

12038-C

UNCLASSIFIED

**PART III  
WAR DEPARTMENT  
SPECIAL STAFF ANNEXES**

- Section I Budget Division Annex
- Section II Civil Affairs Division Annex
- Section III Historical Division Annex
- Section IV Inspector General's Annex
- Section V Information and Education  
Division Annex
- Section VI Public Relations Division Annex

UNCLASSIFIED

~~SECRET~~  
**UNCLASSIFIED**

PART III

SECTION I

BUDGET DIVISION ANNEX

I N D E X

Introduction	Page 1
Objectives	Page 2
Plan	Page 2

**UNCLASSIFIED**

~~SECRET~~

**UNCLASSIFIED**

WAR DEPARTMENT BASIC PLAN

PART III

Section I

Introduction

1. The purpose of this annex is to outline those objectives and plans of the Budget Officer for the War Department and of the Budget Division, War Department Special Staff which pertain to funds appropriated by the Congress to the War Department during the interim and peace periods for successful accomplishment of the missions of the Military Establishment as enunciated in Part I of the Basic Plan.

**UNCLASSIFIED**

**UNCLASSIFIED**

PART III

Section I

Objectives

2. The objectives of the Budget Officer for the War Department and the Budget Division, War Department Special Staff are:

a. To obtain, through the Bureau of the Budget, from the Congress the funds necessary to carry out the missions of the War Department.

b. To allocate, to the War Department agencies, from funds appropriated, the funds necessary to implement their approved programs.

c. To maintain general supervision and control over all funds available to the War Department in accordance with directives of the Bureau of the Budget and the policies of the Secretary of War and the Chief of Staff.

d. To prepare and coordinate the annual program for the distribution of appropriated funds, including reserves for contingencies, and to specify amounts available to operating agencies.

Plan

3. Preparation and Submission of Annual Budget Estimates:

a. Statutory Provisions:

"The head of each department and establishment shall revise the departmental estimates and submit them to the Bureau of the Budget on or before September 15 each year. . . ."---Budget and Accounting Act of 1921 (31 U.S.C. 23)

"(a) The head of each department and establishment shall designate an official thereof as Budget officer therefor, who, in each year under his direction and on or before a date fixed by him, shall prepare the departmental estimates.

"(b) Such Budget officer shall also prepare, under the direction of the head of the department or establishment, such supplemental and deficiency estimates as may be required for its work."---  
Budget and Accounting Act of 1921 (31 U.S.C. 22)

b. The Chief, Budget Division, War Department Special Staff, is also Budget Officer for the War Department and Chairman of the Budget Advisory Committee.---W. D. Circular 138, 1946.

**UNCLASSIFIED**

**UNCLASSIFIED**

c. It is anticipated that the Director of the Bureau of the Budget will continue the annual preparation and publication to each Government department a "Call for Estimates" which will embody all instructions as to the form in which estimates will be submitted and the data which is to be included for the ensuing fiscal year.

d. The Budget Officer for the War Department is responsible for the preparation of the War Department estimates in conformity with the War Department program. He will transmit to the estimating agencies such information and instructions as are necessary to insure the fulfillment of his responsibility. He will secure from the Chief of Staff and Divisions of the War Department General Staff, data as to the proposed strength, composition, deployment, status of equipment, training and military operations of the Army for the ensuing fiscal year. The Budget Division will then prepare a budget directive based on: (1) the "Call for Estimates" from the Bureau of the Budget and (2) the data obtained from the Chief of Staff and the War Department General Staff.

e. In the preparation of the annual estimate for items not handled directly by the Secretary of War, and for such other estimates as may appear desirable, the Budget Officer for the War Department will utilize the assistance of a Budget Advisory Committee.

f. The Budget Advisory Committee consists of the Budget Officer for the War Department, as Chairman, and one representative each from the Office of the Under Secretary of War, the Army Air Forces, the Army Ground Forces and each Division of the War Department General Staff.

