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SUPREME HEADQUARTERS
ALLIED EXPEDITIONARY FORCE

Civil Affairs
Public Safety
Manual of Procedures
in
Liberated Territories

1st EDITION

CA/b6

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FOREWORD

This Public Safety Manual of Procedures is published for the information and guidance of all concerned. It sets out the procedures which should be followed by Civil Affairs Officers discharging public safety responsibilities in all territories in North West Europe liberated by the Allied Expeditionary Force.

The maintenance of law and order in the areas behind the combat zones is of paramount importance to military operations, while adequate control of the civil population is a pre-requisite to all other Civil Affairs operations. Unless the indigenous public safety agencies are re-activated at an early stage and unless their full cooperation is assured, the difficulties of Civil Affairs officers working in the field will be very greatly increased.

Although an attempt has been made to anticipate all the problems that may confront a Civil Affairs Public Safety Officer working in the field and suggest how the problem should be tackled, it will not provide for every eventuality that will arise, and at all times initiative must be exercised and detailed action decided at the time according to the circumstances.

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Lieutenant General
Assistant Chief of Staff
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June 1944.

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NOTICE

Reference is made in this manual to the national officer attached to the CA Detachment. In the case of France, this French officer will be attached to the local administrative officials and will perform liaison duties from the French civil authorities to Allied CA Staffs or Detachments.

SECTION I

GENERAL

General Policy

1. It is the intention of the Supreme Commander that civil administration in all liberated territories will normally be controlled by the indigenous authorities, and military commanders will make every effort to ensure that any action required in connection with the control of the civilian population will be taken by the indigenous authorities. Only if initial recourse to the indigenous authorities fails will such executive action be authorized as will ensure the security of the Allied Forces or the success of the military operations.

Purpose of Public Safety Manual of Procedures

2. The purpose of this manual is to assist C.A. Public Safety Officers in the following two alternative contingencies:

a. While the administration of the indigenous authority is adequate. In such circumstances, C.A. Public Safety Officers will, in collaboration with the National Officers attached to C.A. Detachments, appraise the adequacy of the public safety agencies, ensure the cooperation of the indigenous authorities, and aid and advise them on matters in which the public safety agencies can assist the Allied Military Forces.

b. Should the administration of the indigenous authority break down. In such circumstances, as a last resort, Military Commanders may authorize O.C.C.A. Detachments to assume control and direct supervision of the public safety agencies, until such time as an adequate civil administration is re-established. When direct supervision has been authorized, orders may be given to the local officials, though such orders should, whenever possible, be given through National Officers attached to C.A. Detachments.

3. The text of the Manual indicates the objectives; the method of attaining these objectives will be determined by the adequacy of the indigenous authority.

4. This Manual is written to guide C.A. Public Safety Officers in suggesting the matters to which they should pay attention while civil administration is adequate, though under such conditions not all the duties listed herein will of necessity have to be undertaken. They will assist and encourage the indigenous authorities to carry out the procedures set out herein, but will not order them to do so unless specifically authorized.

5. IT IS EMPHASIZED THAT REFERENCES IN THE MANUAL TO REQUESTS MADE OF LOCAL OFFICIALS WILL NOT BE INTERPRETED AS ORDERS TO BE GIVEN TO THESE OFFICIALS UNLESS AND UNTIL

THE MILITARY COMMANDER HAS DECIDED THAT CIVIL ADMINISTRATION IS INADEQUATE AND HAS SPECIFICALLY AUTHORIZED DIRECT CONTROL OF THE INDIGENOUS AGENCIES.

6. The general duties of Civil Affairs Public Safety Officers and their relationship to the indigenous authorities are defined in the respective Country Handbooks. This Manual is an amplification of those instructions and should be read in conjunction with them.

Objectives and Scope of Public Safety

7. The Military Commander is authorized to take such measures as are required to control the civilian population so that the progress of the Allied Armies is not impeded.

8. He must therefore ensure the maintenance of law and order, the prevention and detection of crime and politically subversive activities, and the preservation of life and property in all areas where a failure might jeopardize the success of his mission. In so doing he will be concerned with the administration of police, prison, fire fighting, and civil defence agencies. The efficient operation of these services is fundamental to the proper functioning of civil administration, and as a consequence C.A. Detachments entering any area must pay particular attention at an early stage to their public safety duties and responsibilities.

Control by Indigenous Authorities Responsible for Civil Administration

9. The Military Commander will rely on the indigenous authorities to attain these objectives by the reactivation and operation of the indigenous public safety agencies, but he must satisfy himself of the adequacy of these agencies, and of the competence and ability of the authority to carry out these objectives.

10. Civil Affairs Public Safety Officers, acting through the National Officers attached to C.A. Detachments will seek the cooperation of local public safety agencies and will give assistance and advice to the indigenous authorities on matters affecting the objective of the Military Commander and will determine the adequacy of the public safety agencies and the competence of local officials. They will not exercise any supervision of the indigenous authorities nor their agencies so long as they are adequate.

11. Any implication of control by C.A. Officers over the indigenous authorities will be resented and is unauthorized so long as the Military Commander continues to rely on them for the control of the civilian population. C.A. Officers,

therefore, must be punctilious in their relationships with the indigenous authorities and must take every step to avoid even the appearance of exercising any such supervision.

Failure of Indigenous Authorities

12. Should the indigenous authorities be unable to accomplish these objectives in any area, the Military Commander will authorize subordinate commanders to take direct action and to employ such emergency measures as are necessary to accomplish these objectives. The decision that indigenous civil administration has broken down must be made by the military commander and C.A. Public Safety Officers will, if then directed, exercise a direct supervision of the Public Safety services.

13. Direct supervision of the public safety agencies if authorized may entail the removal and appointment of members of such agencies, and the imposition of controls over the civilian population, including arrest and detention. Even under these circumstances, however, the National Officer attached to C.A. Detachment will be used to the greatest extent possible.

14. Care must be taken to treat the officers of the indigenous agencies with respect at all times and when a C.A. Public Safety Officer has to issue a direct order to a senior indigenous official without the services of a National Liaison Officer, it must be done tactfully, although since the order will be caused by military necessity, the C.A. Officer must see that it is obeyed.

15. Should military commanders be authorized to take direct action, the indigenous services will be controlled and supervized by C.A. Public Safety Officers only so long as the civil administration remains inadequate. It will be the duty of C.A. Detachments to take all steps to reactivate the indigenous authorities so that they can reassume administration of the civil population at the earliest possible moment.

C.A. Public Safety Specialist Officers

16. Civil Affairs Public Safety Officers will be included in each C.A. Detachment and will be responsible for all Public Safety activities in the area to which the Detachment is assigned, except that where a particular Public Safety problem is likely to arise, or does arise, a Public Safety Officer with technical experience may be attached to deal specially with that problem. For example, in an area which is known to have a high fire risk, a Public Safety Officer with professional firefighting knowledge will be attached to the detachment assigned to that area. Alternatively should a particular crime problem arise after a Detachment has entered an area,

e.g., an outbreak of black market activities, the O.C. detachment should, when he feels incapable of handling the situation with the personnel at his disposal, refer the facts to his S.C.A.O. at formation HQ in order to obtain the assistance of a C.A. Public Safety Officer experienced in this particular class of crime investigation.

C.A. Public Safety Channels of Communication

17. The Civil Affairs Public Safety Officer is directly responsible to the Officer Commanding the Civil Affairs Detachment who, in turn, is responsible to the formation unit headquarters under whose command his detachment has been placed. Communications on Public Safety matters will be through normal staff/command channels to the Public Safety Section of the C.A. Staff at appropriate Army, Army Group or Lines/Zones of Communication Headquarters, except on purely technical matters which may pass through civil affairs staff channels.

SECTION II

RELATIONSHIP BETWEEN CIVIL AFFAIRS OFFICERS, MILITARY POLICE, AND COUNTER-INTELLIGENCE PERSONNEL

General

18. Since Civil Affairs Officers are responsible for the establishment of liaison with indigenous police forces, with whom Military Police and Counter-Intelligence personnel will be continually conferring in the course of their duties, there must at all times be the closest relationship between Civil Affairs Officers, the Military Police, and Counter-Intelligence personnel.

19. These relationships have been defined in broad terms in C.A. Instructions No. 13 issued by SHAEF and, in the case of the relationship between C.A. officers and the Military Police, have been elaborated by 21 Army Group in Civil Affairs Administrative Instructions No. 14 and by ETOUSA in S.O.P. No. 12—Civil Affairs.

20. RELEVANT EXTRACTS FROM THESE INSTRUCTIONS ARE REPRODUCED IN THE FOLLOWING PARAGRAPHS, BUT IT IS EMPHASIZED THAT ANY REFERENCES THEREIN TO CONTROL OR SUPERVISION OF THE INDIGENOUS POLICE, TO THE PUBLICATION OF ORDINANCES OR PROCLAMATIONS, OR TO THE CONTROL OR RESTRICTIONS IMPOSED UPON THE CIVIL POPULATION ARE INAPPLICABLE

SO LONG AS THE MILITARY COMMANDER IS RELYING UPON THE INDIGENOUS AUTHORITIES FOR CIVIL ADMINISTRATION.

21. **General Instructions to C.A. Staffs and Detachments (SHAEF CA Instruction No. 13).**

a. Civil Affairs Staffs and Detachments will whenever possible serve as the channel for dealing with local civil authorities. The Military Police and Counter-Intelligence Personnel, however, will maintain direct contact with all levels of the indigenous police on day-to-day routine matters.

b. Civil Affairs Detachments will request the indigenous police to devote their energies, personnel and resources to assisting the Military Police and Counter-Intelligence Personnel.

c. Close relationship will be maintained between Civil Affairs Staffs, the Provost Marshal and Counter-Intelligence Staffs on the one hand and between Civil Affairs Detachments, Military Police and Counter-Intelligence Personnel on the other in order to ensure suitable co-ordination of activities at all levels. Civil Affairs Detachment representatives will keep other organizations fully informed of all matters within their knowledge which affect joint duties. Contacts and conferences will be made and held as frequently as necessary.

d. Counter-Intelligence Personnel may establish a committee in any locality to review and co-ordinate all matters of security interest. This committee may consist of representatives of Military, Naval and Air Force Counter-Intelligence Staffs, the Provost Marshal's Staff, Civil Affairs Detachments, and when desired, the indigenous Police.

22. **Relationship Between Civil Affairs Officers and Military Police (SHAEF CA Instruction No. 13).**

a. All requests by the Military Police will be promptly complied with by Civil Affairs Detachments even though these detachments do NOT come under the direct control of the Provost Marshal. Civil Affairs Public Safety Officers if requested by the Provost Marshal, will request the indigenous Police to assist in guarding establishments, communications, etc., of vital military importance.

b. The Provost Marshal and Military Police will co-operate with Civil Affairs Staffs and Detachments in supervising the relationship of the troops with the civilian population and in providing assistance to the indigenous police in the performance of their lawful duties.

c. Responsibility for the control of military traffic rests with the Military Police. Civil Affairs Detachments will

ask the indigenous Police and other personnel to assist the Military Police where needed.

d. The Provost Marshal is responsible for stating to Civil Affairs Detachments on which roads civilian traffic is prohibited or restricted. The Provost Marshal and Military Police are responsible for the enforcement of such prohibitions and restrictions. Civil Affairs Detachments will assist the Military Police in this matter.

e. The direction and control of civilian traffic on other roads is the responsibility of Civil Affairs Detachments and C.A. Public Safety Officers will ask the indigenous police that any control of Civil Traffic be dependent on military requirements and conform to the plans of the Provost Marshal.

23. **Relationship Between Civil Affairs Public Safety Officers and Provost (21 AG C.A. Administrative Instructions No. 14) Applicable in British Zones.**

a. Civil Affairs Public Safety Officers, while not under the orders of Provost will comply with all reasonable requests made by them.

b. Civil Affairs Public Safety Officers will, whenever possible, establish initial contact with the appropriate indigenous authorities and thereupon the Military Police will deal direct with the civil police forces in all day to day matters. In matters affecting policy in relation to the civil police or in cases of difficulty the Military Police will deal with Civil Affairs Public Safety officers and not with the civil police direct, except that in cases of emergency, in the absence of Civil Affairs Public Safety Officer, Provost may deal with the civil police, notifying Civil Affairs Staffs as soon as possible of the circumstances and the action taken.

d. It follows, therefore, that there must be the closest daily contact and co-operation between CA Public Safety Officers and Provost at all levels; and that it is the duty of CA Public Safety Officers to ensure the willing and active co-operation of the civil police forces with Provost and the Armed Forces in general.

e. Conversely, Provost will co-operate with, and render assistance to, the civil police in controlling the relationship of troops with the civil population.

24. **Relationship Between Civil Affairs Public Safety Officers and Military Police (ETO-SOP No. 12) Applicable in U.S. Zones.**

a. **General.** The provisions hereof will apply in governing the relations between provost marshals and civil affairs officers. They will guide the provost marshal and civil affairs

sections of all echelons responsible for civil affairs in liberated countries (or occupied enemy territory) in the preparation of plans with respect to activities which may require the cooperative employment of military police and civil affairs personnel. The manuals and other documents listed in Par b, below, indicate the duties of the PM and the C.A. to a certain degree, but do not, in general, cover their inter-relationship.

b. (i) *References*:

(*a*) FM 27–5, Military Government (Revised Joint A & N, 4 Nov 1943).
(*b*) FM 27–10, Rules of Land Warfare.
(*c*) FM 29–5, Military Police.
(*d*) FM 100–10, Administration.
(*e*) FM 101–5, The Staff and Combat Orders.
(*f*) FM 101–15, Traffic Control and Circulation.

(ii) The provisions of the cited documents will be inoperative to the extent that they are inconsistent with this directive, or other directives issued pursuant hereto, governing the relations between provost marshals and civil affairs sections.

c. Staff Responsibility: The PM and CA sections of a headquarters are staff sections, and each is responsible, within its sphere of interest for:

(i) Technical and tactical advice and recommendations to the commanding general and his general staff.

(ii) Preparation and submission of plans, estimates, and orders in order to relieve the general staff of routine duties.

(iii) Coordination of tactical and administrative plans and activities with the general staff.

d. General Responsibilities. It is the duty of Civil Affairs to assist other branches of the service in insuring the maintenance of good law and order among the civil population. In hiatus areas and areas where other branches of the staff are not represented, this task will, perforce, fall on Civil Affairs alone. Civil Affairs will then have to bring all possible pressure to bear on the indigenous authorities. The responsibility for dealing with civilian authorities; relationship with, and assistance to, the civilian population; organization and direction of civilian activities; maintenance of law and order by civilian agencies; and protection of civil institutions and establishments devolves on Civil Affairs. Where necessary the PM will cooperate and assist by providing necessary military police or other military personnel to ensure effective enforcement of rules and regulations affecting the civilian population. It is considered that in the immediate assumption of control over

an area such enforcement will be a matter mainly to be accomplished by military police or other military personnel, but that, as rapidly as the situation permits, civil police and other authorities, through civil affairs personnel, will take over such enforcement. The employment of military police or other military personnel for such enforcement purposes will then be confined to emergency measure only.

e. Subjects Requiring Cooperative Action. The activities and duties of the PM and CA sections are inter-related on the following subjects:

(i) Traffic circulation and control.
(ii) Maintenance of law and order.
(iii) Displaced persons (other than the control and disposition of allied and enemy prisoners of war, which is a Provost Marshal function).
(iv) Criminal investigation.
(v) Vice control.
(vi) Security.

f. Duties of PM and CA Sections with Respect to Subjects Requiring Cooperative Action.

(i) *Traffic Circulation and Control*:

Provost Marshal.	*Civil Affairs.*
(*a*) Enforcement of regulations relating to civilian traffic on military supply routes, including sign posting, dissemination of route information, patrolling, escorting, restrictions as to use of facilities, etc.	(*a*) Publication of traffic regulation to civilians.
(*b*) Assistance (to G–4) in formulation of traffic regulations so far as they apply to military traffic or to military supply routes.	(*b*) Assistance (to G–4) in formulation of traffic regulations so far as they apply to civilian traffic.
(*c*) Supervision of civilian police officers provided by CA for traffic control.	(*c*) Providing civilian police officer to PM to assist in traffic control (whenever available) on request.
(*d*) Assistance to CA in planning and enforcing a system of passes and permits designed to control the movements of individual civilians (excluding those serving with the allied forces).	(*d*) Plans and regulations for, and enforcement of, a system of passes and permits designed to control the movements of individual civilians (excluding those serving with the allied forces).

	(*e*) Obtaining transportation for civilian movements, where available and necessary, except the movements of civilians working for military units.
(ii) *Maintenance of Law and Order:*	
Provost Marshal.	*Civil Affairs.*
(*a*) Assistance in reorganization and supervision of civil police, when requested by CA.	(*a*) Organization and control of civilian activities affecting the military, including the reorganization and control of civil police and other civil law-enforcing agencies.
(*b*) Providing military police or other military personnel to protect public works, installations, archives, monuments, works of art, etc., until such time as the Provost Marshal is satisfied that sufficient, competent civilian police are available, and in emergency situations, seizing and impounding public archives and records for turnover to CA.	(*b*) Protection of public works, installations, archives, monuments, works of art, etc., including the provision of civilian guards and maintenance personnel as soon as possible.
(*c*) When requested by CA, assisting in enforcement of proclamations, ordinances, and regulations affecting civilians. Where necessary, providing military police or other military personnel for the service of judicial process.	(*c*) Enforcement, through civilian police and other applicable civilian agencies, of laws, proclamations, ordinances and regulations affecting civilians.
(*d*) Providing military police or other military personnel to seize and confiscate firearms in hands of civilians as soon as a town or area is occupied, for turnover to CA.	(*d*) The collection of firearms from civilians through the indigenous police and receiving confiscated firearms from PM. Co-ordinate with G–2.

(*e*) After the initial phase of assumption of control of an area, when requested by CA, assisting in quelling outbreaks and uprisings, and in preventing violence against civilians. Prevention of violence by civilians against military troops and installations.	(*e*) After the initial phase of assumption of control of an area, quelling outbreaks and uprisings and preventing violence against civilians, through civil police, where competent. Where military police or other military personnel are employed, the commander thereof will be in charge.
(iii) *Displaced Persons (other than Prisoners of War)*:	
(*a*), (*b*) Performing, with military police or other military personnel, the duties set forth in (*a*) and (*b*), opposite, in emergencies and when they cannot be performed by civil affairs personnel.	(*a*) Planning, organizing, establishing, staffing and regulating with civil affairs facilities, establishments for displaced civilians, such as collecting stations and enclosures and evacuation centers. (*b*) Providing food, shelter, clothing, medical attention, transportation and other *emergency* measures only.
(*c*) Assisting CA in (*c*) opposite.	(*c*) Policing and otherwise ensuring order at establishments for displaced persons and enforcing regulations for the conduct of the civilians in them.
(*d*) Enforcement of regulations governing association of military personnel with civilians.	(*d*) Publication and enforcement of regulations governing association of civilians with military personnel.
(*e*) In the initial phase of assumption of control of an area, clearing military roads of displaced persons and assembling same prior to CA taking control of same; thereafter, when requested by CA, assisting in controlling movement of displaced persons.	(*e*) After the initial assumption of control of an area, controlling movement of displaced persons.
(*f*) Supervising apprehension and disposition of stragglers, absentees and deserters.	(*f*) Assisting PM by turning over to him stragglers, absentees and deserters.

