

Balkan Mission Reports
(1945)

#62

Progress

Myra Cohen

COPY

B M - Reports

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION
8, Sharia Dar El-Shifa, Garden City
Cairo

CAWA: 15

Refs.:
Ours: 643-H

12 March 1945

Dr. W. A. Sawyer
Director of Health
UNRRA Washington

Dear Dr. Sawyer:

As you know by this time, I have accepted on a temporary basis, the appointment of Director of the Middle East Office. Needless to say, this is disturbing.

I have given considerable thought to the problems of the Health Division in Greece and Yugoslavia and was expecting, enroute to Washington, to take up a considerable number of specific problems with Kirk and Banks to discuss with you and your staff in Washington. I feel that it is of the greatest importance that there must be someone currently informed on the problems in Greece and Yugoslavia and, at the same time, fully informed as to the present situation of the Washington office and the ERO in order to tie up the many loose and unravelled ends now existing.

In view of the sudden development today, I have asked Rhattigan to wire London and ask Hugh Leavell to proceed to Cairo forthwith, and after going over things with me, to proceed to Athens, Bari, Caserta, and then to London or Washington as seems best at the time. I am sure that Leavell is the man for this mission and that he can contribute more to the necessary organizational readjustments than anyone we might send from here, Greece or Bari.

I feel that an explanation of my acceptance of the overall Middle East job is in order. It is my belief that UNRRA is at the moment in a highly precarious position and must at the moment make a choice between a tragic failure or success. The whole world is ready to pounce upon it or to praise it depending on which way it goes from here on. Hendrickson, Jackson, Xanthaky, Rhattigan, et al must save it now. There won't be a second chance. They are pitching in with intelligence, vigor, and real courage. They are putting no one and nothing in the way of saving UNRRA from disaster. In view of this, I could only see it as my duty to say "yes" when they asked me to do a specific job.

On personal and professional grounds, the decision is rather distressing.

On professional grounds it can be defended on the basis of the fact that it entails responsibility for the encampment and movement of thousands of people in one of the most disease-ridden portions of the globe. I am sure that the idea of having a doctor temporarily in the position will focus attention on the health aspects of UNRRA's responsibilities to Displaced Persons. Perhaps, also, we can take some positive steps to improve the

Dr. W. A. Sawyer -- Washington

12 March 1945
H. van Zile Hyde, M.D.

medical and health end of the activities in this area. The appointment is, as already stated, a temporary one, really an emergency appointment. The expectation and promise is that a replacement will be sent within four to six weeks that I can turn the job over to him at the place seeming proper at the time. What comes next after that will depend on you.

When Crabtree was here our thinking was along the line that there should be in the Health Division of the ERO a "Balkan desk." Since the ERO is actively concerned only with Greece, Yugoslavia, Czechoslovakia, Poland, Italy, and the Middle East at the present time, it does not appear logical to have a regional breakdown in the Health Division of that office. If this is agreed, it will change the plans that Crabtree and I had discussed.

From the personal standpoint, as Crabtree will confirm, I am anxious to the point of insistence to return to the U.S. for a "breather" at least as soon as I leave here. Enroute, of course, I shall be glad to do any jobs that need doing at the time. The Health Division, Balkan Mission, personnel has been either assigned to country missions or transferred administratively to the ERO. Musson will stay in Cairo to tie up various loose ends and maintain liaison with the Typhus Commission for a few weeks. Dr. Chapman, a real live wire, is serving as his deputy. I shall send to you early in the week a summary of the current personnel status. Some of the problems can best be discussed with Leavell since they directly involve the ERO.

Thank you for your letter of February 21, which arrived yesterday. I appreciate your words of welcome and hope that I will still be considered a member of the gang despite my being temporarily AWOL.

I shall review the relationship of Mr. Daniel Wright with the Balkan Mission and the Greek Mission with Dr. Leavell. I feel that Dr. Kirk, since his arrival in Greece, has been considerably impressed with the broad malaria control program suggested by Mr. Wright and should have a considerable say in the matter. He knows malaria control, is alert to modern developments, and is a man with broad vision and administrative ability. I think that he will be able to separate the wheat from the chaff in that program and develop it realistically. I am sure that Kirk can keep a firm hand on Wright when and if this is necessary. I have transmitted your letter to Mr. Wright by a man leaving last night by air.

You have received information concerning the relationship of the Typhus Commission to the Yugoslavia Mission in previous communications. I have reason to believe that that relationship is developing along promising lines with a cooperative understanding between Dr. Banks and General Fox. At the present time there is some indication that General Fox may make a deal with Albania in the absence of an ML-UNRRA working agreement. He will want UNRRA help in this if it does develop and that will bring to a head our relationship to Typhus activities in countries in which UNRRA is working on a broader field. There may be developments along that line by the time Leavell reaches these parts.

Dr. W. A. Sawyer - Washington

12 March 1945
H. van Zile Hyde, M.D.

I hope, despite my present status, that you will keep me in mind in your planning. My chief ambition is to be Deputy Commissioner of Health in Skaneateles, New York. If UNRRA is not operating in Onondaga County and faces no immediate possibility of a firm agreement with the Republican County Commissioners, perhaps you can find some other assignment for me when I return to the fold.

Sincerely yours,

s/ H. van Zile Hyde, M. D.

H. van Zile Hyde, M.D.
Director, Health Division
Balkan Mission

(15071)

B.M. - Report

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, SHARIA DAR EL-SHIFA - GARDEN CITY - CAIRO

CAWA: 977

CALO:

TELEGRAPHIC ADDRESS:

UNRRA-CAIRO

TELEPHONES:

53170, 51421, 55439,

41217, 43830.

Refs.:

Ours: CM 1/11

Yours:

Approved by Chief of Balkan Mission

CONFIDENTIAL

7th March, 1945.

To: Deputy Director General,
Bureau of Areas,
UNRRA
Washington, D.C.

From: Office of Chief of Balkan Mission,
Cairo.

Subject: Weekly Report 18 - 24 February, 1945. # 17

Attached are two copies of the twelfth weekly progress report of the Balkan Mission for the week ended 24th February, 1945, together with copies of the Minutes of the meeting of the Board of Directors held on 23rd February, 1945 and Special Meeting of the Board of Directors held on 20th February 1945. Also attached is a list of cables received from Washington since 20th February and action taken.

During that week the following additional reports etc. were sent to Washington.

Office of Chief of Mission:

Intelligence Reports Nos. 37-51
Provisional Accounts as at
30th December 1944.

Middle East Supply Bureau:

Report on Turkish supply possibilities.

Health Division:

Report on Nutrition in Greece
Memorandum on Sanitary Engineering Programme
Report on Camps Nursing Services
Report of Chief of Nursing Section for December and January.
Supplementary Report on Nutritional Status of Refugees at Nuseirat Camp.

13784

Report on Typhoid, Paratyphoid
and health of refugees in desert camps.
Report of Sanitary Engineering
Section for January 1945.

Welfare Division:

Progress Report No.18

Division on Displaced
Persons:

Special Report No.5 (taken by hand).

M. C. Cozen Hand

For Chief of Balkan Mission.

Encs.

BALKAN MISSION WEEKLY REPORT.

No.12

(18th - 24th February 1945)

The Chief of the Balkan Mission was in Caserta during the week, attending the conference with Messrs Hendrickson and Xanthaky. They left for Athens at the end of the week. The Senior Deputy Chief of Mission returned to Cairo after discussing UNRRA's distribution arrangements in Greece.

A conference was held by the Bureau of Finance and Administration with the First Secretary of the British Embassy to Egypt, to decide the means of making a further approach to the Egyptian Government about the Egyptian contribution to UNRRA. However, with the assassination of the Prime Minister and the subsequent change in Government it is unlikely that any action can be taken on this question by the Egyptian Government at the moment.

Conferences were held with GHQ, Middle East, about the release of British Army personnel for UNRRA operations in the Middle East and for work in the Balkans. As a result of these conferences additional military personnel are being made available for specific vacancies in the Middle East Mission.

Discussions on the local currency budget for the Greece Mission were held with the Deputy Chief for Finance and Administration and other officials of the Greece Mission; and further attempts were made to expedite the submission of second quarter budgets by the country missions.

A full review of all UNRRA transport in the Middle East is being completed preparatory to assignment of additional vehicles to the Greece and Yugoslav Missions.

Personnel record cards for the Balkan, Albania and Greece Missions were completed during the week, and it is hoped that cards for the Yugoslva Mission will be completed shortly. These records will permit the reporting of the personnel statistics which Washington has requested.

Substantial progress was made during the week in moving the remaining members of the Greece Mission to Greece, but difficulties are still being encountered in obtaining clearances from AFHQ for personnel of the Yugoslav and Albanian Missions. As soon as these clearances are obtained - possibly within the next fifteen days - it is hoped to move the majority of the country missions personnel.

Administrative orders were issued during the week on censorship of travellers' documents (amendment), censorship of private mail, reporting to Health Division in accordance with International Quarantine Regulations, and claims for taxi fares.

Mr. Morrell of the Public Relations Division returned to Cairo on a short visit and gave details of the ^{press} stories he had placed with various representatives of the world and radio on the subject of UNRRA's entry into Yugoslavia. He reported that the channelling of press material from Bari via Rome was now proceeding smoothly.

A story was cabled to Washington and London on the commendation of UNRRA personnel at Bari by the Commanding Officer of the 15th Air Force for their gallantry in the rescue of some survivors of an air crash. The task of captioning the set of 130 photographs of El Shatt Refugee Camp was completed and the photographs despatched to Washington. The story on Moses Wells Refugee Camp mentioned in last week's report was sent to Washington and Greece.

Some good pictures of the departure of the first 1200 Yugoslav Partisans from the Middle East were taken by an unofficial photographer, and five of these were selected for printing and distribution. Refugee pictures were also provided to Reuter's Cairo Office for distribution in the Middle East with an UNRRA story. The Division photographer returned with a good picture coverage of Nuseirat Camp, and a start was made on covering the activities of the Displaced Persons Division for a news story and picture feature.

A lecture on UNRRA was delivered by a Public Relations Officer to senior military personnel at B.T.E., and two further talks have been requested. Another officer of the Division gave a talk on the background of UNRRA to the editors of the British Inter-Services Publication Board (publishers of magazines in English, Arabic, French, Greek, Polish and Serbo-Croat), as a result of which the R.A.F. Press Officer has prepared a short pamphlet on the functions, aims and progress of UNRRA for distribution among R.A.F. personnel in the Middle East. Great interest was also shown in the pictorial possibilities of UNRRA's work in Greece and Yugoslavia, and the Director of the Board requested to send a photographer to cover stories as soon as there was a change of getting into Yugoslavia or the Greek islands.

The 8th issue of the Staff Sheet (back of its mimeographed form) was distributed during the week.

Mr. Felix Dospil, Chief of the European Section of the Island Transport of the Bureau of Areas, who arrived in Cairo a couple of weeks ago to assist the Bureau of Distribution and Transport with transport problems in Greece, has been assisted by the Reports Section, preparatory to his departure for Greece,

in gaining background and current information on his subject.

The following personnel from the Industrial Rehabilitation Division who had been offered to the Yugoslav Mission have been called forward to Bari: Mr. Molyneux, civil engineer; Mr. Jeffers, Mining engineer; and Mr. William Taylor, architect and assistant engineer. The last names is a welfare society worker who has had experience in emergency housing in the United States; he is on loan to UNRRA and will receive no salary from UNRRA but only allowances of facilities in kind. All are awaiting AFHQ approval. The question of the Directorship of Industrial Rehabilitation for Greece is still in abeyance. A reply is awaited from Athens on the suggested assignments to the Greece Mission of Mr. Kornhaber, textile plant specialist, and of Mr. Paul Saar, electric and mechanical engineer.

The Director of the Agricultural Rehabilitation Division has left Athens and is now in Bari conferring with the Directors of the Agricultural Divisions of the Yugoslavia and Albania Missions. Most of the Division's personnel in the Cairo Office are awaiting transportation to proceed to their missions.

Further work has clarified the present Health Division personnel picture in the Middle East and the Balkans.

Discussions have been held between Mr. Musson, Acting Deputy Director of the Division, and General Fox and his staff on the present operations of the U.S.A. Typhus Commission in Yugoslavia and plans for UNRRA's participation in its program. Arrangements have been made for Dr. Musson to study clinical findings in the typhus fever wards and laboratory of the Fever Hospital at Abbassia, which is also making available to him its files and case records. He also spent some time with the staff of the Typhus Commission making a field study in two villages outside Cairo where outbreaks of the fever have occurred. The Commission has made arrangements for a typhus course to be given in Cairo, and a request has been made to Washington for five additional medical officers to be sent here to attend the course.

Conferences have been held in an attempt to satisfy the Egyptian Government's request that Moses Wells Camp be released or alternative quarantine facilities be made available, and the Director of Health visited the Camp with quarantine officials.

The Sanitary Engineering Section is investigating the possibility of securing a suitable solvent for DDT in the Middle East. Two more nurse officers in the Public Health Service have been commissioned and routine work on USPHS administration carried out.

The Medical Requirements Specialist reported on the medical supply situation in the Middle East and made a survey of the Dental Unit supplies provided for the Yugoslav Mission. Requisitions have been made for a supply of uniforms for nurses in the field. The Tuberculosis Specialist has prepared, for submission to Washington, a "General Guide to the Assessment of the Tuberculosis Program in Countries Throughout Europe".

The files of the Nursing Section have been reorganized during the week, and a bulletinboard showing the location of each member of the nursing staff has been completed. Miss Bucknell, Regional Nursing Consultant, has been assigned to the Greece Mission to assist at Headquarters in Athens, Mrs. Pollak, Assistant Bacteriologist, is leaving for Bari this week, to join the Yugoslav Mission. Dr. Chapman, Nutritionist, is being loaned to the Greece Mission and will leave Cairo shortly. Another nutritionist, Dr. A. McQueeney, is also in Athens on loan, while the Director of Nutrition is expected to return to Cairo in the near future.

The Welfare Division has worked on a draft agreement between the Voluntary Societies and UNRRA, based on material originally sent from Washington and revised on a few points to cover the special problems in the Balkan area. A preliminary conference between the Welfare Division and the Balkan Regional Committee of C.O.B.S.R.A. was held on February 24. The revised draft agreement will be sent within the next week to the appropriate divisions of the Balkan Mission for approval and the agreement in final form will later be forwarded to the country missions.

Miss Brownlee, who had been loaned by the Yugoslav Mission - subject to recall when needed - to direct a child welfare study in the camps in the Middle East, left for Bari on February 22. She was unable to complete her study, but work on it will continue. Miss Virginia Trumble arrived from United States on February 23 and has been assigned to the Camps Operations Division. Her training and experience are in the field of child welfare and she has also had administrative experience in the welfare field. She is the first of the approved budget line positions for camps to have actually arrived in the Middle East. Miss Briganti, American Committee for Christian Refugees, has been assigned to the Displaced Persons Division where she will work on immigration problems. Miss Briganti's agency is one of these cooperating with UNRRA and especially interested in the problems of refugees.

Conferences have been held with GHQ on the repatriation of refugees, on the basis of a memorandum prepared by members of

of the Displaced Persons Division in conjunction with AFHQ, as well as on plans agreed upon here with GHQ. GHQ is now communicating with AFHQ in an endeavour to establish a firm schedule.

As reported last week, two officers of the Division visited El Shatt and Moses Wells Refugee Camps, spending a couple of days there on repatriation problems. Two members of the Greece Mission left for Haifa to work on registration of refugees to be admitted to Nuseirat Camp.

Miss Mayerson has been appointed Chief of the Refugee Services Section, with Miss Briganti - just transferred from the Welfare Division - as her assistant - Miss Evelyn Rauch has joined the Division and been assigned to the Repatriation Operations Section as Chief Welfare Officer. Mr. Leslie Dow and Mr. David Myers left this week to take up their duties with the Yugoslav Mission.

The Camps Operations Division has received information that it may yet be necessary to transfer more refugees out of the Dodecanese Islands. For some months past, numbers of Dodecanese have been forced to leave certain of the enemy-occupied islands, particularly Rhodes, on account of growing shortage of food in the beleaguered islands. The military authorities decided that rather than transfer these refugees to the Middle East they should be accommodated in other islands which are free of the enemy. Thus the CASOS project was embarked upon. Unfortunately, the numbers involved are now fairly considerable - as last reported approximately 4,600 - and the local military authorities are having great difficulty in maintaining this group of persons. However, great efforts are being made to provide accommodation, and it may still not be necessary to bring these refugees to the Middle East.

Arrangements have been made with the British Military Authorities for three refugees from the island of CASTELORIZO to visit the island very shortly, in order to view for themselves the conditions prevailing, prior to general repatriation. This island was badly damaged after the evacuation.

Major Charles Newberry, USPHS, has not taken up his appointment as Senior Medical Officer of Camps Operations Division in place of Dr. Wilson S. Dodd, who was ordered to return to the United States for reasons of health.

MINUTES OF THE MEETING OF THE BOARD OF
DIRECTORS

A REGULAR MEETING of the Board of Directors of the Balkan Mission was held at King's Hotel at 4.30 p.m. on Friday, 23 February 1945, under the chairmanship of Mr. Roseman.

Those present were:

Mr. Roseman	Col. Hyde
Mr. Pierce	Miss Flexner
Mr. Beck	Mr. Thrupp
Mr. Downie	Mr. Aaronson
Major Oakley-Hill	Mr. Patterson
Mr. Barnes	Miss Cozens-Hardy
Mr. Irwin	Mr. Hoddinott
Col. Balfour	Lord Norbury
Mr. Tonkinson	Col. Wilkinson
Mr. Floud	Major Francis
Miss Gifford	Col. Livingstone.

1. THE CHAIRMAN called the meeting to order, and Col. Livingstone reviewed briefly the decisions taken by the Administrative Sub-Committee on the draft administrative orders discussed at the last meeting. In the matter of uniforms it had been decided that flashes would be worn on the outer garment, but only on one shoulder; the brassard had been discarded; and as regards the badge, it had been recommended that it should be in the form of the UNRRA stamp, made in bronze with the spaces out, to give relief effect. Pending the arrival of some satisfactory uniform from Washington, it was suggested that khaki drill jacket and trousers or skirt be worn, but not shorts; and that the wearing of insignia on civilian clothes be forbidden.

ACTION

- COL. LIVINGSTONE said a suggestion had been made that Washington be asked to forward suit and dress lengths of material instead of ready-made uniforms. The matter was discussed, and the proposal to act on this suggestion was put to a vote and unanimously carried by a show of hands.
2. MR. ROSEMAN stated that he had had no information on the matters at Caserta except a telegram addressed to USAFIME asking for permission for Messrs. Hendrickson and Xanthaky to come here via Athens; that he assumed the meetings were over by now, and that the visitors from Washington, accompanied by Sir William Matthews and Commander Jackson, were probably in Athens at present and would be arriving in Cairo next week. This, however, he said, was merely conjecture on his part.
 3. a) With regard to the weekly Mission report to Washington, MR. ROSEMAN stated that Mr. Hoddinott found there was great delay -

as much as ten days - on the part of the various divisions in handing in their divisional reports. MR. HODDINOTT urged the advisability of all divisions having their reports in promptly by Wednesday, and covering the period Monday to Saturday of the previous week, instead of Wednesday to Wednesday as some were now doing. MR. ROSEMAN commented that the reports were not as informative as they could be; that they should contain a record of all developments which occurred during the week, as that would be helpful in giving Washington a clear picture of the situation here.

b) MR. ROSEMAN stated that among the items required in the new form of monthly reports are comprehensive reports on camps, displaced persons, hospital work, personnel, and statistical data on expenditures. He felt it was incumbent upon us to furnish as much information as possible, or, where we could not, to indicate the difficulties in the matter of lack of trained staff; he thought, however, it was mostly a matter of records and monthly tabulations. A discussion followed on the subject. The chief objection - put forward by Mr. Beck and Mr. Pierce - was in the matter of reporting on age groups it meant establishing percentages which would have to be changed. Mr. Roseman said he had telegraphed to Washington that we were trying to get the information called for in the new reports. In reply to a question by Col. Wilkinson, he said that we would discontinue monthly reports except when specifically requested by Washington.

MR. ROSEMAN then mentioned Washington's suggestion that the Intelligence Division be known in future as "Reports Section".

4. Draft Administrative Orders.

ACTION

a) Petty Cash Claims. It was agreed to add the words "where possible" where the order called for claims to be supported by receipts. The purpose of the order was to place the onus of the claims on the heads of organizational units, who would be required to certify that the expenditure were justifiable.

b) Travel rates. This order was the result of an agreement reached with Mr. Dayton when he was here, for the purpose of clearing up the confusion that exists on this point. Mr. AARONSON suggested adding the words "where possible" in connection with the supporting receipts for reimbursable items.

The question of amplifying the definition of the term "Middle East" to include other countries in this area was discussed and left in abeyance for further consideration.

ACTION

MR. PIERCE expressed the desire to discuss the matter of travel rates with the members of his division; consequently it was agreed that issuance of the order would be postponed until evening of the following day.

c) Taxi Fares. The purpose of this order was explained by MR. AARONSON, viz., that the head of the organizational unit to which the claimant is attached should be required that the journey undertaken was official and that no other means of transport were available.

d) Amendment to A-73 - Censorship of Travellers' documents - passed without comment.

5, Report on Mission Plans.

i) Balkan Mission. Col. BALFOUR stated that he hoped very shortly to be able to send out notifications of transfers, so as to enable the heads of divisions to pass the information on and prevent despondency among their staffs. Upon Mr. Roseman's suggestion, he outlined briefly the procedure to be followed after obtaining from the transferee mission its assent in principle to the proposed transfer.

Mr. Roseman stated that on the basis of the review he and others had made of the Middle East budget recently, he felt he could give the locally-engaged employees whose services were satisfactory a fairly clear assurance that they would be absorbed in the Middle East Mission.

ii) Greece. Mr. DOWNIE stated that the majority of the Greece Mission staff were now in Greece, and only about 75 remained here; but the despatch of 45 of this number had been requested and he assumed that within ten or fifteen days there would be but a handful left. Most voluntary society teams were already in Greece. Practically all of the members of the Bureau of Distribution and Transport had been called, and were gearing up to take over from ML on April 1. The Greece Mission already had been personnel in every one of the six districts, and some had recently gone into Crete. Very few reports had come in from Athens on the nature of the work that the staff there is doing, which appeared to be mainly relief at this point, but undoubtedly within the next few weeks it would shape up into a more typical UNRRA program or even better.

iii) Yugoslavia. Mr. Irwin stated that he had received very little information this past week but that, out of a total personnel of perhaps 150 - including ML - in Yugoslavia, only about 18 or 19 were UNRRA people, many were still awaiting transportation in Cairo, but he hoped to get them off soon. Word received from those who had gone into Yugoslavia indicated that they had been accorded a very good reception. He stated that,

judging from the quantity of ML motor trucks landed there (over 100), ML operations must be more extensive than he had imagined. Mr. Morell had got together copies of a number of individual letters and written up a very good story. Asked if he had any information about supplies, Mr. Irwin replied that he had heard nothing about the flow of supplies and knew only the original tonnage sent.

iv) Albania. Major OAKLEY-HILL stated that he had nothing to report except that the Chief of the Mission was having trouble regarding the matter of travel clearance. Mr. ROSEMAN explained that he had taken steps to get the military procedure simplified, through telegrams to Greece to the Military and to Sir William Matthews, and he hoped to be able to clear the matter up.

6. MR. ROSEMAN then inquired whether there were any other matters to be discussed. COLONEL HYDE stated that USAFINE were now accepting all American UNRRA personnel for medical treatment. That left a group of only about 70 British not provided for, and another group of about 25 of other nationalities. He said he was working on the problem of the 70 British and hoped to succeed in making medical provision for them. As for the 25 of other nationalities, he thought the only thing to do would be to select some local doctor and make an arrangement with him for the care of this group.

THE MEETING was then adjourned.

MINUTES OF THE SPECIAL MEETING OF THE BOARD
OF DIRECTORS OF THE BALKAN MISSION
ON 20 FEBRUARY 1945.

A special meeting of the Board of Directors of the Balkan Mission was held at King's Hotel at 4:30 P.M. on 20 February 1945.

The meeting, under the chairmanship of Mr. Roseman, was called to discuss the proposed revision of the living and quarters allowance and the discontinuance of the separation allowance.

Those present were:

Col. Balfour	Mr. Mackintosh
Col. Booker	Maj. Noble
Miss Cozens-Hardy	Lord Norbury
Mr. Downie	Col. Oakley-Hill
Mr. Floud	Mr. Patterson
Maj. Francis	Mr. Roseman
Miss Gifford	Mr. Siegel
Mr. Hoddinott	Miss Simeon
Col. Hyde	Maj. Tonkinson
Mr. Irwin	Mr. Thrupp
Col. Livingstone	Col. Wilkinson

The meeting was called to order by the chairman, who stated that the memorandum of 20 February 1945, on Proposed Living and Quarters Provisions, embodied the substance of Washington's ideas on the subject.

The Balkan Mission, however, had suggested \$ 2.00 instead of the Washington figure of \$ 1.50 per diem for employees with dependents, when meals and billets are provided by the Administration. The Balkan Mission also insisted that, since the Administration is changing the rules in the middle of the game, employees who are dissatisfied with the new rates should be repatriated at the Administration's expense.

Mr. Siegel stated that the proposed living and quarters provisions were to be supplied in UNRRA missions throughout the world, and that, when the military period is over, they would be an improvement on the present system. When the Administration failed to provide meals and billets, employees would be given an allowance in non-convertible local currency. The size of the allowance would be determined by the Chief of Mission, and would fluctuate with the local currency.

Mr. Downie and Mr. Patterson pointed out that the cost of living includes numerous items, such as clothes, laundry and cigarettes, the prices of which may be far higher in the field than in the U.S. or the U.K. After considerable discussion two proposals were put forward:

- A. That the living and quarters allowance, where meals and billets are not provided, should cover the average reasonable cost of food and lodging in the area, as determined by the Chief of Mission, plus a flat \$ 2.00 per diem to cover the cost of incidentals.
- B. That the allowance for food and lodging should be determined as in A above, and that a certain percentage of this figure should be given in addition to cover the differential between the cost of incidentals in the Mission area and their cost in the U.S. or the U.K.

The general feeling of the meeting seemed to favor the second proposal, although no vote was taken.

ACTION:

It was agreed that Mr. Roseman should draft a cable to Washington, stating that the Balkan Mission considers the Washington proposals fair in general, but wishes them to include the three alterations suggested:

\$ 2.00 per diem for employees with dependents, where meals and billets are not provided;

additional allowance for incidentals, as in proposals A and B;

and repatriation at the Administration's expense for employees dissatisfied with the new rates.

The Meeting was then adjourned.

LIST OF CABLES RECEIVED FROM WASHINGTON FOR WEEK
COMMENDING FEBRUARY 20th AND ACTION TAKEN BY CAIRO

213	:	Disregarded Washington 235 refers.
214	:	No Action.
215	:	Noted. Sent YUGAID 112
216	:	Noted
217	:	No Action
218	:	Sent YUGAID 104
219	:	Not Received
220	:	No Action
221	:	Noted
222	:	Reply 230 24th February
223	:	Waiting reply from Greece
224	:	Action taken
225	:	Reply 224 23rd February
226	:	Noted
227	:	Reply 250 3rd March
228	:	No Action
229	:	Sent YUGAID 107
230	:	Not received
231	:	Noted
232	:	Noted
233	:	Noted. Action being taken
234	:	Reply 246 2nd March.
237	:	Noted
238	:	Sent YUGAID 109
239	:	Noted (Reply from London 98 to Washington 410)
240	:	Reply 240 London 114 1st March
241	:	Not received
242	:	Personal cable
243	:	Action being taken
244	:	Noted.

3 March 1945

To: Richard R. Brown
/ Wm. Welk
Robert Brown

From: C.L.House, Acting Chief
So. European Div.

Ch H

Annexed is a copy of the main body of the Report
on Displaced Persons which has been received as
a part of CAWA 732.

The original of the document, which also includes
a covering letter and ten attachments to the
Report, has been forwarded to the Displaced
Persons Bureau.

Attachment: 1

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

CAIRO REPORT NO. 5

DIVISION ON DISPLACED PERSONS

30 January 1945

1. EVALUATION OF SIX MONTHS EXPERIENCE IN THE BALKAN MISSION.

I planned to present a year-end report covering six months experience in the Mission operation. I postponed this for a short time in order to determine if the situation with reference to country mission operations in the Balkans would be clarified. It has now clarified sufficiently to make it possible to predict somewhat as to the political organizations of the countries and UNRRA's relationship to them.

Perhaps a brief survey of the Balkan Mission might highlight some of the administrative problems which were inherent in this type of organizational structure.

When I arrived in Cairo the latter part of June 1944, the Balkan Mission was composed of a small number of top executives with very little supporting staff. With the exception of the Camps Division, the entire Balkan Mission was housed in 8 Dar el Shifa with plenty of space to spare. Now, at this time, it occupies four buildings in Cairo in addition to the staff now in the various Balkan countries and Italy. In this six months time there has been a tremendous influx of people who had to be processed and prepared for field assignments. This always involves considerable administrative burdens as to housing, personnel relations, training, travel, and many other problems. It is safe to say that a considerable amount of the administrative confusion which has been present in the Balkan Mission operations today has largely devolved from the great multiplicity of detailed problems required to get this large group of people ready for field assignments in other countries. In addition, most of these people arrived without any prior knowledge of them on the part of the Balkan Mission so that a certain processing was required before definite allocations could be made. Fortunately, this situation was not true of most of the DP personnel because I had a chance to select many of them before I left Washington. Because of the method of selection of the personnel many errors were made in assignments and many discordant personalities were revealed, in addition to those whose aptitude for foreign service was poor. Despite these difficulties, the people were processed and conditioned for country mission operations. In future mission operations of this type, it is important to prepare extremely skilful and experienced persons to provide administrative services and individual personnel services required for large groups of new people and send them into the field in advance of large personnel drafts. The Balkan Mission had to approach this problem on an empirical basis. That experience should not be repeated in other missions.

It is common knowledge in Cairo that the most serious problem that has existed here has been the administrative chaos largely caused by the difficulty of processing new people with inadequate numbers and inadequately trained persons in the administrative branch of the Mission. Every executive here has had the discouraging experience of spending large portions of his time attempting to get the most rudimentary administrative services provided. Every employee has had the discouraging and baffling experience of having difficulty getting rooms, getting
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travel vouchers paid, getting salary paid and a hundred other minor details taken care of. The total of these minor difficulties adds up to an impression of an organization which did not know how to take care of the little details of living as far as its own staff was concerned which gave as a corollary the impression that it could not take care of providing the details of living for people in devastated countries. Obviously, that conclusion is not altogether justified, but it was unfortunate that such an impression was obtained and it would be inexcusable if such an impression is obtained in future missions.

