KEY TO WARTIME WASHINGTON and the UNITED NATIONS

MAGAZINE DIVISION
OFFICE OF WAR INFORMATION
WASHINGTON, D. C.

GENERAL INFORMATION FOR THE PUBLIC

The U. S. Information Center answers public inquiries on all phases of Government activity or directs them to the proper channels. The Center is provided by the Office of War Information and is located at 1400 Pennsylvania Avenue. Telephone -- Republic 7500, Extension 2301. In New York, the Bureau of Public Inquiries is located at 122 East Forty-second Street. Telephone -- Vanderbilt 6-4224.

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INTRODUCTION

Magazine editors and writers, patriotically cooperating in the dissemination of war information in fiction and informative articles need not be discouraged by descriptions of the maze-like qualities of war-time Washington. The national capital undoubtedly is a boom town, with its War and Navy Departments spilling over into nearby Virginia and its Public Health Service and Department of Agriculture into nearby Maryland. Some of its agencies have also moved to other cities. Yet the facts which the magazines want are not too hard to find. With the assistance of information officers who know their fields, the apparently confused mass soon settles into solid subject matter.

In many Federal war agencies information officers are men and women who have studied not only press and radio but also the magazines. In others, magazine specialists whose by-lines are known to magazine readers have been appointed for the specific purpose of giving information to magazine writers.

Washington in these war days also furnishes a key to unlock the information sources of the world. The news of the United Nations is now well organized. The propaganda of the Axis is monitored and put on record. Here in Washington is being recorded the tremendous story of how U. S. fighting men, U. S. strategic materials, and U. S. economic weapons are being joined with those of our allies to hasten victory. Through Washington's embassies and legations flow the adventure stories of all the countries fighting for the freedom of the individual whether by actual combat or through resistance within the occupied countries. Here, too, the policy of solidarity with the other American republics is being translated into economic warfare against the Axis.

The first section of this Key concerns the War Agencies of the United States; the second concerns the United Nations.

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WARTIME WASHINGTON

The following resume of Federal information sources, while by no means all-inclusive, should make it possible to secure authoritative information in the various fields of war activities, so far as it can be published.

Since this key is for the purpose of serving as a short-cut for magazine editors and writers, the agencies, departments and bureaus summarized are for the most part titled in accordance with their subject matter. As it is obviously impossible to include all subjects pertinent to this war, the Magazine Division has included those on which it receives most queries.

THE WHITE HOUSE

EXECUTIVE OFFICE: Stephen T. Early, Secretary to the President, is magazine contact on all matters pertaining to President Franklin D. Roosevelt and his Executive Office. In his files are copies of the President's speeches, executive orders, press releases, and press conference summaries which are fundamental to interpretations of this administration and the conduct of the war.

1600 Pennsylvania Ave., N. W. National 1414
Washington, D. C.

EXECUTIVE MANSION: Malvina Thompson, Secretary to Mrs. Roosevelt, is magazine contact on the various activities of the President's wife.

1600 Pennsylvania Ave., N. W. National 1414
Washington, D. C.

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CAPITOL HILL

CONGRESS: Customs developed down the years make Congress, however complicated to the uninitiated, easily accessible to the fact-finder. Its members, its committees, the whole official scene on which it operates, are catalogued in the Congressional Directory. Its running story is told daily in The Congressional Record. Both Vice President Henry A. Wallace, President of the Senate, and Representative Sam Rayburn, Speaker of the House, have offices staffed by secretaries accustomed to handling information. The Secretary of the Senate, Edwin A. Halsey, and the Clerk of the House, South Trimble, officials with years of experience, command experts in legislative matters who record Congressional activities.

The office of any senator or representative may be reached by calling the Capitol telephone number and giving the name of the member wanted. Secretaries of members are able to give general information which makes it unnecessary to burden the members themselves.

Both the Senate and House of Representatives have Press Galleries and Radio Correspondents' Galleries. Admission is obtained by presenting credentials to standing committees which pass upon them. Magazine editors and accredited magazine writers may make arrangements for the use of the press galleries for limited periods, if they are introduced by a member. For further details on making such arrangements check with the Magazine Division of OWI, Republic 7500, Extension 71144. Harold R. Beckley is Superintendent of the Senate Press Gallery; William J. Donaldson is Superintendent of the House Press Gallery.

The Senate meets in the North Wing of the Capitol Building, the House in the South Wing. The Senate Office Building is easily accessible to the Senate Chamber through a subway equipped with miniature railway transportation. The two House Office Buildings are accessible to the House Chamber through subways for pedestrians.

Senate Office Building Delaware Ave., and B Streets, N. E.	National 3120
House Office Buildings New Jersey Ave., and B Streets, S. E.	National 3120

LIBRARY OF CONGRESS: This is, in effect, the national library of the United States. It serves not only the entire government but the public as well, and its use is free without introduction or credential, to any inquirer from any place.