(iv) *Criminal Investigation, Apprehension and Custody*:	
(*a*) Investigation of offenses affecting the military committed by civilians or military personnel. Apprehension and custody of persons charged with, or believed to have committed, such offenses.	(*a*) Assisting PM in (*a*), opposite. Investigating civilian violations of military ordinances and regulations and apprehending offenders.
(*b*) Assisting CA in (*b*), opposite.	(*b*) Investigating offenses affecting civilians only (excluding those serving with the armed forces) and apprehending persons charged with, or believed to have committed, such offenses.
(v) *Vice Control*:	
(*a*) With the assistance of CA, locating all houses of prostitution.	(*a*) Assistance to PM in (*a*) opposite.
(*b*) Maintaining close supervision of all houses of prostitution and placing those constituting a nuisance "off-limits."	(*b*) "Enforcing" regulations requiring diseased prostitutes to submit to compulsory medical treatment at civilian agencies, and supervising such treatment facilities.
(*c*) Enforcing "off-limits" regulations.	(*c*) Assisting PM in (*c*,) opposite.
(*d*), (*e*) Enforcing regulations referred to in (*d*) and (*e*), opposite, insofar as military personnel are concerned, and assisting CA insofar as civilians are concerned.	(*d*) Issuing and enforcing regulations prohibiting sale or use of harmful drugs; suppressing establishments engaging in such traffic; and suppressing homosexual or other perverted or harmful practices. (*e*) Enforcing regulations helpful in reducing VD rate among troops.
(vi) *Security*:	
(*a*) Assisting CA in (*a*), opposite, where military police or other military personnel are needed to ensure effective action by C.A.	(*a*) Dissolving hostile civilian organizations, including apprehension and detention of leaders, and controlling political prisoners and political activities. Coordinate with G–2.

(*b*) Assisting C.A. in enforcement of regulations concerning gas defence, civil defence measures, firefighting, blackout, curfew, etc., relating to civilians.	(*b*) Promulgating and enforcing regulations concerning gas defence, civil defence measures, firefighting, blackout, curfew, etc., relating to civilians. Coordinate with G–3.

25. Relationship Between Civil Affairs Public Safety Officers and Counter-Intelligence Personnel (SHAEF CA Instructions No. 13).

a. Counter-intelligence Staffs are responsible for formulating security policies and co-ordination with the Civil Affairs Staffs when these policies affect the civil population. Civil Affairs Staffs will be responsible for, but will work in close co-ordination with Counter-intelligence Staffs in:

(i) The preparation of proclamations to be issued by the Supreme Allied Commander, imposing restrictions on the civil population.

(ii) The preparation of security regulations to be issued by subordinate Commanders within the framework of these proclamations.

(iii) The preparation of instructions to Civil Affairs Detachments designed to impose security regulations on the civil population.

(iv) Determining action to be taken and the preparation of necessary plans for restricting civilian movement.

(v) The preparation of specifications for civilian passes, permits, and exemptions, and of plans for the control of the circulation of persons not subject to Military Law.

(vi) Determining action to be taken, and the preparation of necessary plans for the registration or re-registration of certain classes of civilians, e.g., enemy aliens.

(vii) Determining action to be taken, to arrest the members, seize the records, and disband suspect political organizations whose activities, while not directly affecting the security of military operations nevertheless may promote unrest among civilians.

(viii) Determining locally the most suitable method of getting civilians to be employed by military units.

b. Assistance to Counter-intelligence Personnel. Civil Affairs Public Safety Officers will give assistance, and ensure that the indigenous Police and Prison Authorities give assistance, as required, to Counter-intelligence Personnel:

(i) In general inquiries, searches and arrests on security grounds.

(ii) In the prevention and detection of sabotage, espionage, propaganda, and other pro-enemy activities.

(iii) By providing information regarding persons denounced as subversive.

(iv) By keeping Counter-intelligence Personnel informed of action taken by them in connection with security matters.

(v) In Security Checks at Refugee Camps and Interrogation Points and at traffic control points.

(vi) By supplying blank forms to enable Counter-intelligence Personnel to issue passes and permits to civilians. Civil Affairs Detachments, NOT Counter-intelligence Personnel, however, will be primarily responsible for the issue of such passes and permits, and they may use the indigenous police for this purpose.

(vii) By ensuring free access to the records of the indigenous police and prisons. If Counter-intelligence Personnel find it necessary to seize any records, they will notify Civil Affairs Detachments and return the records as early as practicable.

(viii) In the interrogation and removal to other places of confinement of prisoners held by the indigenous police or prison authority. Such removal will be reported to the Civil Affairs Detachment responsible for the supervision of the prisons, and the prisoner will be returned to the indigenous authority by Counter-intelligence Personnel at the time of release from custody.

c. Assistance from Counter-intelligence Personnel. Civil Affairs Public Safety Officers will request assistance from Counter-intelligence Personnel:

(i) In tracing and arresting persons listed by the Allied Governments as war criminals and traitors.

(ii) In arresting members, seizing records, and disbanding suspect political organizations.

(iii) In the tracing and treatment of political suspects.

(iv) In the tracing and treatment of undesirable aliens, specially ex-TODT organization workers.

(v) In the review of cases of persons detained in prisons, concentration camps, and other places of detention.

(vi) By providing information of unreliable persons and of persons believed to be pro-Allied.

(vii) In the local investigation of denounced persons, of public officials and of persons who may be used by Civil Affairs Detachments.

(viii) By notifying Civil Affairs Detachments of any prisoners delivered by them to civil jails or prisons. As a general rule, civilians will not be placed in civil jails or prisons unless they are to be prosecuted.

SECTION III

ADMINISTRATION OF PUBLIC SAFETY AGENCIES

General

26. The indigenous public safety agencies will be immediately reactivated by the civil authorities assisted by C.A. Public Safety Officers. Should the Military Commander authorize the imposition of direct control in consequence of the breakdown of civil administration, such reactivation will be undertaken by C.A. Public Safety Officers working whenever possible through the National Officers attached to C.A. Detachments.

27. C.A. Public Safety Officers must acquire a thorough understanding of all aspects of each indigenous public safety organization, its members, its functions and its methods of operation, in order to advise or supervise the authorities in the efficient execution of the policies and duties required by the Allied Military Commander.

28. Any change in the organization of any public safety agency will be made by the indigenous authorities of the country. It is not contemplated that any radical changes in organization will be made so long as fighting continues in the country except that certain objectionable German innovations may be eradicated at once.

29. Should civil administration break down, temporary changes required by military necessity may be made by C.A. Public Safety Officers but no permanent reorganization will be effected without the approval of SHAEF. British and American systems will not be imposed on indigenous public safety agencies.

30. The administration of the Public Safety agencies are discussed in detail in Sections IV, VI, VII and VIII of this Manual. Problems of personnel, finance and supply are dealt with here because they are common to all these agencies.

31. The primary responsibility for dealing with such matters rests with the indigenous authorities, and the following paragraphs suggest the way in which the C.A. Public Safety Officers will be able to assist them. If civil administration should break down, C.A. Public Safety Officers working whenever possible through the National Officers attached to the C.A. Detachments may have to deal with the matters themselves.

Personnel

32. C.A. Public Safety Officers will assist the National Liaison Officers working with their detachment to verify the trustworthiness of all public safety officials. Prior to the

liberation of a new area, the C.A. Public Safety Officer will read carefully all advance intelligence reports on the public safety personnel of that area and discuss these reports with the National Officer attached to the C.A. Detachment. The National Liaison Officers will be encouraged to dispose of those who have definite German sympathies. Such persons may be imprisoned by the indigenous authorities, interned in annexes to P.W. cages, or they may be merely removed from office and placed under suitable restriction. In assisting the National Liaison Officers in this work, it must be remembered that the removal of members reported to be German sympathisers must be approached carefully if injustice is to be avoided because their work may have required them during the period of enemy occupation to enforce the laws of the Government in power in accordance with prescribed policies without regard to their own beliefs and desires. One or more of the higher ranking officials of a local police force may be found to believe in German ideology or to have attached themselves to the German machine for personal advantage. There may be some in the lower ranks who will also come within this classification. The great majority, however, were career public safety officials before German occupation. Careful investigation on an individual basis, therefore should be made before a public safety official is deposed. The assistance of Counter-intelligence personnel should be sought in these investigations.

33. In assisting the National Liaison Officers to decide whether a senior official should be removed some account should be taken of his technical ability and the difficulty of finding some suitable successor should be considered. Except in the case of a chief of police, it may be better to retain in office temporarily a person who is slightly politically tainted, and thus ensure the satisfactory operation of the agency for which he is responsible, than to depose him and to have the agency inefficiently administered and operated as a consequence. Such official should be warned by the National Officer working with the C.A. Detachment that his continuance in office will depend upon his good behaviour, that he will be closely watched and immediately deposed if he commits any act hostile to the Allied Forces.

34. *Recruitment.* Depleted ranks of public safety services will be filled with men who will be employed temporarily until the indigenous authority is restored and may be retained thereafter as permanent employees. C.A. Public Safety Officers will request the labour pool to supply suitable candidates. The machinery and methods of recruitment will be those used by the indigenous authorities, and the pre-war standards for personnel selection will be used. Care must be

taken to ensure that appointments cannot be fairly construed as a recognition of any particular political party.

35. *Training.* Indigenous facilities will be used to train recruits, and it may be necessary to set up special training schools, e.g., for training bomb disposal squads. Full use should be made of any National instructors that may have been trained in the United Kingdom. Pre-war training programs will be followed and any instruction in objectionable German methods will be omitted.

36. *Promotion.* Indigenous authorities will make their own promotions. If direct action is authorized, vacancies above the lowest rank should be filled on an acting basis for some time, but these promotions should be made in accordance with existing procedures. Permanent promotions will usually be undesirable until a reconstituted Government is able to take over control of the Public Safety agencies.

37. *Supervision and Discipline.* Steps should be taken to encourage the indigenous heads of the public safety agencies to provide adequate supervision of personnel and employ suitable disciplinary measures to provide maximum efficiency. Accusations of collaboration with the enemy, of desertion from posts of duty, of corruption in connection with black market operations, and of other irregularities must be investigated. If C.A. Public Safety Officers are responsible for supervision or control, the normal disciplinary machinery and methods will be used so long as they prove adequate. If the normal procedure used in making such investigations fails to produce the facts it may be necessary to assign to this task personnel especially selected by C.A. Public Safety Officers.

38. *Records.* C.A. Public Safety Officers should ensure that suitable personnel records are kept by the Head of each Public Safety agency.

Finance

39. Indigenous Governmental agencies will be primarily responsible for the remuneration of indigenous officials and employees, but, where a breakdown in that system occurs threatening the efficiency of the service, reference will be made to any C.A. Financial Instructions issued.

Supplies

40. The supply of rations and clothing to the indigenous Public Safety personnel is also primarily the responsibility of the National Government concerned but C.A. Public Safety Officers should satisfy themselves that such personnel are adequately clothed and fed in order to be able to perform their duties efficiently. Should the indigenous Government be unable to provide sufficient rations or clothing for this

purpose, reference will be made to any C.A. Supply Instructions issued.

41. Civil Affairs Detachments will not normally provide equipment, other than armlets and warrant cards, to the indigenous services, but a quantity of fire-fighting equipment is held in the United Kingdom to be called forward should circumstances necessitate the supply of this equipment in the interests of military operations.

SECTION IV

POLICE ADMINISTRATION

General

42. The indigenous police forces will be immediately reactivated, either by the indigenous authorities or by C.A. Public Safety Officers should civil administration break down, so that combat troops and military police may be assisted in and finally relieved of the problems of the restoration and maintenance of law and order, the control of civilian traffic, and the enforcement of any ordinances and regulations which may be promulgated to control the civilian population.

Preliminary Survey

43. On entering any town the C.A. Public Safety Officer, accompanied by the National Officer working with the C.A. Detachment, will visit the chief of police if present, or if absent or when advance intelligence requires his immediate removal or detention, the next higher ranking police official who is available and acceptable. A preliminary survey of the indigenous police will be made in order to assess whether the force is adequate to carry out the requirements of the Military Commander. This will be accomplished partly by observation and partly by a detailed Police Situation Report to be left with the chief of police for compilation.

Police Situation Report

44. A suggested form of Police Situation Report is attached at Appendix "B," Supplies will not be carried by C.A. Detachments, but will be drawn up by the C.A. Public Safety Officer. Much of the following information will be recorded on these forms:

a. The quantity, quality and adequacy of police personnel.

b. The quantity, quality and adequacy of serviceable police transport.

c. The quantity, quality, and adequacy of police firearms and ammunition.

d. The condition of police communications equipment.

e. Condition and amount of other available police equipment including uniforms, footwear, office equipment and supplies of all types.

f. Report on the food supplies available for the police: rations and source of rations.

g. The condition of police records and whether these records contains political information on individuals.

h. The condition of police quarters. If the quarters are demolished or have been damaged to such an extent that they are no longer habitable, suggestions for suitable substitute quarters should be obtained.

i. A list of native or foreign Nazi leaders who have remained in the town or the surrounding areas.

j. Extent to which the town has been mined or booby trapped. Special attention should be given to government buildings and the utilities.

k. Enemy communication facilities or other enemy installations which were not destroyed by the enemy or found by Allied troops.

l. Locations of all enemy and civilian stores, particularly food and clothing which require guards.

m. State of law and order, especially as regards rioting and other public disturbances.

n. Extent of civilian looting.

o. Ability of the indigenous police to maintain law and order and to enforce any ordinances or regulations of the liberated Government or the Military Commander.

Preliminary Requests to the Chief of Police

45. The C.A. Public Safety Officer will then inform the police chief that the desires of the Military Commander in the administration and general operation of his force will be conveyed to him by the C.A. Public Safety Officer through the National Officer attached to the C.A. Detachment.

46. He will ask him to cooperate by attending to the following matters:

a. Give assistance to C.A. Officers, Counter-Intelligence Personnel, Military Police, and such other members of Allied Military Forces as may be designated to him by the C.A. Public Safety Officer.

b. Maintain law and order, and enforce any ordinances, regulations and orders which may be issued by the Mayor at the request of the Allied Military Commander.

c. Prepare and hand to each member of his force a Police warrant. (Supplies of these will be carried by each C.A. Detachment.)

d. Issue an armlet to each member of his force who receives a properly signed warrant, but to no others, and have stencilled on the inside of the armlet the number of the warrant handed to the officer. (Supplies of armlets will be carried by each C.A. Detachment.)

e. Recover both warrant and armlet from each person who ceases to serve as a police officer. The warrant with date and circumstances of cessation of service shall be delivered to the C.A. Detachment within 24 hours.

f. Inform the C.A. Public Safety Officer if he fails to recover either warrant or armlet within 48 hours after the cessation of service.

g. Require all members of his force to wear armlets at all times when in uniform. C.I.D. members will not be required to wear armlets when engaged in investigation duties. Auxiliary police for whom uniforms are not available will wear armlets when on duty.

h. Employ on a temporary basis sufficient auxiliary police to enable his force to perform all required duties.

i. Submit to the C.A. Public Safety Officer, within 3 days, a list of all members of his force who have willingly collaborated with the Nazi administration.

j. Immediately arrest persons, including members of his force, designated by C.A. Public Safety Officer or by Counter-intelligence.

k. Ensure that each indigenous police officer carries with him an Arrest Report form, and that adequate supplies are kept at each police station. (See para 48.)

l. Instruct police under his command that they may arrest Allied Military Personnel for offences against the indigenous law, that they must deliver such persons as soon as possible to Allied Military Police, and that such persons are not to be tried before indigenous courts.

m. Immediately place under police guard all vulnerable stores of military or civilian clothing, fuel, building material, transport and other vital supplies not guarded by the Allied Military Forces, and take steps to protect cultural treasures in his jurisdiction. He will, within 24 hours, submit to the C.A. Public Safety Officer a list of such places and he will notify the C.A. Public Safety Officer whenever such guards are discontinued.

n. Discuss with him the guarding of important installations, offices, etc., situated within his jurisdiction and arrange with him for adequate police guards.

o. Submit to the C.A. Public Safety Officer the locations of such places and also notify him whenever such guards are discontinued.

p. Institute throughout his jurisdiction patrols adequate to maintain law and order.

q. Give particular attention to:

(i) The apprehension and prosecution of looters, rioters, black market operators, pimps and prostitutes operating in contravention of local laws or Military Ordinances, if any, and forgers of ration cards and Allied Expeditionary Force documents and currency.

(ii) The recovery of looted goods.

(iii) The enforcement of restrictions on civilian traffic on Military Roads.

(iv) The control of refugees and displaced persons.

r. Inform each member of his force that should an incident arise in which a member of the Allied Forces is concerned or of which a member of the Allied Force is a witness, the indigenous police will have the right to ask him for his name, rank, number and unit. He will not have the right to ask for his address.

s. Inform the C.A. Public Safety Officer if the indigenous police require to interview any member of the Allied Forces. The C.A. Public Safety Officer will seek the necessary permission from the man's commanding officer, who will have the discretion to allow or refuse permission for the man to be interviewed or to appear at any court proceeding or enquiry.

47. Should Civil Administration break down and C.A. Public Safety Officers be authorized to assume direct control, they will ensure that the matters listed in Para 46 are attended to, and in addition will require the chief of police to submit the following information:

a. Complete the Police Personnel Form (See Appendix "A") in quadruplicate and return it to C.A. Headquarters within 3 days of receipt of these instructions listing personnel at present on active duty. Separate lists will be made of auxiliary police and of the members of any other similarly independent police bodies under his supervision or control. The column headed 'Party Member' will be used to indicate those who are now, or were on 1 Jan 44, members of any of the outlawed political organizations in the country. Similar lists of all personnel at present absent from duty will be prepared on the form recording the dates of absence and reason in right-hand column.

b. Within 7 days after the receipt of these instructions deliver to C.A. Hqs a list in duplicate of members of all police agencies under his supervision or control who have left the service since 1 Jan 40, using the form shown at Appendix "A" in quadruplicate, with the reason for cessation of service listed in the right-hand column.

c. On the first day of each month, submit to C.A. Headquarters a list in duplicate of members of all police agencies under his supervision who have ceased to serve since the last report, and another list of appointments made since the last report, using the form shown at Appendix "A" in quadruplicate.

d. Report promptly all actual or threatened disorders and other incidents of special interest to the Allied forces.

e. Submit daily summaries of major crimes and serious traffic accidents and copies of such weekly, monthly, or annual statistical reports as the indigenous police customarily compile.

Arrest Report Forms

48. Arrest Report Forms (see Appendix "C"), distributed by C.A. Public Safety Officers, should be kept at all Police Stations and Prisons, and one copy should be carried by each indigenous policeman. The indigenous officials to whom these forms are supplied will be asked to ensure that a form is filled in by any Allied Military personnel who requests the detention of any civilian at the police station or prison, or hands the person into the custody of an indigenous police officer. This form, when completed and signed, will be the authority for the detention of the person arrested. Failure of any Allied Military personnel delivering a prisoner to complete an Arrest Report form should be reported to the C.A. Public Safety Officer immediately.

Subsequent Liaison and Supervision

49. The C.A. Public Safety Officer will continue to give assistance to the Chief of Police, or if civil administration has broken down, he will supervise the chief of police in the operation of his force. He will maintain a close liaison with the Military Police and C.I. Personnel working in the area to ensure that the indigenous police give to these services the assistance they require.