The advantages and disadvantages of being included in the organization of missions has always been a subject of discussion in DP Division. My impression today indicates that there are very distinct advantages and very distinct disadvantages. Obviously, the purpose of including DP operations within any mission structure is to provide one central administration in any geographical area for negotiation with authorities concerned and for providing one administrative organization to service all UNRRA units.

So far as negotiations are concerned, I can say that the experience which Sir William Matthews and Cyril Pickard had had here was invaluable in directing the policies and programs of DP operations in the Middle East and the Balkans. Undoubtedly we would have made many more mistakes had we not had the advantage of their counsel and direction. Therefore, a single experienced mission head for policy direction and negotiation adds up to a distinct advantage. I must be honest, however, to state that the subjection of DP operations to the administrative controls and administrative services of the Balkan Mission has been a distinct disadvantage. I have spent a tremendous amount of my time attempting to secure trivial but necessary services such as transport, supplies, personnel actions, pay, travel allowances, and a hundred other items. As soon as I had sufficient staff here, I found it necessary to assign one full-time staff member to the sole job of following through with the administrative sections of the Balkan Mission on matters of personnel actions and requirements for the DP staff alone. I am confident that without any additional staff, provided money were available, I could provide all the administrative and personnel services required for this Division with much less difficulty than obtains in attempting to get them from the Balkan Mission.

I am making this statement not as an expression of my wish to be independent of the Balkan Mission at this time, but rather to point out problems which should be foreseen in future mission operations.

Part of the confusion resulting in the Administrative Services Section of the Balkan Mission has been due to the uncertainty of our relationship with the military. It must be recognized in the Balkan Mission and in the Country Missions that we depend upon the military for transport, uniforms, travel identification documents, PX and NAAFI, medical services, and to a lesser extent, office equipment, supplies, printing, money, and a variety of other needs. These items are so vital to any successful mission operation that their availability must be a matter of a contractual agreement. Otherwise, UNRRA must prepare in advance to furnish these items on a civilian basis. My own feeling is that except for those items over which the military has sole control, UNRRA should plan to furnish them as an independent civilian organization. This applies particularly to items such as PX, transport, office equipment, supplies, printing equipment, uniforms, and other similar items.

/To/

To be dependent upon the military for these items is to be, to a certain extent, under military control. This is bound to influence policy in UNRRA operations which in many instances may not be desirable.

I would like to suggest that in mounting future UNRRA missions, Headquarters should carefully consider methods by which personnel are selected and allocated.

When Sir William Matthews was made responsible for the operations of the Balkan Mission, he had practically no opportunity to participate in the selection of his principal advisors or in the selection of the staff of the Mission. I submit that this state of affairs presents an almost impossible administrative assignment. Furthermore, a considerable number of the top executives of the Country Missions have not yet been appointed although the staff requirements for these Missions have been almost fully met. I would recommend on future missions, that the executives be appointed first after review and approval by the Chief of Mission and that arrangements be made whereby representatives of the Chief of Mission who have his confidence can be present at the places of recruitment for review of prospective personnel. Personalities play such a vital part in foreign relief operations that except for certain extremely specialized professions, it is more important to select a person of the proper attitude of mind, adaptability, and aptitude for foreign service, than to pick out persons with special competence in their fields. I strongly urge DP Division to apply standards of personality, adaptability, and attitude of mind to prospective employees in addition to, and if necessary rather than, experience in immigration or refugee work. In selecting personnel, the limitations on the use of female employees in war areas should be borne in mind.

It is recognized that suitable and adequate financial controls are necessary for any operations by UNRRA. It should be clearly realized that such financial controls should not handicap necessary and vital operations. The line budget was a chronic administrative headache until it was eliminated. In its place we now see emerging budgetary controls, fortunately decentralized, which may prove to be equally handicapping and discouraging unless they are intelligently applied. No person in charge of operations in the field can operate unless he has a reasonable amount of freedom in financial matters. In setting up District Offices in Palestine, Cyprus, Iran, India, and East Africa, we have adopted the principle that these offices must be provided with cash in local banks with which to meet current expenses and be further provided with authority to commit UNRRA funds for operations for which they are held responsible. I believe the same principle must be applied in country missions with respect to its district offices and to its operating divisions. For example, certain refugee groups in Greece have, until now, been maintained by a payment of gold by British military units. If that is the only means of providing emergency relief until supplies can be obtained, UNRRA should be prepared to do it. DP operations which might involve transport of thousands of people through many countries must have a flexibility of financial arrangements which make it possible for the person in charge to see the party through safely to its destination without embarrassment or delay. This can be done only by adequate provision of international exchange currency acceptable to all places en route. Furthermore, budgetary controls on personnel must be approached with decentralization of authority to the persons operating in the field. The tendency to increase staff, often unnecessarily, is recognized. However, nothing can be more handicapping than being charged with responsibility for an operating job without being given the human tools with which to do it. The same criteria apply

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to all grades of personnel and to such items as supplies, transport, or other necessary tools to do a responsible job.

2. SITUATIONS WITH REGARD TO COUNTRY MISSIONS.

(a) GREECE:

Mr. Barger came out of Greece with me just before the outbreak of the civil war to attend a conference in Rome. We then returned to Cairo. Subsequently, all members of his staff, except Miss Geldrd-Brown, were evacuated from Greece. The civil war and the confusion resulting therefrom have made it impossible to carry on DP operations in Greece.

Mr. Barger, together with Mr. Alspach, left a week ago to return to Greece to survey the situation so that DP operations may be planned intelligently. From the point of view of this Division, DP operations in Greece could only be adequately performed under the aegis of an independent UNRRA mission. The United Nations nationals which it would be our responsibility to repatriate are in both Government and ELAS territories. To perform our jobs would require suitable working relationships with all governing authorities there. In the absence of a single government with control over all Greece, it is necessary to establish these relations with the responsible authorities and to provide the machinery whereby these people can be repatriated. Obviously, this is no simple task and it is one fraught with many difficulties. The emphasis has now been placed behind the sentiment for a completely independent UNRRA mission in Greece. The operations of DP, involving as they do direct relations with all shades of political organization and belief, require an absolutely independent organization which is beyond identity with any one nation, faction, or political structure. Otherwise, we shall find ourselves handicapped at every turn and we will find it impossible to carry out our assignments.

(b) YUGOSLAVIA:

The DP section of the Yugoslav Mission was in residence near Bari for three months while negotiations went on between ML and the Tito representatives. It was due to the delay in consummating these that at the first of this year, I recalled Mr. Dow and Mr. Myers for temporary assignments in the Middle East. Mr. Farber remained in residence at Bari in order to maintain contact. It now looks as though a small joint ML-UNRRA operation will take place in Dalmatia as the result of a recent agreement between ML and Tito. During this time, independent UNRRA negotiations for the post-military period will proceed. I do not expect that any extensive DP operations in Yugoslavia will be possible until UNRRA operates on an independent basis. This may be a matter of two to three months. I am prepared, however, to reassign the DP section, Yugoslav Mission, if required. In the meantime, I will keep them occupied in the Middle East.

(c) ALBANIA:

I have withdrawn Mr. Sharp, DP Director, Albanian Mission, to Cairo due to the fact that the Albanian Mission is being dissolved because of the refusal of the partisan forces in Albania to accept any mission into that country. For personal reasons, Mr. Sharp may be sent to Washington for reassignment or for consideration of other employment.

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3. MIDDLE EAST DISTRICT OFFICES.

(a) CYPRUS:

Our District Office in Cyprus is now open with Miss Edith Gates in charge. She has been there a short time and only one report has as yet been received. I attach, hereto, a copy of that report marked "Attachment No. 1". This Office will be responsible for organization of the repatriation of the Greek and Dodecanese refugees now in Cyprus and numbering some 5500. I am temporarily assigning Mr. George Nikolakis of the Greece Mission to that Office to assist Miss Gates.

(b) PALESTINE:

Mr. Dow of the Yugoslav Mission and Miss Elizabeth Brown of the Greece Mission are proceeding to Palestine shortly to survey the refugee problems there with the view to the location and organization of the District Office. In many ways the most complicated refugee problems in this part of the world are in Palestine. This office must be carefully staffed and organized.

(c) IRAN:

Mr. Galusinski has opened our office in Iran where he will be shortly joined by Mr. Durrant of the Yugoslav Mission in order to initiate the registration of the Poles there.

(d) INDIA:

After he has started the registration in Iran, Mr. Durrant will proceed to India to initiate the registration there. Major Allen, an officer in the Indian army, represents UNRRA in India. I am attempting to recruit him for the DP staff as director of our India Office.

(e) EAST AFRICA:

Mr. Jacobs is in Nairobi preparing for his survey of the East Africa camps. He is also establishing the relationships and surveying the possibilities of a district office at Nairobi. Shortly, he will be joined by Mr. Slomnicki who will act as Polish representative in that office.

(f) GENERAL:

I have as yet found no suitable staff member for permanent head of the office in Palestine or Nairobi. Both of these represent extremely difficult assignments and require people with exceptional qualities. I am hopeful, however, of recruiting them here from staff which might be available.

4. FIELD REPORTS BY MR. JACOBS.

I enclose, herewith, a report of a survey of the Greek camps in Ethiopia submitted by Mr. Jacobs. This report, marked "Attachment No. 2", is up to his usual excellent standards. Mr. Jacobs is now in Nairobi planning visits to the East Africa territories, Union of South Africa, and the Belgian Congo. He has been delayed by the inability to secure motor transport. Funds have been advanced to him for necessary rental if he is still unable to secure such transport from the military. Mr. Jacobs submitted a confidential report on his attempt at registration at the first Polish camp at Tengeru, Tanganyika. I am not submitting this report to you by this channel due to the extremely serious and delicate matters discussed in it.

5. PERSONNEL:

The following persons have reported for work, or have been appointed, since Report No. 4 was submitted:

Durrant, Robert B. (Sgt.)
Keiles, Harry (Mr.)
Minty, Helen (Mrs.)
Morrison, Jessie S. (Miss)
Reed, Rosalind (Mrs.)
Walford, William (Capt.)
Witwicka, Joanna W. (Miss)
Wrenick, B. (Miss)
Zukanovich, C. M. (Miss)

I also attach a list, (attachment No. 3), of the total personnel employed by DP Division. Balkan and country missions together with their temporary or permanent assignment as of this time.

6. PLANNING FOR MIDDLE EAST MISSION.

Due to the imminent possibility of liquidation of the Balkan Mission, a committee constituting Neville Miller, Senior Deputy Chief, Balkan Mission; Mr. Beck, Director, Camps Division; Mr. Greenstein, Director, Welfare Division; Col. Hyde, Director, Health Division, and myself, have been working to draft organizational structure and plans for the Middle East Mission which will be responsible for continuing operations in the Middle East after the Balkan Mission has been removed or liquidated. Such plans have already passed the discussion stage. It is expected that a separate budget for the Middle East Mission will be established for the second quarter of 1945 and that personnel assignments to this Mission will be made as soon as the budget is approved. This Mission will have only two major operating functions; Camps and Repatriation, together with a minor function of supply procurement in the Middle East. Any residual functions of the Balkan Mission will be attached to this Mission as appendages which can be removed without disturbing the essential Mission structure.

7. REPATRIATION POSSIBILITIES.

We have been fortunate to secure the active interest and cooperation of GHQ MEF for the return of refugees from the Middle East, particularly Greeks and Dodecanese. This interest has been stimulated by the desire of the military authorities here to regain the camps at Nuseirat and Moses Wells. A Committee has been appointed composed of two ranking officers of GHQ, with Mr. Miller, Mr. Beck, and myself to plan and schedule this repatriation. GHQ has undertaken the necessary function of importuning AFHQ at Caserta for the necessary transportation and authority for repatriation. Our registration cards have proved to be an invaluable record for making these plans. Early acting, as a result of the clearing of the political situation in Greece and the more favorable weather to come in the spring, is hoped for.

With reference to Yugoslavs, authorities here fully expect a strong demand on the part of the Yugoslav authorities for the complete return of their refugees to Yugoslavia in the early spring. Whether or not this will be agreed to by the military authorities and UNRRA will depend upon the availability of supplies on the Dalmatian coast and the availability of necessary transport.

Dodecanese operations will continue to be handicapped by the occupation of the principal islands by the Germans. Until these islands are cleared, we can expect no large scale repatriation to the Dodecanese Islands.

8. RELATIONSHIP WITH THE INTERGOVERNMENTAL COMMITTEE ON REFUGEES.

Mr. Preston, former Executive Officer of MERRA and now Resident Representative of the Intergovernmental Committee, reported for duty in Cairo a short time ago. I have had several conferences with him on mutual problems. One of the most outstanding problems is involved in establishing a refuge for temporary care and possible resettlement for tremendous numbers of potentially or actually stateless persons in the Middle East, particularly Royalist Yugoslavs and Poles. In cooperation with Mr. Preston, we are planning immediately for an economic and political survey of certain areas in this part of the world for such purposes, particularly Tripolitania, Cyrenaica, the Lebanon, Syria, Eritrea, and perhaps other areas. The responsibility for this work has been divided between Mr. Preston and myself with an understanding that we will exchange information obtained. The location of any such camp sites will be done with the approval of I.G.C. so that they will be prepared to take over responsibility for stateless persons. For the time being, and until we receive other information, Mr. Preston and I are working in accordance with the draft agreement between Sir Herbert Emerson and Gov. Lehman as to the mutual responsibility of UNRRA and I.G.C. for stateless persons. I expect to have a most cordial relationship with Mr. Preston and expect that I.G.C. will cooperate with us to the fullest possible extent.

9. RELATIONSHIP WITH THE INTERNATIONAL RED CROSS COMMITTEE.

I have had recent conferences with the I.R.C.C. representative in Cairo with reference to the utilization of our SHAEF registration index for searching purposes. The tentative working agreement which we have reached is that any requests for information regarding refugees in this part of the world will be accepted by I.R.C.C. in Cairo and sent by them to us for clearance. Replies will be directed by us to the I.R.C.C. with statements as to whether or not the person has been identified. It will be I.R.C.C.'s responsibility for notification of person identified and the following through with other sources for persons not identified. We will simply act as another resource for the I.R.C.C. For persons found in refugee camps, I.R.C.C. will take responsibility for notifying the persons concerned that a request has been received for information and the source of the request. The person in the camp will be free to reply or not reply to the request as he sees fit. This device is necessary to make sure that these facilities are not utilized for ulterior purposes by persons seeking information of these refugees.

10. STATUS OF REGISTRATION.

Registration has now been completed for all refugees in UNRRA camps and for the Greek refugees in Cyprus and Ethiopia. The duplicate DP-2's for all these groups are now in our Central Index in Cairo. For the refugees in Museirat, Moses Wells, Cyprus, and Ethiopia, the processing is practically completed with suitable cross-references made. The same obtains

for the Yugoslav refugees in El Arish and Tolumat. The large number of Yugoslav cards from El Shatt have just been received and are being processed. As mentioned before, Mr. Durrant is undertaking initiation of registration in Iran and India at an early date, and Mr. Jacobs is undertaking registration in East Africa, the Belgian Congo, and the Dominion of South Africa. When all this is done, there will be a total registration of all groups of refugees in this part of the world with central records available in Cairo. These registration records have already proved their value in supplying information to military authorities for transport purposes and for furnishing lists of skills and professions to national authorities concerned. They also give us an accurate statistical tabulation of these refugee groups together with present locations and places of origin. It is my considered opinion that repatriation would be well-nigh administratively impossible without these central records. I attach herewith a published handbook for repatriation compiled by Augusta Mayerson from the experience we have had in registration processes to date. This may prove of considerable value for registration in other parts of the world. There is no copyright on this and it may be reproduced by anybody who is interested. (Attachment No. 4).

11. STAFF PHOTOS.

On a bright, sunny day a member of our staff took photographs of the DP staff members then available in Cairo. People absent from these photographs include Mr. Farber, Mr. Dow, Miss Gates, Mr. Galusinski, Mr. Jacobs, Miss Geldard-Brown, and Mrs. Reed. Suitable comments as to identity are listed below each photograph. (Attachment No. 5). You will note that we are housed in an attractive villa utilized completely by this Division which I assure you has its advantages.

In general, I would say that the organization of an international staff offers many serious problems and many challenges. We have represented on our staff Americans, British, Canadians, South Africans, Greeks, Poles, Belgians, French, Yugoslavs, and Egyptians, representing all shades of cultural and political backgrounds. It has been necessary for me to emphasize many times that political discussions between different nationalities should not take place in the office. So far no serious clashes have occurred but they are potential in any situation of this kind. The greatest amount of tact and tolerance must be displayed by every staff member in order that a unit of this kind can be focused upon its essential work in an objective manner.

12. STATISTICAL REPORTS.

Attached hereto is statistical report for the month of December, (Attachment No. 6), based upon our Central Index registration cards processed to date. This is set up on forms devised by us but they are not presented as a substitute for the Washington forms. These are being submitted separately.

13. CAMP POPULATIONS.

Attachment No. 7 is a list of the current populations of refugee camps. We depend, at this time, for our sources of information on a variety of agencies so that I cannot vouch for the complete accuracy of these figures until such a time as our registration is completed. However, I can assert that they represent the most accurate list of these camps /available/

available in the world.

14. RELATIONSHIP WITH FIELD OFFICES AND PERSONNEL

Attachment No. 8 comprises copies of news letters which we have started addressing to field offices and persons engaged in field assignments. I have assigned one member of the headquarters staff to be responsible for permanent liaison with all field offices and personnel so that requests from the field will receive prompt consideration, and so that field personnel will receive promptly information on all important matters decided or taking place at headquarters. I believe one of the most important items of organization in operations of this kind is to maintain the closest possible contact with field operations so that they feel that they are being supported, informed, and thought of at frequent intervals. This requires a somewhat elaborate organization, but I believe it is well worth the effort. Every letter or report from the field is promptly acknowledged and answered. Every cable is acted upon at once. Personnel actions are instituted automatically for persons eligible for salary increments or increases. Money advances or travel allowances are handled expeditiously. These are all factors which bear greatly upon the efficiency of field operations.

I wish, at this time, to take the occasion to congratulate the DP Division of the Washington Office for the splendid support which we have had on all requests made, and I would like to congratulate the London DP Division on the excellent way in which they have kept us informed of the current policy and decisions. What I miss from both offices is the personal touch as to what is going on, being thought about, and being planned for in those units.

15. DEVELOPMENT OF REPATRIATION STANDARDS.

About a month ago a Working Party under the Chairmanship of Molly Flynn was formed to develop standards of care and service for groups of refugees being repatriated. This Working Party, composed of Miss Mayerson and Mr. Keiles of the DP Division, Mr. Brownbridge of the Welfare Division, Dr. Kirk of the Health Division and Mrs. Greene and Mr. Jacoby of the Camps Division, has had several meetings. I attach, herewith, a copy of the tentative report which is for information only inasmuch as it has not yet had official approval by the Administration of the Balkan Mission. (Attachment No. 9). You will note that this presents a real pioneering effort to foresee the requirements both as to supplies and personnel necessary to move people as well as the procedural problems involved. The work of this Committee will do much to advance our detailed plans for these operations.

16. PRELIMINARY REPORT OF EXPENDITURES IN POLISH CAMPS
IN EAST AFRICA.

Attachment No. 10 is a report submitted to Mr. Jacobs, our representative now in Nairobi, as to the current costs of maintaining the Polish refugee camps. This report is not complete inasmuch as no amount for clothing is included, nor does the report reflect the cost to the British Government of their supervision of these camps. However, it does reflect an indication of the expenditures which would become the responsibility of UNRRA if these camps were taken over.

signed C. M. Pierce, Director DPD (Balkan
Mission)

BALKAN MISSION WEEKLY REPORT.No. 13(25th February - 3rd March 1945)

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The main news of the week was the receipt of telegram No. 23 from Caserta which virtually called for the immediate liquidation of the Balkan Mission. The Chief of Mission was in Athens with Messrs. Hendrickson and Xanthaky during the week and Messrs. Rhatigan and Adair, who had accompanied them there, came on to Cairo before the weekend.

Some progress was made by the Bureau of Finance and Administration in the preparation of the financial report for 1944 of the Balkan Mission and the Country Missions, but the unfortunate illness of the officer in charge of this report will delay its completion; however, work on it is continuing. The proposed Budget for the Middle East Mission was forwarded to Washington, but because of the uncertainties about the functions of this mission and the forthcoming visit of Messrs. Hendrickson, Rhatigan and Xanthaky no finance and administration hearings were held on the subject. No further action was taken to procure second quarter budgets from the country missions, since Mr. Hendrickson in his cable No. 23 from Caserta relieved the Balkan Mission of this responsibility.

In consultation with Mr. Dospil of the European Section of Inland Transport, allocations were agreed upon as between the country missions and the proposed Middle East Mission for all the UNRRA staff transport available in the Middle East. The control of transport has been reorganized and a proper transport record system is being installed.

The Personnel Section issued 750 attendance cards for employees. Difficulty has been encountered in securing the return of some of these cards, especially for personnel working in refugee camps, but in each instance it has been required that the card be fully completed and certified by the head of the Division before salary payments is made. The personnel records of employees of the Greece Mission were transferred to that mission, and the files for the Yugoslav and Albanian Missions are being prepared for transfer.

The stock room has been reorganized and now awaits only instructions in procedure from the Bureau of Requirements and Supply. Stock cards are now kept and all issues and receipts are marked up and charged to the Divisions concerned. No procedure has yet been set up for charging issues from stock to country missions, but the matter is being attended to.

Plans have been made for terminating the lease on King's Hotel when the remaining Greece Mission personnel leave and other arrangements are made for the staff of the Health Division and other units housed there.

the Deputy Director of the Division of Public Relations returned from Rome at the beginning of the week. A further telegram was received on the future disposition of the Division personnel - this time from Mr. Morse Salisbury in London - according to which Mr. Morrell be temporary Director of Public Relations in the Yugoslav Mission. He has consequently made arrangements to return to Bari as soon as possible. Further efforts were made to secure the services of Mr. Leo Fuller as Deputy Director of Yugoslav Public Relations, and as a result of interviews with MIME and A.G.I. is hoped that Mr. Fuller will be available to UNRRA about March 10.

Three stories on Yugoslavia and one on Nuseriat Refugee Camp were mailed to Washington and London, as well as the pictures of the 1200 Yugoslav Partisans mentioned in last week's report. The Division cabled to Washington and London a story on the progress made in the Displaced Persons Division. This story was also given to the "Daily Express", and direct distribution of it was made in the Middle East on a suitable timed release date. A picture feature is in preparation from pictures taken by the Division photographer; and a picture of Moses Wells Camp, selected from the photographer's prints and running to some 35 pictures, is also in preparation, though difficulties are still being experienced due to the shortage of printing paper.

Further lectures were given during the week at the Cairo YMCA and at the 15th Scottish Hospital.

The staff of the Industrial Rehabilitation Division was increased by the arrival in Cairo this week of two specialists from Washington: Mr. Allen A. Jones, Civil Engineer, with special experience in municipal engineering; and Mr. F. William Oyey, Civil Engineer with special experience in harbour works and installations and in the tooling up of factories. Decisions as to their ultimate assignments will be made shortly.

Advice was received from Caserta that Mr. L. Fisher, Mechanical and Industrial Specialist, had arrived there from Washington; he has been assigned to the Yugoslav Industrial Rehabilitation Division.

The Director of the Agricultural Rehabilitation Division returned to Cairo on February 28 after an absence of three weeks during which he visited the Greece, Yugoslav and Albania Missions in Athens and Italy. He had been called to Athens by the Chief of the Greece Mission for preliminary discussions with the Greek Minister of Agriculture and his staff on the immediate needs for supplies for agricultural rehabilitation. The Greek requirements program for May, June and July was received in accordance with their wishes and transmitted to the Bureau of Requirements and Supply. The Director also had discussions with ML agricultural officers with a view to acquainting himself with some of the details of their operations. He made a short trip to the fishing village of Lavrion with the ML Officer in charge of fisheries to determine the suitability of the port as a collection station and distribution point for fish caught in the waters of the adjacent islands.

At San Spirito the Director discussed with the Director of the Yugoslav Agricultural Rehabilitation Division the assignment of personnel and other matters pertinent to the plans of the Mission. Preliminary arrangements were made for the transfer of Mr. Tikkaner from the Albania to the Yugoslav Mission upon his release from hospital. At Ruvo the Director had opportunity to confer briefly with the Acting Director of Agriculture in the Albania Mission prior to the latter's departure for the United States on the following day; and he also had a brief talk with the Acting Chief of Mission on plans for the future.

Mr. Aune, Agricultural Rehabilitation Officer, arrived from Washington and has been assigned to the Yugoslav Mission. Five Agricultural Rehabilitation Officer departed for Athens during the week; Mr. Steiger, Mr. Elliot, Mr. McCarthy, Mr. Smith, and Mr. Newson.

The draft agreement between the Voluntary Societies and UNRRA drawn up by the Welfare Division (referred to in last week's report) has not yet received official clearance in Cairo; its despatch to the country missions has therefore been delayed, but the matter is receiving the Division's attention.

In view of the imminent liquidation of the Balkan Mission the Division has been clearing up details pertaining to ; a) appropriate records of assignment of UNRRA and Voluntary Society welfare personnel to the missions; b) re-assignment of Albania welfare personnel to either camps or Greece; c) appropriate action as regards the Yugoslavia Mission welfare personnel, though final decision on this group will await the return of the Director of Welfare from Athens; d) use of welfare personnel available for assignment to the Displaced Persons and Camps operations Divisions; e) completion of training of the Voluntary society units at "B" Camp, Maadi; and f) travel clearances with the military and country missions for future transfers of personnel.

The Welfare Division has planned a schedule of transfer for all its personnel attached to the Balkan Mission, from which it would appear that by the 15th of April all activities of the Division could cease, with the exception of the training and despatch of Palestinian units and of three units which have been called from Australia. These units are without equipment, which has been drawn and is being held for them in the Middle East pending their arrival; if the question of their equipment can be solved in some way which will obviate the necessity of their coming to Cairo to be equipped, arrangements will be made for them to go directly to their posts in the field in accordance with the wishes of both Washington and London.

Work on the plans for the repatriation of refugees has continued, with the participation of the Deputy Director of the Welfare Division, whose contribution is in connection with the appropriate use of staff and questions of welfare policy. When refugee camps close down as repatriation is accomplished in the months ahead, the problem of evaluation of staff and reassignment will arise, and as the present staff in Middle East Camps is primarily Voluntary Agency personnel, joint decisions with agency representatives will have to be reached on these matters.

Miss Frances Berkeley Floore, Nutritionist, Greek War Relief Association, arrived on March 2 and has been assigned to the Health Division. She will proceed shortly to Moses Wells and El Shatt Refugee Camps to study nutrition problems before going to Greece. On March 3, 12 Voluntary Society personnel arrived from the U.K. - seven from the British Red Cross and five from the "Save the Children Fund", but plans for their assignment are not yet complete.

Action has been taken by the Health Division in regard to the placement of personnel upon the liquidation of the Balkan Mission, and in the routing of personnel requisitioned or en route. Twenty-five nurses have been assigned to Camps Operations Division

and fourteen to "flight" teams. It is proposed to assign the remaining UNRRA nurses in the Middle East to country missions.

A number of conferences were held with General Fox, Field Director of the U.S.A. Typhus Commission, and various members of his staff. He was keenly interested in the intelligence reports on typhus which were received by UNRRA from Colonel Sappington, P.M.O., Albania Mission, and is hopeful that the Typhus Commission, as the report intimated, will be able to go into Albania. He expressed the desire to have UNRRA personnel working with his own men wherever possible, i.e. in all areas except such military zones as would preclude the presence of UNRRA personnel. The General hopes that Colonel Musson will be able to accompany him on his next trip to Bari some time within the next two or three weeks. He now has a plane assigned for the use of the Typhus Commission.

The Tuberculosis Specialist and his Assistant here completed an epidemiological investigation into tuberculosis in Egypt, having visited for this purpose the tuberculosis institutions in Luxor, Assiut, Qena and Assuan. The report will be transmitted to Washington and London and will possibly be published in the Bulletin of Communicable Diseases. Plans for the initial appraisal of the T.B. problem in Greece have also been completed in so far as transport limitations will allow in the first stages; the Tuberculosis Specialist will go to Greece to conduct the survey.

The Medical Requirements Specialist conferred with the Director of the Bureau of Requirements and Supply in order to clarify the medical supply situation in the Middle East theater. A report was completed on the medical supply section of the UNRRA warehouse in Cairo.

Further attempts have been made to satisfy the demands of the Egyptian quarantine authorities for a proper quarantine at Moses Wells to compensate for the use by UNRRA of Moses Wells Refugee Camp.

Conferences have been held with a view to obtaining British Army assistance in treating UNRRA camps with DDT to control insects. Dr. Butler is expected daily in Cairo. Mr. Wright, Sanitary Engineer, and Dr. McQueeney are still in Athens on loan to the Greece Mission. Dr. Vaisey of the P.A.U. Medical Mission to Ethiopia is being recruited for work in the camps. Dr. Brooke, Senior Surgeon, is coming to Cairo to Assist the medical officer who is in charge of health matters in the camps.

Several recently arrived Voluntary Society nurses were interviewed. An article on the Nursing Service in the Middle East Camps was completed and forwarded to Washington for possible publication

publication in a nursing journal.

Registration of the refugees to be admitted to Nuseirat Camp was completed at Haifa this week by two officers of the Displaced Persons Division.

In compliance with a cabled request from Washington, Miss Molly Flynn left by air for Washington with information on the Polish refugee situation in the Middle East.

The Camps Operations Division is busy with preparations for repatriation, especially at Moses Wells, which will be the first camp from which Greek refugees will be repatriated. Dr. Hunter has been put in charge of repatriation preparations at Moses Wells, and similar appointments are being made in the other camps. Repatriation teams, which will accompany the refugees, are being formed; inoculation of refugees is well under way; and clothing is being made up to scale. It is planned to set up Repatriation Information Centres in each camp; and refugee Repatriation Committee representing refugees from the various localities are being formed to work with the officer in charge of repatriation preparations. In Cairo discussions are being held with the military and other authorities in order to coordinate the arrangements made.

15th March 45

LIST OF CABLES RECEIVED FROM WASHINGTON FOR WEEK
COMMENCING FEBRUARY 23th AND ACTION TAKEN.

