - Such application will be witnessed by an officer, dated as of date of execution, and signed by the insured.

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Authority: AFD 8883078

- (i) If the soldier is insured by U.S. Government Life Insurance as distinguished from National Service Life Insurance, the provisions of AR 600-100 dated 31 August 1942 are applicable.
- (j) To expedite action on cases of the type referred to herein, the service records and complete medical and clinical records will be forwarded to this headquarters by safehand courier, as the Veterans' Administration will not be in a position to adjudicate the claim until such records are received.
- (k) Upon completion of discharge, report will be submitted to this headquarters, setting forth the fact of discharge and will include the individual's address for future reference.

d. In case soldier claims to have a commissioned status by virtue of having served in a guerrilla unit as a commissioned officer, he will not be discharged; his affidavit will clearly set forth the facts and will be promptly forwarded to this headquarters for determination of his status, and decision as to disposition of the individual.

7. Disposition of American Army Personnel.

a. Recovered Prisoners of War. Upon completion of action prescribed above, recovered American prisoners of war who desire to return to the United States for reassignment will, after required clearance by CIC, be reported to the commanding officer of the base at which the processing unit is located for transportation to the United States; those who desire reassignment in this theater will submit application therefor to this headquarters, together with a statement from the unit surgeon as to whether the individual is physically qualified for further service in this theater, and, if desired, a request for temporary duty in the United States for rest and recuperation. Disposition of the latter will be directed by this headquarters.

b. Evadere and Escapes. Individuals who evaded capture by the Japanese, or who escaped from their custody, and claim promotions to higher grades or appointments by virtue of guerrilla activities will be retained by processing units pending clarification of their status, at which time disposition will be directed by this headquarters.

8. a. Commanders of bases at which processing and staging units are located will take necessary action to insure that the following portions of War Department letter dated 21 April 1945, file AG 383.6 (6 April 45) OB-S-A-SFG.M-M (Short Title "POW") are complied with:

Paragraphs 23 to 25, inclusive.

Paragraph 26a and b.

Paragraphs 27 to 28b, inclusive.

Paragraph 29.

Paragraph 32 (except that air travel orders will be issued by this headquarters)

b. In addition to distribution shown in r. 32d, travel orders and passenger lists will be furnished by air courier as follows:

- (1) The Adjutant General, Casualty Branch, Washington 25, D.C., 1 copy.
- (2) Commanding General, Port of Debarkation, 1 copy.
- (3) This headquarters (Attention: Recovered Personnel Section), 1 copy.

9. Each individual initiating a report on recovered military personnel will conspicuously mark it with the symbol "PROJECT J". Such papers will be given expeditious handling by each office through which they pass.

10. This Circular supersedes all previous instructions in conflict therewith including letters, this headquarters, as follows:

<u>Date</u>	<u>File</u>	<u>Subject</u>
28 January 1945	A-FEGA 321	Administration of Military Personnel Other Than Philippine Scouts and Philippine Army Recovered From Enemy Occupied Territory.
22 February 1945	FEGARF 321	
1 March 1945	FEGARF 321	Partial Payments Against Arrears In Pay Due Recovered Personnel.

and so much of the following letter, this headquarters, as pertains to AUS and Philippine Scout personnel:

<u>Date</u>	<u>File</u>	<u>Subject</u>
19 March 1945	FEGARF 241	Partial Payments For Recovered Military Personnel (Including Philippine Scouts, Philippine Army and Civilian Employees of the War Department).

FERF 383.6

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:

R. E. Fraile
R. E. FRAILE,
Colonel, A.G.D.,
Adjutant General.

- 3 Incls:
Incl 1 - RPD Form 44 (4-26-45)
Incl 2 - Affidavit of Activities
Incl 3 - War Crimes Form

PRINT

Date _____

(Name) (Rank) (ASN)

(Former unit - if of Allied Nation so state)

was recovered from enemy occupied territory on _____ at

_____. His physical condition is _____
(Place)

Emergency Addressee: _____ (Name)

(Street and Number) (City, State or Province)

He requests the following message (not to exceed ten words) be transmitted to the above emergency addressee: _____

(Signature of processing officer)

(Rank and Organization)

CERTIFICATE OF RECOVERY

I am familiar with the 94th Article of War concerning the making of false official statements, and the punishment therefor. I certify that I attained the following ranks on the dates shown, and in the units indicated, from date last paid and during my absence from controllable military jurisdiction:

<u>RANK</u>	<u>DATE</u>	<u>UNIT</u>	<u>APPOINTED BY</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(Signature)

AFFIDAVIT FOR MILITARY PERSONNEL OTHER
 PHILIPPINE SCOUTS &
 PHILIPPINE ARMY

I, _____, _____ years
 of age, resident of _____ after having
 been duly sworn according to law, depose and say that the following information
 is true and correct to the best of my knowledge and belief: *

1. _____ (Last name) _____ (First name) _____ (Middle name - ASI)

2. _____ (Last legal residence)

3. _____ (Birthplace) _____ (Day) _____ (Month) _____ (Year)

4. _____ (Citizen of)

5. _____ (If not a citizen by birth, what year, court, and place of nat.)

6. _____ (Height) _____ (Weight) _____ (Color eyes) _____ (Color hair) _____ (Complexion)

7. _____ (Highest education received)

8. _____ (Identification marks)

9. _____ (Marital status) _____ (Number of Dependents)

10. Dependents:
 /a. Upon date of my last payment in full, the following listed individuals
 were dependent upon me for support (Include only wife, unmarried children under
 21, father or mother).

Name	Relationship	Address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

This information (was) (was not) shown on my (enlistment record) (pay voucher)
 prior to 7 December 1941.

* If additional space required for any item, use reverse side of sheet and
 add additional sheets if necessary.

#b. Since date of my last payment in full I have acquired the following dependents on the dates shown:

<u>Name</u>	<u>Relationship</u>	<u>Address</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

#c. Since date of my last payment in full the following listed individuals ceased to be dependent upon me, for the reasons shown, and on the date indicated:

<u>Name</u>	<u>Relationship</u>	<u>Reason</u>	<u>Date</u>
-------------	---------------------	---------------	-------------

Strike out statements not applicable.

11. Parents (if living):

<u>Name</u>	<u>Relationship</u>	<u>Age</u>	<u>Present or last known location</u>
_____	_____	_____	_____
_____	_____	_____	_____

12. Military service (from start of war, or shortly before, until surrender of unit)

<u>Rank</u>	<u>Organization</u>	<u>Duty Performed</u>	<u>Location</u>	<u>Dates</u>	<u>Comd. Off.</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

13. Financial remarks - Section 35 (A) of the Criminal Code (18 U.S.C. 33) makes it a criminal offense, punishable by a maximum of 10 years' imprisonment, \$10,000 fine, or both, to make a false statement or representation to any department or agency of the United States as to any matter within the jurisdiction of any department or agency of the United States.