g. The estimating agencies (Commanding Generals of the Army Air Forces, the Army Ground Forces, Armies, Overseas Commands, the Chiefs of Technical and Administrative Services and certain War Department General and Special Staff Divisions) will translate their proposed programs into estimated dollar requirements based on the budget directive. These estimated requirements with complete justifications therefor will be submitted to the Budget Officer for the War Department for review and appraisal by the Budget Officer for the War Department and the Budget Advisory Committee. The estimating agencies will appear before the Budget Advisory Committee to defend their estimated requirements and the proposed programs considered in computations of the estimates.

h. Estimates and justifications prepared by Armies, Overseas Commands, and Commanding General, Army Air Forces for Army Air Forces Class III Installations will be reviewed for technical requirements by the Chiefs of Technical and Administrative Services and will be included by the Chief of Technical or Administrative Service as appropriate to his overall program. Upon request of the Budget Officer for the War Department or the Budget Advisory Committee, the Chief of Technical or Administrative Service concerned will recommend possible changes in the amounts included in their estimates for Armies, Overseas Commands or Army Air Forces Class III Installations.

**UNCLASSIFIED**

~~CONFIDENTIAL~~  
**UNCLASSIFIED**

i. After defense of their estimates before the Budget Advisory Committee by the estimating agencies, and review and appraisal of the programs as presented, the Budget Advisory Committee will recommend to the Chief of Staff, the amounts to be included in the War Department estimate. It may also recommend to the Chief of Staff on modifications in approved War Department plans, policies, or programs which will result in material changes in the War Department estimates.

j. The Budget Officer for the War Department will transmit his report on the consideration of the estimates together with the report from the Budget Advisory Committee to the Secretary of War through the Chief of Staff.

k. Upon approval by the Chief of Staff and the Secretary of War, the estimates will be transmitted by the Budget Officer for the War Department to the Bureau of the Budget for review.

l. The Bureau of the Budget reviews the estimates as submitted by the War Department and recommends to the President as to the total to be allowed the War Department. After approval they are included in the "Budget of the United States Government" which is transmitted to the Congress by the President.

m. The Committees of the Congress considering the appropriation for the War Department may request the appearance of representatives of the several estimating agencies at such times as the War Department Appropriation Bill is up for consideration in order that additional details other than those included in the justifications furnished the Congress may be presented.

4. Preparation and Submission of Supplemental Budget Estimates.

a. Statutory Provisions:

"The President from time to time may transmit to Congress supplemental or deficiency estimates for such appropriations or expenditures as in his judgment (1) are necessary on account of laws enacted after the transmission of the Budget, or (2) are otherwise in the public interest. He shall accompany such estimates with a statement of the reasons therefor, including the reasons for their omission from the Budget"---Budget and Accounting Act of 1921 (31 U.S.C. 14)

b. The Budget Division, War Department Special Staff will prepare and issue to the estimating agencies involved, a budget directive for the preparation and submission of such supplemental or deficiency estimates as may be necessary in the judgment of the Chief of Staff for the conduct of military activities.

c. Supplemental or deficiency estimates will be prepared, submitted and justified as prescribed in the pertinent budget directive in a manner similar to that outlined for the preparation and submission of annual budget estimates.

**UNCLASSIFIED**  
~~CONFIDENTIAL~~

**UNCLASSIFIED**

5. Obligation and Expenditure Control Programs.

a. The Budget Division, War Department Special Staff, will prepare obligation and expenditure control programs based on amounts appropriated by the Congress and limitations imposed by the Bureau of the Budget on obligations and expenditures for the fiscal year involved. These programs will be prepared after consultation and coordination with the interested Divisions of the War Department General Staff and the Chiefs of Technical and Administrative Services. The programs will include overall limitations on obligations and expenditures for each of the appropriations to be made available to each of the operating agencies for that fiscal year.

b. Based on the obligation and expenditure control programs and in accordance with the provisions of Budget-Treasury Regulation No. 1, the Budget Division, WDSS, will prepare the quarterly Requests for Apportionments for submission to the Treasury and the Bureau of the Budget.

