

LONDON OFFICE  
2 2.8.  
x functional change

SECRET

London Mission

SO

*London office 12, 505  
x Planning group  
v Secretariat  
A. [unclear]*

OFFICE OF STRATEGIC SERVICES  
WASHINGTON, D C

August 31, 1943

MEMORANDUM

TO: Brigadier General William Donovan  
FROM: Colonel C. S. Vanderblue  
SUBJECT: Personnel for Planning Group and Secretariat, London Mission

1. As indicated in our charts of organization the London Mission proposes to have an overall Planning Group and a Secretariat following practically the same pattern as these units do in the OSS Washington organization.

2. It is felt that owing to the delay in activating the London table of allotment that the initial personnel assigned to the Planning Group and Secretariat must be experienced and proved capable, because time does not permit the training of a complete staff or the taking of risks that would be had with inexperienced personnel. It is therefore requested that the following personnel be assigned to the London Mission.

For the Planning Group:

Edmond L. Taylor  
Coalter Bates Compton  
Robert B. MacLeod

For the Secretariat:

Ensign Edwin J. Putzell

3. It is my firm opinion that the above personnel are the minimum required to enable these sections to function efficiently

OFFICE OF STRATEGIC SERVICES  
WASHINGTON, D. C.

August 31, 1943

TO: General Donovan

SUBJECT: Personnel for Planning Group and Secretariat, London Mission

and quickly.

4. I do not believe that there are any questions on London's need for a strong Secretariat. For the Planning Group more detailed information can be given than is felt necessary in this memorandum. The principal functions that I visualize the Planning Group performing are those of an overall coordinating unit on plans and operations, which will insure each branch and each operation taking the fullest advantage of the information, material, and thinking made available by the Washington headquarters.

5. It is hoped that the personnel requested can be released from their present assignments so that they can be dispatched to London immediately when transportation is authorized.

*C. S. Vanderblue*  
Charles S. Vanderblue  
Colonel, S. C.  
Executive Officer  
OSS Military Detachment  
Hdqs. ETOUSA

CC: Col. Buxton  
Mr. Miller

*London Mission 12/1/43 R*

*WPA copy*

**SECRET**

(25)

6 September 1943

**MEMORANDUM FOR:** The Joint Chiefs of Staff  
Public Health Building  
Washington, D. C.

Attn: Colonel C. J. Gridley, G.S.C.

**SUBJECT:** Table of Allotment, OSS London Mission

1. In accordance with your request made to Colonel Vanderblue for information on the personnel allotment approved by General Devere for OSS, ETO, attached is a photostatic copy of the table approved by General Devere.

2. Our London Office advised us by cable dated 4 September 1943 that on Friday, 3 September 1943, the Theater Commander, ETO, sent the War Department, Washington, D. C., two photostatic copies of the attached table with the following notation appearing on the face of each:

"These have been approved with the understanding that the ratings and grades incorporated in this table are not to be charged to the allotment table of non-T/O ratings and grades approved for HTOUSA. Signed, Major General I. H. Edwards, Chief of Staff, General Staff Corps"

3. We are further advised that the Theater Commander sent the Joint Chiefs of Staff a cable on 4 September, referring to his previous cables W-3593 of 28 August 1943 and W-1018 of 14 July 1943, which indicated his approval of the attached table of allotment.

G. Edward Buxton  
Acting Director

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SECRET - LOANED ISSUES - DATED 24 JULY 1943

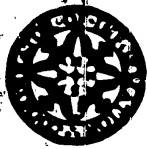
Training Station	Intelligence										Communication										Research and Analysis										Totals
	Transport	N. Europe	Germany	Low Countries	France	Operatives	Western Section	Geographic Secs	Technical Secs	Operators	Headquarters	Liaison	Message Center	Station Groups	Admin. Group	Cps and Msg. Ctr.	Station Victor	Administration	Cps and 3rd	Mobile T. Secs	P.M. Intel Unit	Typographic	Hard Copy Section	Publications	Enemy Objectives	Electronic Intel	Machine Operations	Maintenance	Field Photography		
1																														3	
2																														18	
3																														39	
4																														87	
5																														65	
6																														42	
7																														259	
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10																														68	
11																														74	
12																														126	
13																														180	
14																														425	
15																														677	
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will be available as required for specific missions

#2

Authority granted C.E. Map & Repro. Sect. Hq. S.O.S. ETOUSA to reproduce  
 1 Negative 22 Positives  
 Full Name: [Signature] Rank: [Signature] Date: 26 July 43  
 [Signature] Sect: [Signature] Date: [Signature]



OFFICE OF STRATEGIC SERVICES  
UNITED STATES GOVERNMENT  
~~COORDINATOR OF INFORMATION~~  
LONDON, ENGLAND

*London Office 12,175 A*  
*Transportation Sec.*  
*x Chart*  
*x Functions.*

29 July 1943.

SUBJECT: Functional Chart and Duties of Transportation Section.  
TO : Brigadier General Wm. J. Donovan, Chief, OSS.

1. Attached is a functional chart showing Chief of Section, Assistant to Chief, plus departmental heads which are necessary for the complete operation of the Transportation Section.

2. The functions of the Sectional Heads of this chart are as follows:

a. Chief of Section:

(1) To take charge of and operate the Section and all of its activities.

(2) To arrange for, obtain, and set up all machinery and personnel necessary for the handling and dispatching of materiel and personnel into the field of operations.

b. Assistant to Chief:

(1) To coordinate the work of all Sub-Sections and to see that the flow of work is continuous.

(2) To assume and carry out all of the responsibilities and duties of the Chief of Section during his absence.

Fields:

c. Officer in Charge of Sub-Section "A" - Pin Points and Landing

(1) Translation into workable form information from the field concerning Pin Points and Landing Fields for presentation to the Air Corps.

d. Officer in Charge of Sub-Section "B" - Containers and Packages:

(1) Delivery of Containers, Packages, and all special equipment requested from the field.

Operations Room:

e. Officer in Charge of Sub-Section "C" - Conference or Operations Room:

(1) Maintenance of all records, statistics, and details of

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To Brigadier General Wm. J. Donovan from Major J. W. Brooks.

29 July '43.  
Page 2.

past and current operations.

- (2) Posting of operational information on the Operations Map and on the Operations Board showing the location and strength of Agents, Resistance Groups, Materiel and so forth in the field.
  - (3) Maintenance of records of all dropping points and landing fields.
  - (4) Liaison with the Air Corps, the Country Sections and motor transport in connection with the preparation and execution of operations.
- f. Officer in Charge of Sub-Section "D" - Marine:
- (1) Handling of and liaison work in connection with operations which require the use of submarine or surface vessels.
- g. Officer in Charge of Sub-Section "E" - Supply:
- (1) Requisitioning of and obtaining all necessary materiel from Army Depot through proper channels.
  - (2) Procuring stock from OSS and SOE Supply Depots.
  - (3) Liaison with American and British Supply officers.
- h. Officer in Charge of Sub-Section "F" - Liaison:
- (1) General liaison with SI, R & A Communications, and other OSS Branches. Liaison with Army Air Corps, Air Ministry, (higher Echelon).
- i. Officer in Charge of Sub-Section "G" - Packing:
- (1) Receiving, storing and care of all materiel to be sent to the field.
  - (2) Packing of all required containers and packages as directed by SO standard packing procedure.
  - (3) Take charge of all enlisted personnel on the Station.
- j. Officer in Charge of Sub-Section "H" - Airdrome:

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To Brigadier General Wm. J. Donovan from Major J. W. Brooks.

29 July '43.  
Page 3.

(1) Fitting SO type operations in with the Air Corps facilities at the airdrome.

k. Officer in Charge of Sub-Section "I" - Testing and Inspecting:

(1) Testing and inspecting all equipment to be used in the field such as new types of parachutes and other devices to be used in conjunction with getting into the field.

(2) Testing and inspecting of loads.

(3) Testing, inspecting, and determining capabilities of Agents as to their parachute jumping qualifications just prior to their dispatch to the field.

(4) Take charge of all Dispatchers who are to be carried in operational aircraft.

Training: 1. Officer in Charge of Sub-Section "J" - Holding and Special

(1) Take charge of and conduct special final training of Agent personnel as may be directed by the Chief of Section.

3. Necessarily this is a rough draft, and only the outstanding duties have been enumerated. There will undoubtedly be changes as our Section becomes an operating unit. I have not put in the ratings because so much depends on the recruiting situation which is mentioned in my letter to you of 27 July 1943.

*J. W. Brooks*  
J. W. Brooks,  
Major, AUS  
Chief, Transportation Section.

Encl:

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## OFFICE OF STRATEGIC SERVICES

UNITED STATES GOVERNMENT

~~COORDINATOR OF INFORMATION~~

LONDON, ENGLAND

Brigadier General Wm. J. Donovan,  
at, Claridge's Hotel,  
Brook Street, W. 1.

*SO*  
*dispatch* July 1945.  
*section*

Dear General,

Confirming our discussions of even date I wish to put in writing my present plans for my particular section of the SO branch.

I feel very strongly from what I have seen and from such conversations as I have had with members of our counterpart, that the situation is crystallizing very fast in this area, - to such an extent that it will require all our efforts plus the full co-operation of those in Washington in order that we may be prepared to do a constructive job as quickly as possible.

It may seem that I am working from the wrong end, but I feel our problems should be taken up in the following sequence:

First, personnel is needed in all branches; competent personnel which should be recruited from this theater if possible. They are not easy to get here and therefore we must call on officers from home. I feel that if our branch in Washington appreciates this they will be co-operative.

Secondly, I know that while we can obtain numerous supplies from the British still, an operation on a big scale will require large depots being built up from our own resources. There are specific bottle-necks such as automotives, parachutes, radio batteries and numerous others which require American aid to the greatest extent.

In your dealings with the Air Corps board in mind that the matter of crews is most essential, as the type of flying required is completely different from that given to normal bomber or fighter pilots. The British feel that it will take a minimum of three months to train such crews, and from what I know of the situation I agree with them.

I will discuss with Colonels Bruce and Vanderblue the possibility of opening a Packing Station for containers and packages to be sent to the field, to be officered and operated by our own personnel. I feel this is a constructive step and hope it can be done.

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Brigadier General Wm. J. Donovan.

As I explained to you this whole department is a job of co-operation rather than one of any person holding a big job. I shall see that Lieutenant Mansfield is given every opportunity to show his worth.

I have asked for Freeman Lincoln's transfer to London and also the transfer of Lieutenant McClain from the Photographic Section to SO. I desperately need both of these men and anything you can do to expedite their transfer will be appreciated.

I would be grateful if, on your return home you would call my brother Bruce just to say a word personally that I am getting along all right. Also I shall write Alicia and suggest that she make an appointment to see you.

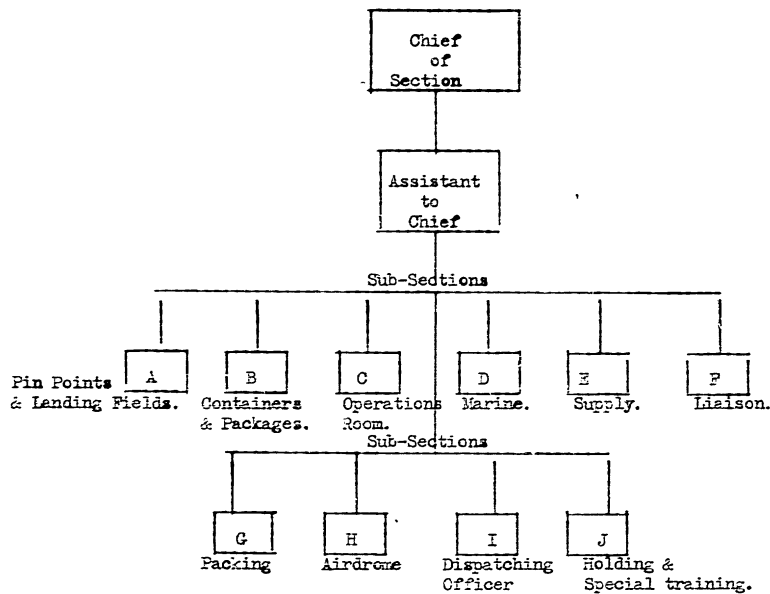
With warm personal wishes for a pleasant trip home.

Sincerely,

*- Jim Bravery*

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AIR AND MARINE TRANSPORTATION.



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12,175



OFFICE OF STRATEGIC SERVICES

UNITED STATES OF AMERICA

*London Office*  
*x Table of Organization*  
*Attachment*

*London T. D.*

AMERICAN EMBASSY

LONDON

July 28, 1945

MEMORANDUM TO: Brigadier-General William J. Donovan

SUBJECT: Table of Personnel Allotment for London OSS Mission.

1. In accordance with your instructions, I am setting down on paper the situation in which we find ourselves in relation to our Table of Personnel Allotment.
2. This Table is in complete suspension and the only clear way I can put forth the facts is chronologically. Therefore, it will be necessary to repeat some of the history of our Table of Allotment.
3. After considerable jockeying back and forth with Washington, we arrived at a tabulation that Washington indicated to us was completely satisfactory and which we felt could be fully justified to the Theatre Commander. This tabulation, together with complete supporting information of the projects in which we wished to engage, was presented by you to General Devers, through General Crockett, on July 1.
4. On Tuesday, July 6, General Crockett advised me that he and General Devers had approved our Table of Allotment and our schedule of projects, and that these were being sent to Washington together with the Tables of Organization and Allotments for the European Theatre of Operations as a whole, for final approval by the War Department, Washington, D.C. It so happened that our Table of Allotment was submitted at the dead line date that General Devers had established for the other organizations under his command. Therefore it was possible to have our Table go forward with General Abbott, the G-1 of this Theatre, for final clearance in Washington.
5. About the time General Abbott arrived in Washington, General Devers received a letter dated July 14 from the Joint Chiefs of Staff (copy attached) requesting General Devers' comments and recommendations on an OSS proposal which had been submitted to the Joint Chiefs

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To Brigadier-General William J. Donovan from Colonel C.S. Vanderblue

28 July '43  
Page 2

of Staff some time in March of this year. This proposal covered OSS operations in this Theatre.