- a. (1) I enlisted, or was inducted on _____
at _____
(2) (If member ORC, RAIF, NG, EAC) I was called to active duty on _____ 19 _____
- b. My present grade is _____
- c. I have had over _____ years of service.
- d. I have authorized the following deductions from my pay:
Class B \$ _____ Class D \$ _____
Class E \$ _____ Class F \$ _____
Class N \$ _____
- e. I was last paid to include _____ by _____, FD, (If unknown, so state)
- f. I have received the following partial payments since date of last payment:
(1) \$ _____ (Station) _____ (Name of Finance Off.) _____
(2) \$ _____ (Station) _____ (Name of Finance Off.) _____
(3) \$ _____ (Station) _____ (Name of Finance Off.) _____
- g. I was, at date of last payment, drawing quarters allowance for _____ dependents in the amount of \$ _____ per mo.
- h. I was authorized, at date of last payment, to draw commutation in lieu of quarters and subsistence in the amount of \$ _____ per day.
- i. I am entitled to flying pay as prescribed by law and regulations from _____ 19 _____ to _____ 19 _____
- j. I have served, since date of last payment, outside the continental US to _____ 19 _____.
- k. I am indebted to the United States in the following amounts:
(1) Lost property \$ _____ (2) Company Fund \$ _____
(3) Exchange \$ _____ (4) Court-ordered _____
(5) _____

l. I have lost the following time under the 10 Article of War:

From 19__ to 19__

m. Remarks (enter other pertinent data not shown above)

14. During the Japanese occupation of the Philippines, was employed by the Japanese government as follows: (not to be charged against my pay account)

<u>Position held</u>	<u>Dates</u>	<u>Employed by</u>	<u>Total pay received for each job</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TOTAL PAY RECEIVED _____

15. Activities between 7 Dec 1941, and surrender of unit. (Include full data on promotions, and conduct which might merit awards) _____

16. I {did } surrender to Japanese forces on _____ 19__ at _____ (was released) _____ and _____ 19__ (escaped) _____ at _____ from _____, If released, circumstances governing same were: _____
- _____

17. Activities while in a Prisoner of War status:

18. Upon (release) (escape) (separation from unit) I engaged in the following activities or occupations: (give dates, places, duties, authorities and names, including those listed in paragraph 14 above): _____

19. Wounds received (physical location, cause, geographical location, date, by whom treated, when and where, disabilities claimed if any): _____

20. Illnesses (nature of illness, geographical location in which incurred, dates, by whom treated, when and where, disability claimed, if any): _____

21. Decorations, citations, awards: _____

22. Vital statistics regarding other service Personnel or American Citizens:

a. Living:

<u>NAME</u>	<u>Rank or Civilian</u>	<u>When and Where last seen</u>	<u>Activity (if known so state)</u>	<u>State of health</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

b. Known dead:

<u>NAME</u>	<u>Rank or Civilian</u>	<u>Date of Death</u>	<u>Circumstances</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

23. Request that I,

- a. Remain in this Theater of Operations.
- b. Return to the United States on temporary duty and return to this theater.
- c. Return to the United States for re-assignment.

(Signature)

(Grade) (Branch of Service)

SUBSCRIBED AND SWORN to before me this _____ day of _____
_____ 19____.

(Signature)

(Grade) (Branch of Service)

(Title)

I certify that the service record of the above-named enlisted man has not been received at this station.

(Signature of Adjutant)

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Authority NND 883018

DECLASSIFIED
Authority NND 883678

OVER

WAR CRIMES OFFICE

When completed this document
must be classified as SECRET

DATE: _____ 19____

1. YOUR NAME: _____
Last First Middle
2. RANK: _____ SERIAL NO. _____
(If civilian, write in word "Civilian") (Armed Forces personnel only)
3. HOME ADDRESS _____
Street No. City State
4. AT WHAT ENEMY CAMPS AND HOSPITALS WERE YOU CONFINED AND WHEN WERE YOU AT EACH?
(If never a prisoner of war or internee, then state principal places you have
been from time to time while overseas).
- _____
- _____
5. DO YOU HAVE ANY INFORMATION ABOUT ANY ATROCITIES AGAINST, OR MISTREATMENT OF
AMERICANS, PRISONERS OF WAR, CIVILIAN INTERNEES, OR THE CIVILIAN POPULATION
FOR WHICH YOU THINK THE PERPETRATORS SHOULD BE PUNISHED? (Answer by stating
YES or NO in the spaces provided below).
- (a) Killings or executions ----- yes or no
- (b) Torture, beatings or other cruelties ----- yes or no
- (c) Imprisonment under improper conditions ----- yes or no
- (d) Massacres, wholesale looting or burning of towns ----- yes or no
- (e) Use of prisoners of war on enemy military works or
operations ----- yes or no
- (f) Exposure of prisoners of war to danger of gunfire, bombing,
torpedoing, or other hazards of war ----- yes or no
- (g) Transportation of prisoners of war under improper conditions ----- yes or no
- (h) Public exhibition or exposure to ridicule of prisoners of war ----- yes or no

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O V E R

DETAILS OF ATROCITIES

<u>KIND OF CRIME</u>	<u>WHERE IT HAPPENED</u>	<u>WHO WAS THE VICTIM (include name, nation- ality & whether military personnel or not).</u>	<u>STATE IF YOU SAW IT YOURSELF. IF YOU DID NOT SEE IT, WHO TOLD YOU ABOUT IT?</u>
--------------------------	------------------------------	--	--

1. _____

2. _____

3. _____

4. _____

5. _____

RESTRICTED

MAY 26 1945

HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST

CIRCULAR)
NO....56)

A.P.O. 501
25 May 1945

	Section
Unlawful Disposition of Government Property.....	I
Failure to Deduct Partial Payments.....	II
Civil Administration and Relief of the Philippines.....	III

I. UNLAWFUL DISPOSITION OF GOVERNMENT PROPERTY. 1. Large amounts of government property are being mailed or carried to the United States by personnel of this command in violation of paragraph 31a, AR 45-80. Among items intercepted by censorship and customs are arms, ammunition, equipment and clothing, many of which are critical items of supply.

2. Unlawful disposition of property of the United States, issued or intended for use in the military service, by selling, giving, or otherwise wrongfully delivering to unauthorized persons, thereby depriving the army of the use thereof, directly violates the 83d and 84th Articles of War. Offenders are subject to punishment as a court martial may direct. Wives, parents and other recipients of stolen government property are subject to prosecution by Federal and State authorities.