With its collection of some 6,000,000 volumes, its contacts with experts in the various bureaus of the Government, the Library of Congress serves as an invaluable source of materials for writers. Much of the reference work is carried on through correspondence. Magazine editors and writers may get in touch with David C. Mearns, Reference Librarian.

Reference Department First St., S. E. between B and East Capitol Streets	National 2725 Ext. 511

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SUPREME COURT: The judicial power of the United States is vested in the Supreme Court, made up of the Chief Justice and eight Associate Justices who are appointed by the President with the advice and consent of the Senate. Court begins the first Monday in October of each year and continues as long as the business before the Court requires, usually until about the first of June. Approximately 1,000 cases are passed upon in the course of a term. Editors and writers may write or telephone Nelson Potter, Superintendent of Press Relations, for information and materials.

Room 31
United States Supreme Court Building
1 First Street, N. E.
Washington, D. C.

Executive 1640
Ext. 186

THE FIGHTING FORCES

Naturally, the most inspiring dramas of heroism are being enacted in the theatres of war. This causes intense interest in everything pertaining to the Army; to the Navy which, of course, includes the Marines and Coast Guard; and also to the Merchant Marine whose risks are great. These are fields in which care must be taken not to divulge information of value to the enemy.

ARMY: An executive order of February 28, 1942 authorized a complete and sweeping reorganization of the War Department to provide a more streamlined army geared to the accelerated program of organizing, training, arming, supplying and transporting our land and air forces. The Secretary of War is Henry L. Stimson.

Under the new plan of operation all Army activities within the United States now are grouped under three commanders: Commanding General of the Army Air Forces, Commanding General of the Army Ground Forces, and Commanding General of the Services of Supply. In this way, the two great fighting armies, air and ground, are relieved, by Services of Supply, of the burden of procurement, supply and general "housekeeping" (except for some procurement and experimental development peculiar to the Air Force which remains with that arm). These air and ground fighting units merge into cohesive fighting teams or task forces in combat, under the commanders of the various theaters of war.

Also under the Army's command are the WAACS (Women's Army Auxiliary Corps) and the WAFS (Women's Auxiliary Ferrying Squadron). The Army Nurse Corps

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is an integral part of the Army, in the Office of the Surgeon General.

The Army is one of the most valuable sources of material for magazine articles and stories, and editors and writers will find an abundance of information available. Director of the Bureau of Public Relations in the War Department is Major General Alexander D. Surles; Chief of the Press Branch is Lieutenant Colonel Marshall E. Newton.

Inquiries on books and magazine articles covering any Branch of the Army should be addressed to the Section of the Publications Branch of that Bureau. Since Army appointments are necessarily subject to change, mail need not carry the name of the officer in charge. When making calls either in person or by telephone, ask for Major Frank P. Frazier.

Room 2 D 859 Republic 6700
Pentagon Building Ext. 4093
Arlington, Virginia

NAVY: This division of America's fighting forces has under its command the construction, manning, arming, equipping, maintenance and operation of all the country's vessels of war. The Marine Corps and Coast Guard are integral parts of the Naval establishment. Frank Knox is the Secretary of the Navy.

Naval, Coast Guard and Marine aeronautics come under Navy jurisdiction. The three new women's reserves, WAVES, SPARS and Women's Reserve of the Marine Corps are also a part of the Navy. The Navy Nurse Corps has been greatly increased as a result of war.

Magazine editors and writers will find much interesting editorial material in the various activities and functions of the Navy Department. Director of Public Relations is Captain Leland P.

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Lovette; Officer in charge of the Press Section is Lieutenant Commander W. M. McCarthy.

Lieutenant Commander Walter Karig is in charge of the Magazine and Book Section for information on all Navy matters.

Room 0132 Republic 7400
Navy Building Ext. 5151-2-3
18th and Constitution Ave., N. W.
Washington, D. C.

Lieutenant Commander Victor F. Blakeslee reviews the written and spoken word on all Navy affairs prior to publication or delivery.

Room 0130 Republic 7400
Navy Building Exts. 62135-6-7
18th and Constitution Avenue
Washington, D. C.

MARINES: The Marine Corps, a branch of the Navy, combines land, sea and air operations. The editorial contact for this branch of the service is Brigadier General R. L. Denig, Director of Public Relations.

Room 1006 Republic 7400
Arlington Annex Ext. 7386
Arlington, Virginia

COAST GUARD: The Coast Guard is the smallest of our military services. It normally acts as a maritime policeman under the Treasury Department, but during war or times of national emergency it is transferred to the Navy and operates as a part of it.

