

STAFF MEETINGS

Memoranda 12813

Drawer 2

Mr. Hammer
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STAFF MEETING - WEDNESDAY, MAY 3, 1944

Present:

Salter	Sayre
Greenstein	McGeachy
Crabtree	Manchikov
Fried	Cover
Weintraub	Gulick
Hochler	Weigel
Feller	Salisbury
van Gelder	Sokolowski
Jackson	Keary
Dayton	Caustin

In reply to a question by Salter, Feller said that the Director General's letter of December 28 to the Commander-in-Chief had just been answered.

Jackson, who had just returned from London, said that through individual discussions and through the circulation of papers that he had brought back from London most of the questions of interest to Divisions had already been taken up with them. He reported briefly on the outcome of the Cairo arrangements saying that transfer was being effected as from May 1 on a provisional basis since the full text of the Commander-in-Chief's letter to the Director General had not yet been received. From the cabled summary it appeared that the military authorities had reiterated their claim that UNRRA should undertake a larger supply responsibility and so relieve the military authorities of part of the burden. As to progress in London, Jackson said that he had come to the conclusion as the result of his stay there that it would be imperative to move a substantial part of the headquarters personnel to the London Office. Recruitment in London was for a variety of reasons extremely difficult and it would be unwise to anticipate any large British staff. The consequences of any such change would plainly need serious consideration but the danger of missing our opportunities was so great through lack of staff that he was convinced that the move would have to be considered.

Sayre said the ILO Conference was encountering some difficulties.

Feller reported that Canadian legislation had been put through covering (a) the provision of 75 million dollars (as against an indicated 90 million) and (b) immunities which could be covered by the act of the Governor and Council. The Bill had passed the House of Commons and further action would be more or less formal. As to U. S. legislation, Feller reported that no action was yet in sight on the U. S. Appropriation and the House calendar was still extremely crowded. No progress had been made on the Immunities Bill. Salter complained that both the delay and the fact that we were not being consulted upon the final text was likely to cause serious difficulty in that we should have information as to the extent of the privileges to be conceded. He referred especially to the case of the Workman's Compensation Liability from which Government officials were exempt but UNRRA employees were not.

Dayton said that a similar question arose with regard to U. S. Government employees whose position would be worsened in respect of pension rights in consequence of their service with UNRRA. Initially, their engagement was on the understanding that legislation would be passed to secure for them privileged status in this respect but this point was not now covered by the legislation.

Salter said that a full discussion of this and related questions would have to be pursued separately and for this purpose it seemed to him essential that we should have the text of the draft Bill as soon as possible; Sayre promised to obtain this.

STAFF MEETING -- WEDNESDAY, APRIL 26, 1944

Mr. Hammer

AM

Presents:

Sawyer
van Gelder
Gulick
Roehler
Cover
Menshikov
Phillips
Greenstein
Anderson
Dayton
Caustin

McGeachy
Sokolowski
Sayre
Fried
Harris
Keeny
Johnson
Salter
Munk
Weintraub

Salter introduced Sawyer. Subsequently Sawyer said that he looked forward to meeting these Directors and other officers concerned with the work of the Medical Division.

Sayre said that the I.L.O. Conference made a good start; the Costa Rican delegation had been welcomed; UNRRA was being represented by Huang and Franklin and arrangements had been made for other interested Divisions to have representatives present.

van Gelder said that progress was being made on a system for the distribution of cables; Fried complained about the non-delivery of telegrams to him and about the absence of telephone service after 6:30.

Harris asked that the Divisions should inform him of their needs for candidates for positions either within the office or for work in the areas; requests were being prepared for circulation to other agencies and special requirements of the Divisions could be included.

Munk gave details on the progress of the training school and said he hoped to receive assistance from the Divisions in respect of speakers on a variety of subjects. Salter asked whether Munk had had an opportunity of interviewing the students and stated that in his view Munk had complete authority to refuse candidates whom he thought unsuitable, not only during the course but before. There was some discussion of the numbers likely to be present at the opening of the school.

Johnson reminded the Divisions that a good deal of work was required to be done on the Director General's report if the deadline of May 20 was to be met and said that he would be prepared to visit any Division needing further information.

van Gelder said that it was necessary for the Administration to protect itself against any liability under the Workman's Compensation Law of the District. A proposal on this was being put forward. Salter asked to be consulted.