3. Unit censors will report offenders to immediate commanding officers for disciplinary action. Items of government property intercepted by Base Censors will be tallied in to appropriate supply agencies. Copy of tally-in together with WD AGO Form 912a, will be forwarded to immediate commanding officers for appropriate disciplinary action. Report of action taken will be made to this headquarters. FEGB 400.73

II. FAILURE TO DEDUCT PARTIAL PAYMENTS: Paragraph 3, Section IV, Circular No. 78, this headquarters, 6 September 1944, is rescinded and the following substituted therefor:

3. Exceptions raised in finance officers' accounts involving recurring instances of failure on the part of officers to properly set forth deductible items for stoppage against their pay will be forwarded to the commanding general of the major command concerned, who will take action to secure immediate reimbursement to the government and will take appropriate disciplinary action against the individual concerned. FETF 241

III. CIVIL ADMINISTRATION AND RELIEF OF THE PHILIPPINES. 1. Paragraph 1a(2), Circular No. 7, this headquarters, 13 January 1945, is amended to read as follows:

(2) When control of an area passes from the tactical commander to the Commanding General, USAS&S, the tactical commander will retain the responsibility for civil administration and relief until such responsibility is assumed by this headquarters or the Commonwealth Government.

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2. Delete following words from the paragraphs indicated below:

Paragraph 2b(1) line 3: "or USASOS"

Paragraph 2b(2) line 3: "or Base Command"

Paragraph 2b(3) line 2: "or Base Commands"

Paragraph 2b(4) line 2: "or USASOS"

FECA 014.1

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:

R. E. Fraile
R. E. FRAILE,
Colonel, A.G.D.,
Adjutant General.

DECLASSIFIED
Authority AND 883070

RESTRICTED

MAY 4 1945

HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST

CIRCULAR)
:)
NO. ... 44)

A.P.O. 501
29 April 1945

PAY OF RETIRED COMMISSIONED OFFICERS, ENLISTED MEN
OF REGULAR ARMY, AND PHILIPPINE SCOUTS WHO ARE
RESIDENT IN THE PHILIPPINE ISLANDS

DECLASSIFIED
Authority: AFD 883 078

1. Instructions contained in Circular No. '8, this headquarters, 22 January 1945, are implemented as hereinafter set forth.

2. Retired personnel of classes mentioned above who contact any United States Army unit or agency regarding retired pay will be directed to the nearest Army replacement depot or base command. They will be informed that all their personal records relating to their retired status will be required by the Army replacement depot or base command to aid the commander thereof in establishing identity and clearing of the claimant.

3. Retired personnel may be furnished rations and quarters while temporarily at a replacement depot or base command awaiting identification and clearance. No charge will be made for quarters. Twenty five cents (25¢) will be charged for each meal furnished. Funds collected for this purpose will be deposited with local finance officer for credit to applicable allotment and appropriation. In event claimant is unable to liquidate his indebtedness, a report of such unpaid account will be immediately dispatched to the Finance Officer, 180th Finance Disbursing Section, APO 923. A copy of this report will be appended to the compiled record of the individual.

4. When the individual reports to an army replacement depot or Army base command, the commander thereof will take the following action:

a. Require the individual to produce all personal records relating to alleged retired status. A copy of the retirement order or other instrument issued by United States authority announcing claimant's retirement is important and should be obtained if available. True copies in triplicate will be made of any pertinent information gleaned from the claimant's personal records pertaining to a retired status;

b. Require claimant to execute, in triplicate, an affidavit as prescribed by Inclosure No. 1, hereto;

c. After viewing the record and if it establishes that the alleged retired status is as claimed and that neither evidence of collaboration with the enemy nor employment by the Japanese exists, the Army replacement depot or base command will issue a letter or certificate of identification, in triplicate, in the form of Inclosure No. 2, hereto.

5. a. If the compiled information discloses any evidence of collaboration with the enemy or employment by the Japanese, the entire record including affidavit (Incl. 1), and certificate of identification (Incl. 2), required by

and c. Above, will be forwarded to the Commanding General, USAFFE, for further investigation of status. The Army replacement depot or Army base and will also inform the Finance Officer, 180th Finance Disbursing Section, APO 923, of each case which is referred to the Commanding General, USAFFE, for further action. The claimant will be informed that he should take no further action to establish his entitlement to retired pay, except to furnish any additional evidence or information that he may be called upon to furnish by the Commanding General; USAFFE. Upon adjudication of each doubtful case by the Commanding General; USAFFE, the individual and the Finance Officer, 180th Finance Disbursing Section, will be informed of final determinations made.

b. Unless suspicion of collaboration with the enemy is removed by the investigation undertaken by Headquarters, USAFFE, no payment of retired pay will be made to suspected collaborators.

6. a. If compiled information indicates neither collaboration with the enemy nor employment by the Japanese, claimant will be furnished with the triplicate copy of the compiled record and advised that he may anticipate settlement of retired pay by the Finance Officer, 180th Finance Disbursing Section, APO 923. He will also be instructed to keep that office fully informed as to his address, indicating the APO address of the nearest base United States finance officer to the claimant's place of residence and to direct any communication regarding retired pay to the Finance Officer, 180th Finance Disbursing Section, APO 923. To insure delivery of retired pay checks during present period of unstable civilian postal service, the Finance Officer, 180th Finance Disbursing Section, will send retired pay checks to the base finance officer located nearest to residence of claimant. The latter will effect delivery of checks so received.

b. Duplicate copy of compiled record will be forwarded to the Commanding General; USAFFE, for reconciliation with photostat copy of retired personnel pay record and for file.

c. Original copy of compiled record will be forwarded to Finance Officer, 180th Finance Disbursing Section, for use in re-establishing retired pay record of claimant. In event immediate partial payment is required by individual concerned to avoid hardship, the original record will be disposed of as outlined in paragraph 5, Circular No. 6, this headquarters, 22 January 1945, and disbursing officer making such partial payment will forward the paid voucher to the Finance Officer, 180th Finance Disbursing Section, by the most expeditious means available.