6. Upon receipt of the letter from the Joint Chiefs of Staff, General Devers recalled his approval of our Table of Allotment and projects and requested that we prepare answers to the questions asked of him by the Joint Chiefs of Staff. The answer was to be in cablegram form.

7. Before these questions could be answered this office received a letter, dated July 2, from Hq. OSS, Washington, D.C. (copy attached) advising that a last minute revision had been made in the personnel allotted to us, both in number and in grades and ratings. We were advised we would have to conform to the revision. This presented us with a problem generated by ourselves,

8. To comply with the instructions from Washington it required that we recall from the Theatre Commander the Table of Allotment previously presented, and substitute one reduced in number of personnel. Inasmuch as our complete presentation was in General Abbott's hands, who was in Washington, it was not possible apparently to recall the Table of Allotment. It was hoped to effect the same by incorporating into General Devers' answer to the letter of the Joint Chiefs of Staff of July 14, a statement of the number of personnel General Devers approved for this Mission for this Calendar Year. The number of personnel stated was the revised figure sent us from Washington in their letter of July 2. A copy of the cablegram is attached, which we prepared as a suggestion for Gen. Devers to send.

9. That action may create some confusion as General Abbott has with him the Table of Allotment showing 1190 people, whereas General Devers' cablegram states 770. For your information attached are photostats, marked 1 and 2 :

Number 1 is the Table of Allotment originally presented to General Devers, and which General Abbott now has with him;  
Number 2 is the revised Table of Allotment made in accordance with OSS Washington's letter of July 2.

10. We feel that it is owing to General Abbott to have someone fully familiar with the recent circumstances discuss the situation with him, particularly that of the two Tables of Allotment that are now in the picture.

11. It is further recommended that General Abbott substitute

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.....Table

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To Brigadier-General William J. Donovan from Colonel C.S. Vanderblue

28 July '43  
Page 3

Table Number 2 for Table Number 1 so his presentation to the War Department will be consistent with the figures given in General Devers' cablegram.

*C.S. Vanderblue*  
C. S. Vanderblue,  
Colonel, S.C.,  
Chief SO London Mission

Enclosures

**SECRET**





dated June 2

COMMIT

TABLES OF ORGANIZATION

	HQ + HQ DETACHMENT										SPECIAL OPERATIONS										SECRET INTELLIGENCE																		
	Headquarters	Special Admin. Pattern	H.Q. Detachment	Personnel Sec.	Security	Supply & Fiscal	Country House	Medical	Miscellaneous	H.Q.	Transportation	Container Parks	Communications	Planning	Operations	Oper. Unit	Operatives	Operational Ops.	S.I.E. Liaison	Training Sec.	Dismobilization	Staff School	Paraschools	Supply Section	H.Q.	Intelligence Sec.	Coordination Sec.	Training	Central Ops	Transport	Europe	Germany	Non-Comm.	France					
Colonel	3																																						
Lt. Colonel	1		1																																				
Major	1		1																																				
Captain	1		2																																				
1st Lt.			2																																				
2nd Lt.			2																																				
Total Officers	3	2	2	5	3	6	6	5	2	4	3	4	2	14	8	15	3	3	2	3	2	3	2	3	2	3	2	3	10	1	4	6	7	13	7	1	8		
K/ Sgt.	1		2																																				
T/ Sgt.			1																																				
S/Sgt or T3	2		2		13																																		
Sgt. or T4			4		12	10																																	
Cpl. or T5			2		4	19	20	6	22																														
SP4 - PRTs			38		16	36																																	
Total E.M.	3		10	5	59	62	6	67	4	4			80	9	8	26	2	4	11	14	2	3	4	2	3	4	2	3	4	2	3	4	2	3	4	2	3		
Total Army	3	5	2	15	60	62	68	77	2	8	4	3	4	2	14	16	10	3	29	2	3	6	2	3	5	13	4	3	4	6	7	13	7	10	1	14	1	2	
Commander	1																																						
Lt. Com																																							
Sgt.																																							
Serjeant (JG)																																							
Ensign																																							
Total Officers	1																																						
C.P.O.																																							
P.O. 1st Cl																																							
P.O. 2nd Cl																																							







: Colonel D. K. Bruce

From : Crane Brinton

Copy of appendix prepared by R. & A., OSS,  
and sent to G-2

11,851  
London office  
Political Intelligence  
G-2

POLITICAL EVENTS OF THE WEEK

MAY 23 - MAY 29

1. GENERAL

It is still too early to estimate the full political effects of the dissolution of the Comintern announced in Moscow on May 22. This action focusses attention on the traditional role of Russia in nationalist power-politics. Thus the dissolution will encourage those groups in various countries who have long before this war looked to Nationalist Russia (as Russia, not as a Communist society) for aid and protection, and conversely, will further antagonise those groups who fear nationalist Russia. In Bulgaria, Jugoslavia, Greece, and in Western Europe, notably in France, important upper and middle class groups will feel freer to work with Russia against Germany. In the lands bordering Russia on the West from Rumania and Poland to Finland, the dissolution will help to keep such upper and middle class groups more firmly tied to Germany than ever. There is no indication that the dissolution has anywhere in Europe discouraged communist parties from their firm resistance to Hitler.

Three appointments of diplomatists accredited to governments in exile are signs that Axis stock is continuing to fall. The Vatican has sent a representative to the Polish government in London, the Swedes have sent one to the Royal Norwegian government in London, and the Turks have sent one to the Greek government in Cairo.

2. FRANCE

The deadlock in the negotiations between De Gaulle and Giraud was broken this week and an agreement between the two leaders appears about to be achieved. Following a meeting on May 24 with General Catroux, who had just arrived from Algiers, the Fighting French National Committee issued a public statement that no important differences remained between De Gaulle and Giraud and that De Gaulle accompanied by Massigli, Commissioner of the Interior and Labor, would go to Algiers this week to set up with Giraud a central French authority. The proposal contained in Giraud's letter of May 17, which De Gaulle has apparently accepted, provides for a Central Executive Committee to assume, until a new govern-

- 2 -

ment freely chosen by the French people can be established, the direction of all French activities. The Central Committee is to be composed of De Gaulle and Giraud as co-Presidents, two members appointed by each of them and three <sup>additional</sup> members to be selected later by these six. The plan represents compromises by both sides, and there is no doubt that pressure was brought to bear upon the two leaders by Britain and the United States and by their own colleagues to come to an agreement.

De Gaulle with Philip and Massigli left London for Algiers on May 28. Before his departure the General made a broadcast to France promising that there would be no return in France to the discredited pre-war social, economic, and political regime. His speech was obviously intended to reassure his leftist following in France that though he was going to Algiers he would never accept a reactionary program backed by the Rightists in Giraud's entourage.

In Metropolitan France the Vichy Government appeared to be playing an increasingly insignificant role while the tension between the French people and the occupying authorities mounted. Gestapo men and French police agents were searching out hidden supplies of arms in many parts of the country; in Lyons seven members of the German Army and in Marseille several Italians were killed by French patriots. In the first four months of 1943 French franc-tireurs claim to have killed 850 German officers and soldiers, injured 2,500 others, destroyed 180 locomotives, and destroyed or damaged 2,000 railway cars.

### 3. BELGIUM

The growing effectiveness of Belgian resistance to the occupying authorities is confirmed by the order of the German Military Commander in Belgium and Northern France that henceforth German penal law will be applicable in certain cases in Belgium. The step means that penalties for offences against public order and security will be much more severe than formerly. In the controlled press it is frankly admitted that the change was made necessary by increasing civil disorder in Belgium.

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4. SCANDINAVIA

The desire of the Swedish people to keep out of the war remains strong. Results of the latest Gallup poll show that 58% of the Swedish people believe that Sweden will remain non-belligerent; 11% feel that the country must finally be drawn into the struggle and the remaining 31% are uncertain. One argument for Swedish non-belligerency is suggested by recent statistics on Swedish-German trade. In the first quarter of 1943 German deliveries to Sweden increased 106% over the corresponding period of last year. Swedish deliveries to Germany increased 96%. Sweden, for her own sake, is very much interested that Finland survive the war as an independent state. Now that Finnish prospects of survival have become gloomy, the Finns are being reproached for their obstinacy.

A stretch of some 200 miles in Northern Norway has been classed as an "invasion area". Homesickness is reported among the Germans in Northern Norway. The behaviour of German soldiers of the Wehrmacht continues to be comparatively decent, while the German S.S. tends to be aggressive towards the population, including the Quisling N.S.

The Danish Nazis admit that they constitute but two per cent. of the population. Anti-Nazi disturbances in Fredericia included breaking the plate-glass windows of a collaboratorist firm.

5. GERMANY

Opinion is divided as to the effect the dissolution of the Comintern will have on the illegal Communist Party in Germany. A former Social-Democratic member of the Reichstag, now in London, considered the dissolution of the Third International the second major blow against German Communism; the first blow was the Russo-German treaty of 1939. On the other hand, an observer near to the Austrian Communists, was unwilling to predict any adverse effects.

News comes that all Nazi Gauleiters recently met Hitler. One outcome seems to be a decision to comb out the lukewarm members within the National-Socialist Party.



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According to Transocean several million men have been newly recruited for the armed forces during 1943. Casualties have caused some independent thinking. Recently one young mother wrote the Schwarse Korpe, saying that if mothers fill the gaps caused by the war people will be able to plan another war in 20 years.

General Vlassov's army of Russians, Ruthenians, Ukrainians, Cossacks, Caucasians and troops of Turkish races, fighting for Germany against Russia, is claimed to number several hundred thousand men. The officers and N.C.Os. are Russian. It will occupy a status like that of Germany's other allies on the eastern front. It has already been active fighting partisans behind German lines.

Hitler has decreed that all foreigners of German blood who are members of the German armed forces, the Waffen-SS, the German police or the Todt Organisation, are to obtain German nationality. Fifty thousand Germans with foreign nationality (Auslandsdeutsche) are now under arms.

#### 6. POLAND

Although Germany is persisting in its policy of conciliating the Poles and separating them from Russia and Russia's allies, there is no indication that Polish resistance to the Germans is abating or that relations with Russia or Czechoslovakia have disintegrated further. From Poland come reports of the assassination by Poles of several German officers and civil officials, the firing of a German barracks, the derailment of German troop and freight trains, and of fierce fighting in the ghetto of Warsaw. No important change has been reported in Polish-Russian relations although the Germans have continued to produce new "evidence" of Russian guilt in the Katyn "massacres" of Polish officers. The Polish diplomatic mission has left Russia; the representation of Polish interests has been assumed by the Australian Legation in Kuibyshev. The Foreign Minister of the Polish Government-in-Exile, Count Raczynski, issued on May 25 a discreet reply to the Czechoslovakian Government's statement suspending negotiations with the Polish Government. He declared that a Polish-Czechoslovakian confederation would contribute to European peace and to Russian security and that it would never be directed against Russia; he affirmed the intention of his government

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to strive for its realization despite present difficulties.

#### 7. CZECHOSLOVAKIA

An official report on executions in the Protectorate during April indicates a continuation of active resistance among the Czechs. There were fifty-seven executions in April, bringing the total for the first four months of 1943 to 242. Forty-two of the fifty-seven victims in April were charged with illegal possession of arms, sabotage, or treasonable activities.

Slovakia and Roumania have signed a cultural agreement which has increased apprehension in Hungary that these two neighboring countries are drawing more closely together in order eventually to enforce their claims to Hungarian territory.

#### 8. SOUTHEASTERN EUROPE

In three countries of South-eastern Europe, Hungary, Bulgaria, and Greece, there are increasing indications of the strengthening of upper and middle class groups opposed to Germany. Except perhaps in Hungary, where there is a certain fear of Russia as a pan-Slav expansionist power, the dissolution of the Comintern has further strengthened these anti-German groups.

In Bulgaria leaflets have appeared urging the Bulgarian people not to let themselves be dragged by their government into actual warfare on the Axis side. These leaflets come, not from the usual communist source, but from an organization of reservist officers which may be the old "Damian" group brought to life again. "Damian" was anti-fascist, anti-monarchist, and a proponent of Balkan federation on democratic Western lines. There are continued rumors of a Bulgarian cabinet crisis, and notably, of the approaching dismissal of Gabrovsky, pro-German Minister of the Interior.

In Hungary, the newspaper Nepszava continues its openly hostile tone towards German minorities. It is reported that Marschall, an old supporter of Horthy known for his strong insistence on Magyar independence from German pressures, may be given a cabinet position. The openly Marxist - but not Communist - Left continues to be heard in spite of the suspension of parliament.

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In Greece, the resistance groups have arrived at a rough compromise which should enable guerrilla bands to fight better against the occupying forces. Each band is to operate within a given area, and is not to attempt to encroach on the personnel or territory of another. The deep-seated division between the monarchists and the republicans among Greek patriots still exists, but at the moment something like practical co-operation against the common enemy seems achieved.

There is, however, no open and public break in the official pro-German front which all the satellite Balkan governments are obliged to maintain.

#### 9. ITALY

Political developments in Italy during the past week were overshadowed by the campaign of intense bombing directed by the Allied Air Forces against the Italian islands. What effect a continuation of these tactics will have upon the Italians and their rulers remains to be seen. At the moment definite straws in the wind can be observed and they suggest that the Italians do not enjoy their experience any more than civilians of other countries who have gone through the same thing. Thus Gayda writes: "civilized man can only consider this development, which means the annihilation of great cultural values, and immense human misery, as a tragedy", and he affirms that the Axis did not wish it thus. The emphasis given to Bastianini's moderate speech last week is also indicative of the chastening effect of the new military situation. In an English broadcast during the week the Italians drew a comparison between the speeches of Churchill and Bastianini. While Bastian spoke of "economic and political liberty in the international field", while Churchill said "We have won the whole of Africa, which will never again fall into the hands of the Italians". A Swedish observer says the atmosphere in Italy is less oppressive than in Germany and the reason he gives is that the Germans feel that if the Russians are victorious the Germans would be obliterated from the face of the earth, while the Italians realize that if the Americans and the British invade they

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would treat the Italians honorably. Nevertheless, he writes, the Italians are still determined to defend their country.