McGeachy said that there had been a change in their approach to the training school which required some adjustment in arrangements made with the voluntary societies. Briefly, the position was that the quality of the voluntary societies candidates differed considerably

and the societies were now asking that no dismissals should be made without discussion with the society concerned. She felt that because of this, it was all the more necessary to make the voluntary societies feel fully responsible for the quality of candidates put forward and this had meant the rejection of some thirty persons, which had been a disappointment although she thought it a necessary step to take.

Salter said that the Director General would, he was sure, be concerned to know what progress had been made in recruiting for the Balkan Mission. Although the results were disappointing, it would be necessary to have a complete statement ready.

Salter then raised a general question of the use and the functions of UNRRA committees, on which he thought there was a need for some clarification also some development of our present attitude towards them. As a tentative statement, he read a draft telegram to Leith-Ross.

Gulick said that he thought some such statement was becoming increasingly necessary as there was clearly inconsistency in this respect, more particularly between Washington and London but also as between committees here. He thought there were certain additional points which might be made at the same time in such a telegram and suggested that there should be a full discussion of the problem. Gulick then reported on the present position in relation to the committees as follows:-

- (a) The committees so far established have now appointed secretaries, drawn from the divisions concerned with their work and this arrangement is working satisfactorily.
- (b) The committees on Industrial and Agricultural Rehabilitation have not yet commenced to work effectively, the first because of political difficulties regarding the appointment of chairmen.
- (c) The subcommittee of the Committee on Supply, dealing with the capacity of member governments to pay, has not been appointed.
- (d) Considerable work has been done in London by the committees already organized there under the Inter-Allied Committee and some arrangements would have to be made for the taking over of this work by the technical committees when they are organized.
- (e) No Far Eastern Committee secretary had yet been appointed but with the approval of the Chairman, satisfactory working arrangements had been made to cover this subject.
- (f) The Supply Committee had developed in a most satisfactory manner and had, in effect, become an executive committee. In the process it had probably exceeded its terms of reference but this had made possible useful executive action such as the submission of interim progress to the Combined Boards.
- (g) The Committee on Financial Control had dealt with the salary question but the danger that it might intervene in administrative affairs had been avoided.

Gulick concluded by saying there were certain practical matters on which decisions seemed to him necessary at the moment. They were:

- (a) Lack of consistency as between the policy of restricting committee meetings and limiting their work and the policy of developing and utilizing them fully.
- (b) Postponement of meetings had now become so frequent as to be a major embarrassment to the Secretariat.
- (c) The only result of the Secretariat's standing aside from elections of committee officers had been serious delay in getting any action at all.
- (d) Attendance of staff members was out of control and new regulations were needed.
- (e) The possible danger that Committees would intervene in executive matters was being avoided but still needed care.

Lastly, there was a demand to which he referred last week for fuller information to be given to the committees as to the Administration's operations. He felt that the Secretariat in conjunction with the Public Information Division should take steps to do for committees here what the London office was doing for the London Committee, i.e. prepare a regular monthly survey of current action designed to keep the committee members abreast of current developments.

A brief discussion followed in which Reinhardt made distinction between technical and other committees, Hoehler supplied the case for fuller use of committees and Fried referred to the danger of not relating the existing London subcommittees to the technical subcommittees.

P. Hammer

STAFF MEETING - WEDNESDAY, APRIL 19, 1944

Present:

Salter
van Gelder
Weigel
Weintraub
Crabtree
Cover
Dickinson
Phillips
Xanthaky
McGeachy

Sokolowski
Feller
Menshikov
Gulick
Hoehler
Salisbury
Dayton
Anderson
Greenstein
Caustin

Salter introduced Sokolowski to those present.

Feller reported that the educational statement recently prepared in the Office had been reprinted in the Congressional Record by a Senator who had stated that it represented exactly the policy which the Senate Committee had hoped would be followed by UNRRA. As a result, Feller suggested that the note should now be circulated to all member governments. Salter agreed.

The Appropriations Bill had not yet been transmitted to the Committee but Crowley had had preliminary discussions with the Appropriations Committee and further information was being collected for the use of FEA. Salter commented that the matter was now becoming most urgent. Feller said there was no hope of a hearing before May 1 and the calendar was extremely congested.