FMFP 240

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff,

OFFICIAL:

W. E. Fraile
W. E. FRAILE,
Colonel, U.S.A.,
Adjutant General.

DECLASSIFIED
Authority MND 883078

AFFIDAVIT FOR RETIRED MILITARY PERSONNEL
OF THE REGULAR ARMY AND THE PHILIPPINE
SCOUTS RESIDENT IN THE PHILIPPINE ISLANDS

_____, 19____.
I, _____, _____ years of age,
resident of _____, after having been
duly sworn according to law, depose and say that the following information
is true and correct to the best of my knowledge and belief:

1. _____ (Last name) _____ (First name) _____ (Middle name - ASN)
2. _____ (Last legal residence)
3. _____ (Birthplace) _____ (Day) _____ (Month) _____ (Year)
4. _____ (Citizen of)
5. _____ (If not a citizen by birth, what year, court and place naturalized)
6. _____ (Height) _____ (Weight) _____ (Color eyes) _____ (Color hair) _____ (Complexion)
7. _____ (Highest education received)
8. _____ (Identification marks)
9. _____ (Marital Status) _____ (Number of dependents)

Incl. No. 1

Section 35 (A) of the Criminal Code (18 U.S.C. 83)
criminal offense, punishable by a maximum 10 year's imprisonment,
or both, to make a false statement or representation to any
department or agency of the United States as to any matter within the jurisdiction
of that department or agency of the United States.

a. I retired as a member of the _____
(Regular Army or Philippine Scouts)

on _____ at _____
(Date) (Place)

in compliance with par. _____, S.O. _____, U.S., _____, 19____
true copy submitted herewith.

b. (1) My grade at retirement was _____

(2) During the period 6 April 1917 to 12 November 1918 the highest
commissioned rank held by me was _____

c. I have had over _____ years of service.

d. I have authorized the following deductions from my pay:

Class E, \$ _____ Class M, \$ _____ Class D, \$ _____

e. I was last paid retired pay on _____, 19____, by
_____, in the sum of \$ _____, represent-
ing retirement pay up to and including the _____ day of _____, 19____.

f. I (have) (have not) received partial payments since date of last full
payment of retired pay, as stated in par 13(e) above, as follows:
(Delete one)

<u>Amount</u>	<u>Station</u>	<u>Name of Finance Officer</u>
\$ _____	_____	_____
\$ _____	_____	_____
\$ _____	_____	_____

14. a. The address to which checks should be mailed is _____

b. Finance Office, Base _____, APO _____, is located nearest to
place of residence. Pending reestablishment of adequate civilian postal service,
I will anticipate delivery of my retired pay check to that office, and make
personal arrangements to obtain same.

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Authority: NND 883 10

... occupation of the Philippines, I was employed by the
as follows:

<u>Dates</u>	<u>Employed by</u>	<u>Total pay received for each job</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL PAY RECEIVED:-		\$ _____

16. Activities between 7 Dec 1941 and present date. (Include full date)

17. I (was made) (was not made) prisoner by Japanese forces on _____
(Delete one)

19____, at _____, and (was released) (escaped) on _____
(Delete one)
_____, 19____, at _____ from _____
_____. If released, circumstances governing same were:

18. Activities while in a Prisoner of War status:

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Authority NND 883070

upon (release) (escape), I engaged in the following activities or
(Delete one)
occupations: (give dates, places, duties, authorities and names, including
those listed in paragraph 15, above)

20. Report of civil employment or position:

Designation of Position _____

Bureau, Department or Service _____

Gross yearly rate of salary without deductions \$ _____

Date above salary became effective _____

21. Wounds received (physical location, cause, geographical location, date,
by whom treated, when and where, disabilities claimed, if any):

22. Illnesses (nature of illness, geographical location in which incurred,
dates, by whom treated, when and where, disability claimed, if any):

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a. Living:

<u>Name</u>	<u>Rank or civilian</u>	<u>Where last seen</u>	<u>Activity</u>	<u>State of health</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

b. Known dead:

<u>Name</u>	<u>Rank or civilian</u>	<u>Date of death</u>	<u>Circumstances</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

24. I aver that all of the statements set forth in the foregoing affidavit are true and correct to the best of my knowledge, information, and belief, and that I have knowingly made same for the purpose of inducing payment to me of accrued and current retired pay.

.....
(Signature of Claimant)

SUBSCRIBED AND SWORN to before me this _____ day of _____, 19____

at Headquarters _____, APO _____

.....
(Signature of Witnessing Officer)

.....
(Grade) (Branch of Service)

.....
Title)

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Additional Note:

Certificate of Identity, Affidavits, Copy of Retirement Orders, and other pertinent data, will be executed in triplicate, and distributed as follows:

Original to Fin O., 180th Fin Disb Sec, USAFFE, APO 923;

Duplicate to G-1, USAFFE, "Recovered Personnel Section";

Triplicate to Claimant.

Attach true copies of all personal records relating to retirement, to this Affidavit.

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CERTIFICATE OF IDENTIFICATIO

I have carefully reviewed the personal records and Affidavit of

(Claimant's Name) (ASN) (Grade), relating to his
alleged retired status from the (Regular Army or Philippine Scouts)

as (Grade or rank), and on the basis of the records and as the result of
interview, am of the opinion that:

- a. Retired status as alleged (does) (does not) exist;
- b. There (is) (is not) any evidence that claimant collaborated with the enemy.
- c. (1) There is no evidence that claimant was employed by the Japanese since 7 December 1941; OR
(2) There is evidence that claimant was employed by the Japanese during periods as follows:

<u>From</u>	<u>To</u>

For the Base Commander :

.....
 (Signature of Interviewing Officer)

 (Grade) (Branch of Service)

 (Title)

For distribution, see Instructional Note, Incl. No. 1.

Incl. No. 2

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HEADQUARTERS
 UNITED STATES ARMY FORCES IN THE FAR EAST

99

A.P.O. 501
 26 April 1945

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NO ...43)

Section

Benefits Payable by Veterans Administration.....	I
Combat Activities Forbidden to Certain Noncombatant Personnel.....	II
War Department Publications and Blank Forms.....	III
Summary Courts-Martial in Manila Area.....	IV

1. BENEFITS PAYABLE BY VETERANS ADMINISTRATION. 1. An office of the United States Veterans Administration for the Philippine Islands has been established at this headquarters as announced in Circular No. 24, this headquarters, 20 March 1945.

2. The Veterans Administration has jurisdiction over claims for disability and death compensation or pension and insurance based upon service in the armed forces of the United States. This jurisdiction does not cover cases involving applications by retired personnel of the Army, Navy or U.S. Civil Service for restoration of retirement pay.

3. V.A. FORM 508. In the case of former pensioners or beneficiaries of the Veterans Administration desiring consideration as to their entitlement to restoration or reinstatement of benefits, V.A. Form 508 is the only application required. This form must be completed and executed before designated personnel of the Veterans Administration or a person authorized to administer oaths for general purposes. Among others, mayors of municipalities in the Philippines are authorized to administer oaths for general purposes. Acknowledgment before military personnel does not meet the requirements of the law. The form must also be witnessed by two persons as indicated thereon.

