

DECLASSIFIED
Authority ND 983078

AGRD RECORDS AND CASES, PROJECT "J" (SHIPMENT OF)

AGRD

PROPOSED PLANS FOR RETIREMENT OF PROJECT "J"
FUNCTIONS AND RECORDS TO DPRB

16

148a

15 Jul 49

MEMORANDUM THRU: CHIEF OF BRANCH, DPRB

FOR : COMMANDING OFFICER, REC ADM CTR

SUBJECT: Summary of Activities from 4 to 22 June 1949 in Connection with Transfer of Project "J" Records to St. Louis

1. Following herewith is a chronological summary of my activities in the Philippine Islands from period 4 - 22 June 49 in connection with the proposed transfer of Project "J" records to this station.

June 4 - We arrived at Clark Field, Philippine Islands, 0745 hours, and upon learning that headquarters was now located in two widely separated areas, namely: Baguio and Manila, I called the AG office of Philcom headquarters, reporting in by telephone, and was informed that the AG Records Depository was still located in Manila and that they would arrange transportation for me from Clark Field to Manila as soon as possible. We finally received this transportation at 1230 hours and arrived at the Records Depository at 1430 hours.

The AG Records Depository is located in an old U. S. Army Supply Area approximately 300 yards from the University of the Philippines and about five miles from downtown Manila. The main part of the installation consists of two long, low, warehouse type buildings with corrugated iron roofing and only occasional concrete flooring. These buildings are approximately 400 ft. long, 80 ft. wide, and are immediately adjoining each other. The entire Records Depository, including the Headquarters, Club, Officers' PX, and Records Storage Area, is contained in these two buildings. The remainder of the Post consists of the Motor Pool and about fifty to sixty sets of living quarters.

Later in the afternoon we were furnished jeep transportation for our own use and were taken to the Officers' Club, where we met Lt. Col. Gold, Deputy Commandant of the Depository, and a Capt. Baker, Officer in Charge of Project "J". We visited with these officers for a few hours and received a very clear picture of what actually comprises Project "J". Both officers expressed considerable surprise that our orders only gave us sixty days to absorb the operation of Project "J"; and when I informed them that we expected to spend a lot less than the allotted sixty days over there they were completely bewildered. I explained that, while we did not want to make any hasty estimate at this time, I didn't believe their work procedures were too much different than similar procedures

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RAC for normal cases. Our conversation was more or less of a general nature and we attempted to stay away from the subject of Project "J" except for an occasional indirect remark.

Impressions: Evidently they are trying to impress us with the fact that there is a terrific amount of work and responsibility connected with Project "J".

June 5 (Sunday) - Capt. Baker seems to have been designated as our official escort while we are here. We "accidentally" ran into him at breakfast this morning and he kindly offered to escort us wherever we wish to go that day. He drove us around Manila and suburban areas for three or four hours on a general sight-seeing trip without any thought of business. Nevertheless, I noticed that ever so often Capt. Baker would make remarks which led me to believe that he was attempting to secure information from us rather than the other way around. I had previously instructed Mr. Wyrseh and Mr. Allen not to go into too much detail about Project "J" until after we had a chance to look it over and get acquainted with the general set-up. We adopted the policy of allowing Capt. Baker to talk all he wanted to about Project "J" as long as we did not get drawn into it at that time.

June 6 - Mr. Wyrseh, Mr. Allen and myself officially reported to Col. Forster, Commanding Officer of the Depository, as soon as possible this morning and after a few words we were turned back to Lt. Col. Gold, who escorted us on a quick tour of the entire operation of the Depository. We ended up in the Project "J" Branch and spent the rest of the day getting acquainted with the key personnel, fixing in our minds the inter-relationship between Project "J" and other activities, and also the internal arrangements of Project "J" itself. It was quickly seen that Project "J" was operating generally as we operate in DPRB, taking into consideration points of difference such as volume, condition of equipment, productivity of clerks, climatic conditions, etc.

They maintain a Statistical Section that seems completely out of proportion to their needs. It first worried me, inasmuch as they have approximately twenty-five clerks maintaining statistics, etc., but after Mr. Wyrseh and Mr. Allen and myself went into it a little bit further, we unanimously agreed that we could eliminate their complete Statistical Section from our plans for the future of Project "J".

Impressions: Project "J" as a whole seems to be in excellent shape. The archives are fairly well indexed and the task of cross indexing names appearing throughout the archives (Concentration Camp Rosters, Death Lists, Diaries, etc.) into individual 201 files, has

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evidently been very thoroughly accomplished. In view of the fact that under conditions, such as exist here, every affiant or person who helps support the claim of any individual must be thoroughly investigated himself for reliability, credibility and loyalty. Such a cross index is of inestimable value under these conditions.

June 7 - Just about through the preliminaries. Today we made plans for Mr. Wyrsh and Mr. Allen to begin working with analysts and supervisors. They understand their responsibility is to learn the mechanics of each operation and, if possible, the actual work of each clerk.

Through curiosity as to whether or not they had information concerning American personnel which was not in our files at St. Louis, I checked up on a "Frank Dell" case which was one with which I was fairly familiar. They located a folder pertaining to this individual and, as near as I can remember, their folder does contain information which we do not have at St. Louis. This information, while not important, should always have been on file at St. Louis rather than in Manila. He is definitely not Project "J" personnel.

In following a thread of continuity from one file to another, I finally asked for the file of a Major Ramsey, who was an acknowledged Guerrilla leader during the Japanese occupation. Everybody recognized the name as soon as I mentioned it, and everyone knew that Major Ramsey had quite a big 201 file in Project "J" but by the end of the day no one had yet been able to locate the file.

Impressions: It seems to me that junior officers both in Project "J" and generally throughout the Depository are merely glorified clerks. They must check every action, read every word, and make every decision. The two Department of the Army civilians (CAF-9's) in Project "J" do not seem to be efficiently utilized in the making of final opinions and decisions.

June 8 - It's now mostly routine work for Mr. Wyrsh and Mr. Allen. Both of them seem to have created good impressions and are getting excellent cooperation from every one concerned. We anticipated the possibility that cooperation might not be too freely given as soon as local clerks realized that their jobs were practically being taken away from them.

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Capt. Baker seemed to have been a little worried about being able to meet the requirements of Special Regulations No. 345-920-1 in regard to the physical movement of the records. I authorized him to ship these records in ordinary packing boxes (water-proofed inside), with the covers nailed and strapped, rather than in the type of boxes prescribed in the Regulations. Hinges and hasps were not available at their station. I further authorized that these shipments commence at the letter "M" through "Z" and subsequently "A" through "L". They were in the midst of a screening process, and such arrangement would be to their advantage. I also informed them that the size and frequency of the shipments could depend on them as long as the final delivery dates previously agreed upon were met.