#### 10. SPAIN

The unprecedented air raids on Germany and Italy have provoked the sympathy of the Spanish press and radio. Great concern is expressed over the destruction of the art treasures and the taking of the lives of non-combatants and a plea for a halt to these unchristian methods of conducting warfare is made by these, incidentally, who owe their present positions in Spain to the employment of German and Italian planes during the Civil War. This move may be taken as indicating the extent to which the air raids have affected the enemy.

London Office 11/581  
x 19  
x 12/20/43

OFFICE OF STRATEGIC SERVICES

INTEROFFICE MEMO

TO: General W. J. Donovan  
FROM: Francis P. Miller  
SUBJECT:

DATE: June 7, 1943

The Director of S. I. has asked me to report to you on personnel enroute for S. I. London. I attach a memorandum giving names of persons, with the positions which they are expected to occupy. The red asterisks indicate persons already in London. Among the other persons listed, three or four have not made a final decision but are considered likely prospects. The rest are at one stage or another of preparation for departure.

F. P. M.

Whitney H. Hayward

Attachment.

WJD. As bearing on your  
Telephone Co. last evening  
about getting people  
to be filed

SECRET

ADDRESS OFFICIAL COMMUNICATIONS TO  
THE SECRETARY OF STATE  
WASHINGTON, D. C.



DEPARTMENT OF STATE  
WASHINGTON



*London Division*  
*Mr. Mayer, Mr. N.*  
*Alexander*  
*Alexander*  
*State Dept*

In reply refer to  
FA

April 23, 1943

The Secretary of State presents his compliments to the Director of the Office of Strategic Services and acknowledges the receipt of three letters dated April 14, 1943 from Mr. William A. Kimbel, Special Assistant to Director, in regard to the assignment to London of Messrs. Edward A. Mayer and Sidney Alexander to report to the Economic Warfare Division, and Robert H. Alcorn to serve as Administrative Officer under the Director of the Office of Strategic Services.

The Department of State informs the Office of Strategic Services that those assignments have been approved and that appropriate instructions have been issued to the American Embassy at London.

*Dr. Langner*  
*St. Woodman*  
*Mr. Ziegler*



*JAH*

June 5, 1948

## PERSONNEL REQUIREMENTS FOR ADMINISTRATIVE HEADQUARTERS

S. I. LONDON PRIOR TO DECEMBER 31, 1948

Position	Rank	Person
Head of S. I. London	1 Colonel	
Executive Secretariat	1 Captain 1 Captain	Hayes
Registry		*Miss Hepburn
S. I. Liaison Desks		
Washington Desk	1 Captain	*(Kirkpatrick)
Stockholm Desk	1 Captain	Jensen
Bern Desk	1 Captain	Brittenham
Iberia Desk	1 Captain	
Algiers Desk	1 Captain	
Cairo Desk	1 Lt. Commander	
Field Liaison (Liaison Officers to be attached to field head- quarters when the E.T.C. becomes an active theater of operations.)	1 Commander 1 Lt. Commander 1 Lt. Colonel 1 Lt. Colonel 1 Lt. Colonel 1 Major	*Morgan (Commander) *Strawbridge (Lt. Comdr.) Hudgins (Major) Bulford (Major) Oriswold (Major)
Three Executive Officers		
Chief of Division of Intelligence Reports	1 Lt. Colonel	*Maddox
Chief of Division of Field Intelligence	1 Lt. Colonel	
Chief of Division of O.E.	1 Lt. Colonel	
Division of Intelligence Reports	(1 Lt. Colonel see above)	

SECRET

Page 2.

<u>Positions</u>	<u>Rank</u>	<u>Person</u>
<b>Division of Intelligence Reports (cont'd.)</b>		
<b>London Liaison Section</b>		
Polish Liaison Desk	1 Major	
Greek Liaison Desk	1 Major	Katek
Scandinavian Liaison Desk	1 Major	Huber
Italian Liaison Desk	1 Captain	*Mazzarrini
One Liaison Desk	1 Lt. Commander	
<b>Reports Dissemination Section</b>		
	1 Lt. Colonel	*Cresswell (Lt. Col.)
	1 Captain	*Marlin
	1 Captain	Horton
	1 1st Lieutenant	*Kirkpatrick
<b>Division of Field Intelligence</b>	(1 Lt. Colonel- see above)	
<b>Staff Officers</b>		
Recruiting	1 Captain	Malsey
Training	1 Captain	(Tyson) (Captain)
Projects	1 Major	*Lloyd (Captain)
Technical Equipment	1 Major	Gurfein (Captain)
Dispatch	1 Major	Gurfein or Lloyd
Air Transportation	1 Captain	Preeter
S.I. Protection Officer	1 Major	*D'Onch (Captain)
<b>Geographic Sections</b>		
<b>Northern Europe Section</b>	1 Lt. Colonel	Oxholm (Lt. Col.)
<b>Scandinavian Desk</b>	1 Captain	Carlson (Lieutenant)
<b>Baltic and Polish Desk</b>	1 Major	Makinsky
<b>Liaison Officer with Norwegians</b>	1 Lt. Commander	*Fossel (Lt. J.g.)

**SECRET**



Page 3.

**Positions****Rank****Person****Geographic Sections (Cont'd.)****German Section**

1 Major

Cole

**No. 1 Desk**

1 Captain

Linebarger (Lieutenant)

**No. 2 Desk**

1 Captain

Marx

**Low Countries Section**

1 Major

Borst (Captain)

**Dutch Desk**

1 Captain

Le Verge

1 Captain

**Belgian and Luxembourg  
Desk**

1 Captain

(Brittenham)

1 Captain

**Liaison Officer with  
Dutch and Belgians**

1 Major

de Vries (Captain)

**French Section**

1 Lt. Colonel

Arragon

**No. 1 Desk**

1 Major

O'Brien

**No. 2 Desk**

1 Captain

Lambert

**No. 3 Desk**

1 Major

Beau

**No. 4 Desk**

1 Captain

**No. 5 Desk**1 Captain (Technical Sergeant  
may be used)**Liaison Officer with  
Fighting French**

1 Major

Morise

**Labor Section**

1 Major

\*Pratt

1 Major

Dorfman

1 Captain

\*Shaw

1 Captain

Nunn

1 Captain

Jolis

1 Captain (Technical Sergeant  
may be used)**SECRET**

Page 4.

**Positions**

Division of C. E.

Country Liaison

Field Work

**Rank**(1 Lt. Colonel-  
see above)

1 Major  
 1 Captain  
 1 Captain  
 1 Captain  
 1 1st Lieutenant  
 1 1st Lieutenant  
 2 2nd Lieutenants

1 Lt. Colonel  
 4 Majors  
 9 Captains  
 6 1st Lieutenants

**Person**

Bastedo (?)  
 \*McDonough (Captain)  
 \*Durand  
 \*Pierson  
 Drake

**Recapitulation:**

1 Colonel  
 10 Lt. Colonels  
 22 Majors  
 39 Captains  
 9 1st Lieutenants  
 2 2nd Lieutenants

83 Army Officers

5 Naval Officers

88 Total

1 Commander  
 4 Lt. Commanders  
 5 Naval Officers

**SECRET**

Page 4.

**Positions:**

Division of C. E.

Country Liaison

Field Work

**Rank**

(1 Lt. Colonel-  
see above)

1 Major  
1 Captain  
1 Captain  
1 Captain  
1 1st Lieutenant  
1 1st Lieutenant  
2 2nd Lieutenants

1 Lt. Colonel  
4 Majors  
9 Captains  
6 1st Lieutenants

**Person**

Bastedo (7)  
\*McDonough (Captain)  
\*Durand  
\*Pierson  
Drake

**Recapitulation:**

1 Colonel  
10 Lt. Colonels  
22 Majors  
39 Captains  
1 1st Lieutenants  
2 2nd Lieutenants

83 Army Officers

5 Naval Officers

88 Total

1 Commander  
4 Lt. Commanders  
5 Naval Officers

**SECRET**

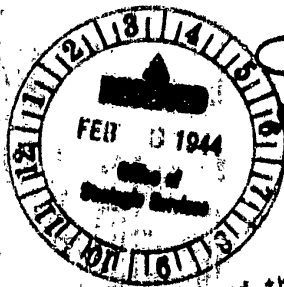
ONS (FORM 4001a)

**SECRET**

Date 2 Feb. 1944.

To: Col. Buxton.

The attached memorandum, for your signature, was drawn following Major Lee's suggestion that Colonel Richards might be requested to have the several Theater Officers regu- larly make a condensation of the incoming field reports for the Director or Acting Director.



*C. A. Bane*

C. A. Bane.



Office of the Secretariat

**SECRET**

(9159)

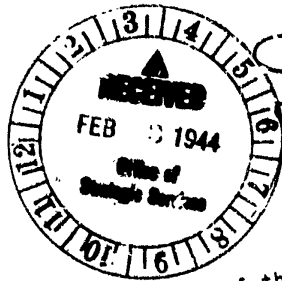
**SECRET**

Date 2 Feb. 1944.

OSS FORM 4001a

To: Col. Burton.

The attached memorandum, for your signature, was drawn following Major Lee's suggestion that Colonel Richards might be requested to have the several Theater Officers regularly make a condensation of the incoming field reports for the Director or Acting Director.



*C. A. Bane*  
C. A. Bane.

↑  
*BU*

Office of the Secretariat

**SECRET**

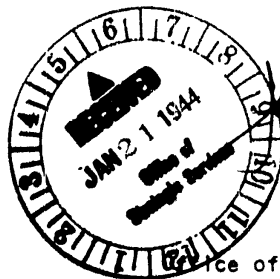
(9139)

OSS FORM 4001a

Date 20 January 1944

To: COLONEL BUXTON

With respect to the attached reports from ETO, there is attached a condensation prepared by the European Theater Officer for your information. If you approve, we will prepare a memorandum for your signature to Colonel Richards requesting that the several Theater Officers regularly make such condensations of incoming field reports so as to call to the attention of the Director matters in these reports which it is essential he should know immediately.



*See*  
*D. C. Lee*  
*Office*  
*Y. E. B.*

Office of the Secretariat

**SECRET**

(9139)

*London Office 112649*  
**SECRET**  
*X Condensations*  
*X Program Reports*

Colonel Richards.  
Acting Director.

1 February 1944.

I have noted with interest that the European Theater Officer has been preparing condensations of the reports received from the European Theater, pointing out those matters in the reports which seem to be important and of immediate interest.

I should like to request that each of the theater officers be asked by you to make such condensations of incoming field reports so that they may be called to the attention of the Director or the Acting Director those matters in the reports which are of importance and which the Director or Acting Director should know about.

If this would prove to be too burdensome, however, I am sure that you will let me know. However, such condensations will be of great value to the Director's Office.

G. Edward Burton,  
Acting Director.

Bane:rlc

**SECRET**

**SECRET***London Office, 110649  
X Casualties  
X Proxy Reports*CONDENSED FROM REPORTS OF PROGRESS  
Dec. 16-31, 1943

The SI Division of Field Intelligence has taken steps to organize with the British a joint War Operations Room which will decide (1) where the Sussex teams are to be sent, (2) their reception, (3) their equipment, and (4) where they will be "held" when trained. 100 French candidates were scheduled to arrive from North Africa during the first days of January. 18 SI staff members attended a staff training course from the 19th to 25th of December. Although Sussex training is limited at present by the lack of a sufficient number of assets, the program for emergency implementation can be put into operation to the extent of 12 trained teams during January, and by 1 April the full plan can be carried out. The use of helicopters was recommended for picking up and dropping agents but General Eaker did not feel them suitable. It has been suggested that Major Coste contact General Doolittle on this subject.

The SI Division of Reports Dissemination has been consulting with the appropriate officers in the OB Section of G-2, R&A, and MI6 in order to review the immediate interest and needs of their respective agencies.

X-2 has prepared a program for the emergency implementation of the SOE Plan and is ready to put this plan into effect for operations only in France any time after 1 January 1944 to the extent of a unit attached to FUSAG and a unit attached to one Army.

Since late December R&A has prepared weekly reports for Ambassador Winant dealing with general political, psychological and economic intelligence and, in its broader aspects, military intelligence from Europe. These are in addition to the weekly reports to the A.C. of S., G-2, ETCUSA, for Washington, and the G-2 political annex.

The Air Operations packing station at Holme is now under construction and will be ready for packing operations by 1 February 1944. Twelve

**SECRET**



SECRET

Liberators have been modified and an additional squadron of twelve planes was due early in January. No supplies were dropped during December because of inclement weather. The British will provide the supplies for Air Operations until 1 March 1944 and they have agreed to supply many additional items originally included in the list of requirements to be filled from the U. S. Arrangements are being made with SOE to have all supplies coming from the U. S. stored in a common pool for joint use in order to expedite distribution and alleviate double handling and administrative work. No supply problem exists except in connection with the radio receivers for resistance groups which the British are now unable to supply. These are being procured from Marine Corps stock in the U. S. by the Communications Branch, but before delivery the coils must be modified by the manufacturer. 2500 sets should be ready during February and the balance during March—a total of 5800. The original plans called for 2200 units by 1 March 1944 and 350 to 400 per month for the balance of 1944.

The American officers selected as Jedburgh leaders, and 60 Jedburgh W/T operators began preliminary training early in January. On February 1st all Jedburgh personnel will be assembled at Peterborough, the main Jedburgh training area. The 50 teams are scheduled to be ready for action 1 April 1944.

The Communications Branch reports Station Charles completed and in operation since 1 January 1944. Station Victor for communication with intelligence agent personnel will be completed and ready to operate 1 February 1944.

SECRET

**SECRET**

OFFICE OF STRATEGIC SERVICES  
WASHINGTON, D. C.

11, 013  
17100  
S. O.