245 : Reply 250, 3rd March.
246 : Reply by letter
247 : Action being taken (?) Health.
248 : Noted
249 : Reply 299, 10th March.
250 : Action taken.
251 : Not received
252 : Reply 266, 7th March
253 : Reply 279, 8th March
254 : Greece Mission
255 : Sent Greekaid 103
256 : Noted
257 : 267, 7th March
258 : 301, 10th March
259 : Noted
260 : Reply 274, 8th March
261 : Reply 259, 5th March
262 : Sent Greece 106
 " Yugaid 134
263 : Greece Mission
264 : Not received.
265 : Mr. Siegel
266 : No action here
267 : Awaiting reply MESC
268 : No action here.
269 : Reply 281, 8th March
270 : Reply 285, 9th March
 " 140, London
271 : Col. Livingstone
272 : Reply 270, 7th March
273 : Mr. Young
274 : Not received
275 ? : Noted
276 : Not received
277 : Action Greece
278 : Noted
279 : Reply 305
 London 151
280 : Noted
281 : Noted.

MEETING OF THE BOARD OF DIRECTORS
HELD ON 2 MARCH 1945.

1. Minutes of last meeting.
2. Report on trip to Washington. Mr. Elkinton.
3. Report on trip to Greece and Italy. Mr. Scranton.
4. Report on Italian Mission. Mr. Fields.
5. Report on trip to Greece and Italy. Mr. Thrupp.
6. Report on trip to Greece. Mr. Miller.
7. Mission activities. a) Greece Mission. Mr. Downie.
b) Yugoslav Mission. Mr. Irwin.
c) Albania Mission. Col. Oakley-Hill.
8. Visit of Messrs. Xanthaky and Hendrickson.
9. Liquidation of the Balkan Mission. Col. Balfour.
10. New appointments in Camps Division. Mr. Beck.
11. Living and Quarters Allowance. Mr. Siegel.
12. Administrative Orders. Col. Livingstone.
13. Payment of Sick Leave for Menial Staff. Mr. Pierce.
14. Visit of Rep. Dirksen. Mr. Miller.
15. Transfer of Files to Historical Records. Miss Pimeon.
16. Staff Association. Mr. Miller.
17. Local Transport. Major Francis.

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

A REGULAR MEETING of the Board of Directors of the Balkan Mission was held at King's Hotel at 4.30 p.m. on Friday, 2 March 1945, under the chairmanship of Mr. Miller.

1. THE CHAIRMAN called the meeting to order and asked for comments on the minutes of the previous meeting. Several indicated that they have not been receiving copies of the minutes.

ACTION

Mr. MILLER stated that the circulation of the minutes would be checked.

2. Mr. ELKINTON reported on his recent visit to Washington. Headquarters has little information on but great interest in field operations and problems. Mr. ELKINTON feels that no reports can be wholly satisfactory and that increased interchange of personnel between headquarters and field offices is necessary, with sufficiently long visits to allow for thorough explanation and understanding of problems and policies. The Greece Mission was of particular concern at the time of Mr. Elkinton's visit, and he served on a committee which negotiated with CCAC about the roles UNRRA and ML are to play in Greece. There was a consensus in headquarters that integration of UNRRA with the military would be dangerous for our program, and the chief difference of opinion concerned when UNRRA would be able to take over operations in Greece. It was agreed that we will take over relief activities on April 1, but that the army will continue to ship in supplies until June or preferably July 1. Administrative reorganisation of the Greece Mission is underway, but announcement of these changes will await the return of Sir William and others now in Greece.

The dissolution of the Balkan Mission was also discussed in Washington, with only a minority group favoring the continuance of the Balkan Mission for some time longer. The country missions are to report directly to Washington as of March 15, although the ERO is expected to take over much of the supervision, of the missions as soon as possible. The allocation of shipping was another problem discussed at headquarters. Despite some opposition by the American army representatives, it was agreed that UNRRA will go directly to the Combined Board instead of requesting shipping space through AFHQ.

3. Mr. SCRANTON reported on his trip to Greece, where he discussed agricultural requirements with the Minister of Agriculture and his staff. In Bari he attended a staff meeting of the Yugoslav Mission, where it was announced that the agreement had been sent to Marshal Tito for approval. Approximately 20 UNRRA personnel were already in Split with more scheduled soon to go into Dubrovnik.

4. Mr. FIELDS, just returned from Rome, stated that negotiations with the Italian government are virtually completed and the Italian Mission ready for full operations. District offices in Sicily and Sardinia are being staffed, supply ships have arrived, and arrangements for the shipment of 15,000 tons a month are to take effect immediately. UNRRA is taking over the operation of camps of United Nations nationals in southern Italy, and is also to provide a supplementary diet of 750 calories a day for some two million women and children.

5. Mr. THRUPP indicated that the status of the Bureau of Supplies & Requirements in Naples was so indefinite that he was able to accomplish little. In Rome he found extensive industrial rehabilitation activities underway. In Greece he reported labor troubles caused by a wage structure fixed too low in relation to the price structure.

ACTION

Mr. MILLER requested that Mr. Thrupp report in writing about his discovery of some important documents in Naples which had not been received here. This omission must be investigated.

6. Mr. MILLER stated that the new chief of ML in Greece, Brigadier Palmer, evinced a very friendly attitude toward UNRRA, only fearing that we will not have sufficient staff in Greece soon enough to take over operations on April first. In Athens the mission was discussing the advisability of the staff's remaining in the best hotels, rather than living separately with Greek families. Another issue was speedy versus orderly distribution of clothing. The Red Cross even proposed dropping clothing by parachute in some outlying areas. Mr. Miller found conditions quite bad, particularly in the burnt villages and in regard to fuel. Fear of another government crisis was widespread.

7. Mission Activities.

- a. Mr. DOWNIE reported that some 15 Distribution and Transport men had gone to Greece during the week, with more personnel leaving almost daily.
- b. Mr. IRWIN said that about 10 people had left for Bari, but that he had no further news from Yugoslavia.
- c. Col. OAKLEY-HILL had nothing to report on the dissolution of the Albanian Mission. He mentioned a field report indicating the necessity for extensive reconstruction of bridges if supplies are to be distributed within Albania.

8. Mr. MILLER said that Mr. Xanthaky and Mr. Hendrickson are expected in Cairo very shortly, which will provide an opportunity for discussing many problems of the mission.

ACTION

Lists of problems to be raised with Messrs. Xanthaky and Hendrickson should be prepared by all divisions.

9. COL. BALFOUR stated that the plans for the dissolution of the Balkan Mission are progressing. The recent decision to have the country missions report directly to Washington may necessitate a re-assignment of personnel who had been intended for the E.R.O.

ACTION

Division chiefs were requested to make sure that their memoranda of 30 January on assignment of personnel are up to date.

10. Mr. BECK announced that he had appointed Mr. Jacoby as his assistant to supervise welfare activities in the camps and liaison with the Displaced Persons Division in the repatriation program, and that Col. Bayliss of Requirements and Supply had been assigned to Camps.
11. Mr. SIEGEL announced that the draft on living and quarters allowances had been revised and submitted to the Executive Committee of the Staff Association, and recommended, that it be discussed with Messrs. Hendrickson and Xanthaky.
12. COL. LIVINGSTONE stated that the administrative orders on uniforms and censorship regulations had been issued, and that he would give notice when the new UNRRA badge was ready.

ACTION

Division chiefs were requested to submit their comments on the uniform regulations in writing to Col. Livingstone, who will report on the subject to the next meeting.

Major Francis was asked to post the new censorship regulations on the bulletin board, and also to find out the postage rates and transit time of air mail to the United States via the Egyptian civil post.

13. Mr. PIERCE stated that wages of the Agouza menial staff had been paid late on more than one occasion, and that he felt that sick leave with pay should be granted to locally employed as well as to regular staff. Mr. Roseman stated that UNRRA now gives sick leave to its menial staff, although GHQ does not.

ACTION

Mr. PIERCE was requested to submit a written report on the late payment of the menial staff.

14. Mr. MILLER announced that Rep. DIRKSEN of Illinois ^{will} shortly be in the Middle East in the course of a tour to study UNRRA and the agricultural situation.

15. Miss SIMEON asked that files which are not to be sent to the various country missions be given to her for the Balkan Mission's records.

ACTION

Miss SIMEON was requested to discuss the matter with the various division chiefs.

16. Mr. MILLER announced that Mr. Unger of Camps Division has been appointed head of the Staff Association, which now has a mimeographed Constitution. He suggested that division chiefs contact the representatives of their divisions on the Executive Committee of the Association.

17. Maj. FRANCIS stated that the buses between the UNRRA buildings often run empty, and suggested that service be once every hour instead of once every half hour.

ACTION

It was agreed that an hourly bus schedule should be tried.

The meeting was then adjourned.

MINUTES OF THE MEETING OF THE DIRECTORS OF THE HEALTH,
WELFARE, CAMPS AND DISPLACED DIVISIONS.

A Regular Meeting of the Directors of the Health, Welfare, Camps and Displaced Persons Divisions was held at King's Hotel at 8:30 A.M. on Tuesday, 27 February 1945.

The following Directors and staff members were present:

Mr. Beck	Col. Hyde
Miss Devons	Mr. Miller
Miss Flexner	Mr. Pierce
Maj. Francis	Miss Simeon
Miss Gifford	Mr. Youdin

1. The meeting was called to order by the chairman, Mr. Miller; who introduced Maj. Francis, of the Personnel Division.

There was a general discussion of the Middle East Mission's needs for office space and local transportation. As to the latter, Miss Flexner pointed out that of the ten cars which the State Department released for export to Cairo specifically for the Camps Division, the Camps can count on the use of three only.

ACTION

It was agreed that each Division Directors should write Maj. Francis a memorandum outlining needs of his unit for office space, and any suggestions he may have on allocation of space for conference rooms, office for visiting officials, etc. Maj. Francis will then propose an overall plan. He agreed further to investigate the possibility of the Middle East Mission's obtaining the MESC building on condition that the present Camps Division building be returned to the Military. He will also get a preliminary allotment of cars.

2. Mr. Youdin stated that the budget of the Middle East Mission has been drawn up in the same form as that of the Balkan Mission, and that it will shortly be stencilled in 100 copies.

Mr. Miller stated that Col. Livingstone wants to charge Middle East Mission personnel to the Middle East Mission budget as of 1 March 1945. Mr. Miller had no objection to this procedure provided that each individual so charged had been approved by the Middle East Mission.

3. Mr. Miller reported on his recent visit to Athens. He stated that ML is anxious to have UNRRA take over as soon as possible, but doubts whether it can do so by the target day of 1 April 1945. The Greece Mission is behind schedule largely because of the recent civil war. Mr. Miller felt also that the present tempo

of the Mission is not fast enough to meet the current emergency, and that the Mission's staff has not been called forward with sufficient speed.

4. Mr. Pierce reported on a conference between UNRRA and the Military held in the DQMG's Office on 21 February 1945. A general agreement was reached on the responsibilities of UNRRA and the military for the repatriation of refugees. The two main difficulties were transportation and the provision of armed guards for the refugees' baggage. As to the first, the military were not certain that they could transport the refugees and three months' supply of food for them from the Middle East. The Quartermaster stated that the stocks of food in the Middle East are sufficient to provide the desired three months' quota. As to the second part, Col. Anderson cited a year-old letter in which the Military agreed to provide armed guards for the refugees' baggage. It was agreed that a joint UNRRA-military subcommittee should be formed to settle the details of the repatriation program. The UNRRA members will probably be Capt. Heighton of the D.P. Division and Col. Anderson of Camps. Mr. Pierce stated that repatriation will be planned according to the G.H.Q. schedule.

He added that General Craig wants a reply to his letter regarding UNRRA's takeover of a camp on Casos island in the Dodecanese. Mr. Pierce said that the island is a very bad camp site, since it lacks water, supplies, and a good harbor.

In connection with the Casos camp, Mr. Youdin stated that increasing numbers of Greek refugees are entering Turkey, and that about 6,000 may be expected. The military are trying to induce Turkey to assume greater responsibility for them now that she has entered the war, but have little hope of success. The military wish to send them to a quarantine camp at Haifa, and then to an UNRRA camp in the Middle East. Nuseirat, however, can receive only an additional 1,000, and the military wish to take it back in any case.

On the subject of the privileges UNRRA is to receive from the military, Mr. Pierce stated that the military want to give UNRRA as much as they are permitted to under the Anglo-Egyptian Treaty. Col. Anderson is taking up with SIME the question of military travel facilities for members of the Middle East Mission. Miss Gifford stated that Col. Maxwell considers that UNRRA has a poor case in asking for extended privileges and immunities, and that the voluntary societies are not entitled to the privileges which they have enjoyed to date.

ACTION

Mr. Pierce was requested to prepare, for Sir William's signature, a letter to General Craig on the Dodecanese camp, covering the extent of UNRRA's responsibilities, supplies and relations with the military.

5. Mr. Miller announced that Miss Molly Flynn is going to Washington shortly, in part to discuss the question of UNRRA's takeover of the Polish camps. She will also take a copy of the Middle East Mission's budget and prepare the ground for its acceptance.
6. Col. Hyde asked about the status of Greek refugees in Palestine and Syria who are not an UNRRA responsibility. Mr. Pierce replied that there are two such groups, one of 1,500 in and near Jerusalem, and the other of 1,000 in and near Beirut. They are maintained at the expenses of the Greek Government, which requested that they be repatriated before the refugees in the UNRRA camps. Mr. Pierce answered that the repatriation schedule is determined in part by the military, and not by UNRRA alone. UNRRA has not yet replied to a request on the part of the Greek Government that UNRRA take over financial responsibility for the Greek refugees in Jerusalem, Beirut and Ethiopia.

The meeting was then adjourned.

20 February 1945

B M - Reports

Dear Mr. Menshikov:

We have received a letter dated the eighth of January from Mr. Harry Herwitz regarding the proposed administrative order entitled "Transportation of Staff Members' Families" which Mr. Herwitz indicates he is sending us for our information.

We should like to make the following comments:

1. While we realize that some salary line will have to be drawn, defining the class of employees entitled to reimbursement of expenses for transport of their families, the limitation to the CAF-14 or above group seems very difficult to defend. It would be our suggestion that employees in Grades 12 and 13 should be accorded the same privilege.
2. We do not understand the reason for prohibiting the payment of expenses of transporting families to permanently established field missions. At the present moment, of course, rationing, accommodations, etc. would make it inadvisable for families to accompany UNRRA officials, but many senior officials are looking forward to the time when families can join them in field mission posts. There would seem as much logic in payment of transport of families of mission personnel, who will be in their post for at least a year, as for families of ERO and Headquarters personnel.
3. We should also point out, in the case of certain UNRRA employees, UNRRA assumed the responsibility of repatriating their families who came to Egypt while these employees were in the British service. We have already had one such case, that of Mr. Cyril Pickard, who is transferring to the London office, and for whom UNRRA has assumed the obligation previously incurred by UNRRA for the repatriation of Mrs. Pickard as well as the Pickard's household goods. There are only a small number of cases of this type, of course.

Sincerely yours,

(signed)

Alvin Roseman
Acting Chief of Mission

Michail A. Menshikov, Esq.
Deputy Director General
United Nations Relief and
Rehabilitation Administration
Washington, D. C.

Balkan Mission Report

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, SHARIA DAR EL-SHIFA - GARDEN CITY - CAIRO

CAWA: 858

TELEGRAPHIC ADDRESS:

UNRRA-CAIRO

TELEPHONES:

53170, 51421, 55439,

41217, 43830.

Refs.:

{ Ours: CM/50

{ Yours:

CALO:

16 February 1945

"Approved by Chief of Balkan Mission"

B.A. - D.D. - Rm 323

Mr. M. Menshikov
Deputy Director General
Bureau of Areas
UNRRA
Washington, D. C.

Attn: Mr. George Xanthaky

Dear George:

In reply to your recent request for news of the Balkan Mission, I enclose copy of a letter to San Keeny, which I hope will be of interest to you.

Yours very truly,

Neville Miller

Neville Miller
Senior Deputy Chief
Balkan Mission

NM/mv
Encl.

12042

13 February 1945

Mr. Sam Keeny, Chief
UNRRA HOME Mission
HQ ACC
CMF

Dear Sam:

As promised some time ago I am giving you a resume of the news from the Balkan Mission.

1. At the present time we are moving our personnel into Greece as rapidly as possible and full operations will be under way as fast as we can secure transport for our staff. It also looks as if we would be in reasonably full operation in Yugoslavia before long. Things are not so bright for Albania but here's hoping, and if we are not able to operate in Albania shortly we will leave a skeleton staff there and divide up the personnel of the Mission among the other two Missions.
2. Budget. Ken Dayton arrived before Christmas and spent quite a lot of time with us working on the budget. It is always good to have the Treasurer of an organization around and we are now working on a budget which will become effective 1st April.
3. Reorganization of Balkan Mission. As you know, Sir William was in London before Christmas, at which time this whole subject was discussed. I have written you previously regarding the details of our reorganizations plans so will not go into the matter further in this letter.
4. Refugees. The Khatba Camp was closed some time ago and the refugees there moved to El Shatt. The army has been pressing us for some time to give up Museirat and Moses Wells, where the Greeks are located, but according to our plans we hope to very shortly start repatriating the Greeks, and the army therefore for the present has been willing to ride along with us.

5. Maadi Camp. Maadi Camp, which we have been using for a long time, has now been taken over by the Army and while still housing our Voluntary Society personnel at Maadi, it will be in a different Camp.
6. In the last week in December we commissioned the UNRRA hospital caïque H. S. Imerra, which will be used in connection with the Greek islands. Quite a ceremony was carried out, but unfortunately I was not able to go. Had I been able to attend, it would have brought back pleasant recollections to have again cut the ribbon at an opening ceremony.
7. Visitors. We have had many visitors out this way in the last couple of months. Hugh Jackson paid us a brief visit. As stated above, Ken Dayton was here quite some time. Colonel Crabtree and Major Lillian Johnson of the Health Division have also been here, as has Fred Daniels of the Welfare Division. Dr. Frechette, Chief of the Ethiopian Mission, was around for about a week before going to Ethiopia, and recently came back through here for a brief visit on his return to Washington. In addition, Senators Burton and Tunnell spent two days here holding hearings, and we had the pleasure of taking Senator Burton to El Shatt Camp.
8. Travellers. On the other hand, it seems that a good many of our staff have been out of town. As stated above, Sir William and Pickard were in London with Governor Lehman. Elkinton left the first part of December for Washington and is still in those parts. Birk recently went back to Washington and has not returned. Thrupp, who has been in Italy for quite some time, has just recently returned here. Rohrbaugh, who went to Washington from Athens, just after the start of the civil war, has just come back here, en route to Greece. Alan Fields of Public Relations has been over in your parts and I believe has spent some time with you. Roseman accompanied Dayton to Athens for a short trip, and Greenstein has been in Greece for about a week.
9. Housekeeping Problems. We are still having the usual housekeeping problems. Our staff is housed in four buildings and no matter how hard we try to get them out into the Country Missions something always seems to happen to bring them back and the walls of the buildings seem always to be bulging. However, we hope this time to get them out to stay, so that eventually we can gather together all the remnants, perhaps in the King's Hotel, and to have the Middle East Mission set up in Dar el Shifa.

Last Summer we decided to combine our Registeries and to have a Central Registry; now, due to the departure of the Missions, we have decided to break it down into Missions and departmental Registeries. We have had some problem in

securing stoves, both for Cairo and the various Missions, and even after getting stoves we had a problem with wicks and kerosene, but all of those problems seem to have been solved and we are reasonably comfortable, although our quarters do not rival the airconditioning of modern buildings in the States.

We are in the process of codifying our Administrative Orders and also getting out Orders to carry out the budget procedures laid down when Ken Dayton was here. A new telephone directory has recently been issued, copy of which I sent to you.

I believe that brings you down to date on news from this end. I shall try to keep you informed regarding future activities. With best regards, I am

Very truly yours,

Neville Miller
Senior Deputy Chief
Balkan Mission

NE/mv

I. Organization of Country Missions

SSW.

A. Presentation or follow-up of Headquarters material

1. Directive for Mission to Greece
2. Directive for Mission to Albania
3. Directive for Mission to Yugoslavia
4. General functional statement and organization chart (standard pattern to be used by each country mission in developing its own functional statement and organizational chart after agreement with the government as to the functions to be undertaken by UNRRA)
5. Our Airgram _____ commenting on Greek Mission's "Country Mission Regulations".
6. Our Airgram A-6 and _____ outlining Reports Office to take over functions of Intelligence Officers and Historical Records Officers.
7. Our Airgram _____ and cable _____ on the distribution and transport functions of UNRRA and the staff necessary to carry them out.
8. Headquarters cables which have not been answered.

(a) Ask Cairo to review all Headquarters cables since 1 November 1944 which ask for or require an answer and prepare answers on those which they have not yet answered.

(b) Discuss cable *8* which asks that all communications to HQ be transmitted in duplicate. ERO would probably also find it convenient to receive communications in duplicate.

B. Organization of District Offices

1. Suggest all possible steps to emphasize that UNRRA's greatest contribution can be made at the district level and the importance, therefore, of strengthening the district offices in every possible way.

(a) Suggest increasing District Directors to Grade 14 (\$8000) in order to give them their proper status within the Mission, and to attract to these posts the best men available.

C. Second Quarter Budgets

Ascertain whether the second quarter budgets for each mission will be submitted to HQ by 15 February, as requested by paragraph 8 of A-22 (9 December 1944).

D. Briefing for questions likely to be asked by staff members:

1. Make available to the Yugoslav and Albanian Missions

the pertinent points covered by the Rohrbaugh notes on his visit to HQ. (Get a copy of the Rohrbaugh notes).

2. Be prepared to answer questions regarding the new system of allowances. (Ask Corson for material).
3. Be prepared to answer questions regarding the one-year's foreign service required and the reasons for the absence of a written contract governing conditions of service. (Ask Corson for material).

II. Liquidation of Balkan Mission

1. Directive
2. Disposition of personnel
3. Organize Cairo office covering supply, displaced persons, and camps.
4. Budget for Cairo office after Balkan Mission disestablishment
 - (a) Proposed Displaced Persons budget ~~amt~~ of 63 people (CAWA 606)

III. Transfer to ERO

1. ERO organization to handle Balkans
2. Staffing of ERO Southern European Division
3. Organization and staffing of Washington office.

ORGANIZATION OF THE BALKAN MISSION

NO. 2

In September Cairo submitted a proposed revision of the recruitment schedule (See CAWA 237, Appendix 5-G) broken down by country missions and calling for a very substantial increase in staff over the recruitment schedule of 20 July 1944. Since the proposal was not accompanied by any statement of justification, it did not receive headquarters approval. Cairo was asked to review the situation further and to submit a firm proposal. In mid November a revised recruitment schedule (See Appendix 5-h) was submitted for the Greek Mission; this called for 218 positions, which was a reduction of 101 from the 319 which had been requested for Greece in September. Although this proposal was unaccompanied by any statement of justification, it seemed more realistic than the September proposal and was so much closer to headquarters thinking on staff requirements for Greece that approval was granted by headquarters. Similar proposals were promised by Cairo for Yugoslavia, Albania and the Middle East Camps, but these were never received in headquarters.

As the first quarter of 1945 approached, headquarters was in a dilemma as to making first quarter budget allotments. The recruitment schedule for Greece was the only type of budgetary material which had been submitted by Cairo and no other budgetary materials were available to headquarters for review and action. After lengthy discussions of this and

related problems, it was decided by headquarters to discontinue the recruitment schedules and to continue the practice of lump sum budget allotments for expenditure at the discretion of the Mission Chief (See Appendix 5-1). It followed from this decision (See Appendix 5-j) that recruitment could be undertaken in London and Washington only upon specific requisition by Cairo. Accordingly, since mid December, there has been no recruitment by Washington except upon receipt of specific requisitions from the appropriate field mission. Very few such requisitions have been received.

The following table summarizes the staffing schedules proposed by Cairo and the estimates used by headquarters as the basis for the first quarter lump sum allotments for personnel services:

STAFFING SCHEDULES

	CAWA 237 (App.5-G) 16 Sept. 1944	Cable 723 (App.5-h) 14 Nov. 1944	Estimates used by headquarters as basis for first quarter budget allotments (6 Dec. 1944)
Greece	319	218	299
Yugoslavia	300	-	260
Albania	75	-	62
Camps	-	-	22*
Cairo Office	135	-	77
Total	829	218	720*

*Plus an estimated 385 British Military personnel engaged in camp operations.

By the end of 1944 UNRRA had in the Balkans and the Middle East and at advance mission bases at Bari, more than 800 workers, approximately half of whom were regular UNRRA employees and the other half were voluntary agency personnel. Another 150 were either enroute or were awaiting transportation. The following table summarizes the staff that was available as of 31 December 1944:

<u>Available Personnel</u>				Number actually sent from Wash. as of 31 Dec. 1944
	Total Available 31 Dec. 1944	In place 31 Dec. 1944	Enroute or awaiting trans. 31 December 1944	
Greece	155	155	-	-
Yugoslavia	76	76	-	-
Albania	25	23	-	-
Camps	41	26	15	-
Cairo office and unassigned	220	103	117	-
Sub-total	515	383	132	
Voluntary agency personnel	442	422	20	82
Total	957	805	152	

These figures do not include the more than 300 British military personnel engaged in camps operations in the Middle East nor the very substantial number of local personnel at the Cairo office.

With the establishment of the separate country missions, the original directive to the Chief of the Balkan Missions had become obsolete, and on 6 February 1945, the Director General issued revised directives to the Chiefs of the UNRRA Balkan Mission and the UNRRA Greek Mission.

Under the revised Balkan Mission directive (See Appendix 5-~~h~~) the Balkan Mission was to be directly responsible for the administration of the Middle East camps, for the supervision and coordination of Displaced Persons Operations, and for procurement functions assigned to the Middle East. Pending dis-establishment, the Balkan Mission was also to be responsible for supervising and for providing general guidance and assistance to the Greek, Yugoslav and Albanian Missions.

The Directive for the Greek Mission (See Appendix 5-~~h~~) outlined the purposes and scope of the Mission, the functions of the Chief of Mission, the relations of the Greek Mission with the Balkan Mission, and communications procedures between the Greek Mission, Balkan Mission, Washington headquarters and ERO.

Shortly after the issuance of these directives, Mr. Roy Hendrickson, Deputy Director General in Charge of Supply, was vested by the Director General with plenary powers to visit the Middle East to organize and reorganize the

the Country Missions and the Balkan Mission, and to take a wide variety of other actions of an executive and administrative character. Mr. Hendrickson was accompanied on this trip by Mr. George Zanthaky, the Chief of the Southern European Division of the Bureau of Areas.

BALKAN MISSION WEEKLY REPORTNo. 11(11th - 17th February 1945)

*Blair
Jordan
MA Anderson
Horn C.H.
Spelling*

The Chief of Mission and Commander Jackson, newly-appointed Senior Deputy Director General of UNRRA, left for Caserta to meet and confer with Messrs. Hendrickson and Xanthaky, who were to arrive there from Washington on February 17.

Since the Senior Deputy Chief of Mission was in Athens with the Deputy Chief for Distribution and Transport the Deputy Chief for Finance and Administration was nominated Acting Chief of Mission.

Substantial progress was made by the Bureau of Finance and Administration in the selection of Balkan personnel who are to be transferred to country missions or to the Middle East Mission. Agreement was reached with the transferee missions in a number of individual cases, and arrangements made for taking over certain local employees en bloc. Inquiries were made of local British and U.S. agencies about the possibility of securing additional shorthand typists for the Greece Mission. Efforts were made to expedite the submission of second quarter budgets by the country missions and discussions were held on the organization of the Middle East Mission.

Attendance cards were issued for all Balkan Mission personnel, in line with the new system of leave and attendance records which is to go into effect on February 21. A number of administrative orders were issued during the week in connection with the payment of salaries to local and temporary employees and menial staff, budget control, recruitment for and transfer from organizational units within the Balkan Mission, and attendance records.

Mr. Milton Siegel, Deputy Treasurer of UNRRA arrived during the week and held a number of conferences on accounting problems.

Instructions on the future organization of Public Relations Division were received from Washington during the week. According to these instructions the Director, who is still in Washington, is to set up his office in Rome with an assistant; the Deputy Director who is now in Rome, will head the Yugoslav Public Relations, though it is not clear whether this is a temporary arrangement as the Cairo Office had been led to believe; and Mr. Morrell, who

is head of Albania Public Relations, will become traveling representative for the Director. Mr. Morrell has been covering UNRRA's entry into Yugoslavia, and judging from his reports and releases received this week from Bari, he has been doing an excellent one-man job.

A telegram was released by the British Minister Resident's office on February 12 containing the announcement of Commander Jackson's acceptance of the post of Senior Deputy Director General of UNRRA and his departure from MESC, and on February 13 a press conference was held between MESC and UNRRA Public Relations. Photographs of Commander Jackson taken in his Cairo office at the press conference that day were despatched to Washington and London on the following day. There were several inaccuracies in the details of Commander Jackson's career cabled from Washington, as can be seen from our telegram on the same subject which crossed with Washington's.

The Alexandria Fishery Section story with a set of fourteen photographs was despatched to Washington and London on February 13, and it was also placed with the Middle East Greek magazine AERA for publication towards the end of March. One set of the photographs of El Shatt Refugee Camp, numbering 130, was received, and the big task of captioning them was started. The reporter who covered Moses Wells Refugee Camp turned in an excellent story, which will be despatched to Washington and Athens. The Division photographer, accompanied by a reporter from the Greece Mission, left for Nuseirat Camp on February 16 to do a week's coverage of the camp activities. This trip will complete the Division's coverage of the Middle East Camps.

The staff sheet is expected to be ready about February 23, collection of material having started this week.

The Director of the Bureau of Distribution and Transport, together with the Senior Deputy Chief of Mission, left Cairo for Athens on February 14 to discuss with officials of the Greek Government, ML and the Greece Mission problems on distribution, with particular emphasis on the resumption of such activities in those areas of Greece from which ML-UNRRA parties were evacuated during the civil disturbances.

The staff of the Bureau was increased by three distribution officers newly arrived from London: Colonel Raymond, who has been assigned to the Yugoslav Mission, and Messrs. Cullen-Snelling and Duffield-Harding, both assigned to the Greece Mission.

Mr. Mather, Distribution Officer, left for Greece to assist the District Distribution Officer in No.4 District, the Aegean Islands. There was an unfortunate delay in the departure of

several members of the Bureau to join the Yugoslav Mission in Bari. In the meantime efforts were made to meet the demands for additional personnel submitted by the Deputy Chief of that Mission.