6. Allocation of Funds to Operating Agencies.

a. Within the quarterly apportionments made available to the War Department by the Bureau of the Budget, the Budget Officer for the War Department will allocate funds to the operating agencies, in accordance with the obligations and expenditure control programs. Allocations will be made on a quarterly basis to the operating agencies based on requests of these agencies and after analyses of previous records of obligations and expenditures as related to the control programs for the respective agencies for the current fiscal year. Requests by operating agencies for modifications in the control programs or interim allocations of funds in excess of those programmed will be subject to detailed analysis by the Budget Division in order to determine the effect of the requested changes on the overall War Department program.

b. In the event of reductions in funds, either through failure of the Congress to appropriate adequate funds for accomplishment of the proposed programs or through limitations imposed by the Bureau of the Budget or in the event of drastic changes in the military situation, the Budget Advisory Committee may be called upon for advice and recommendations on modifications in programs or in funds to be allocated to or withdrawn from the operating agencies.

**UNCLASSIFIED**

 **UNCLASSIFIED**

PART III

SECTION II

CIVIL AFFAIRS DIVISION ANNEX

I N D E X

Introduction	Page 1
General Policies	Page 1
The Objectives	Page 1
Plans to Achieve the Objectives	Page 2

**UNCLASSIFIED**



**UNCLASSIFIED**

CIVIL AFFAIRS DIVISION ANNEX

Introduction

1. Purpose. The purpose of this annex is to outline such general policies, objectives and plans as pertain to the Civil Affairs Division in the interim and peacetime periods which are essential to successful implementation of the Civil Affairs/Military Government (CA/MG) aspects of the mission of the military establishment as set forth in Part I of the Basic Plan.

General Policies

2. Civil Affairs Division will be guided by the following broad policies:
- a. National and Military Policies. War Department Basic Plan, Part I, Section II, Pars 2, 3, 4, 5.
  - b. Supporting CA/MG Policies. Control and supervision, in coordination with our Allies, of occupied areas until such time as there are peaceful, democratic, and responsible governments by means of the freely expressed will of their people.

The Objectives

3. The objectives of the Civil Affairs Division are:
- a. To interpret and implement CA/MG aspects of general policies (Par 2 above).
  - b. To stabilize and clarify U.S. CA/MG relationships and responsibilities -- present and future.
  - c. To encourage in occupied areas a genuine respect for and a sincere belief in fundamental freedoms and human rights through the development and demonstration of democratic ideas and principles as the basis for establishing independent states.
  - d. To maintain, during the peacetime period, a CA/MG framework in such a state of readiness as to function smoothly and efficiently in case of future national emergency.
  - e. To accomplish transfer of the responsibility for administration of presently occupied areas from the War Department to another agency of government.

**UNCLASSIFIED**

**UNCLASSIFIED**

\* Plans to Achieve the Objectives

4. Development and maintenance of a mutual understanding within the War Department, and between State, War and Navy Departments, and other public and private agencies which contribute to the solution of CA/MG problems.

5. Initiation and maintenance of a plan to assure reasonable continuity and nucleus of trained CA/MG personnel (well grounded in broad gauge concept of politico-military relationships and possessed of an extensive background in political, economic and cultural affairs) to plan for, coordinate and administer CA/MG activities.

6. Initiation and maintenance of an adequate plan for public relations program to assure public and congressional understanding of CA/MG requirements and responsibilities.

7. Plan for collection and distribution of information on CA/MG matters to appropriate federal and private agencies.

8. Plans and programs for the reorientation and reeducation of the peoples of occupied areas towards a more democratic and peaceful way of life, to include the determination of requirements for such materials for the Commanders in occupied areas as may be necessary to implement the reorientation program.