June 9 - I am appalled again at the amount of statistics and the number of reports made in connection with such a minor activity. It seems as though every third clerk maintains a big card and index file representing all the cases handled by Project "J". If we had the time, I think it might be interesting to compile a listing of the reports and the related statistics which are maintained in this section. I know now that I must have hurt their feelings quite a lot when I told them that we were not interested in their "Statistical Section." It's at least 95% eyewash.

Met Lt. Col. Hill, the Adjutant General of Philcom today. He seems satisfied with the progress we have made so far, and he thoughtfully suggested that we go to Baguio for a day or two of detached service. After talking it over with Mr. Wyrsh and Mr. Allen, we decided that we would like to take advantage of his offer, but that we would make it for a week-end rather than during the normal work week.

June 10 - Went to a conference with Manila Regional Office of VA. Inclosure No. 1 is a brief summary of what happened at this conference, and was taken down by Mr. Wyrsh. General Lovett began this conference by implying that he knew nothing of this proposed transfer of records and that he was not inclined to approve it. After about two hours of very unimportant talk he finally OK'd the deal and appeared satisfied. His big objection seemed to be the fact that the Records Depository had a backlog of 6,000 3101's to process. His chief subordinates knew all about the reason for this recently acquired backlog but evidently failed to tell him that it was an abnormal, rather than a normal, situation and that they were fully cognizant of the reasons therefor. Unbeknown to me, all during this conference, was the fact that his office, over the signature of Mr. Palmer, had approved this contemplated transfer of records more than two months ago and that a copy of such approval was on file at the Records Depository. Inclosure No. 2 is a copy of this letter.

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Impressions: Mr. Palmer, who is Gen Lovett's chief subordinate, seems to lack a little reliability and constancy in his statements and in his actions. Any possible future misunderstanding we might ever have with Manila Regional VA Office will probably have its origin at or very close to Mr. Palmer.

June 11 (Saturday) - Personal activities

June 12 (Sunday) - Personal activities.

June 13 - This morning I had an informal meeting with Lt. Col. Gold and Maj. Page with reference to the following subjects.

Cable Requests: They assured me that at any time we felt the need to refer to them for information or investigation by means of cable that they would process our requests in the shortest possible time and would reply, if practicable, by the same means. This also applies to air mail. In effect, our requests on them for information will receive immediate action at that end rather than go into their normal working backlog.

Unresolved Cases: At the time the last shipment will be made to St. Louis it is expected that they will have approximately 1,000 cases which have not as yet been finally resolved. They have suggested that, at that time, they screen all the unresolved cases and retain those they think possible of completion by means of a field investigation. All others will be sent to St. Louis as "unresolved." I was not entirely in favor of this procedure until I realized that by leaving any Project "J" cases at all (except for field investigations) in the Philippines it would give them a basis to request an appropriation in order to maintain a small 'Project J' Section at that station. Those cases which will finally be unresolved at the time of the last shipment will probably continue that way for years to come, and the files themselves might just as well be in St. Louis as in Manila.

Departure: Lt. Col. Gold agreed for the Commanding Officer that I could leave approximately 23 June and that the departure of Mr. Wyrach and Mr. Allen could probably be effected on or about 1 July. I think it best to leave the final decision for the actual departure of the two civilians up to the Commanding Officer of that installation.

In the afternoon I visited the Registrar of the 10th General Hospital and ascertained that their records retirement program, insofar as it pertains to clinical records of discharged Philippine Scouts, is very efficient and prompt. General Lovett had suggested that I check

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on this while I was here, and I now feel assured that any trouble with clinical records of discharged Philippino Scouts is not likely to be caused by the 10th General Hospital. The Registrar further assured me that all Philippino Scouts that have been evacuated from Okinawa and Guam to the 10th General Hospital have been accompanied by their clinical records.

Mr. Hausle and myself then visited the Transportation Officer of the 52nd Medium Port at Manila and were assured that they would cooperate fully in the proposed shipment of Project "J" records. They suggested that we make arrangements to ship these records by troop ship rather than by cargo ship, and promised that they will accept them for such shipment in any amounts we happen to have ready and on as little as one day's notice. They will be classified as priority cargo.

Impressions: (1) Clinical records of discharged Philippino Scouts are not unduly retained at 10th General Hospital. They are forwarded to the Manila VA Regional Office very nearly immediately after the discharge of the scout. (2) No trouble is anticipated in the actual movement of records. It is expected that records will arrive here not more than five weeks after they are boxed at the Records Depository.

June 14 - Sent a cable today to Col. Gault, not only to keep him acquainted with our progress but mainly to commit the early return of Mr. Wyrsh and Mr. Allen.

June 15 - Each day I am more astonished at the haphazard and tedious way they have of processing cases; and the continual need of American supervision over every move made by the local analysts. Cases are processed eventually; but every word and every determination has to be watched closely at every stage of the processing by the American personnel concerned. On actual determinations, Capt. Baker is inclined to take the most obvious attitude on all cases decided by him, while on the other hand, Lt. Enke and Mr. Davis are rather anti-Philippino and insist that every case be established beyond any possible doubt before they will concur. There seems to be quite a bit of difference of opinion between the three of them on the actual decisions made.

The 201 file of Maj. Ramsey is still not located.

June 16 - Got interested today in a file in which a determination made by Project "J" Branch, and concurred in by Philcom, was reversed in Washington by the Army Personnel Board. I read four folders on the case and from what information was contained in these folders the reason for the final determination was unexplainable. I could not

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understand or find the reason for the reversal of determination. In forcing the point, by asking Capt. Baker for the authority upon which they made a new determination, they finally found an additional "Secret" file in Capt. Baker's safe, which explained the action of the Army Personnel Board in Washington. The incident itself is trivial except for the fact that we might never know whether or not we eventually get all of Project "J" files. Everybody seems to have a special filing place for things they think important or out of the ordinary.

In the afternoon I visited the Investigation Section of the Depository and went through their general setup. It is obviously apparent that there is very little cooperation between the Investigation Section and Project "J". The cause seems to be that Project "J" is inclined to try and tell Investigation Section exactly how to make their investigations. I feel satisfied that this Investigation Section of the Records Depository is normally efficient and it is likely that we will have much more cooperation from them than what there has been heretofore.