The Director of the Industrial Rehabilitation Division returned to Cairo on February 12, after visiting the Greece Mission in Athens where he discussed industrial rehabilitation problems with the Chief of Mission and the Industrial rehabilitation staff. Since the post of Director of Industrial Rehabilitation for Greece had become vacant, the Chief of Mission had appointed one of the staff Mr. Marshall an Industrial Engineer to be Acting Chief pending the appointment of a Director.

The Director of the Division reported that it had not yet been possible to make a systematic survey of the requirements of industry in the whole of Greece, as many districts are still inaccessible and even the Government lacks information as to conditions there. A preliminary program of industrial rehabilitation requirements was, however, in course of preparation. The situation in industries around Athens was difficult owing to extremely high cost of living as a consequence of food distribution problems. It appears to be impossible to secure labor at reasonable wages, and as a result some industrialists are unwilling to resume manufacturing unless they obtain for their products prices which are in keeping with the high wages they would have to agree to pay. Such prices would be well above world prices. The situation, in his opinion, calls for strong governing action, in making important decisions and enforcing them, but it would seem that the reorganization of Government departments has not yet advanced sufficiently for such problems to be taken in hand.

See! The officer who headed the Industrial Rehabilitation Division of the Greece Mission before the evacuation has proposed that the reactivation of industries which are essential for relief, such as the cement industry, might be hastened if food products were sold by UNRRA idrect to the industries, for sale by them to their staffs and laborers and their facilities at reasonable prices, as this would eliminate the cause for the demand for excessive wages. He also advocated that for the sale of industries rehabilitation supplies UNRRA should deal with especially constituted committees composed of representatives of the Government, of the manufactures and of UNRRA, rather than with the Government alone, until such time as the Government departments concerned with industry are more thoroughly organized. A similar scheme was being considered by the Chief of Mission for repairs to dwellings.

The Director of Industrial Rehabilitation is of the opinion that these suggestions are worthy of serious consideration and that, if they could be adopted in suitable form, industrial and housing

rehabilitation would be hastened considerably. He most definitely feels, however that UNRRA should not be represented on such representative organizations- whether for rehabilitation of industry or for repairs to dwellings - if such bodies were to enter into contracts with manufacturing firms or building contractors, if they were to fix prices for locally-made products, or if they were to do any financing of industries. But if appropriate bodies could be held responsible for the sale of UNRRA supplies, he feels UNRRA might deal them in the way it was originally intended that UNRRA should deal with the Government: that is, by giving advice in technical matters, and coming to understanding with them as to what supplies should be imported by UNRRA and sold to them.

On his return to Cairo, the Director found that the original nineteen budget lines for his Division in the Balkan and country missions had been reduced to fourteen for the current quarter. This corresponds to the existing staff, as two members of the Division are terminating their employment with UNRRA, but he believes that it is insufficient for future requirements and for this reason he is requesting the allocation of sufficient positions in the second quarter of 1945.

The Director of the Agricultural Rehabilitation Division is still in Athens. Mr. Steiger, Agricultural Rehabilitation Officer, arrived from Washington and was assigned to the Greece Mission. Miss Grace Neely, Food Processing Specialist, left to join the Yugoslav Mission in Italy; and Mr. George Polychroniadis, Agricultural Rehabilitation Officer, was transferred to Camp Operations Division.

Dr. Musson of the Health Division returned from Italy and has been appointed Acting Deputy Director of the Division until such time as he can revert to his position as Epidemiologist. He has been made Balkan Mission Liaison Officer with the U.S.A. Typhus Commission's Field Headquarters, and an agreement covering the participation of UNRRA Health Division personnel in the Commission's work has been drawn up following the agreement made with Marshal Tito.

Ten more Medical Officers have been requested in view of the rapid opening of Yugoslavia and the Division's commitments to the U.S.A. Typhus Commission.

The whole question of medical care for UNRRA employees and a system of reporting illness among personnel is being worked out by the Division, and it is hoped to obtain Army service for all employees for whom UNRRA has assumed medical care responsibility.

A representative of the Division visited El Qantara Hospital, where 400 of the 1000 beds are for T.S. patients. Of these, about 200 were British African soldiers, the remainder of the patients being of Greek, Italian, Yugoslav and Russian nationality. The main clinical observations arising out of this visit were:

- a) the virulent form of acute exudative type of lesion found in the African troops;
- b) the absence of occupational therapy in Middle East sanatoria and hospitals;
- c) the failure of the authorities to use the opportunity of mass-radiology for general epidemiological investigation into the incidence of the disease, as a basic comparison with clinical observations in Middle East hospitals and sanatoria; and
- d) the possible assistance which this hospital could give to UNRRA Camps Division for refugees requiring continued hospitalization when repatriation starts.

The Sanitary Engineering Section of the Division made an inspection of UNRRA Maadi "B" Camp at the request of the Welfare Division, and it was agreed that the staff of the camp should include an officer who will be responsible for all sanitation matters. A report outlining a sanitation program for the camps is in preparation. A number of reports were prepared during the week, including; equipment and supplies needed by sanitary engineers; suggestion for cooperation between the Health Division and the Agriculture and Fisheries Division in connection with the community food preservation program (joint report); and a memo on sanitation and disinfection in connection with active T.B. cases. The Sanitary Engineering Section is undertaking all administrative work for USPHS personnel, and has prepared memoranda to all PHS Officers on leave questions and correspondence formalities. Fifteen Sanitary Engineers were called forward for work in the camps.

Mr. Marks, USPHS Sanitary Engineer, and Mr. Mendeloff, USPHS Nutritionist, left for Greece during the week, while Mr. Norelli returned from Greece to resume his work as Medical Requirements Specialist in the Balkan Mission. He has prepared reports on the camps' medical supply position, and on supplies in Greece.

The head of the Nursing section visited members of the staff hospitalized in the 13th General British Army hospital at Suez and all were found to be improving. Two members of the nursing staff, Dorothy Dowling and Joyce March, arrived from the U.K. and were assigned to El Shatt.

There are many phases in the plan for the proposed Middle East organization and budget which affect the Welfare Division. As indicated in Report No.9, it is proposed to have the Director of Welfare for the Middle East Mission serve as consultant to both the Camps Operations and Displaced Persons Divisions. This service is already being rendered by the Director of Welfare, who, at the request of both these divisions, has been participating in planning their staff for welfare services and in coordinating relationship between the two divisions. The functions must be as clearly defined as possible in order to have rapid action when repatriation begins. The Welfare Division believes that it is in a better position than either Camps Operations or Displaced Persons Divisions to evaluate the wise use of personnel for these two functions, and the original concept for this arrangement would therefore appear to be a good one. It now seems, however, that the work will be heavier than originally thought, and that it may be necessary for the Director of Welfare to have an assistant.

In order to facilitate and hasten the registration of refugees on SHAEF cards at El Shatt Refugee Camp the Division on Displaced Persons asked the assistance of the Welfare Division; and five members of the Yugoslav Mission still in Cairo were assigned to this temporary job. They left Cairo on February 12 to work under the direct supervision of an officer from Displaced Persons Division.

A decision was finally secured on the use of Australian Red Cross units, as urged by Captain Fleming, Australian Red Cross representative in Cairo, and cables were sent calling these units forward.

The Director of the Welfare Division is still in Greece. Four members of the Division left for Athens during the week: Miss Norma Dierking and Miss Belle Mazur on February 12; Mr. Leonard Huish and Mrs. Melvin Blum on February 17.

An Officer of the Displaced Persons Division returned from Cyprus during the week with information about operations of the District Office there; and he proceeded, in company with a Displaced Persons Specialist of the Division, to El Shatt Refugee Camp, to survey the possibility of utilizing El Shatt and Moses Wells Camps as points of embarkation.

Conferences are being held between Camps Operations Division, Displaced Persons Division, and the various authorities at GHQ concerned with the repatriation of refugees in the Middle East. A preliminary schedule has been drawn up, and shipping bids are being submitted to A.F.H.Q. A committee composed of representatives of Camps, Welfare, Health and Displaced Persons Divisions is working on detailed plans for repatriation moves, and has now submitted its initial recommendations.

Displaced Persons Division is discussing the question of UNRRA responsibility for the camp on the island of CASOS, but no

decision has yet been reached.

The request by the Greek authorities for the admission into UNRRA camps of some thousand refugees at present in Jerusalem has been withdrawn for the present, although before being repatriated by UNRRA these refugees would of course be required to pass through one of the UNRRA camps.

It is hoped that arrangements may be made in the very near future for the transfer to Italy of 74 T.B. cases and 48 dependents from El Shatt Camp.

MEETING OF THE BOARD OF DIRECTORS
HELD ON 6 FEBRUARY 1945.

1. Introduction of Mr. Siegel.
2. Projects of the Greece Mission - Sir Michael Creagh
3. Staff Sheet.
4. Report on Administrative Orders previously discussed:
 - a. A-70, Local Purchase Procedure.
 - b. P-8, Centralized Personnel Budget Control, etc.
 - c. A-78, Centralized Personnel Budget Control.
 - d. A-79, Recruitment for and Transfer from Organizational Units' within the Balkan Mission.
5. Drafts of Administrative Orders to be issued:
 - a. Censorship of Private Mail.
 - b. Uniforms.
6. Procurements of Uniforms.
7. Administrative Order 31, Attendance Record.
8. Administrative order 32 - February Payroll.
9. Status of APO Privileges - Mr. Roseman.
10. Visit of Mr. Hendrickson and Mr. Xanthaky.
11. Report on Mission Plans:
 - a. Greece - Lt.Col. Booker
 - b. Yugoslavia - Mr. Irwin
 - c. Albania - Col. Oakley-Hill.
12. Work of the Intelligence Section - Mr. Hoddinott.
13. Historical Records - Miss Simeon.
14. Statement on Travel Rates - Mr. Roseman.

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

A REGULAR MEETING of the Board of Directors of the Balkan Mission was held at King's Hotel at 4:30 P.M. on Friday, 16 February 1945, under the chairmanship of Mr. Roseman.

1. THE CHAIRMAN called the meeting to order, and introduced Mr. Siegel, UNRRA's Deputy Treasurer, who has come here from Washington to work for a few weeks on accounting procedure.
2. SIR MICHAEL CREAGH, Senior Deputy Chief of the Greece Mission, spoke on the prospects of his mission. There has, he said, been a marked improvement in the Greek situation during the past few weeks, and the Government has adopted a very far-sighted policy. He thought that there would still be some banditry in the hills, but that UNRRA could get on with its job after the guerrillas turn in their arms. UNRRA will take over responsibility from the military on 1 April 1945, and has already distributed supplies in ELAS territory, at a time when ML could not go beyond the Armistice line. The Mission is short of office space, hotel accommodation, and transport, particularly the latter, but it is hoped that the necessary facilities can soon be obtained. The Greek telephone and telegraph systems are not in operation. UNRRA will have to borrow communications facilities from the military when they leave, until we can get our own. The Mission is trying to get a plane for communication with the districts.

In response to a question from Maj. Noble, Sir Michael stated that one-sheet newspaper, not all of which are ELAS - controlled, are again appearing in Greece. Answering a question from Mr. Roseman, he said that prices are rising. The Government has agreed to fix the prices of certain basic commodities, but wages must be stabilized in relation to prices.

3. COLONEL LIVINGSTONE, Chairman of the Committee on Office Hours, Transportation, etc., stated that his committee had recommended that the Staff Sheet be discontinued, since it did not meet the needs of the staff.

Col. Livingstone felt that each country Mission should have its own staff sheet, along the lines of that produced by the Displaced Persons Division. None of the three country missions have one at present, Maj. Noble stated that Miss Samy and Mr. Rodman are preparing a new type of staff sheet, which he will mimeograph and circulate if he considers it suitable.

4. Col. Livingstone stated that Administrative Order A-70, Local Purchase Procedure, is still pending, as there are certain points in it which are not satisfactory to Col. Webb.

Administrative Orders P-8, A-78 and A-79, dealing with centralized personnel budget control and recruitment for and transfer from organizational units within the Balkan Mission, have already been issued.

8. There was a general discussion of the drafts of two proposed administrative orders, one on censorship of private mail and the other on uniforms.

ACTION

The order on censorship regulations was referred back to Committee for further discussion of the ban on criticism of Allied governments and officials.

Certain changes were made in the wording of Paragraphs 7 and 8 of the draft order on uniforms. Issuance of the order was withheld until Col. Livingstone's committee should decide whether the official insignia should be one or two shoulder flashes or a brassard. This Committee was also requested to design and arrange for the production of a new UNRRA cap badge.

6. MR. ROSEMAN said that a cable had recently arrived from Washington correcting an earlier cable which stated that uniforms had been shipped to Cairo on 7 January. The uniforms have not been sent as yet. The general feeling of the meeting was that Washington should still be asked to send winter uniforms, in order that they will be here when needed next winter, but that summer uniforms should be obtained in Cairo.

7. There was a discussion of Administrative Order 21, Attendance Record, which, because of its urgency, had been issued without prior presentation to the Board. Mr. Aaronson stated that the new system of attendance cards had been instituted in an attempt to reconcile the accounting and personnel records with the number of people actually here. It applies only to the Balkan Mission, including the camps, and places on the chief of each organizational unit the responsibility of seeing that his staff is duly recorded and paid.

ACTION

It was agreed that a supplementary order should be issued, covering certain points such as that of attendance records for voluntary society personnel. A supplementary payroll will be made up for this month only, to allow for errors made under the new system.

8. MR. YOUNG was asked to arrange a meeting of attendance supervisors at King's Hotel at 11:00 A.M. on 17 February to explain the new attendance card system, which become effective with the February payroll. One attendance supervisor from each division of the Balkan Mission was to attend the meeting.

9. MR. ROSEMAN reported that he had asked Mr. McLaron to investigate the possibility of establishing an APO at Bari for the despatch of mail in bulk to the UNRRA offices in Cairo, Athens, etc. General Ritter is anxious to have UNRRA cease using APO 787.
10. MR. ROSEMAN said that Messrs. Hendrickson and Xanthaky should be in Caserta on 17 February. Sir William Matthews and Commander Jackson plan to hold policy discussions with them in Caserta and then to bring them to Cairo.
11. The three Country Missions had little to report:
 - a. Greece - Lt.Col. Booker stated that his Mission is trying to transfer personnel to Greece as fast as possible.
 - b. Yugoslavia - Mr. Irwin reported that Public Relations had issued a very good story on the Yugoslavia Mission on 12 February. His Mission is still having difficulty in obtaining staff transportation from Cairo to Bari.
 - c. Albania - Col. Oakley-Hill stated that, according to the latest reports, the Albanian Government says that it was misquoted, and that it does desire ML - UNRRA help as soon as possible.
The Albania Mission in consequence can no longer lend voluntary society personnel to other missions. There will soon be no more Albania Mission personnel in Cairo, and the Mission hopes to enter Albania shortly.

Mr. Roseman reminded the division chiefs that they must apply several days in advance for AFHQ clearance for staff members who are being transferred to the Continent.

12. MR. HODDINOTT spoke on the work of the Intelligence Section. UNRRA's Intelligence Section developed from the small MERRA intelligence unit, which worked on health and social conditions in the Balkans, devastation, functions of indigenous voluntary societies, and similar topics which were of interest to MERRA and were not covered by the Ministry of Economic Warfare. Its major project was the preparation of a report on the work of the Joint Relief Commission in Greece. It worked very closely with ML, and, since MERRA was a British Government Agency, it had little difficulty in obtaining material from British and most American Intelligence Agencies.

For reasons of security, these agencies are far less willing to give their material to UNRRA.

Mr. Hoddinott emphasized the fact that lack of security - consciousness on the part of UNRRA personnel has been one of the major difficulties of the UNRRA Intelligence Section. Other problems have been the lack of clerical help - the Section had no stenographer until December 1944 - the lack of records of meetings and copies of UNRRA plans, and uncertainty as to what sort of information the various divisions wanted.

The Sections prepared intelligence reports on the Balkan countries in June and July, but was forced to discontinue them because of lack of clerical staff. It mapped the burned villages, communications, market towns and destroyed bridges of Greece, and wrote reports on social conditions in various areas. It interviewed personnel of different agencies who returned from Greece, and drew up lists of Greeks with whom UNRRA may have to deal. The Section has very good liaison with the ML - Yugoslav Mission intelligence unit, and has concentrated largely on Greek and Albanian intelligence.

Mr. Hoddinott stated that the main duties of a Country Mission Reports Officer are to keep his mission chief informed of developments in his area, to report to the Balkan Mission HQ. or to the E.R.O., to keep the historical records of his mission and to maintain close liaison with the Public Relations unit of his mission. The Headquarters Intelligence Section needs information on the current plans of the other divisions and the type of material they want, and also desires a list of their best sources of information, in order that material of general interest may be passed on to the other units.

13. MISS SIMEON spoke briefly on the aims of the Historical Records Section, and its need for material relating to policy - in particular, minutes of meetings, reports of negotiations and agreements with ML or the Balkan Governments, and accounts of actual experience in the field.
14. MR. ROSEMAN said that a statement on travel rates would be issued this week and discussed at the next meeting if any questions are raised.

THE MEETING was then adjourned.

MINUTES OF THE MEETING OF THE DIRECTORS OF THE HEALTH,
WELFARE, CAMPS AND DISPLACED PERSONS DIVISION.

A regular Meeting of the Directors of the Health, Welfare, Camps and Displaced Persons Divisions was held at King's Hotel at 8:30 A.M. on Tuesday, 20 February 1945.

The following Directors and Staff members were present:

Miss Bishop	Miss Gifford
Miss Devons	Mr. Pierce
Miss Flexner	Miss Simeon.
Col. Hyde	

1. The meeting was called to order by the chairman, Mr. Pierce. He stated that the proposed budget of the Middle East Mission falls into two parts, Headquarters and Field Operations, each of which in turn has two sections, as follows;

1. Headquarters Unit

1. Personal Services
 2. Operating Expenses for Headquarters

- II. Field Operations

1. Displaced Persons - Repatriation Operations
 2. Camps

There was a general discussion of the proposed budget. The budget for the Headquarters Unit for the second quarter of 1945 totalled approximately \$ 366,000, of which about \$ 188,000 was for personal services and the remainder for headquarters operating expenses. Mr. Pierce pointed out that the Headquarters Unit of the Middle Eastern Mission appears to have a larger staff and budget than the headquarters of the Balkan Mission. In actual practice, the Middle Eastern Mission will cost less, because the Balkan Mission headquarters figure did not include the headquarters of Camp Operations and approximately 100 other employees who should properly have been carried in its budget.

Col. Hyde made three criticisms of the budget for the Headquarters Unit:

1. The Medical and Sanitation unit, under Requirements and Supply, should be abolished.
 2. The Medical Requirements Specialists should be under the Office of the Chief of Mission.

3. Col. Hyde wished to check the grades of the Chief of Nursing and Chief Hygiene Officer in the Camps Division, Health Section.

Col. Hude agreed to draft a memorandum embodying his views on these three points.

Mr. Pierce stated that the Camps Operations budget was not yet finished, but that it would be so shortly, when further information had been received on the prices of commodities. The budget for Repatriation Operations was given in round figures because it was impossible to give the exact cost of this new type of operations. The budget for this section during the second quarter of 1945 totalled \$ 1,552,000. Mr. Pierce stated, however, that \$ 1,125,000 of this figure covered the cost of three months, supply of food for the repatriated refugees, which was properly a country mission rather than a repatriation expense.

It was pointed out that the figure for Living and Quarters Allowances, Repatriation Operations, should be corrected to include Voluntary Society personnel.

ACTION

It was agreed that the budget should be accepted as read and submitted officially, with the corrections and additions mentioned above:

1. Memorandum from Col. Hyde on the three changes in the establishment of the Health Division, Headquarters Unit.
2. Addition of the Camps Operations budget.
3. Correction of the figure for Living and Quarters allowance, Repatriation Operations.

2. Mr. Pierce stated that it had taken six or eight people nearly a month to prepare a budget for three months, which defeated the purpose of the quarterly budget system. In his opinion the budget should cover a six months' period, as much time would be saved and the estimates would be equally accurate.

ACTION

It was agreed that Miss Flexner should present this suggestion to Washington orally, and that Mr. Pierce should transmit it in writing.

The Meeting was then adjourned.

LIST OF CABLES RECEIVED FROM WASHINGTON COMMENCING
FEB. 12th 1945 AND ACTION TAKEN BY CAIRO.

179 : Noted
180 : Reply 199 20th Feb.
181 and 234: Repeated GREEKAID No. 63
182 : Repeated YUGAID
183 : YUGAID informed
184 : Noted
185 : Reply 195 17th Feb.
186 : Repeated YUGAID No. 80
187 : No Action
188 : Reply 182 15th Feb.
189 : Noted. Awaiting Mr. Birk's return
190 : Action taken.
191 : Disregarded (as instructed 208)
192 : Reply 220 23rd Feb.
193 : Reply 196 17th Feb.
194 : No action
195 : No action
196 : No action
197 : No action
198 : Repeated YUGAID No. 85
199 : Noted. Awaiting Mr. Birk's return.
200 : Action taken.
201 : Reply 202 to Washington 97 to London 20 Feb.
202 : Noted
203 : Action Taken
204 : Noted
205 : Repeated YUGAID No. 94
206 : Awaiting reply to Cairo to London 104, YUGAID 102
207 : Reply 210 21st Feb. and Airgram 5.
208 : Noted
209 : Action being taken
210 : Reply 216 23rd Feb.
211 : Sent to YUGAID by bag. No action Cairo.
212 : Reply 218 23rd Feb.
212 : Duplicate sent YUGAID No. 108.

BALKAN MISSION WEEKLY REPORT.

No. 10

(4th - 10th February 1945)

It was learned at the beginning of the week that Mr. Roy Hendrickson was to leave shortly for the Balkan area to discuss the whole problem of UNRRA's relationship with the military and to make decisions about the conditions under which UNRRA would take over responsibility for relief operations. Preparation were made for the Chief of the Balkan Mission to meet him when he arrived in this theatre.

The main news of the week from the Missions was the report that the advance party of the Yugoslav Mission arrived on the Dalmation coast on 6th February. There has been a gradual flow of Greece Mission personnel to Greece, while in Albania the mission is waiting for the next move on the part of ML.

The Bureau of Finance and Administration prepared a statement, to be used by the Chief of Mission in discussions at Caserta with Messrs. Hendrickson and Xanthaky, on the proposed transfers of staff to the Middle East Mission, the ~~country Mission~~, the country missions, and the ERO.

Action was taken to expedite the transport of Greek and Yugoslav Mission personnel from Cairo. Eighteen departed for Greece during the week (three of whom by air), and ten for Italy (one by air). New and complicated military instructions requiring a "calling forward" from AFHQ were discussed and efforts made to simplify the procedure involved on the military side.

Instructions were prepared for the installation of the new system of leave and attendance records, which will go into effect on February 21. A review of personnel cases involving eligibility for living allowance was initiated, a number of anomalies being discovered and adjustments made in line with Administration policy.

The Public Relations Division decided to postpone its proposed reorganization pending the receipt from Washington of instructions on the subject, which, according to a telegram received during the week, are being brought to Cairo by Messrs. Hendrickson and Xanthaky. Meanwhile, in compliance with a request from Washington Mr. Fields was assigned as Temporary Chief of Public Relations in the Yugoslavia Mission, pending the recruitment of a permanent chief in the United States, and it is understood that he will proceed to Bari on February 15.

Mr. Morrell, Chief of Public Relations in the Albania Mission now in Bari, cabled for Additional personnel, but in view of the

small staff now left in Cairo it was not possible to meet his requirements. It is hoped that the staffing of the Yugoslavia and Albania Public Relations Divisions will not be long delayed.

The Division's photographer turned in an excellent story on the Moses Wells Refugee Camp which he covered last week, and this will be sent to the American Greek press and to Greece. The pictures taken on this expedition were developed, but printing was held up due to lack of printing paper.

Following adverse criticism of the printed staff sheet from many quarters, it was decided to revert to the mimeographed staff sheet carrying principally UNRRA domestic news, and also digests of reports from the field.

The Director of the Industrial Rehabilitation Division returned from Italy during the week. The Director of the Agricultural Rehabilitation Division went to Athens to attend a conference, and will return in a few days; and Mr. Plakidas, Agricultural Rehabilitation Officer, returned to Greece.

The Acting Deputy Director of Agricultural Rehabilitation in the Ethiopia Mission arrived in Cairo to recruit additional personnel for the mission.

One of the week's visitors to the Welfare Division was Miss Ruth Woodsmall of the World's Y.W.C.A., who arrived in Cairo from the United States and London, at which latter place she conferred with the Welfare Division of the ERO about proposed relationships between world organization and UNRRA. Miss Woodsmall was interested in seeing how the relationships between Y.W.C.A. individuals from the United States and Y.W.C.A. teams from Great Britain had worked out. She intends to visit other areas in the Middle East and also Greece, her itinerary having been cleared with the Department of State and the Foreign Office.

In accordance with the plans reported last week, Camp "H" at Maadi, which had been the reception and training center for voluntary society and UNRRA personnel arriving in the Middle East, was combined with Camp "B" on February 10, which is the mobilization and training center for voluntary society units. Camp "B" is the responsibility of the Welfare Division. The move was accomplished with little difficulty. Nine vehicles from the abandoned camp were brought to Cairo for use here, with the exception of three which were allotted to the Greece Mission last year and will be shipped to Greece shortly, though a question has arisen in regard to the ownership of one of these, a Chevrolet Sedan, claimed by the British Red Cross; the claim is being investigated.

Captain Fleming of the Australian Red Cross received word that

a decision on the use of Australian Red Cross units was needed immediately. A telegram was therefore sent to both the military and the Director of the Division who is at present in Athens, requesting decisions at the earliest possible moment on the Australian voluntary society units. The matter was also discussed with Dr. Leon Jona of the Australian Council of Voluntary Societies, who came to Cairo for this purpose as well as to learn what plans could be disclosed for relief in the Balkans. Another visitor to Cairo was Mr. Norman Bentwich of the Palestine Jewish Relief Council, who came to discuss the possibility of the early movement of the Jewish Relief Unit.

Mr. Yuill left for Greece to serve as Welfare Officer in District 4. A telegram was received from the Yugoslav Mission requesting the immediate return of Miss Aleta Brownlee, who has been directing a child welfare study in the camps in the Middle East. Arrangements are accordingly being made for her return.

The Deputy Director of the Division on Displaced Persons arrived in Greece after holding conferences with AFHQ in the company of the Director of the Displaced Persons Division, Greece Mission.

Registration of refugees in all UNRRA camps has been completed and plans are being made for the repatriation of Greek refugees in the early spring.

MINUTES OF MEETING OF THE BOARD OF DIRECTORS

A REGULAR MEETING OF the Board of Directors of the Balkan Mission was held at King's Hotel at 4:30 p.m. on Friday, 9 February 1945. It was called to order by the Chairman, Mr. Neville Miller,

1. MR. MILLER introduced Captain Carver, Maj. Milford's successor as ML representative to the Balkan Mission.
2. THE MINUTES of the last meeting was distributed. Mr. Miller stated that they must be routed according to the distribution slips, and that at least one copy will ultimately be filed in each building.
3. MR. ROSEMAN said that the Committee for Enforcement of Administrative Orders, Attendance of Staff, etc., had not met during the past week, but that he would make a report to the Directors' Meeting on 16 February. He added that copies of the Personnel Regulations for the Field Service had recently arrived from Washington and had been distributed to the staff. Each employee was requested to sign and send to the Personnel Branch a slip stating that he had received his copy.
4. COL. LIVINGSTONE, Chairman of the Committee on Office Hours, Transportation, etc. reported that the uniform and travel regulations are not yet out, and stated that one complete copy of personnel orders should be kept in the records office. His committee recommended that the present Staff Sheet be discontinued, on the ground that it is too expensive and does not meet the needs of the staff.

ACTION

MR. MILLER and Maj. Noble agreed to discuss the matter and report at the next meeting.

9. COL. LIVINGSTONE reported on administrative orders which had been previously discussed.
 1. A-77, Office Hours, Camps Division is to be included in this order.
 2. P-8, Centralized Personnel Budget Control, etc. Col. Livingstone reported that only one reply to his question on this order had arrived before his deadline, and that several controversial points were raised.

ACTION

It was agreed that Col. Livingstone and Mr. Pierce, and any other interested directors, should confer on the subject early next week.

3. A-70, Local Purchase Procedure, was held over until the next meeting.
4. I-30, Cashing of Checks. British personnel were not included

because Egypt is in the sterling block and they thus have no difficulty in cashing checks.

ACTION

The meeting approved the issuance of I-30.

6. COL. LIVINGSTONE said that A-78, centralized Personnel Budget Control, is closely tied to P-8, and should be held over to be issued with P-8.

7. THREE new Administrative Orders were discussed.

ACTION

- a. A-72, Payment of Salaries to Local Employees, was accepted for issuance as drafted.
- b. A-79, Recruitment for and Transfer from Organizational Units within the Balkans Mission, was referred for consideration in Col. Livingstone's meeting on P-8. He requested written comments on this order from the directors.
- c. A-80, Summary of Washington Administrative Order No. 22, entitled "Employees' Compensation Plan", was withdrawn on the ground that it is not clear and that Order No. 22 will soon be ready for distribution.

COL. LIVINGSTONE read excerpts from the auditors' report which said that the personnel reports for January were not filled out in accordance with Administrative Order A-68. Col. Livingstone wished to issue an emergency order on leave and attendance reports.

ACTION

After some discussion, it was agreed that a temporary draft administrative order should be issued next week, providing that annual leave should normally be requested three days in advance, requests for more than three days' sick leave must be supported by a doctor's certificate, and employees whose attendance records are submitted after the 25th of the month will be paid on a supplementary payroll. A permanent order will be issued after discussion at next week's meeting.

9. MR. ROSEMAN reported that the Army will permit UNRRA to continue using APO 787 temporarily, but expects us to set up a new system as soon as possible. It will probably be necessary to establish an APO at Bari under AF HQ.

10. MR. MILLER read a cable which arrived from Washington on 2 February, stating that Messrs. Hendrickson and Xanthaky expect to leave Washington shortly to confer with Sir William. A cable from Hendrickson, which arrived on 8 February, requested Sir William to stay in Cairo until the time and place of meeting could be arranged.

11. MR. MILLER announced that Washington has approved the 5½ day week.

12. COL. BALFOUR spoke on the reorganization of the Balkan Mission. He said that Washington has requested a list of the future assignments of all staff members, and that he intended to submit a provisional answer.

MR. MILLER stated that the budget of the Middle East Mission would be ready by 15 February. Col. Livingstone said that he had had very few replies to his request for division budgets, which were due on 31 January.