9. To prepare for occupied areas, by analysis of their civilian economy, the minimum requirements (in terms of supply and equipment) as may be necessary to:

a. Prevent such disease and unrest as may endanger the occupying forces.

b. Attain the objectives of the occupation.

c. Encourage the self-sufficiency of occupied areas.

10. Preparation and review of CA/MG War Plans, to include the following: Proclamations and regulations for civilian populations; establishment of military courts and supervision of indigenous system of justice and the apprehension, trial and punishment of war criminals; supervision and control of civilian economy including planning for essential supplies to meet minimum civilian requirements; care, control, repatriation of displaced persons and refugees; re-activation and supervision of normal functions of civil government such as -- finance, industry and commerce, food and agriculture, labor, public safety, public health and welfare, prisons, education and religion, public information (including such media for reorientation as press, radio, publications, films, and theaters) transportation, communications, property control, archives, arts and monuments, censorship of civilian communications; salvage of materials for civilian use; and the control of restitution and reparations.

**UNCLASSIFIED**

**UNCLASSIFIED**

- 11. Maintenance of pertinent CA/MG data concerning political, economical and cultural affairs abroad.
- 12. Initiation of T/O&E's and T/A's for CA/MG.
- 13. Initiate revision of existing CA/MG manuals and preparation of additional documentation thereto.
- 14. Initiation of plans for adequate training and utilization of CA/MG personnel.
- 15. Provide CA/MG indoctrination of the Regular Army, Reserve and National Guard through inclusion in school curricula and unit training programs of CA/MG matters.
- 16. Maintenance within CAD of a group of key personnel which may be transferred to another government agency, without disturbing the remaining functions and administration of CAD in the event of a transfer of War Department responsibility, for the administration of presently occupied areas.

\* All Plans will be made in coordination with appropriate Staffs and Agencies.

**UNCLASSIFIED**

~~\_\_\_\_\_~~  
**UNCLASSIFIED**

PART III

SECTION III

HISTORICAL DIVISION ANNEX

I N D E X

Introduction	Page 1
General Policies	Page 1
Plans	Page 2

**UNCLASSIFIED**  
~~\_\_\_\_\_~~

**UNCLASSIFIED**

HISTORICAL DIVISION ANNEX

Introduction

1. Purpose. The Historical Annex is designed to outline the general plans and policies for the organization of historical activities of the peacetime military establishment.

General Policies

2. The general policy of the Historical Division is to insure that all practicable steps will be taken to organize and present in useful form the experience of the Army. The ends to be served are to make this experience available for planning and training within the Army, to develop within the American people a better understanding of their Army and its service to the nation, and to promote morale and esprit de corps within the units of the Peacetime Military Establishment. Implementation of this policy requires access to records for War Department historians and energetic efforts by them to exploit the records and other sources in their research. In support of this policy the Division will:

a. Prepare and present accurate accounts of past military activities believed of value for study of professional soldiers, and of interest to professional historians and the general public.

b. Employ professional civilian historians to write and edit the Army histories.

c. Assist in the accumulation and preservation of manuscripts, documents and other material believed to be of historical value.

d. Coordinate the answering by War Department agencies of inquiries for historical data.

e. Maintain liaison with the President's Committee of Records of War Administration, with Government agencies, with public and private organizations, including educational institutions, and with individual scholars in connection with the program and further interest in and study of military history.

f. Establish standards of accurate recording of military history and improve the methods of research in military sources.

g. Develop use and appreciation of military history in the Army.

h. Sponsor the foundation of a National War Museum.

