

ORGANIZATION AND ADMINISTRATION

1. General Functions and Operations of Assembly Centers.

- a. The provision of shelter, feeding and emergency clothing.
- b. The prevention of disease, control of epidemics and the provision of medical attention.
- c. Registration.
- d. Verification of nationality.
- e. Security screening.
- f. The provision of welfare facilities.
- g. Temporary employment of displaced persons pending repatriation.
- h. Preparation of repatriation.

2. Types of Assembly Centers.

a. *Assembly Centers for United Nations Displaced Persons and others who are assimilated to them in status (see Part II, Section 3).*
 These Centers will not necessarily consist of camps or communal buildings, though such accommodation will always be used if available. If it is not, blocks of houses or sections of a town may be taken over from the German population to provide lodgings for displaced persons. In the latter case the Assembly Center would simply be an accommodation area with a central office and whatever communal facilities were available: the displaced persons might have to maintain themselves by means of cash grants (see Part II, Section 13).

United Nations displaced persons will not be billeted on the German population.

It will normally be desirable to accommodate non-repatriable persons in separate Assembly Centers, which should be selected, equipped and staffed with a view to permanent occupation.

b. *Assembly Centers for enemy and ex-enemy displaced persons (other than those persecuted).*

As a rule this type of displaced persons will be billeted on the German population wherever possible. Such centers as are necessary for them will be established and maintained by the German authorities. Military commanders may have these centers established as detention camps.

3. Personnel for United Nations Assembly Centers.

a. *Army*—During the earliest phases the chief source of personnel for the administration of Assembly Centers will be the army. Official directives from Supreme Hqrs., AEF establish the responsibility of military commanders to care for displaced persons. The standard army team for the administration of an Assembly Center of 3,000 consists of 3 officers, 8 OR/EM and one UNRRA official.

b. *UNRRA*—These military teams will gradually be replaced by UNRRA teams as the latter become available. UNRRA—United Nations Relief and Rehabilitation Administration has been organized by the

United Nations for the purpose of aiding in the relief and rehabilitation of those countries requiring international assistance. UNRRA teams have been recruited, trained, and assigned to various military echelons, (for standard UNRRA team of 11-13 see Appendix 1). Additional personnel may be supplied by certain voluntary relief societies, but this personnel will be coordinated by UNRRA and work under UNRRA's aegis.

c. *Displaced Persons*—A team of 11-13 persons will be insufficient to run all activities in a center of 3,000 inhabitants. This team is merely intended as a nucleus around which the Director will build up an administrative framework made up from among the displaced persons themselves. As a general rule center administration will provide employment for 7 1/2 % of the total inhabitants of a center. This may be raised to 10 % when there is high proportion of women and children in the center. In the initial stages it may be necessary to employ more staff than when the center is organized and running smoothly. Part II, Section 11 of this Guide lays down conditions of employment for displaced persons. It is advisable to give displaced persons employed on the staff as many privileges as possible in order that the removal of such privileges can serve as a sanction when a job is badly of inefficiently performed.

Suggested Functions of Displaced Persons Staff in Assembly Centers.

The following is a suggested list of functions in which displaced persons might be employed in Assembly Centers:

- National Group Leaders
- Assistant National Group Leaders
- Registration and Assistance to Liaison Officers
- Accommodation and Employment Services
- Interpreters
- Records, Accounts and Clerical Work
- Center Police and Fire Squads
- Center Maintenance
- Cookhouse and Messing
- Supplies—storing and issue
- Medical Services
- Sanitation—delousing, latrine maintenance and disposal of wastes
- Information Bureau—Communications
- Counselling Service
- School
- Recreation
- Repatriation—(see Part II Section 12)

A Center of 3,000 inhabitants would normally provide full-time employment for some 210-220 displaced persons. The proportion of this number employed in each different function will vary according to the type of Center.

d. *Allied Liaison Officers for Repatriation.*

(1) *Status*

(a) Allied Liaison Officers will be attached to military formations in Germany for the purpose of assisting in the care, control and repatriation of their displaced nationals. For the most part this work will

be carried out in Assembly Centers, subject to military control and discipline.

(b) They may receive, and after consultation with the appropriate military authority, act upon such instructions of their governments as are consistent with the requirements of the military authorities. All communications with their governments will be through the normal military channels, and will be addressed to the Chief Liaison Officer at DPX, Supreme Hq., AEF

(2) *Duties*

(a) *Principal Duties of an Allied Liaison Officer:*

- i. Verify the claims of those displaced persons who claim his nationality.
- ii. Issue repatriation visas to those whose claims are verified.
- iii. Recommend to the Center Director priorities for the repatriation of his nationals within the Center, in conformity with instructions issued by his Chief Liaison Officer.
- iv. Keep his Chief Liaison Officer informed through channels of the situation regarding displaced persons of his nationality.

(b) *Subsidiary*—An Allied Liaison Officer should be prepared to carry out the following subsidiary duties at the request of the Center Director:

- i. Assist in the administrative control of his nationals and the maintenance of discipline among them.
- ii. Furnish his nationals with up-to-date information from their Government.
- iii. Recommend suitable persons from among his nationals to be appointed to the Center administrative staff, to carry out registration and assist the Liaison Officer in the performance of his duties.
- iv. Give assistance when required in cases where his nationals are suspected of being war criminals or undesirable from a security point of view.
- v. Assist where possible in the settlement or documentation of claims made by his nationals.
- vi. Assist in the protection, disposal or custodianship of any property belonging to his nationals.
- vii. Where possible take necessary steps to ensure that his nationals do not carry out of Germany any foreign exchange assets not belonging to them.
- viii. Assist the Center Director in any other matters where his nationals are concerned.