Salisbury said that some New York journals had been carrying reports of surplus commodities with hints that producers would welcome purchasing activity by UNRRA for relief. On Salter's questioning this, it was explained that there were current surpluses of lard and eggs and Weintraub explained that Hendrickson was encouraging the Allied governments to acquire such supplies where storage was practicable. Weintraub mentioned that a meeting of the Committee on Supplies was to be held shortly to consider a progress report by the Bureau of Supplies, together with the exchange of correspondence between Leith-Ross and Nemeec.

In reply to a question by Menshikov regarding the representative of UNRRA at the ILO Conference, Feller said that Sayre was going to the opening session, Franklin would probably be the permanent observer and that other members of the staff would be free to attend, according to the course of the Conference, subject to arrangements which would be announced.

Crabtree said that he had been invited to attend a session of the Pan American Sanitary Bureau and although the subject of the meeting was not directly related to relief he proposed to attend.

Gulick said that at a recent meeting of the Displaced Persons Committee a request had been made for the continuation and extension of a system of reports by the Secretaries of Committees dealing with the work of the Divisions concerned and associating the Committees more closely with the business of the Office. He raised the question whether this was a desirable practice inasmuch as it might involve the Committees in the discussion of day-to-day affairs and might lead to their interference in matters of executive policy. Possibly something on the lines

of the fortnightly report now being proposed by London, of which a full version was to be made available for the Office and an edited version for those outside the Office, might be as useful and avoid associating Committees too closely with work of the organization.

Gulick also raised the question of attendance of Committees, stating that the capacity of the Conference Room had now been reached. Salter objected vigorously to the representation of Divisions by more than one person.

Cover reported that the meeting on Industrial Rehabilitation had been postponed; as to the point raised by Gulick, this would increase the work of Secretaries but he thought it might be useful.

Hoehler said he thought that a general report would be excellent but this should not preclude the giving of information by Divisions directly to Committees. Hoehler also raised the question of a reply to telegram No. 160 which he hoped would be taken up soon and dealt with effectively; he was a little troubled that no machinery existed for settling such problems automatically. Dayton repeated the question and pointed out that Hendrickson, to whom the telegram was marked for action, could not handle the subject alone.

Greenstein reported on his work in London. He had numerous meetings with the Technical Division on Welfare; had discussed with representatives of the British Voluntary Societies questions arising from the difference between the U. K. and U. S. attitude towards the recruitment of personnel for relief work in the field. A Coordinating Committee had been set up, composed of the Relief Department, UNRRA, CBSRA, and the War Office, to consider qualifications and conditions upon which voluntary agencies' personnel should be recruited for work in the Balkans. The type and character of the training program to be set up in London had also been discussed and although good work had been done in the past it had been undertaken by a variety of agencies between which there was no permanent link. As a result of discussions, a Director of Training (John Fulton, Ministry of Power and Fuel) had been appointed and was to act as Chairman of a small coordinating group which would be charged with the development of a single comprehensive training program for all London recruited personnel. Lastly, the recruitment of staff presented a number of difficult questions. Greenstein had been fortunate in getting the assistance of a number of specialists in this field whose advice and support, he felt, would greatly assist in the extremely difficult task of obtaining the release of people that UNRRA wished to employ. Hoehler asked whether the whole machinery for personnel recruitment ought not to be strengthened; it was agreed that strengthening was necessary but that this had best be done by the addition of British rather than U. S. personnel.

Van Gelder asked Greenstein whether he had brought back any information regarding the maintenance and expenses of the personnel already sent to Cairo by the British and the London office; McGeachy said that these conditions, which were highly confidential, were now available and should be studied by the Divisions concerned. It was agreed that van Gelder should serve as Chairman of a small group to study these proposals.

No

STAFF MEETING - WEDNESDAY, APRIL 12, 1944

Present:

Salter (presiding)	Caustin
Feller	McGeachy
Van Gelder	Johnston
Weigel	Rohrbaugh
Munk	Xanthaky
Phillips	Fried
Menshikov	Salisbury
Harris	Hendrickson
Sayre	Dickinson
Cover	Crabtree
Hoehler	Keeny
Weintraub	Gulick

Salter announced that the Director General had returned and was at present likely to remain in New York for some time as a result of his accident; said that he would convey to the D. G. the sympathy of the staff in his bereavement.

Salter introduced Munk to the meeting, welcomed Xanthaky back and asked him to report briefly on the progress of conversations in Cairo.