**UNCLASSIFIED**

**UNCLASSIFIED**

Plans

3. The objective of the Historical Division is to promulgate a sound historical program for the Army during the interim and peacetime periods and to provide the essential organization, personnel, training and planning for a historical program in time of war. This program will consist of the following projects:

a. World War II History: The preparation and publication of a comprehensive and factual history of the United States Army in World War II.

b. World War I Documentary History: The selection, compilation, edition and publication of documents necessary to present a complete and sufficient documentary history of the United States Army in World War I.

c. Current Military History: Technical supervision and preparation of histories to cover the operations of the U. S. Army during demobilization, occupation, and current phases.

d. Plans for Historical Activities in Time of War: The preparation of plans for historical activities to include:

- (1) Selection and training of qualified personnel within the Regular Army and the Officer Reserve Corps as military historians.
- (2) Study of feasibility of including Historical Sections in the Tables of Organization and Equipment of Divisions, Corps, Armies, organization of similar level in AAF, and in the Tables of Distribution of other headquarters.
- (3) Revision of Army Regulations 345-105.
- (4) Preparation of a Field Manual for historical personnel.
- (5) Development and maintenance of a mobilization plan for activities which are the primary responsibility of this Division.

e. Special Assignments: Preparation of reports and special studies based on research in the historical archives by its professional staff as directed by higher authority.

**UNCLASSIFIED**

**UNCLASSIFIED**

PART III

SECTION IV

THE INSPECTOR GENERAL'S ANNEX

I N D E X

Mission	Page 1
Sphere of Inquiry	Page 1
Statement of Objectives	Page 1

**UNCLASSIFIED**

UNCLASSIFIED

THE INSPECTOR GENERAL'S ANNEX

Mission

1. The mission of the Inspector General's Department is to inquire into and report upon all matters which affect the efficiency and economy of the Army; and to make such inspections, investigations, surveys, studies and reports as may be prescribed by law or regulations, or as directed by competent authority.

Sphere of Inquiry

2. The sphere of inquiry includes every branch of military affairs, except where specifically limited in Army Regulations or orders.

Statement of Objectives

3. The objectives of the Department are to:

a. Keep the Secretary of War, the Chief of Staff and appropriate commanders informed of the state of morale, welfare, and efficiency of the Army and its activities, both military and non-military.

b. Prepare and implement an inspection program the results of which will reflect existing conditions, and contribute toward the attainment of objectives established by the War Department.

c. Constitute an impartial fact finding agency for the Army.

UNCLASSIFIED

PART III

**UNCLASSIFIED**

SECTION V

INFORMATION AND EDUCATION ANNEX

I N D E X

Introduction	Page 1
Basic Concepts	Page 1
The Objectives	Page 2
Plans to Achieve the Objectives	Page 3

**UNCLASSIFIED**

UNCLASSIFIED

INFORMATION AND EDUCATION ANNEX

Introduction

1. Purpose. This Annex is designed to furnish basic concepts, policies, and plans for Information and Education activities in the interim\* and peace\* periods; and furnish a basis for expansion in the event of future emergencies.

Basic Concepts

2. Information and Education activities are based on the following general concepts:

a. The single most important asset of the Army is its personnel. Important assets desirable in these personnel are minds which are:

- (1) Free, informed, judicious, and able to protect themselves from unsound reasoning and falsehood.
- (2) Understanding of the necessity for unity of purpose and of action, efficient training, disciplined teamwork and the authority and responsibility of command in an effective military force.
- (3) Alert to and understanding of the problems of the command, and of the larger problems of the Army, of the Nation, and of the world.
- (4) Armed with conviction of the justice and the rightness of the ideals and purposes on which our form of government is based and for which its military forces are maintained.

b. Unless military personnel understand and appreciate the value of their individual efforts and the relationship of these efforts to those of their fellow officers and enlisted men, they may develop a sense of futility. Thoughtful guidance and vigorous direction at all command levels will be required to make military personnel thoroughly appreciate the importance and the relationships of their duties.

c. One of the most important factors in the success of a military force is the educational level of its personnel. It's to the advantage of the Army, therefore, to provide educational opportunities whereby this important factor may be improved.

d. Potentially, the most fruitful source of public good will -- of "mutual understanding between the Army and the general public" -- is the personnel of the military establishment. If the Army is to be known and understood by the public, it must first be known and understood by its personnel.

\*See Glossary for definitions.