*To Ellery Huntington  
I must you prepare a  
copy to  
I must retain*

March 26, 1943

*3/*

**MEMORANDUM**

TO: Colonel Donovan  
FROM: Ellery C. Huntington, Jr.  
SUBJECT: OSS - ETO

*3/30 - Cable sent.*

1. Just before I left London I suggested to David Bruce that it might be the better part of wisdom for OSS to consider attempting to get a fair size country place
  - a. As a refuge in event of severe bombing, and
  - b. As a possible operational and training center.
2. Aside from the fact that I am sure that at some date London will receive severe bombings at the hands of the Germans which may disrupt for many days transportation and communication facilities, we will have an increasing problem with respect to personnel involved solely on operations. We must also begin to give consideration to the housing of operational groups who are recruited either here or abroad for training and future induction into enemy occupied territories.
3. Dave agreed with me on the necessity for getting the country place of the type suggested and asked me to obtain for him your consent to the plan.

*EC*  
Ellery C. Huntington, Jr.  
Colonel, AUS

Shepardson Whitney 9721  
X Opica North Enterprise  
X London, U.S. (1942)

File ->

December 22, 1942

MEMORANDUM TO COLONEL DONOVAN:

While Shepardson is in Washington, you may wish to discuss with him his letter of November 19, 1942, copy of which is attached.

A.B.  
D. B.

**SECRET**  
OFFICE OF STRATEGIC SERVICES

C. Office of Strategic Services

A-1006

P United States of America

December 14, 1942

Y

American Embassy

London

BY AIR POUCH

November 21, 1942

**SECRET**

Dear David:

The other day at a staff meeting Mr. Phillips asked several of his colleagues here to prepare a memorandum bearing upon an inquiry which Mr. Phillips had just received by cable from Colonel Donovan: The inquiry requested comments concerning the preparation given by OSS to the North African enterprise, and further asked for a critique of it and recommendations for the future.

In response to Mr. Phillips' request, I submitted a brief note looking not so much to the past relation of London SA to this enterprise, but rather to the future.

I have not seen Mr. Phillips' letter to Colonel Donovan but I have no doubt that to some extent portions of my memorandum will be included in that letter. Nevertheless, I would like you to see it in its entirety because this particular point belongs to you also, and you may find in it some idea with respect to our future operation.

I myself see a great opportunity in North Africa to move straight into the operational theatre and incidentally an opportunity to bring under our control and supervision the various

- 2 -

**SECRET**

foreign intelligence services operating in that theatre.  
In fact, I think we have a unique opportunity which no one  
else can grasp of rounding up various such intelligence services  
and combining them with our own in a valuable way and in a way  
that should redound to the credit of OSS.

Very sincerely yours,  
/s/ Whitney E. Shepardson

Major David Bruce  
Office of Strategic Services  
Washington

A 1006

C  
O  
P  
Y

LONDON, November 19, 1942

To: Mr. William Phillips  
From: W. H. Shepardson

**SECRET**

The following comments might be given to Colonel Donovan from SA London in partial reply to his recent cable.

In London, SA has operated under certain disadvantages. Only for a short time has it been in a position to receive any production from its own sources, i.e. during the very few weeks while we had representation in Unoccupied France.

During the whole period since the first of June, we have only occasionally received a cable from Lisbon or from Tangiers, and the only cable communication we have had from Stockholm was one message sent by Professor Hopper to Colonel Donovan when the latter was here in June.

Information from Sweden therefore has proceeded directly and almost exclusively to Washington, and the same has been true of Portugal. It was of great advantage to this office that it did from time to time receive from France valuable intelligence at the same time that Washington received it. Thus, in several instances we were able to give to our own armed services and to the British S.I. very good and precise information indeed, more quickly than any other agency was able to develop it. This was particularly true of detailed, accurate reports concerning the physical damage done by American Flying

COPY

A 1006

- 2 -

**SECRET**

Fortresses on two of their air raids.

It has always been a question whether this office could or should conduct or supervise operations of its own from here. Until now on the whole the judgment in Washington has been that we do not have the facilities to operate services from London and therefore it has seemed best to leave such matters (where they have always been) in the hands of the geographic desks at home.

The situation in North Africa is quite otherwise. This is not British soil and therefore, with respect to operations based on that territory, it is not a question of asking British permission to establish our own physical facilities, nor is it a question of employing British physical means of placing agents on the continent, nor would we have to ask permission to fly British or American planes in our service from British air ports.

Not only are these factors which restrain our operations from England absent in the case of North Africa, but the operation is in theory and in fact primarily American, and is under American command. It would therefore seem logical and indeed highly desirable that we establish at a suitable point or points in our North African theatre our own intelligence service operating to and from the southern part of the European continent. It is a very well known fact that the services operating from the United Kingdom are in the last analysis bound to operate under British control. Sometimes that is exercised very forcefully, as has been true in their relations with the Fighting French. Sometimes

CQPY

A-1006

- 3 -

**SECRET**

it has been exercised less forcefully but with attendant difficulties nevertheless, as in the case of the Poles who have greater independence than do the Fighting French but nevertheless in the last analysis are completely subordinated to British Intelligence supervision. Sometimes the control is negative, inconspicuous and friendly, as in our own case. Nevertheless we are to a considerable degree conducting our affairs here in London on sufferance and from time to time events or comments have reminded us of our position.

Not only therefore should we establish our own substantial intelligence service operating out of North Africa in this American theatre of operational command, but following the situation which prevails in London we should bring all the intelligence services now operating or wishing to operate out of that territory under the same kind of supervision and the same degree of control as has been exercised by the British over foreign intelligence services operating out of the United Kingdom.

As here, so there. The precise relations with the different foreign services will differ according to circumstances, and without doubt we can establish and consistently maintain relations with British S.I.S. there as friendly and as profitable as they have been in reverse here. The principle, however, seems to me to be clear. It also seems to me a matter of major importance and I trust that it will be given serious consideration at the earliest possible moment.

W.H.S.



London Office 9617  
✓ Security  
✓ Service

December 20, 1942

MEMORANDUM

From: Colonel Donovan

To: Mr. Howland

✓  
Pass upon this report. I wish you would suggest to me what further might be done with us. Perhaps it would be well to read this in full to the Staff Meeting. I await word from you.

W.J.D.

**CONFIDENTIAL**

OFFICE OF STRATEGIC SERVICES

*London Office 9030  
Security Instructions*

**INTEROFFICE MEMO**

**TO:** Colonel William J. Donovan

**DATE:** November 9, 1942

**FROM:** Weston Howland

*W. Howland*

**SUBJECT:** London Office Security Instructions

Attached, for your information and interest, are the Security Instructions which were issued by our London Office.

It is the suggestion of the Security Officer, that anyone who is being transferred to London should read these London Security Office Instructions, in order to have a full knowledge of the regulations now in effect in our London Office before taking up their duties in that office.

Attachment

CONFIDENTIAL

CONFIDENTIAL

OFFICE OF STRATEGIC SERVICES

SECURITY INSTRUCTIONS

1. Personal security is simply a matter of habit: the habit of discretion and care, followed naturally and without thinking. Insecurity is therefore plain carelessness for a considered indiscretion would be treachery not insecurity. Thus it is the responsibility of each individual to train himself in secure ways.

The most secure person is the one who does not want to know, and does not seek to know anything which does not particularly concern him. This is not easy, because the most important secret items are often the ones with the highest curiosity value.

The habit of security must be thorough in all circumstances. If the enemy is going to try to obtain valuable information, it is certain that he will do it in the most insidious fashion so that one will least suspect it. Therefore, it is care in everyday routine and conversation where danger is least evident, that makes for the greatest security.

2. The first rule of personal security is an obvious one, and at the same time, a crucial one. Nothing that is learnt within the office should be spoken of outside the office. This applies to intelligence, to discussions of people, to any information whatever that was learned in or about the office. No one can presume to judge what part of the knowledge he may have is important or secret; it is the small bits of information that pieced together make up the intelligence of value to the enemy. One must assume that all one hears within the office is secret and not to be discussed.

A bad mistake that many people fall into is to assume that if they hear information from someone else or even read it in the papers that it immediately becomes a free subject that can be generally discussed. This is wholly erroneous. Important secret information does get out, does get discussed, does even get in the papers but is not recognized as being secret, is confused with other and contradictory statements, or is forgotten unless continually discussed.

- 3 -

5. Although we are not making an effort to hide completely the identity of our office, or the address, it is necessary to avoid making the office and the address conspicuous. The less notice that is given our address and location the less curiosity is aroused about our activities, and the more useful is our Embassy cover: we definitely consider ourselves an extension of the Embassy. Therefore the following is suggested:

- (a) TELEPHONE: Our Mayfair 8444 number should be considered an Embassy number. As such it can be given to anyone. When the Embassy receive calls for our people they refer them to Mayfair 8444 as another part of the Embassy.
- (b) MAIL: It is strongly urged that the American Embassy, No. 1 Grosvenor Square, be both our official and personal address; that the address 71/2, Grosvenor Street, not appear on stationery of any outgoing mail. Here again regular contacts will know of the address and dispatch riding mail can be delivered directly to the door. At the same time we have a regular messenger-courier service between the Embassy and our office so that mail will not be delayed if delivered to the Embassy. This applies not only to official and personal mail but also to domestic and foreign. (Our personnel are all registered at the Embassy). Copies of this notice will go to the several branches in Washington so that they will use the Embassy as an official address and it is strongly urged that for personal mail from the U.S. the Embassy address be used.
- (c) INTERVIEWS: Mr. Phillips' room in the Embassy, No. 104 is available almost any time during the day, - with prior word to his office - for interviews which should not be held in our own office. Alternatively, the person may be asked to call at the Embassy and when the Embassy dc man rings down to announce the arrival it can be requested that the visitor be directed to our office and he can be interviewed on the ground floor in room 11, 12 or 13.

6. The nature of the work: The important feature of individual security and discussion outside the office is that one should not appear to be doing secret work or arouse curiosity by appearing suspicious. For instance, it is most unwise to say that one is in "hush-hush" activities or in other ways invite further questions. Rather it is important for an individual to pass off any questions regarding his work lightly and yet not give anything away. For security purposes one should develop the habit of parrying indiscreet questions adroitly. The following may help in replying to questions about what you are doing.

Many casual enquiries can readily be passed off by answering that you are "working with the Embassy". This will satisfy people who have no connexion

London Office 8017  
New York

October 10, 1942

The Honorable  
C. Wendell Shaw  
Assistant Secretary of State  
Department of State  
Washington, D. C.

My dear Mr. Shaw:

Please refer to my letter dated July 15, 1942, in which you were requested to make certain arrangements with respect to Miss Kvaangelius Hall, detailed to the London Office of the Office of Strategic Services and to your subsequent acknowledgment and kind compliance with our request.

Miss Hall has indicated that she is desirous of participating in the War Bond Savings Plan by permitting this office to make a deduction of \$18.75 from her semi-monthly salary checks. As previously indicated, the amount of the retirement deduction for Miss Hall is being paid by our Washington Office of the Office of Strategic Services. It is, therefore, requested that effective October 1, the monthly payments for salary to Miss Hall be reduced to \$15.25. From October 1 on, the balance of Miss Hall's salary will be paid by this office in Washington.

Sincerely yours,

William J. Donovan

JA Stacey:amd

cc: Colonel Donovan ✓  
Mr. Woodring (London)  
Mr. Barnes  
Mr. Stacy  
Fiscal Office  
Mails & Files

*London Office 8677  
X 712 Bonds*

October 10, 1942

The Honorable  
G. Wendell Shaw  
Assistant Secretary of State  
Department of State  
Washington, D. C.

My dear Mr. Shaw:

Please refer to my letter dated August 6, in which it was requested that the Department of State, through the American Embassy in London, undertake the payment of Mr. Arthur O. Wurtmann's salary and expenses in the amounts indicated therein.

Mr. Wurtmann has indicated his desire to participate in the War Bond Savings Plan. Accordingly, in order that this office may comply with Mr. Wurtmann's desires, it is now requested that the net monthly payment of salary to Mr. Wurtmann in London be reduced to \$138.32. The balance of Mr. Wurtmann's salary, representing the amount sufficient to cover retirement deductions and bond pledge, will be paid by the Office of Strategic Services in Washington. It is requested that this arrangement take effect as of October 1, 1942.

Sincerely yours,

William J. Donovan

JAS:stacy:kmd

- cc: Colonel Donovan
- Mr. Woodring (London)
- Mr. Barnes
- Mr. Stacy
- Mails & Files

*London Office 8677  
War Bonds*

October 10, 1942

The Honorable  
G. Rowland Shaw  
Assistant Secretary of State  
Department of State  
Washington, D. C.

My dear Mr. Shaw:

Mr. James Kayler, an employee of the London Office of the Office of Strategic Services, now being paid entirely by the Department of State through the American Embassy in London, has indicated his desire to participate in the War Bond Savings Plan.

In order to comply with Mr. Kayler's wishes in this matter, the Office of Strategic Services will pay through its Washington Office that portion of Mr. Kayler's monthly salary which is required to cover his bond pledge and retirement. The net monthly payment to Mr. Kayler in London should be reduced effective October 1, to \$168.32.

Sincerely yours,

William J. Donovan

JA Stacy:md

cc: Colonel Donovan  
Mr. Wiedring (London)  
Mr. Barnes  
Mr. Stacy  
Mails & Files

London Office 8677  
X War Bonds

October 10, 1942

The Honorable  
G. McLeod Shaw  
Assistant Secretary of State  
Department of State  
Washington, D. C.

My dear Mr. Shaw:

Miss Dorothy C. Stevens, an employee of the Office of Strategic Services in London, England has indicated her desire to participate in the War Bond Savings Plan. In order that we may comply with Miss Stevens' wishes in this respect, the Office of Strategic Services in Washington will arrange to pay that portion of Miss Stevens' salary required to cover the amount of her bond pledge plus retirement deductions.

Accordingly, effective October 1, it is requested that the net monthly payment to Miss Stevens by the American Embassy in London be reduced to \$79.75.

Sincerely yours,

William J. Donovan

JW:ay:amd

cc: Colonel Donovan ✓  
Mr. Woodring (London)  
Mr. Barnes  
Mr. Stacy  
Mails & Files



London Office 8677  
X War Bonds

October 10, 1942

The Honorable  
C. Rowland Shaw  
Assistant Secretary of State  
Department of State  
Washington, D. C.