Xanthaky said the Cairo discussions had centered upon two main topics: first, the MERRA-UNRRA transfer and, second, the arrangements with the military for Balkan operations during the military period.

As to the MERRA operations, it had been agreed that we should take over all camps in Palestine, Syria and Egypt but the D. G. had refused to accept responsibility for associated camps elsewhere in Africa with which MERRA had some concern. Two additional camps, one in Palestine and one in Egypt, existed of which UNRRA had had no particulars. All of these camps were at the moment supplied by the British Army, were staffed by British Army personnel and the costs borne by the British Army. In general, Xanthaky said that camp administration, the health of the inmates, the living arrangements and order and discipline seemed admirable and was achieved with a minimum of personnel. A large part of this success was probably due to the ability of Matthews who had now been appointed Chief of the Balkans Mission. The arrangements made by the D. G. were that all camps should be transferred to UNRRA as from May 1 on which date UNRRA would become responsible for supplies, staff and policy. The British Army would, however, continue to provide all those types of supplies which it had provided hitherto and would render those services, such as transport, etc., which it was now rendering but the cost would be debited against the British contribution to UNRRA; there would be no cash transactions involved and there would be, Xanthaky thought, a noble advantage in obtaining the main method of operation which the British had evolved, which was flexible, efficient and met the needs of the situation.

As to training, Matthews had already planned a training course in Egypt, at which a preliminary months indoctrination would be given, from which personnel intended for the Balkans Mission would pass to one or another of the camps (Greek or Yugoslav), according to the country to which they would be assigned. Xanthaky thought that this would be the best kind of preliminary training possible and urged that the training program here should be reconsidered in the light of these arrangements. He stated that the pressing need was to get people over to Egypt and felt that they should not be kept in this country for longer training than which could be done more effectively in Egypt. At the moment there are 125 British Voluntary Society personnel already there and a further 50 reported as on the way.

As to the agreement with the military on the Balkan operation, Xanthaky said that UNRRA now had a bigger and a more immediate responsibility in this matter than had been originally contemplated. The military had changed their views on a number of points as a result of the D. G.'s arguments and the result was that UNRRA personnel, who are now urgently required, are to join with the combined military in AML to work out detailed plans for action in the field. In this way the military period plans could be adjusted to UNRRA plans for the latter period and the transition from military to civilian responsibility would involve no break in continuity. A sufficient number of British troops would be made available to help in the distribution of supplies but it would be UNRRA's responsibility to settle methods of distribution and the manner of distribution according to the circumstances ~~encountered~~^{encountered}. In this preliminary period, an UNRRA establishment, some distance from Cairo, at Mahdi, would be available for UNRRA personnel working with the military at which they could live and work as a team alongside the military officers with whom they would work in the field.

The D. G. made it clear that during the first six months period UNRRA would have no ~~means~~^{means} of providing relief other than ~~the~~ supply and transport and general assistance made available by the military; General Wilson had questioned this at first but the military responsibility in this period had finally been accepted although it was clearly possible for the British government to raise the general question at the next Council meeting. Meanwhile a stockpile of goods suitable for relief was being built up in Cairo and in recent weeks had been substantially increased. A diet of 2,000 calories was contemplated but the elements in this diet were not altogether satisfactory and it was in particular low in proteins. The movement of goods into the Middle East areas was recently accelerated which gave some support to the general fact prevailing in Cairo that the Balkans operation was imminent. There was, however, no certainty about this and Xanthaky said that our plans should remain sufficiently flexible to allow us to deal with a possibly prolonged waiting period.

Salter asked whether it was clear that when operations in the Balkans commenced the staff, save for three or four liaison officers, would all move into the field; i.e. that there would be no more than a local liaison branch left in Cairo. Xanthaky agreed. Salter also asked whether details of the training course initiated by Matthews were available and recommended that these

should be studied by Harris and Munk in order that training at Maryland might be brought into line with what is being done in Egypt.

As to the number of persons required in Cairo now, Xanthaky said that a priority group of seventy would be necessary but that the largest number possible of suitable voluntary personnel should be collected and prepared for service in the Balkans. Information as to the exact number needed and the types of person were available.

At Feller's request, Johnston outlined his proposal for the collection of material needed for the D. G.'s report to the Council and it was agreed that each Bureau and Division should nominate a representative to discuss the type of material to be inserted in the report.