4. Applicants for pension or insurance who were not receiving such benefits prior to World War II, should communicate with the Veterans Administration office, which will supply forms appropriate to the particular case involved and advise as to evidence requirements.

5. Any charge of a fee by an attorney or other person for assistance in preparing applications is prohibited by law. Lawful notary fees may be paid.

6. The completed V.A. Form 508, as well as any inquiries regarding entitlement to benefits administered by the Veterans Administration, should be addressed to the Veterans Administration c/o Headquarters, USAFFE, Manila, P.I. FEVA 040.

TRANS. 11
TRAFFIC *
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FLD. SUP. No. 34)
TROOPS 0

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HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST APR 20 1945

A.P.O. 501
8 April 1945

CIVIL ADMINISTRATION AND RELIEF OF THE PHILIPPINES

Circular No. 7, this headquarters, 13 January 1945, subject: "Civil Administration and Relief of the Philippines", is amended as follows:

1. Paragraph 5c(4) and (5), are amended to read as follows:

- (4) Temporary officials (outside of Greater Manila) will serve until removed by authority of appropriate commanders or superseded by acting or permanent officials appointed by the Commonwealth Government. Payments made to temporary officials in the interim period between the arrival of the United States Army in any area of the Philippine Islands and the resumption by the Commonwealth Government of its normal functions in that area, are a proper charge against the Commonwealth Government and reimbursement of any amounts so expended by the United States Finance Officers will be made under procedure described in paragraph 5d(3)(a). War Department appropriations are not involved. Temporary officials (outside of Greater Manila) shall include administrative officials, doctors, nurses, school teachers, laborers, firemen, policemen and other employees, including Philippine National Government officials or employees actually working for provinces, cities or municipalities. Such officials will be paid by FGMA Finance Officers whether they have been appointed by the Commonwealth Government or by FGMA's. Such payments by FGMA finance officers will cease as soon as the Commonwealth Government or a political subdivision thereof is in a position to make direct payments to such officials. Payment will be made at the rates of pay prevailing on 31 December 1941, or as modified by subsequent action of the Commonwealth Government, and only for those positions of the type and number authorized on 31 December 1941. Voucher for such payments will be prepared and processed as hereinbefore provided in paragraph 5d(3).
- (5) Wherever in the discretion of appropriate commanders the services of policemen are necessary for the maintenance of law and order and are not obtainable at the rate of pay prevailing 31 December 1941, an additional amount may be paid by FGMA's. It shall be made plain to the payees that the additional amount is on a temporary basis as an emergency measure and is provided by the United States Army and not by the Commonwealth Government. The basic pay of policemen will be vouchered as provided in paragraph 5d(3)(a) and the additional amount herein authorized will be vouchered as hereinbefore provided in paragraph 5d(3)(b).

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Authority: E.O. 13526, 3.07D

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2. Paragraph 5d(2), is amended to read as follows:

- (2) (a) Fiscal Director, USAFFE, will be the custodian and representative of the Philippine Treasury for such funds as the Commonwealth Government may intrust to him. Appointment of Fiscal Officer will follow the Philippine Government policy of having the Custodian of Currency an agency separate from disbursing officers, who, in the theater, are the Finance officers.
- (b) The representative of the President of the Philippines, the representative of the Philippine Auditor, and the Fiscal Director, USAFFE, representing the Philippine Treasury, will issue and certify the amounts and serial numbers of currency entering circulation.

3. The following new subparagraph is added to paragraph 5d:

(3) (a) Vouchers for payments made to temporary officials, pursuant to paragraph 5c(4), will be prepared and processed as follows:

1. Vouchers will be prepared in quadruplicate and will be conspicuously marked "For reimbursement by the Commonwealth Government of the Philippines".
2. The certifying officer will compare the December 1941 payroll with the voucher currently submitted and will certify that the rates of pay were applicable on 31 December 1941, and that the number and type of employees do not exceed those in effect on that date. If the December 1941 payroll is not available, the present municipal treasurer, provincial treasurer or provincial auditor will certify as above.
3. Vouchers will contain signed acknowledgments of receipts of cash by the employee concerned and will contain sufficient information to identify the employee fully.
4. Finance officers, now holding vouchers in their possession upon which it is impracticable to obtain verification by a December 1941 payroll or a certificate from the officials described above, will see that the fact of payment has been certified to by a United States Army officer and treat the voucher as a reimbursement document, subject to an audit as to the requirements of number, type of position and pay rates of employees in effect on 31 December 1941.
5. Upon completion of payment, the Finance Officer (Accountable Disbursing Officer) will transfer the total amount of the reimbursement vouchers on DD Form 324-327 as cash to Lt Colonel A. H. Miller, FD, Symbol 210-47, 17th Finance Disbursing Section, APO 358. Any changes in the Finance officer designated to receive these funds will be made in Administrative Bulletins, Fiscal Director, USAFFE. The Commissioner of the Budget, Commonwealth Government.

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Authority JAWD 883070

RESTRICTED

ment, will reimburse the United States for all vouchers submitted to him by the above-named Finance officer or any Finance officer who may be subsequently designated to perform this function by the Fiscal Director, USAFFE.

(b) Vouchers for additional payment of policemen, pursuant to paragraph 5c(5), and for FCAU Assistants, pursuant to paragraph 6, shall be vouchered separately and charged to War Department appropriations.

4. Two new paragraphs are added, as follows:

6. In addition to the appointment of temporary officials, commanders may employ the minimum number of temporary FCAU Assistants necessary to carry on civil administration and relief.

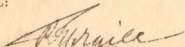
7. Instructions as to payment of city officials and employees in Greater Manila will be issued at a future date.

FECA 014.1

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:


R. C. FRALLE,
Colonel, A.G.D.,
Adjutant General.

DECLASSIFIED
Authority AND 883070

12 APR 1945

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HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST

A.P.O. 501
7 April 1945

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CONTRACT CLAIMS

1. Section V, Circular No. 23, this headquarters, 16 March 1945, is rescinded.

2. Responsibility for the adjustment and settlement of outstanding obligations arising out of agreements, whether express or implied, of the United States and governmental or private agencies or individuals, which may have become involved, where data may be lacking, where procedural irregularities exist, or where determination or investigation of facts may be required, is hereby assigned to the Contract Claims Commissions of Claims Service, USAFFE.