My dear Mr. Shaw:

Miss Cynthia James, an employee of the Office of Strategic Services in London, England has indicated her desire to participate in the War Bond Savings Plan. In order that we may comply with Miss James' wishes in this respect, the Office of Strategic Services in Washington will arrange to pay that portion of Miss James' salary required to cover the amount of her bond pledge plus retirement deductions.

Accordingly, effective October 1, it is requested that the net monthly payment to Miss James by the American Embassy in London be reduced to \$79.75.

Sincerely yours,

William J. Donovan

JAGstacy:kmd

cc: Colonel Donovan ✓  
Mr. Woodring (London)  
Mr. Barnes  
Mr. Stacy  
Mails & Files

London Office 8424  
X State Dept  
X Security

September 21 1948

Mrs. Ruth S. Shipley  
Department of State  
Washington, D. C.

My dear Mrs. Shipley:

Because of the expansion of our London office and its activities, our need for efficient secretaries is becoming acute. Competent American secretaries are unavailable in London. In circumstances of extreme urgency we have been able to obtain one or two secretaries through the courtesy of the British, but in so doing have depleted their already inadequate resources. We require without delay the addition of several secretaries who have been trained by actual experience in the work of this office. Accordingly I would greatly appreciate your assistance in expediting the issuance of passports for the following:

- Miss Louise B. Neplem
- Miss Mary Elizabeth Galvin
- Miss Margaret W. Evans.

Pursuant to your conversation with Mr. Kimbel, I am sending you herewith the following data concerning these applicants:

- Summary of F.B.I. Report
- Summary of Civil Service Check
- Record of experience with Office of Strategic Services
- Previous background and experience.

Mrs. Ruth E. Shipley

-2-

September 21 1942

I have made this selection on the basis of their particular experience and qualifications to meet the needs of our London office. I trust that you will find it possible to grant their applications early and favorable consideration.

Sincerely yours,

William J. Donovan

WAK:mf

London Office 8409  
 X military

January 7, 1943

MEMORANDUM TO COLONEL DONOVAN:

Any Army officer who is head of the London Office of OSS should not have a rank below that of full Colonel. His chief contacts are as follows:

1. With the American Ambassador to Great Britain, Mr. Winant.
2. With the American Ambassador to the refugee governments in London, Mr. Biddle.
3. With the head of General Eisenhower's G-2, General McClure.
4. With Admiral Kirk, Admiral Stark's Chief of Staff.
5. With the prime ministers of refugee governments in London.
6. With the head of the British Secret Service, Brigadier M.
7. With the head of British secret operations - one of the leading businessmen of England.
8. With the heads of foreign secret services, none of whom, so far as I know, are below the rank of Brigadier-General.

**CONFIDENTIAL**  
 OFFICE OF STRATEGIC SERVICES

-2-

In the course of his ordinary activities in London, the head of OSS, aside from the contacts heretofore enumerated, must deal with the heads of various British governmental departments, including the Director of Naval Intelligence, the Director of Military Intelligence and the Director of Air Intelligence, as well as with the Minister of Economic Warfare and various other cabinet ministers. His negotiations with the Foreign Office are usually carried on with the Undersecretary of Foreign Affairs.

He must have, for reasons that I need not enumerate, access to Prime Minister Churchill's personal staff representative, Major-General Ismay, and to the Prime Minister's civilian secretary, Mr. Desmond Morton.

In case the head of the OSS Office in London does not possess the rank of a full Colonel, it would be infinitely preferable that he be a civilian.

A.A.

David Bruce

CONFIDENTIAL  
OFFICE OF STRATEGIC SERVICES

8409  
London office  
military Set-Up

September 8, 1948

MEMORANDUM TO: Colonel William J. Donovan  
FROM: G. Edward Buxton  
SUBJECT: Attached Memorandum

I feel there is a great deal to recommend the suggestion made by Major Heppner and Captain Doering. Perhaps you will desire to explore this situation when you arrive in London, especially with Colonel Guenther.

The authors of the memorandum have made it clear that they are not suggesting anything which lessens the prestige of Mr. William Phillips as head of the Agency but are merely suggesting the appointment of an officer of rank to head up the purely military personnel and military functions concentrated in London OSS all under the general supervisory leadership of Mr. Phillips. Furthermore, the memorandum does not intend, in any way, to impose Colonel Guenther upon London SI which is independent of his activities.

*Ned Buxton.*

OFFICE OF STRATEGIC SERVICES  
WASHINGTON, D. C.

FROM: Major Heppner & Capt. Deering  
TO: Colonel Buxton

September 8, 1942

MEMORANDUM RE LONDON MILITARY SET-UP

Because of the recent reorganization which has occurred in Washington, an anomalous situation has arisen in London which may in the future cause great difficulties. S.O. as formerly constituted included all of the military operations of this office, namely S.O. and Guerillas. As the London representative of S.O., Colonel Gunther was working on both phases. The scope of his assignment has been greatly enlarged because of that fact, and at present he is sitting on committees which are dealing with high military strategy, both Allied and American. Much of this work has no relation to S.O. but is more nearly allied to the Guerilla side of our operations. As matters stand he has no authority to continue this most important work and in fact has no one to report to since much of it is out of the scope of Colonel Huntington's branch. Furthermore, it may be that Colonel Goodfellow's branch will be sending

SECRET

Colonel Buxton

-2-

September 8, 1942

representatives to London, which will result in a complication of the picture since our liaison channels with the American and British High Command are now set up and working smoothly.

To remedy this it is suggested that Colonel Gunther be placed in charge of all of the O.S.S. military operations in E.T.O. Under him he would have an executive officer and such other staff as is necessary to carry on the necessary liaison. In addition there would be attached to him representatives of the Guerillas and S.O. who would carry on the normal functions of both branches, under his command. It is suggested that on certain matters of high military policy which concern neither branch, Colonel Gunther would report directly to Colonel Buxton and Colonel Donovan.

RPH  
OCD Jr



London Office 9367  
Guards

Marines

September 10, 1942

To: Colonel Donovan

From: Fisher Howe

Guards

After you left on your last visit I took up the subject of Marine Guards with Admiral Kirk, and he said that the whole principle of whether Marines or soldiers were to guard the buildings was under discussion. As yet I have heard of no decision in this matter.

Meanwhile Colonel Guenther has obtained for us with great difficulty some M.P. Guards. There is always the threat that they will be taken away from us because of the shortage of M.P.s in London.

It would be helpful if the guarding question was finally settled and if we are to have Marine Guards the proper complement should be sent. It is believed that a complement of between 20 and 24 men would be necessary to guard our premises properly.

*F.H.*

OFFICE OF STRATEGIC SERVICES  
 INTEROFFICE MEMO

FROM: WILLIAM A. KIMBEL  
 TO: COLONEL DONOVAN  
 SUBJECT: TRAVEL TO LONDON BY PLANE

DATE: SEPTEMBER 15 1942

We have been urged by both Pan American Airways and American Export Line to send as many as possible of our representatives to London before October 1st. The northern route by way of Foynes will have to be suspended about that time because of weather conditions and presumably the southern route will still have to go by way of Lisbon, as per last winter.

The Lisbon route is not desirable at any time for military men because of passport complications. The State Department advises us that transit visas may require a minimum of two weeks.

The operating lines are considering the alternative of going from New York to Bermuda, thence direct to England, in order to avoid Lisbon, but it will require some time to establish this route.

*W. A. K.*  
 W. A. K.

cc: Colonel Burton  
 Colonel Goodfellow  
 Colonel Huntington  
 Major Bruce  
 Mr. Hugh Wilson  
 Lt. Beale  
 Mr. Baxter  
 Mr. Langer

*London Office 8553*  
*X J P W C*  
*Director*  
*X 7*  
*[Signature]*

OFFICE OF STRATEGIC SERVICES  
INTEROFFICE MEMO

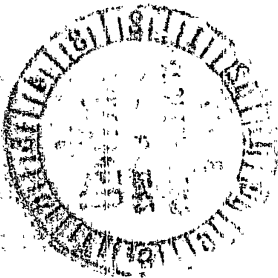
FROM: WILLIAM A. KIMSEL  
TO: COLONEL DONOVAN  
SUBJECT:

DATE: SEPTEMBER 8 1942

Whitney Shepardson asked me to report that to his knowledge the London office had never received a copy of the Directive which appointed you Director of the Psychological Warfare Committee, nor an indication of the make-up of this committee and its functions.

*WAK*  
*W. A. K.*

*This was sent by  
pouch*



Col. Donovan

London Office 5/3/39

X to Mr. [unclear]  
E. [unclear]MEMORANDUMSECRET

FROM: G. W. Barnes

September 26, 1942

TO: Captain G. G. Doering

I am in receipt of a copy of a memorandum dated September 16, 1942 from Mr. Watts Hill to Major Bruce which contains the following:

"Mr. Phillips also recommends, and it meets with the approval of Mr. Sheperdson and Colonel Gunther, that OSB authorize Mr. Sheperdson and Colonel Gunther to rent a flat containing sufficient proper accommodations for reasonable entertainment of such visitors as may be of benefit to OSB and their particular branches. Mr. Sheperdson is now renting such a flat containing living room, dining room, small kitchenette, two small bedrooms, bath and connecting hall. I understand that it is possible for Mr. Sheperdson to have a meal served in this flat on such occasions as he might care to entertain four or five officials. It was felt that an additional flat containing three bedrooms, living room, dining room and outside catering facilities would be of benefit. Mr. Sheperdson and Mr. Maddox would normally live in this flat and have a bedroom available for occasional visitors."

In accordance with Decision M-22307 issued December 23, 1941 by the Comptroller General of the United States, it was held in connection with funds allocated to the Coordinator of Information that:

"It appears reasonable to conclude that the funds here involved are available for expenses for entertainment if the use for that purpose is determined to be necessary in carrying out the purpose for which the funds were appropriated; that is, to provide for emergencies affecting the national security and defense. Accordingly, in specific answer to the question submitted, I have to advise that if it be administratively determined by you that expenses for entertainment are essential to enable you to collect information which may bear upon national security, the funds referred to in your letter supra for discharging such duties may be considered available for such purpose."

Captain C. G. Deering

- 2 -

September 26, 1942

You will note that the allocation letters of the Coordinator of Information did not specifically make mention of authority to make expenditures for entertainment expenses. The same terminology in the allocation letter generally appears in the allocation letter No. 42/3-18 dated July 3, 1942, and the funds therein provided came from the Third Supplemental National Defense Appropriation Act, 1942. I would appreciate an interpretation from your office, therefore, as to whether or not the Office of Strategic Services is still authorized to incur obligations for entertainment expenses, assuming of course the general rule that expenditures for entertaining individuals may be made only when authorized by statute and authorized or approved by proper administrative officers is complied with.

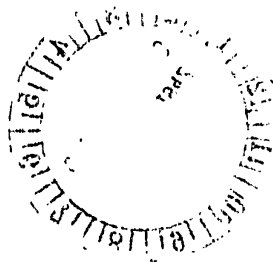
If such expense for entertainment is authorized, I would appreciate further a decision as to the availability of such funds for the renting of an apartment or flat for the purposes of entertaining. Likewise an expression as to whether or not the occupation of such quarters by government employees cancels their right to a per diem in lieu of subsistence or a fractional part thereof in view of paragraph 47a of the Standardized Government Travel Regulations as amended March 7, 1941, which provides:

"Not less than one-fifth of the authorized per diem rate will be deducted for each meal and/or lodging furnished without charge by a government agency."

I personally feel that this is a matter which, if legal, is still subject to the administrative review of the Director of the Office of Strategic Services, and I would appreciate your calling the matter to his attention for a decision as to his administrative policy after you have ruled upon the questions of legality mentioned above.

GWB:vap

cc: Colonel Donovan ✓  
John A. Stady  
Watts Hill  
Fisher Howe



*London Office 8140*  
*F. C. C.*  
*...*

August 29, 1942

Dear Whitney:

Dr. N. Leites of the French Section of the Foreign Broadcast Information Service of the F.C.C., who has been very helpful to us in the matter of Fighting French and other broadcasts, has now been assigned as head of the Analysis Section of the London Bureau of the F.C.C.

We are asking Dr. Leites to get in touch with you, since contact with him would undoubtedly be mutually helpful.

Very sincerely yours,

William J. Donovan.

Whitney Shepardson, Esq.  
c/o American Embassy  
London, ENGLAND

*WJD*

*London OFF. 2032*  
*X Budget*  
*X Howe*  
*Jee*

**MEMORANDUM**

**FROM:** Mr. C. W. Barnes **DATE:** August 29, 1942  
**TO:** Dr. James P. Baxter, III  
**RE:** Entertainment Expenses for London

Regarding Fisher Howe's memorandum of August 17 to you regarding entertainment expenses, in the 1943 proposed budget there was allowed \$24,000 for "the purchase of information", etc., which was intended to cover entertainment expenses. It is believed this figure may be excessive since it would appear that not over \$1,000 per month be allowed for the London office for this purpose, to be distributed under the supervision of the Director of the London office. I do not believe the request for \$30,000 could ever get through Congress.

Mr. Kenneth E. Woodring is going to go into the matter of entertainment expenses rather fully with the officials in the London office and we shall be governed by the decision reached at these conferences.

cc. Colville Donovan  
Cecil Austin  
Fisher  
K. H. Woodring



**OFFICE OF STRATEGIC SERVICES**  
XX

*London Office 5032*  
*X Budget*  
*X Howe, J*  
*Jill*

August 17, 1942

To: Dr. Baxter  
From: Fisher Howe

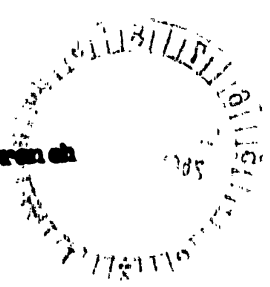
After the completion of the budget for the London office a question has arisen regarding the item of entertainment under 07 Other Contractual Services. We have it listed as "Entertainment allowances for 30 employees at \$100 monthly each.  $\$3000 \times 9 = \$27,000$ ." Mr. Phillips has asked that I send a further explanation and recommend that this figure be revised and entered at a far lower figure which will represent nearer the actual than the maximum.