Fried complained that no copies of Lehman's telegram (Cairo #47) had been circulated to him and asked that attention should be paid to the needs of the technical divisions in the matter of telegram distribution.

Mr. Hammond

STAFF MEETING - WEDNESDAY, APRIL 5, 1944

Present:

Salter	Caustin
Feller	McGeachy
Harris	Anderson
Hendrickson	Salisbury
Crabtree	Rohrbaugh
Cover	Phillips
Dickinson	Van Gelder
Keeny	Fried
Weintraub	Hoshler

Salter said that the latest news from the Governor suggested that he might be back in Washington within fourteen days, but that no news had been received of the progress of his negotiations. Meanwhile recruitment for the Balkan Mission was proceeding on the assumption that any changes made necessary by the arrangements agreed with the D.G. could be put into effect in making the final selection.

Salter introduced Salisbury, Dickinson and Rohrbaugh to the meeting.

Arrangements for the Council Meeting in June were proceeding and a meeting of the Central Committee was fixed for Monday to consider the draft agenda which had been prepared.

Miss McGeachy said that the voluntary societies had adopted their personnel budgets; the list of divisions was now considerably smaller and grades such as interpreter and medical personnel had been eliminated. (2) Miss McGeachy suggested that the possibilities for recruiting suitable mission personnel from the British Dominions should be explored. Canada, New Zealand and South Africa had all indicated their willingness or had shown some interest in the provision of suitable people. Salter agreed that the questions should be taken up fully and urgently. (3) Voluntary society personnel recruited to date were reported as U.K. 100 (of whom 30 were already in Africa); U.S. 90 on the point of recruitment, of whom 50 or 60 would be available to attend the training course.

Rohrbaugh said that the plans for the training course were going forward very well; faculty members had been selected with a view to the need for flexibility in the date on which the course would open. Salter inquired about the language training and was satisfied on hearing that the method adopted was that in current use by the Army.

Van Gelder said that a formula covering UNRRA's liability in the case of the death of its servants had been agreed upon. It was noted that a slight amendment had been made in this to cover the possibility of an ex gratia payment. Feller said that plans for a complete scheme of insurance were in an advanced stage, the question of reinsurance was now under discussion.

Hoehler said (1) Personnel in London: London Office had analyzed set of applications from which he thought it would be possible to meet some of the present personnel requirements if sufficiently detailed descriptions of the jobs available were given them. (2) The Army authority in London had produced the best dictionary and phrase book that he had seen, and he recommended that steps should be taken to acquire copies. (3) Mr. Soloveytchik would be coming to Washington shortly and would be ready to talk to members of this office.

Feller said that there was practically no progress in the matter of legislation on (a) diplomatic immunities, on which discussions were still proceeding between the State Department, Treasury and the Department of Justice; (b) the appropriation which FEA hoped to discuss with the House and Senate Committees. As to internal business, Johnson would be charged with the preparation of material for the second Session of the Council, and he hoped that divisions would cooperate with him fully. Salter said that the report of the Director General ought to be a first-class document and particular efforts should be spent upon it. In the absence of Gulick and Sayre, Feller said that a committee to deal with the representation of UNRRA at the ILO session had been set up; the main problem of interest to us was displaced persons. The agenda included many items of general interest, but it would be inadvisable for UNRRA representatives to be involved in the discussion of such questions.

Keeny said that because of the delay in making the U.S. appropriation it was now impossible for FEA to proceed with requisitions on UNRRA's behalf except in so far as these were covered by identical Army requisitions. This was particularly important in the case of clothing and footwear where the production period was long and the present months would be of vital importance. Hendrickson said there was no solution to this in sight.

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J. Hammer
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STAFF MEETING - WEDNESDAY, MARCH 29, 1944

Present:

Salter	Anderson
Hoehler	Menshikov
Sayre	Keeny
McGeachy	Cover
Fried	Gulick
Weigel	Feller
Phillips	Dayton
Harris	Hendrickson
Crabtree	Caustin

Hoehler reported that the progress of the London office had been less rapid than was desirable because of the absence of two of three D.D.G.s. Leith-Ross had, however, taken action in the way of premises. A reasonably good building in Portland Place had been obtained with accommodation for 250. An adjoining building would house about a hundred and a nearby office building might be available if that were required.