3. The determinations and allowances of the Contract Claims Commissions shall be final and conclusive for all purposes and shall constitute authority for payment of the bills or claims so adjusted or settled, provided that claims in an amount exceeding \$500 but less than \$2500 must be approved by the Chief of Claims, USAFFE, or a Deputy Chief of Claims, and those in an amount exceeding \$2500 must be approved by the Chief of Claims, USAFFE, and by this headquarters.

4. Members of the Commissions will be appointed by this headquarters.

5. The Commissions will be subject to such regulations and limitations as may be prescribed by this headquarters.

FECS 323.31

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:

R. E. Fraile
R. E. FRAILE,
Colonel, A.G.D.,
Adjutant General.

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Authority GND 883070

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HEADQUARTERS
UNITED STATES ARMY FORCES IN THE FAR EAST

A.P.O. 501
20 March 1945

Section

Note Sec 2

TRANS. O.	<i>100</i>
REGULAR	<i>100</i>
ADM.	<i>100</i>
TRAFFIC	<i>100</i>
PLANNING	<i>100</i>
FLD. SUB.	<i>100</i>
TROOPS	<i>100</i>

100

Preparation of Fresh Fruits and Vegetables..... I
 Headquarters of United States Veterans
 Administration Office.....II

PREPARATION OF FRESH FRUITS AND VEGETABLES. 1. Personnel will be informed of the danger of eating untreated fruits and vegetables, which in the Far East are frequently contaminated with organisms causing serious intestinal disease.

2. Fresh fruits and vegetables, prior to consumption, will be treated as follows:

a. Cooking. Fruits and vegetables will be washed in potable water until free of grit, dirt and extraneous material, then cooked according to standard procedures described in TM 10-405.

b. Chemical Treatment.

- (1) Fruits and vegetables will be thoroughly washed in potable water and trimmed of soiled or damaged portions. Leafy vegetables will be separated into individual leaves. They will then be completely covered with one of the solutions prepared as indicated in paragraph (2), below, and allowed to stand for thirty (30) minutes; they will then be thoroughly rinsed with potable water.
- (2) Suitable chemical solutions are prepared as follows:

- (a) Compound germicidal rinse. One package (3-4 oz) of standard quartermaster issue rinse (Mikrolene) dissolved in five (5) gallons of clear cool water.
- (b) Solution containing 30 ppm chlorine in cool clear water prepared according to one of the following methods:

1. One tube of calcium hypochlorite dissolved in two (2) gallons.
2. One level messkit spoonful of bulk calcium hypochlorite dissolved in thirty (30) gallons.
3. Three level messkit spoonful of chlorinated lime dissolved in thirty (30) gallons. This solution must be thoroughly mixed by stirring, then allowed to settle, and the clear supernatant fluid used.

(c) Solutions will be tested for chlorine content by diluting a sample ten times with previously boiled and cooled water. The dilute solution should then give a strong test for residual chlorine by usual Army qualitative methods.

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Authority EMD 88307P

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- (d) Solutions will be used only once and discarded.
- (e) Fruits and vegetables will be treated in an area of the unit mess where freedom from contamination after treatment and protection of other foods and food handlers may be insured.

PEMD 430.2

II. RE-ESTABLISHMENT OF UNITED STATES VETERANS ADMINISTRATION OFFICE.

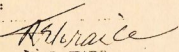
An office of the United States Veterans Administration for the Philippine Islands has been activated and is located at this headquarters. All claims for restoration of pension, compensation, or insurance, as well as original claims for such benefits, based on service in the armed forces of the United States, including members of the Philippine Army ordered into the armed service of the United States, will be referred to that office.

FEGA 040

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:


R. E. FRAILE,
Colonel, A.G.D.,
Adjutant General.

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Authority MND 883070

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 TROOPS O. *...*

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HEADQUARTERS

UNITED STATES ARMY FORCES IN THE FAR EAST

A.P.O. 501
 11 February 1945

TROOPS O. Disposition of Effects.....	Section I
Malaria Control.....	II
Civil Administration and Relief of the Philippines.....	III

I. DISPOSITION OF EFFECTS. Instructions have been received from The Adjutant General that, until replaced by appropriate War Department Circular now in process of publication, par. 15, W.D. Circular No. 373, 1944, subject as above, remains in effect notwithstanding Field Manual 10-63, January 1945, and W.D. Circular No. 31, ca. Section IV, Circular No. 6, this headquarters, 13 January 1945, remains in effect until receipt of the War Department Circular now in process of publication.

FEX 332.3

II. MALARIA CONTROL. 1. Circular No. 34, this headquarters, 19 April 1944, is amended to include the following:

4. c. Personnel departing from SITA after service in malarious areas (all territory included in SITA north of Continental Australia) will continue standard suppressive treatment, one (1) atabrine tablet (0.1 gm) daily for a period of four (4) weeks after departure.

- (1) Personnel traveling as individuals will have in their possession thirty (30) days supply of atabrine prior to departure.
- (2) Commanders of organizations and detachments will insure provision of atabrine supply to allow uninterrupted suppressive treatment of personnel enroute to the United States.

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III. CIVIL ADMINISTRATION AND RELIEF OF THE PHILIPPINES. Paragraph 1a (5) Circular No. 7, this headquarters, 13 January 1945, is amended to read as follows:

- (5) Collaborators will be removed from positions of economic and political influence. Such persons will be restrained by the U.S. Army for the duration of the war, whereafter they will be released to the Philippine Government for its judgment upon their respective cases. The Commander-in-Chief's policy as to military control of suspected collaborators is set forth in his Proclamations on this subject contained in Instructional Notes on Philippine Civil Affairs. However, the appropriate commander will retain complete authority in his area of responsibility in dealing with suspected

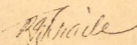
collaborators as required by military necessity, but they shall not be tried by military courts. In areas free of enemy occupation and control, all laws enacted by the enemy or any puppet government are repealed and all laws repealed by the enemy or any puppet government are reinstated.

FEGB 014.1

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:



R. E. FRAILE,
Colonel, A.C.D.,
Adjutant General.

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Authority MND 883070

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HEADQUARTERS
 UNITED STATES ARMY FORCES IN THE FAR EAST

CIRCULAR)
 NO.....7)

A.P.O. 501
 13 January 1945

17 JAN 1945

CIVIL ADMINISTRATION AND RELIEF OF THE PHILIPPINES

All directives on the above subject heretofore published and contrary to the provisions of this Circular are hereby rescinded.

1. a. General.