This figure was arrived at as a maximum entertainment allowance on vouchered funds which would be available to the officer personnel of the mission in entertaining officially their regular liaison contacts. Of recent date the letters of authorization from Col. Donovan to the officers of the London office and the cables of designation sent by the State Department to the Embassy regarding these officers has stated that they will be permitted reimbursement for official entertainment up to a maximum figure -- usually \$200 per month if presented as a vouchered expense. On the basis that there would be approximately 30 officers in a position to receive this entertainment reimbursement, the figure was set at a nominal \$100 for each person, which raises the total nine months figure to \$27,000.

Therefore we urge that this item be reviewed and revised.

FH/ela

cc-James Murphy  
David Bruce  
Administrative Branch





*London Office 7976*

OFFICE OF STRATEGIC SERVICES

**SECRET**

INTEROFFICE MEMO

FROM: Francis P. Miller

DATE: August 19, 1942

TO: Mr. James R. Murphy

SUBJECT:

I promised this morning to send you a memorandum regarding the assignments of service officers to SA/B London. Before his departure, David Bruce gave me the following description of these assignments:

Major Harold A. Jones - British Coastal Command  
Major Jones is supposed to leave today. It is assumed that when Major Jones goes on another mission, another officer will be assigned to this post.

Commander Junius S. Morgan - Naval Intelligence  
Commander Morgan will wait until Major Bruce's return, and expects to leave around September 5.

Captain William H. Jackson - The R.A.F.  
Captain Jackson is expected to leave early in September.

Captain Stacy Lloyd - Military Intelligence  
A higher ranking officer will be assigned to this post and Captain Lloyd will work under this officer's direction.

I understand that Captain Lloyd's orders will not be put through until after Colonel Buxton's return, and we have had an opportunity to confer with Colonel Buxton regarding the matter referred to in Mr. Phillip's cable 12134.

In the meantime, you will wish to read cable 18141 from London which reached me today. You will note in this cable that Shepardson is very keen on having Commander Morgan, and expresses the hope that this appointment has been officially approved by the Joint Chiefs of Staff, and that Eisenhower and Stark will be notified in advance of Morgan's arrival.

*Francis P. Miller*

London Office 7790

*x Gachsd*  
*x Military*  
*x Messr.*

*File*

**SIGNAL CORPS  
UNITED STATES ARMY**

War Department Message Center  
Room 3441, Munitions Building  
Washington, D. C.

3

*acknowledged  
copy received  
cable will sent  
by message*

7

79

99 NA 80

Z MITCHELFIELD NY 111351Z

COL WILLIAM J DONOVAN

DIRECTOR OF STRATEGIC SERVICES 25TH & E STS NW WASHN DC

1 AF A 398 A PERIOD HAVE JUST RETURNED FROM NEWFOUNDLAND AND FOUND YOUR LETTER OF AUGUST SIXTH PERIOD CAPTAIN WILLIAM H JACKSON ARMY AIR CORPS HAS BEEN MADE AVAILABLE BY US PERIOD THE MATTER SHOULD BE TAKEN UP WITH THE OFFICE OF THE COMMANDING GENERAL ARMY AIR FORCES WHICH I UNDERSTAND HAS ALREADY BEEN DONE AFTER YOUR OFFICE CONTACTED COLONEL GLENN OF THESE HEADQUARTERS PERIOD IF THERE IS ANY DIFFICULTY IN YOUR SECURING HIM PLEASE LET ME KNOW

CHANEY

London Office 17790  
X Jackson  
Y Military  
Z Regiments

August 6, 1942

**CONFIDENTIAL**  
OFFICE OF STRATEGIC SERVICES

Major-General James H. Chaney  
Commanding General, First Air Force  
Mitchel Field, New York

My dear General Chaney:

You will recall that, when I was in London in June, I discussed with you the advisability of having an officer representing the Army, the Navy and the Air Corps, respectively, assigned to the Office of Strategic Services in London. My recollection is that you agreed in principle that this would be a useful thing to do.

The Navy has transferred Lieutenant-Commander Junius S. Morgan to me for such a purpose, and he will be assigned to our London office. Similarly, I am sending over Captain Stacy B. Lloyd as my representative from the Army. I am most anxious to have an Army Air Corps officer in a similar assignment.

It has occurred to me that perhaps you would be kind enough to permit me to have transferred to the O.S.S. Captain William H. Jackson, Serial No. O-900440, of the Army Air Corps. He is an Assistant S-2 at the headquarters of the First Bomber Command, 90 Church Street, New York

City. In civilian life, he was a lawyer, had a high reputation, and reported for duty with the Air Corps on March 6, 1942. If he could be spared from his present duty with that Command and transferred to me for the purpose that I have mentioned, I would be highly appreciative.

I trust that you will be kind enough to give this matter your consideration and advise me of your decision.

Respectfully,

William J. Donovan  
Director

BRUCE:cc

**CONFIDENTIAL**  
OFFICE OF STRATEGIC SERVICES

London Office 7584  
x Colman, H. L.  
x Steichen

July 29, 1942

**MEMORANDUM**

FOR: Colonel Goodfellow

FROM: J. R. Murphy

I have gone over the attached with Colonel Donovan and he approves the idea of trying to get Steichen commissioned and then sending him to London as an administrative officer. We need someone there very badly. Steichen has had a great deal of Government administrative experience, spent some time in this office, and I believe it would be a good idea to have a military man over there in that capacity. Do you think this could be accomplished?

London Office 7584

X Admin Officer

x Steichen

*[Handwritten signature]*

July 29, 1942

MEMORANDUM

FOR: Colonel Goodfellow

FROM: J. R. Murphy

I have gone over the attached with Colonel Donovan and he approves the idea of trying to get Steichen commissioned and then sending him to London as an administrative officer. We need someone there very badly. Steichen has had a great deal of Government administrative experience, spent some time in this office, and I believe it would be a good idea to have a military man over there in that capacity. Do you think this could be accomplished?

*[Handwritten signature]*

Jimmey

There isn't anything I can do at the minute on this.

*[Handwritten signature]*



THE JOINT CHIEFS OF STAFF  
OFFICE OF STRATEGIC SERVICES  
WASHINGTON, D. C.

London Office 7584  
Administrative Office  
X Steichen

July 24, 1942

MEMORANDUM FOR JAMES R. MURPHY  
FROM: CECIL W. BARNES *CWB*  
RE: ADMINISTRATIVE OFFICER FOR LONDON OFFICE

In order that the various administrative services in our London office may proceed with the minimum of delay and Fisher Howe relieved of such details to permit him to serve as Assistant to the Director of the London Office I believe we need an Administrative Officer in London. Memoranda from Mr. Fisher Howe support this belief as being a necessity.

Apparently we have no individual in our Washington office who would be interested in the position in London at the salary offered who might be qualified to handle all phases of the administrative work.

I would like to suggest, therefore, that consideration be given to the possibility of securing a commission for Mr. Nick J. Steichen, formerly Fiscal Officer for the Coordinator of Information, now in the U. S. Army at Scott Field, Illinois.

Mr. Steichen was born November 18, 1915 at Pearl Lake, Minnesota, and has legal residence at Watertown, South Dakota. After graduation from Watertown High School, Watertown, S.D. he attended Watertown Business College and later Northern Normal College at Aberdeen, S. D. but did not secure a degree. After arrival in Washington he attended Georgetown University, Washington, D. C. and studied Business Administration and Accounting.

Mr. Steichen was first employed by the Government in May, 1935 and had a record of continuous employment with the U. S. Department of Agriculture as an auditor and accountant through September 28, 1941. He began work at \$1440 per annum and was making \$2600 per annum when he left the Department of Agriculture to accept employment with the Coordinator of Information as Sr. Admin. Asst., CAF-9, \$3200 on September 29, 1941. On February 16, 1942 he was promoted to the position of Administrative Officer, \$3600 per annum, and served as Fiscal Officer during the entire period of employment with the Coordinator of Information.

Mr. Steichen was inducted into the U. S. Army at Ft. Myer, Virginia on April 7, 1942 and is now stationed at:  
34th. T.S.S. Sp.  
Barrack 729  
Army Air Force  
Scott Field, Illinois.

I would appreciate your discussing this matter with Mr. Opsata to get his reaction to the proposal.  
cc: Mr. James B. Opsata

OFFICE OF STRATEGIC SERVICES  
Washington, D. C.

Case No. 066 7331  
\* H...  
Eg...

July 16, 1942

Mr. Fisher Howe  
Coordinator of Information  
c/o American Embassy  
London, England

Dear Mr. Howe:

This will acknowledge your memorandum of July 6, 1942, transmitting requests for supplies and materials desired for your new office.

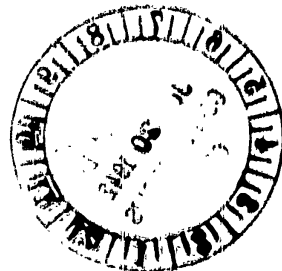
Action on your Requisitions is being temporarily withheld pending establishment of funds, a study of the required personnel, and possible sources of supply. You may be assured, however, that your needs will be given every consideration. A few of the items desired will of necessity be deleted from the Requisition due to recent conservation orders restricting their manufacture. Likewise, it may become necessary to reduce the quantity of supplies desired as our stockroom capacity has been reduced.

Very truly yours,

(s) C. W. BARNOR  
Chief, Budget and Finance Division

*Cc Murphy*  
*Opatt*

*JLD:mew*





*London Office 7076  
x Military Personnel  
x Gen. Chaney*

**MEMORANDUM.**

June 22, 1942.

To: Colonel Donovan.  
From: Fisher Howe.

*Gill*

I understand that by the President's order all military personnel within the United Kingdom with the sole exception of the Military Attaché's office are under General Chaney and are responsible to him.

It may be that you have already talked with General Chaney about this so that any military personnel assigned to us will have whatever independence you want them to have, but if not perhaps this is a matter that should be taken up.

FH/mm



informed and carefully instructed from Washington as to the status of the London office of O.W.I. and especially in connection with its use of a cipher system over the Embassy's direct cable from here to Washington.

On question No.3 - space - it is true, I believe, that a large proportion of the work done here in London was and is F.I.S. work, so that it might be reasonable to consider that in the division of facilities the present London quarters would go to O.M.I. after O.S.S. has acquired a building outside the Embassy. If this is the decision reached in Washington, our present quarters will be satisfactory if we do not expand too rapidly. There are few available rooms in the Embassy and here again what will require rather careful investigation from Washington if we are to get additional space within the Embassy.

It is highly desirable to locate our quarters within the Embassy both from a security point of view and also for many other reasons.

...occupy two small...  
...to keep the two offices close together...  
...his staff are extremely crowded and most anxious to get...  
...combined...  
...most urgent for we must have an administrative officer...  
...fully authorized to certify on behalf of O.W.I. in London...  
...cannot...  
...I...  
...administrative...  
...and...  
...there...  
...we...  
...distribution of...  
...surely...  
...the...  
...bulletin...  
...and the Embassy's Radio Bulletin which is mimeographed and...  
...one of the...  
...others hired.

- 3 -

Clerical, stenographic, and office employees will have to be found to take the place of those transferring to O.S.S. This presents no serious problem at the moment except that arising from the absence of authority to proceed and from the absence of funds and a certifying officer.

I hate to burden you with all these details. I hope you have found a good administrative officer who will take over from you and that he will send a representative to London on the first plane. Fisher Howe apparently believes the actual physical division of the two offices will take place very soon. In any event, the sooner we are prepared to start out on our own the better for all of us.

While on the subject, I suppose you are thinking of sending over some new F.I.S. staffers. Morris Gilbert and Ted Olson are anxious to visit America and I believe they are morally entitled to a leave. I expect to be replaced some time this summer and I hope that you will be able to select a good German regional man to send over here soon. Not knowing your plans, I can only suggest that the more of our higher level news, radio and planning people who can visit London for a short while, the better for us and for our relations with the British. It would be very useful, for example, to have Joe come to London for a month or so, and F.W.E. would be delighted if Percy were to return and take over his old job. Again, please accept my sincere apologies for writing at such length on such an uninteresting subject.

Sincerely yours,

(Irving Pflaum)

London Office 7470  
X House  
X 223  
X 052  
Via London

BY AIR ROUTE.

June 23, 1942.

Mr. Robert Sherwood,  
Office of War Information,  
Washington, D.C.

Dear Bob,

The separation of O.W.I. from O.S.S. presents major administrative problems in the London office which I believe you will want to take up immediately for until certain steps are taken O.W.I. in London is rather left hanging.

Of the personnel of the London office there are many who will automatically go with O.W.I.; Gilbert, Olsen, Lerner. Irving Pflaum will, of course, communicate with you himself about his plans. The secretarial staff for them includes presently two English girls.

The other major questions that present themselves are:

1. Communications. - The cipher system will naturally fall to the O.S.S. That does not exclude the O.W.I. use, of course, but whatever arrangements are made for joint use I dare say will be made in Washington.
2. Accounting. - Presently I am the only certifying officer and it is assumed that my prerogatives will fall naturally with O.S.S. Here again we will be able to continue accounting and paying for O.W.I. pending whatever arrangements are made in Washington. I assume you will want to send over an Administrative Officer who can handle the accounts and run the office for your O.W.I. people.
3. Space. - The Colonel has given me the following Directive on space; we are to look for anget a building outside the Embassy building which will house all of the O.S.S. in London. This will be equipped with guards and all facilities comparable with the Embassy establishment. At the same time

he/

- 2 -

He has asked that we keep the office space within the Embassy which we now have which comprises some nine or ten rooms and which he believes will be essential to O.N.S. functions and will probably be used for administration and possibly for cipher room since the cable head is in the Embassy itself.

I have written this letter and presented these problems after discussing them with Irving. The purpose is naturally not to precipitate immediate and hurried decisions but to indicate what decisions will have to be made regarding the London office and this separation.

Always with kind personal regards,

Fisher Howe.