50. In particular he will give attention to the police matters that impinge most directly upon Allied military interests and which are discussed in Section V.

SECTION V

SPECIAL POLICE OPERATIONS

General

51. In their liaison with civil police forces, C.A. Public Safety Officers will be concerned with a number of police operations dealing with problems likely to arise in areas in

which there are Allied troops. Details of these operations and the procedures to be followed by C.A. Public Safety Officers are outlined in the following paragraphs.

52. The task of the police will in a number of these operations be considerably eased if proclamations to expand the indigenous law are enacted. Suggested Proclamations are included as appendices. These may be adapted according to the local situation, and when necessary, issued either by the Mayor or Chief of Police at the request of a C.A. Officer, or alternatively by a Military Commander when so authorized.

CRIME CONTROL

Crimes Involving Military Personnel

53. C.A. Public Safety Officers should stress the need for prompt reporting by the indigenous police of offences committed or thought to have been committed by members of the Allied Expeditionary Forces and of offences against the persons or property of the Allied Forces. It is equally important that complaints emanating from military sources should be passed quickly to the indigenous police. These offences require collateral action by the civil and military authorities; witnesses may be found on the one side and culprits on the other.

54. The identification and apprehension of Allied Military personnel who have committed offences is primarily the responsibility of the Military Police. Many of these offences will be reported to C.A. Detachments by the indigenous police who may be hesitant at first to make any form of preliminary investigation or even to question the victim thoroughly because of fear of offending the Allied Forces by inquiring into their misdeeds. C.A. Public Safety Officers must clearly establish to them the line of demarcation between investigations that are to be made by the Military Police and those to be made by the indigenous police. The indigenous police should not trail, question or otherwise investigate Allied Military Personnel although they may seek information from those who may have been witnesses to crimes committed by civilians.

55. C.A. Public Safety Officers should assure the indigenous police that their cooperation is desired in providing promptly all available information relating to offences thought to have been committed by military personnel. Emphasis should be given to the importance of providing adequate descriptions (with special attention to the unusual) of persons who committed the offence, of vehicles used, including identifying number, and of property stolen. The civil police should be asked to investigate the character of civilian victims of crimes

committed or thought to have been committed by members of the Allied Forces in order to determine the authenticity of the complaint. They should furnish to the C.A. Public Safety Officer at least two copies of the investigation reports and depositions, accompanied by translations whenever possible. One copy should be forwarded at once to the Military Police to be followed by additional information discovered by later investigation. The indigenous police may be able to suggest lines of investigation based on information obtained by their informants in joint meeting places of civilians and soldiers.

Looting

56. Civil Affairs Detachments will be faced at an early stage in operations with the problem of looting, either by the indigenous population or by Allied troops. The solution lies in the judicious use of preventative, deterrent, and detective methods, close cooperation being established between C.A. Public Safety Officers, Military Police and indigenous police.

57. An early duty of C.A. Public Safety Officers on entry into any town or area will be to assist the local police to locate and assess places and goods most vulnerable to attack and of special importance to the Military Forces. Consideration should be given to the proximity of these locations to military camps or to civilian areas containing potential offenders. Garages, repair shops, and stores of military or civilian food, clothing, fuel, building material, and other vital supplies and all public utility installations may be considered vulnerable. Cultural treasures, public offices and records must also be protected.

58. Vulnerable buildings or premises should be made as physically secure as possible, and any inadequate structure should be reinforced if possible with the help of local material and labour. Attention should be given to adequate locks, bars on doors and windows, the use of barbed wire and to the allocation of responsibility for making each building secure when not covered by a resident or whole time working staff.

59. Special guards should be posted at vulnerable points by the indigenous police, under C.A. advice. Patrols of indigenous police should be employed to examine, at frequent intervals, vulnerable unguarded buildings and guarded buildings which deserve some greater protection. If the regular police force is not adequate, use should be made of any auxiliary force there may be or the chief of police should be encouraged to recruit extra police specially for this purpose.

60. Where resources of the local police are insufficient, the assistance of military police and troops should be sought to

patrol or guard vulnerable areas and premises where troops may be potential offenders or military stores are involved.

61. Since certainty of detection and punishment is the surest means of deterrence, wide publicity should be given to:

a. Any proclamations published defining the offence of looting and prescribing penalties in respect to it, and

b. Penalties assessed by the courts to actual offenders.

62. A suggested form of Proclamation to be signed either by the Mayor or Chief of Police or by the Military Commander where so authorized, is attached at Appendix "D."

Riots

63. Early attention should be given in any newly-occupied area, to preventative measures which can be taken to obviate unruly demonstrations and displays of violence on the part of the indigenous people. Riots may develop as spontaneous protests against real or imaginary grievances in connection with labour conditions, food supplies, or administrative methods, or may be organized and inspired by political agitation or propaganda. Equitable distribution of the necessities of life is in itself the most fundamental preventative action that can be taken to avoid disturbances.

64. C.A. Public Safety Officers should keep watch for signs of dissatisfaction among the civil population in order to remove or minimize causative factors and to take more positive preventative and protective steps. Security measures may nullify or minimize conditions favorable to organized political eruptions. When disorder is anticipated special attention must be given to the enforcement of any proclamation or local regulation requiring the dispersal or prohibition of assemblies of persons. The indigenous police should be augmented when necessary by Military Police or troops. A suggested form of Proclamation prohibiting public meetings, to be signed by either the Mayor or Chief of Police or by the Military Commander when so authorized is attached at Appendix "E."

65. The following precautionary measures may have to be taken by the indigenous authorities:

a. Crowds should be prevented from gathering in the streets by strict police patrol.

b. Public meetings or parades may have to be forbidden in order to prevent opportunities for inspiring disorderly demonstrations by individuals formerly associated in the furtherance of pro-German ideals and by other politically disruptive personalities.

c. Theatres and other recreational establishments may have to be closed.

d. Restrictive orders may have to be imposed on members of known trouble producing groups as described in para 128.

e. Known leaders may have to be incarcerated until conditions return to normal.

f. Strikes may have to be prohibited.

66. Precautions should be taken to ensure that crowds do not become unruly and this can be accomplished by:

a. The regulation of queues by the indigenous police, and by Military Police and troops when necessary, and insistence upon impartiality and speed in the distribution of goods by pre-weighing and packaging.

b. Ensuring that authorized recreational activities are well organized and devoid of political significance.

c. The presence at any authorized meeting of a sufficiently large number of police, and Military Police and troops when necessary, to deal with any eventuality that may arise.

d. Similar police provisions at any authorized parade with appropriate traffic regulations to confine it to a specified route.

67. *Dispersal of Riots.* C.A. Public Safety Officers must be prepared to take prompt and stern action to repress any serious uprising or demonstration in its initial stages. They should not hesitate to use any power to disperse assemblies given to them under any Proclamation, when events justify their doing so. They should have:

a. Advance knowledge of the location and strength of existing reserves of municipal police, gendarmerie or other police auxiliaries.

b. Advance arrangements for equipping these forces with arms, ammunition, and tear gas or other means of combating such uprisings.

c. The assistance of the Military Police and Allied troops according to pre-arranged plans should Civil Police reserves be insufficient.

68. *Investigations and Precautions.* The actual dispersal of any riotous assembly, accompanied by the arrest of its ringleaders, should be followed by a police investigation designed to discover its causes and to collect the necessary evidence to convict its instigators. The cooperation of Counter-intelligence Personnel should be sought in any such investigation. Known leaders of the organization or group that fostered the disturbance should be jailed immediately even though there is not available at the time sufficient evidence to obtain a conviction. Consideration should be given to such further restrictions and precautions as are necessary to prevent a recurrence of lawlessness.

Control of Venereal Disease

69. The impairment of the health of the Allied troops resulting from V.D. calls for preventive measures to be effected by close liaison between C.A. Public Safety and Public Health Officers, Military Police, Military and Civil Medical Officers and the Civil Administrative Authorities, in order that the risks of infection may be minimized.

70. The measures necessary in any attempt to minimize the danger of infection among troops fall into two groups:

a. Those which apply to the troops themselves.

b. Those which apply to civilians.

71. The measures must provide:

a. Reduction of opportunity of exposure to infection.

b. Reduction of prevalence of V.D. among civilians and potential prostitutes.

72. The measures under paragraph 70 *b*, which are the concern of C.A. Officers, are:

a. Making illegal all solicitation for purposes of prostitution.

b. Compulsory detention of all infected females or females suspected of being infected and compulsory examination and treatment of such females.

73. The placing of brothels "off limits" is a decision for the Military Commander. (Orders that brothels will be "off limits" have been issued by C-in-C 21 Army Group.)

74. If the local laws permit licensed brothels for the civilians of the community, and if in the opinion of the Commander concerned and his Surgeon/Medical Staff the use of such brothels by the civilians of the community is not a hazard to the troops, they normally will not be interfered with.

75. If the indigenous law does not provide the regulations enumerated in Para 72 (*a*) and (*b*) above, it may be necessary to urge the enactment and enforcement of supplementary legislation. A suggested form of Proclamation to be signed either by the indigenous authorities or by the Military Commander when so authorized is attached at Appendix "F."

76. C.A. Public Safety Officers should request inspection of brothels by the civil police and arrange for combined patrols by Military Police and indigenous police of areas frequented by prostitutes and pimps.

77. C.A. Public Safety Officers should arrange for the transmission to the Military Police of all complaints from keepers of licensed houses or other sources regarding the conduct of troops in relation to brothels or individual prostitutes. Similarly complaints emanating from military sources regarding the location, conduct and identity of brothels or prostitutes should be acted upon by the indigenous authority.

78. If the V.D. rate among our troops reaches undue proportions C.A. Public Safety Officers should request the police to increase their activity in the enforcement of the indigenous laws and any Proclamations dealing with the subject. This may involve the following:

a. Creation of a special unit to deal with prostitution or the enlargement or reorganization of the present one.

b. Assignment of police with undercover operators to apprehend clandestine prostitutes. Large cities should be divided into districts where opportunities attract the clandestine prostitute, and teams should be assigned to each.

c. Assignment of patrol teams to areas frequented by pimps and prostitutes. Such teams may require the assistance of Military Police to prevent troop interference with the performance of their duties.

d. Assignment of police to apprehend for quarantine and treatment any woman reported by army medical officers to have infected troops with venereal disease.

e. Daily or weekly reports of arrests by the police assigned as above and insistence that the arrests be increased so long as V.D. rate among troops is high.

79. C.A. Public Safety Officers will maintain close liaison with the C.A. Public Health Officers on all venereal disease problems presenting medical aspects.

Control of Intoxicating Liquors

80. The unregulated use of intoxicants by our troops may jeopardize discipline and promote conduct having serious repercussions. The use by civilians may breed disorder. The use by either or both may result in quarrels between civilians and troops that may lead to serious breaches of the peace, to riots and to bloodshed.

81. Should conditions warrant it, the C.A. Public Safety Officer will request that local laws be supplemented by additional regulations designed to minimize the evils mentioned above. Such regulations, however, should not ignore local customs.

82. The licensing power may prove a useful aid in the enforcement of regulations affecting retailers. C.A. Public Safety Officers should request the indigenous police to revoke the licenses of establishments where disorders or serious breaches of regulations occur.

83. Combined patrols of civil and Military Police may be used to enforce orders to troops regarding premises placed out of bounds and to regulate the conduct of soldiers visiting premises upon which no prohibition has been placed.

Black Market Operations

84. Extensive black market operations resulting from the dislocation of the machinery of collection and distribution of supplies lowers public morale and places an urgent duty upon C.A. Public Safety Officers to review immediately the extent of illicit trading and to ensure that the indigenous police take measures for its prevention and detection. Black market operations embrace (*a*) illicit trading in rationed commodities, (*b*) trading in stolen or diverted military supplies, and (*c*) violation of price fixing regulations.

85. Citizens, otherwise law abiding, are sometimes apt to resort to illicit purchasing when the necessities and common luxuries of life are in short supply. Black market operators, prompted by criminal motives, exploit this tendency of people to supplement what they receive through the legal channels of distribution. Some established merchants, however, become black market traders because (*a*) legitimate profits are inadequate to cover their overhead expenses, (*b*) they distrust the existing machinery of distribution, or (*c*) they lack faith in the currency. These are likely to be found in greater numbers during the early stages of liberation.

86. An analysis of the source of supply of the black market will immediately suggest police measures for its repression. In order of their importance, sources of supply to the black market are:

a. Diversion of agricultural produce by the farmer from the governmental machinery set up to collect and control crop production.

b. Diversion of agricultural produce by food processors from the governmental machinery set up to control food processing.

c. Diversion of rationed articles by manufacturers, wholesalers, retailers and governmental distributing agencies from the legal channels of distribution.

d. Accumulated hoards of food and other articles concealed or stolen from the German army or from the "Quisling" government.

e. Thefts from military and civilian stores in warehouses, dumps and stock-piles or while in transit.

f. Barter of articles and produce between civilians. Such barter may or may not be illegal under the laws and regulations of the particular country concerned.

g. Barter between members of the military forces and civilians of food and articles imported for and issued to the military forces.

87. Repression of the black market is not the responsibility of C.A. Public Safety Officers only; it calls for joint action

by C.A. Officers supervising agriculture, trade and industry, civilian supply, transportation, and by the Military Police.

88. The suppression of black market operations requires attention by the C.A. Public Safety Officers to the following:

a. Frequent conferences and close liaison with C.A. Officers working with those civil authorities charged with the regulation and control of agriculture, industrial production, the imposition and collection of quotas, and the governmental machinery for distribution and rationing, to the end that such regulation and control is at all times efficiently and honestly operated.

b. The early reactivation of special enforcement units in any of the agencies mentioned in the preceding paragraph.

c. The early reactivation of branches of the indigenous police assigned to the investigation and detection of black market violations. Measures must be taken to ensure that personnel of such units are competent, adequate in number, and free from corrupt influences. Dishonest, inefficient, and suspect personnel must be eliminated.

d. All black market complaints should be promptly referred to the enforcement units concerned who should be encouraged to submit reports of investigations and periodical summaries of arrests and disposition of cases to C.A. Public Safety Officers.

e. Should the situation become serious, a specialist C.A. Public Safety Officer may be assigned to devote his efforts exclusively to the suppression of the black market.

f. Use of undercover investigators to detect violations, particularly by retailers or corrupt enforcement officials. The use of women should be considered for this purpose.

g. Search of civilian vehicles by military and civil police at road blocks along the highways.

h. Frequent inspection of stocks on hand and books and records of wholesale and retail concerns suspected of engaging in black market sales.

i. Assignment of indigenous police guards to prevent looting from military and civilian stockpiles and to guard and protect such supplies during loading or unloading operations and while they are in transit by rail or truck.

j. Suggestions to C.A. Officers responsible for Civilian Supply concerning the importation of articles which investigations by C.A. Public Safety officers disclose to be in short supply.

k. Suggestions to the Military Commander concerning the prohibition of purchases by military personnel of goods in short supply and declaring restaurants and hotel dining rooms "off limits."

l. Prohibition of the sale or barter of food and other articles imported for and issued to military personnel for their exclusive use, and strict enforcement of such regulations upon military personnel and civilians alike. Legislation may be requested making possession of such articles by civilians unlawful. A suggested form of Proclamation to be signed by the Mayor or Chief of Police or by the Military Commander when so authorized is attached as Appendix "G."

m. Propaganda by radio and press appealing to patriotism and self-interest, encouraging the disclosure of violations to the police by the public, publicizing punishments meted out to violators, and in general making the consumers understand that the black market deprives them of their share of the necessities of life.

Narcotic Drugs

89. Narcotic drugs are defined as OPIUM and OPIUM DERIVATIVES, of which the most commonly known are HEROIN, MORPHINE, CODEINE, DIONIN. Other drugs classed as narcotics are COCA LEAVES, COCAINE, and CANNABIS known as INDIAN HEMP or MARIHUANA and its derivatives.

90. Narcotic drugs are indispensable in medicine for the treatment of sick and wounded but they represent distinct dangers in narcotic addiction. That danger is further increased by the great profits of illicit traffic to encourage and support illicit sale and use. Re-establishment of pre-war control measures and cooperation for their enforcement will provide for the safety of the required supply for medical use and prevent indiscriminate and illegal use of the drugs.

91. C.A. Public Safety Officers will encourage the indigenous authorities to take prompt and effective measures to re-establish all measures for control as prescribed by the full pre-war International Conventions applying to narcotics. Unless this is done there is grave danger of a repetition of increase in the illicit traffic in narcotic drugs and the spread of addiction with its associated anti-social and criminal activities. The increase in traffic and addiction following World War I lead to all nations in the Theatre with which we are concerned agreeing to International Conventions for Narcotic Drugs.

92. The following control measures for narcotic drugs are suggested:

a. By freezing by proclamation issued by the indigenous authorities all stocks of narcotic drugs possessed by firms licensed as manufacturers and wholesalers of these drugs.

Following their inventory sale may be permitted by national authority under effective supervision.

b. Re-establishment by indigenous national authority of complete pre-war measures for narcotic control in compliance with the International Conventions. It is anticipated that this will be accomplished at national levels with the assistance of specialist Civil Affairs Officers working with Country Missions.

c. Seizure of all narcotic drugs in areas which were formerly possessed by enemy forces. Security measures should be provided for such stocks and the types and quantities reported through channels to G–5 Division, SHAEF, for purposes of information and ultimate disposal.

d. Arranging for indigenous protective measures, if necessary by military personnel, for stocks of narcotics in government stores, and in plants of manufacturing and wholesale drug firms.

e. Collection and dissemination of information concerning narcotic drug stocks, their safety, ownership, etc.

f. Observing and reporting, to indigenous officials, the activities of drug addicts which may assist in providing data on illicit drug traffic and persons engaged therein.

g. Encouraging the enforcement by suitable indigenous officials of effective control.

Forgeries

93. The extensive forging of currency, ration documents, identity cards and exemptions may menace the efficiency of the civil administration, and its prevention and detection must receive the attention of C.A. Public Safety Officers.

94. Forgery might be a part of organized disruptive or criminal activity or merely an individual evasion of any special administrative or security regulation. Whatever the motive, the success of investigation depends largely on the speedy recognition of counterfeit documents and rapid reporting of their utterance. This involves a general alertness on the part of many people, some of whom have no direct incentive to disclose information they may possess concerning forgeries. This applies to shopkeepers and others who, knowing of offences committed, are reluctant to volunteer information but who nevertheless could be of use if approached by investigating officers.

95. Co-operation with C.A. Financial Officers concerned with the reactivation of banks, and with censorship through counter-intelligence, is helpful in the discovery of counterfeit currency and subsequent investigation.

96. Forged permits can be more swiftly detected if sentries and guards are constantly alert and thoroughly familiar with the pattern and peculiarities of genuine documents.

97. The technicalities of forgery are such that investigation can be more adequately made by specialist officers of the indigenous police. C.A. Public Safety Officers should request that the number so assigned are sufficient to cope with the duties to be performed; where necessary these specialist staffs should be augmented and relevant adjustments made in the strength of the force concerned.