Recruitment. With Law's help interviews had been had with Ministries for the release of likely candidates. There were not many men available, but Herbert, Ingrams (Public Relations) Topping and Goodman had been secured. So far no appointments in Areas had been made, but for Displaced Persons he had appointed a Pole, a Belgian and a British subject. Unfortunately Lodge could not come. Shawcross might join UNRRA; he is an ex-Regional ~~Committee~~ ^{Communist} but had certain connections with previous work which he was anxious to continue.

The meeting of the Regional Committee had been largely formal and the chief subject of interest, i.e. discussion of the basis of requirements and supply arrangements, had been postponed for consideration on the 28th of March in order to give member governments time to consider statements sent by Washington.

No technical subcommittees had as yet met because of the delay in securing nominations.

The chief development in London was a reorganization of the Civil Affairs branch of the Army (the fifth in the last seven months). Civil Affairs had now been upgraded considerably and Major General Lumley and two Brigadiers (McSherry and Owens) were in charge of the work. The greater importance of Civil Affairs was, however, not yet an accomplished fact and it would depend upon the energy and efforts of the general staff concerned whether the opposition of other parts of the Army would be overcome.

Hiatus areas were the chief concern of SHAEF, but it was their hope that UNRRA might be utilized to provide in such areas services which would draw away from operational zones refugee populations. Civil Affairs' particular concern was

with health and displaced persons. As to health, it was their hope that UNRRA might organize a pool of doctors upon which civilian health services in liberated areas might draw. Proposals to this effect were being worked out. As to displaced persons Hoehler reported at length on collaboration between repatriation commissions established by the Allied Governments and the Army; he had been responsible for bringing these authorities together and agreement had been reached on the use of common registration methods and the use of a standard identity card both in military and civilian periods.

In discussion it was made clear that these proposals related only to the areas of Northern Europe, e.g. Holland, France, Belgium, and not to the Balkan proposals where another Theater Commander and a different plan of action was contemplated. It was not clear whether the proposals outlined by Hoehler represented the sum total of the Army's needs from UNRRA or whether further services would be requested either as conditions improved or as the needs of liberated areas became more acute. As to displaced persons inside ~~of~~ Germany, it was hoped that there would be a request made both by the Army and by the national governments that UNRRA should act as a single coordinating authority during the whole period. In Allied countries UNRRA would remain to assist the national governments in matters relating to displaced persons after ~~they~~ ^{they} had resumed control, but professional welfare services and shelter would be a national or municipal responsibility and the Northwestern countries did not expect to call upon UNRRA for assistance in these matters.

In discussion of these proposals it was assumed by Feller and acknowledged by Salter that Hoehler's report raised issues which would need to be submitted to the Council for approval and therefore an early statement by the military of what they expected UNRRA to undertake was essential. Dayton questioned this. Feller's main points were that if extensive activity in enemy territories was involved, there must be instructions as to means of obtaining payment from the enemy and (b) if UNRRA had to operate in satellite countries of the Axis it would need to have instructions as to the authority it should recognize.

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Weigel reported on Council arrangements.

Sayre confirmed that notice to the members about the Council meeting would be issued in a day or two. Salter protested at delay. Phillips raised the question of a press release on the Council meeting date; Gulick, Sayre and Phillips were to concert plans on this.

Harris reported that Professor Monk of California University had been appointed as Principal of the Training Center; Rohrbaugh was proceeding with his work. He thought that April 17 was probably too early a date to assemble a sufficiently large student body for the course to commence.

Feller reported that the Bureau of the Budget was now preparing the appropriation on behalf of UNRRA for \$1,000,000,000 expendable during the life of the organization. In view of the present recess of Congress and the considerable pressure of other business there was no certainty when this will be taken up. No progress had been made on the proposal to grant immunities to UNRRA servants. A memorandum from the Secretary of State was with the President.

Menshikov drew attention to a complaint from OSS that several UNRRA divisions were asking for similar material. Mrs. Ryshpan had therefore been appointed as liaison with OSS and requests to it should go through her.

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Kelamin

Mr. Hammer
for information
HSC.