In a short but very productive talk with a Capt. Sproule and a Mr. Beck, I got them to agree to two changes in their normal investigative procedures, which I think would help us quite a bit. They agreed that they will have their investigator or agent record their (the investigator's) opinion of the credibility and/or reliability of any affiant or claimant that they interview. Secondly, that they will attach a copy of their 'preliminary review' to the completed report of investigation. I impressed on them the value of giving us everything they develop on every case. I explained that we cannot have too much information on anything connected with these cases even though a lot of it might be surmise and guess work, and that their agents were in a much better position than we would be to make such appraisals.

In the original plans for the movement of Project "J" records to St. Louis, a recommendation was made to establish a Liaison Section between DPRB in St. Louis and the Investigation Section of the Records Depository. I believe that such a Liaison Section is entirely unnecessary. We should be fully able to process the entire case with the exception of the actual field investigation; and after the field investigation is made and completed as it is now, we should be able to finally complete the case.

Impressions: I anticipate no trouble with the Investigation Section of the Records Depository as long as we give them a slight idea of what we want investigated and what particular leads, if any, we would like to have them develop.

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June 17 - Trip to Baguio.

June 18 - Called on Lt. Col. Hill (AG Philcom) and visited with him for about three and one-half hours. He seems very well satisfied with our progress and seems happy in the knowledge that he is getting rid of Project "J" records. Reference to 16 June: Col. Hill explains that this liaison group he originally recommended was more for the benefit of a budget with which they were having a hard time making both ends meet, rather than for any good it would do either party. I told him that the establishment of any "liaison group" in the Records Depository was OK as far as we were concerned until or unless we would be officially asked as to whether such liaison group in the Philippines is thought necessary. I told him that in that case our answer would have to be that we did not consider such a liaison group to be necessary.

June 19 - Return from Baguio.

June 20 - Gave Mr. Wyrsh and Mr. Allen some general instructions to follow after I return to United States. Briefly, they are (1) to obtain for our use, a copy of every SOP they see that might pertain to any phase of Project "J"; (2) make a record of any unusual happenings or cases in which we might later be interested; (3) pick out samples of various type cases which are processed in Project "J" and mail immediately to St. Louis so that our personnel could see just about what we are eventually going to receive; (4) clear their departure with the Commanding Officer of the Depository and make sure that he is perfectly satisfied with the progress they have made.

June 21 - Went to another informal conference with the VA (Mr. Sawyer) on the subject of Philippino Scouts who enlisted under Public Law 190. In brief, it seems as though the VA has had many questions on this type of personnel which they have been trying to get answered by Philcom for the past two or two and one-half years. Some of the questions Philcom cannot answer. Mr. Sawyer expressed the desire at the beginning of the conference that we make a note of all that he had on his mind, and obtain the answers for him. I balked at this and told Mr. Sawyer that if the VA had any definite questions that was bothering them, together with specific cases, we would appreciate it very much if they would put their troubles on paper, and we would assist them in every way we knew how to get them a definite and final answer on every particular point they brought up. When Mr. Sawyer complained about a time element involved in getting these questions answered, I pointed out to him that he has already been fooling around two and one-half years now without the answer and that a few more months should not make too much difference. Most of the

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questions he had on his mind were those that could only be answered by Washington, so I made the suggestion that as long as the time element was considered so important, he could probably save fifty percent of the time involved by originating the correspondence and forwarding it to the VA Headquarters in Washington who could quickly obtain the necessary answers from top-level offices. At the completion of the conference he was eventually awakened and resigned to the one big point I was indirectly trying to get across to him all the time, and that was that we will do everything in the world to cooperate with the VA and give them the information they need, but that we do not intend to originate correspondence in order to answer questions which pertain almost solely to VA matters.

A sample question was regarding Philippino Scouts who enlisted under Public Law 190. This law was passed by Congress on 6 Oct 45 but the field did not commence enlistments under it until 18 Nov 45. Their particular question on this subject was whether or not Philippinos who enlisted between 6 Oct 45 and 18 Nov 45 were entitled to the benefits thereof. Obviously, this is a question which can only be answered at a top VA or Army level - but they've been trying to obtain the answer to it at Philcom level or below for the past two years by means of innumerable conferences. I explained to Mr. Sawyer that, as far as the Army was concerned, we were not too much involved in what benefits this particular individual would be entitled to after his separation from the Service. Such benefits were a matter for the VA to decide. I assured him that we would help him get the answer after he outlined and summarized any particular case he had and reduced it to writing.

Still no word of Maj. Ramsey's 201 file.

June 22 - To Clark Field for return to United States.

2. It is my personal opinion that the transfer of Project "J" records from Manila to St. Louis is, in itself, a very minor project. These records have been worked over so much that after their arrival here at St. Louis they will comprise some of our most inactive records. It is expected that there will be an occasional headache connected with the records, but that is even true of the records now being processed in the Philippines. The big point, as I see it, is the "under Surface" trouble or differences between the VA Regional Office at Manila and the Army. I am attaching as Inclosure No. 3 a copy

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of some correspondence between a Mr. Sims of the VA and Maj. Page of the Records Depository. If one reads beyond the written words in both communications, the underlying friction between the VA and the Army is all too apparent.

3 Incls

1. VA Conference
2. Cy ltr dtd 14 Apr 49
(VA - sgd Palmer)
3. Cy ltr dtd 21 Jun 49
(AGRD-sgd Maj Page)

W. A. LEARY
Maj. AGD
Demob Pers Rec Branch

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It was also pointed out that in some cases where all records had been shipped to St. Louis, that all information necessary for the VA would not be included in the 201 file and that field investigation or reference to files retained in AGRD would be necessary. It was the original proposal that in these cases St. Louis would complete so much of the 3101 as possible, notifying the VA to that effect, and that a request would be initiated by RAC to AGRD for additional necessary information. When such information was received in St. Louis another report would then be sent to the VA. VA representatives felt that this procedure would cause unnecessary delays in adjudication and therefore desired all information be furnished on one 3101. They suggested that St. Louis complete the 3101 as much as possible, then forward it to AGRD for completion, certification and final return to VA. AGRD, however, did not want to blindly certify information furnished by St. Louis. Final agreement was reached that St. Louis would complete the 3101 insofar as possible, certify to that information, and then forward the 3101 to AGRD who would furnish any additional information, certify to such, and transmit the completed 3101 to the VA. It was decided that AGRD would continue to furnish any loyalty check information necessary to VA since the intelligence files would be available in Philcom.

Another category of cases discussed was that pertaining to Philippine Scouts who had been enlisted under the provisions of PL 190. Since the law had been passed in Oct 1945 and the Army did not enlist individuals under this law until 18 Nov 1945, the VA desired clarification of the status of those individuals who had been enlisted between Oct 6, 1945 and 18 November 1945, whether 190 or not. Inasmuch as the VA had been furnished a block of serial numbers given to PL 190 Scouts (used by Philcom), it was decided that when a man's serial number was included in that block, his status was definite and that any other serial number might indicate previous service and necessitate clarification and determination in each case.

