

This Section, which is taken from the SHAEF "Guide to the registration of Displaced Persons in Germany" (CA/d19 revised) dated 1 May, 1945, contains suggestions concerning the order in which registration forms should be filled out and their use in the management of Assembly Centers.

In reading it, reference should be made to the "Displaced Persons Registration Instructions" (CA/d5), which however are superseded by this Section in the event of any contradiction.

#### 1. Registration on Admission.

When displaced persons are admitted to an Assembly Center, they should pass (if possible in family groups) through an Admission Control. At this point, for each displaced person a Center Official should:

a. Insert on a DP1 the displaced person's names in block English letters, have him sign in the prescribed space, give him the card and tell him to keep it available at all times.

b. Insert on a DP2 the displaced person's registration number only (and send this card to the Medical Supervisor).

c. Insert in English on a DP3 displaced person's names, registration number, claimed nationality, sex, age and date of arrival in the designated spaces; and keep this card as a permanent record of the Assembly Center.

d. Insert on a CA/d8 the displaced person's name and registration number, and give him this card to keep and show at meal times

#### 2. Disinfestation and Line Medical Inspection.

The Medical Supervisor will make entries in spaces 25 and 26 of DP2 and return the card to the Assembly Center file.

#### 3. Issue of Blankets and Clothing.

When an issue is made the appropriate box (es) will be checked in space 10 of DP3 (and later copied in space 23 of DP2).

#### 4. Assignment of Accommodations.

When the displaced person has sleeping quarters assigned to him, this will be recorded in space 7 of DP3 in pencil.

#### Full Registration.

a. Registrars will be chosen from each national group and instructed in preparing DP2 with the aid of CA/d5.

b. In an interview with each displaced person the Registrar will complete DP2 up to space 21 inclusive, adding remarks as necessary in space 24.

c. The Registrar or assistant will later make a copy of each DP2, get the displaced person to sign, and return both copies to the Assembly Center file.

#### 6. Medical Treatment.

a. Any subsequent disinfestation and any necessary immuniza-

tion will be recorded by the Medical Supervisor in spaces 25 and 27 of DP2.

b. Any hospitalization will be recorded on CA/d6 (see CA/d7) and attached to DP2.

#### 7. Visa.

The appropriate Allied or other Liaison Officer for Repatriation will affix a visa stamp in space 29 of both copies of DP2 when he has approved a displaced person's claim to nationality. The visa authorizes repatriation. A displaced person who is authorized to return to a country other than his own will require an additional visa from the Liaison Officer of his country of destination.

#### 8. Reports>Returns.

a. The duplicate copies of DP2, when complete except for spaces 22, 23, 28, 30, 31, will be sent to SHAEF, G-5, DPX, through channels. In the case of those refused visas, those considered stateless, or those refusing to return to countries of nationality or districts of residence, duplicate copies likewise will be sent, but the Liaison Officer or Center Director respectively will state the reasons in space 24 and add his signature.

b. CA/d4 (revised) will be submitted as of 1,200 hours each Saturday in quintuplicate, through channels. Although registration may not be complete, totals by claimed nationality should be included.

#### 9. Repatriation.

a. After final medical inspection, the Medical Supervisor will complete space 28 of the original DP2 (marking box MR if a CA/d6 is attached).

b. The Center Director will place in the custody of each National Group Leader or Convoy Leader the original DP2 of each member of his nationality in the convoy for delivery to the Director of the Reception Center.

c. The Center Director will issue to the Convoy Leader a nominal roll showing the names, nationality, registration number and destination of each member of the convoy; and submit a copy of this roll to SHAEF, G-5, DPX, through channels.

d. The date of departure and destination will be inserted in space 6 and 8 of DP3 for each person leaving.

#### 10. Transitional Movement.

a. Military necessity may require transitional movements of displaced persons not involving immediate repatriation. Even though registration may not have been completed, the general rule to follow will be to dispatch with the displaced person (in the custody of the Convoy Leader) all his records, except the DP3 which will be retained.

b. At the Assembly Center to which the individual may be moved, a new DP3 will be prepared.

### 11. Disappearance.

For displaced persons who have disappeared after registration, the original and duplicate DP2 will be sent through channels to SHAEF, G-5, DPX.

### 12. Births and Marriages.

a. When a birth occurs, the child should be registered at the earliest opportunity, giving full particulars concerning the birth. A third copy of the DP2 should be prepared and given to the mother as a personal record of the birth. When marriages occur, the DP2 and DP3 cards of the displaced persons concerned should be altered or new cards prepared.

b. Both births and marriages should also be registered according to local law, and certificates obtained and issued to the individuals concerned.

### 13. Deaths.

Procedure as specified in CA/d5, page 11, except that both the original and duplicate DP2 will be sent through channels to SHAEF, G-5, DPX.

## (SUPPLEMENTARY SUGGESTIONS)

### 1. DP1

a. The registration numbers are preprinted and each number occurs only once. The registration number is therefore a means for identifying the individual if his name presents difficulty. This number, since it is transferred to all his records, provides a key for numerical filing.

b. The signature can be used for checking identity: the holder of the card can be required to sign his name elsewhere and the signatures can be compared.

c. If a DP1 is lost a new card will be issued and the new registration number must be inserted on all forms and records of the individual.

### 2. DP2

a. This card will provide the statistical information which is to be summarized weekly on CA/d4 Revised.

b. The details on this Card (e.g. sex, age, physical condition, usual occupation) will be useful as regards employment of displaced persons both inside and outside an Assembly Center.

c. This Card should assist the displaced person's Government to return him to his own community and find him suitable employment. Spaces 30 and 31 are for the Government's use.

### 3. DP3

a. This card provides the main record in English of persons at Assembly Centers and a permanent record of those who have departed.

b. After departure the record of destination will provide a means of tracing individuals for personal or security reasons.

c. When an Assembly Center is permanently closed all cards will be packed and forwarded through channels to SHAEF, G-5, DPX.

#### 4. CA/d4 Revised.

a. Six legible copies of this report will be prepared: five will be forwarded, through channels.

b. On the establishment of a new Assembly Center this report will be submitted with as detailed a description as possible (see instructions on reverse side of form).

c. Thereafter, it will be submitted weekly as of 1,200 hours Saturday, completed as far as possible, particularly with respect to totals by claimed nationality.

d. On the basis of the initial report, an Assembly Center Number will be assigned by Army Group Headquarters, and the Assembly Center will be notified. This number will be used on DP2, CA/d4 Revised and for all official correspondence.

#### 5. CA/d5

Each Registrar will be supplied with a copy of CA/d5 to study the instructions in his own language. He will be told that the English captions on DP2 are numbered, and that these numbers are keyed to all the language translations in the CA/d5.

#### 6. CA/d6 and 7

a. CA/d7 provides instructions in English for the preparation of CA/d6.

b. CA/d6 is printed with French and German captions. Local doctors should be able to read one of these languages and require no further instruction.

c. CA/d6 will be supplied to hospitals used by Assembly Center residents.

#### 7. CA/d8

This card should be used to control the number of meals issued to each displaced person. A number should be cut off, punched or inked out for each meal issued.

#### 8. Assembly Center Card File.

The following Assembly Center card file system is suggested:

a. Sort the DP3 cards by nationality and within each nationality arrange them alphabetically.

b. Sort the DP2 cards by nationality and within each nationality arrange them numerically by registration numbers.

c. Cross-reference may be made by name or registration number.