STAFF MEETING, WEDNESDAY, MARCH 22

Present:	Salter	Keeny
	Dayton	Cover
	Fried	Gulick
	Van Gelder	Pierce
	Weigel	Howard
	Crabtree	Hendrickson
	Harris	Feller
	Sayre	Menshikov
	Phillips	Anderson
	Weintraub	

Van Gelder reported:

(a) The \$2.00 per day accommodation charged for trainees at Maryland University was to be collected from the students. Salter and Van Gelder both emphasized that the trainees were on probation, were receiving full salary and the arrangement was very economical.

(b) On completion of training trainees will be free to return home; no living allowance would be paid them if they chose to remain in Washington.

(c) The strengthening of the Personnel Division is going on. ~~He~~ hopes soon that it will provide the service expected.

(d) The Director General before his departure had expressed himself forcibly on the matter of salary increases to staff in or joining UNRRA. Nevertheless, divisions were making many applications for such increases which he felt unable to concede.

Crabtree said two specialists, one on tuberculosis and one on medical supplies, were joining his division. Both were seconded without charge to UNRRA. Discussions with the Army were proceeding as to the most effective method of collaboration in the military period.

Weigel reported that an ad hoc Committee on Transportation and Communications was working through outstanding issues. Matters taken up were:

(a) Security and quality of cypher and arrangements with U. S. Army over its transfer.

(b) Travel discussions were to be started in London and Cairo with a view to securing priorities and a reasonable distribution of the Administration's demands for travel. Salter said it was imperative that the latter and the Resolution regarding the priorities should be granted to us.

Harris referred to progress in training scheme, explanation of Personnel Division, recruitment of consultants and the use of experts from the federal service on the classification

of jobs and their ratings. On this latter topic, Salter said the aim should be to get a sufficiently precise job classification appropriate to UNRRA's needs and not rigidly drawn to conform with federal practice. As to appointments, he said after discussion that at present stage the degree of responsibility and scope of jobs could hardly be assessed accurately by outsiders, and appointments should be made with this in mind so that revision of salary and titles might be possible.

Sayre reported that Acheson had been approached on the question of UNRRA privileges. He had said that it was the President's view which in the fall of 1943 had caused the State Department to regard legislation on this question as undesirable. Therefore, action now meant submission of a memorandum by the Secretary of State to the President as to the need for privileges and immunities. Necessarily, this would be a slow process. ~~Sayre~~ ^{Salter} said that the fact that the

Resolution had remained a dead letter with the consequences, e.g., for recruitment, would have to be reported bluntly to the Council. The first opportunity of doing this might be the quarterly report on finance which was to be presented by March 31. He recommended that in this report attention should be drawn to the member governments' failure to take any effective steps to give UNRRA the facilities essential for its work.

Sayre also reported that the Senate had adopted the Joint Resolution; it now had to be accepted by the House and approved by the President, after which the appropriation might be considered. Sayre warned the division heads that the Selective Service Committee felt that UNRRA should not, save only in most exceptional cases, go below certain age and draft status levels in engaging staff.

Salter said that proper clearance of material and arrangements for interviews with the press should be made with the Public Relations Officer. Phillips explained that it would be necessary to ensure consistency in public statements by those attached to UNRRA, and proper arrangements for the handling and distribution of material had usually to be made so that some advance notice of any arrangements should always be given him. It was agreed that leaks were a matter for division chiefs to deal with, and that the subordinate staff should be warned against any indiscretions. Dewey Anderson asked what the policy on public addresses now was. ^{would} Salter said for the most part people with a heavy burden of work ought to accept no invitations involving absence from duty; it ~~will~~ be best for addresses and the like to be delivered by outside people with our assistance, rather than by staff members.

Anderson said that preparations for the recruitment of the Balkan groups for Cairo were making good progress and it was hoped that enough soon would be ready to depart. Preparations for the training course were also under way, and a student body of some seventy-five persons should be ready to commence work shortly.

Pierce reported that Hoehler might be expected to return by March 25.

For Miss McGeachy, Howard reported that their main concern was the recruitment of voluntary societies personnel on which they were badly held up by the absence of details as to conditions of service. Salter expressed surprise and said that his understanding was that the voluntary societies paid salaries, we or the Army provided transportation and UNRRA provided living allowances. Any change in these conditions would certainly need to be cleared with the voluntary societies, but to his knowledge no such change had been contemplated.