UNCLASSIFIED

**UNCLASSIFIED**

e. Attitudes and opinions of all military personnel are important factors to be considered in determining plans and policies pertaining to the management or use of personnel. Scientific methods of research and analysis will provide accurate information on these attitudes and opinions. Reliable information of this nature can assist commanders immeasurably in arriving at sound decisions in this respect.

f. Information and Education activities must be sufficient for the normal regular military establishment, and capable of expansion in the event of Universal Military Training, and in the event of mobilization for any emergency.

### The Objectives

3. The broad objective of Information and Education activities is to increase the effectiveness of military personnel. Specific objectives are:

a. By stressing fact, evidence, logic and use of the discussion method, to promote an alert mental attitude and stimulate orderly and reflective thinking.

b. Through Information and Education activities, and through stimulating all military personnel to ponder the problems of the Army, the Nation, and the community of nations:

- (1) To develop knowledge and understanding and thereby unity of purpose and of action.
- (2) To make the Army a more attractive career for high type personnel.
- (3) To arm all military personnel with the ideologies upon which this Nation is founded and which are basic to the American tradition and the democratic form of government in the United States, and thereby with conviction of purpose.

c. Through bringing to the individual officer and enlisted man an understanding of the importance of his place in relation to the objectives of the unit, of the Army, and of the Nation; to direct his ambition into constructive channels.

d. Through developing a greater understanding in the individual officer and enlisted man of his Army; to develop a mutual understanding between the Army and the general public.

e. To explain to all military personnel the reason, the purpose, the necessity -- the "why's" -- of the tasks they must perform and the conditions under which they must perform them.

**UNCLASSIFIED**

UNCLASSIFIED

f. To uphold the national policies and interests of the United States.

g. To provide, through Troop Attitude Research, an accurate method of determining opinions and attitudes of all military personnel; of measuring the extent to which physical, mental and moral factors are related to opinions and attitudes; of determining the needs and interests of military personnel and of obtaining reliable data in the field of human relation and personnel management for use in guiding policy and planning matters.

Plans to Achieve the Objectives

4. In order to achieve the above objectives and to establish effective Information and Education activities throughout the military establishment, it is first necessary to bring all members of the officer corps to an understanding of the basic concepts underlying Information and Education activities, of the objectives of Information and Education, and of the necessity for their achievement.

a. Regular establishment. -- Continue Information and Education activities in their present form, but with such changes as are found necessary to accomplish the objectives. Fundamentally, Information and Education activities will include:

(1) The Army Information Program, which encompasses:

(a) The Troop Information Program (TIP): A discussion period conducted a minimum of one undivided hour per week for all personnel in the Army.

(b) Army Newspapers: Established in all installations and units of sufficient strength to support such an activity and supported by a centralized newspaper service.

(c) The Armed Forces Radio Service: A radio broadcasting service offering information, education, special event, and entertainment programs to all military personnel stationed outside the continental United States and to selected hospitals and other installations within the United States.

(d) Motion Pictures: Those produced or selected by the War Department and identified as pertinent to the Army Information or the Army Education Program.

(e) Off-duty discussion periods, lectures, forums, debates, etc. conducted on a voluntary basis.

(f) Maps, pamphlets, books, and other visual, auditory, or audio-visual aids and references.