TRAFFIC CONTROL

Military Supply Routes

98. The Q(Movements)/Army Transportation Officer will notify the Military Police of designated supply routes. These routes will be posted by Military Police assisted by indigenous police with board and metal signs augmented by paper posters. Forms shown in Appendix "H" and Appendix "I" are samples of posters which may be used. Appendix "H" is more restrictive than Appendix "I." Board or metal signs should be larger than the posters and should be erected on each side of every cross-road. Posters should be placed at ¼ mile intervals.

99. The Q(Movements)/Army Transportation Officer will also notify the Military Police when roads are to be discontinued as Military Supply routes. Military Police assisted by indigenous police will then remove the restrictive signs.

100. C.A. Public Safety Officers will request the indigenous police to cooperate with the Military Police in the enforcement of the restrictions imposed on civilian travel on Military Supply routes.

101. C.A. Public Safety Officers will utilise all available media to inform the indigenous population of travel restrictions, especially in so far as they apply to Military Supply routes.

102. Military Police and indigenous police performing duty on Military Supply routes will be supplied with books of Impoundment Notices as shown in Appendix "J" to be used in duplicate when a vehicle is found on a Military Supply route and the vehicles or any part thereof is impounded. The duplicate notice is to be given to the person in charge of the vehicle and the original delivered with the property to be impounded to the nearest police station.

Other Areas

103. Military traffic will result in a great increase in the number of motor vehicle accidents involving fatalities and

personal injuries to military and civilian drivers and pedestrians. The prevention of such accidents is important because:

a. they injure or kill Allied Military personnel,

b. they render inoperative badly-needed military vehicles,

c. they subject the Allied Military Forces to claims for damage,

d. they injure the prestige of the Allied Military Forces.

104. The control of civilian traffic in all areas except on Military Supply routes is the responsibility of the indigenous police assisted by C.A. Public Safety Officers. In providing this control C.A. Public Safety Officers should encourage the indigenous police to undertake suitable programs of:

a. Education. To ensure that the indigenous pedestrian and motorists are informed of safe driving and walking practices and of motor vehicle regulations.

b. Engineering. To ensure that hazardous location and areas are spotted and studies made thereof with a view to the correction of the hazardous condition by regulation, re-design of roadway or removal of obstacles to travel or view, and also to assure that signs, signals and markings are used to the best advantage and properly maintained.

c. Enforcement.

(i) To ensure that all traffic regulations imposed on the indigenous population are rigidly enforced, the regular traffic forces being augmented when necessary.

(ii) C.A. Public Safety Officers will arrange for the indigenous police to be instructed in the use of hand signals used by the Military Police in order to facilitate their assistance in directing Military traffic.

(iii) C.A. Public Safety Officers will report to the Military Police instances of improper driving by military personnel.

105. C.A. Public Safety Officers will advise the indigenous authorities and Military Commanders on traffic restrictions which should be imposed in towns and cities, such as speed limits on heavily travelled streets, streets to be one-way, streets to be restricted to military vehicles and routing of military traffic.

REFUGEES AND DISPLACED PERSONS

106. The movement of refugees and displaced persons will need to be controlled:

a. When they move out of danger in battle areas and immediately in the rear thereof. Military Police or combat troops will control this movement and indigenous police when available will assist in directing refugees to collecting points, and the movement in groups from these points to

transit points/areas and assembly centers further to the rear. Refugee direction signs will be posted under the guidance of Civil Affairs Detachments.

b. When all or a considerable portion of a country has been cleared of enemy troops, refugees will begin to move back to their homes. In controlling this movement the indigenous police will be assisted by C.A. Public Safety Officers.

c. When more than one country has been cleared of enemy troops or when the enemy surrenders, displaced persons will begin to return to their homes in other countries. C.A. Public Safety Officers will assist the indigenous police and frontier guards in controlling this movement.

107. The orderly movement and safety of refugees and displaced persons is a police responsibility. The presence of these persons jeopardize civil order and security and creates potential problems of a serious nature. The indigenous police will be responsible for the prevention of the following acts, the frequency and serious consequences of which will be aggravated by refugees and displaced persons:

a. Interference with military operations, especially the movement of troops and supplies on Military Supply routes.

b Public disorders—riots, demonstrations, atrocities.

c. Pillaging, looting, foraging.

d. Individual crimes against persons and property.

e. Violation of the orders of the Military Commander or the laws of the occupied territory.

108. Movement will be spontaneous and at first civilian police duties will of necessity be restricted to shepherding and security, but at a later stage, police duties will include arranging traffic routes, criminal investigations and security vetting, in connection with the organized return of displaced persons.

109. *Civilian movement on military routes will be prevented.* The military police will control military routes and will be responsible for keeping them clear of civilian traffic while C.A. Public Safety Officers will ensure that they receive assistance from the civilian police in shepherding refugees and displaced persons from these roads. C.A. Public Safety Officers will ask the indigenous police to direct the civilians to refugee camps and to collecting points by non-military routes chosen by C.A. Officers in consultation with the Military Police. Arrangements will be made for the orderly entry into and departure from these collecting points.

110. C.A. Public Safety Officers will ensure by guards and office security the safe custody of records relating to the inmates of camps or centers. Civilian police will be asked to assist Counter-intelligence, by investigation and by the use

of police records, in their task of ensuring that enemy agents are not posing as refugees. They will be used in security checks made at collecting centers, security barriers, or interrogation points, as well as being detailed to make investigations regarding purely criminal acts on the part of the moving population.

111. Where conditions permit, inmates of camps or centers may be temporarily called upon to supplement the work of the police in maintaining order, directing traffic, and enforcing security controls in the vicinity of the establishments in which they are sheltered. Such persons should not be given police armlets unless they are accepted as auxiliary police and included in the establishment of the local police force.

112. Where large bodies of refugees and displaced persons are to be dealt with, provision should be made to supplement the civilian police force and to assign special units of the indigenous police to deal with the refugee problem.

Responsibilities of the Indigenous Police

113. It will be the responsibility of C.A. Public Safety Officers to ensure that the indigenous police realize the importance of the following:

a. Enforcement of proclamations and orders relating to refugees and displaced persons.

b. Controlling movement from Collecting Stations to the rear until the individuals reach their homes.

c. Selecting and marking displaced person routes.

d. Maintaining law and order and preventing crime in Collecting Stations, Refugee Camps, along routes of march, and at Information Bureaux.

e. Selecting, organizing and instructing such special police as may be required at Collecting Stations and Refugee Camps for use in controlling movements to the rear.

f. Assisting and advising in the selection of locations of Information Bureaux in order to keep crowds small and widely dispersed.

g. Arranging for the closing of national borders through the use of indigenous frontier police and Allied troops.

PUBLIC MONUMENTS, FINE ARTS AND ARCHIVES

114a. C.A. Public Safety Officers will render assistance in the protection of Public Monuments, art or literary treasures and archives by encouraging the local indigenous police to provide guards and by collecting data which may later assist in the discovery of looted objects of this character. Qualified Civil Affairs Officers will be available to give technical advice when required. Civil Affairs Staffs will be responsible for

advising commanders as to areas which should be placed out of bounds to troops in order to avoid damage to historical monuments and art treasures.

114b. Should C.A. Public Safety Officers have to take active steps to preserve movable works of art or archives, they should take appropriate measure to ensure that:

(i) No works of art are removed unless absolutely necessary to prevent damage from weather or looting;

(ii) No labels are removed from scientific collections or works of art;

(iii) Works of art are not left or stored below drainage levels, or near plumbing, steam pipes, stoves or furnaces, and that storage areas are structurally sound and adequately protected;

(iv) All fragments of important objects of art are gathered together and preserved;

(v) A list is made of all works of art removed, with a note of location of new storage places;

(vi) Any information as to caches of works of art is noted and included under "General Remarks" in the next Field Report.

(vii) If partial occupation by troops of any building containing works of art or archives cannot be avoided, the space in which the works of art or archives are situated should be isolated so that casual interference is impossible, and conditions of proper custody are maintained.

LIAISON WITH INDIGENOUS LICENSING AUTHORITIES

General

115. In addition to the supervision of licensed premises and the registration and licensing of firearms, attention must be given by the indigenous authorities to the supervision of licensing authorities in general.

116. Licenses are usually required for persons engaged in certain occupations, for the possession of certain articles, and for the inception of certain undertakings, and C.A. Public Safety Officers will assist the indigenous authorities to re-establish their licensing organizations. It should be remembered that the existing licensing procedures may prove helpful to C.A. Public Safety Officers since refusal of applications for licences and revocations or suspensions of existing licences may provide a means of dealing with persons whose actions while inimical to the Allied interests, do not amount to conduct warranting stronger action. The records of such licences may also be of value in criminal investigations and security enquiries.

117. C.A. Public Safety Officers will ensure the operation of local licensing agencies and the enforcement of licensing laws through the local police by making frequent visits to the officials responsible for the operation of licensing bureaus.

Civilian Motor Vehicles

118. The use of motor vehicles by civilians will NOT normally be prohibited in liberated territory and a permit from the Allied Expeditionary Force for the civilian operation of motor vehicles will NOT be required.

119. C.A. Public Safety Officers will assist the indigenous authorities in the reactivation of the normal motor vehicle licensing organization and the fuel and tyre rationing organization of the country.

120. In conjunction with the C.A. Officers responsible for rationing commodities, C.A. Public Safety Officers will ask the indigenous authorities to restrict the use of motor vehicles by limiting the issue of POL, tyres, and spare parts to vehicles engaged in essential services.

SECURITY

Security Objectives

121a. *Military Security.* The frustration of enemy or anti-Allied attempts to hamper or defeat the effects of the Allied Forces.

121b. *Security of Civil Administration.* The frustration of activities tending to disrupt the efficient and harmonious operation of civil administration.

Security Control of the Civilian Population

122. While the Security Control of the civilian population will remain a responsibility of the indigenous authorities, it will nevertheless be a joint concern of Counter-Intelligence and Civil Affairs Staffs. C.I. staffs will be responsible for formulating security policy but will consult and co-ordinate with Civil Affairs when these policies affect the civil population. Civil Affairs staffs will be responsible for implementing security policies through Civil Affairs Detachments and the indigenous authorities. Counter-Intelligence and Civil Affairs Staffs will assume varying shades of responsibility according to the nature of the security problem presented and the stage in military operations or civil administration at which it appears. It will be found that no exact line of demarcation can conveniently be drawn between the spheres of military security and security of civil administration, and frequently investigation will fulfill the dual purpose of serving the interests of both.

Machinery of Investigation

123. C.A. Public Safety Officers will normally leave security investigations to the indigenous police and especially to such reconstituted security branch of the police as may be formed. C.I. and indigenous police records will be extensively utilized as will those records which are compiled and retained by C.A. staffs and detachments.

C.A. Public Safety Officers will be specially allocated to security duties:

a. When called upon by C.A. Detachments to deal with some specific security problem in a particular town or area.

b. When a town or district is sufficiently large or important to warrant the employment of a C.A. Public Safety Officer solely on Security duties.

c. Generally to promote liaison with C.I. and to collect all security information obtained through C.A. channels for submission to higher echelons for necessary decision or action.

Security Committees

124. A C.A. Public Safety Officer will be designated to attend any Committee which may be formed by Counter-Intelligence Officers to co-ordinate all matters of security interest.

125. If such a committee is not set up by Counter-Intelligence, the C.A. Public Safety Officer may form a committee for his area, and may ask for representatives from Counter-Intelligence Provost Marshal's Department, Naval, Military and Air Force Intelligence, indigenous police and National Liaison Officers. Committee meetings should be held frequently, and matters affecting security discussed and decisions made on which local action can be taken or recommendations made suggesting action on a wider basis.

126. Counter-Intelligence Personnel will work only in military zones, and C.A. Public Safety Officers also will be primarily interested in this area. Subversive activities in a non-military area, however, will inevitably affect operations in military zones, and both Counter-Intelligence and C.A. Public Safety Officers should be cognizant of the general political situation in districts adjacent to the area in which they are working.

Attitude Toward Political Parties and Organizations

127. Counter-Intelligence Staffs will be responsible for recommending the action to be taken with regard to any political party or organization if it is considered that it is

subversive in character or that its activities constitute a menace to the security of the Allied Forces. The action taken may include suspension of activities, seizure of records or arrest of officials and members. Where no danger to security is anticipated, it will be the responsibility of C.A. Staffs, in consultation with Counter-Intelligence Staffs, to recommend the action to be taken with regard to political parties or organizations which tend to promote unrest among the civilian population or to be politically disruptive.

Collaborationists

128. One of the first duties of C.A. Public Safety Officers is to obtain information relating to collaborationists from Counter-Intelligence and from the National authorities. They will make full use of Counter-Intelligence information and assistance in determining action in regard to collaborationists and others subject to security investigation, and also in assessing the reliability of existing or potential officials. They will ask the indigenous police to arrange for the arrest, incarceration and further interrogation of suspect persons.

Enquiries Regarding Political Suspects and Disruptive Activities

129. Reports concerning denounced persons, individuals known or suspected of being involved in disruptive activities, and groups or organizations known or suspected of being engaged in promoting or encouraging an anti-allied attitude on the part of the indigenous people, will be subjected to C.A. security investigation. Such investigation will be coupled with that of C.I. and a joint system for the preliminary examination of denunciations may be established by C.I. personnel and C.A. Detachments.

130. Full use will be made of existing police and C.I. records, and where necessary and advisable, the suspect may be interviewed. Searches of premises will be made at establishments suspected of being the meeting places or headquarters of disruptive organizations. Free use will be made of informants, either through the local police or independently, and the stories of individual informants will be checked against each other.

131. Personal interrogations of witnesses and suspects will be undertaken by trained investigators, either of the indigenous police or C.A. Staffs and Counter-Intelligence. C.A. records will be compiled and maintained of enquiries made and information obtained. Copies of these will be supplied to the next higher C.A. echelon, when each enquiry is completed.

Enquiries Concerning Officials, Employees and Applicants for Employment

132. If C.A. Officers are responsible for the control or supervision of indigenous administration, enquiries will be made through the indigenous police concerning officials, employees and applicants for appointment:

a. in Civil Administrative establishments.

b. on any work supervised or controlled by C.A. Detachments.

c. with units of the Allied Military Forces.

133. C.A. Public Safety Officers engaged on security work will receive from C.A. Officers engaged in other functional duties, or from officers in charge of military staffs making use of civilian labour, lists of civilians concerning whom information is sought for the purpose of establishing their trustworthiness for employment.

134. Where the civilian concerned is employed or seeks employment in a position of minor importance, and existing records do not disclose previous criminal or disruptive tendencies or behaviour, no additional enquiry will be needed, but where positions of major importance are involved the customary search of records will be supplemented by direct or discreet enquiry through the indigenous police and C.I. personnel.

135. All enquiries regarding persons in, or seeking, positions of major importance, whether by search of records or direct investigation, will be subjected to C.I. check before any final decision is made regarding action to be taken.

136. Enquiries may have to be facilitated by requiring officials or potential officials about whom little is known, or who are suspected of disruptive tendencies, to fill in a questionnaire regarding themselves. Such questionnaires will seek to discover their antecedents, including personal particulars, details of past or present military, governmental or municipal service, residence and employment abroad, war-time employment, any close relationship with members of firms trading with other countries and past or present membership in political organizations. Investigations will then be undertaken to determine the truth or falsity of the statements contained therein and to detect any material omissions or concealments.

137. C.A. Public Safety Officers if charged with security investigations should seek from the indigenous police particulars of persons coming within the following categories:

a. Possessing sudden unexplainable wealth, especially following known financial embarrassment.

b. Having unusual exchanges of letters with persons in foreign countries.

c. Frequenting attics, cellars, huts or other buildings at curious hours.

d. Holding frequent meetings at the same place with persons whose loyalties are in doubt.

e. Showing any unusual activity during the hours of darkness.

f. Showing undue curiosity about details of Allied Forces.

g. Showing strong sympathy to anti-allied aims or movements.

h. Behaving in a manner likely to arouse reasonable suspicion that they are acting contrary to Allied interests.

Censorship

138. While censorship is the responsibility of Counter-Intelligence, C.A. Public Safety Officers will ensure that the indigenous police and local authorities understand, comply with and enforce censorship regulations.

139. In the investigation of crimes and disruptive activities, Counter-Intelligence may be able to furnish valuable information acquired through censorship of mail, telephone and telegraph communications. Requests by C.A. Public Safety Officers for censorship control and supervision to aid in the investigation of a particular case should be made through Counter-Intelligence channels.

Registration for Security Purposes

140. The registration and issue of identity documents to all or certain classes of civilians is of assistance in connection with keeping a security check upon the civil population. Registration and the issue of identity documents to Nationals and Aliens in any country will remain a responsibility of the indigenous authorities who will be assisted by C.A. Public Safety Officers to reactivate and operate the administrative machinery in connection therewith as early as possible.

141. Numerous applications for re-registration from the following classes of persons may be anticipated as soon as any area is liberated:

a. Civilians who having resided in areas which have been the scene of operations have lost their identity documents.

b. Civilians who have changed their address as a result of losing their homes through military operations.

c. Civilians who have, during the period of military occupation, been in possession of forged or irregular identity documents, and who wish to regularize their position.

142. It is also to be anticipated that the enemy may attempt to leave behind agents in the possession of false identity documents, and it may be necessary to request the indigenous authorities to re-register certain classes of individuals. This action should only be invoked in exceptional circumstances owing to the amount of work involved.

RESTRICTIONS AND EXEMPTIONS

143. Military operations may make it essential that certain restrictions be imposed upon the movements, residence, employment, and possession of specified articles by all or certain classes of civilians. C.A. Public Safety Officers after consultation with C.I. Personnel should ask the indigenous police to impose and enforce such restrictions as are considered necessary.

Exemptions from Restrictions

144. The authority which imposes the restriction should as a rule be the authority to grant the exemption. Since all restrictions will, while civil administration remains adequate, be imposed by the indigenous authorities at the request of the Military Commander, exemptions will be granted by the indigenous authorities. Should circumstances be such that Military Commanders are authorized to impose restrictions, exemptions from any restrictions imposed will be granted by C.A. Public Safety Officers, Military Police and C.I. Personnel. Even in such cases, however, the indigenous police may be allowed to grant certain types of exemptions under conditions laid down by the C.A. Public Safety Officer.

145. There are five general classifications of exemptions from restrictions that may be imposed upon the civilian population by the indigenous authorities at the request of the Military Commander. These are:

a. Exemptions from travel restrictions.

b. Exemption from curfew restrictions.

c. Exemptions from restrictions on the possession of certain articles.

d. Exemption from restriction on civilians entering Prohibited Military Areas.

e. Exemption from restrictions on meetings and parades.

146. Pads of exemption forms printed in black ink will be carried by C.A. Detachments and C.I. Personnel for their own use if necessary. C.A. Detachments will also carry pads of exemption forms printed in green ink for the indigenous police. The forms are numbered and bound in pads of 100. Each form consists of three parts, namely, the permit to be issued to the applicant, the index card, and the counterfoil.

147. Detailed instructions on the issuing of pads to agencies authorized to grant exemptions, and on the issuing of exemption permits by those agencies, on the filing of index cards, and the final disposition of the counterfoils are printed on the covers of the pads. For specimen of forms and instructions see Appendices "K1" and "K2."

148. The indigenous police will be asked to observe the following rules when considering the granting of exemptions:

a. Each applicant must be investigated before issuing an exemption. The investigation should at least consist of checking the validity of the applicant's identity card and his police record. It may also be necessary to investigate his political record, his record with resistance groups and his activities and sympathies since the liberation of the territory. The latter may consist of inquiry among members of resistance groups who know the applicant and inquiry among fellow employees, neighbours and business associates.

b. If the answers to any one of the following four questions indicates that the exemption is undesirable or unnecessary it should not be issued:

(i) Will issue compromise military security?