In connection with compensation cases, the VA pointed out that in many instances when no definite record of an injury or clarification of service could be found it was necessary to consider affidavits made by other individuals and that in those cases the status of the affiants were being checked to help determine the credence of the affidavit. AGRD stated that information regarding the affiants service could be furnished by them from statistical cards which were maintained on every individual to whom recognition had been granted. Major Leary questioned the advisability of certifying such information from anything other than the original records. It was generally agreed by all present that it would be better to furnish such information from the original records of the individual because of the more detailed information contained therein, the authenticity of the records as opposed to that of a statistical card file and the possibility of additional records being on file or afterwards received in St. Louis. Along this same line it was further agreed that when information was desired on more than one affiant and some of the records were in AGRD and others in St. Louis that the 3101 would be routed through AGRD for information and then to RAC for completion and transmittal back to the VA.

Another point of discussion was the difference in policies of RAC and VA in furnishing information on the 3101. VA stated that AGRD had agreed to furnish available information and answer every question on the 3101, regardless of whether a definite request had been made since in many cases the VA did not have any information other than the name. They stated that 3101's returned from St. Louis contained answers to only those questions particularly requested. Major Leary stated that RAC would agree to continue the practice followed by AGRD and furnish all information available.

SUMMARY. Although at the beginning of the conference Gen Lovett and other VA representatives interposed numerous objections to the proposed transfer, they concurred verbally with the plan after discussion of the various points involved.

Points of objection by VA:

1. Large backlog of 3101's
2. Large average number of new requests
3. Qualification of RAC personnel on Philippine records
4. Necessity for further investigations not practical from RAC
5. Delay occasioned by transmittal and receipt from St. Louis
6. Double handling when information necessary from both AGRD and RAC

Agreements reached:

All cases on hand in AGRD would be completed before records forwarded.

VA be furnished a list when any records transferred to RAC.

3101's on transferred records be forwarded direct to St. Louis - other records forwarded to AGRD.

3101 would be completed before returned to VA - when St. Louis not able to furnish all information - 3101 with all available information forwarded from RAC to AGRD who would complete and transmit to VA.

All loyalty information furnished by AGRD.

VA also made several proposals that only Civilian Records be forwarded at this time - also that all PS and AUS be forwarded at one time; however, they finally agreed to the approved plan in the shipment of records.

COPY

COPY

U. S.

VETERANS ADMINISTRATION
 Manila Regional Office
 APO 900, c/o Postmaster
 San Francisco, Calif.

8-1

TO : Commanding General, PHILCOM
 APO 707

ATTN : Major John W. Page
 Director, AGRD

FROM : Adjudication Officer

SUBJ : Procedure on Movement of Project "J" Files

1. A careful review of our files on the above subject matter indicates that telephone conversation was had with you in reference to your letter of March 1, 1949 but apparently it was not followed-up by written confirmation.
2. In accordance with conversation had over telephone, the Veterans Administration interposes no objection to the transfer of Project "J" case files to St. Louis AG Records Depot, provided that there is no outstanding VA Form 3101 pending in your Headquarters on files transferred to St. Louis.
3. Case files that are transferred to St. Louis will be those files on which there is no 3101 pending the furnishing of service information to the VA, or files where the service information has already been furnished to the VA.
4. It will be appreciated if the copy that is to be furnished the VA of the list of cases transferred to the St. Louis Records Depot is mailed promptly so that we may eliminate as much as possible issuing 3101's on cases that have been transferred.
5. The undersigned has discussed this matter with General R. B. Lovett, Manager at this Station, and he is in full accord with the foregoing.

CERTIFIED A TRUE COPY:

/s/ John W. Page
 JOHN W. PAGE
 Major, AGD

/s/ J. E. PALMER

100-2 #2

C O P Y

C O P Y

HEADQUARTERS
ADJUTANT GENERAL RECORDS DEPOSITORY
PHILIPPINES COMMAND
UNITED STATES ARMY

GSKD-A

JWE/ja
APO 900
21 June 1949

Mr. L. F. Sims
Acting Adjudication Officer
U. S. Veterans Administration
Manila Regional Office
Escolta & David Streets
Manila

Dear Mr. Sims:

This will acknowledge receipt this date of your letter, file reference 8-2, dated 17 June 1949.

For purposes of the record I would like to point out two points which, for sake of the record, should be elaborated upon. First, may I refer to the first sentence of paragraph 2 which reads: "At the opening of the conference, Mr. Palmer stated that this office had been receiving reports covering military service of personnel of the AUS, and old Philippine Scouts which were not believed to be in accord with current law governing Veterans Administration activities as to what constitutes active military service." It must be remembered that AGRD does not set forth certifications of military service precisely "in accord with current law governing Veterans Administration activities" It does attempt to set forth the data found in the veteran's military service case file in such a manner as to present a lucid, detailed and accurate account of the veteran's active, and inactive service. This is done by AGRD, including Project "J", without any conscious academic adherence to VA laws and precedents governing active and inactive service. Granted no certification by AGRD would be of value without some knowledge of the form and content which the Veterans Administration prefers, in order that the data may be expeditiously adjudged and evaluated by that office. AGRD supervisors, reviewers and adjudicators have acquired through close and continuous liaison with the Manila Regional Office, a working knowledge of the VA requirements for service history data, and thus are able in most instances to prepare what is an understandable certification (Form 3101). The particular instance under discussion arose through failure of some persons in Project "J" Branch to appreciate the exact form in which the data were to be supplied. There were no conscious misstatements of fact (if such were made) and no willful violation of criteria by which the VA must abide.

Final #3

My second point alludes to paragraph 3(b). The agreement actually reached on this point did not extend quite this far; it did not provide that AGRD would make certifications "strictly in accordance with the provisions of TB 8-106". What actually was agreed was that AGRD would set forth the data in such completeness and detail that the Veterans Administration should experience no difficulty in applying the provisions of TB 8-106 in a manner and to the extent determined appropriate. It is recalled that TB 8-106 is a VA regulation and guide and has not been furnished, except by information copy, to the Army. Its provisions are not known completely by AGRD adjudicators and reviewers and thus cannot be strictly applied.

Because the Army is not governed by VA laws, precedents and criteria, AGRD cannot legally be found guilty of violating them, but because of past agreements with the VA, AGRD can be guilty of failing to provide the most detailed and accurate evidence obtainable. This failure we zealously hope to avoid. Through a knowledge of what data are required by you we hope to do a completely acceptable job.