13. REPORT on Mission Plans.

- a. Greece. Mr. Kelsey reported that about 80 members of the Greece Mission, half of them Distribution personnel, are still in Cairo. They will go to Greece as soon as transportation and accommodation can be arranged. After the Voluntary Society personnel who are now in Athens can be sent to the districts, more staff members can be sent from Cairo to Athens.
- b. Yugoslavia. Mr. Irwin stated that a party of 32 UNRRA members was to enter Yugoslavia this week. Nine of them are still waiting for transportation from Cairo to Bari, but Capt. Carver is trying to make the necessary arrangements.
- c. Albania. Mr. Miller announced that Mr. Haskell is returning to Washington, and that Mr. Oakley-Hill is to be Acting Chief of the Albania Mission. Mr. McLaron said that no ML Albanian agreement has been reached as yet.

14. MR. ROSEMAN stated that Col. Webb is trying to arrange for the distribution of British Army rations to UNRRA personnel in the field during the post military period. Mr. Miller stated that the cable on supplemental provisioning of mission personnel required no comment.

15. MR. BECK AND MR. PIERCE gave a general outline of the UNRRA Repatriation Program. Mr. Beck spoke on camp operations. He said that the welfare side of the camps organization had recently been strengthened slightly. The Yugoslav refugees have been here about a year, and the Greeks from one to two and a half years. Both groups show the effects of good food and medical care, and have had little sickness during the winter. Clothing is still in short supply, but two shiploads of used clothes are en route. One thousand sewing machines arrived recently, and will be used in the camps to prepare the used clothes for distribution.

MR. PIERCE discussed the schedule for the repatriation of displaced persons. He said that UNRRA's first responsibility is to repatriate the Greeks, Yugoslavs and Dodecanese in the UNRRA camps, but that it will later be responsible for the repatriation of Polish and other Greek refugees who are now scattered in an area ranging from East African to India. It may assume responsibility for the return of some 6,000 Czechs who are now in Palestine.

PR. PIERCE stated that the registration of refugees on the SHAEF cards is well under way, and that all of the Greeks and half of the Yugoslavs in the Middle Eastern camps should be repatriated by 1 June 1945. All the refugees in this part of the world, except those who, for political reasons, are unacceptable in their countries of origin, should be repatriated by next winter. Practically all the Greeks, Yugoslavs and Dodecanese can be sent home, but UNRRA will probably have to maintain temporarily an unpredictable number of stateless refugees.

16.

MISCELLANEOUS

COL. HYDE asked whether Voluntary Society personnel were permitted to report to their agencies direct. Miss Gifford stated that UNRRA had agreed to facilitate the sending of reports to the various agencies, but that Voluntary Society members working with an UNRRA division are under the administrative supervision of the division chief.

ACTION

It was decided that Miss Gifford, Miss Flexner and Col. Hyde should confer on the subject.

17.

THE MEETING was then adjourned.

MINUTES OF THE MEETING OF DIRECTORS OF THE HEALTH,
WELFARE, CAMPS AND DISPLACED PERSONS DIVISIONS.

A MEETING of the Directors of the Health, Welfare, Camps and Displaced Persons Divisions was held on Friday, February 9, 1945, at 8:30 A.M. at King's Hotel.

THE FOLLOWING members were present:

Mr. Beck
Col. Hyde

Mr. Miller
Mr. Pierce.

ALSO PRESENT were: Miss Devons, Miss Flexner, Miss Gifford, Mr. Mackintosh, Miss Simeon and Mr. Youdin.

MR. MILLER called the meeting to order and acted as chairman thereof.

1. MR. MILLER introduced Mr. Mackintosh, UNRRA Auditor, who discussed the financial settings of the Middle East Mission. He stated that the Balkan Mission had been delayed in its accounting because of insufficient staff,

ACTION

Mr. Mackintosh agreed to survey the budget and accounting methods of the Balkan Mission, and estimate the needs of the Middle East Mission in this respect.

2. THE TENTATIVE BUDGET for the Middle East Mission which had been prepared by Mr. Youdin was discussed. The budget was provisionally approved in general. The following points were raised:
 1. More administrative assistants might be needed in the Chief of Mission's Office.
 2. The Accounts Division of the Middle East Mission should be detached from that of the Balkan Mission as soon as possible.
 3. The Director of the Personnel Division should be a civilian. The Assistant Director, who is responsible for the war establishment and the discipline of the military personnel, should be an officer of field rank. The Placement Officer will deal with personnel files, P-3, raises, hiring and firings of civilian personnel, while the Chief, Military Section (probably a sergeant or warrant officer) will handle pay, allowances, postings, leave, and personnel files of the military staff.
 4. The Movements Office will deal with the planning stage of repatriation movements, as well as with inter-camps moves.

5. The Transportation Office (96) will handle such matters as the trip of an official to Athens. Local bus transportation is the responsibility of the local Transportation Section Administrative Division.
6. The Field Services Section will deal with staff newsletters and the personal problems of officials in the fields offices.
7. The Administrative Services Division has been divided into four sections, under a chief who will handle routine questions for the Director of the Division.

- Action
1. The title of the Staff Welfare Officer (Personnel Division) was changed to Staff Councillor.
 2. It was agreed that the Supervisor of the Canteen and PX Section should be an American Secretary, Grade 5.
 3. Col. Hyde agreed to discuss the qualifications needed by the Medical Clerk and Medical Asst. Clerk (UNRRA Camps Warehouse) with Col. Webb and Dr. Newbarry.
 4. Miss Gifford and Col. Hyde are to estimate what percentage of the flight staff(which was placed, after some discussion, under Displaced Persons) should be non-budgeted position.
 5. Col. Hyde and Mr. Beck are to decide whether the Medical Requirements Officer should be placed under the Medical Section, Camps or the Mission Requirements and Supply Division.
 6. Mr. Beck stated that he would draw up a Camps Budget in the same form as that used by Mr. Youdin for the Middle East Mission as a whole.
 7. The Directors expressed their thanks to Mr. Youdin for his work on the budget.
3. Mr. PIERCE reported that three refugees from Nuseirat, accompanied by Capt. Walford, the BMA Liaison Officer, are to make a survey of conditions on the island of Castelrosso, and report back to Nuseirat. Capt. Walford will then survey two other Dodecanese islands. The refugees' trip will be made in accordance with Mr. Pierce's suggestion that representatives of the refugees themselves be permitted to decide whether they wish to return to Castelrosso, which the military consider uninhabitable at present.
4. THE MEETING was then adjourned.

MINUTES OF THE MEETING OF THE DIRECTORS OF THE
HEALTH, WELFARE, CAMPS AND DISPLACED DIVISION.

A REGULAR MEETING of the Directors of the Health, Welfare, Camps and Displaced Persons Divisions was held at King's Hotel at 8:30 A.M. on Tuesday, 13 February, 1945.

THE FOLLOWING Directors and Staff Members were present:

Mr. Beck	Mr. Miller
Miss Bishop	Mr. Pierce
Miss Devons	Miss Simeon
Miss Flexner	Mr. Youdin.
Miss Gifford	

THE MEETING was called to order by the Chairman, Mr. Miller.

1. MR. MILLER reported that Sir Willima Matthews hopes to settle the question of transfer of personnel to the London Office when Messrs. Hendrickson and Xanthaky arrive, and that he wants then to visit the Cairo, Bari and Athens offices as well as Caserta.
2. MR. MILLER reported that Col. Balfour and Col. Livingstone are trying to set up a budget for the Middle East Mission as of 1 March 1945 instead of 1 April 1945, and transfer funds from the Balkan Mission for this purpose.

MR. MILLER has conferred with Mr. Wells and Mr. Geynor of the O.W.I., who said they would be glad to get out stories on UNRRA's repatriation activities. The meeting discussed the advisability of adding to the Public Relations staff of the Middle East Mission one secretary and one American man at Grade 11, the latter to be free to travel. It was agreed that further consideration of the Public Relations budget was necessary.

MR. PIERCE stated that further information was needed on the number of voluntary society personnel to be assigned to the Middle East Mission, on requirements and supply, and on accounting.

ACTION

Miss Bishop was asked to write a memorandum to Mr. Mackintosh requesting his estimate of the accounting needs of the Mission, and another memorandum to Mr. Roseman and Col. Livingstone reminding them that the duties of the Middle East Supply and Requirements Division do not include stockpiling for the Balkan country missions.

Mr. Beck agreed to submit a provisional estimate of the cost of supplies and requirements for the Middle East Mission before the budget deadline on 15 February. He will also give an exact figure on the number of personnel in camps. Total personnel for the Middle East Mission will be approximately 800, including about 300 British and South African troops in the camps.

Mr. Miller stated that additional personnel will be needed in the Chief of Mission's office if the requirements of Washington's Cable A59 (weekly reports on cables and correspondence) are to be met. Mr. Youdin suggested that the salaries of locally employed personnel of Grade 5 and below should not be listed individually, but should be given as a lump sum in the budget, in order to provide some leeway for necessary changes, promotions, etc.

Mr. Pierce suggested that the duties of the Staff Counsellor include the running of the PX, with the assistance of a clerk. The post of PX Supervisor could thus be eliminated.

Mr. Youdin suggested that the Security Office be abolished, and its responsibilities, plus its staff of two head wardens and five wardens, be transferred to the Liaison Office. The title of this would be changed to Liaison and Security Office.

ACTION

The proposals regarding the PX and the Security Office were adopted.

3.

THERE was a general discussion of three resolutions submitted by the Working Party on Repatriation Operation, as follows:

Resolution 1: That a supply schedule be approved and that supplies be obtained and warehoused in the Middle East as soon as possible.

ACTION

Messrs. Heighton and Pierce and Lt. Col. Bayliss were appointed to draw up supply schedules.

Resolution 2: That immediate steps should be taken to recruit the personnel needed and to arrange repatriation movements.

ACTION

Miss Gifford was requested to prepare a list of the number needed, in consultation with Maj. Newberry. She also assumed the responsibility of starting the recruiting of additional personnel.

Resolution 3: That immediate steps be taken to organise the refugees in the camps in preparation for their repatriation.

ACTION

Mr. Beck agreed to assign a member of his staff to this work.

4. MR. MILLER stated that he, Capt. Corver and Lt.Col. Wilkinson or Maj. Francis will shortly attend a conference at GHQ on the staff services to be given Middle East Mission personnel.
5. THE MEETING was adjourned until Tuesday, 20 February.

LIST OF CABLES RECEIVED FROM WASHINGTON COMMENCING FEB.
5th 1945 AND ACTION TAKEN BY CAIRO.

<u>No.</u>	<u>ACTION</u>
136	: Washington 180 refers. Sent Yugaid as 81 Action being taken
137	: Not received Cairo.
138	: Reply 169 on 12th Feb.
139	: Reply 153 on 9th Feb.
140	: Reply by letter on 18th Feb.
141	: Reply by letter on 18th Feb.
142	: Action not yet taken.
143	: Reply 158 repeated Rome 22 on 10th Feb.
144	: Repeated to Missions. Action being taken.
145	: Necessary Action taken.
146	: Noted
147	: Reply 149 on 8th Feb.
148	: Reply 157 repeated Caserta 37 on 9th Feb.
149	: Noted
150	: Noted
151	: Action will be take in conjunction with Mr. Hendrickson.
152	: Noted
153	: Action being taken
154	: Action being taken
155	: Action being taken
156	: Repeated Yugaid
157	: Reply 176 repeated London 89 on 14th Feb.
158	: Reply 174 repeated London 87 Caserta 40 on 13th Feb.
159	: Noted
160	: Noted
161	: Reply 151 on 8th Feb.
162	: Noted
163	: Reply 180 on 15th Feb.
164	: Reply 172 on 13th Feb.
165	: Action being taken
166	: Repeated to all Missions.
167	: Noted
168	: Action taken
169	: Reply 186 on 16th Feb.
170	: Noted
171	: Noted
172	: Noted : Action being taken later
173	: Reply Airgram A-5 on 17th Feb.
174	: Noted
175	: Reply 207 on 21st Feb.
176	: Reply 197 on 19th Feb.
177	: Reply 177 on 14th Feb.
178	: No Action - Noted.

B.M. - Reports

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

CAMA: 845

15th February, 1945

To: Deputy Director General,
Bureau of Areas,
UNRRA
Washington, D.C.

From: Office of Chief of Balkan Mission,
Cairo.

Subject: Weekly Report 29th-3rd February, 1945

Attached are two copies of the ninth weekly progress report of the Balkan Mission for the week ended 3rd February, 1945, together with four copies of the Minutes of the meetings of the Board of Directors held on 2nd February, 1945 and Meeting of Directors of Health, Welfare, camps and Displaced Persons Divisions, held on 6th February, 1945.

During that week the following additional reports etc. were sent to Washington:

<u>Office of Chief of Mission:</u>	Intelligence Reports Nos. 16-24
<u>Bureau of Distribution and Transport</u>	Report on Distribution from No. 3 District.
<u>Division of Agriculture and Fisheries:</u>	Agricultural Plans. Summary of May, June and July Agricultural Programme for Greece. Papers on livestock in Bulgar occupied Greece.
<u>Welfare Division:</u>	Report from Athens District Report on Voluntary Societies in Greece. Children's Preventoria, Greece. Child Welfare Programme.
<u>Displaced Persons Division:</u>	Monthly Statistical Report.

For Chief of Balkan Mission.

Encls.

MINUTES OF MEETING OF DIRECTORS OF HEALTH, WELFARE,
CAMPS AND DISPLACED PERSONS DIVISIONS

A REGULAR MEETING of the Directors of Health, Welfare, Camps and Displaced Persons Divisions was held on Tuesday, February 6, 1945 at 8:30 A.M. at King's Hotel.

THE FOLLOWING DIRECTORS AND staff members were present:

Lt. Col. Hyde	Mr. Beck
Mr. Miller	Mr. Youdin
Mr. Pierce	Miss Devons
Miss Flexner	Miss Simeon
Miss Gifford	

Mr. MILLER called the meeting to order and acted as Chairman thereof.

1. Mr. PIERCE reported on the Dodecanese and Turkish relations. He stated that 500 each from three Islands are to be returned from the Middle East in March, 3000 in April and 3000 each month thereafter, so that by the end of June all of the Greeks will be returned. These moves will be done in one boat, taking 1500 at a time.

2. Miss GIFFORD reported that H Camp at Maadi had been closed, that B Camp was to be used and the move would be complete by February 13th; that B Camp was being reorganized and there would be a transfer of certain personnel to B Camp with Mr. Curtis in charge. Guards have been added and UNRRA is to receive nine additional trucks. This camp comes under the Welfare Division.

3. Mr. MILLER submitted a memorandum, showing the positions to be requested in the various offices of the Middle East Mission. Lt. Col. Hyde recommended that a health consultant, sanitary engineer and a secretary only be placed in the Office of the Chief of Mission. Miss Gifford stated that the Welfare Division would need one person and a secretary attached to the Office of Chief of Mission, and one person as liaison with governments and military.

4. A DISCUSSION was held on the duties and responsibilities of the officers to be appointed in the various Divisions. It was agreed that Mr. Youdin and Mr. Saks or Miss Bishop be asked to prepare a suggested budget for the Middle East Mission, to be presented to the next meeting.

IT WAS MOVED, seconded and carried that the next meeting be held on Friday morning, February 9, 1945 at 8:30 A.M.

UPON MOTION duly made, seconded and carried the meeting was adjourned.

BALKAN MISSION WEEKLY REPORT

No. 9

(29th - 3rd. February, 1945)

The major question of UNRRA's operations in relation to ML were the subject of discussions with Generals Hughes and Sadler who spent most of the week in Cairo. They met the heads of Bureaus and Divisions of the Balkan Mission and also addressed members of the Greece Mission in Cairo.

News from the Yugoslav Mission during the week was of active preparation for entering Yugoslavia with ML and 2 UNRRA personnel - a doctor and a warehouseman - landed at Dubrovnik on 2nd February.

One of the main tasks of the Bureau of Finance and Administration during the week was furthering the plans for liquidating the Balkan Mission. Meeting of heads of Divisions were held to consider the organisational plan and staff requirements of the Middle East Mission which will cover the operation of repatriation of refugees and displaced persons in the Middle East and the purchase of supplies in this region. The recommendations of the bureaus and divisions about the transfer of their personnel to the country missions, the Middle East Mission and the E.R.O. were received, though the lack of information about vacancies existing in E.R.O. made consideration of certain individual cases somewhat difficult.

On the personnel side instructions were prepared on the budget for the second quarter of 1945 for country mission for the Middle East Mission and discussions on the preparation for the budget were held with the bureaus and divisions; improved procedures were instituted in the Personnel Division for control of budget vacancies and new appointments; and revisions were made in the system of leave and attendance records to ensure proper reporting and coordination with pay rolls. The "Personnel Regulations for Field Service" were printed and are being distributed to the staff and the "Employees Compensation Plan" is also being printed for distribution. The attitude of the staff to the proposed change in policy on separation allowances, which has been discussed with staff groups, has been reported to Washington. Negotiations were conducted with USAFIME about the Army order withdrawing American APO privileges. The initial attitude of USAFIME was that "condition of service" approved by C.O.A.C. had never been officially transmitted to this theatre and that in any event the text presented by UNRRA to USAFIME provided for APO only if no civil address were available and then only at the discretion of the theatre commander. Efforts were made to clarify this situation and to persuade USAFIME that APO should not be withdrawn.

The Deputy Director of the Public Relations Division reported from Rome that he had discussed the future of public relations with Mr. Shelby Thompson, from Washington. Mr. Fields of the Division will return from Rome upon the arrival there, about February 10, of Mr. Savard, the Public Relations Officer for Italy. Mr. Morrell, Chief of Albanian Public Relations, departed from Rome for Bari after making arrangements with the Director of A.F.H.Q. Public Relations for the prompt release of press material sent out from Bari.

Further press material was despatched to Washington during the week: a picture and feature story of the Commandant of the Maadi Training Camp, Mrs. Jennings-Bramly, with a full set of pictures of the Camp; and a story of Lt. Col. Catherine Dodge, received from the Greece Mission.

The Division photographer and a reporting officer went to Moses Wells Refugee Camp during the week and did a two-day coverage of the camp; the pictures are now being developed. Printing of the set of pictures of Alexandria Fishery Station taken last week was held up through lack of printing paper.

The satisfaction of the Division over the acquisition of the Reuter's ticker machine reported last week was short-lived, as permission to retain the machine was withdrawn before it could be installed.

Mr. Felix Dospil, Chief of the European Section of the Inland Transport Division of the Bureau of Areas, arrived from Washington on temporary detail to assist the Bureau of Distribution and Transport with transport problems in Greece, and will proceed to Athens shortly. The Bureau staff was increased by two new arrivals from the United States: Mr. Gilbert Marick, Assistant Chief Transport Officer, and Mr. Leonard Von Spach, Distribution Officer. Word was received that Mr. Ernest Mill arrived safely at Syros, to take up his duties as Distribution Officer in No. 5 District, Greece. The men awaiting transportation to Bari to join the Yugoslav Mission for immediate service in the field were unable to depart this week, but it is hoped that their departure may be arranged shortly. A request was received from the Deputy Chief of the Yugoslav Mission for seven additional men to be sent by sea on the next convoy, and for an additional four men to be held in readiness in Cairo.

Repairs to the Hospital Caique "Imerra" were completed at Cyprus, and she proceeded on her way to Syros, where her arrival is expected at any moment.

The work of the members of the Warehousing Section in the warehouses of Camps Division is progressing well and should be completed within the next few days.

Dr. H. van Zide Hyde, Senior Surgeon (R), U.S.P.H.S. took over as Director of the Health Division on February 1. Dr. Kirk left for Athens on February 4th to take up duty as Principal Medical Officer of the Greece Mission on January 30th. Dr. Newberry, U.S.P.H.S. took up duty as Principal Medical Officer of the Camps Division.

The Director held the first of a series of regular staff meetings on 1st. February. Together with members of the Division he held several conferences with the Field Director of the U.S.A., Typhus Commission and his staff developing a cooperative understanding under plan for specific cooperation in Jugoslavia.

Outlines of duties of district medical officers and of district sanitary engineers were prepared and the latter submitted to Col. Wright in Athens for comment. These will be sent to all missions for their general guidance and to Washington and London.

The Director of the Welfare Division left Cairo on January 30, to confer in Athens with the Chief of the Mission and the Director of Welfare for Greece on question relating to the use of personnel and the need for additional personnel -

including Voluntary Society units - if Welfare is to participate in the distribution program.

A week's orientation course was given at Maadi Camp for approximately 40 British Voluntary Society team members who had arrived in Cairo subsequent to December 28, 1944. The training program is under the supervision of Mr. Harry E. White, Field Welfare Officer with the Greek Mission on loan to the Welfare Division. The course was opened by the Acting Director of the Welfare Division, who gave the background of UNRRA, the development of welfare plans for country missions, and a summary of the present state of relationships of the Voluntary Societies to UNRRA to the military and to the country missions.

In connection with the reorganization of the Balkan Mission, the Welfare Division has submitted the proposal that a Director of Welfare be attached to the Office of the Chief of the Middle East Mission in an advisory capacity, and to serve as consultant on the welfare program - to Displaced Persons and Camps Operations Divisions, as well as to act as liaison with foreign Voluntary Societies operating in the Middle East area. The Welfare Division suggests that one person with one secretary could perform these functions, provided appropriate numbers of welfare personnel are on the Camps Operations budget and attached to the Displaced Persons Division for services to refugees at the time of repatriation. Excellent cooperation with the Welfare Division exists in the joint planning for camps operations and for repatriation of displaced persons, and the plans as outlined appear to cover the necessary welfare services.

The Working Party, composed of representatives of the displaced Persons, Camps Operations, Welfare and Health Divisions, which was established to develop plans for movement of refugees, presented its preliminary report to Functional Divisions on February 3. A copy of the report will be forwarded when completed in final form. The Committee approached its problem from the standpoints of the needs of persons to be repatriated while in transit and at the point of disembarkation. The immediate objective was to establish the type of organization and amount of personnel necessary in this particular geographical area, with all its problems of distance and complicated transportation arrangements. The voluminous technical and factual material compiled was carefully studied. Limiting comments to those which effect welfare, it was agreed that, generally speaking, one Chief Welfare Officer and one Assistant would be needed for each group. Movements involving only able-bodied persons would require only one Chief Welfare Officer, but on the other hand, for movements involving only women with small children or old people as many as four or five Assistant Welfare Officers might be needed, depending upon the type of transport and the distance. The report of the Working Party, which included standards also for Health and other personnel, was accepted, and appropriate action is being taken to incorporate the needs for this phase of the UNRRA program in the plans for the Middle East Mission organization and budget.

The Welfare Division is making an analysis of all personnel at present in the Middle East, whether assigned to country missions or not, with a view to determining exact total needs for welfare services, as it is believed that the program of the Camps Operations Division has never provided for adequate staff for this purpose. The analysis will be completed within a few days, and recommendations in the matter of personnel will then be made.

Because of the needs of the Army, it will be necessary to abandon Camp "H" at Maadi on February 6, and only Camp "B" will thereafter be available for reception and training of Voluntary Society teams. It has been planned to integrate the staff of "H" Camp with that of "B" Camp, and establish a new budget for "B" Camp, with resultant savings. The transfer of all personnel from "H" Camp to "B" Camp will be completed prior to February 13. The Army has agreed to do the necessary alterations at "B" Camp.

One of the two officers of the Displaced Persons Division who journeyed to Palestine and Iran last week to make a survey and select a location for the district office, was recalled to Cairo to take up his duties in the Yugoslav Mission from which he was on loan; but the other officer remained to complete the survey.

Another officer has gone to Iran to assist in the registration of Poles, and thence he will proceed to India to initiate the registration there.

Greek Refugees at Mosos Wells Camp who did not at first desire to be repatriated to Greece have been interviewed, and the officer who carried on this investigation reported that the majority had now changed their minds and were anxious to return to their country. Several days have been spent by officers of the Division registering ex-military Greek personnel at Camp Cabrit and at Abassia.

Mr. Sominicki has joined the staff of the Division to assist in the registration of refugees in East Africa, Northern and Southern Rhodesia, and the Union of South Africa.

The Camps Operations Division reports that an instruction - approved by the Military Postal Censorship Authorities - has been prepared for issue to the camps. This instruction will obviate delays and other difficulties which have occurred in connection with refugee mail.

The supplies to in Weekly Report No. 7 are now being distributed to the camps in accordance with a carefully considered allocation list.

The transfer of UMRRA Cairo warehouse from Camps Operations Division to the Middle East Bureau of Requirements and Supplies took place on February 1.

Two members of the Yugoslav Mission recently returned from Bari have been assigned to make a special survey of child welfare services at El Shatt Refugee Camp. Their findings should assist the formulation of future requirements for all camps, and should also help to improve the child welfare training program.

MINUTES OF MEETING OF THE BOARD OF DIRECTORS

A REGULAR MEETING of the Board of Directors of the Balkan Mission was held on Friday, February 2nd, 1945 at 4.30 P.M. at King's Hotel.

THE FOLLOWING Directors and staff members were present:

Mr. Miller	Mr. Patterson	Miss Cozens-Hardy
Lt. Col. Webb	Mr. Young	Miss Simeon
Mr. Beck	Mr. Roseman	Lt. Col. Livingstone
Mr. Pierce	Lord Norbury	Mr. Hoddinott
Lt. Col. Hyde	Col. Balfour	Mr. Barnes
Mr. Scranton	Mr. Irwin	Lt. Col. Wilkinson
Mr. Haskell	Miss Flexner	Mr. Vassiliou
Mr. Tonkinson	Miss Gifford	Miss Gilruth

Mr. MILLER called the meeting to order and acted as chairman thereof.

1. Mr. ROSEMAN reported that the Committee for Enforcement of Administrative Orders, Attendance of Staff, etc. had had only one meeting and would report further later, but recommended at this time:

- 1) That the existing memoranda be modified, indexed and reissued and sent to all Bureaus of the Balkan Mission and to the Country Missions.
- 2) That administrative memoranda be issued in sets:
 - a. Standing orders - uniform orders involving disciplinary action.
 - b. Memoranda not involving disciplinary action.
- 3) That special books be provided for administrative memoranda and each Division, Bureau and Mission maintain complete sets and periodic check be made to insure their being maintained.
- 4) When disciplinary action is necessary the following steps should be taken:
 - a. Deputy divisional director shall issue a warning.
 - b. A written warning shall be issued.
 - c. Divisional director shall make recommendation to the Chief of Mission as to what action might be taken.

ACTION

That this preliminary report shall be distributed and discussed at the next meeting.

2. THE SUPPLEMENTAL REPORT of the Committee on Office Hours, Transportation, etc. was presented by Lt. Col. Livingstone. He recommended that when Saturday morning is taken as leave it shall be considered as a full day of leave. Discussion disclosed that this was the regular in U.K. and U.S. Government offices.

ACTION

UPON MOTION of Lt. Col. Livingstone seconded by Mr. Pierce and carried, IT WAS ORDERED that leave taken on Saturday morning be considered as a full day's leave.

Lt. Col. Livingstone reported further that the matter of types of uniforms to be worn was recommended and stated that an Administrative Order would be drawn covering the uniforms to be worn, which would be presented to the next meeting of the Board of Directors for consideration;

That the matter of issuing supplies from the stockroom was being checked into;

That Conditions of Service for local employees had been issued and would be sent to each employee.

3. BUDGET AND BUDGET PROCEDURE was discussed by Lt. Col. Livingstone. He stated that country mission budget should be submitted by the country missions for approval to the Balkan Mission. He further stated that it was assumed that they had been cleared by the Departments and Divisions before being submitted. It was pointed out that this had not always been done and it was suggested that the Balkan Mission send them to the Division for clearance when submitted by the country missions. Miss Gifford, Mr. Pierce and Lt. Col. Livingstone were directed to bring in a recommendation as to how this should be accomplished.

Action

4. ADMINISTRATIVE ORDERS A-69, A-74 and A-76 were submitted, with a statement that they had been issued the previous week, and were approved.

Order A-77 was submitted and it was suggested it be amended to include a transportation schedule for the Camps Division, and a schedule for duty officers.

Action

Order P-8, Item 5, was discussed and referred to Lt. Col. Livingstone for further consideration.

Order A-70 was discussed and recommended it be considered further.

Action

Order A-78 was discussed and recommended it be considered further, with suggestions to be submitted to Lt. Col. Livingstone not later than Wednesday.

5. THE CHAIRMAN stated that a new telephone directory had been issued and any comments or suggested changes should be referred to Lt. Col. Wilkinson.

UPON MOTION of Col. Balfour, duly seconded and carried, the Board of Directors expressed its appreciation to Miss Devons for her work in making the issuance of the Telephone Directory possible.

Action

6. Lt. Col. WILKINSON stated that a schedule of duty officers would be posted. It was suggested that each duty officer should be provided with a card record.

7. Col. BALFOUR stated that a Memorandum of January 30th had been issued on the Reorganization of the Balkan Mission and he asked for comments. It was pointed out that a 25% reduction in the budget had been requested. Mr. Balfour pointed out that the question of records and files was important and that those Divisions concerned should concentrate on insuring that their representatives in country missions are adequately supplied with records and files.

8. Mr. ROSEMAN presented the report of the Committee on Salary Differential. He stated that a cable had been sent to Washington pointing out the differential in salary between recruits from London and those from Washington, and asking that the classification and salary scale be made uniform. He further stated that a reply had been received to the effect that the basic policy should continue, that the salary scale should be in line with the scale prevailing in their country and not the scale of the country with the highest scale. Messrs. Pierce, Young and Tonkinson were appointed as a Committee to consider this matter further and report.

Action

THE CHAIRMAN reported that General Hughes and General Sadler had been in Cairo and had met with the Greece Mission.

9. Mr. IRWIN reported that UNRRA associated with ML is now operating in Yugoslavia, that next week a large party would probably leave Bari.

Mr. HASKELL reported on the Albanian situation, stating that at the present time the situation was not too clear, that the Generals had not reached an agreement on Albania but that if Yugoslavia went forward Albania might be willing to.

Lt. Col. Hyde reported on the medical facilities available to UNRRA personnel in Cairo.

UPON MOTION duly made, seconded and carried, the meeting was adjourned.

Handwritten file
Balkan Mission - Reports

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, Sharia Dar El-Shifa-Garden City-Cairo

Refs.:
(Ours: W.651/12
(Yours:

February 7th, 1945.

TO: Mr. Conrad Van Hyning
Acting Director of Welfare Division, UNRRA
Washington, D. C.