(ii) Is the applicant actively or passively opposing the Allied Military effort?

(iii) Is the reason for which the request is made valid?

(iv) Can the purpose be accomplished without the issue of the exemption?

Travel Restrictions

149. The necessities of war require the minimum movement of non-combatants within the zone of operations, and the indigenous authorities at the request of the Military Commander may, from time to time issue orders restricting within certain areas the movement of civilians by road, rail, water or transport on foot. These orders may forbid movement entirely, restrict it to certain limits, or prohibit travel on certain roads. The object of restrictions on civilian travel is to keep military supply routes free from civilian traffic, to prevent the movement of enemy agents, to conserve essential supplies of oil, fuel, and rubber and to prevent the movement of refugees and displaced persons until orderly transfers are arranged. Steps will be taken where necessary to establish police check systems and guards at road barriers, bridges and frontiers.

150. The indigenous authorities should be asked to impose travel restriction beyond a specific radius only in rare circumstances, owing to the difficulties of enforcement and the work involved in the granting of exemptions.

151. C.A. Public Safety Officers will assist in furthering propaganda advocating a "Stand Firm" policy in those areas where restrictions are not imposed but movement of civilians is deprecated.

152. Exemptions from travel restrictions should be granted after investigation only when it is certain that the reasons for the imposition of the travel restriction are not compromised

and that the travel requested is for the maintenance of essential civilian service or for the benefit of some branch of the Allied Force. Exemption from travel restrictions should not be issued to refugees and displaced persons until arrangements for their orderly movement are completed.

Curfew Restrictions

153. In the interest of security it may be necessary to ask the indigenous authorities to impose a curfew in certain areas. A suggested form of curfew notice is attached at Appendix "L."

154. Exemptions to curfew regulations must be issued to certain predetermined groups whose occupation necessitates their circulation during curfew hours. It is suggested that all civilians coming within the following occupational classifications should be granted exemptions from curfew restrictions

a. Clergy.

b. Doctors and midwives.

c. Indigenous police.

d. Indigenous Government officials as specified by C.A. Public Safety Officers.

e. Fire fighting and civilian defence personnel.

f. Emergency repair crews of water, gas, and power concerns.

g. Night employees of businesses or industries whose operation during curfew hours is essential.

h. Other classifications may be added as found necessary after discussion between the indigenous police and the C.A. Public Safety Officer.

155. The issue of exemptions to persons in these groups will be the responsibility of the indigenous police who should be asked to discuss with the C.A. Public Safety Officer all meritorious requests for curfew exemptions that do not fall into one of the agreed classifications.

Prohibited Articles

156. The indigenous authorities or Military Commander when so authorized may prohibit the possession by the civilian population of certain articles, for example, wireless transmitters or firearms. A form of suitable proclamation to be displayed is shown at Appendix "M."

157. The indigenous police should be asked to enforce any prohibiting order and to collect any articles which are to be surrendered, unless some other agency has been designated for this purpose.

158. The agency collecting these articles will be required to give a receipt to each person surrendering an article and to label each article so that it may be identified and returned

to its rightful owner when authorized. A specimen of a combined receipt and label is shown in Appendix "N."

159. The Military Commander will designate the units of his command who will have authority to grant permission to members of Resistance Groups and Allied agents to possess arms or other prohibited articles. C.A. detachments will have no responsibility in this matter except to supply the necessary exemption forms.

160. The indigenous police should be asked to discuss with the C.A. Public Safety Officer all cases, either of individuals or classes, of persons whom they wish to exempt from any general prohibition of the possession of any articles.

Prohibited Areas

161. Military Commanders may proclaim certain areas, such as docks, to be prohibited areas. Civilians employed therein or persons having legitimate reasons to enter such areas, such as doctors and clergymen, must be granted temporary or permanent passes by the Allied Military Unit responsible for the security of the area concerned. C.A. Detachments have no responsibility in this matter except to supply exemption forms if special permits are not used.

Restrictions on Parades, Assemblies and Entertainments

162. In areas in which there is civilian unrest, it may be necessary to ask the indigenous authorities to prohibit assembly of persons except for a religious service in church premises. A form of suitable proclamation is attached at Appendix "E."

163. When restrictions are placed upon any of the activities enumerated in this heading, C.A. Public Safety Officers will ask the indigenous Chief of Police to superintend personally the granting of exemptions. Such exemptions should be granted sparingly and only in cases where there is clearly no security danger and where there is good reason to believe that the exemption would not provide means of expression or display of sentiments inimical to the Allies. Should civil administration have broken down, C.A. Public Safety Officers will personally superintend the granting of any exemptions and before granting them will consult C.I. Personnel to ensure that the individual applicants and the organizations they represent have been properly vetted before their bona-fides are deemed to be established.

164. After investigation described in the preceding paragraph, a written permit (not the EXEMPTION FORM) will be drawn up stating the purpose for which the permit is granted, the individual or organization applying, the time, date, place and, if a parade, the route. The person or persons

who will be responsible for the maintenance of orderly conduct of the proceeding will be named.

165. When exemptions are granted precautions should be taken to provide reserves of indigenous and military police to deal with possible disturbances. Reports regarding these exemptions and their consequences will be made to the S.C.A.O. of the next higher formation.

ENFORCEMENT OF MILITARY ORDINANCES

166. If civil administration should break down thus necessitating the promulgation of Military Ordinances, C.A. Public Safety Officers must ensure their enforcement by the indigenous police and their observance by the civil population. In accomplishing these two purposes the C.A. Public Safety Officer should study the regulations and keep in mind their purpose. Enforcement, in addition to accomplishing this primary purpose, also promotes healthy respect for the Allied Military Forces.

167. Compliance by the civil population is induced by the dissemination of information on restrictions imposed upon the civil population. Ignorance of the regulations does not bar prosecution, but it increases the frequency of violations, it increases the enforcement work of the police and the courts and it creates in the convicted inadvertent violator a sense of resentment based on fancied unfair treatment.

168. When proclamations or ordinances are first posted, the C.A. Public Safety Officer should be present and make a written record of the transaction so that in any court proceedings which may arise following publication he can give evidence of the exact time and date that the document was exhibited.

169. Military Ordinances must be posted conspicuously and in such numbers as to assure that they are brought to the notice of the civil population. The entire contents should be reproduced in every edition of the local Press for at least one week accompanied by instructions that readers preserve the copy by tacking it to the wall and give spare copies to those not having one. Editorial comment should clarify misunderstood regulations and provide explanations of the need for the regulation. Articles should outline the regulations in the language of the street so that everyone may understand the nature of the restrictions and their purpose. After the first week sections of the ordinance of special importance at the moment should be reproduced and be commented on editorially and in articles and by notices. The radio may also be used to disseminate this information.

170. Quick and certain punishment also induces compliance. The effectiveness of speedy arrest and conviction is enhanced

by suitable publicity. All media should be employed to call to the attention of the civil population action taken by the police and by the courts in dealing with offenders.

171. Compliance is more easily kept than regained after it is once lost. The public should not be permitted to establish a habit of disregarding any military regulations. A few properly publicized quick arrests and convictions on the first day or two will avoid the need to arrest hundreds later.

172. Enforcement by the indigenous police will usually be in proportion to their general efficiency. Efficient and vigilant patrols, the use of police, licence and other records, and thorough investigation of suspects will increase the effectiveness of enforcement. For example, search of firearms records in the possession of the indigenous police may disclose information regarding former possessors of firearms who have illegally disposed of them or ignored any order for their surrender.

173. C.A. Public Safety Officers must assure themselves that the civil population is complying with military regulations and that the indigenous police are enforcing these ordinances. Compliance should be determined by observation and spot checks. Taken at regular times under comparable conditions such checks may be used for comparative purposes to appraise the enforcement effort of the police. Police enforcement may also be measured in terms of arrests made. Running records should be kept of such arrests for purposes of comparison. C.A. Public Safety Officers must not assume that because ordinances are posted and the police instructed to enforce them that their task is ended. They are also responsible for their enforcement and this requires constant vigil.

MILITARY COURTS

174. Should civil administration break down to such an extent that it is necessary to establish Allied Military Courts, their operation will be the responsibility of C.A. Legal Officers, C.A. Public Safety Officers will, in such circumstances, be responsible for the proper recording of arrests of persons to be tried therein and for the preparation of cases for trial.

175. When military personnel deliver prisoners to indigenous policemen and police stations, and when indigenous police arrest civilians for trial in military courts, language differences may make difficult the accurate recording of essential information. This difficulty is minimized by the use of the Arrest Report Form. (See Para 48.)

176. The preparation of cases to be tried before Military Courts consists of checking all reports to see that everything

necessary has been done in each case and to see that the charge sheets and any other forms required by the Military Courts are properly made out. The C.A. Public Safety Officer must see that the prisoners, witnesses, and exhibits are present at the proper place and time for trial, and that exhibits are labelled for ready identification.

177. If no C.A. Legal Officer is available, the C.A. Public Safety Officer will normally undertake the prosecution of cases before Allied Military Courts.

178. At the conclusion of the trial, the C.A. Public Safety Officer is responsible for releasing the prisoner and recording such release if he is found not guilty. If found guilty, the C.A. Public Safety Officer must see that such conviction is recorded, the prisoner placed in the proper place of confinement and the sentence carried out.

SECTION VI

PRISONS AND CONCENTRATION CAMPS

Definitions

179. *a. Political Prisoners* are persons who prior to liberation of territory have been interned, imprisoned or otherwise restricted on grounds of their race, colour, creed, or political affiliations or opinions.

b. Concentration Camps are institutions or premises used for the detention of political prisoners.

c. Civilian Detainees are those detained by the Allied Forces, normally in a P.W. Annex, without trial. They may be of the following classes:

(i) Persons known, or suspected, of being pro-German.

(ii) Persons who have been traveling between enemy lines and Allied territory.

(iii) Persons who have inadvertently seen Allied Military installations, and may therefore be dangerous to our military operations.

Responsibility for Administration

180. The penal services, purged of undesirable German innovations and operated in conformity with the policies and needs of the Allied Military Commander, will remain a responsibility of the indigenous authorities.

181. C.A. Public Safety Officers will be concerned primarily with those prisons and concentration camps within the military zones and provided the cooperation and efficiency of the head prison official is assured, no supervision or control will be necessary. The only action to be taken by C.A.

Public Safety Officers will be to transmit specific military requests and to make constructive suggestions to the heads of penal institutions through the National Officer attached to the C.A. Detachment.

Preliminary Action

182. The C.A. Public Safety Officer, accompanied by the National Officer attached to the C.A. Detachment, will visit any prison, concentration camp, or other place of confinement as soon as possible after entering an allotted area. They will interview the administrative head and make the following requests:

a. that the administrative head and his staff continue to function and be responsible for the administration of the institution and the safe and secure custody of the inmates confined therein.

b. that he accept all prisoners delivered by members of the Allied Forces and request delivering officers to complete an Arrest Report Form (see Para 48), a supply of which will be left with him.

c. that he submit, within 48 hours, separate lists in triplicate of prisoners held for the Allied Military Forces and prisoners claiming to be British or U.S. citizens, using the form shown at Appendix "O."

d. that he forward immediately information received from inmates of the institution that might be helpful to the Allied Military cause.

183. Should the military commander authorize direct control of the institution due to a breakdown of civil administration, the C.A. Public Safety Officer will give to the administrative head the following orders in addition to the matters covered in the preceding paragraph:

a. That he make a detailed inspection of the institution and submit a prison situation report in duplicate. (See Appendix "P.")

b. That he repair damage to buildings, walls, workshops, etc., as soon as possible.

c. That he give priority over other prison construction to the repair of the water supply and sewage disposal system.

d. That he temporarily stay the execution of all sentences of death or corporal punishment previously imposed on inmates confined in his institution pending decision by the reconstituted National Government or the Military Commander.

e. That all prison records be secured and held intact for examination and disposal by the reconstituted National Government or by C.A. Detachments.

f. That complete records be maintained and kept up to date on all inmates.

g. That no inmate be released except on normal completion of his sentence or upon written instruction by the C.A. Public Safety Officer.

h. That he submit, within 48 hours after being notified, reports on form shown at Appendix "O" in triplicate, indicating by separate lists:

(i) Prisoners convicted of a crime.

(ii) Political prisoners and those held for political reasons.

(iii) Prisoners awaiting trial.

i. That he submit semi-monthly lists of all prisoners awaiting trial on form shown at Appendix "O" in triplicate.

j. That he submit, within 24 hours after being notified, a list of all employees on the form shown at Appendix "A" in triplicate. One copy will be submitted immediately to C–I Personnel for checking.

Subsequent Action

184. Provided that the indigenous authorities are competent to administer the prisons, the C.A. Public Safety Officer will take no further action other than to pay periodic visits to the head of the institution, giving him all possible assistance, and ensuring that the necessary action is being taken with respect to any persons delivered by members of the Allied Forces.

185. If direct supervision has been ordered, the C.A. Public Safety Officer will continue to make regular inspections of the institution as a check on action taken on all orders given and to determine the need for additional changes.

Guards

186. Where deemed necessary by the apprehending authority special guards will be posted over prisoners held for war crimes or security reasons.

187. Adequate guards, alarm system and enclosure will be provided to maintain maximum security. If there is a likelihood of prisoners escaping because of the prison guards, the indigenous police will be asked to guard prisoners until reliable warders are appointed.

188. Arms and ammunition necessary to equip the prison guards will be maintained at the prison. Where guards have been disarmed, or for any reason arms and ammunition are inadequate and the prison officials have been unable to obtain replacements from their normal source of supply, C.A. Public Safety Officers should obtain supplies from Military sources.

Prisoners

189. If C.A. Public Safety Officers are responsible for the supervision of prisons or concentration camps they should give attention to the details respecting the detention, segregation, and release of prisoners as outlined in the following paragraphs.

190. Persons confined by indigenous police will be committed by the normal indigenous procedure in so far as it does not conflict with Allied policies.

191. Persons arrested by Allied Military personnel for trial or investigation will be received at the local police stations or prisons upon the completion of an Arrest Report Form (see Para 45) which will be delivered to detaining authorities and which will be their authority to hold such person.

192. If Allied Military Courts are set up, persons convicted by them will be committed after being sentenced. The commitment form (Appendix "Q") will be delivered with the prisoner to the detaining authorities and will be their authority to hold such person.

193. Allied Merchant seamen arrested for committing offences in liberated territory, or on ships within ports or navigable waters, will not normally be detained in civilian prisons, but will be handed over to the appropriate authority for safe custody and disciplinary action. It may be necessary, however, for them to be detained in a prison or police station temporarily, pending their removal to the naval authorities.

194. Personnel of the Allied Forces will not be detained in civil prisons, but will, if taken into custody for any offence, be handed over to the Military Police at the earliest moment.

195. Prisoners held for security reasons and prisoners held for war crimes will be held separately, and will not be permitted to work or to speak to or come in contact with other prisoners and will be denied visitors except those authorized by proper Allied or indigenous authorities.

196. The release of British or U.S. citizens will not be ordered immediately unless they are "Political Prisoners." Details of British or U.S. citizens imprisoned for criminal offences will be furnished by C.A. Public Safety Officers to the S.C.A.O. so that their position may be investigated as soon as possible. In the meantime, C.A. Public Safety Officers will ensure that such persons are treated humanely.

197. The procedure provided by the indigenous law for the release of prisoners will be used in the release of persons convicted by the indigenous courts and those arrested by the indigenous police, except political prisoners who will be processed as in paragraph 198 below. The Head Prison Official will be responsible that prisoners serve the full period

of the sentence imposed, and for their release on completion of sentence or when ordered by competent authority.

198. Persons imprisoned for security reasons by Allied Military forces will not be released except upon written authority by person making arrest or a member of his unit, or by consent of Counter-Intelligence, or by the Review Board (Para 205), except when a time limit has been indicated upon the arrest report form by the person who made the arrest.

199. C.A. Public Safety Officers will facilitate the release or transfer to other places of security of prisoners temporarily held in police stations or prisons, in order to avoid their detention beyond the period of emergency need. Failures will be reported to S.C.A.O.

Political Prisoners

200. The release or further detention of political prisoners will be a responsibility of the indigenous authorities, who will be asked to release immediately all political prisoners who are British or U.S. citizens.

201. Instructions will be issued as to the steps to be taken should there be any delay in the release of British or U.S. citizens held as political prisoners.

Civilian Internees

202. C.A. Public Safety Officers will not normally interfere with the indigenous authorities in any action they may take or proceedings which they may instigate concerning persons believed by them to be hostile to the Allied Forces.

203. For the protection of the safety and security of troops under his command, the Army Group Commander is, however, *authorized to arrest and detain civilians believed to be* hostile to the Allied Forces, or to utilize indigenous agencies for their arrest and detention.

204. Civilians so arrested will be held in civilian annexes to Prisoner of War cages, and their administration will not be a responsibility of Civil Affairs.

205. Army Group Commanders will establish a Board or Boards of Review composed of a representative of G–2 (Intelligence), a Civil Affairs Legal Officer and a Civil Affairs Public Safety Officer to advise on action to be taken by commanders with respect to civilians held in civil jails or prisons.

206. If civilians are lodged in civil jails or prisons under the authority of the Allied Forces either on charges of having committed acts hostile to those forces or pending investigation of such charges, their detention in such jail or prison without

trial shall continue for no longer a period of time than is necessary.

207. The OC Detachment will report to the S.C.A.O. of his area all civilians detained therein by or under the authority of the Allied Forces in any indigenous prison or jail for a period in excess of two weeks and against whom no charges have been preferred. Such report will contain all available information as to the authority ordering detention and the reasons therefor.

208. On receipt of such report the S.C.A.O. will communicate with the authority ordering detention. He will satisfy himself that an investigation is pending which warrants continued detention; obtain release by such authority; or bring the case before the appropriate Board of Review. If detention is continued pending an investigation, the S.C.A.O., after a lapse of two weeks, will again communicate with such authority. If the investigation is not then completed and detention is still warranted, he will request an order of transfer to a civilian annexe to a prisoner of war cage. If such an order is refused, he will bring the case before the appropriate Board of Review, which shall promptly recommend appropriate action to the commander.

SECTION VII

FIRE DEFENCE

Definitions

209. Fire Defence includes:

a. Mobile Fire Defence. The operation and coordinated control of major fire-fighting units to deal with fires in any part of the area covered.

b. Static Fire Defence. The organization, training and equipment of fire squads and fire guards to provide a first attendance at fires within a limited area.

c. Fire Prevention. The application of regulations and ordinances concerning the disposal of inflammable materials; constructional and other safety precautions in houses, offices, workshops, factories and places frequented by the public; the provision of fire extinguishers, such as sprinklers, water and sand.

210. *Fire Susceptibility* is the relative ease with which fires can start in and spread through a building or area. It depends on:

a. The kind, quantity and dispersal of combustible materials in a building or buildings.

b. The construction of buildings in relation to combustibility.

c. The extent to which an area is built-up (fire susceptibility will be influenced by the height of buildings and the width of streets and open spaces).

d. The effectiveness and adequacy of fire prevention and fire fighting agencies, fire equipment and water supplies available.