Confidential

STAFF MEETING (8) March 1, 1944

Salter (Chair)

Feller
Sayre
Fried
Crabtree
Van Gelder
Hendrickson
Menshikov
Harris
Gulick

Keeney
Weintraub
Caustin
Clark
Phillips
Roseman
Dayton
Cover
Greenstein
Anderson

1. Crabtree reported on Archer's request for personnel for the Near East; arrangements for recruitment and despatch of 125 persons were in hand and the total would be provided in time.

Dr. Doull was enroute for London to discuss the re-establishment of International agreements on infectious diseases.

2. Roseman (for Welfare Division) amplified this report in respect of conditions of service for voluntary personnel. Greenstein said that agencies, War Department and UNRRA were partners in the arrangement. The American Council had agreed to clear with agencies as to ^{and} numbers and type of persons, standard form of recruitment, conditions of service, medical tests and competence.

The question of draft status was raised and it was agreed that although UNRRA was not solely responsible for clearing voluntary personnel, its help would be necessary. Mr. Sayre suggested a meeting of the interested parties to clarify this issue.

Col. Harris reported that training would be greatly facilitated by the temporary appointment of Dr. Brown, who will take up his duties shortly.

3. Hendrickson said that Leith-Ross and M.E.A. had proposed an agreed procedure for the investigation of basic information of conditions in occupied territories. This had been accepted in Washington and UNRRA was to join in advance discussions with F.E.A. after which specialists would be sent to London for final discussions.

In order to provide financial estimates for U.S. appropriation, the Bureau of Supplies was calculating the probable cost of commodities which the U.S. might be allocated by the Combined Boards to supply. This could be no more than an approximation ~~of~~ the facts but some estimate would be needed by Congress.

Mr. Feller reported that divisions were now preparing budget statements for the presentation of an UNRRA budget to the House Appropriation Committee by F.E.A. The Bureau of the Budget was working with them on this. It was hoped that by mid-April an appropriation of e.g. \$1,000,000,000. might be made, which would be for expenditure during the period ending with the beginning of 1945. A further approach to Congress would ^{probably} have to be made January/February 1945.

Staff Meeting

March 1, 1944

5 Mr. Feller drew attention to the D.G.'s instructions that Mr. Hendrickson and he should act as military liaison; he had so far received only two requests. It was important that all approaches to the military should be directed through the authorized channels.

Mr. Hendrickson said that discussions with the military authorities of UNRRA's responsibilities in the Balkans during the military period had not yet commenced. An internal meeting had been held and some points cleared in preparation for these discussions.

6 Col. Harris said that until he had had time to study the personnel position, requests for the upgrading of personnel would have to be held up except in urgent cases.

7 Sir Arthur Salter drew Mr. Van Gelder's attention to the urgent need for personnel budgets for each division in order that the Director General should be able to have a general oversight of the distribution of personnel.

8 Mr. Fried reported that Crane of the Federal Housing Administration had offered assistance on the question of temporary [^]shelter; a memorandum of this was being studied and a meeting would be held. *Shelter*

9 Fried also stressed the need in his division for technicians and for an organization capable of dealing with the Far Eastern problems where UNRRA might have to provide the experts on a larger scale than that expected for Europe. After discussion, Sir Arthur Salter said that the instruction circulated was to be interpreted to mean that by the end of the year, divisions should have reached the personnel target fixed after allowing for the staff which may have been sent to operational areas. It was agreed that such attention should be paid to Far Eastern needs in this respect.

10 Sayre reported that circular notes to all member governments on diplomatic immunities and privileges had been sent and his office would follow up these. He was also concerned to clear questions of draft status of UNRRA personnel.

11 Gulick announced meetings of European and Central Committees; the Central Committee would deal with (a) the date and location of the next meeting of Council and (b) with a request for help from the Iranian Government. At Salter's suggestion, it was agreed that the conditions on which member governments "participate in" meetings of Central Committee should be investigated.

12 Keeney said that Young-Sinclair reports were now available for staff use.

13 Weintraub said that the Supply Committee would have before its next meeting a draft of the policy to be followed on advanced procurement, which had been cleared with all interested governments. It should also be noted that a sub-committee of the Supply Committee to investigate "ability to pay" had been set up and that no government should embark on supply negotiations without first clearing its position with this Committee.

14 Menshikov said that the China team were leaving immediately with the instructions circulated, which the D.G. had signed. His South European Division were working on the Balkans scheme and a new draft would be ready shortly; Jackson had taken the first draft to London for discussion.

K. B. Camm

3/2/44