FH/UM



*London Office 1049*

*Functions  
USRUC*

June 28, 1942

MEMORANDUM FOR: COLONEL DONOVAN  
FROM: MAJOR BRUCE

The arrangements made by the SIS Branch of the OSS in London, were as follows:

(1) This Branch of the OSS London will collect strategic information for OSS Washington from the Intelligence Services of refugee governments resident in London.

Polish, Czech, Norwegian and Dutch Services have already been contacted.

Belgian, Free French, Yugoslav and Greek sources will shortly be contacted.

Satisfactory clearance in this regard has been made with the various British interested authorities.

Clearance in this regard has been made with the Ambassadors Winant and Biddle.

(2) This Branch of the OSS London will collect from the British Secret Intelligence Service, the latter's secret information received by it from all sources whatsoever.

(3) This Branch of the OSS London will collect such strategic information from the British Foreign Office, strategic or otherwise, as OSS London wants for OSS Washington, and the U.S. joint Chiefs of Staff. We have been told that we may examine material of various classes and categories at the Foreign Office, indicate what types of material we wish to continue to see, and have access to it at all times.



(4) Arrangements have been made for this Branch of the OSS London to collect such information from British Military, Naval and Air Intelligence as would be pertinent to the activities of OSS.

(5) This Branch of OSS London has established a definite contact with the Intelligence Officer of the Ministry of Economic Warfare, and will have access to the material in his possession.

-----



*London*  
*Winner, Percy*  
*\* Personalities*  
June 8, 1942 - *Right* 6836

MEMORANDUM FOR COLONEL DONOVAN

FROM: Percy Winner

SUBJECT: Notes on personalities and problems in London.

One of the persons in the entourage of the Prime Minister who can be helpful is Major Desmond Morton, political secretary to the P.M. Despite the name, he has no Irish connections and is rather sensitive on the point. He is a staunch conservative and a lay Catholic with excellent connections with the Cardinal and the hierarchy. He fancies himself as a great expert in psychological warfare and acts as a behind-the-scenes contact man in all compartments of psychological warfare. He is a focal center for gossip and although not brilliantly intelligent has a keen mind intuitively and an awareness of how to deal effectively with contrasting personalities. He has a special interest in France and tends to be rather anti-French or at least impatient with DeGaulle and the complex French intrigues in London. He lives with and is extremely friendly to Lieutenant Colonel Nigel Sutton who is head of the French section of PWE. Morton was extremely cooperative with us in the early days but has tended to become rather cool of late.

Ismay and Swinton who also were very helpful to us in

-2-

the early days have of late broken off their contacts because they carry out their liaison on American matters directly with the military people.

Eden has of late shown increasing interest in and sympathy to political warfare affairs. At the Foreign Office Strang and Mack are also friendly and helpful.

In connection with the Foreign Office, I feel it important to call attention to Winant's sensitivity about his role as the "sole representative" of the Government of the United States. With London full of all sorts of American officials and high ranking officers of the armed service, Winant has been pushed around a little. Hence rather careful consideration of his sensitivity and strict observance of protocol in dealing with the Foreign Office would probably be helpful. Another reason for watching one's step in this connection is the presence at the Embassy of a number of minor officials who take every opportunity to run down the COI. They can do us a lot of harm, and anything which tends to disarm their criticism will help us in the long run.

Naturally I shall make no comment at all on military men and affairs. The only ones directly within our province are Brigadier Dallas Brooks, Brigadier Gubbins, and Brigadier Menzies. Brooks, an officer of the Royal Marines, is the member of the PWE Advisory Committee who maintains liaison with the Chiefs of Staff. He is a formal, rather stuffy, not overly bright

-4-

connections he is especially interested in Scandinavia but his particular interest at the moment is Latin America where he feels the United States is doing a very poor job. Baker Street is a beehive of intrigue, a considerable amount of which has not helped our work or representation. Glynn is an able worker but Leonard and Meama who act as liaison with us on routine are lightweights.

The real danger area is the Ministry of Information which for a long time fought a running battle against SOE (which has by no means ended) and which is now trying to undermine PWE. Bracken who still has the Prime Minister's confidence is able but more ambitious than able. He knows domestic affairs in England, and perhaps the Empire too, very thoroughly but is totally ignorant about European and Asiatic affairs and has very odd and unsound notions about the United States. His quarrel with SOE and PWE goes back to the days when the most aggressive member of the Standing Ministerial Committee was Dalton who also ran SOE. The removal of Dalton from the field of political warfare has helped matters but while the Bracken-Dalton feud was going on it was so intense that MOI men and SOE people were not permitted to talk to one another. Sir Charles seems to get along better with Bracken and the SOE aspect of the feud is not as intense as it was. Still it should be kept in mind because the limits of authority and the boundaries of operational interest between MOI and SOE have not yet been clarified. Technically SOE should no longer have anything

-5-

directly to do with propaganda but in fact it continues to operate for PWE which has no men in the field and also to do the "black" work in MOI territories. The role of "G" is very much in question at present, at least in regard to his activities outside the directly "security" field. A real effort seems to be underway to blast him out of his present position. At SOE the Keswick brothers and Lord Glenconnor are quite good. Lcrd Gage is very poor.

Bracken has shown little interest in PWE since the Standing Ministerial Committee was abolished and he was given administrative control over PWE. He visited the "Country" only once and has not been seen at Bush House. His good will, however, was indicated by his putting pressure on Air Marshall Harris to get aircraft for PWE leaflet work.

The man really dangerous to us at MOI is Radcliffe, the Director General, who not only has been trying to squeeze PWE to the wall but has been openly sabotaging Anglo-American relations in the field of propaganda, partly because he is sincerely anti-American and partly to wreck the pioneer work in Anglo-American cooperation successfully carried out by PWE. Radcliffe feels there can be no basis for operational liaison between the propaganda agencies of Britain and America because of fundamental and irreconcilable differences in policy. Radcliffe's primary interests, apart from the British Empire itself, are in neutral countries, particularly Argentina, where

-6-

he devotes his activities to the most real kind of Anglo-American competition. He feels that the interests of the countries basically conflict in almost all the neutral countries. It would be valuable to conciliate him, if possible, especially by giving him the impression that he is considered the typical "strong silent man" whose absence of social graces is compensated by great virility and ability. The man who really runs foreign operations at MOI is Kenneth Grubb, a former Protestant missionary who spent many years in Brazil. He is remarkably able, ruthlessly fanatical, with a real intuitive genius for intrigue and semi-subversive work, especially in Brazil and elsewhere in Latin America. With a very small budget he does many times better in this field than the Rockefeller people with their large budget. Grubb can and should be flattered. He can do great harm unless he is won over.

Grubb was trained intellectually for the task of transferring his activities from selling God to selling England by his close friend, Rae Smith, an American, former European head of J. Walter Thompson, who is perhaps the most brilliant idea man in the whole British political warfare set-up. Smith practically created the "planning system" in its present form and when he was a member of the PWE Planning Board now defunct. Smith has resigned from PWE and now has some sort of vague connection with MOI. He fears that PWE has gone into a decline which can be arrested only if America takes vigorous initiatives in this

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field. I believe his views are sound in essence though he has personal grievances, and that he should be consulted. A second member of the former PWE Planning Board, and a former employee of Smith at J. Walter Thompson is John Barry, an Australian with Communist leanings who is now also at MOI.

The real knock-down and drag-out fight is now between PWE and MOI. Two big considerations are being used as the leading ground for a final show-down which may profoundly affect not only political warfare but the fundamental relations between London and Washington. These considerations are (a) British propaganda representation in the United States; (b) allocation of operational spheres and authority in the Far East. MOI wants control in the United States. Its plan is a three-man board under the nominal chairmanship of Butler but really under MOI domination with the weakling Rex Heeper representing PWE and Grubb or Vernon Bartlett representing MOI and without autonomous independent PWE representation. In the Far East where PWE has technical authority but where MOI has the operational personnel MOI is trying to wreck the PWE arrangements with us, made during the Bowen-Lyon visit, in order to take over complete control itself. Far Eastern political warfare operations are run by a committee of the Foreign Office under the chairmanship of Brigadier Brooks. By temperament Brooks is the type which will play the winning side and he cannot be depended upon to defend

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PWE to the last ditch. The mission of Ashley Clark to America, with its plain overtones of sabotage, further confirms this view of the situation.

Two elements emerge: (a) a struggle for power between MOI and PWE, (b) a conflict on the issue of cooperation with the United States. The first problem bears some resemblance to recent developments in the United States - the difference of opinion between the proponents of the "white" and the "black".

At the present moment it looks as though MOI might win the struggle for power which, it should be emphasized, is not a direct conflict between Bracken, as the head of MOI, and Eden as the Minister responsible for policy and over-all operations of PWE. The real struggle is on the lower level between Radcliffe and his opposite number at PWE, Bruce Lockhart, the Director General. Even this is not a fair and accurate statement because Lockhart seems to be allowing Radcliffe to win by default. So the struggle boils down to an intrigue by Radcliffe and Grubb, with the passive connivance of Lockhart, to knife Bowee-Lyon who is suspected of having personal ambitions, even that, fantastic as it may seem, of wanting to replace Halifax as Ambassador to Washington.

Lockhart is essentially an "outside operator" with no real sense of executive or organizational work or loyalties. He once was an extremely aggressive person but for various reasons

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including his "personal habits", he is a shell of the man he formerly was. He was named to his post in order to remove the confusions and the ineffectiveness of a three-man board made up of himself, Leeper and Brooks. In fact, he has shown himself to be weak and unable or unwilling to take over effective control. He depends slavishly on Eden and tries to build up his strength by undercutting the strength and authority of his former colleagues. Brooks has been brought inside the Foreign Office pattern. Leeper has been by-passed and the "Country" over which Leeper presides and which is the source of most of the operational strength of PWE, particularly in "black" work, has been greatly weakened. The only remaining pretender to the throne is Bowes-Lyon.

There are many indications that Lockhart intends to send Leeper to America (which would be a disaster from our point of view) and to replace him at the "Country" with Bowes-Lyon, which would remove him from active competition. Among examples of Lockhart's tactics is the fact that he pigeonholed Bowes-Lyon's ad interim report from Washington, did not show it even to Leeper and let it be assumed that Bowes-Lyon was merely idling and sending in no material from America. Lockhart also disregarded Bowes-Lyon's requests for cooperation when he was in America and apparently did everything he could to interfere with the success of the mission. Then after Radcliffe had returned to London and at a big official



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meeting accused Bowes-Lyon of all sorts of shortcomings including "irresponsibility", Lockhart completely failed to back up Bowes-Lyon or even to defend him. I do not think Lockhart is motivated by personal animosity. He merely is an essentially weak man trying to nip in the bud all possible competition.

I strongly suggest that although Lockhart is of the same rank as Radcliffe, he should be treated in quite a different manner. For the basic PWE relationships one should go over his head directly to Eden and Bracken. Obviously we can take no stand in these personal intrigues but it seems to me that we should strongly favor independent PWE representation in the United States and point out the importance of strengthened SOE authority and operational independence. We can greatly help if we can provide proof to all concerned that COI and FIS have real authority in this country, that they are going concerns, and that purely temporary and superficial uncertainties on an organizational basis have nothing to do with the fundamental conviction of President Roosevelt, the State Department and the Chiefs of Staff that both political warfare itself and close Anglo-American cooperation in political warfare are vital necessities.

At PWE Lockhart has lost touch with the senior policy making and operational executives all of whom support Bowes-Lyon. These men include the entire "Country" personnel. Among them are Walter Adams, able and intelligent general secretary, Tom Barman, naturalized Englishman of Norwegian origin who is Bowes\*

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Lyon's deputy, Sutton and Crossman, the heads of the French and German sections.

Another person who plays a role is Ivone Kirkpatrick, a Foreign Office man formerly a leading "appeaser" who is now political controller of BBC for foreign broadcasts. He is also a member of Lockhart's Advisory Committee. In the past he has shown many signs of lack of good will toward us or rather toward America in general. In common with Brooks and Sutton, however, he is of the traditional civil service type which yields unquestioningly to higher authority. I believe a strong line should be taken toward him.

The most important problem in London in general is to repair the damage done by vigorous rumor-mongering against the COI. In this task Winant can be of great help. The British are formalists in administration and I think the more formal the basis of any discussions the better will be the impression created all around. In the same way things should be kept on the highest possible hierarchical level although personal visits and contacts to the operational centers would effectively supplement the high policy discussions.

The accusations which have done COI most harm are that it does not have independent authority, it is impermanent, it lacks the support of the State Department and of the Chiefs of

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Staff. For this reason contacts of the highest ranking COI official with the top men in the British armed services, arranged for and participated in by the top American armed service men in London, would be enormously helpful. Nor does it matter if these contacts are nothing more than courtesy calls.  practical operational problems mostly concerning FIS include:

- (a) effective exchange of policy and operational intelligence.
- (b) cooperation in leaflet activities.
- (c) provision by FIS of wireless transmitters for British use.
- (d) clarification of cooperation in the Far East.
- (e) permanent establishment, with clear definition of authority and function, of liaison organizations in London and Washington.
- (f) reexamination of the role of "G" and of the part to be played by SOE as a link between PWE and FIS in the United States.

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Following are some brief notes on these problems:

A. During the formative period from last November until quite recently our London office sent to Washington and New York a large number of messages containing PWF and MOI policy and operational material and other messages calling for cooperation on specific points. The response to the request for cooperation was extremely inadequate. At the same time FBI did not reciprocate in providing its own policy and operational material. All of this was particularly noticeable in the field of intelligence. Part of the fault lay with lack of tight and coherent organization on our side and general inefficiency in the communications system which prevented requests from reaching their proper destination. Suggestions were made that a "London desk" be created in Washington or New York to handle these matters but nothing ever came of it.

The time has now come for real reciprocity. We cannot continue to ask for British material without furnishing our own. We cannot enjoy the advantages of cooperation without showing both our good will and our ability to supply British needs. It is vitally important that we achieve proper systematization of the intelligence exchange. This may call for the appointment of an intelligence liaison officer in New York to handle all outposts with a subordinate entrusted with doing nothing except dealing with London. These men must have authority, first, to see that incoming messages are quickly and effectively turned over to

-1.-

their proper destinations; second, to see that action, either negative or positive, is taken on each request; third, to see that directives and other policy material is put together in a manner to meet London's needs and forwarded to London quickly and regularly.