211. *Classification of Areas.*

a. Class 'A'—areas of paramount military importance, immediately in rear of Forward Areas and on the lines of communication, including base ports and other vital centres.

b. Class 'B' Areas—areas on the lines of communication in close proximity to Class 'A' areas but of less importance to the military command.

c. Class 'C' Areas—areas in which fires are unlikely to affect military operations.

Responsibilities of C.A. Public Safety Officers

212. C.A. Public Safety Officers will secure through the indigenous authorities the maximum possible assistance to the Army Fire/Engineer Service by the local Fire Defence organizations, both static and mobile. They will ensure the reconstitution of civilian Fire Brigades and the existence of an effective Fire Guard organization.

213. One or more technical Officers known as C.A. Civil Defence Officers will normally be provided at each port or town of military importance as increments to Civil Affairs Detachments, but elsewhere the C.A. Public Safety Officer included in each C.A. Detachment will be responsible for all C.A. Fire Defence work.

Relationship with Army Fire/Engineer Service and PAD Officers

214. In areas under the control of an Army Fire/Engineer Service Officer, responsibility for coordinating Fire Defence measures will rest with him, and the C.A. Civil Defence Officer will assist the existing or reconstituted indigenous services so that they can be used in collaboration with the Army Fire/Engineer Service.

215. C.A. Civil Defence Officers will assume operational control of the civil fire defence services and/or Army Fire/Engineer Services in any area if so ordered.

216. Staff Officers (PAD) will co-ordinate in the planning stage the work of C.A. Civil Defence Officers and Army Fire/Engineer Service Officers. In areas under the control of any military headquarters which has a Staff Officer (PAD), responsibility for the final coordination of all services, i.e., Army PAD, Civil Defence and Fire Defence will rest with

that Officer, unless the military commander concerned specifically directs otherwise.

217. The following instructions may be subject to modification in detail to meet the requirements of PAD and Army Fire Service Officers in areas where these officers are available.

Preliminary Survey of Fire Defence Situation

218. Immediately a town is entered, reconnaissance will be undertaken in conjunction with the National Officer working with the C.A. Detachment, the PAD Staff Officer, and the Army Fire/Engineer Service Officers where these officers are available. A Fire Defence Situation Report (Appendix "R") will be prepared covering the following points:

a. Fire Susceptibility and Demolition. While this can to some extent be pre-calculated by examination of available data and large scale town plans, accurate determination of fire susceptibility can only be made on the spot from a survey of the extent of demolition in the area. Town plans should be marked with devastated or demolished areas.

b. Accommodation. Immediate contact must be made with the local official responsible for administration of fire defence agencies or with the chief officer of the local fire brigade. Fire brigade accommodation should be inspected and fire station sites (existing, or proposed if the original buildings have been rendered unusable) should be marked on the town plan.

c. Water Supplies. If water mains feeding the fire hydrants are operating, local fire service personnel should check and report on flow and pressure. The quantity of static or open water supplies available should be estimated and points of access shown on the town plan. Should additional water supplies be required to provide cover for principal fire risks, advice should be sought from C.A. Staff at the nearest formation HQ.

d. Personnel and Equipment. Information will be obtained on the number and types of fire appliances immediately available or usable after repair and if pumps their output in gallons of water per minute, hose supply in use or stocked, and ancillary equipment and material. The number of full-time and part-time or volunteer fire-fighters available, their ranks and pay rates and the approximate number of civilian fire guards, factory or works fire squads actually in existence and equipped, will be secured. This information should be obtained from the local fire chief if available.

e. Operational Efficiency. This can only be judged by the knowledge and grasp of the fire defence situation shown by officers of the local service. A check of fire station records, if available, will show experience and training.

Fire Defence Personnel

219. Liaison with the indigenous Fire Defence Services will be maintained through the appropriate local authority, usually the local Civil Defence Controller. In dealing with the removal of officials, the recruitment, training, payment and general administration of fire service personnel, the policy laid down in Section III should be followed.

Reinforcing Arrangements Between Towns

220. Fire Defence can only be organized on an area basis. Mobile Fire Defence Services in all towns within an area (e.g., base- sub-area, corps area, L/Z of C) should provide such mutual assistance as may be determined by the Military Fire Service Officer. Communications between towns for this purpose will be arranged by the PAD Officer. The percentage of appliances and personnel available for reinforcing duties within the area (or in special circumstances, outside the area) from each town should be determined, care being taken that sufficient appliances are retained permanently in each town to meet an emergency. The number of appliances remaining static in each town will depend upon an estimate of the fire susceptibility and the possibility of receiving immediate reinforcement in turn from nearby towns.

Fireguard Organization

221. Fireguards must be provided for all buildings or dumps of combustible material. The number of buildings to be covered by one or more squads will depend on the size and nature of the buildings and the personnel available. Normally one squad of three on duty is sufficient for 30 houses or 150 yards of street frontage (both sides). Offices, factories or warehouses normally require one squad for each 10,000 sq. ft. of roof space for adequate protection. Provision must be made in the fireguard plan for the necessary number of squads to be on duty every night, through the hours of darkness, and in the ports or towns likely to suffer daylight raids, to be on duty or available for duty during daytime. In either case, duty should be for 12 hours. A fireguard plan must include the following primary points:

a. In preparing the fireguard plan towns will be sectorized, the size of each sector being dependent upon its fire susceptibility. A sector captain will be made responsible for the control and operation of all fireguard squads in his sector, including the provision of duty rosters and the inspection of equipment.

b. Arrangements must be made to inspect fireguard equipment regularly and thoroughly and to repair and replace equipment when necessary. Supplies of con-

sumable materials, such as extinguisher refills, must be kept available. Fireguard equipment should include:

1 Stirrup Pump (1 pump and 2 filled buckets for every fireguard squad and every 4/5000 sq. ft. if possible).

Buckets (or other suitable water containers).

Axes (1 per squad).

And, if available locally:

Soda-acid or CO_2 extinguishers. (These should be concentrated in high fire-risk areas if possible on the basis of 2 x 2 gallon extinguishers for every 4/5000 sq. ft. of floor space.)

Ladders, ropes, crowbars and bomb shields.

c. Fireguards, if inadequate, should be organized on the existing national scheme or on the following basis:

(i) Squads of three.

(ii) Parties of 20-30 (from which squads are formed for nightly firewatching duty).

(iii) Business and industrial premises in blocks, 20-30 fireguards for each night.

(iv) Parties and blocks in sectors (dependent on fire susceptibility but as rough guide on an average of 440 sq. yards).

(v) Sectors under Sector Captains.

d. If fires get beyond control of local fireguard:

(i) Request for assistance is sent by each head of team or party to Sector Captain who passes message to nearest Fire Station, who turn out appliances required and pass information message to PAD Control and Report Centre.

(ii) Sector Captain will send what fireguard reinforcements are available within the sector to assist.

(iii) On arrival of Fire Brigade, the fireguards come under command of Fire Service or Civil Fire Brigade Officer to assist in fire-fighting operations.

Indigenous Mobile Fire Defence Service

222. *General Efficiency.* The degree of supervision exercised, reorganization and other changes made in local fire brigades will depend on their efficiency and willingness to cooperate. While no changes should be made in the organization or the method of working without good cause, the basis of judgment will be the effectiveness of the service in fulfilling the responsibilities imposed upon them by the military requirement.

223. *Equipment.* Certain additional points on equipment will require examination:

a. Housing of appliances.

b. Prevention of damage through heat, dirt, moisture, frost.

c. Mechanical condition, tyres, electrical equipment.

d. Servicing and repair.

e. Requirements in consumable stores, e.g., petrol, oil, grease, foam compound, disinfectants, medical requisites.

f. Requirements in technical appliances, e.g., pumps, vehicles, ladders, ropes, hose, nozzles, foam generators, vehicle and appliance repair apparatus.

224. In arranging for the supply of consumable or technical equipment the basis of judgment will be whether effective fire-fighting can be undertaken with existing equipment. Issue to local authorities of essential fire-defence equipment and supplies will be made under the general directive on supply. In areas where PAD Officers or Army Fire Service are based Civil Affairs Officers will assist in determining allocations but in all areas Civil Affairs will be responsible for issue, accounting and for ensuring that the best possible use is made of such equipment and supplies in the local fire defence scheme.

Fire Control

225. In all areas the establishment of a fire control will be necessary. Where Army Fire Service units are based the establishment of a central fire control will be the responsibility of the OC in consultation with PAD Officers and CA (CD) Officers. Civil Affairs Public Safety Officers will ensure, through the local authority, that a system of fire control is established, understood and operated. The visual control of fire appliances by a control board showing available appliances at each station in the town and/or area and the communications system enabling them to be deployed by the PAD Control or the Civil Fire Control, whichever is applicable, are essential to effective operation of a reinforcement scheme. Communications for control (line or messenger) must be established between all the Control Centres and between each Control Centre and sub-stations.

226. At each Control Centre a visual means will indicate appliances available in the area covered by that Control Centre. Movements of appliances will be indicated on the board by means of coloured and/or numbered tags. Thus town boards will show appliances in and out of each station, and area boards appliances in and out of each town. Appliances ordered into another town as reinforcements will report to Control Centre.

Static Water Supplies

227. In areas of high fire risk or of vital military importance the standard of water supply should be a minimum of 50,000 gallons per quarter square mile plus 5 tanks or dams of not

less than 5,000 gallons each for water-relaying. The basic bulk supply of not less than 50,000 gallons will be from rivers, canals and reservoirs.

228. Water supplies should suffice for one hour and, for purpose of calculation, the output of fire pumps likely to be encountered, whether local or imported, are as follows:

Light Trailer Pump ..	120 to 180 gallons per minute.
Large Trailer Pump ..	350 to 500 gallons per minute.
Heavy Pump ..	750 to 900 gallons per minute.
Extra Heavy Pump ..	900 to 1200 gallons per minute.

229. If water supplies are more than 1500 ft. from the fire risk the number of appliances must be doubled and an extra appliance inserted in the relay for each 1900 feet to maintain output.

Up to 1500 ft. from supply ..	1 trailer pump.
From 1500/3000 ft. from supply ..	2 trailer pump.
From 3000/4500 ft. from supply ..	3 trailer pump.

230. Temporary tanks can be made by lining holes with tarpaulins (40 ft. square—25,000 gallons; 30 feet square—10,000 gallons) earth cut or sandbag walls may be used for above ground level tanks of this kind (4 ft. high for 40 ft. square tarpaulin). Holes not less than 6 ft. deep, lined with at least 6 inches of puddled clay can also be used.

231. More permanent tanks can be constructed of precast concrete blocks, bricks, steel plates or by repairing or cementing basements or cellars of demolished houses. Technical data on construction can be secured from the C.A. Staff at formation Headquarters.

Protection of Vital Installations

232. Civil fire appliances should be sited in close proximity to any concentration of vital installations such as plants providing power, light and heat, food processing and other essential industrial plants, vital dumps of stores, communication centers and headquarters of civil administration. In consultation with PAD and Army Fire Service Officers, these installations will be listed and marked on a town plan.

233. An adequate fireguard plan must be set up and put into operation for each vital installation. Personnel shall be selected from among the employees and a duty roster prepared which will insure that an adequate number are on duty or available for call at all hours. Such fireguard squads must be adequately equipped with first-aid fire fighting equipment.

Fire Prevention

234. It may be necessary to impose, through the local authority, fire prevention regulations, or to supplement an existing code. These will be implemented by fire prevention inspections, and penalties for non-observance will be assessed.

235. Physical measures of fire prevention fall under three headings:

a. Structural. Fire breaks and fire-retarding walls in large floor areas, round lift and lift shafts, protection of windows and skylights against incendiary bombs.

b. Precautionary. Isolation of inflammable or fire-causing materials and industrial processes; prevention of smoking, use of naked lights, friction or static flame initiation; insulation of heat or power-carrying lines, switch gear and motors and insistence on cleanliness and good housekeeping in offices and factories.

c. Static Fire Defence. Allocation and strategic disposition within a building of fire-squads, fire extinguishers (stirrup pumps, buckets of sand and water, shovels and rakes).

Equipment

236. Limited quantities of heavy equipment (light and large trailer pumps with prime movers and ancillary equipment) and light equipment (Stirrup pumps, canvas buckets, and axes) will be made available to Class 'A' and certain Class 'B' areas.

237. Requirements after preliminary survey and in consultation with Army Fire Service Officers will be passed through Formation Headquarters.

SECTION VIII

CIVIL DEFENCE

Responsibilities of C.A. Public Safety Officers

238. Civil Affairs Public Safety Officers will be responsible for ensuring, through the local civil authorities, that the indigenous civil defence agencies are reactivated, and that they function efficiently so that they are able:

a. To provide such cooperation with PAD as may be required.

b. To prevent civil problems created by hostile air, ground, or naval action from impeding military operations.

239. One or more technical Officers known as C.A. Civil Defence Officers will normally be provided at each port or town of military importance as increments to Civil Affairs Detachments, but elsewhere the C.A. Public Safety Officer included in each C.A. Detachment will be responsible for all C.A. Civil Defence work.

240. C.A. Public Safety Officers will assume operational control of the indigenous Civil Defence agencies only if civil

administration should break down and they are expressly authorized to do so.

Relationship with PAD Staff Officers

241. In areas under control of a PAD Staff Officer, responsibility for coordinating Civil Defence measures will rest with him, and the C.A. Civil Defence Officer will assist the existing or reconstituted indigenous services so that they can be used in collaboration with Army PAD agencies.

242. In all areas where PAD Officers are available it will be essential to work in close contact with them to ensure through changing circumstances that the maximum benefit is obtained from any scheme of mutual assistance.

243. PAD Staff Officers will coordinate, in the planning stage, the work of C.A. Public Safety Officers in matters of Civil Defence and the following paragraphs may be subject to modification in detail to meet the requirements of PAD Officers.

Preliminary Survey

244. Immediately a town is entered, reconnaissance will be undertaken in conjunction with the PAD Officer, and the National Officer working with the C.A. Detachment. The local official responsible for the administration of the Civil Defence Services should be interviewed and the situation of the Civil Defence agencies discussed with him. If necessary, a *Civil Defence Situation Report* (Appendix "S") may be prepared covering the following points:

a. Organization. The organization of Civil Defence agencies should be examined and accommodation for personnel and equipment inspected. Depots or posts should be shown on the town plan; if necessary new sites should be selected.

b. Demolition. While some information can be precalculated from available data, an accurate determination of the situation can only be made on the spot. Devastated and demolished areas, especially those affecting communications should be marked on the town plan.

c. Personnel and Equipment. Information will be required on the number and types of vehicles (rescue vans, ambulances, etc.) immediately available or usable after repair together with details of ancillary equipment. The number of full time and part time or volunteer Civil Defence workers, their ranks and pay rates may be secured and entered on the report.

d. Operational Efficiency. This can only be judged by the knowledge and grasp of the Civil Defence situation shown by Officers of the local service. A check of records, if available, will show experience and training.

Relationship with Senior Officials of Civil Defence Agencies

245. The indigenous authorities will be relied on for full cooperation in carrying out the desires of the Military Commander in matters of civil defence. Every assistance will be given to the indigenous authorities responsible for the reactivation and operation of such services. If the Military Commander is authorized to assume direct control, C.A. Public Safety Officers will take charge of the C.D. Services and will in that case be empowered to make such changes in organization as is necessary to ensure their efficiency.

Equipment

246. The C.A. Public Safety Officer should discuss the question of equipment with the indigenous authorities, paying particular attention to:

a. Housing of appliances.

b. Servicing and repair.

c. Requirements in consumable stores, e.g., petrol, oil, grease, disinfectants, medical requisites.

d. Requirements in technical equipment for Rescue Work, Ambulances, etc.

Reinforcing Arrangements Between Towns

247. Civil Defence should be organized on an area basis. Civil Defence Services in all towns within an area should provide mutual assistance. Communications between towns for this purpose will be arranged by PAD officers. The percentage of appliances and personnel available for reinforcing duties within the area (or in special circumstances outside the area) from each town should be determined, care being taken that sufficient appliances are retained permanently in each town to meet an emergency.

Air Raid Warning System

248. No air raid warning will be sounded unless the order to do so comes from a military or air force source. Any type of public warning used should be one with which the population is familiar, and where the usual warning system is altered owing to improvisation, the public must be informed. Immediate steps must be taken to link the local warning system to the PAD control, if one is established.

Organization of Civil Defence

249. If civil administration should break down and C.A. Public Safety Officers be authorized to assume control, it should be remembered that the following services are essential to any efficient Civil Defence organization:

a. Report Service. In order to obtain immediate information on the effects of enemy action a reporting system is necessary. This service is carried out by the Air Raid Wardens who are sited in given areas and who are responsible for the immediate reporting to the Report Centre of the effects of bombing.

b. The Control Centre receives reports of incidents and coordinates the despatch of the necessary services, i.e., rescue, ambulance, etc., to the scene.

c. Rescue Service is charged with the task of rescuing people trapped in buildings. Personnel should as far as possible be led by men accustomed to work in damaged buildings. They should be trained in First Aid and carry a small amount of First Aid equipment in addition to rescue equipment.

d. Ambulance Service is responsible for the conveyance of the injured from the incident to expert medical attention.

e. First Aid Services are responsible for manning First Aid Posts where casualties not requiring hospital treatment are attended. It may be necessary, however, for First Aid Posts to function as emergency hospitals in the event main hospital facilities are unavailable. Anti-gas cleansing of the civil population may be carried out at First Aid Posts.

f. Anti-Gas Service consists of services responsible for decontamination of persons, roads, vehicles and food. A gas identification Officer, e.g., a chemist, may be appointed.

g. Mortuary Service. In the event of heavy raids it is extremely unlikely that existing mortuary accommodation will be adequate. The Mortuary Division will be responsible for the collection and disposal of civilian dead, both unclaimed bodies and also those whose burial cannot be undertaken by relatives. Provision must be made in mortuaries for the decontamination of bodies if necessary.

h. Rest Centres should be sited in suitable buildings for the reception of persons made homeless by enemy action. Sleeping and feeding arrangements for at least 48 hours should be provided. It is important that Rest Centres be cleared as soon as the displaced population can be accommodated elsewhere. If clothing of any type is available, provision should be made for its issue to necessitous cases.

i. Information Centres should be sited as near as possible to municipal buildings. The main duties of this service are to provide information about relatives, rehousing, clothing, etc. Information Centres play an important part in the maintenance of morale.

j. Incident Control Officers should be trained wherever possible. Their duties in the control and coordination of the services engaged at a particular incident are invaluable

and assist in the efficient and speedy clearance of the incident.

k. Messenger Service. The establishment of an organized Messenger Service is useful at all times and is vital where normal channels of communication have broken down. Composed of youths, and organized as an adjacent of the Civil Defence Reporting Service, the messengers can provide communication between incidents and Control Centre and between services. They should be trained in the rudiments of Civil Defence and should be familiar with the various services and the area in which they are to operate. Recruitment is generally for part-time unpaid service but in the complete absence of other means of communication, a skeleton whole-time paid service may be essential.

SECTION IX

BOMB RECONNAISSANCE AND DISPOSAL

General

250. In any area where military combat has taken place or air raids have occurred, C.A. Public Safety Officers will be confronted with the problem of the discovery, reporting and disposal of high explosive bombs, parachute mines, anti-personnel bombs, parachute flares, land mines, booby traps and the like, which have failed to explode. Hereinafter such articles will be referred to as UXBs.

