

GHQ, USAFPAC, AGO OFFICE MEMOS,
(NUMBERED) ESTABLISHING RPD

RPD - 4

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2nd Lt. G. Nash

GENERAL HEADQUARTERS
UNITED STATES ARMY FORCES, PACIFIC
ADJUTANT GENERAL'S OFFICE

AG 300.6 (11 Jul 45)AG-CD

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11 July 1945

OFFICE MEMORANDUM)
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NUMBER8)

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I. RADIO AND CABLE CENTER. The Radio and Cable Center, this office, is removed from the jurisdiction of the Director of the Distribution Division and placed under the direct operation and control of the Executive Office.

II. DISCONTINUANCE OF TRAINING BRANCH, OPERATIONS DIVISION. The Training Branch, Operations Division, is discontinued. Personnel and functions are transferred to Miscellaneous Branch, Operations Division.

III. ESTABLISHMENT OF RECOVERED PERSONNEL DIVISION. The Recovered Personnel Branch is removed from the jurisdiction of the Director of the Personnel Division and is established as a division of this office.

IV. ORGANIZATION AND FUNCTIONS OF RECOVERED PERSONNEL DIVISION.

1. The Recovered Personnel Division supervises the administration of the Missing Persons Act, as amended, throughout the Theater and performs the operating responsibilities of the headquarters in connection therewith. Collects, processes, and records data from all sources pertaining to military and civilian personnel who have been in a missing status as a result of enemy action, including prisoners of war, internees, guerrillas, and evaders. The Recovered Personnel Division is subdivided into five branches: Executive, Administrative, Adjudication, Investigation and Review, and Finance.

a. Executive Branch

- (1) Maintains liaison in recovered personnel matters with other offices of the headquarters, subordinate commands, and other associated governmental agencies.
- (2) Advises on all legal matters relating to the administration of recovered personnel; renders oral and written opinions, as required, upon the legal status, rights, and benefits of personnel coming within the purview of the Missing Persons Act.

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- (3) Reviews for legal sufficiency all cases requiring determinations by or on behalf of the Commander-in-Chief.
 - (4) Studies the organization and procedures of the Recovered Personnel Division and recommends necessary adjustments to increase efficiency.
 - (5) Approves blank forms for use in connection with recovered personnel administration.
 - (6) Procures necessary personnel and equipment for the Recovered Personnel Division.
 - (7) Performs special assignments as required by the Division Director.
 - (8) Supervises training of teams to accompany task forces on operations; prepares letters of instruction to task force commanders governing the operation of such teams and the responsibility of task force commanders in connection with the recovery of Allied personnel from enemy occupied territory.
- b. Administrative Branch
- (1) Receives and dispatches correspondence and signal messages.
 - (2) Authenticates routine documents and approves routine outgoing signal messages prepared in the Division.
 - (3) Receives rosters of deceased and recovered personnel from subordinate commands, transcribes necessary data therefrom to locator cards, and prepares and forwards consolidated rosters to the War Department.
 - (4) Maintains locator files on persons officially reported to the War Department as recovered or dead.
 - (5) Prepares and forwards death reports to the War Department; prepares letters of notification of death, and condolence letters to next of kin of missing persons.
 - (6) Processes claims for arrears in pay, allotments, family allowances, and death benefits arising in connection with the administration of the Missing Persons Act.
 - (7) Prepares directives to the field in connection with the above functions for approval of the Adjutant General.
 - (8) Maintains information service in connection with missing persons.

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c. Adjudication Branch

- (1) Receives affidavits and other records pertaining to personnel of the Army of the United States, Philippine Scouts, and War Department employees recovered and returned to controllable jurisdiction.
- (2) Makes determinations as to the pay status and grades of such personnel during the period that they were missing in action, prisoners, internees, or beleaguered, and forwards such determinations to The Adjutant General and the Office of Special Settlements Accounts.
- (3) Processes requests for retroactive changes in grade or rank of individuals promoted while in a missing status.
- (4) Adjudicates claims of recovered personnel and determines status of unrecovered personnel against whose arrears in pay claims or allotments are sought.

d. Investigation and Review Branch

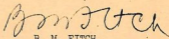
- (1) Investigates individual cases to determine whether individuals should be officially determined dead or continued in a missing in action or prisoner of war status under the Missing Persons Act.
- (2) Prepares official determinations of death for signature by the Adjutant General on behalf of the Commander-in-Chief.
- (3) Selects records suitable for permanent archives; catalogues and prepares such material for preservation in accordance with established policies.

e. Finance Branch. Under the provisions of the Missing Persons Act and pursuant to established policy:

- (1) Disburses arrears of pay to recovered personnel of the Army of the United States and War Department employees who remain in the theater and to Philippine Scouts.
- (2) Disburses partial payments to personnel of the Army of the United States and War Department employees who are about to return to the United States.
- (3) Disburses arrears in pay and death gratuities of deceased personnel of the Army of the United States and Philippine Scouts to next of kin located in the Theater.
- (4) Disburses arrears in pay of deceased War Department employees to next of kin located in the Theater.

- (5) Approves payment of claims for arrears in pay and death gratuities of Philippine Army personnel.
- (6) Performs other fiscal and finance functions as required.

2. Paragraph 3 e, Office Memorandum Number 1, this office, dated 10 June 1945, is rescinded.



B. M. FITCH,
Brigadier General, U. S. Army,
Adjutant General.

1 Incl
Organization Chart of AGO

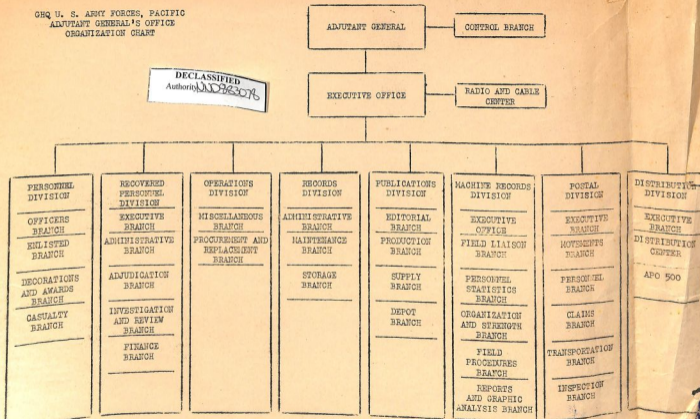
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CHQ U. S. ARMY FORCES, PACIFIC
ADJUTANT GENERAL'S OFFICE
ORGANIZATION CHART

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