B. PWE has prepared for us five U.S.A. leaflets and had them dropped by the RAF. It has also prepared many other leaflets which to all practical intents and purposes have been American. These too have been dropped by the RAF and in some cases distributed through subversive channels. This work represents time, energy and expenditure. We have done nothing in return.

The time has come to make careful preparations for our own preparation, printing and distribution out of England by American aircraft not only of U.S.A. leaflets but of some British leaflets.

Plans should be made at once. Temporarily PWE is equipped to handle the preparation and printing. Hence the first need is for American aircraft. Later on the larger problem must be faced.

C. Confusion about arrangements to provide the British with American wireless transmitters has had unfortunate consequences. Through a misunderstanding PWE has lost an important internal political tug of war with MOI on this question.

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Everything possible should be done to remedy the situation. If we cannot provide the six medium-wave 50 kilowatt transmitters PWE promised the British authorities, we should at least take the formal responsibility for the misunderstanding which has prevented their delivery.

Quite apart from this aspect of the situation, we cannot expect the British to continue rebroadcasting our material to Europe unless we do something to improve and augment our broadcasting facilities. Bad feeling has been created, for example, by our insistence that "reserve platters" made of aluminum must be returned to America after use by BBC. It may seem a small point but the British are annoyed since they, with a shortage of aluminum greater than ours, have provided large numbers of platters for our rebroadcasts.

The whole question of rebroadcasting needs careful re-examination in the light of new conditions. The rebroadcasts were arranged for at a time when long and medium waves were better received than short waves by European listeners. This is no longer true. Only short waves seem to get through with any regularity and clarity. Moreover jamming is worse on London programs than it is transmitted directly from American stations. It is not suggested that the rebroadcast be abandoned but that this alteration in the situation be taken into consideration in a general reexamination of the whole problem.

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D. In regard to the Far East, our formal arrangement with PWE, made when Bowes-Lyon was in America, is now jeopardized by the internal struggle between PWE and MOI. Since we shall be doing most of the work in the Far East we should make sure that we are dealing with the agency which has the real authority and power to speak for the British Government in that area.

E. It is probable that permanent establishment, with clear definition of authority and function, of liaison organizations in London and Washington must await further clarification of the propaganda set-up in both cities. Nevertheless, while waiting, we should prepare the way by improving our operational liaison in both cities.

F. The impression is current in some quarters in London that an effort is being made to push "G" out of the propaganda and political warfare picture; and that he and his staff in America are resisting this by carrying out raids into provinces other than their own. There is no doubt about the fact that the large masses of valuable operational material which were turned over to the British through "G" never reached their proper destinations in London. It also seems true that the indiscriminate and unsystematized alternation between our own and the "G" channels of communication of political warfare as opposed to subversive material has made for confusion and inefficiency.

To J. Murphy.

Jice  
London Office  
6958  
X Personnel

**LONDON OFFICE**

**K**

Whitney Sheperdson

**FIS**

Irving Pflaum - senior FIS representative  
liaison with PWEE (Axis countries)

Morris Gilbert - liaison with Ministry of Infor-  
mation (neutral countries and  
Far East)

Ted Olson - news editor - American news letter  
and press cables in and out

Harry Lerner - Monitoring reports

(Peter Rhodes - FCC monitoring rep. with four  
assistants who work within our  
office)

**R & A**

John Wilson - temporary in London returning this  
week. Assigned to

a) rep. on JIC here

b) special reports on Ministry  
of Economic Warfare methods  
and scope of intelligence

Allan Evans - permanent R & A representative -  
obtains documents and material  
for R & A, also carries out  
Interdepartmental Committee's  
microfilming projects



London Office 6/158  
 x Transmitted  
 16 - 7

Personnel in London office:

Ed Aronhime - Clerk, American

Dick Balderson - Messenger, English

Miss Cynthia Ruston Mrs. Stanton, unusually competent secretaries, both English. Miss Ruston works for Howe, and on general administrative activities. Mrs. Stanton, formerly Whitney's secretary now divides her time between Wilson and Evans.

Crook and Dellaviland are chauffeurs. English

Allen Evans succeeds Wilson (who is returning to America) as permanent liaison man for R and A. He works with the Ministry of Economic Warfare, J.I.C. and other sources.

Frick, Kaylor and Harlan are code clerks. Americans

Fisher Howe administrative and certifying officer.

Theo. Olson is press officer, handling daily news letters from America to London and through London to Stockholm, Cairo, New Delhi, Dublin, Daily British press survey and other "open" intelligence exchanges.

Irving Pflaum is liaison officer with PWE and BBC for rebroadcasts.

Whitney Shepardson

Harry Lerner supplements FCC monitoring by daily review and analysis of Axis home broadcasts for FIS, New York. He has been in London about one month.

FCC also maintains a staff in two rooms of the COI flat in the London Embassy. It includes Peter Rhodes, Chief of monitoring service, Ellington, Anderson and one other assistant, a secretary, Mrs. Trinder and two teletypists.

London Office. 6247  
X Kimbel  
X British Govt. Dept.  
Jice

WILLIAM A. KENNEDY

MAY 15 1942

MR. BAILEY

We frequently are requested to obtain documentary information from some British governmental department in London. At present the necessary procedure for obtaining such material through our London office does not seem to have been established. This problem would seem to involve the designation of someone in the London office with the authority to make necessary contacts for this purpose. I mention this matter now so that the new head of the London office can receive instruction on this point, if deemed advisable. Will you please discuss with Colonel Johnson if you concur.

W. A. K.

cc: Colonel Donovan ✓  
Colonel Goodfellow  
Major Bruce  
Dr. Langer

London Office 7/99  
Frick.

x copy - Citter  
x Hall

February 26, 1942

Honorable G. Howland Shaw  
Assistant Secretary of State  
State Department  
Washington, D. C.

Dear Mr. Shaw:

Mr. Frederick U. Frick has been appointed by the office of Coordinator of Information as Junior Administrative Assistant at \$2500 per annum to serve in the London office.

It will be appreciated if you will notify the American Embassy in London of the approval of Mr. Frick's appointment and advise that his name will be placed on the pay roll of the Coordinator of Information for the London office. For diem allowance will be on the following basis:

\$5.00 within the continental limits of the United States

\$7.00 outside the continental limits of the United States, to terminate upon his arrival at London

It is requested that an allowance for living quarters, heat, fuel, and light at the rate of \$1000 per annum be paid to Mr. Frick through the American Embassy at London, to begin on the first or sixteenth of the month (whichever is the nearest subsequent date to arrival) at which he arrives at his post.

The Office of Coordinator of Information will reimburse the State Department, in accordance with Section V-45 of Foreign Service Regulations of your department, for all payments made by the Embassy.

There is attached copy of a letter to Mr. Frick setting forth his duties and responsibilities.

Very truly yours,

William J. Donovan

cc Mr. Myatt  
Mr. Bishop  
Mr. Stron (State)  
W. D. Whitney

OWBarnes:ljf

February 26, 1942

Mr. Frederick C. Frick  
Coordinator of Information  
25th and E Streets, N. E.  
Washington, D. C.

Dear Mr. Frick:

You have been appointed by the Office of  
Coordinator of Information as Junior Administrative  
Assistant for the London office, at a salary of  
\$2800 per annum.

There follows a description of your duties  
in such position:

"Under general supervision with wide lati-  
tude for independent action and decision,  
will be responsible for the final review  
and editing, prior to release, of tele-  
graphic communications decoded and deci-  
phered by Senior Communications, Code and  
Cipher Clerks, involving political, economic,  
naval and other similar matters of a most  
important, difficult and highly confidential  
nature; will be responsible for planning and  
directing the work of a group of employees  
engaged in coding, decoding, ciphering and  
deciphering of telegraphic communications;  
will be responsible for the final presenta-  
tion of coded telegraph communications to  
be sent to this country from the London  
office, and perform similar duties as as-  
signed."

Salary and other expenses will be paid in  
London through the American Embassy.

Very truly yours,

February 26, 1948

Mr. Frederick C. Frick  
Coordinator of Information  
25th and M Streets, N. W.  
Washington, D. C.

Dear Mr. Frick:

You have been appointed by the Office of  
Coordinator of Information as Junior Administrative  
Assistant for the London office, at a salary of  
\$2800 per annum.

There follows a description of your duties  
in such position:

"Under general supervision with wide lati-  
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phered by Senior Communications, Code and  
Cipher Clarks, involving political, economic,  
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directing the work of a group of employees  
engaged in coding, decoding, ciphering and  
deciphering of telegraphic communications;  
will be responsible for the final presenta-  
tion of coded telegraph communications to  
be sent to this country from the London  
office, and perform similar duties as as-  
signed."

Salary and other expenses will be paid in  
London through the American Embassy.

Very truly yours,

William J. Donovan

cc Mr. [unclear]  
[unclear]  
Strom (State)  
W. D. Whitney  
*Operta*

ADDRESS OFFICIAL CORRESPONDENCE TO  
THE SECRETARY OF STATE  
WASHINGTON, D. C.



DEPARTMENT OF STATE  
WASHINGTON

In reply refer to  
PA 101.91802/97

February 24, 1942

*London Office 3845*  
*x (W.D. Whitney) (1) D*  
*x 50% Dept*  
*x 1 (L. Fisher)*

My dear Colonel Donevan:

The receipt is acknowledged of your letter of February 11, 1942 advising that Mr. Fisher Howe and Mr. William Dwight Whitney of your London office have been authorized to certify vouchers for entertainment.

The Embassy at London was instructed in a telegram of October 19, 1942 to honor vouchers for the expenses of your London office when certified by Mr. Fisher Howe. The Embassy has now been advised that Mr. William Dwight Whitney is also competent to approve vouchers for the office and that vouchers covering entertainment expenses may be included among those presented for payment. A copy of your letter of January 7, 1942 to the Secretary of State, quoting the provisions of the President's Allocation Letter No. 42-43 and referring to Decision

No. B-22307

FOR DEFENSE



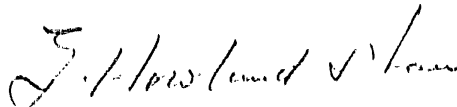
Colonel William J. Donevan,  
Coordinator of Information,  
Washington, D. C.

-2-

No. B-22307 of the Comptroller General, has been furnished to the Embassy for its information and guidance in paying vouchers for entertainment expenses.

Sincerely yours,

For the Secretary of State:



G. Howland Shaw  
Assistant Secretary

*London Office  
X Whitney, WD 385  
X State Dept  
X Home Files*

February 11, 1949

My dear Mr. Shaw:

This is to advise that Mr. Fisher  
Howe and Mr. William Dwight Whitney of the  
London Office of the Coordinator of Informa-  
tion have been authorized to certify vouchers  
for entertainment.

Sincerely yours,

William J. Donovan

Honorable G. Howland Shaw  
Assistant Secretary of State  
Washington, D.C.

*cc Mr. Strom*

OWB: ljk



London Office, 389

- x Whitney, W.D
- x State Dept
- x Howland Shaw

COPY

Feb 11

My dear Mr. Shaw:

This to advise that Mr. Fisher Howe  
 and Mr. William Dwight Whitney of the London Office  
 of the Coordinator of Information have been author-  
 ized to certify vouchers for entertainment.

Sincerely yours,

William J. Donovan

Honorable G. Howland Shaw  
 Assistant Secretary of State  
 Washington, D. C.

C  
O  
P  
Y

February 11, 1942

Mr. Fisher Howe  
Coordinator of Information  
London, England

No 04173 authorization granted State Department notified  
Whitney and Howe authorized to certify vouchers for enter-  
tainment. Unable at this time to increase subsistence  
allowance. Matter still under consideration.

C. W. Barnes.

C O P Y

January 26, 1942

The Honorable  
The Secretary of State  
Washington, D. C.

My dear Mr. Secretary:

It is requested that the officials in the American Embassy at London be authorized to accept the signatures of Mr. Fisher Howe and Mr. William D. Whitney on vouchers submitted for payment in favor of, or by, Mr. Joseph L. Raichle.

Reimbursement to the State Department for expenditures made for Mr. Raichle will be handled in the usual manner.

Very truly yours,

William J. Donovan

cc: Mr. Steichen  
Mr. Strom, State Dept.

CWB:ljc

STANDARD FORM NO. 14  
MAY 1962 EDITION  
GSA GEN. REG. NO. 27

COPY

# TELEGRAM

OFFICIAL BUSINESS—GOVERNMENT RATES

FROM William J. Donovan  
BUREAU Coordinator of Information  
CHG. APPROPRIATION Allotment 1

U. S. GOVERNMENT PRINTING OFFICE 10-1743

November 18, 1941

Mr. William D. Whitney  
OGI American Embassy  
London, England

RE 3448 Fourteenth Payment authorized all vouchers approved by Fisher Howe Certifying officer in 4555 October 19. You are further authorized to employ personnel, purchase or rent cars, rent office quarters and purchase necessary furniture, authorize travel and enter into necessary contracts for services supplies or equipment. File safe being ordered.

William J. Donovan

C O P Y

November 1, 1941

Mr. William D. Whitney  
London Representative  
Coordinator of Information  
American Embassy  
London, England

Dear Mr. Whitney:

You are hereby authorized to coordinate and exercise full responsibility in all fiscal, organizational and administrative functions for the Coordinator of Information in England.

This authority includes authorization to serve as certifying officer on purchase vouchers, payrolls, and other vouchers, and official documents, and to enter into necessary contracts for supplies, space, and services.

You are also authorized to appoint or employ such personnel as may be required.

You are further authorized to direct and control official travel to all points within the British Isles, as often as may be required.

You are further authorized to delegate any of the above responsibility in writing to one or more subordinates of your office, provided a copy of such delegation of authority is forwarded to this office, and a copy to the American Embassy in London.

You will be administratively responsible direct to my office, and are to be in complete charge of all functions of the Office of the Coordinator of Information in London.

Very truly yours,

William J. Donovan

OWS:elk