The Coast Guard has charge of all the aids to navigation-lighthouses, lightships, buoys and radio beacons. It enforces the observance of safety regulations among motorboatmen. It enforces safety

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rules and cares for the welfare of the merchant marine through its incorporation with the Bureau of Merchant Marine Inspection and Navigation. The Greenland and Alaska Patrols bring justice and medical care to those remote regions.

The Port Security Program of the Coast Guard, with its fleet of 250 fireboats, endeavors to prevent any possible damage to shipping. For, if a ship or its cargo is lost because of fire, sabotage, or negligence in a port, the result is the same as if it were torpedoed on the high seas. The men of the 240 surf stations along our shores are now doubly responsible, not only because disaster at sea is a more common experience in the ruthless submarine warfare being conducted by our enemies, but because they must now be prepared for the possible landing of saboteurs. Horses and dogs are helping in these lonely vigils.

Larger Coast Guard cutters are operating in escort units while the smaller ones are engaged in anti-submarine patrol and coastwise convoy duty. They often operate directly with Coast Guard aircraft. Some troop transports are completely manned by the Coast Guard. The Coast Guard has suffered casualties in areas as remote as Iceland and Singapore. Captain Ellis Reed-Hill, Public Relations Officer, is the information source for this war-time branch of the Navy.

Room 8202 Republic 7400
1300 E Street, N.W. Ext. 4407
Washington, D. C.

SHIPPING AND SHIPBUILDING: The lifelines between our production front and the world-wide battlefronts of a global war consist of cargo ships which operate through submarine-infested waters and brave air attack daily to keep our fighting forces supplied with the materiel of war.

The ship construction program of the U. S. Maritime Commission is the greatest the world has ever known. Two-thirds of a million persons are now at work in shipyards on Maritime Commission contracts. About a million more are working in factories producing materials and parts for Liberty Ships and other ships of the Victory Fleet.

Operation of the merchant marine is the function of the War Shipping Administration. This agency allocates tonnage and works out the routes for the ships to take. Under the WSA also come two merchant marine manpower programs. The Recruitment and Manning Organization has the job of finding experienced officers and seamen and inducing them to return to the sea as a wartime duty. The Training Division trains young men to be officers and apprentice seamen through the Merchant Marine Cadet Corps and the U. S. Maritime Service. The former operates cadet academies and the latter conducts the programs of the apprentice seamen training stations. Thousands of men are being trained for important work in the deck, engine room and steward departments of the merchant marine.

Rear Admiral Emory S. Land is Chairman of the Maritime Commission and Administrator of the War Shipping Administration. Mark O'Dea, Director of the Division of Public Relations for both Organizations, will supply editors and writers with copy material on shipbuilding and shipping.

Division of Public Relations
Room 7420, Commerce Building
14th and E Streets, N.W.
Washington, D. C.

Executive 3340
Ext. 60

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EMERGENCY WAR AGENCIES

To deal with special problems created by the war, a number of war agencies have been established in the Federal government. These have been necessary in order to key the nation's economy to total war, to mobilize its manpower, to deal with the dissemination of war information both inside and outside the country, and to lessen the shock of war dislocations to the people.

WAR INFORMATION: The Office of War Information was established as an emergency agency to disseminate both here and abroad, except in the field of Inter-American Affairs, all information on our war activities which will not give aid to the enemy, and which will further the successful prosecution of the war. Elmer Davis is Director.

OWI's Domestic Operations Branch, under Gardner Cowles, Jr., seeks to develop an informed, intelligent civilian understanding of the war at home and abroad, through newspapers, radio, motion pictures, books, magazines, pamphlets and other media.

The Overseas Branch, under Robert E. Sherwood, disseminates information outside the country through shortwave radio and outposts in allied countries. This Branch also prepares publications for overseas distribution.

George H. Lyon is Chief of the News Bureau; Phil Stitt heads the Trade Press unit.

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The Magazine Division of OWI was created to aid domestic magazine editors and writers by placing at their service, wherever possible, the many information sources of wartime Washington and the United Nations. Miss Dorothy Ducas is Chief; Miss Bess Furman, Assistant Chief.

Room 3449 Republic 7500
Social Security Building Exts. 71144; 72383

INTER-AMERICAN AFFAIRS: The Office of the Coordinator of Inter-American Affairs was established by executive order August, 1940, to integrate governmental and private activity in the inter-American field. Nelson A. Rockefeller is Coordinator. Its work falls into two categories, economic and informational. In cooperation with the Department of State, CIAA plans and executes inter-American programs in the fields of health and sanitation, food supply, education and science, transportation and press, radio and motion pictures. It formulates and puts into effect in the commercial and economic fields programs which further the interests of all the peoples of the Western Hemisphere. There is much good material for magazine writers and editors in the activities of this office. For information communicate with Francis A. Jamieson or Miss Martha Dalrymple.