- (1) During the period of military operations the senior tactical commander will be responsible for such civil administrative and relief as circumstances permit, within the area of his command.
- (2) When control of any area passes from the tactical commander to the Commanding General, USASOG, the Commanding General, USASOG, will assume such responsibility.
- (3) In liberated areas, the Commander-in-Chief will delegate as promptly as possible, to the authorized representatives of the Commonwealth Government, the responsibility of local civil administration and relief.
- (4) Restrictions will not be imposed upon the freedom and liberty of the Filipino people except to the extent required by absolute military necessity and any restriction actually required will be removed immediately once military necessity no longer exists.
- (5) Collaborators will be removed from positions of economic and political influence. As a general rule, the determination of guilt or innocence of Filipinos charged with crimes committed as a result of collaboration with the Japanese, and penalties to be applied, will be a responsibility of the Commonwealth Government. The Commander-in-Chief's policy as to military control of suspected collaborators is set forth in his Proclamations on this subject contained in Instructional Notes on Philippine Civil Affairs. However, the appropriate commander will retain complete authority in his area of responsibility in dealing with suspected collaborators if required by military necessity, but they shall not be tried by military courts. In areas free of enemy occupation and control, all laws enacted by the enemy or any puppet government are repealed and all laws repealed by the enemy or any puppet government are reinstated.
- (6) The trial of violations of Philippine law will be conducted by the Commonwealth Courts.

CO.	
Exec	ASW
Asst. Dir.	
Adm. Serv.	
Int. Aff.	
Legal Coun.	
Public Aff.	
Spec. Inv.	
Training	
Off. Liaison	
Chaplain	
Medical	
Quartermaster	
Signal	
Supply	
Transportation	
Com. Serv.	
Director's Sec'y	
Miss Gandy	

See
 Ch. 26
 USARF
 25 May 45
 See
 DAPE
 Ch. #13
 11 Feb 45

b. (1) Dolls.

Payment of principal and interest

shall be suspended until the

principal

(2) Price Fixing.

Wholesale and retail ceiling prices, consistent with the approved wage scale may be set forth from time to time in Instructional Notes.

2. CIVIL AFFAIRS AND RELIEF. a. Scope. The extent to which commanders will carry out civil administration and relief will depend entirely upon the military situation. So far as is consistent with the military situation, civil administration and relief will include:

(1) In areas of actual combat.

- (a) Furtherance of the military effort by preventing the civil population from interfering with operations.
- (b) Providing such emergency relief and medical care as circumstances permit.
- (c) Recruiting labor as provided in paragraph 2b(5).

(2) In areas which are free from actual combat.

- (a) Administration of relief.
- (b) Establishment of public safety.
- (c) Recruiting labor as provided in paragraph 2b(5).
- (d) Arrangement for the purchase of supplies for civilian relief.
- (e) Assistance to the Counter Intelligence Corps and ~~Intelligence Officers.~~
- (f) Rehabilitation of American and Allied nationals.
- (g) Dissemination of information.
- (h) Stimulation of local food production and fishing.
- (i) Institution of measures for health and sanitation and restoration of civilian hospital and medical care.
- (j) Assistance in reopening of schools and stores.
- (k) Appointment of temporary officials and assistance in restoration of essential civil administration.

- (3) Assistance to temporary, acting or permanent provincial and municipal officials, after their appointment in civil administration and relief, gradually diminishing such assistance and finally withdrawing it as the provincial and municipal officials assume complete responsibility.

b. Philippine Civil Affairs Units (PCAU's).

- (1) United States Military Detachments (PCAU's) whose personnel is trained in civil administration and relief, will be attached to the Combat Forces ~~as attached.~~ PCAU's are the agencies through which the appropriate commander effects civil administration and relief. They will be moved into combat areas as promptly as the tactical situation permits the commencement of civil administration and relief.
- (2) Personnel procurement, organization, training, equipment and administration of PCAU's is a responsibility of

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USAFPE. When PCAU's join the Army of ~~Base~~ ^{*}Command to which they have been attached, as nearly as possible they will be self-contained and possess the necessary transportation and facilities for the disposition of relief supplies.

- (3) USAFFE will make available a limited number of Civil Affairs Officers to be attached to the Army or ~~Base~~ ^{*}Command.
- (4) PCAU's will be allocated by USAFFE on the basis of population and needs of the people within an Army or ~~Base~~ ^{*}Command.
- (5) The primary duties of PCAU's are civil administration and relief; they are not combat units; they will not be given other assignments except temporarily during an emergency. PCAU's will, however, except in areas specifically designated by the appropriate commander, recruit labor for combat units and for their own use. They will assist in other recruitment of labor by notifying the population of the need for civilian laborers and by directing and assisting them to the nearest labor recruiting point.

3. RELIEF SUPPLIES. a. Procurement.

- (1) Military responsibility is limited to the furnishing of minimum quantities of food, fuel, clothing, emergency shelter, medical, sanitary and other essential supplies necessary to preserve lines of communication, to maintain the health and working capacity of the population, and to preserve public order.
- (2) For relief feeding, a diet of 1800 calories per day is considered adequate.
- (3) The preparation of estimates of required relief supplies is a responsibility of USAFFE.
- (4) Procurement of relief supplies and making available these supplies to appropriate commanders, on call, is a responsibility of USASOG.
- (5) Relief supplies will be appropriately marked to indicate that they are for civilian relief purposes, and will be segregated from all other supplies to the extent practicable.

b. Requisition and Transportation.

- (1) In each operation it is the responsibility of the appropriate commander to:
 - (a) Submit requisitions for relief supplies to the appropriate authority.
 - (b) To arrange for the transportation of these supplies to the objective area as promptly as possible, under all considerations permit.
 - (c) Receive and warehouse these supplies.

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- (2) Relief supplies will be made available as early as military considerations permit, to prevent the uneconomical use of Army rations and Army medical supplies for civilians, and to insure that stores are opened promptly to give people incentive to work for money wages.
- (3) Until relief rations and medical supplies are available, Army rations and medical supplies may be used for essential civilian relief insofar as the military situation permits.

c. Distribution and Control.