One point of agreement is omitted from your letter, namely, that whenever the USVA, MRO, is in possession of evidence or information which is in conflict with or modifies the certifications made by AGRD on Forms 3101, that such evidence or information will be furnished AGRD by the USVA in order that AGRD might be able to prepare, as required a new and more accurate certification. That is to say, there will be a free and full exchange of all personal history data between our two offices.

In view of the foregoing it is recommended that your letter of 17 June 1949 (file reference 8-2) be amended to reflect the above thoughts, or that this reply be attached to and made a part of the record of the conference.

Please be assured that this letter is transmitted in the spirit of a more complete narration of fact and in the interest of clearer understanding.

Sincerely yours,

JOHN W. PAGE
Major, AGD
Director, S & C Division

9 February 1949

MEMORANDUM TO: Mr. Kenney,
Chief Clerk.
Demobilized Personnel Records Branch

SUBJECT: Proposed Plans for Retirement of Project "J"
Functions and Records to Demobilized Personnel
Records Branch

1. In accordance with your instructions of 17 January 1948 a careful study of all available data pertaining to the proposal to transfer Project "J" files and functions to Demobilized Personnel Records Branch, Records Administration Center, from the Philippine-Ryukyus Command, Manila, Philippine Islands, has been made. Inasmuch as the administration of the arrears in pay program, determinations of status under the Missing Persons Act, and related functions, were to be completed on 30 June 1948, the major function of Project "J" to be administered at Demobilized Personnel Records Branch is in connection with the certification of military and medical information to the Veterans Administration for use in the adjudication of claims for disability compensation, death benefits, and National Service Life Insurance, submitted by personnel classified as Project "J" and their dependents. Project "J" personnel consists of all men, living or deceased, who served in the Philippine Islands between 8 December 1941 and 30 June 1946, with the Armed Forces of the United States, including the organized military forces of the Commonwealth of the Government of the Philippines while in the service of the United States pursuant to the military order of the President of the United States dated 26 July 1941, and all individuals who performed recognized guerrilla service in the Philippine Islands during that period.

2. Although authorization for original determinations of status under the arrears in pay program ended 30 June 1948, negotiations with the Philippine Government resulted in the agreement that appeals from original determinations were to be acted upon until 30 June 1949. Inasmuch as Project "J" files must be used in connection with these appeals it is believed that a considerable amount of correspondence will be received even after 30 June 1949 concerning arrears in pay. In June 1948 it was reported that approximately 500 to 1,000 requests were being received daily from living claimants and their representatives regarding claims for arrears in pay. A large percentage of these requests can probably be answered by form letters stating that the project is completed and funds are no longer available for payment; however it is assumed that many requests will also be received from high ranking Philippine officials necessitating a large number of composed letters.

3. Since the Veterans Administration was given secondary consideration in connection with Project "J" operations until 30 June 1948 because of the time limits established for adjudication of arrears in pay claims, a great amount of friction was established between the Veterans Administration Regional Office and the Department of the Army in the Philippines. The Veterans Administration had not specifically made known the exact type of information they required for the proper adjudication of their claims. Reports furnished to the Veterans Administration by the Recovered Personnel Division varied from an information copy of the determination status to a complete report of available information. When the arrears in pay program was in full operation as many as 1,000 claims for pay were completed in Recovered Personnel Division per day. Many of these determinations were based on vague information available and did not include information regarding non-casualty status while not under military control, which information was one of the main requirements of the Veterans Administration. Representatives of the Veterans Administration were not satisfied with the reports furnished because of the following reasons:

- (1) When service data was not available in Recovered Personnel Division, requests were returned with a notation to that effect
- (2) Veterans Administration stated that medical records had not been completely secured and segregated from various agencies in the Philippines
- (3) Loyalty status was not adequately developed

The Veterans Administration felt that when service information or medical records were not available it was the responsibility of the Department of the Army to accumulate records from extensive field investigations, and if it were impossible to accumulate military and medical records that the Department of the Army should furnish sufficient substitute evidence and information obtained from investigation to enable them to adjudicate claims properly. In connection with loyalty status the Veterans Administration desired that all items of derogatory information be fully developed from investigation and that complete reports of such investigations be furnished; and that positive identification be made. Inasmuch as Counter Intelligence Corps reports on loyalty status were meager positive identification was very difficult.

4. Due to their dissatisfaction with reports furnished the Veterans Administration during 1948 was making from 1 to 10 supplemental requests on 65% of the reports furnished. The

difficulty encountered by Recovered Personnel Division in making satisfactory reports led to a backlog of 35,938 Veterans Administration cases in July 1948. Many of these cases required field investigation inasmuch as 9% of the claims pertained to men who had no record of service in Recovered Personnel Division; 8% concerned men whose 201 files did not contain sufficient information regarding status, and approximately 4,500 cases required check against Counter Intelligence Corps reports for loyalty clearance. Another 30% of the cases were being delayed because the pertinent records were being used in connection with claims for arrears in pay. Further reasons for delay and backlog were given as lack of qualified and sufficient personnel to prepare reports and the insufficient number of Army officers available to review the reports. The necessity for making investigations and redeterminations on a large scale is emphasized since out of 285,000 recognized guerrillas no information other than the name shown on approved guerrilla rosters was available on 115,000 men who received pay during liberation but did not file for arrears in pay. It was estimated that 220,000 determinations made under the Missing Persons Act were not acceptable to the Veterans Administration. A further necessity for investigation was established when it was discovered that many alterations, erasures, and forged signatures appeared on the affidavits and claims, because of collaboration between Philippine Civilian employees and claimants. By January 1948, 487 cases that showed evidence of tampering with or alteration were discovered.

5. By June 1948 a total of 1,278,646 claims for arrears in pay based on recognition as guerrillas had been received in Project "J" Branch. Of this number it was determined that 261,912 were entitled to arrears in pay based on guerrilla service. Using this figure as a basis it was estimated that including members of the Philippine Army and Philippine Scouts a total of 475,000 valid claims for arrears in pay would be received. No information is available as to the exact number of claims that have been received and processed.

6. Records in custody of Project "J" Branch consist of 1258 $\frac{1}{2}$ locker boxes of the following categories:

| | | |
|------------------|------------------|------------------|
| 201 Files | 960 Locker boxes | 2400 linear feet |
| Archival records | 298.5 " | 746.25 " |
| | Total | 3146 |

The 201 files consist of approximately 700,000 individual 201 files. Some of these files contain only one extract or paper indicating that the person had or alleges service in the Army of the United States or in a guerrilla unit. Other files contain hundreds of such extracts from various records, plus affidavits of individuals as to their military service from 8 December 1941 until return to military control, which are substantiated by affidavits of persons who are alleged to have knowledge of such service. These files constitute the sole existing record of the Philippine Commonwealth Army, including guerrillas, while in the service of the United

States, and formed the sole basis for payment of arrears in pay and the certification of service to the Veterans Administration. The archival records consist of organizational records, documents, diaries, reports, prisoner of War files, draft rosters, death reports, and many various types of miscellaneous records.