251. UXBs may be "duds" or they may be delayed-action explosives. There are no means of determining beforehand which they are. Consequently, if no explosion has taken place it must be assumed that they are of the delayed action type and all safeguards must be taken until they are removed and disposed of. Their continued presence will hinder and delay military operations, interrupt production, transportation and traffic, endanger life and property, and disrupt normal civilian activities.

Civilian and Military Fields of Responsibility

252. There are two activities involved in the clearing of an area of UXBs. Generally speaking, the division of responsibility is as follows:

a. Reconnaissance. Responsibility for the location, diagnosis and reporting of UXBs, as well as the initiation of safety precautions and evacuation of danger areas, rests with the indigenous police and civil defence services.

b. Disposal. Responsibility for the removal and final disposal of UXBs falls upon Bomb Disposal Units of the Allied Military Forces.

253. Both reconnaissance and disposal of UXBs in military installations and areas will be the responsibility of the Allied Military Forces.

Bomb Reconnaissance

254. Bomb reconnaissance personnel should make a prompt and thorough reconnaissance, personally check the facts and base their reports upon first hand knowledge, not hearsay.

255. Bomb reconnaissance is a hazardous activity and should not be undertaken by untrained personnel. No unnecessary risks should be taken. Fuses should not be meddled with because they may be of an anti-disturbance type, and the small anti-personnel bombs should not be handled because they may contain anti-handling fuses.

256. A bomb dropped from a high altitude gradually assumes a more vertical trajectory and therefore the higher the altitude the more deeply it normally penetrates the target. Large bombs may penetrate as much as 50 feet. The path of penetration tends to change from vertical towards the horizontal. This change of direction or "jink" beneath the surface results in the tail unit being wrenched off, if it has not already been detached at or near the point of entry. When bombs are dropped from a low level the penetration usually is more shallow and the bomb may turn toward the surface and even emerge and ricochet, leaving a skid mark on the ground.

257. Bombs of various sizes which have exploded will make craters approximately as follows:

Bomb Size		*Crater Diameter*
Kilograms	*Pounds*	*Feet*
50	110	10 to 15
250	550	18 to 36
500	1100	30 to 46
1000	2200	40 to 60

258. Bombs may explode upon impact or they may be equipped with delayed action fuses which will allow them to penetrate before exploding. The following are indications of the two types of explosions:

a. Signs of Instantaneous Explosion.

(i) Splinters scattered over a wide area.
(ii) Splinter marks on buildings.
(iii) Striation marks on the ground.
(iv) Severe blast damage.
(v) Shallow crater (generally hard bottom).

(vi) Smoke and flame.
(vii) Blackening near the point of explosion.
(viii) Debris widely scattered.

b. Signs of Delayed Explosion.

(i) Negligible splinter effect.
(ii) Deep craters (generally soft bottom and partially filled with debris).
(iii) Total demolition of buildings (depending on the relative size of bomb and building) if bomb penetrates building.
(iv) Blackening in crater.
(v) Blast effect over smaller area than for instantaneous explosion.
(vi) High flung debris.
(vii) Violent earth shock.

259. In the case of a UXB, a clearly defined hole of entry will frequently be found. The diameter of this hole of entry bears a definite relationship to the size of the bomb:

Diameter of Hole	*Size of Bomb*	
Inches	*Kilograms*	*Pounds*
Up to 8	(Anti-Aircraft Shell)	
8 to 12	50	110
14 to 18	250	550
18 to 26	500	1100
over 26	1000	2200

260. When bombs do not explode, some or all of the follow-signs will help to indicate their presence:

a. Signs of UXB in open ground.

(i) A visible hole of entry. (In most instances.)
(ii) Pieces of tail fin or other bomb accessories in or near the hole of entry.
(iii) Signs of earth shock (in the case of large bombs).
(iv) A false or "splash" crater (in the case of large bombs only).

b. Signs of UXB in paved areas.

(i) Clean cut hole of entry if bomb is small.
(ii) Pavement cracked and sagging around entry hole in the case of large bombs.
(iii) The signs of explosion will be absent.

c. Signs of UXB in buildings.

(i) Small buildings may be wholly or partially demolished, depending on the relative size of the bomb.
(ii) In large buildings holes will be visible showing the track of the bomb.
(iii) The signs of explosion will be absent.
(iv) There may be a large amount of debris due to collapse of walls.

(v) The buildings will have the appearance of being crushed instead of being torn apart.

261. In the case of false or "splash" craters made by large UXBs, it may be necessary to probe the crater to reveal the hole of entry. This should only be undertaken by trained reconnaissance personnel. Indications of a false crater are:

a. Lips or edges of crater turned in.
b. Almost straight crater sides.
c. Almost flat bottom.
d. Signs of earth shock but no other signs of explosion.

262. Erroneous reports of unexploded bombs are frequent. The most common causes of erroneous reports are:

a. High flying debris may produce holes in the ground similar to UXBs.
b. A hole of entry with absence of a crater may be due to a camouflet (an explosion beneath the surface which has not penetrated to the surface and formed a crater).
c. AA shells exploding on impact produce craters not unlike splash craters.
d. Small craters due to tail charge in 1 Kg incendiaries.
e. Bombs which have ricocheted and exploded elsewhere.

Evacuation of Danger Areas and Other Safety Precautions

263. Safety precautions must be taken, including:

a. Evacuation of personnel.
b. Restriction of traffic.
c. Protective works.
(i) Sand bag walls.
(ii) Trenches.
(iii) Sand bag buttresses.
d. Roping off small areas for such objects as:
(i) Small anti-personnel bombs.
(ii) Larger anti-aircraft and airplane cannon shells.
(iii) Unexploded parachute flares.
(iv) Unexploded flash bombs.
(v) Unexploded incendiary bombs.

264. If, after a proper reconnaissance, it is ascertained that a UXB is present, it is of paramount importance that the area be evacuated and traffic restricted. The extent of such measures is very flexible, because it depends upon such factors as:

a. Size and type of the bomb.
b. Density of buildings and other screening in the area.
c. Importance of the activity of the area.
d. Depth of the bomb in the earth, which cannot be judged very accurately.

265. Bearing the above factors in mind, the Bomb Reconnaissance Personnel can initiate evacuation on the basis of the following rules, increasing or decreasing the distance as deemed advisable.

a. Buried Bombs:

(i) Evacuate all buildings within 50 yards.
(ii) Open all windows and doors within 100 yards.
(iii) Allow no wheeled traffic within 50 yards.
(iv) Allow no pedestrian traffic within evacuated area.

b. Unburied Bombs:

(i) Evacuate all buildings within 100 yards.
(ii) Open windows and doors within 200 yards and evacuate rooms with windows facing bomb within same distance.
(iii) Allow no wheeled traffic within 150 yards.
(iv) Allow no pedestrian traffic within evacuated area.

c. Parachute Mines:

(i) Evacuate all buildings within 400 yards.
(ii) Open all windows and doors within 800 yards and warn persons away from objects containing panes of glass.
(iii) Allow no wheeled traffic within 400 yards.
(iv) Allow no pedestrian traffic within the evacuated area.

266. The danger radius in the open for an unburied bomb is 300 yards, and for a buried bomb 100 yards, except that if the bomb is known to be over 1100 pounds these distances should be increased by 50 percent.

267. If relaxation of evacuation and precautionary measures has been allowed, it may be necessary to reimpose such measures in whole or in part when Bomb Disposal Units begin work.

UXB Reports

268. After reconnaissance has revealed the presence of a UXB and safety precautions have been initiated by the indigenous police or civil defense personnel, a UXB report must be made immediately to the C.D. Control Centre, or if one has not yet been set up, to the C.A. Public Safety Officer. From there the report will go to the PAD officer for the area. Each PAD officer will know where available Bomb Disposal Units are located and he will be responsible for the contact between the C.D. Control Centre or the C.A. Public Safety Officer and Bomb Disposal Units. In areas which are not under PAD Control, C.A. Public Safety Officers will ensure that UXB reports are forwarded by the C.D. Control Centre as follows:

a. In British areas, to the nearest CRE headquarters, or the nearest RAF bomb disposal unit or RAF Group headquarters.

b. In US areas, to the nearest Army, Corps, Air Service, or Base Section Headquarters.

269. The UXB Report should be carefully filled out and all facts should be inserted in detail. For a suggested form of UXB Report, see Appendix "T."

270. Pending removal of the UXB by Bomb Disposal Units, the indigenous police or civil defense services will be requested to keep a copy of the report and maintain records or charts indicating the location of the UXB, the areas evacuated, and traffic diversions.

Bomb Disposal

271. The priority of UXB disposal will be decided by the PAD officer. The following categories are established concerning the importance and urgency of removal and disposal of UXBs:

a. Category "A": When a UXB is so located that it threatens an installation or activity vital to the military mission, it is dealt with immediately, regardless of the risk to life involved. Because of this risk, it is highly desirable that every effort be made to reduce the category of the UXB to "B" by the proper use of protective works.

b. Category "B": When a UXB is so located that its explosion would interfere with the military mission but not sufficiently to make its disposal worth the risk of life involved, it is placed in Category "B." This means that the area is evacuated and bomb disposal work is not begun until enough time has elapsed to allow the bomb to explode if it is equipped with a time fuse. The practice is to let a minimum period of 96 hours elapse.

c. Category "C": When a UXB is so located that its explosion would not jeopardize the military mission it is placed in Category "C," and bomb disposal work is done during times when Bomb Disposal Units are not occupied with UXBs in the other two categories.

272. Because of the limited number of Bomb Disposal Units available, months may elapse before UXBs in Category "C" are disposed of. It is therefore important that any available indigenous Bomb Disposal personnel be reactivated and put to work.

273. The small German incendiary bomb (1 kg) without an explosive nose can be safely removed by trained reconnaissance personnel to a collecting station for collection and disposal by Bomb Disposal personnel. The same holds true for small anti-aircraft and airplane cannon shells, but care

must be taken to prevent jarring them or disturbing their sensitive nose fuses. Empty incendiary bomb containers, flare cases, auxiliary gas tanks, and other such harmless objects can easily be recognized and disposition of them can be made without the aid of Bomb Disposal personnel.

Responsibilities of C.A. Public Safety Officers

274. C.A. Public Safety Officers in collaboration with the National Officer working with the C.A. Detachment will be responsible for:

a. Assisting in the reactivation of the indigenous police or civil defence services responsible for UXB reconnaissance and in any recruitment and training required. A limited number of nationals trained in Great Britain may be available as instructors.

b. Reactivating any previously existing indigenous bomb disposal units and arranging that they undertake removal and disposal of Category "C" UXBs, under the supervision of the PAD officer.

c. Ensuring that reconnaissance is made of all UXBs, safety precautions initiated, and UXB Reports forwarded through channels to the PAD Officer, or in the absence of a PAD Officer, in accordance with Par. 269.

d. Arranging with the PAD Officer for a uniform method of reporting UXBs and informing him of the existence of any reactivated bomb reconnaissance or bomb disposal services.

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PUBLIC SAFETY PERSONNEL REPORT

The head of each POLICE, PRISON, FIRE, or CIVIL DEFENCE FORCE is requested to list all employees on this form and return three (3) copies signed to the Civil Affairs Officer from whom received within twenty-four (24) hours of receipt thereof.

Org. (1) Location (2) Date

Name and Address of Employee	Identity Number	Age	Sex	Rank	Party Member	Date Employed	Duties

(1) If prison organisation, state the kind. (2) Street, number, town, province, nation.

APPENDIX "B"

POLICE SITUATION REPORT

.....(Jurisdiction) *Date*.....

		Jan. 1939	Jan. 1944	This Date
A.	**PERSONNEL:**			
	Uniform Police			
	Uniform Officers			
	C.I.D.			
	Police Women			
	Clerical			
	Technical			
	Others			
	Total			
	Party Members Absent from duty			
B.	**VEHICLES:**			
	Passenger Cars			
	Trucks			
	Motor Cycles			
	Other Vehicles			
	Bicycles			
	Unserviceable cars			
	Total			
C.	**ARMS AND AMMUNITION**	In Possession of Ind.	Reserve	Rds of Ammn.
	Revolvers			
	Rifles or Carbines			
	Machine guns			
	Teargas guns			
	Teargas bombs			
	Other offensive weapons			
	Explosive (Types in lbs)			
D.	**TELEPHONES AND TELETYPES:**	Total Number	Workable	Not Workable
	Telephone Switchboards			
	Teleph. inside Str. Callboxes			
	Teletype Senders			
	Teletype Receivers			

E.	**RADIO:**	Location	Frequency	Power Output
	Transmitters (fixed)			
	Transmitters (Mobile)			
	Receivers (Fix. & Mob.)			

F. **Inadequate Equipment and Supplies and Quantities needed:**

G. **Condition of Police Records. What Political Information do they contain**

H. **Number, type and location of police buildings and extent of damage, if any:**

I. **Suggested quarters to be used if police buildings are not habitable**

J. **Probable locations of mines and booby traps in your jurisdiction:—**

K. **Location and type of enemy installations in your jurisdiction:—**

L.	**Number of looting incidents in last 5 days**	M.	**Number of riots in last 5 days**	N.	**Can police maintain law and order?**

.....(Signature of Chief Police Officer)

APPENDIX "C"

ARREST REPORT
RAPPORT DE MISE EN ARRESTATION

To Allied Military Personnel:

This form must be completed and handed to the French police or prison personnel at the time you deliver an arrested civilian.

Au personnel militaire allié:

Cette formule devra être complétée et remise au fonctionnaire français entre les mains duquel le prisonnier civil a été remis.

Name of Prisoner
Nom du Prisonnier : .....

Place of Arrest
Lieu d'Arrestation : .....

Date Time
Date : ..... Heure : .....

Details of incident leading to arrest
Circonstances detaillées motivant l'arrestation :

.....

.....

.....

.....

.....

.....

To French Official : You are requested to detain the above named prisoner until further orders.

Au fonctionnaire français : Prière de détenir le prisonnier ci-dessus jusqu'à nouvel ordre.

Name of Military Personnel making arrest
Nom du Militaire ayant effectué l'arrestation :

.....

Print in Block Letters (Ecrire en majuscules)

Signature (Signature) : .....

Unit (Compagnie/Unité) : .....

Army No. (No. de Matricule) : .....

(Voir au verso)

(Verso)

Names and addresses of witnesses :
Noms et adresses des Témoins :

1. .....

.....

2. .....

.....

3. .....

.....

4. .....

.....

Property available as evidence
Objets disponibles à titre de témoignage : .....

Description
Description : .....

.....

.....

Whereabouts
Ces objets sont situés : .....

.....

.....

Indigenous police to whom prisoner has been delivered
Fonctionnaire français aux mains duquel le prisonnier a été remis :

Name
Nom : .....

Organization
Organisation : .....

Station
Lieu : .....

APPENDIX "D"

SUGGESTED FORM OF PROCLAMATION

(To be signed by the Mayor or other indigenous official or by a Military Commander if authorized.)

PUBLIC NOTICE

1. Any person who commits any act of plunder, pillage or looting or robs or abuses the dead or wounded during a period of emergency, may, upon conviction by (*name of court*) be punished by death or such other lawful penalty, as the court shall determine.

Dated:

FRENCH TRANSLATION

AVIS PUBLIC

1. Toute personne qui dépouille, pille, vole ou maltraite les blessés ou les corps des morts durant une période de crise, peut être condamné à mort ou toute autre peine, après avoir été prouvée coupable desdits délits par (nom du tribunal), conformément aux jugement du Tribunal.

Ce:

APPENDIX "E"

SUGGESTED FORM OF PROCLAMATION

(To be signed by the Mayor or other indigenous official or by a Military Commander if authorized.)

PUBLIC MEETINGS, PARADES, ETC.

1. No public demonstration or gathering, unless for religious purposes, may be held without a permit issued by the Mayor.

2. Any person who organises, leads, or attends any public demonstration or gathering for which no permit was issued, or whether or not a permit was issued, which is of a nature to endanger the maintenance of law and order or the security of the state or the Allied Forces, and any person who participates in any civil disorder, shall be punished with imprisonment of .....

Dated:

FRENCH TRANSLATION

REUNIONS PUBLIQUES ET RASSEMBLEMENTS

1. Les rassemblements et réunions publiques, sauf celles à titre religieux, ne sont autorisés que sur autorisation émise par le maire.

2. Toute personne qui organise, mène ou assiste à une démonstration ou rassemblement qui n'a pas été dûment autorisé, ou même si l'autorisation a été accordée, et que cette démonstration ou rassemblement est de nature à nuire à l'ordre public ou à la sécurité de l'Etat ou des Forces Alliées, ainsi que toute personne participant à une sédition publique, seront passibles de peine d'emprisonnment de .....

Ce:

APPENDIX "F"

SUGGESTED FORM OF PROCLAMATION

(To be signed by the Mayor or other indigenous official or by a Military Commander if authorized.)

CONTROL OF VENEREAL DISEASE

1. No person shall engage in prostitution except in a brothel duly licensed under local law, or solicit for the purpose of illicit sexual intercourse.
2. Any female found in any licensed brothel, any female arrested for violation of the proceding section, and any female suspected or being a source of venereal infection, may be subjected to compulsory examination including laboratory tests for venereal disease, and such female may be detained in a hospital or other suitable place until the results of the examination and laboratory tests have been reported.
3. Any female found to be infected with venereal disease may be detained in a hospital or other suitable place until found to be free of the disease in communicable form.
4. Any violator of this ordinance or of any order to report for examination or of any order of detention issued hereunder, and any person who aids, counsels, or procures any such violation, shall be punished by fine or imprisonment or both.

Dated:

FRENCH TRANSLATION

CONTROLE DES MALADIES VENERIENNES

1. Personne ne sera autorisé à se livrer à la prostitution, sauf dans une maison-close dûment autorisés par décret local; ou de faire des offres en vue de relations sexuelles illicites.
2. Toute femme se trouvant dans une maison-close, ou toute femme arrêtée pour infraction au réglement ci-dessus, ainsi que toute femme qui est soupçonnée d'être la source d'une maladie vénérienne, peut être soumise à une visite médicale obligatoire, suivie d'essais de laboratoire pour verifier l'état de cette maladie vénérienne et peut être détenue dans un hopital ou autre lieu approprié, jusqu'à ce que les résultats de cette visite médicale et des essais de laboratoire soient établis.
3. Toute femme souffrant d'une maladie vénérienne peut être détenue dans un hopital ou tout autre lieu approprié, jusqu'a complète cure ou jusqu'au moment ou la dite femme ne pourra plus communiquer la dite maladie.
4. Toute personne contrevenant aux règlements ci-dessus ou réfusant de se soumettre à un ordre de se présenter à la visite médicale, ou à un ordre de détention, ainsi que toute personne qui aide, conseille ou se rend coupable de ces infractions, sera passible de peine d'amende ou d'emprisonnement ou des deux.

APPENDIX "G"

SUGGESTED FORM OF PROCLAMATION

(To be signed by the Mayor or other indigenous official or by a Military Commander if authorized.)

UNLAWFUL POSSESSION OF PROPERTY OF ALLIED FORCES

1. Any person who acquires by gift, barter, or purchase any military equipment, or war material belonging to the Allied Forces, or wrongfully receives or has in his possession property of the Allied Forces of any member thereof, shall upon conviction, be punished by fine or imprisonment or both.