FROM: S. Gifford
Acting Director of Welfare Division,
Balkan Mission

SUBJECT: PROGRESS REPORT NO. 17
for period January 25th - February 7th, 1945.

Attached find Progress Report No. 17 of the
Welfare Division, Balkan Mission, covering period January
25th to February 7th, 1945.

Encl.

10853

WELFARE DIVISION - BALKAN MISSION
PROGRESS REPORT NO. 17
FOR PERIOD JANUARY 25th - FEBRUARY 7th, 1945.

1. During the week of January 28th an orientation course was given at Maadi for British Voluntary Society team members who had arrived in Cairo subsequent to December 28th, 1944. The present training plans for such arrivals are under the supervision of Mr. Harry B. White, who has been temporarily loaned from the Greek Mission. Mr. White is a Field Welfare Officer and will eventually hold that position in the Greek Mission. The course was opened by the Acting Director of the Welfare Division, who gave the background of UNRRA, the development of Welfare Plans for Country Missions and a summary of the present state of relationships of the Voluntary Societies to UNRRA, the Military and the Country Missions.

2. Mr. Frederick I. Daniels left Cairo during the week of January 28th for Italy and expected later to proceed to Athens, where he would meet Mr. Greenstein, the Director of Welfare.

3. Mr. Greenstein, Director of Welfare, left Cairo on January 30th to confer in Athens with the Chief of the Mission and the Director of Welfare for Greece on questions of use of personnel, the need for additional personnel if Welfare is to participate in the distribution program, and the need for additional Voluntary Society Units.

4. The Director of Welfare, and during his absence the Acting Director, have continued to meet with the Heads of Divisions to further consider the organizational plan and staff requirements of the Middle East Mission, whose functions would be to carry on the necessary activities connected with the operation of the Refugee Camps in the Middle East and the necessary activities connected with displaced persons and their repatriation.

In this connection the Welfare Division has submitted the proposal that a Director of Welfare should be attached to the office of the Chief of Mission to have responsibility for the following functions:

- "A. To represent the UNRRA Welfare Division in the area covered by the Mission.
- "B. To advise the Chief of Mission on all matters of welfare policy, procedures, standards and functions arising within the Mission and as outlined in UNRRA's regulations and Administrative Orders.
- "C. To provide consultant services on the welfare program to the Displaced Persons Division in its planning and repatriation activities.

- "D. To provide consultant services to the Camps Operations Division on the welfare program to be carried on in the camps.
- "E. To advise the Camps Operations Division and the Displaced Persons Division at the Budget Stage on staff necessary to perform welfare functions, both UNRRA line positions and Voluntary Society personnel.
- "F. To provide to the Camps Operations Division and as necessary to the Displaced Persons Division the welfare staff established in the budgets and to participate in planning the use of such staff, both budget line and Voluntary Society personnel.
- "G. To represent UNRRA in relation to foreign Voluntary Societies operating in the Middle East area and be responsible for such relationships and problems as may arise on a Mission level.
- "H. To prepare for the appropriate UNRRA officers and the Chief of Mission such reports and recommendations as are pertinent to the Welfare Division."

It is of course recognised that this plan of operation would need to be approved by the appropriate offices at the time that the total Middle East Mission plan is submitted for approval. It is further proposed that one person with one secretary can perform these functions if the necessary welfare staff is in the Camps Operations Division budget and if the appropriate numbers of welfare personnel are attached to Displaced Persons Division for service to refugees at time of movement. The details of the Division's repatriation plans are being cleared constantly with the Welfare Division, Balkan Mission. The plans as outlined appear to cover the necessary welfare services and excellent cooperation and joint planning has been exhibited in the last weeks, between these Divisions.

5. The working party which had been established to develop plans for movement of refugees presented its preliminary report to Functional Divisions on February 3rd. The working party consisted of

Miss Molly Flynn, Displaced Persons Division - Chairman
Mr. A. E. Brownbridge, Welfare Division
Mrs. Dorothea Green, Camps Operations Division
Mr. Harold S. Jacoby, " " "
Dr. J. B. Kirk, Health Division
Miss Hansi Pollak, Chief Welfare Officer for Camps
Miss Augusta Mayerson, Displaced Persons Division,
Secretary.

When the report is in final form a copy will be sent. The Committee approached its problem from the standpoint of the needs of persons who were to be moved, and their needs during movement and their needs at the point of disembarkation. The Committee's technical and factual material proved to be voluminous and was carefully considered in every way. The immediate objective of the Committee was to establish the type of organization and amount of personnel necessary to perform these functions in this particular geographical area with all the problems of distance and complicated transportation arrangements.

Without going into all of the detail but limiting the comments to those which affect welfare, it was agreed that for every "flight group" there would need to be one Chief Welfare Officer and one Assistant, and in certain movements additional Assistants, for example, on a movement involving only able-bodied persons one Chief Welfare Officer would suffice. On a movement involving only women with small children or old people as many as 4 or 5 Assistant Welfare Officers might be needed, depending upon type of transport and distance.

The report of the working party which included standards also for Health and other personnel, was accepted and appropriate action is being taken to incorporate the needs for this phase of UNRRA program in the plans for the Middle East Mission organisation and budget.

In this connection the Welfare Division is analysing all personnel at present in the Middle East whether assigned to Country Mission or not. In some instances personnel is actually assigned to a Country Mission but is not functioning in that capacity because the plans for that country have not developed sufficiently, for example Yugoslavia and Albania. Nevertheless, in analysing the total needs and in view of the fact that the Camps Operations Division's program has never adequately been staffed for welfare services, it is possible that additional personnel will be required. Within a few days analysis of this will be complete and recommendations can be made as to types and quantity of personnel. Suffice it to say that the Welfare Division, Balkan Mission, is attempting to appropriately use all personnel, whether appointed or Voluntary Society.

6. Because of the needs of the Army it has been necessary to abandon Camp "H" at Maadi. On February 5th, a conference was held with the appropriate persons in the Balkan Mission to plan the necessary reorganization, because of this decision which had been made on February 3rd. Only one Camp can be available for reception and mobilization training of Voluntary Society teams. It has been decided that "B" Camp is the only site available near Cairo. The conference planned the intergration of staff from "H" Camp with that at "B" Camp and established a new budget for "B" Camp, which resulted in some savings. The transfer from "H" Camp to "B" Camp of all personnel will be completed prior to February 13th. The Army has agreed to do the necessary alterations at "B" Camp. Staff necessary for "B" Camp is as follows:

Camp Commandant
Deputy Commandant (to be drawn from members of
the Voluntary Society units)
Adjutant

Welfare Officer
Hygiene Officer
Camp Quartermaster
Transport Officer
Individual Training Officer
and Field Training Officer for mobilised units.

This latter position is performed at present by
the Camp Commandant.

In addition to these positions there are the necessary
clerical positions, drivers, cooks, etc.

B M - Report
Cawa 774

CAWA 774

7 February 1945

To: Deputy Director General
Bureau of Areas
UNRRA
Washington, D.C.

From: Office of Chief of Balkan Mission,
Cairo.

Subject: Weekly Report 22nd-28th January. 8th

Attached are two copies of the eighth weekly progress report of the Balkan Mission for the week ended 28th January 1945, together with two copies of the Minutes of the meeting of the Board of Directors held on 26th January.

During that week the following additional reports etc. were sent to Washington:

Office of Chief of Mission: Intelligence Reports Nos. 14 and 16.
Public Relations Division:-
Stories on UNRRA women, Children in Camps, the caique Imerra etc.

Welfare Division: Progress Report number 16.

M. C. Cozen-Hardy

For Chief of Balkan Mission.

BALKAN MISSION WEEKLY REPORT

No.8

(22nd-28th January 1945)

Relations between UNRRA and the military and especially the terms on which UNRRA will take over after the military period were the main subject of discussion in Cairo and were the subject of several important cables to and from Washington. Problems of staffing the country missions were also considered and movements of staff to Italy for the Yugoslav Mission and to Greece were initiated though plane delays owing to weather caused some difficulties.

More progress was made on plans for reorganising and gradually liquidating the Balkan Mission as such, and Lt. Col. Balfour was appointed to coordinate the plans of the various divisions and draw up a comprehensive scheme.

The Bureau of Finance and Administration undertook an extensive revision of the personnel record system, in order to provide more accurate and accessible data about the status and assignment of personnel of the Balkan Mission and of the three country missions; it is expected that this will be completed by February 10. Revision of travel rates was completed in accordance with the agreement reached with the Treasurer of UNRRA during his recent visit to Cairo.

The reorganization of the Registry has been completed successfully and is an improvement on the old system.

News has been received from Rome that the Deputy Director of the Public Relations Division, who left for Rome on January 18 as reported last week, will remain there until about February 10 as Deputy for Mr. Shelby Thompson who is coming from Washington. Mr. Morrell is proceeding to Bari soon.

The Division despatched to Washington a packet of press material containing two more stories on women personalities - Dr. Wilson Dodd, and Miss Margaret Arnstein, with pictures of Miss Arnstein and Miss Lillian Johnston; and sent to London a packet containing stories on the Reverend F. H. House and his wife, and on the hospital caïque "Imerra", with full picture coverage. The repatriation of 1200 Yugoslavs and the departure of personnel for Greece were also covered in cables to London and Washington.

The Division photographer went to Alexandria during the week and took a set of pictures of the Alexandria Fishery Station, and the reporting side was also covered.

Some difficulty has been encountered in the printing of the sets of photographs of El Shatt Refugee Camp owing to the general shortage of printing paper in Cairo, but the British Ministry of Information has now agreed to print two sets.

The Reuter's ticker machine for which the Division had been waiting so long became available on January 27, and following approval by the Administration was moved into the office.

The four working committees of the Bureau of Distribution and Transport continued their work during the week. The Committee on Coordination with the Bureau of Requirements and Supply and other divisions, completed its study of the supply picture and submitted its report. Three meetings were arranged for the Committee for the entire staff of the Bureau at which Mr. Alexopoulos of the Division of Agricultural Rehabilitation, Mr. Van Teylingen of the Division of Industrial Rehabilitation, and Mr. McCabe of the Bureau of Requirements and Supply, discussed the requirements programming for the first three months of the UNRRA period (May, June and July 1945).

The Committee on Administrative Procedures and Personal Problems completed a report in two parts (a) on the internal organization proposed for the Bureau, and (b) on specific needs of personnel in the field such as stenographic supplies, etc. The Committee on Intelligence collected and disseminated within the Bureau all available intelligence information. The Committee on the activities of the Joint Relief Commission in Greece made a study of the Commission and prepared a draft plan for a take-over of the functions of the Commission by UNRRA.

The Warehousing Section, continued its work in the warehouses of Camps Division at Cairo, El Shatt, and Museirat, and arrangements were made to send two representatives of the Bureau to Tolumat camp to assist in the warehouse organization there.

The Transport Section completed its work in collaboration with the Bureau of Requirements and Supply on transport requirements for Greece during the first three months of the post-military period. Mr. Francis Modrzewski was called to Athens for Transport work and Mr. Webster Ballance was likewise called to Athens to assist the Bureau of Requirements and Supply in presenting the post-military supply program to the Greek government. Mr. Ernest Mill, Distribution Officer, departed for his assignment in No. 5 District Greece. Arrangements were completed to send forward to Bari several of the members of the staff who will join the Yugoslavia Mission for work in Yugoslavia with ML-Yugoslavia in the near future.

The Industrial Rehabilitation Division is still awaiting the return of the Director of the Division from Italy, Mr. Van Teylingen, Housing Specialist with the Greece Mission, has returned to Greece.

The Agricultural Rehabilitation Division reported that Mr. Alexopoulos, Agricultural Rehabilitation Officer with the Greek Mission, returned to Athens with the revised estimate of agricultural requirements for Greece for the period May-July, which were prepared by the Agricultural staff in Cairo during the past several weeks. These estimates will be discussed with the agricultural authorities in Athens, and will constitute the basis for final decision as to the import program for that period.

Suggestions prepared by the Food Processing Specialists for investigating the available facilities for fruit and vegetable canning and processing, and for estimating the need for additional facilities, were transmitted to the agricultural directors of the country missions.

Two additional Agricultural Rehabilitation Officers have been assigned to the Greece Mission: Mr. Newsom, recently arrived from Washington, and Mr. McCarthy, a new employee formerly an agriculturist with IESG, who will enter upon his duties with UNRRA on February 1st.

Mr. Daniels, Deputy Director of the Welfare Division, Washington, left Cairo for Italy and Greece.

The Sub-Committee on Welfare Services for Displaced Persons completed its work, and its recommendations will be incorporated in the report of the over-all committee. This report will be ready about February 3.

Two officers of the Division on Displaced Persons departed for Palestine and Iran, to make a survey of the situation in those countries and determine the best location for the proposed establishment of the district office on displaced persons.

On January 27 representatives of the Division attended a meeting at GHQ with representatives of Force 142 and ML District 4 Greece, for discussing the problem of displaced persons in the Aegean and the Cyclades Islands.

The first report was received from the district representative in Cyprus, from which it appears that the displaced persons office there has begun to function.

The Camps operations division has been requested by the military authorities to accept responsibility for the camp which is being established on the island of Casos for the accommodation of refugees displaced from other Dodecanese Islands. The matter is being discussed with GHQ and the Division of Displaced Persons.

MINUTES OF MEETING
of
BOARD OF DIRECTORS OF BALKAN MISSION

A REGULAR MEETING of the Board of Directors of the Balkan Mission was held on Friday, January 26, 1945 at four thirty o'clock P.M. at King's Hotel.

THE FOLLOWING DIRECTORS were present:

Mr. Balfour	Mr. Haskell	Mr. Irwin
Mr. Tonkinson	Mr. Webb	Mr. Jeffers
Lt. Col. Livingstone	Mr. Miller	Dr. Kirk
Mr. McLaron	Mr. Gerstenzang	Mr. Kelsey
Mr. Rosoman	Mr. Greenstein	Dr. Hyde
Lord Norbury	Mr. Beck	Mr. Hoddinott
Mr. Scranton	Mr. Pierce	Lt. Col. Wilkinson

THE MEETING was called to order by Mr. Miller, who acted as Chairman thereof.

1. Lt. Col. LIVINGSTONE presented the report of the Committee on Office Hours, Transportation, etc. He stated that the Committee, composed of Messrs. Youdin, Carter, Anderson and Miss Gifford met on January 23rd and makes the following recommendations:

1. That the Directors shall be responsible for insuring that the people in their offices are in attendance during the scheduled office hours.
2. That there shall be someone present in each office during the whole of the office hours.
3. That office hours shall be from 8 to 12:30 and 4:30 to 7:30. People shall be at their offices sharply at 8 o'clock and at 4:30. A warning bell shall sound at 12:20 and 7:28, and packing up shall begin at the warning bells at 12:20 and 7:20. Packing up before the warning bell shall cease. The purpose of the bell at 12:28 and 7:28 is to give warning to leave for the buses.
4. Buses shall arrive in the morning at the office not later than 7:55 and in the afternoon at 4:25, so that people can reach their desks and be ready to work at eight and four thirty. Buses shall assemble away from the office and not move to the front of the building until 12:28 and 7:28. No bus should leave before 12:30 and 7:30.
5. That there shall be a half day a week off each week, and if it is not taken in one week it shall be taken the succeeding week but shall not be accumulated longer than that.

AFTER CONSIDERABLE DISCUSSION, upon motion of Mr. Pierce, seconded by Lt. Col. Livingstone and carried, it was

2. RESOLVED: That there shall be a half day off each week without any equivalent change in pay, to be taken on a schedule as prescribed by the Section Heads and to be taken on the basis of the recommendation of the Committee, that it will not be passed up in any week unless on the Section Heads' requirement, in which case it shall be taken the following week and

UPON MOTION of Mr. Tonkinson, seconded by Mr. Balfour and carried, it was

RESOLVED FURTHER: That the half day off shall be taken on Saturday afternoon, to be effective beginning February 4th.

UPON MOTION duly made, seconded and carried the report of the Committee on Office Hours, Transportation, etc. was accepted with the direction that

this Committee be constituted a standing committee, to be called at the discretion of the Chairman, for discussion of any matters referred to it by the Directors and Deputy Chief of Mission, and to report back to the Board of Directors.

3. THE COMMITTEE for Enforcement of Administrative Orders, Attendance of Staff announced that it was not prepared to report but would do so at the next meeting.

4. MR. ROSEMAN reported that two cables had been sent to Washington in answer to the one received from Washington, in re reduction of the separation allowance; that the Washington cable proposed that all employees now receiving a separation allowance, when the administration provides meals and billet, shall receive \$1.50 per diem, effective January 1st; that employees "in camps" who are receiving a separation allowance shall have their separation allowance discontinued effective April 1st. He stated that he had asked for a clarification of the phrase "in camps", and had pointed out that serious staff complication would ensue, that employees had been hired with assurance of receiving the separation allowance, and he asked that they be permitted to finish out a year of foreign service on the basis of the old rate. Mr. Roseman asked that no conclusions be drawn in the matter until an answer was received to this cable to Washington and Mr. Dayton had an opportunity to discuss the matter in Washington.

5. MR. BELSEY reported, in re the GREECE MISSION, that:

Harry Hill has been appointed Financial Adviser to the Greece Mission.

Sixteen people went forward to Athens in the last week; that small groups are going by air and one large group went by water, that we have asked for transportation to District 3, Salonika. Four people have been sent to Crete; that all personnel for District 5 have started by boat.

The Greece Mission has issued a three page Document covering movement procedures.

6. MR. IRWIN reported, in re the YUGOSLAV MISSION, that steps are being taken to insure the flow of food and supplies into the country once they start in.

7. MR. HASKELL reported, in re the ALBANIAN MISSION, that the Tito of Albania stated he would not need the help of UNRRA until April left, but General Hughes thought he would follow the course taken by YUGOSLAVIA. If not, the Albanian Mission may be able to lend staff to the other Missions until such time as they are needed in Albania.

IT WAS ANNOUNCED that Marie Berger is recovering in Bari; that she has been awarded the purple heart, that Messrs. Alspach and Berger have gone to Naples; that Mr. Birk has gone to the States.

It. Col. LIVINGSTONE was asked to discuss the budget at the next meeting.

8. THE CHAIRMAN stated that a Committee, consisting of Mr. Miller, Mr. Roseman and a number of the Board of Directors, had been appointed to hear appeals in personnel cases. He further stated that Mr. Roseman would review personnel cases in the first instance, when referred to him by Mr. Young and, therefore, he should not sit on the Committee. Thus the committee will consist of Mr. Miller and two members from the Board of Directors.

The CHAIRMAN stated that at the meetings of the Board a great deal of time was spent on consideration of housekeeping problems. He further stated that he felt it would be well for statements showing the purpose, scope and progress being made over the world by UNRRA to be presented from time to time, and he read a report by Governor Lehman along this line. Mr. Greenstein cited an instance pointing up the relative importance of the accomplishments in the Balkans to the future work of UNRRA. It was suggested

that representatives of the country missions might in the future wish to comment along this line.

9. THE CHAIRMAN announced that Mr. Balfour had been appointed to work with Mr. Roseman in connection with the reorganization and liquidation of the Balkan Mission.

UPON MOTION duly made, seconded and carried, the meeting was adjourned.

BALKAN MISSION WEEKLY REPORT.No.8

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Mr. Roseman	Mr. Greenstein	Dr. Hyde
Lord Norbury	Mr. Beck	Mr. Hoddinott
Mr. Scranton	Mr. Pierce	Mr. Noble
		Lt. Col. Wilkinson

THE MEETING was called to order by Mr. Miller, who acted as Chairman thereof.

1. ^{Lt. Col.} Mr. LIVINGSTONE presented the report of the Committee on Office Hours, Transportation, etc. He stated that the Committee, composed of Messrs. Youdin, Carter, Anderson and Miss Gifford met on January 23rd and makes the following recommendations:
1. That the Directors shall be responsible for insuring that the people in their offices are in attendance during the scheduled office hours.
 2. That there shall be someone present in each office during the whole of the office hours.
 3. That office hours shall be from 8 to 12:30 and 4:30 to 7:30. People shall be at their offices sharply at 8 o'clock and at 4:30. A warning bell shall sound at 12:20 and 7:28, and packing up shall begin at the warning bells at 12:20 and 7:20. Packing up before the warning bell shall cease. The purpose of the bell at 12:28 and 7:28 is to give warning to leave for the buses.
 4. Buses shall arrive in the morning at the office not later than 7:55 and in the afternoon at 4:25, so that people can reach their desks and be ready to work at eight and four thirty. Buses shall assemble away from the office and not move to the front of the building until 12:28 and 7:28. No bus should leave before 12:30 and 7:30.

5. That there shall be a half day a week off each week, and if it is not taken in one week it shall be taken the succeeding week but shall not be accumulated longer than that.

AFTER CONSIDERABLE DISCUSSION, upon motion of Mr. Pierce, seconded by ~~Mr.~~ ^{Mr. Col.} Livingston, and carried, it was

2. RESOLVED: That there shall be a half day off each week without any equivalent change in pay, to be taken on a schedule as prescribed by the Section Heads and to be taken on the basis of the recommendation of the Committee, that it will not be passed up in any week unless on the Section Heads' requirement, in which case it shall be taken the following week, and

UPON MOTION of Mr. Tonkinson, seconded by Mr. Balfour and carried, it was

RESOLVED FURTHER: That the half day off shall be taken on Saturday afternoon, to be effective beginning February 4th.

UPON MOTION duly made, seconded and carried the report of the Committee on Office Hours, Transportation, etc. was accepted with the direction that this Committee be constituted a standing committee, to be called at the discretion of the Chairman, for discussion of any matters referred to it by the Directors and Deputy Chief of Mission, and to report back to the Board of Directors.

3. THE COMMITTEE for Enforcement of Administrative Orders, Attendance of Staff announced that it was not prepared to report but would do so at the next meeting.
4. Mr. ROSEMAN reported that two cables had been sent to Washington in answer to the one received from Washington, in re reduction of the separation allowance; that the Washington cable proposed that all employees now receiving a separation allowance, when the administration provides meals and billet, shall receive \$ 1.50 per diem, effective January 1st; that employees "in camps" who are receiving a separation allowance shall have their separation allowance discontinued effective April 1st. He stated that he had asked for a clarification of the phrase "in camps", and had pointed out that serious staff complication would ensue, that employees had been hired with assurance of receiving the separation allowance, and he asked that they be permitted to finish out a year of foreign service on the basis of the old rate. Mr. Roseman asked that no conclusions be drawn in the matter until an answer was received to this cable to Washington and Mr. Dayton had an opportunity to discuss the matter in Washington.

5. Mr. KELSEY reported, in re the GREECE MISSION, that:

Harry Hill has been appointed Financial Adviser to the Greece Mission.

Sixteen people went forward to Athens in the last week; that small groups are going by air and one large group went bywater, that we have asked for transportation to District 3, Salonika. Four people have been sent to Crete; that all personnel for District 5 have started by boat.

The Greece Mission has issued a three page Document covering movement procedures.

6. Mr. IRWIN reported, in re the YUGOSLAV MISSION, that steps are being taken to insure the flow of food and supplies into the country once they start in.

7. Mr. HASKELL reported, in re the ALBANIAN MISSION, that the Tito of Albania stated he would not need the help of UNRRA until ML left, but General Hughes thought he would follow the course taken by Yugoslavia. If not, the Albanian Mission may be able to lend staff to the other Missions until such time as they are needed in Albania.

IT WAS ANNOUNCED that Marie Berger is recovering in Bari; that she has been awarded the purple heart, that Messrs. Alspach and Berger have gone to Naples; that Mr. Birk has gone to the States.

Lt. Col.

Mr. LIVINGSTON was asked to discuss the budget at the next meeting.

8. THE CHAIRMAN stated that a Committee, consisting of Mr. Miller, Mr. Roseman and a number of the Board of Directors, had been appointed to hear appeals in personnel cases. He further stated that Mr. Roseman would review personnel cases in the first instance, when referred to him by Mr. Young and, therefore, he should not sit on the Committee. Thus the committee will consist of Mr. Miller and two members from the Board of Directors.

THE CHAIRMAN stated that at the meetings of the Board a great deal of the time was spent on consideration of housekeeping problems. He further stated that he felt it would be well for statements showing the purpose, scope and progress being made over the world by UNRRA to be presented from time to time, and he read a report by Governor Lehman along this line. Mr. Greenstein cited an instance pointing up the relative importance of the accomplishments in the Balkans to the future

work of UNRRA. It was suggested that representatives of the country missions might in the future wish to comment along this line.

9. THE CHAIRMAN announced that Mr. Balfour had been appointed to work with Mr. Roseman in connection with the reorganisation and liquidation of the Balkan Mission.

UPON MOTION duly made, seconded and carried, the meeting was adjourned.

B.M. - Report

TO: Deputy Director General
Bureau of Areas
UNRRA
Washington, D. C.

1 February 1945

CAWA 744

FROM: Office of Chief of Balkans Mission
Cairo

SUBJECT: Weekly Report 15th-21st January, *no. 7*

Attached are two copies of the seventh weekly progress report of the Balkans Mission for the week ended 21st January, 1945.

During that week, the following additional reports, etc. were sent to Washington:

Office of Chief of Mission - Report on visit of American Senators.

Report on Greek situation (original
copies sent by hand of Mr. Birk).

Supplementary report on Greek situation.

Agricultural Rehabilitation Division - Agricultural Requirements
Programme for Albania.

M. C. Cozens-Hardy

For Chief of Balkan Mission

BALKANS MISSION WEEKLY REPORT

No. 7

(15th-21st January 1945)

The prospects of early operations in Yugoslavia and a rapid extension of operations in Greece grew brighter during the week, and there is clearly a great deal of urgent work to be done if UNRRA is to be ready when called upon. There were various discussions on plans for operations in Greece where one of the key problems is the task of distribution, which is an immediate task and one which will require a concentration of effort. Operations are already expanding and twenty-eight members of Voluntary Societies left for Greece during the week.

Meanwhile plans are being laid for the liquidation of the Balkans Mission as at present constituted, and each division is preparing its own suggestions as to its future, covering the transfer of members of its staff to other missions and the set-up it may require to carry on operations in the Middle East.

In company with the Treasurer of UNRRA, the Deputy Chief of Mission for Finance and Administration spent the week in Athens, holding conferences on a variety of financial and administrative problems with the Greece Mission, the British and American Embassies, ML, and the Greek Government. Instructions were issued to the Greece Mission on the expenditure of local currency in Greece and the employment of staff.

On the home front a revised scale of salaries for doctors, pharmacists and dentists employed in the Middle East refugee camps was agreed upon, and necessary adjustments are now being made.

The other event of the week was the coming into operation of the reorganised Registry. It is hoped that time, labour and paper will be saved, and efficiency increased. Copies of the memorandum explaining the procedure have been sent to London and Washington.

The Director of the Public Relations Division finally left for Washington during the week after hanging about for ten days. Just after he had gone, a letter was received from Washington suggesting that his visit should not take place at the present time. An attempt was made to recall him, since it was known he was marooned in Accra, but before he could be reached he had continued on his circuitous route to Washington. The Deputy Director and the Chief of Public Relations for Albania left for Rome on 18th January.

On 23rd January the Public Relations Division despatched to Washington in response to a cabled request a packet of press material containing three stories on women personalities - Dr. Ruth Parmelee, Miss Emilie Willms, and Dr. Rita Morgan - and also a story on Miss Mabel Grumley and a story on children's health in UNRRA camps, together with photographs.

Authorization was obtained for the expenditure of a sum not to exceed \$240 on the commercial printing of three sets of photographs of El Shatt Yugoslav Refugee Camp, one of these sets being urgently required by the Yugoslav Government in London for a booklet which it wishes to publish; another is being sent to America, and the third will be given to Miss Flexner. These photographs should be ready about 31 January. Background material on Yugoslavia was given to Mr. Sulzberger of the NEW YORK TIMES, and further progress was made on coaxing through the press the next issue of the STAFFSHEET which is expected to be ready next week.

The Director of the Industrial Rehabilitation Division, who has been in Italy on a tour of inspection, is expected back shortly.

Revised estimates of the supplies needed for the rehabilitation of fisheries in Greece, Yugoslavia and Albania are being prepared by the fisheries expert from the Alexandria Office of the Agricultural Rehabilitation Division, who is spending some days in Cairo for this purpose.

Mr. Takkaner, Agricultural Rehabilitation Specialist, and Mr. Woodward Agricultural Rehabilitation Officer, departed to join the Albania Mission; and Mr. Crawford Bishop, Food Processing Specialist, returned to Washington due to the illness of his family.

It was agreed that additional agricultural personnel were needed for the country missions, and a telegram was accordingly despatched to Washington asking that any such available personnel in Washington be sent to Cairo for assignment.

The Tuberculosis Specialist of the Health Division submitted a draft scheme for the recording of cases of tuberculosis in survey work. This scheme has been forwarded to Washington for consideration, with a view to its adoption throughout UNRRA, as it is felt that a uniform system of recording is of great importance in such surveys.

At a meeting with the Displaced Persons-Welfare Committee, the Health Division presented a note on the medical requirements for camps for displaced persons and for their medical care en route. A further report was prepared on the state of nutrition of the refugees in the Nuseirat Camp. A circular letter containing new information on medical stores was prepared for circulation to the country missions.

Approximately 75 packets of DDT insecticide were issued during the week to UNRRA staff employees.

Colonel Crabtree and Colonel Musson of the Health Division departed for Italy on 17 January.

The Welfare Division has decided, in agreement with the Health Division, to make every effort to turn over, from UNRRA stock piles, to the Joint Distribution Committee for Bulgaria and Rumania such drugs and supplies as are requested by Dr. Judah Magnes, Chairman of the American Joint Jewish Distribution Committee for the Middle East Area. A further request has been made by Dr. Magnes for cotton yarn, and the Palestinian Government has agreed to turn over to the Joint Distribution Committee whatever supplies are requested, provided replacements will be made by UNRRA. This has been agreed to by the Balkans Mission.

The Director of the Welfare Division and Miss Mazur of the Joint Distribution Committee met with Mr. Ovadia Salem, President of the Jewish Relief Committee of Egypt, and Mr. Elie Cohen, representative of the Greek Jewish Community, to discuss the most effective use of special funds available from Egypt and South Africa for the Jewish community of Greece. It was agreed that during his contemplated trip to Athens the Director of the Welfare Division would review this matter with the Director of Welfare for Greece and make appropriate recommendations.

Mr. Jacob Trobe, loaned by UNRRA to the Joint Distribution Committee for a special mission to Bulgaria and Rumania, arrived in Cairo and submitted a request to the Director of the Welfare Division for the temporary assignment to those countries of three members of the Joint Distribution Committee staff, subject to recall on two weeks' notice when needed for work in the Balkans. The request was approved subject to ratification by Headquarters in Washington.