7. A report was recently received that confidential files of the Guerrilla Affairs Division, G-3, Headquarters, Philippine-Ryukyus Command had been retired to Organization Records Branch, Records Administration Center. These files, totaling 552 linear feet, contain claims for guerrilla recognition, individually or as organizations; guerrilla unit files; individual non-casualty files, individual casualty files and miscellaneous files covering the period from 1941 through June 1948. On 7 February 1949 a conference was held with representatives of Organization Records Branch regarding the contents and activity of these files. Up to the present time only 4 requests for information from these records had been received; however none of these requests originated in Project "J". After checking several of these individual 201's and organizational files of guerrilla units, it is believed that they would be very useful in connection with the functions of Project "J" in the development of military information for certification to the Veterans Administration.

8. Inasmuch as the Vouchering Branch, Missing Persons Act Section of the Army Finance Center is charged with the settlement of accounts under the arrears in pay program, a consultation was held with representatives of that office on 4 February 1949, concerning their activity with Project "J". Mr. Mannis of the Army Finance Center stated that approximately 25 vouchers concerning military personnel and 15 vouchers concerning War Department civilian personnel are received from Recovered Personnel Division weekly for payment. No information is available as to whether or not these vouchers are prepared in Project "J" Branch at the present time, however this was formerly one of its functions. It was further stated that practically every case contained a redetermination of status, indicating again the inadequacy of the original determinations made, and the necessity for an adequate and competent adjudication and determination unit to reconsider claims. It was further stated that vouchers received covered claims for which authorizations had been made as far back as 1946. Representatives of the Army Finance Center had no information as to how many claims have not as yet been paid; however they anticipate that a large number will be received in the future for payment.

9. In July 1948 it was reported that in Project "J" Branch, 4 Commissioned Officers; 1 Warrant Officer, and 3 enlisted men of the Army of the United States, and 148 Philippine Civilians were engaged solely in processing Veterans Administration requests. At that time it was also reported that approximately

3000 Veterans Administration requests of all categories were being received per month, and that an average of 4000 answers were being furnished each month. It was estimated that when the arrears in pay program was completed on 30 June 1948 the additional personnel and facilities made available for the Veterans Administration program would increase production to 5 or 6 thousand per month. This estimate was based on the assumption that reports would continue to be furnished from information available, which as has been pointed out, was not satisfactory to the Veterans Administration.

10. In August 1948 a conference attended by representatives of the Veterans Administration Central Office and Manila Regional Office, The Adjutant General's Office, and the Philippine Command, was held in Washington, D. C. to discuss problems and establish procedures for the efficient and expeditious processing of claims of Project "J" personnel. It was estimated that the Veterans Administration would ultimately receive about 400,000 claims for benefits which they administer. The following agreements were reached at the conference:

Service Information

- (1) Philippine Command, United States Army, was responsible for furnishing of service history to the Veterans Administration
- (2) Veterans Administration would accept certification of the Philippine Command as official
- (3) When Veterans Administration obtained reliable information conflicting with information obtained from Philippine Command, the case would be returned to Philippine Command, for reconsideration
- (4) Field Investigations would be made only when actual determinations could not be made from existing records
- (5) In cases where no personnel file on the claimant existed the practice of developing service data by obtaining certificates and affidavits would be continued by the Philippine Command

Medical Information

- (1) Philippine Command would furnish original or photostatic copies of medical records when requested by Veterans Administration
- (2) Veterans Administration was responsible for developing secondary evidence when medical records were not available
- (3) Philippine Command would continue to make every effort to obtain and consolidate medical records pertaining to Philippine Commonwealth Army and Philippine Scout personnel

Loyalty Information

- (1) Philippine Command would make thorough study of its files and Philippine Govern. files to locate derogatory information and to positively identify it as pertaining to the individual in question
- (2) Where positive identification cannot be made all information that possibly pertains to the claimant would be furnished to the Veterans Administration who would make final determination and advise Philippine Command of results
- (3) Field investigations necessary in connection with loyalty status would be made by Veterans Administration.

11. After careful study of all the problems and recommendations in connection with the certification of information to the Veterans Administration and administrative functions in connection with the completion of the arrears in pay program, tentative plans for an organization to accomplish the mission in Demobilized Personnel Records Branch have been drawn up. An organizational and functional chart for the proposed organization is attached. (Tab 1) Brief outlines of the duties and responsibilities of each Sub-Unit of the proposed organization, together with estimated work loads are also attached. (Tab 2).

12. Due to the fact that original determinations under the Missing Persons Act were to be completed by 30 June 1948 and redeterminations on appealed claims are to be completed by 30 June 1949, no provision has been made in the organization for a financial sub-unit, for the purpose of preparing vouchers or related work. Based on the volume of work presently being handled by the Army Finance Center in connection with Project "J" operations it is believed that necessary duties in connection therewith can be handled in the proposed Correspondence and Adjudication Sub-Units of the Philippine Unit; however if the volume were to increase as is anticipated by representatives of the Army Finance Center, it would be necessary to provide more personnel for this function.

13. In connection with the Records Sub-Unit, proposed allocation of personnel has been made on the assumption that the files are in a fairly good workable condition and that adequate consolidation of records has been carried out in Recovered Personnel Division in view of the various recommendations for such action. However, since reports indicate that there are a number of different sections in Recovered Personnel Division having custody of records pertinent to Project "J" operations, and in view of the files recently

retired to Organization Records Branch, there is a very strong possibility of the necessity for much consolidation or a voluminous amount of correspondence with the various sections in the Philippine Command. For instance, medical records, which in July 1948 included 38,128 original clinical records; 59,670 medical tags, and 51,760 Physical Examination Forms, are filed in Medical Records Section of Recovered Personnel Division. Inasmuch as the furnishing of medical records to the Veterans Administration is one of the primary objectives of the Veterans Administration program it is believed that these medical records should be interfiled with individual 201 files as much as possible. Discharge certificates and separation forms are another category of records that would be extremely valuable in connection with the certification program, since date of separation as shown on these forms is considered to be the most accurate. Samples of cases processed in Project "J" Branch do not contain any reference to these forms, and no information is available as to what disposition was made of them or as to where they are presently filed.