Dated:

FRENCH TRANSLATION

POSSESSION ILLEGALE DE BIENS APPARTEMENT AUX FORCES ALLIEES

1. Toute personne qui reçoit en cadeau, ou échange ou achète tout équipement militaire ou matériel de guerre appartenant aux Forces Alliées, ou reçoit illégalement ou a en sa possession tout bien appartenant aux Forces Alliées ou a un membre des Forces Alliées, sere passible après jugement d'une peine d'amende ou d'emprisonnement ou des deux.

Ce:

MILITARY ROAD

CIVILIANS ARE FORBIDDEN TO USE THIS ROAD

Pedestrians, cyclists, and civilians with push carts or other vehicles will not use any portion of this road.

VIOLATORS MAY BE ARRESTED AND THEIR VEHICLES IMPOUNDED

ENGLISH VERSION

Military Commander

Scale: 1" = 4'.

(N.B. Printed in the indigenous language, with the English version in the lower left hand corner.)

APPENDIX "I"

MILITARY ROAD

CIVILIAN VEHICULAR TRAFFIC FORBIDDEN

Pedestrians and cyclists may travel beside this road but not on its hard surface during daylight. All civilian travel is prohibited after sunset. No push carts or other civilian vehicles are permitted on or beside the roadway.

VIOLATORS MAY BE ARRESTED AND THEIR VEHICLES IMPOUNDED

ENGLISH VERSION

Military Commander

Scale: 1" = 4'.

(N.B. Printed in the indigenous language with the English version in the lower left hand corner.)

APPENDIX "J"

NOTICE OF IMPOUNDMENT

AVIS DE CONSIGNATION

Name:
Nom: .....

Address:
Adresse: .....

Identity Card:
Carte d'Identité:..... No.....

The following property taken from you for transgressing on a Military Road may be obtained by you in days from the Police Station at

La propriété, ci-après décrite, qui a été consignée peur présence non-autorisée sur une route militaire peut être recouvrée dans les jours, en vous adressant au poste de police de

.....

.....

.....

.....

.....
(Signed by Military or Civil Police)
(Signé par un officier ou fonctionnaire de la Police Civile ou Militaire)

.....
(Rank and Station or Unit)
(Grade et Poste ou Unité)

Date
Ce .....

EXEMPTION FORM
(Specimen of Form used in France)

Name
Nom ..... **F 00000**

Address — Town
Adresse ..... *Ville* .....

Identity Card Type — No.
Carte d'Identuté ..... *No.* .....

Surname — First Names
Nom ..... *Prenoms* ..... **F 00000**

Address — Town
Adresse ..... *Ville* .....

Identity Card — No.
Carte d'Identité ..... *No.* .....

Date Issued
Delivrée le .....

Expires
Expiré le .....

Exemption from restrictions respecting
CURFEW—TRAVEL—PROHIBITED ARTICLES—PROHIBITED AREAS
Exemption aux mesures de securité afferentes aux
COUVRE-FEUX—VOYAGES—OBJETS PROHIBES—REGIONS PROHIBEES

Issuing Organization
Bureau d'Emissions .....

Signature
Signature .....

Rank
Grade .....

EXEMPTION FROM SECURITY RESTRICTIONS
EXEMPTION AUX MESURES DE SECURITE
ALLIED EXPEDITIONARY FORCE
FORCES EXPEDITIONNAIRES ALLIEES

F 00000

Date Issued — Expires on
Délivrée le ..... *Expire le* .....

Surname — First Names
Nom ..... *Prénoms* .....

Address (Street and Town)
Adresse (Rue et Ville) .....

Identity Card Type — No.
Type, Carte d'Identité ..... *No.* .....

Signature of Holder
Signature du Titulaire .....

The person named above is granted exemption, as shown overleaf, from restrictions respecting:
CURFEW—TRAVEL—PROHIBITED AREAS—PROHIBITED ARTICLES
(Delete where applicable)
La personne ci-dessus mentionée est exemptée, comme indiqué au dos de la présente, des restrictions relatives au:
COUVRE-FEU—VOYAGE—REGIONS PROHIBEES—OBJETS PROHIBES
(Rayer si nécessaire)

This exemption is not transferable, must not be altered or destroyed, and is only valid when used in conjunction with the holder's identity card. The loss of this card must be reported to the police. On expiration of validity, or if found, this card must be returned to the issuing authority.

Cette exemption n'est pas transferable. Elle ne doit être ni changée ni détruite et n'est valable qu'accompagnée de la carte d'identité de l'intéressé. La perte de cette carte doit être déclarée à la police. A l'expiration de la durée de la validité de cette carte, ou dans le cas ou elle aurait été trouvée, elle doit être remise aux autorités qui l'ont délivrée.

PARTICULARS DE EXEMPTION
DETAILS DE L'EXEMPTION

.....

.....

.....

.....

REASON
RAISON .....

.....

.....

.....

.....

.....

.....

The above exemption is issued by authority of the Supreme Commander, Allied Expeditionary Force.

L'exemption ci-dessus est accordée par ordre du Commandant Suprême des Forces Expéditionnaires Alliées.

Issuing Office
Bureau d'Emission .....

Name (Block Capitals) ..... Rank
Nom (Lettres majuscules) ..... *Grade* .....

Signature ..... Army No. .....

100

PARTICULARS OF EXEMPTION:
DETAILS DE L'EXEMPTION:

REASON:
RAISON:

APPENDIX "K 2"

EXEMPTIONS FROM SECURITY RESTRICTIONS

INSTRUCTIONS

1. **Distribution.**—Pads of exemption will be distributed through CA channels to Provost, Counter-Intelligence and such civilian agencies as may be authorized from time to time. A record of agencies to whom distribution has been made will be kept by CA at each HQ.

2. **Conditions of Issue.**—Conditions of issue will be notified to issuing agencies through CA channels as required.

3. **Record of Exemptions Granted.**—Index cards will be filed alphabetically under CA arrangements at a convenient location within the area of issue. Index cards of exemptions granted by Military Police or Counter-Intelligence attached to formations will be forwarded to respective Army HQs. As Army HQs moves forward, index cards from areas being left behind will be delivered to respective HQs L-Z of Communication. Index cards of exemptions granted by other military units including CA Detachments, and by indigenous authorities will be filed alphabetically at the office of issue. Counterfoils from used pads of exemptions will be sent to the location of the index cards.

4. **Cancellation and Expiration.**—Cancelled and expired Exemptions will be sent to the office of issue which will forward it to the location of the index file. Index Card and Counterfoil will be stamped "Cancelled" or "Expired" and the exemption destroyed by burning.

5. **Indigenous Police.**—Indigenous police will use ONLY the exemption forms printed in green ink on white paper. Exemption forms printed in black ink will ONLY be used by Allied Officers.

6. **Instructions for Filling in Exemption Forms.**
   (a) The exemption form will be filled in with typewriter, if possible, otherwise in ink or indelible pencil. When typewriter is not used, block printing will be used. BE SPECIFIC.
   (b) Pending further instructions, the maximum period of validity for which exemption is granted will be 6 months.

   (c) **Counterfoil.**
      (i) Name: Last name first, then the first and all other names in the usual custom of the country of issue.
      (ii) Address: Street name and number in the customary order of the country of issue.
      (iii) Town: Town, with the usual identifying higher political jurisdiction, such as province and country.

   (d) **Index Card.**
      (i) Name, address and town: as on counterfoil.
      (ii) Identity Card type: There may be several types of identity cards in a single country. Specify this type.
      (iii) No. ——: Fill in the serial number in exactly the same form in which it appears in the identity card, including any letters which precede or follow the number.
      (iv) Date issued: Day—Month—Year.

[P.T.O].

(v) Expires: Last date of validity—Day—Month—Year.
(vi) Type of Exemption: Draw a line through those items which do not apply.
(vii) Issuing organization: Name of organization of the issuing officer or authorized police official.
(viii) Signature: Normal signature of issuing officer or authorized police official.
(ix) Rank: Military rank of officer or police official whose signature appears above.
(x) Reverse of Index Card: FILL IN THE PARTICULARS OF the EXEMPTIONS GRANTED. EXAMPLES:
(a) Curfew: Give reason, area hours and type of transport. A doctor, priest, midwife, etc., would be exempted throughout curfew hours ONLY ON CALL AND ONLY IN COMMUNE "X." An employee of a bakery would be exempt ONLY on the most direct route between his home and place of employment; his hours of work should be stated, and he would be exempt only in going to and from work and not during his hours of work. If he does not work every night specify the nights, not valid.
(b) Travel: State from TOWN "X" to TOWN "Y," and whether one way or round trip. State type of transportation authorized and if private, state type of vehicle, make, licence number, serial number. Give reasons for which travel exemptions granted.
(c) Possession of Prohibited Articles: When a person is exempted from any of the regulations prohibiting the possession of certain articles THE REASON must be stated, and the article described by type, make, serial number or other identifying description. In the case of firearm, the word "firearm" should not be used, but rather the type of firearm: i.e., PISTOL, RIFLE, CARBINE, SHOT GUN, ETC. Possession in home or carrying on person should be specified.
(d) Prohibited Area: An exemption authorizing entry into a prohibited area should give REASON therefor.

(e) **Exemption Card Front.**
(i) Date issued and expires on: Same as index card.
(ii) Name, Address, Town, Identity Card Type and No.: Identical with index card and counterfoil.
(iii) Signature of Holder: Natural signature of person to whom issued. MUST be signed in presence of issuing officer or authorized police official.

(f) **Exemption Card—Reverse.**
(i) Particulars of Exemption and Reason: Identical with reverse of index card.
(ii) Signature: Identical with (d) (viii) above, except that it will be accompanied by name in BLOCK LETTERS and by army-police number.
(iii) Rank: Identical with (d) (ix) above.

APPENDIX "L"

SUGGESTED FORM OF PROCLAMATION

(To be signed by the Mayor or other indigenous official or by a Military Commander if authorized.)

CURFEW ORDER

1. Until further notice no person will be permitted to circulate on the streets or outside his own place of residence within the city of .....
between the hours of ..... and .....
without a permit from the undersigned.

2. Any person found on the streets between those hours will be punished with imprisonment of ..... .

Dated:

FRENCH TRANSLATION

ORDRE DE COUVRE-FEUX

1. Jusqu'à nouvel ordre, personne n'aura le droit de circuler dans les rues ou de quitter son domicile, dans les limites de la ville de ..... entre les heures de ..... et de ....., sans autorisation spéciale signée des autorités compétentes.

2. Toute personne se trouvant dans la rue entre les heures ci-dessus indiquées sera passible de punition conformément au jugement d'un tribunal.

Ce:

APPENDIX "M"

SUGGESTED FORM OF PROCLAMATION

(To be signed by the Mayor or other indigenous official or by a Military Commander if authorized.)

PUBLIC NOTICE

SURRENDER YOUR ARMS, AMMUNITION, AND WEAPONS

I

1. Notice is hereby given that all arms, ammunition, and weapons of any kind in the possession of any person, except law enforcement officers, members of the regular armed Forces and persons licensed to retain possession of the same, must be surrendered by .....
(date and time)

To:.....

At :.....

II

2. Any person, not authorized to retain any of the above named articles, who fails to surrender the same, by the time stated will be punished with imprisonment of .....

Dated:

FRENCH TRANSLATION

AVIS PUBLIC

REMISE DES ARMES, MUNITIONS, ENGINS ET TRANSMETTEURS D'EMISSIONS DE T.S.F.

1. Avis est donné par la présente que toute personne en possession d'armes, munitions ou engins de toute sorte devra les remettre le .....
(date et heure)

à ..... :

au ..... :

Les membres de la police, de l'armée régulière et toute personne dument autorisée ne sont pas assujétis à ce réglement.

2. Tout transmetteur d'emissions de T.S.F. devra être remis à la même heure et au même lieu.

3. Toute personne qui n'est par autorisée à garder les articles ci-dessus mentionnés et ne les aura pas remis en temps désigné, sera passible de la peine conformément au jugement d'un tribunal.

Ce .....

APPENDIX "N"

Form No. CA/b4
No.

RECEIPT FOR SURRENDERED ARTICLE
REÇU POUR TOUT ARTICLE CONSIGNE

Date ..... Place / Lieu .....

Name / Nom ..... Identity Card No. / Carte d'Identité No. .....

Address / Adresse .....

Legal Owner / Propriétaire attitré .....

Address / Adresse .....

Received from the above the following described property
Reçu du sus-mentionné l'article décrit ci-dessous .....

.....

.....

.....

.....

Police Organization / Bureau consignant l'article .....

Signature of recipient / Signature de l'officier ou fonctionnaire ..... Rank / Grade .....

No.

SURRENDERED ARTICLE
ARTICLE CONSIGNE

Identity Card No. / Carte d'Identité No. ..... Date .....

Name / Nom .....

Address / Adresse .....

Legal Owner / Propriétaire attitré .....

Address / Adresse .....

Description of article / Description de l'article .....

.....

Received by / Reçu par .....

Police Organization / Bureau consignant l'article .....

REPORT ON PRISONERS

(Name of Prison)	(Location)	(Type of Prison)	(Date—to be inserted by C.A. officer)

Instructions to Chief Prison Administrator: You are requested, within 48 hours of receipt of this form, to prepare in triplicate separate lists of prisoners as follows: (a) *those convicted of a crime,* (b) *those held as political prisoners or for political reasons,* (c) *those held awaiting trial,* (d) *those held for the Allied Military Forces,* (e) *U.S. or British citizens held by you.* Every prisoner in your Institution must be recorded on one, and only one, of these five lists. In English and foreign language

Name	Prisoner Number	Nationality	Sex	Age	Place of Birth	Date of Entry	Offense	Date of Sentence	Sentence

(Signature) .....
(Chief Prison Officer)

Date.....

APPENDIX "P"

PRISON SITUATION REPORT

Prepared in duplicate within 48 hours of arrival in area.

1. Name of Institution.....

2. Type of Institution.....
(Prison—Concentration Camp—Reformatory—Insane Asylum.)

3. Location of Institution .....
(Province, City, Town, Street Number)

4. Chief Prison Administrator.....
(Name, Title, to whom responsible)

5. Capacity of Institution: Male..... Female.....

6. Number of inmates in Institution: Male..... Female.....

7. Number of prisoners convicted for criminal offences: Male .....
Female .....

8. Number of prisoners convicted for political offences: Male .....
Female .....

9. Number of prisoners not convicted: Male..... Female.....

10. Food Supply and quality.....

11. Medical Supply: Adequate:..... Inadequate:.....

12. Sanitation:.....
.....
.....

13. General health of prisoners.....
.....
.....

14. Security of inmates (Guards, Buildings).....
.....

15. Status and location of prison records.....

16. Officials removed (reasons).....
.....

17. General comments: .....
.....
.....
.....

(Name) .....

(Rank) .....

APPENDIX "Q"

COMMITMENT OF PRISONER

To: The Officer in Charge of.....
(name of prison)
or any other prison, gaol, or camp to which the prisoner may be hereafter lawfully transferred.

WHEREAS, one .....
(name and address of prisoner)

has been convicted of the offence of.....

and has been sentenced by the.....
(name of court)

to serve a sentence of.....

and to pay a fine of.....

the said sentence to commence on.....

NOW, THEREFORE, you are hereby authorized to

received the said.....
into your custody and detain him/her in accordance with the sentence so imposed or until further order of this Court or a competent Military authority, and for so doing this shall be sufficient warrant.

Signed this.....day of....., 194....

..... Presiding Officer

..... Court

Distribution: Chief Prison Official (1)

(*N.B.*—Printed in English interlined with the indigenous language, except for the distribution.)

APPENDIX R''

FIRE DEFENCE SITUATION REPORT

Date ..... Commune or Town .....

Military Importance ..... Region or Province .....

Local Authority responsible for Fire Defence .....

Name of Chief .....

(i) **Demolition** (cause, areas on town-plan and percentage of total areas)

(ii) **Accommodation** (Fire stations, Control Centres, Fire HQ)

(iii) **Water Supplies**

(a) MAINS: Usable—Unusable
Pressure: ..... lbs.
Fire Hydrants ..... (approx. no. and coverage)

(b) STATIC: Number: ..... Siting: .....
..... (Approx. gallons) Capacity .....
Types: .....
Recommendations: .....

(c) NATURAL: .....
.....
.....

(iv) **Personnel and Equipment**

(a) **Personnel:**
Is there an existing fire brigade? .....
Strength of fire brigade ..... Officers: ..... Men: .....
Is the fire brigade functioning? .....
Name and rank of Chief Officer .....
Number of auxiliary firemen available .....
Are they uniformed and equipped? .....

[P.T.O.]

(b) **Appliances:**

What fire fighting appliances are in working order?

(1) Motor Pumps (Self-propelling—State capacity if known) .....

(2) Motor Pumps carrying escape ladders .....

(3) Motor turntable extension ladders .....

(4) Motor escape-carrying vehicles (non-pumping) .....

(5) Motor fire tenders, rescue vans, canteen, etc. .....

.....

(6) Horse drawn steam or manual pumps .....

.....

(7) Trailer pumps (state capacity, if known) .....

(8) Towing vehicles available .....

(9) Manual pumps capable of being towed .....

(10) Water carrying vehicles and capacity .....

(c) **General:**

(1) Arrangements for mutual assistance: .....

.....

.....

(2) Number of private or works brigades and equipment:

.....

.....

(3) General appreciation of fire risk: .....

.....

.....

(4) Has Army Fire Service officer been consulted: .....

(5) Recommendations: .....

.....

.....

.....

.....

(6) Requirements: .....

.....

.....

.....

.....

(7) Fire-Watching Scheme (Scope and state of organization): .....

.....

.....

.....

.....

APPENDIX "S"

CIVIL DEFENCE SITUATION REPORT

Towns..... Area in Miles..... Population.....

PERSONNEL		REMARKS
WARDENS		
REPORT & CONTROL		
RESCUE		
First Aid		
AMBULANCE		
DECONTAMINATION		
Prot. Clothing		
Roads		
Civil Laundries		
Food		
G.I.O.		
MESSENGERS		
DEBRIS CLEARANCE		
MORTUARY SERVICE		
REST CENTRE		
INFORMATION		
Total Number of C.D. Personnel		
EQUIPMENT		
WARDENS		
RESCUE		
DECONTAMINATION		
AMBULANCES		
MORTUARY		
REST CENTRE		
Condition of Control Centre		
Number of Depots		
" " First Aid Posts		
" " Rest Centres		
" " SHELTERS		
Capacity of MORTUARIES		
HOSPITALS		
Communications		

Add on reverse any additional notes thought necessary—e.g., State of training, efficiency of utility repair squads, arrangements for mutual aid, etc.

APPENDIX "T"

UXB REPORT

To: Controller.....(Town and Area) Date.....

1. Exact location of UXB.....

   How location is marked.....

2. Date of falling.....Time.....

3. Nature of location (open ground, hard surface; building, or water (depth in feet).....

4. Estimated depth of bomb below surface.....

5. Diameter of entry hole.....

6. Description of bomb, or visible parts of bomb:

   .....

   .....

   Nationality of bomb, if known.....

7. Reason for believing bomb has not exploded:

8. List evacuation and other precautionary measures taken:

9. List buildings and underground installations that will be damaged if bomb explodes:

10. State how explosion will interrupt essential activities:

11. Remarks, including recommended category (A, B, C):

Signed.....Name.....Rank.....Unit.....