UNCLASSIFIED

~~SECRET~~  
**UNCLASSIFIED**

- (2) The Army Education Program, which encompasses:
- (a) The courses, services, and materials provided by and through the United States Armed Forces Institute (USAFI)
    - 1. Self-teaching courses.
    - 2. Correspondence Courses, offered by USAFI.
    - 3. Correspondence Courses offered through USAFI by cooperating colleges and universities.
    - 4. Testing and Examination Service.
    - 5. Accreditation Service.
    - 6. Materials, such as reprints of standard texts, Basic Courses in Foreign Languages, Basic Radio Code Kits, GI Roundtable Manuals, and Educational Advisement materials.
  - (b) Provision for military personnel to attend voluntarily, during off-duty periods, high school and university extension classes, and classes organized at posts, camps, and stations.
  - (c) The provision of materials and advisory help to assist in meeting literacy training needs.
  - (d) Films and film strips of direct educational content, for use as teaching aids for specific courses.
  - (e) Educational radio programs appropriate for broadcast to troops through the facilities of AFRS, or supply to information-education officers within the United States.
  - (f) Advisory assistance to the Director, Personnel and Administration Division, (and to major commands) on programs for the education of dependents of military personnel, and in establishing liaison with civilian educational organizations with respect to such programs.
- (3) Troop Attitude Research: Planned and conducted on the War Department or theater and equivalent command level.
- (4) Support of the Army Information School.

b. Universal Military Training. -- The development of plans and policies for expansion of Information and Education activities to meet the needs of Universal Military Training.

c. Mobilization. -- The development of plans and policies for the expansion of Information and Education activities to meet the needs of the Military Establishment in the event of mobilization for any emergency.

~~SECRET~~  
**UNCLASSIFIED**

**UNCLASSIFIED**

PART III

SECTION VI

PUBLIC RELATIONS DIVISION ANNEX

I N D E X

Introduction	Page 1
General Policies	Page 1
The Objective	Page 1
Plans to Achieve the Objective	Page 1

**UNCLASSIFIED**

~~SECRET~~  
**UNCLASSIFIED**

PUBLIC RELATIONS DIVISION ANNEX

Introduction

1. Purpose. The Public Relations Division Annex of the War Department Basic Plan is designed to furnish such general plans, policies and concepts relating to the interim\* and peacetime\* (see glossary of terms) military establishment as are essential to further and more comprehensive public relations activities and planning.

General Policies

2. Public Relations activities of the Army will be conducted under the policies prescribed by the War Department.

The Objective

3. To inform the public continuously of the state of the military establishment and to furnish accurate and timely information on the activities of the Army, its projected plans (compatible with security regulations) and to encourage such other projects as will enhance the reputation of the military establishment, by a program which will:

a. Assure the fullest possible use of all media for the dissemination of desirable information.

b. Assure public support of the Army's vital undertakings in support of National Defense, (including the tasks of occupation, recruitment, supply, procurement, Universal Military Training, mobilization, morale and unification).

c. Assure the assignment of qualified personnel to public relations duties throughout the Army.

Plans to Achieve the Objective

4. To assure favorable presentation of full and factual publicity on the conduct, plans and scope of the Army's undertakings the Public Relations Division will:

a. Continue to maintain and expand wide and friendly relations with representatives of the press, radio, magazines, book publishers and the motion picture industry.

b. Continue and expand its program, (coordinating with Director of Personnel and Administration) of full utilization of military personnel trained in public relations.

c. Develop a more comprehensive list of public speakers to address various types of public gatherings on Army topics. These speakers will represent all branches and will be of all ranks. Inclusion of Army speakers

~~SECRET~~  
**UNCLASSIFIED**

~~SECRET~~ UNCLASSIFIED

into the programs of veterans organizations, labor unions, civic groups, professional societies, agricultural groups, educational institutions and conventions, fraternal and religious bodies will be encouraged.

d. Continue and expand the courses of instruction in problems of Army public relations at all service schools with the object that every Army Officer is indoctrinated in the principles of the conduct of public relations.

e. Continue to utilize and expand the program for the utilization of organizations and outstanding civilians in furtherance of the Army's public relations program.

f. Encourage full cooperation and utilization of the National Guard, Organized Reserve Corps and ROTC for promotion of the Army program.

g. Encourage acceptance of Reserve commissions by publishers, editors, reporters, writers and other experienced public relations personnel, and the utilization of such officers on frequent periods of active duty.

h. Assist writers in the preparation of stories, articles, radio and motion picture scripts which pertain to the Army.

#022478

UNCLASSIFIED