14. Another function formerly handled by Project "J" Branch was the redetermination of status, retention rights and pay rates of War Department civilian employees classified as Project "J". In July 1948 it was reported that approximately 300 requests per month for information regarding civilian employees were being received from United States government agencies and processed in Project "J" Branch. In addition, as previously stated, Army Finance Center is currently receiving about 15 civilian cases from Project "J" Branch every week. If this type of work involving War Department civilian employees becomes a function of the proposed Philippine Unit it is believed that the necessary work could be handled in the Correspondence or Adjudication Sub-Units.

15. It is believed that an organization of the type proposed would be able to provide satisfactory service to the Veterans Administration and to administer all other necessary functions adequately; however the plans must be considered as tentative and very flexible in view of the number of possible functions that may necessitate revision of the plans. These functions can be definitely determined only by a first hand study of the scope and details of the work and experience gained by actual performance of the work.


John H. Schoenman

Robert E. Wyruch

ORGANIZATIONAL & FUNCTIONAL CHART

ADMINISTRATIVE UNIT

Unit Headquarters

- 1 Administrative Assistant CAF-8
- 1 Administrative Assistant CAF-7
- 1 Clerk-typographer CAF-5
- 1 Clerk-typist CAF-3

Plans, directs and is responsible for the performance of administrative functions and the development of policies and precedents in connection with the certification of military and medical information to the U.S. Veterans Administration, the processing of correspondence, and reestablishment of status under the Missing Persons Act, pertaining to all living and deceased Army of the United States, Philippine Army and personnel, personnel who served in the Philippine Islands between 7 December 1941 and 30 June 1946. Has custody and administration of personnel and archival records pertaining to this category of personnel.

CAF-6
CAF-5
CAF-5
CAF-4
CAF-3
CAF-3

ADMINISTRATIVE SUB-UNIT

- 1 Claims Examiner (Supv) CAF-6
- 2 Claims Examiner Adv CAF-5
- 4 Claims Examiner CAF-5
- 2 Clerk (Intervention) CAF-5
- 6 Claims Examiner CAF-4
- 2 Correspondence Clerk CAF-4
- 4 Correspondence Clerk CAF-3
- 2 Clerk-typist CAF-3
- 1 Clerk-typist CAF-3
- 1 Clerk-typist CAF-3

GENERAL ADMINISTRATIVE SUB-UNIT

- 1 Clerk (Supv) CAF-6
- 1 Clerk CAF-5
- 1 Clerk-typist CAF-5
- 4 Clerk-typist CAF-3
- 15 Clerk-typist CAF-3
- 9 Clerk-typist
- 30

Furnishes military and medical reports, and information for the Veterans Administration and other agencies. Also handles claims for gratuity, pay, death benefits, service life insurance, etc.

RECORDS SUB-UNIT

- 200 FILE
- 1 Clerk (Supv) CAF-5
- 3 File Clerk CAF-3
- 10 File Clerk CAF-2
- 2 Clerk-typist CAF-2
- ARCHIVAL RECORDS
- 1 File Clerk CAF-4
- 1 File Clerk CAF-3

Performs the records of the personnel and medical records of former members of the Philippine

ORGANIZATIONAL & FUNCTIONAL CHART

PERSONNEL UNIT

Unit Headquarters

| | |
|----------------------------|-------|
| 1 Administrative Assistant | CAF-8 |
| 1 Administrative Assistant | CAF-7 |
| 1 Clerk-Typographer | CAF-3 |
| 1 Clerk-Typist | CAF-3 |
| 4 | |

Plans, directs and is responsible for the performance of administrative functions and the development of policies and precedents in connection with the certification of military and medical information to the U.S. Veterans Administration, the processing of correspondence, and reestablishment of status under the Missing Persons Act, pertaining to all living and deceased Army of the United States, Philippine Army and personnel, especially personnel who served in the Philippine Islands between 7 December 1941 and 30 June 1946. Has custody and administration of personnel and archival records pertaining to this category of personnel.

RE-UNIT
CAF-6
CAF-5
CAF-5
CAF-4
CAF-3
CAF-3

ADJUDICATION SUB-UNIT

| | |
|--------------------------|-------|
| 1 Claims Examiner (Supv) | CAF-6 |
| 2 Claims Examiner (Inv) | CAF-5 |
| 4 Claims Examiner | CAF-5 |
| 2 Clerk (Interpreter) | CAF-4 |
| 6 Claims Examiner | CAF-4 |
| 2 Corres Rev Clerk | CAF-4 |
| 4 Correspondence Clerk | CAF-3 |
| 2 Clerk-Typist | CAF-3 |
| 5 Clerk-Typist | CAF-3 |
| 3 Clerk-Typist | CAF-2 |

VETERANS ARCHIVAL SECTION

| | |
|------------------|-------|
| 1 Clerk (Supv) | CAF-5 |
| 1 Clerk | CAF-3 |
| 4 Clerk-Reviewer | CAF-3 |
| 15 Clerk-Typist | CAF-3 |
| 9 Clerk-Typist | CAF-2 |
| 30 | |

Purnishes military and medical records, and information to the U.S. Veterans Administration.

RECORDS SUB-UNIT

201 File

| | |
|----------------|-------|
| 1 Clerk (Supv) | CAF-5 |
| 3 File Clerk | CAF-3 |
| 10 File Clerk | CAF-2 |
| 2 Clerk-Typist | CAF-2 |

Archival Records

| | |
|--------------|-------|
| 1 File Clerk | CAF-4 |
| 5 File Clerk | CAF-3 |

PHILIPPINE UNIT

Tab 2

Index

Tab.

- a. Control and Distribution Sub-Unit.
- b. Correspondence Sub-Unit.
- c. Adjudication Sub-Unit.
- d. Veterans Administration Sub-Unit.
- e. Records Sub-Unit.

PHILIPPINE UNIT

Control and Distribution Sub-Unit.

FUNCTION:

Control and Distribution Sub-Unit receives all correspondence and VA requests routed to the Unit and is responsible for the proper distribution and routing to the Sub-Unit concerned.

Determines important cases and gives priority thereto.

Submits reports of the volume of correspondence and VA 3101 requests received daily and the number of requests on hand at the close of the working week.

ESTIMATED WORK LOAD:

Per Month

3,300 Correspondence requests monthly.

3,000 Original VA 3101's (A-B-C-D) requests monthly.

500 Discharge Certificates, Statement of Service, etc.

----- Estimated 400,000 original VA requests to be received by this Unit.

6,800 Total indicated work load per month.