On 17 January, the Director of the Division on Displaced Persons met with Brigadier Craig of GHQ to expedite the repatriation of refugees from the Middle East. On January 22nd a meeting was held with the

Delegate of the International Red Cross Committee in order to determine the respective responsibilities for inquiries as to whereabouts and welfare of displaced persons. It was agreed that, in principle, this should be an International Red Cross Committee responsibility, but that the Displaced Persons Division would give whatever assistance it possibly could from its Central Index, the confidential nature of which, however, was emphasized, with the understanding that the necessary precautions would be taken to safeguard the interests of refugees.

One of the problems of the Camps Operations Division has been the request of the Military to evacuate Nuseirat and Moses Wells refugee camps. The Chief of Mission discussed this question with the military authorities, and it appears that it will be possible to retain both these camps until the present refugee populations have been repatriated.

The Greek authorities have requested UNRRA to admit into UNRRA camps some thousand refugees at present maintained by the Greeks in a settlement at Jerusalem. The status of these refugees is being investigated by the Division on Displaced Persons, but it seems likely that they are all an UNRRA commitment. Nuseirat is the only suitable camp for their accommodation.

Part of a large shipment of supplies has arrived from the United States, and the balance is expected within a few days. This shipment includes 1000 sewing machines, surgical supplies, hand tools, 20 motorcycles and sidecars, 1187 bales of used clothing, anvils and forges. With the arrival of this shipment it has been found possible to replace the previous meager clothing scale by one which will allow a reasonable issue of all types of clothing. Meetings are being held to discuss methods of distribution of used clothing in camps.

The UNRRA Cairo warehouse, which is being temporarily operated by Camps Division, will be handed over to the Middle East Division Bureau of Requirements and Supplies in the very near future. Efforts are being made to effect this transfer by 1 February, though difficulty is being experienced in securing skilled staff.

Stocktaking and preparation of inventories in HQ and Camps warehouses is now proceeding with the assistance of warehousemen loaned from the Bureau of Distribution and Transport.

Captain Duff has been transferred from El Shatt Refugee Camp to the Camps Division, Cairo, to serve as Chief Hygiene Surgeon for all refugee camps.

BALKANS MISSION WEEKLY REPORTNo. 7

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73 M-Reports

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, Sharia Dar El-Shifa - Garden City
Cairo

CAMA: 713

Refs.:
Ours: CM 7/9

CALO:

Yours:

27 January 1945

To: Deputy Director General
Bureau of Areas, UNRRA
Washington, D. C.

From: Office of Chief of Balkans Mission, Cairo

Subject: Weekly Report 8th-14th January, No. 6.

Attached are two copies of the sixth weekly progress report of the Balkans Mission for the week ended 14th January 1945.

During that week, the following additional reports, etc. were sent to Washington:

Office of Chief of Mission - Report on Greece (by hand of Mr. Birk)

Agricultural Rehabilitation Division - Estimates of agricultural supplies for Albania

Industrial Rehabilitation Division - Report on Housing in Greece

Health Division - Nutrition Survey at Nuseirat - Report on Greek and Yugoslav Refugee Children

Welfare Division - Progress Report No. 15, 27th December-10th January.

s/ M.C. Cozen - Hardy

For Chief of Balkans Mission

BALKANS MISSION WEEKLY REPORT

No. 6

(8th-14th January 1945)

The main events of the week turned on the situation in Greece, and UNRRA's future relations with the Military in that country was the subject of correspondence and cables to and from Washington. The Chief of the Balkans Mission held policy meetings with the Deputy Chiefs of Mission and with the heads of all the Bureaux and Divisions to discuss the whole situation, and a full report on events in Greece from the middle of November onwards was prepared and given to the Director of Public Relations to take with him to Washington. Unfortunately he was grounded here because the plane in which he was to return to Washington failed to get here on account of bad weather. The Treasurer of UNRRA and the Deputy Chief of Mission for Finance and Administration were also waiting for a passage on a plane, but they were finally able to get off to Athens on Friday, the 12th January. They had two main tasks - to deal with the Greece Mission budget, and to discuss the Greek situation as a whole in relation to the problem of integration in the light of all the discussions and meetings which they had already attended in Cairo.

The other event of the week was the visit of two American Senators-Senator Tunnell and Senator Burton-to Cairo. They had a long talk with the Chief of the Balkans Mission, and on 10th January they went to the Yugoslav Refugee Camp at El Shatt, accompanied by the Senior Deputy Chief of Mission, and the Directors of Welfare, Displaced Persons and Camps Divisions. They inspected the camp, heard a performance by one of the campchoirs, and held a hearing on all the Balkans Mission's operations, which was arranged by the Public Relations Division. Reports on their visit have already been sent to Washington.

Members of the Warehouse Section of the Bureau of Distribution and Transport continued to work in the warehouses of the Camps Division in Cairo and at El Shatt, and plans were made to send additional men to Nuseirat for similar work there. Pending the return to Greece of the members of the Distribution Section, plans were formulated for a possible take-over by the Bureau of some or all of the functions of the Joint Relief Commission. Mr. Joel Kell, Distribution Officer, arrived from London during the week as an addition to the staff.

The tabulations for Requirements and Supplies which will be needed for industrial rehabilitation in Greece were completed during the week by members of the Industrial Rehabilitation Division who have been working on them with members of the Balkans Mission.

The Senior Deputy Chief of Mission and the Acting Chief of the Greece Mission in Cairo accompanied the Director of the Agricultural Rehabilitation Division to Alexandria for the weekend to inspect the Fisheries Sub-Division Office. Progress is being made in the repair and construction of fishing nets, and several nets are now ready for use and will be sent to Greece as soon as conditions permit.

Mr. Tikkaner, Agricultural Rehabilitation Specialist, and Mr. Woodard, Agricultural Rehabilitation Officer, were assigned to the Albania Mission, and arrangements are being made for their immediate transportation, so that they may arrive before the departure of the Acting Director, Mr. MacDaniels, who expects to return to the United States by the 15th February. Another assign-

ment was that of Miss Grace Neely, Food Processing Specialist, and Mr. L. Barnes, Agricultural Rehabilitation Officer, to the agricultural staff of the Yugoslavia Mission.

Mr. W. Hubbard, Agricultural Rehabilitation Specialist with the Ethiopian Mission, reported from Addis Ababa that preliminary plans were being laid for an agricultural program as one of the major phases of the UNRRA Mission. A series of conferences have been held with Ethiopian agricultural officials, and Mr. Hubbard has been asked by the Government to assume the leadership for re-establishing certain experimental work at one of the former experiment stations.

Several members of the Health Division departed for Greece during the week, to reinforce the medical staff there, who are for the time being carrying out relief measures by assisting in the care of the injured and sick. It is hoped that this will be only a temporary measure, until sufficient Greek medical and nursing staff can take over completely and thus enable UNRRA personnel to return to their more strictly administrative work.

The Sanitary Engineering Section has been collaborating with the Displaced Persons Committee in the preparation of lists of sanitary equipment which will be required in connection with the transfer of displaced persons from accommodation camps in foreign countries to reception camps in their home countries. Another activity of the Section during the week was the start of the distribution of DDT insecticide to UNRRA personnel.

A number of conferences were held by the Welfare Division to plan welfare activities in Greece, including discussions with Mr. Leo Gerstenzang on the question of personnel to be made available by the Welfare Division to the Bureau of Distribution and Transport for emergency needs in Greece. Another meeting was held to develop plans for the training program for British Voluntary Society team units; the need of Voluntary Society workers for the refugee camps was discussed with Mrs. Clara Urquhart of South Africa; and discussions were also held with Mr. Lewis Waddilove, Chairman of the Balkan Regional Committee of the Council of British Societies for Relief Abroad, about future allocation and assignment of Voluntary Society teams in the Balkans, and the use which shall be made of the teams in Greece in relation to the needs of the Bureau of Distribution and Transport. A meeting was also held with the representatives of the American Private Agencies. Interviews were held and assignments made of British welfare personnel recently arrived from London.

Mr. Judah Magnes, Chairman of the American Jewish Joint Distribution Committee, and members of the Health Division met to discuss the possibility of drugs and medical supplies being made available by UNRRA for use in Bulgaria and Rumania.

Mr. Waitstill Sharp, Director of Displaced Persons Division in the Albania Mission, returned to Cairo for conferences. Mr. Leslie Dow and Mr. David Myers of the Yugoslavia Mission have returned to Cairo for a temporary assignment pending operations in Yugoslavia.

Mr. Harry Keiles, formerly in the Bureau of Distribution and Transport, has been transferred to the Displaced Persons Division as Movements Officer.

The Camp Operations Division has reported that no final decision has yet been made as to whether UNRRA may retain Nuseirat and Moses Wells Camps. The military authorities have been advised

that it is intended to close down Aleppo Camp. This decision was taken because the influx of refugees across the Turkish frontier has virtually ceased and Aleppo was of course maintained for transit purposes only. It is probable that the military authorities will maintain some form of frontier Transit Camp in its place and any arrivals of refugee status acceptable by UNRRA will be transferred to UNRRA camps.

GHQ have ruled that Dodecanese refugees displaced from enemy occupied islands shall be accommodated in other islands which are free of the enemy, and not transferred to the Middle East or to Cyprus. The island of Casos which is between Crete and Scarpanto will be utilised for this purpose. A tented camp is being constructed by the military authorities on this island and at present no responsibility devolves upon UNRRA. There are no reliable indications of the number of refugees involved, and the camp will have an initial capacity of 1,000.

A group of two hundred wounded soldiers of the National Army of Liberation, who have been in the UNRRA camps, embarked for Yugoslavia on the 14th January, and the group of approximately 1,000 refugees who have been enlisted into the NAL will depart about the 20th January. Both these moves are a military responsibility.

A Committee composed of representatives of Camps, Welfare, Health and Displaced Persons Division is now investigating problems concerning repatriation moves and will submit recommendations in due course. The Committee is under the Chairmanship of Displaced Persons Division.

BALKANS MISSION WEEKLY REPORT

No. 6

(8th-14th January 1945)

CAWA 713

27 Jan 45

Attaching 2 copies

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The tabulations for Requirements and Supplies which will be needed for industrial rehabilitation in Greece were completed during the week by members of the Industrial Rehabilitation Division who have been working on them with members of the Balkans Mission.

The Senior Deputy Chief of Mission and the Acting Chief of the Greece Mission in Cairo accompanied the Director of the Agricultural Rehabilitation Division to Alexandria for the weekend to inspect the Fisheries Sub-Division Office. Progress is being made in the repair and construction of fishing nets, and several nets are now ready for use and will be sent to Greece as soon as conditions permit.

Mr. Tikkaner, Agricultural Rehabilitation Specialist, and Mr. Woodard, Agricultural Rehabilitation Officer, were assigned to the Albania Mission, and arrangements are being made for their immediate transportation, so that they may arrive before the departure of the Acting Director, Mr. MacDaniels, who expects to return to the United States by the 15th February. Another assignment was that of Miss Grace Neely, Food Processing Specialist, and

Mr. L. Barnes, Agricultural Rehabilitation Officer, to the agricultural staff of the Yugoslavia Mission.

Mr. W. Hubbard, Agricultural Rehabilitation Specialist with the Ethiopian Mission, reported from Addis Ababa that preliminary plans were being laid for an agricultural program as one of the major phases of the UNRRA Mission. A series of conferences have been held with Ethiopian agricultural officials, and Mr. Hubbard has been asked by the Government to assume the leadership for re-establishing certain experimental work at one of the former experiment stations.

Several members of the Health Division departed for Greece during the week, to reinforce the medical staff there, who are for the time being carrying out relief measures by assisting in the care of the injured and sick. It is hoped that this will be only a temporary measure, until sufficient Greek medical and nursing staff can take over completely and thus enable UNRRA personnel to return to their more strictly administrative work.

The Sanitary Engineering Section has been collaborating with the Displaced Persons Committee in the preparation of lists of sanitary equipment which will be required in connection with the transfer of displaced persons from accommodation camps in foreign countries to reception camps in their home countries. Another activity of the Section during the week was the start of the distribution of DDT insecticide to UNRRA personnel.

A number of conferences were held by the Welfare Division to plan welfare activities in Greece, including discussions with Mr. Leo Gerstenzang on the question of personnel to be made available by the Welfare Division to the Bureau of Distribution and Transport for emergency needs in Greece. Another meeting was held to develop plans for the training program for British Voluntary Society team units; the need of Voluntary Society workers for the refugee camps was discussed with Mrs. Clara Urquhart of South Africa; and discussions were also held with Mr. Lewis Waddilove, Chairman of the Balkan Regional Committee of the Council of British Societies for Relief Abroad, about future allocation and assignment of Voluntary Society teams in the Balkans, and the use which shall be made of the teams in Greece in relation to the needs of the Bureau of Distribution and Transport. A meeting was also held with the representatives of the American Private Agencies. Interviews were held and assignments made of British welfare personnel recently arrived from London.

Mr. Judah Magnes, Chairman of the American Jewish Joint Distribution Committee, and members of the Health Division met to discuss the possibility of drugs and medical supplies being made available by UNRRA for use in Bulgaria and Rumania.

Mr. Waitstill Sharp, Director of Displaced Persons Division in the Albania Mission, returned to Cairo for conferences. Mr. Leslie Dow and Mr. David Myers of the Yugoslavia Mission have returned to Cairo for a temporary assignment pending operations in Yugoslavia.

Mr. Harry Keiles, formerly in the Bureau of Distribution and Transport, has been transferred to the Displaced Persons Division as Movements Officer.

The Camp Operations Division has reported that no final decision has yet been made as to whether UNRRA may retain Nuseirat and Moses Wells Camps. The military authorities have been advised

that it is intended to close down Aleppo Camp. This decision was taken because the influx of refugees across the Turkish frontier has virtually ceased and Aleppo was of course maintained for transit purposes only. It is probable that the military authorities will maintain some form of frontier Transit Camp in its place and any arrivals of refugee status acceptable by UNRRA will be transferred to UNRRA camps.

GHQ have ruled that Dodecanese refugees displaced from enemy occupied islands shall be accommodated in other islands which are free of the enemy, and not transferred to the Middle East or to Cyprus. The island of Casos which is between Crete and Scarpanto will be utilised for this purpose. A tented camp is being constructed by the military authorities on this island and at present no responsibility devolves upon UNRRA. There are no reliable indications of the number of refugees involved, and the camp will have an initial capacity of 1,000.

A group of two hundred wounded soldiers of the National Army of Liberation, who have been in the UNRRA camps, embarked for Yugoslavia on the 14th January, and the group of approximately 1,000 refugees who have been enlisted into the EAL will depart about the 20th January. Both these moves are a military responsibility.

A Committee composed of representatives of Camps, Welfare, Health and Displaced Persons Division is now investigating problems concerning repatriation moves and will submit recommendations in due course. The Committee is under the Chairmanship of Displaced Persons Division.

27 January 1945

TO: Governor Lehman
Michail Menshikov
Mr. Hendricksen
Mr. Corson
Mr. Jackson
Mr. Feller

FROM: George Xanthaky *File*

SUBJECT: Excerpts from Mr. Dayton's CAVA/625

I am sure you will be interested in the annexed
excerpt from Ken Dayton's diary of January 6.

B M - Reports

Excerpts from Letter CAWA/625, dated 6th January 1945 to Milton Siegel
from Mr. Kenneth Dayton

Wednesday
3 January 1945
11:00 AM

Conference Sir William Matthews, Roseman, Neville Miller, Gerstenzang on the Greek situation with particular reference to integration. Sir William feels that integration is essential in UNRRA's own interests since UNRRA lacks many facilities which only the Army can furnish (there is apparently a difference in the definition of integration since Miller and Gerstenzang agreed with the foregoing but are concerned that UNRRA personnel are under immediate Army authority on an individual basis). Sir William Matthews states integration to be the Director General's definite policy; discussion of civilian morale; discussion of problems of organization in Greece; agreed that distribution is the immediate problem.

Wednesday
3 January 1945
6:00 to 8:10 PM

Continued conference on Greek situation with Sir William and others; Sir William feels that we should return to Greece at earliest possible moment prepared to take effective action; question why even during the fighting the distribution group could not have operated behind ELAS lines and why other groups could not have carried on their functions; Maben and Kelsey participated in the discussion; long debate over integration which did not change the view that integration was essential.

BM-Reports

26 January 1945

Sir William Matthews X
Chief of the UNRRA Mission
c/o American Legation
Cairo, Egypt

Attention: Mr. Lee Gerstenzang
Re: CAWA 612

My dear Sir William:

This will acknowledge receipt of your letter of January 4 informing us of the resignation of Mr. Robert Philbin, Transport Officer.

I think you pursued the proper course under the circumstances. Perhaps it is just as well that Mr. Philbin has disassociated himself from the service.

Very sincerely yours,

FOR THE DIRECTOR GENERAL

George Xanthaky
Chief, Southern European Division
Bureau of Areas

Xanthaky/BS/tep

26 January 1945

*Copies of the letter went
to Hastic, Personnel, & Brown.*

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, Sharia Dar El-Shifa - Garden City - Cairo

CAWA/612

4 January 1945

Mr. Mikhail Menshikov
Deputy Director General
United Nations Relief and
Rehabilitation Administration
1344 Connecticut Avenue, N. W.
Washington 25, D. C.

Attention: Mr. George Xanthaky

Dear Mr. Menshikov:

I regret to inform you that Mr. Robert Philbin, Transport Officer, has tendered his resignation from the Administration and has departed for the United States by sea. Under the circumstances, I think you may wish to have a few words of explanation from me.

For a variety of reasons, Mr. Philbin has been unhappy almost since the day of his arrival in Cairo. It was difficult in the beginning to keep him fully occupied in view of the fact that he is not the type of person to interest himself in work of a planning nature, and we could not at the time send him forward to his assignment in Greece. Not long after his arrival, however, I was able to assign him the task of making a survey and inventory of all motor transport equipment in our Middle East refugee camps. He completed his assignment in collaboration with Mr. James Lippert of our Transport Section, but complained at various times because of what seemed to me to be minor irritations. I am afraid he found himself somewhat unable to work in harmony with some of the British members of the Camps staff. When at last he was apparently enroute to Greece to assume his duties at Patras, the boat on which he was about to sail was recalled.

Mr. Philbin had asked to be sent home before the last episode occurred and renewed his request when it became apparent that his entry into Greece would be considerably delayed. I believe there were family reasons involved which caused him to worry and perhaps contributed materially to his unhappy frame of mind. I pointed out to him, however, that there was no single reason of sufficient merit for me to authorize his return to Washington at the expense of the Administration in view of the recent ruling that field personnel will be expected to serve at least one year overseas before entitled to return home for leave. I accordingly suggested, therefore, that under the circumstances I felt his resignation should be tendered and he agreed.

Since Mr. Philbin did not arrive in Cairo until sometime in October, I felt that he had less reason to complain as to any inactivity than most of the members of our staff. Actually, he was given the refugee camp assignment approximately a fortnight after his arrival and, except for unfortunate circumstances, would

Mr. Mikhail Menshikov

- 2 -

4 January 1945

have been in Greece very soon after its completion.

I cite these facts with no intention whatsoever of unfairly criticizing Mr. Philbin or his work while in Cairo. I want you to know in each case of this sort the various reasons which cause us to lose the services of the individual concerned.

Very truly yours,

/sgd/ Leo Gerstenzang

Leo Gerstenzang
Deputy Chief of Balkan Mission

B M - Reports

*X Turkey - Pur. of
Supplies*

26 January 1945

Mr. Neville Miller X
Senior Deputy Chief
UNRRA Mission
c/o American Legation
Cairo, Egypt

RE: CAWA 615

Dear Neville:

Thanks for the copy of your letter to Cecil B. Lyon.

Foy Kohler who is Assistant Chief of the Near Eastern Division has been one of UNRRA's most sincere and consistent friends. You might care to further explore the possibilities outlined in Mr. Kohler's letter. He is unusually well informed.

Kindest personal regards.

Sincerely yours,
FOR THE DIRECTOR GENERAL

George Xanthaky
Chief, Southern European Division
Bureau of Areas

Xanthaky/tep

FROM: BALKAN CAIRO MISSION FILE DESIGNATION

CAIRO, EGYPT

R

DATE

NO.

CAWA 615

1-6-45

516880

CR MILLER, NEVILLE

SUBJECT:

att. cy. of writer's reply to Mr. LYON
acknowledging ltr. enc. cy. of ltr.
fr. State Dept. offering to UNRRA
the aid of Ankara Embassy in making
purchases in Turkey.

X Anthony 23/1 4:30

NO REPLY

ANSWERED

REMARKS

REFERRED TO:

DATE

RFRD

A-DO-Deignan
Mr. Menshikov

1-23-45

PREVIOUS
CORRESPONDENCE

ATTACHED

NO RECORD

CHARGED TO

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, SHARIA DAR EL-SHIFA - GARDEN CITY - CAIRO

Telegrams : UNRRA. CAIRO

Telephone { 51421
55439

CANA/615

6 January 1945

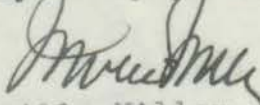
✓ Mr. M. Menshikov
Deputy Director General
Bureau of Areas
U.N.R.R.A.
Washington, D. C.

Attn: Mr. George Xanthaky

Gentlemen:

Attached is copy of my reply to letter of Mr. Cecil B. Lyon of the American Legation in Cairo, who forwarded me copy of Mr. Foy D. Kohler's letter of December 1 to Mr. Xanthaky; I thought you might be interested in knowing that we had received this information.

Very truly yours,



Neville Miller
Senior Deputy Chief
Balkan Mission

NM/mv
Encl.

RECEIVED
JAN 11 1945
U.S. DEPT. OF STATE

516880

6 January 1945

Mr. Cecil B. Lyon
Second Secretary of Legation
United States of America
CAIRO

Dear Mr. Lyon:

I wish to acknowledge your recent letter enclosing copy of letter from the Department of State, dated December 1, addressed by an officer of the Department to the Chief, Southern European Division, United Nations Relief and Rehabilitation Administration, Washington, D. C., offering to UNRRA the aid of the Embassy at Ankara in making purchases in Turkey.

I have talked this matter over with Lt. Col. J. M. Webb, Director of the UNRRA Middle East Bureau of the Bureau of Requirements and Supplies. Lt. Col. Webb is very glad to know of Mr. Kohler's offer and will keep it in mind if the occasion arises where Mr. Kohler may be of assistance.

With kind regards, I am

Very truly yours,

Neville Miller
Senior Deputy Chief
Balkan Mission

NM/mv

cc: Mr. George Xanthaky

516880

B.M. - Reports

26 January 1945

X Frechette, A.L.

Mr. Neville Miller *X*
Senior Deputy Chief
UNRRA Mission
c/o American Legation
Cairo, Egypt

RE: CAWA 507

Dear Neville:

Thanks for your note on Dr. Frechette. Could you give me the accurate and off-the-record story on how Hubbard became attached to the Ethiopian Mission. Frechette has not as yet returned.

If you could find the time, I would deeply appreciate it if you could send me a gossip letter on conditions in the Balkan and Greek Missions. Dallas Dort who, as always is most helpful, joins me in sending kindest regards.

Sincerely,
FOR THE DIRECTOR GENERAL

George Xanthaky
Chief, Southern European Division
Bureau of Areas

Xanthaky/BS/tep

FROM: BALKAN CAIRO MISSION
CAIRO, EGYPT

FILE DESIGNATION

R

DATE

NO.

CAWA 507

12-15-45

518539

CR

MILLER, NEVILLE

15

SUBJECT:

NO REPLY

re. DR. Alfred L. FRECHETTE
Ethiopian Mission.

ANSWERED

REMARKS

REFERRED TO:

A-DO-Deignan
Mr. Xanthaky

DATE

1-13-46

RFRD

PREVIOUS
CORRESPONDENCE

ATTACHED

NO RECORD

CHARGED TO

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, SHARIA DAR EL-SHIFA - GARDEN CITY - CAIRO

Telegrams : UNRRA, CAIRO

Telephone { 51421
55439

15 December 1944

CAWA / 507

TO: Mr. M. Menshikov
Deputy Director General
Bureau of Areas
UNRRA Washington

Attn: Mr. George Xanthaky

FROM: Neville Miller
Senior Deputy Chief
Balkan Mission

RE: Dr. Alfred L. Frechette
Ethiopian Mission

I have read with interest the copy of Dr. Frechette's directive. He arrived here a few days ago and I have had several pleasant visits with him. I invited him to the staff meeting last Tuesday and had the pleasure of having him for lunch on Thursday. He seems to have been kept busy seeing the various people here in Cairo and as far as I know has secured the information which he desires. All of us have offered to help him in every way possible but so far his needs have been very small. However, he expects to return in the next few weeks and we may have the opportunity at that time to be of greater service to him.

As you perhaps know, Mr. Hubbard of our staff is joining the Ethiopian Mission and I have also met Mr. Price and several other members of the Mission. We are all delighted to have the opportunity to talk with them and you may rest assured that if there is any way at all we can be of service we shall certainly be more than glad to do so. If you have any suggestions as to how we may assist the Mission be sure and let us know.

RECEIVED

DEC 15 1944

518539

RECD

B M-Report

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, Sharia Dar El-Shifa - Garden City - Cairo

File No. W.651/12
25 January 1945
CAWA/710

TO: Mr. Conrad Van Hyning
Acting Director of Welfare Division, UNRRA
Washington, D. C.

FROM: Harry Greenstein
Director of Welfare Division, Balkan Mission

RE: Progress Report No. 16, for period
10 January 1945 - 24 January 1945

Attached find two copies of Progress Report No. 16 of
Welfare Division, Balkan Mission, covering period
10 January 1945 to 24 January 1945.

PROGRESS REPORT
WELFARE DIVISION - BALKAN MISSION
FOR PERIOD JANUARY 10, 1945 TO JANUARY 24, 1945.
- No. 16 -

1. U. S. Senator Burton of Ohio Visits El Shatt.

U. S. Senator Burton of Ohio, in company with Mr. Neville Miller, Senior Deputy Chief of the Balkan Mission, Mr. Philip Beck, Director of the Camps Division, Mr. C. M. Pierce, Director of the Displaced Persons Division, and Mr. Greenstein made an all day inspection visit to the El Shatt Yugoslav refugee camp. While in the camp Senator Burton conducted an official hearing at which reports on the UNRRA program were presented. Mr. Greenstein outlined the work of the Welfare Division and the extent to which the American Private Agencies were cooperating in the program.

2. Fred Daniels Meets with Representatives of the American Private Agencies.

Fred Daniels met with the representatives of the American Private Agencies and reviewed with them the UNRRA Welfare program and latest current developments.

3. Mrs. Clara Urquhart Returns to South Africa.

Mrs. Clara Urquhart, formerly of the South African Red Cross, returned to South Africa. Before her departure she met with Mr. Greenstein and discussed the possible recruitment of Voluntary Society workers from South Africa and the skills required.

4. Joint Distribution Committee Program for Bulgaria and Roumania.

Mr. Jacob Trobe, on loan from UNRRA to the Joint Distribution Committee, is on a special mission to Bulgaria and Roumania. He arrived in Cairo and met with Mr. Greenstein and Mr. Daniels to discuss the temporary assignment of three members of the Joint Distribution Committee staff subject to recall on two weeks' notice when needed for work in the Balkans. Mr. Greenstein and Mr. Daniels approved the request subject to ratification by Washington headquarters.

5. Drugs and Supplies for Bulgaria and Roumania.

Dr. Judah L. Magnes, Chairman of the American Joint Jewish Distribution Committee for the Middle East area, conferred with Mr. Greenstein, Dr. Crabtree and Lt. Col. Musson with regard to the possibility of medical drugs and supplies being made available to the J.D.C. for Bulgaria and Roumania. Every effort will be made to turn over to the J.D.C. from UNRRA stock piles whatever drugs and supplies are requested by Dr. Magnes.

6. Use of Welfare Personnel by Distribution & Transport Division in Greece.

In accordance with the policy laid down by Sir William Matthews every division of the Balkan Mission has been requested to make personnel available to the Distribution and Transport Division in Greece. Discussions now taking place indicate the necessity of additional personnel being sent to Greece to help in the immediate job of distribution. Conferences have been held with Miss Edith Eccles, Acting Director of the Welfare Division, Greek Mission, and Mr. Leo Gerstanzang, Chief of Distribution and Transport Division to determine the extent to which welfare personnel might be available for this purpose.

7. Welfare Services for Displaced Persons.

On January 2, 9, 16 and 22 meetings were held by the Joint Committee planning for welfare services to displaced persons. Mr. A. E. Brownbridge represented the Welfare Division. A memorandum is being prepared outlining personnel needs and services required.

8. Meeting to Discuss Future Plans and Operations for the Greek Mission.

Sir William Matthews called a special meeting of the Deputy Chiefs and Directors of the Divisions to discuss future plans and operations for Greece. Mr. Greenstein represented the Welfare Division at this meeting.

9. Liquidation of the Balkan Mission.

Mr. Neville Miller, Senior Deputy Chief of the Balkan Mission, met with the Directors of the Divisions and discussed with them contemplated plans for the liquidation of the Balkan Mission. The Director of each Division was asked to present as specific a plan as possible in the immediate future indicating the extent to which personnel could be transferred to country missions and the set-up required to carry on operations in the Middle East.

10. Conference with President of Jewish Relief Committee of Egypt.

Mr. Greenstein and Miss Mazur met with Mr. Ovadia Salem, President of the Jewish Relief Committee of Egypt, and Mr. Elie Cohen, representative of the Greek Jewish Community, to discuss the most effective use of special funds available from Egypt and South Africa for the Jewish Community of Greece. It was agreed that Mr. Greenstein on his contemplated trip to Athens would review this matter with Mr. Glen Leet, Director of Welfare for Greece, and make appropriate recommendations.

11. Child Welfare Study at El Shatt Camp.

On January 15 Miss Aleta Brownlee and Ed Harold of the Welfare Division, Yugoslav Mission started work on a child welfare study at El Shatt refugee camp. The purpose of the study is to evaluate the program carried on for children at the camps and to determine their needs on their return to Yugoslavia.

CAWA: 688

Balkan Reports
Cawa 688
24 January 1945

TO: Deputy Director General
Bureau of Areas--
UNRRA, Washington

FROM: Office of Chief of Balkan Mission,
Cairo

SUBJECT: Weekly Report, 1-7 January #5

Attached are two copies of the fifth weekly progress report of the Balkan Mission for the week ended 6 January 1945.