- (1) In all reoccupied areas, appropriate commanders will take immediate steps to guard warehouses and other concentrations of supplies to prevent looting.
- (2) PCAU's normally will effect distribution of relief supplies. Individual members of the Armed Forces will be prohibited from giving Army rations and supplies, including captured enemy supplies, to civilians.
- (3) Maximum use will be made of locally produced supplies. The ceiling prices for wholesalers and retailers included from time to time in Instructional Notes, will govern where applicable. In cases not covered by Instructional Notes, a fair price will be determined by combat commanders. Procurement by the Commanding General, USASOS, will be in accordance with standard procedure.
- (4) Emergency free relief will be provided only as long as and to the extent necessary. At the earliest practicable date, all relief supplies, including captured enemy property and excess, unserviceable and salvaged United States military supplies, will be sold. Such sales will be made through normal civilian commercial channels to the maximum extent, but if commercial channels are not available, sale of relief supplies to the civil population through United States Army sales commissaries is authorized. Sales to employees of United States Military Forces through United States sales commissaries, or, in an emergency through PCAU's, is authorized.
- (5) If necessary, a rationing system will be established. Since the family is the basic Philippine social unit, only the heads of families will be issued ration books. They will supply data for all the members of the family.
- (6) Stimulation of food production will be effected through the distribution of farm tools, seeds, and fishing equipment. Inasmuch as imported rice and corn will not grow in the Philippines, during the initial stages the distribution of seed rice by a system of exchanging Philippine palay (Unhusked rice) for husked rice will be instituted.
- (7) Combat commanders and the Commanding General, USASOS, will be responsible for the maintenance of the following records, reports of which will be forwarded to USAFFE as of the first day of each month:

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- (a) Relief supplies received from all sources.
- (b) Relief supplies from all sources distributed free by United States military agencies.
- (c) Relief supplies from all sources sold by United States military agencies and proceeds received.
- (d) Relief supplies from all sources turned over to the Commonwealth Government.

4. CIVILIAN LABOR. a. In each area of operations, appropriate commanders will make maximum use of Philippine labor.

b. PCAU's will assist in the recruitment and paying of civilian laborers to the extent set forth in paragraph 2b(5). In non-combat areas all recruitment of labor is subject to the approval of the General Purchasing Agent. The General Purchasing Agent will issue appropriate instructions as to the allocation of labor between United States Navy and United States Army Forces.

c. Supplies for laborers, including subsistence, housing, tools, transportation, medical supplies and such other supplies as may be required for a specific project, or are authorized for specific conditions, will be requisitioned by appropriate Commanders upon the Commanding General, USASOS, who will procure such supplies on operational projects. Pending receipt of supplies requisitioned for civilian labor, the use of all other available United States military supplies is authorized. In estimating requirements, Commanders should recognize that most laborers live in their own homes and purchase their food from stores in the same manner as other civilians. For laborers who must be furnished quarters and subsistence by Army or Base Commanders, simple housing of the nipa-hut type and a daily ration of 3000 calories will be considered adequate.

d. Wage rates for all labor will be set forth from time to time in Instructional Notes. Payment will ordinarily be made weekly or upon earlier termination of the job. Payment may be made daily to cargadors and others hired on a daily basis and where necessary to avoid hardships. Payment will be made to each individual laborer. Under no circumstances will payment be made to the capataz or straw boss for distribution to the laborers.

5. COMMONWEALTH GOVERNMENT. a. National Officials. President Osmona and a small staff have accompanied GHQ in the field.

b. Reestablishment of Local Governments.

(1) Legal Provisions.

Most of the officers of the local governments were appointed either by the President of the Philippines, by other central government authorities or by superior local authorities. The elective local officials were: for regularly constituted provinces, the Governor and two additional members of the Provincial Board; for regularly constituted municipalities, the Mayor, Vice-Mayor, and the Councilmen; for chartered cities, some of the Councilmen. Local elections were last held in December 1940 and the incumbent's terms were for three years. The election law (C.A. 357) provides that whenever a vacancy occurs in

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an elective local office, the President of the Philippines shall fill the office by appointment except in the case of Mayor, which shall be filled for the unexpired portion of the term by the Vice-Mayor. As a consequence of these provisions, all elective local offices in the Philippines now appear to be vacant except as they may have been filled by appointment by the President of the Philippines. Justices of the Peace are in a different category. It is probable that in many municipalities there are Justices of the Peace, properly appointed before the war, who have never resigned, who have not been removed, and who, therefore, are legally qualified to function as Justices of the Peace at the present time. Commanders are authorized to permit the functioning of such Justices of the Peace where such action will assist them in carrying out their mission. Wherever possible, Justices of the Peace will be approved by C.I.C. before they start functioning in a judicial capacity.

c. Temporary Officials. Pending the Commonwealth Government's appointment of acting or permanent provincial or municipal officials, temporary officials may be appointed as follows:

- (1) Upon arriving at a provincial capital or any poblacion, prompt decision will be made whether or not to appoint the incumbent provincial or municipal officers as temporary officials or to substitute other individuals as temporary appointees. In making this decision, consultation will be had with the highest representative of the Commonwealth available or the most reliable and loyal local citizens. It will be made clear that all such appointments are merely temporary and equally clear that the appointee will carry on his functions of government actively. These appointees will be controlled rigorously in the first instance, giving them more responsibility as they demonstrate their ability and fitness to govern.
- (2) The appointing and removal power of Commanders and the power to supervise the actions of temporary appointees may be delegated to PCAU Commanders.
- (3) So far as possible, provincial and municipal officers last serving under the authority of recognized guerrilla leaders or in recognized free governments will occupy positions of equal or better rank as temporary officials.
- (4) Temporary officials will serve until removed by authority of appropriate Commanders or superseded by acting or permanent officials appointed by the Commonwealth Government. Temporary officials and school teachers will be paid by PCAU Finance Officers at rates of salary prevailing on 31 December 1941, except to the extent modified by subsequent action of the Commonwealth Government. Reports of such payments will be made to the Commonwealth Government.

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- USAFFE dated 8 Apr 45*
- (5) In addition to the appointment of temporary officials, Commanders may select temporary "PCAM Assistants" to assist in civil administration and relief. These assistants will be used as clerks, messengers, chauffeurs or in other similar capacities. Such PCAM Assistants will have arm bands to denote their position.

d. Finance.

- See USAFFE Cir # 34 8 Apr 45*
- (1) The books of banks, their branches and agencies in the provinces, provincial and municipal treasuries and other government accountable offices will be sealed forthwith and existing accounts frozen, pending further action by the Commonwealth Government.
- (2) (a) Theater Fiscal Officer will be the custodian and representative of the Philippine Treasury. Appointment of Fiscal Officer will follow the Philippine Government policy of having the Custodian of Currency on agency separate from Disbursing Officers, who, in the theater, are the Finance Officers.
- (b) The representative of President Osmond, the representative of the Philippine Auditor, and the Theater Fiscal Officer representing the Philippine Treasury will issue and certify the amounts and serial numbers of currency entering circulation.

FECA 014.1

By command of General MacARTHUR:

RICHARD J. MARSHALL,
Major General, General Staff Corps,
Chief of Staff.

OFFICIAL:

R. E. Fraile
R. E. FRAILE,
Colonel, A.G.D.,
Adjutant General.

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Par 6 + 7 added - See USAFFE Cir # 34 - 8 Apr 45