PHILIPPINE UNIT

Correspondence Sub-Unit

FUNCTION:

The Correspondence Sub-Unit is charged with the preparation of final replies to all correspondence received in the Unit that does not involve investigation or determination. Such correspondence is received from Congressional representatives of the United States and foreign government; United States Army Staff; Ambassadorial and Consular representatives of the United States and Philippine governments; Headquarters, Far East Command; Office of the Commanding General, PHILIPPINE Command; Department of the Army agencies; Finance Department agencies; government agencies, individuals on policy-making levels in the Veterans Administration and in the Philippine Government, and from claimants and their representatives. Correspondence prepared consists of reporting the status of individual cases to claimants or representatives; justifying certain determinations of status and grades as a result of inquiries from The Adjutant General, Department of the Army; furnishing pay data and other pertinent data relative to grades and status to the Finance Office, United States Army; and furnishing information requested by diplomatic or high level agencies of the United States and foreign governments. Depending on the nature and scope of the correspondence, replies will be prepared for the signature of the Commanding Officer, Records Administration Center, The Adjutant General; or Secretary of the Army.

ESTIMATED WORK LOAD:

Per Month

| | |
|--------------|---|
| 1,572 | Average number of requests received monthly reported in July 1948. |
| 1,700 | Preparing replies to claimants in lieu of verbal replies formerly furnished by Interview Section. |
| <u>3,272</u> | Total indicated work load per month. |

No information available regarding backlog or of volume or type of receipts since July 1948.

PHILIPPINE UNIT

Adjudication Sub-Unit

FUNCTION:

The Adjudication Sub-Unit is charged with the responsibility of conducting investigations and making original determinations or re-determinations in connection with correspondence received and with the certification of military and medical information to the Veterans Administration. Determinations and redeterminations pertain to military status and grades under the Missing Persons Act; resolving presumptive findings of death to obtain conclusive evidence of status and death; administering claims of American repatriated military personnel to promotion. Investigations involve the accumulation of information pertaining to military and medical records of Project "J" personnel; development of information regarding loyalty status and the preparation of correspondence necessary to complete such investigations. This sub-unit is also responsible for the detection and investigation of claims in which there is an indication of tampering with and/or alteration of records or affidavits; the preparation, amendment and issue of discharge certificates or certificates of service; preparation and transmittal of casualty reports; and the preparation of payroll for settlement of amount due on appeal cases where there is a redetermination of status, dates, grades under the Missing Persons Act. Responsible for the interpretation and translation of all inquiries received in Spanish or Philippine dialects, and the preparation of all correspondence in which it is necessary to reply in Spanish or Philippine dialects.

ESTIMATED WORK LOAD:

| <u>Per Month</u> | |
|---|---|
| 1,559 | Redeterminations and adjudication of status and grades. |
| 300 | Action of discharge certificates. |
| 1,020 | Anticipated activity in connection with Veterans Administration 3101's involving investigation or redeterminations. (9% of claims concern men who have no record of service on file - 8% of claims pertain to men whose 201 files do not contain information acceptable to the Veterans Administration) Total 17% of 6,000. |
| 560 | Anticipated activity in connection with correspondence cases. Total 17% of 3,300. |
| <hr style="width: 100px; margin-left: 0;"/> 3,439 | Total indicated work load per month. |

No information regarding volume of casualty reports prepared; however, 3 people were employed in this work in Project "J" Branch.

PHILIPPINE UNIT

Veterans Administration Sub-Unit

FUNCTION:

Veterans Administration Sub-Unit is charged with the certification of military and medical reports to the Veterans Administration for use in the adjudication of claims for disability compensation benefits, death benefits, National Service Life Insurance, and in a few cases vocational rehabilitation benefits. Requests are received and replies furnished on Veterans Administration Forms 3101, 3101A, 3101B, 3101C, and 3101D, prescribed for use by the Veterans Administration Regional Office, Manila, Philippine Islands.

This Sub-Unit furnishes information to the Veterans Administration from the medical and service records of veterans who served in the Philippine Islands in the Armed Forces of the United States, including organized military forces of the Government of the Commonwealth of the Philippines in service of the United States pursuant to the Military Order of the President of the United States dated 26 July 1941, and of individuals who performed guerrilla service recognized by the Army of the United States. Service information furnished includes date of entrance into and release from active service; character of discharge; organizations in which served; dates of interruptions of service and status during such periods, and all basic elements of service. Medical information includes all evidence regarding disabilities, injuries, illness sustained in active service and any record of treatment thereof. Reports must also include all derogatory information regarding subversive activities, or reports to the effect that loyalty status is not in question. Sub-Unit responsible for maintaining adequate suspense system to insure that reports are furnished in the order of priority.

ESTIMATED WORK LOAD:

Per Month

3,000 Existing Backlog - 36,000 to be eliminated in one year.

3,000 Original and supplemental requests per month.

(2,100 original and 900 supplemental)

6,000 Total indicated work load per month.

PHILIPPINE UNIT

Records Sub-Unit201 Files
Archival Files

FUNCTION:

201 Files

To service 700,000 to 1,000,000 201 files (2,400 linear feet) and to furnish the 201 files pertaining to requests from the Veterans Administration, Military correspondence and Non-military correspondence which pertains to former members of the Philippine Scouts, Army of the United States, and Guerrilla personnel (recognized and non-recognized) who served in the Philippine Islands during the period 8 Dec 1941 to 30 June 1946.

Charging out all 201 files with a charge out card on which the following information will be recorded: Name, ASN, date charged out, Sub-Unit requesting the 201 file.

Refiles 201 files returned from the Sub-Units.

Makes extensive search for lost 201 files.

Centralization into one 201 file of all service and medical records of individuals who served in the Philippines with the Armed Forces of the United States.

Archival Files

To service 746.25 linear feet of Archival files and the processing, classifying and extracting material of archival nature received from the field. Each reference to personnel who may possibly come under the Philippine Commonwealth Army is extracted, (name, rank, ASN, organization, archival file number) and transmitted to the 201 file for reference in subjects file.

ESTIMATED WORK LOAD:

201 FilesSearching Per Month

| | |
|------------|------------------------------------|
| 3,300 | Correspondence Cases |
| 6,000 | Veterans Administration Cases |
| <u>500</u> | Miscellaneous Cases |
| 9,800 | Total Indicated Searches Per Month |

Refiles Per Month

| | |
|-------|------------------------|
| 9,800 | Refile completed cases |
|-------|------------------------|

No figures available regarding receipt of new filing material or consolidation necessary.

Archival FilesSearching Per Month

3,000

In connection with redeterminations and investigations.

No figures available regarding receipt of new material or consolidation necessary.