During that week the following reports, etc., were sent to Washington:-

Office of Chief of Balkan Mission:

Balkan Mission progress report 15 September-31 December 1944.

Intelligence Reports Nos. 5 and 6.

ML (Greece) papers - Agreement of 24 November with Greek Government. Reorganisation of S. & R. Branch.

Welfare Division:

Monthly report of the Welfare Division for September.

Various reports on welfare activities in Greece.

Appreciation and plan, Welfare Division of Albania Mission.

M. C. Cozen-Hardy

For Chief of Balkan Mission

BALKAN MISSION WEEKLY REPORT

No. 5

(1 to 7 January 1945)

The Chief of the Balkan Mission arrived back in Cairo on Wednesday 3 January and his special assistant later the same day having visited the Yugoslav and Albania Missions in Bari en route. The Greek situation was the problem which needed the most attention and a full meeting of the Greece Mission was held on 6 January with the Chief of the Balkan Mission in the chair. A report of this meeting and of other events connected with the Greek situation has already been sent to Washington and London.

The Treasurer of UNRRA was still in Cairo and continued to hold discussions and conferences with members of the Bureau of Finance and Administration. Besides dealing with general accounting, a full review of the Camps Operations Division was made and recommendations were put forward on accounting and warehousing procedure. All the budget estimates - for the Balkan Mission, the three country missions, and Camps Operations Division - were completed and approved during the week. The other event on the accounting side was the arrival of Mr. Sampson, chief auditor of UNRRA, from Deliotte Plender.

On the personnel side, approval was obtained from the British War Office for the provisional release of a further twenty officers for work with UNRRA. The War Office has asked that the suggested names of any officers to be civilianised, together with the salary offered and the nature of the post, should be referred to them. A mimeographed copy of the conditions of service was received from Washington during the week and was copied and distributed to the various Divisions and to the country missions. It is proposed that all members of the staff should be given a copy.

During the week arrangements were made for sending 86 voluntary society personnel and 19 members of the Health Division to Greece.

The Bureau of Distribution and Transport was fully occupied during the week in making plans for operations at an early date in Greece. At the meeting of the Greece Mission on 6 January the opinion was expressed that the distribution task in Greece could be assumed by UNRRA as an organisation without ML assistance and following the meeting the staff of the Bureau met to consider immediate personnel needs in Greece in the event of UNRRA taking over the functions and responsibilities of the Joint Distribution Commission. The Bureau's manual of operations is being reviewed in the light of experience in Greece and the individual sections of the programme will be revised and clarified.

The Distribution Section of the Bureau is holding regular meetings and has been divided into four committees to each of which specific tasks have been assigned.

The Transport Section is also holding regular meetings and is cooperating with the Bureau of Requirements and Supply of the Greece Mission in estimating transport requirements for the post-military period. Members of the Warehouse Section have started to assist Camps Operations Division with the various warehousing problems which have arisen both in the general warehouse in Cairo and the warehouse at El Shatt.

The Industrial Rehabilitation Division both for the Balkans and the Greece Mission has cooperated in preparing lists of requirements such as liquid fuel, coal, raw materials including copper and iron, chemical materials especially those needed for textile industries, and electrical equipment, which will be needed for industrial

rehabilitation work in Greece. The Director of the Division who is at present in Naples has sent a full report on his activities for the two weeks ended 6 January and this is attached.

* ~~or~~ A revised programme of agricultural requirements for the anticipated first six-month period of UNRRA operations in Greece is being prepared by the Agriculture Division staff of the Greece Mission now in Cairo. On the basis of information gathered through discussion with Greek officials in Athens and through hasty reconnaissance in certain areas more realistic estimates of needs can now be made.

Agricultural requirements for the first six-month period of UNRRA responsibility in Albania, assumed to begin 1 July, have now been completed by Mr. MacDaniels and transmitted to the Bureau of Supply at Naples. Copies were sent to Washington and London with requests for comments or suggestions from the technical specialists of the Division there.

Members of the Agricultural staff spent most of Sunday 7 January on a tour including the Agricultural Museum in Cairo and the horse breeding farm of the Royal Agricultural Society.

21 Members of the Health Division were ordered to stand by during the week for movement into Greece. These included medical officers, sanitary engineers, hospital administrator, medical supply officer, and 10 nurses. One medical officer actually left for Athens during the week.

On the research side study was made by the Sanitary Engineering Section at the Kasr el Nil Barracks of the British Army methods of employing DDT as an insecticide. At the same time the Nutrition Section has been working on the diet provided at the Nuseirat refugee camp. This investigation is proceeding as a result of the survey made at the camp early in December.

The Welfare Division held various meetings during the week. The Director of Welfare met with members of the Camps Operations Division to discuss the camps' welfare budget. The full number of welfare personnel requested was not approved and it was therefore agreed that the shortage should be made up by recruiting some additional voluntary society personnel. A series of meetings was also held with the team leaders of the voluntary societies and a representative of the Cairo Council of Voluntary Societies to discuss the need for additional training of voluntary society workers from Great Britain. A committee was appointed to draw up a training programme. With the movement of 86 voluntary society workers to Greece at the end of the week a total was reached of 109 voluntary team workers engaged in relief operations in Greece.

Mr. Elfan Rees, Director of Welfare Albania Mission, arrived in Cairo on 4 January to discuss the welfare personnel needs of the Mission.

Members of the Division on Displaced Persons held a preliminary discussion with Mr. T. H. Preston the Cairo representative of the Inter-Governmental Committee on Refugees with a view to establishing a working relationship between the Division and his organisation. It is proposed to hold further meetings in the future. A meeting was also held with the Russian Minister to Egypt on questions and activities which will concern his Government.

Two members of the Division assigned to the Yugoslav Mission returned to Cairo during the week to take up special duties until members of the Division are able to go into Yugoslavia. Miss Edith Gates left for Cyprus to take up the post of resident Displaced Persons Specialist in charge of the district office there which will concern itself with the repatriation of the Greek refugees on the island.

Public Relations Division has been doing some work in connection with the camps and a complete compilation of the facts about refugee camps together with their history has been given to MIME, OWI, Washington and London. The Chief of British Public Relations has arranged for an official war artist, Capt. Leslie Cole, to spend some time at El Shatt to paint a canvas of the camp. Three Egyptian papers were given the story of the Yugoslav Choir's recent visit to Cairo to sing at "Music for All" when they also made a recording for the El Shatt film now being completed by the Ministry of Information.

The Division has undertaken some publicity work in the British Dominions which has included sending a follow-up story on the launch of the "Imerra" to Australia, and a story is also being sent to the Dominions on Brigadier Langley and the first relief teams. A full-page article entitled "UNRRA's Stupendous Task" together with other material has been published in the South African periodical "Outspan".

DIVISION OF INDUSTRIAL REHABILITATIONDIRECTOR'S REPORT FOR 2 WEEKS ENDING JANUARY 2, 1945

Since my last report dated December 29, covering the period December 10 to December 23, I have remained in Naples for the purpose of drawing up a program of importations of Industrial Rehabilitation goods into Greece for the first six months after the military period, that is for May to October 1945. This program was especially adjusted to the tonnage of 459,000 metric tons fixed by Washington to form a part of a whole 6-months program for Greece for which the total tonnage was to be 1,491,000 metric tons.

The assignment of 459,000 metric tons to Industrial Rehabilitation was to be split up into monthly tonnages for the first 3 months and the quota for the first month (May) was to be stated in detail for various possible shipping allocations, viz: 100%, 85%, 75%, 60%, and 50%. It was assumed that if less than 50% of the shipping required for the whole program for May would be available, no Industrial Rehabilitation goods whatsoever would be imported as all the space would be required for more essential supplies such as food and clothing. For each commodity in the main groups of Industrial Rehabilitation goods the tonnage to be imported, under all the above conditions, was determined.

The full program for the six months period corresponding to the 459,000 metric tons was adjusted as follows:

Industrial Equipment	10,000	metric tons
Communication and Transport	40,000	" "
Miscellaneous Manufactured End Products	10,000	" "
Fuels and Lubricants	200,000	" "
Miscellaneous Materials	<u>199,000</u>	" "
	459,000	" "

and the value on the approximate basis of Mr. Hendrickson's price list came out at \$44,500,000 corresponding to approximately \$6.30 per head of population and to an average figure of approximately \$.97 per ton.

The tonnage for May 1945 was 70,000 tons.

It appears very doubtful that 1,419,000 tons of shipping will be available in six months, and in any case it seems unlikely that six dollars per head of population can be allotted to Industrial Rehabilitation goods.

The Program worked out by me should nevertheless prove useful for purposes of comparison and as a basis for making such cuts as will prove to be necessary.

In making up the program I took into account the need for heavier importations in the beginning of trucks and materials for repairs to dwellings, roads, and railway permanent ways, whilst such heavy and bulky goods as locomotives and freight wagons could be relegated to later periods. It is assumed that timber would be available from Yugoslavia and Roumania, which will permit more trips per ship than if it had to come from Sweden or North America.

I saw for the first time here in Naples Mr. Hendrickson's price list of July and the Commodity Classification of October 1944. The former assigns certain supplies to Industrial Rehabilitation, but the latter classifies some items differently whilst maintaining the general grouping of the former. As a result of the differences, doubts may arise as to the proper division to program certain items. I have therefore written a letter dated January 4 to Washington for the attention of Mr. Day to ask for guidance regarding some raw materials and some types of machinery.

I have been asked by Mr. Tolley to delay my departure from here somewhat in order to be available if his cabled request to Cairo for the immediate assignment to Naples of some Greece Mission Bureau of Supply personnel was acted upon. No responses having been received, however, I shall now proceed to Bari to visit the Industrial Rehabilitation Divisions of the Yugoslavia and Albania Missions, and then return to Cairo.

January 11, 1945

451419

B.M. - Report
C.A.W.A 688
24 Jan 45
att. 2 copies

BALKAN MISSION WEEKLY REPORT

No. 5

(1 to 7 January 1945)

The Chief of the Balkan Mission arrived back in Cairo on Wednesday 3 January and his special assistant later the same day having visited the Yugoslav and Albania Missions in Bari en route. The Greek situation was the problem which needed the most attention and a full meeting of the Greece Mission was held on 6 January with the Chief of the Balkan Mission in the chair. A report of this meeting and of other events connected with the Greek situation has already been sent to Washington and London.

The Treasurer of UNRRA was still in Cairo and continued to hold discussions and conferences with members of the Bureau of Finance and Administration. Besides dealing with general accounting, a full review of the Camps Operations Division was made and recommendations were put forward on accounting and warehousing procedure. All the budget estimates - for the Balkan Mission, the three country missions, and Camps Operations Division - were completed and approved during the week. The other event on the accounting side was the arrival of Mr. Sampson, chief auditor of UNRRA, from Deliotte Plender.

On the personnel side, approval was obtained from the British War Office for the provisional release of a further twenty officers for work with UNRRA. The War Office has asked that the suggested names of any officers to be civilianised, together with the salary offered and the nature of the post, should be referred to them. A mimeographed copy of the conditions of service was received from Washington during the week and was copied and distributed to the various Divisions and to the country missions. It is proposed that all members of the staff should be given a copy.

During the week arrangements were made for sending 86 voluntary society personnel and 19 members of the Health Division to Greece.

The Bureau of Distribution and Transport was fully occupied during the week in making plans for operations at an early date in Greece. At the meeting of the Greece Mission on 6 January the opinion was expressed that the distribution task in Greece could be assumed by UNRRA as an organisation without ML assistance and following the meeting the staff of the Bureau met to consider immediate personnel needs in Greece in the event of UNRRA taking over the functions and responsibilities of the Joint Distribution Commission. The Bureau's manual of operations is being reviewed in the light of experience in Greece and the individual sections of the programme will be revised and clarified.

The Distribution Section of the Bureau is holding regular meetings and has been divided into four committees to each of which specific tasks have been assigned.

The Transport Section is also holding regular meetings and is cooperating with the Bureau of Requirements and Supply of the Greece Mission in estimating transport requirements for the post-military period. Members of the Warehouse Section have started to assist Camps Operations Division with the various warehousing problems which have arisen both in the general warehouse in Cairo and the warehouse at El Shatt.

The Industrial Rehabilitation Division both for the Balkans and the Greece Mission has cooperated in preparing lists of requirements such as liquid fuel, coal, raw materials including copper and iron, chemical materials especially those needed for textile industries, and electrical equipment, which will be needed for industrial rehabilitation work in Greece. The Director of the Division who is at present in Naples has sent a full report on his activities for the two weeks ended 6 January and this is attached.

A revised programme of agricultural requirements for the anticipated first six-month period of UNRRA operations in Greece is being prepared by the Agriculture Division staff of the Greece Mission now in Cairo. On the basis of information gathered through discussion with Greek officials in Athens and through hasty reconnaissance in certain areas more realistic estimates of needs can now be made.

Agricultural requirements for the first six-month period of UNRRA responsibility in Albania, assumed to begin 1 July, have now been completed by Mr. MacDaniels and transmitted to the Bureau of Supply at Naples. Copies were sent to Washington and London with requests for comments or suggestions from the technical specialists of the Division there.

Members of the Agricultural staff spent most of Sunday 7 January on a tour including the Agricultural Museum in Cairo and the horse breeding farm of the Royal Agricultural Society.

21 members of the Health Division were ordered to stand by during the week for movement into Greece. These included medical officers, sanitary engineers, hospital administrator, medical supply officer, and 10 nurses. One medical officer actually left for Athens during the week.

On the research side study was made by the Sanitary Engineering Section at the Kasr el Nil Barracks of the British Army methods of employing DDT as an insecticide. At the same time the Nutrition Section has been working on the diet provided at the Nuseirat refugee camp. This investigation is proceeding as a result of the survey made at the camp early in December.

The Welfare Division held various meetings during the week. The Director of Welfare met with members of the Camps Operations Division to discuss the camps' welfare budget. The full number of welfare personnel requested was not approved and it was therefore agreed that the shortage should be made up by recruiting some additional voluntary society personnel. A series of meetings was also held with the team leaders of the voluntary societies and a representative of the Cairo Council of Voluntary Societies to discuss the need for additional training of voluntary society workers from Great Britain. A committee was appointed to draw up a training programme. With the movement of 86 voluntary society workers to Greece at the end of the week a total was reached of 109 voluntary team workers engaged in relief operations in Greece.

/Mr.

Mr. Elfan Rees, Director of Welfare Albania Mission, arrived in Cairo on 4 January to discuss the welfare personnel needs of the Mission.

Members of the Division on Displaced Persons held a preliminary discussion with Mr. T. H. Preston the Cairo representative of the Inter-Governmental Committee on Refugees with a view to establishing a working relationship between the Division and his organisation. It is proposed to hold further meetings in the future. A meeting was also held with the Russian Minister to Egypt on questions and activities which will concern his Government.

Two members of the Division assigned to the Yugoslav Mission returned to Cairo during the week to take up special duties until members of the Division are able to go into Yugoslavia. Miss Edith Gates left for Cyprus to take up the post of resident Displaced Persons Specialist in charge of the district office there which will concern itself with the repatriation of the Greek refugees on the island.

Public Relations Division has been doing some work in connection with the camps and a complete compilation of the facts about refugee camps together with their history has been given to MIME, OWI, Washington and London. The Chief of British Public Relations has arranged for an official war artist, Capt. Leslie Cole, to spend some time at El Shatt to paint a canvas of the camp. Three Egyptian papers were given the story of the Yugoslav Choir's recent visit to Cairo to sing at "Music for All" when they also made a recording for the El Shatt film now being completed by the Ministry of Information.

The Division has undertaken some publicity work in the British Dominions which has included sending a follow-up story on the launch of the "Imerra" to Australia, and a story is also being sent to the Dominions on Brigadier Langley and the first relief teams. A full-page article entitled "UNRRA's Stupendous Task" together with other material has been published in the South African periodical "Outspan".

UNRRA BALKAN MISSIONDIVISION OF INDUSTRIAL REHABILITATIONDIRECTOR'S REPORT FOR 2 WEEKS ENDING JANUARY 6, 1945

Since my last report dated December 29, covering the period December 10 to December 23, I have remained in Naples for the purpose of drawing up a program of importations of Industrial Rehabilitation goods into Greece for the first six months after the military period, that is for May to October 1945. This program was especially adjusted to the tonnage of 459,000 metric tons fixed by Washington to form a part of a whole 6-months program for Greece for which the total tonnage was to be 1,491,000 metric tons.

The assignment of 459,000 metric tons to Industrial Rehabilitation was to be split up into monthly tonnages for the first 3 months and the quota for the first month (May) was to be stated in detail for various possible shipping allocations, viz: 100%, 85%, 75%, 60%, and 50%. It was assumed that if less than 50% of the shipping required for the whole program for May would be available, no Industrial Rehabilitation goods whatsoever would be imported as all the space would be required for more essential supplies such as food and clothing. For each commodity in the main groups of Industrial Rehabilitation goods the tonnage to be imported, under all the above conditions, was determined.

The full program for the six months period corresponding to the 459,000 metric tons was adjusted as follows:

Industrial Equipment	10,000	metric tons
Communication and Transport	40,000	" "
Miscellaneous Manufactured End Products	10,000	" "
Fuels and Lubricants	200,000	" "
Miscellaneous Materials	199,000	" "
	459,000	" "

and the value on the approximate basis of Mr. Hendrickson's price list came out at \$44,500,000 corresponding to approximately 6.30 per head of population and to an average figure of approximately .97 per ton.

The tonnage for May 1945 was 78,000 tons.

It appears very doubtful that 1,419,000 tons of shipping will be available in six months, and in any case it seems unlikely that six dollars per head of population can be allotted to Industrial Rehabilitation goods.

The Program worked out by me should nevertheless prove useful for purposes of comparison and as a basis for making such cuts as will prove to be necessary.

In making up the program I took into account the need for heavier importations in the beginning of trucks and materials for repairs to dwellings, roads, and railway permanent ways, whilst such heavy and bulky goods as locomotives and freight wagons could be relegated to later periods. It is assumed that timber would be available from Yugoslavia and Roumania, which will permit more trips per ship than if it had to come from Sweden or North America.

I saw for the first time here in Naples Mr. Hendrickson's price list of July and the Commodity Classification of October 1944. The former assigns certain supplies to Industrial Rehabilitation, but the latter classifies some items differently whilst maintaining the general grouping of the former. As a result of the differences, doubts may arise as to the proper division to program certain items. I have therefore written a letter dated January 4 to Washington for the attention of

Mr. Day to ask for guidance regarding some raw materials and some types of machinery.

I have been asked by Mr. Tolley to delay my departure from here somewhat in order to be available if his cabied request to Cairo for the immediate assignment to Naples of some Greece Mission Bureau of Supply personnel was acted upon. No responses having been received, however, I shall now proceed to Bari to visit the Industrial Rehabilitation Divisions of the Yugoslavia and Albania Missions, and then return to Cairo.

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January 11, 1945

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UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION

8, SHARIA DAR EL-SHIFA - GARDEN CITY - CAIRO

CAWA: 667

CAIQ:

Telegraphic Address:
UNRRA-CAIRO

Telephones:
53170, 51421, 55439,
41217, 43830

Refs.:
(OURS:
(YOURS:

20th January, 1945

To: Deputy Director General,
Bureau of Areas,
UNRRA, Washington.

From: Office of Chief of Balkan Mission, Cairo.

Subject: Weekly Report

Attached are two copies of the 4th Weekly Progress Report of the Balkan Mission, for the week ended 30th December, 1944.

During that week the following reports, etc. were sent to Washington:-

Report on Greek Inflation:	- By Economic Adviser
Report on Health Co-operatives in Yugoslavia	- Public Relations
Report on modification of Agricultural Programme for Albania	- Agricultural Rehab. Division.
Report on Medical supplies for the Balkans during the UNRRA period	- Health Division

For Chief of Balkan Mission.

BALKAN MISSION WEEKLY REPORT

No. 4

(25 to 31 December 1944)

The Chief of the Balkan Mission was expected back from London but was held up by weather and had not arrived by the end of the week. Meanwhile all the staff had taken a holiday on Christmas Day and part of the staff on Boxing Day (26 December). A tour to Luxor was arranged over Christmas weekend and several UNRRA personnel had a very successful holiday there. During the week the very sad news was received of the death of Col. Sheppard in Athens who died of wounds received when a mine exploded under the car in which he was driving.

Mr. Dayton, treasurer of UNRRA was still in Cairo during the week and held a large number of conferences with members of the Bureau of Finance and Administration, the main work being the review of the budget estimates for the first quarter of 1945 and the various accounting problems and financial procedures for the country missions.

The Bureau of Finance and Administration is tackling various administrative problems one by one, and during this week it was the organization of the Registry which came up for review. Steps were taken to install a decentralized registry system in the hope that the filing and distribution systems could thereby be improved.

During the week twenty-nine additional staff members arrived from the United States and were assigned to orientation classes.

The Bureau of Distribution and Transport was mainly occupied in organizing its staff for the work which lies ahead. Members of the staff now in Cairo have been divided into three groups - distribution, warehousing, and transport. Among the movements of the personnel of the Division was the arrival of Major Oakley-Hill, Deputy Chief of the Albanian Mission for Distribution and Transport and Mr. Cottam, Distribution Officer from London, and the departure of Mr. Willard Rogers, Chief Transport Officer of the Greek Mission and Mr. Robert Philbin, Transport Officer of the Greece Mission to the United States. Reports from Greece received during the week indicated that there were members of the staff still at work in Salonika, the Aegean Islands, and Cyclades.

The Middle East Division of the Bureau of Requirements and Supply completed its statistical survey of the Camps Division's requirements during the week and it will now be possible to make an assessment of the actual deficiencies especially with regard to clothing items. The survey will be used as a basis for the compilation for requirement programs for the first two quarters of 1945 which are being prepared for submission to Washington. Other activities in connection with the camps have been a request for food stuffs for the three months, February to April, 1945 which is being submitted to the Army authorities and requirement programs for supply materials from Army sources which is also being submitted to the military.

The Industrial Rehabilitation Division received reports during the week from various members of the division who had returned from Greece. While they were there they were able to re-establish contact with the Greek industrialists and obtain information which could be used as a basis for determining the UNRRA industrial rehabilitation program. The Director of Industrial Rehabilitation of the Greek Mission had made a preliminary survey of the industrial situation and found that there was

less destruction of factories than had been anticipated, although considerable damage has probably been done in the recent fighting. It was found that the housing situation was very bad and plans were made in conjunction with ML for immediate relief in order that houses could be properly roofed before the cold weather. The specialist in charge of roads and bridges worked in connection with the Royal Engineers Work Services and the Chief Engineer of Communications of the Greek Government. It was found that the roads in the Districts were extremely poor and that military operations in wet weather were having a very bad effect on the roads in Athens itself.

The staff of the Division of Agricultures and Fisheries had a field day on 28 December when they visited the Bahtim Experimental and Demonstration Farm of the Egyptian Royal Agricultural Society.

Information prepared by the Food Processing Specialists was transmitted to each of the country missions for use in planning for installation or rehabilitation of local canning and food processing plants. The Acting Director of Agriculture for Albania sent in a preliminary report on the status of agricultural rehabilitation plans for Albania. The Agricultural Rehabilitation Officer for District 1, Greece, returned to Cairo from the Peloponnesus where he had begun a preliminary survey of local farm and live-stock conditions to determine the needs for agricultural supplies. The addition to the staff during the week was the arrival in Cairo from Washington of Lloyd Barnes, an Agricultural Rehabilitation Specialist.

UNRRA's Deputy Director of Health, Col. James A. Crabtree arrived in Cairo on the 28th of December, four days after Lt. Col. W. E. Brown left for Athens. Col. Crabtree has held many discussions with members of the staff of the Health Division and has been able to clear up several of the Division's outstanding problems.

The Sanitary Engineering Section has been doing some work in the camps including a report to Cairo by the hygiene officer for EL Shatt Camp on the means for improving camp sanitation and a review study of sanitation supplies for the camps for 1945 which was made in cooperation with the Camps Division and the Middle East Division of the Bureau of Requirements and Supply. The Section has also made two other studies, one of the Gambice eradication program of the Rockefeller Foundation and the other of the DDT clothing impregnating methods used by the local office of the United States of America Typhus Commission. A small supply of DDT was obtained with which it is planned to set up a unit by which UNRRA staff may impregnate their own clothing.

The Nutrition Section completed its nutritional survey of Nuseirat Refugee Camp and it is now conducting an investigation at that camp of iron anemia and nicotinic acid deficiency. Among other investigations carried out by the Health Division was the investigation of the proposed construction of a forty-bed hospital wing at the Hamlin Memorial Sanatorium, near Beirut, Lebanon, which is being undertaken at UNRRA expense, and a study of the problem of tuberculosis in Egypt and its possible bearing upon the work of UNRRA in the Balkans.

The Welfare Division carried out a thorough review of its budget during the week and also investigated the budget of the Welfare Division of the Albanian Mission. The Deputy Director of the Welfare Division of UNRRA arrived in Cairo on 28 December. He has held a number of meetings with the staff of the Welfare Division of the Balkans and Country Missions as well as with representatives of the Armenian Private Agencies. He also had an opportunity of discussing interrelated problems of health and welfare with Dr. Crabtree.

The Director of Welfare met a member of the Armenian General Benevolent Union during the week to discuss the situation of the Armenians in Greece. This organization had received a cable from New York stating that private funds were being made available for the purchase of food in

Egypt to relieve Armenians in Greece. It was agreed that UNRRA's Director of Welfare in the Greece Mission should make a report on the situation.

One of the problems which the division tackled during the week was the shortage of vehicles and equipment necessary for mobilizing the Voluntary Society Units which are waiting to move forward into the Balkans. A meeting was held with the liaison officer with ML to discuss the situation and it was felt that when relief operations were actually started, the military authorities would be able to make the necessary equipment available.

A joint meeting of the Welfare, Health, Camps, and Displaced Persons Division was held to discuss the problem of providing services for the care of displaced persons in assembly centers and enroute to their destinations. It was agreed that a working party should be set up to develop all the necessary plans. The Displaced Persons Division was strengthened during the week by the arrival of three new members of the staff, two from Washington and one, a Polish national, from Palestine. Among other movements of the Division's personnel was a report about Mr. Jacobs who was at Nairobi awaiting transport to the refugee camps in the Belgian Congo where he will conduct the registration of the refugees there. Mr. Montgomery who returned from Greece, was able to report that he had been to Larissa to investigate the position of numerous Italian nationals who were there. Owing to the outbreak of hostilities no positive program for this group was put into effect.

Many of the staff of the Division are now waiting to go forward into the Balkan countries, and during this period weekly staff meetings are being held in order to keep them fully informed of all developments.

In the Public Relations Division the main event of the week has been the commissioning of the UNRRA hospital caique, the M. S. "Imerra". This is intended to carry medical workers and supplies to the Greek Aegean islands. The ceremony took place at Port Said on December 31, and those attending included: the Governor of Port Said, Ahmed Mortadi el Maraghy Bey; the Greek Consul, Mr. Frederick Kostinas; the British Consul, Mr. Cyril Harrie; Captain E. Wace, R.N., Naval Officer in Charge of Port Said; and Captain Theodore Mikhail, Officer in Charge of Naval Construction for the Greek Navy at Port Said. Representing UNRRA were: Mr. Louis P. Birk, who spoke on behalf of Sir William Matthews; Mr. R. C. Noble, of Public Relations Division; and Mr. Pierce Spinks, Acting Chief Transport Officer of the Greek Mission. The story was given to the United Press, Reuter's, the London Evening Standard, and also to the local press, together with pictures. A magazine picture story has been prepared for forwarding to Washington and London.

The press department has also given the story of Mr. Sheppard's death while on duty in Greece; together with a tribute by Sir William Matthews, to the United Press, Reuter's, the London News Chronicle, the London Daily Express, and the local press.

A Fact Sheet on the UNRRA camps has been completed. This includes the history and background of the camps and is intended to provide basic information for newspaper editors, correspondents and other agencies such as the British Ministry of Information in the Middle East and the British Council. Copies are also being forwarded to Washington and London.

Mr. Sydney Morrell returned during the week from a mission to Bari, Rome, and Caserta, and has submitted comprehensive reports on the set-ups for public relations in the Yugoslavia and Albania Missions. These are being used as a basis for making out the programs for field work.

Original filed under
Greek Mission Reports J. M. Reports

COPY

UNITED NATIONS RELIEF AND REHABILITATION ADMINISTRATION
8, Sharia Dar El Shifa - Garden City - Cairo

18th January 1945
CAWA/655

Governor Herbert Lehman
Director General
UNRRA
1344 Connecticut Avenue,
Washington 25, D. C.

Dear Governor Lehman;

I am enclosing a continuation of the first report on the Greece situation. The enclosed, to which I referred in my cable, will bring you up to date with events as far as we know them here. I am still awaiting Archer's views on the situation at the time of writing.

Kind regards,

Yours sincerely,

signed: Matthews

COPY

THE GREEK SITUATION

(This report is a continuation of the report dated 10 January, 1945)

1. Opinion of members of the Greece Mission in Cairo
 2. Relations with military
 3. Work of Greece Division
 - (a) in Cairo
 - (b) in Athens
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1. The Chief of the Balkan Mission, who had been delayed by weather conditions, returned to Cairo from London on 3rd. January, and immediately held conferences with the heads of the various divisions and with the Acting Chief of the Greece Mission in Cairo. On 6th January, a meeting of all the members of the Greece Mission in Cairo was held and the Chief of the Balkan Mission took the Chair. An opportunity was thus given to the Mission to express their views about the status of the Mission in relation to the military. In general, the points made were similar to those raised at the previous meetings. (See Appendices U and V of earlier Report). A note of the meeting is attached as Appendix A.

In the meantime, the Chief of the Greek Mission had received copies of the resolutions passed by the members of the Greece Mission at the two earlier meetings and his comments are contained in a draft cable to Washington (see Appendix B). In addition, the Acting Senior Deputy Chief of the Greece Mission wrote from Athens to the Chief of Mission on 10th January giving his own comments on the views of the members of the Greek Mission in Cairo. (Appendix C).

2. On 9th January, the Chief of the Balkan Mission received a telegram from the Director General putting forward suggestions as to relations with the military during UNRRA's future operations in Greece and the timing of the takeover. (Appendix D). A meeting of Deputy Chiefs of Mission was held the following day and a draft cable was drawn up which was discussed at a full meeting of all Heads of Divisions on 11th January. An agreed telegram was immediately sent to Washington, giving the views of the Balkan Mission and the Acting Chief of the Greece Mission in Cairo (Appendix E). Shortly afterwards the Treasurer of UNRRA, accompanied by the Deputy Chief of Mission for Finance & Administration, left for Athens, where they will have