Office of the Coordinator Republic 7500
of Inter-American Affairs Ext. 5321
Commerce Building
14th and Constitution Avenue, N. W.
Washington, D. C.

8-0912 P18-bu

CENSORSHIP: The Office of Censorship, Byron Price, Director, assures that no information helpful to the enemy is disseminated by radio, press, mail, cable or any other means of transmission outside the United States. It also conducts a voluntary censorship, through its Codes of Wartime Practices, of the domestic press and broadcasters.

These codes ask publishers and broadcasters not to make public certain facts which have a military security basis. Every magazine editor and writer has a patriotic duty to be familiar with the Code of Wartime Practices for the American Press, copies of which are available at the Press Division, Office of Censorship.

Apex Building — Executive 3800
7th and Pennsylvania Ave, N. W. — Ext. 112
Washington, D. C.

ECONOMIC STABILIZATION: The small but highly important Office of Economic Stabilization, headed by James F. Byrnes as Director and charged with the duty of keeping this country on even economic keel in the war emergency, has no specified public relations officer. However, magazine questions may be referred to Sam Lubell, former OWI writer in the anti-inflation field.

East Wing — National 1414
The White House
1600 Pennsylvania Avenue, N. W.
Washington, D. C.

ECONOMIC WARFARE: The Board of Economic Warfare is concerned with directing the war behind the war--the war on the economic front. Vice President Henry A. Wallace is Chairman; Milo Perkins is Executive Director. BEW is responsible for: (1) bringing in essential raw materials from foreign countries for

war production and developing new sources of needed supplies such as rubber, tin, sisal, copper, manganese, etc.; (2) directing the steady flow, from this country, of commercial export of commodities needed by our allies; and (3) keeping a running analysis of the economic position of every country in the world.

In brief, the task of the BEW is to support the entire war program of the United Nations, to weaken the enemy wherever possible on the economic front, and to strengthen the economics of friendly neutral nations. Magazine material may be obtained from J. B. Hasselman, Chief of the Information Division.

Room 1031
Temporary Building T
14th and Constitution Ave.,
Washington, D. C.

Executive 7030
Ext. 575

WAR PRODUCTION: The War Production Board was established January 16, 1942, by President Roosevelt to assure "the most effective prosecution of war procurement and war production." Donald M. Nelson is Chairman.

In a war economy in which the resources of the nation are inadequate to produce everything needed, WPB allocates to each industry sufficient resources to operate on approved schedules within a precisely balanced general program. Further, this United States program must be synchronized with the production programs of the other United Nations. WPB determines the policies, plans, procedures, and methods of other Federal agencies with respect to war procurement and war production, and exercises full and final authority over the issuance of all priority ratings.

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For magazine material, available through any of its branches, consult Martin Quigley, Chief of the Special Projects Branch, or Luis J. A. Villalon, Division of Information.

Room 5166
Social Security Building
4th and Independence Avenue
Washington, D. C.

Republic 7500
Ext. 6611

LEND-LEASE: The Office of Lend-Lease Administration is the agency through which the United Nations pool their combined resources in the common war effort. Edward R. Stettinius, Jr., is Administrator.

Lend-lease is playing an important part in providing goods and services to all countries resisting Axis aggression. These supplies include military items such as planes, tanks, ships, guns and ammunition; industrial materials such as steel, petroleum products, machinery and machine tools; foodstuffs and other agricultural products. Services include: repair in this country of United Nations ships; provision of shipping to carry goods to and from lend-lease countries; building of new factories and shipyard facilities for production of lend-lease goods; and the training in this country of the United Nations air forces.

Being a central administrative and policy-making organization, Lend-Lease does no actual purchasing, but makes procurements through the agencies purchasing for our own needs. For magazine material, apply to Wilder Foote of OWI, Republic 7500, Ext. 74313 or John D. East, Research Assistant at Lend-Lease.

Room 514
515 22nd Street, N. W.
Washington, D. C.

Republic 7500
Ext. 4598

WAR MANPOWER: To win the war, America must mobilize her entire resources including manpower--men, women, and youth. The War Manpower Commission, Paul V. McNutt, Chairman, is the Government's agency established specifically to carry out this vital program, both as to the mobilization of the armed forces and the production personnel. Its primary objectives are: (1) to effect complete utilization of our now existing labor force, matching the right persons to the right jobs either in the fighting forces or on the home front; and (2) to add more millions to our present labor force in order to meet the ever-increasing demands of our growing military, production, and agricultural program. The many phases of the Commission's work include Selective Service, U. S. Employment Service, and war training programs. Philip Broughton is Director of Information. Magazine editors and writers may consult Guy Pearce Jones, Chief, Magazine Section, WMC.

Room 330 Executive 4660
Securities and Exchange Bldg. Ext. 760
18th St., and Pennsylvania Ave., N. W.
Washington, D. C.

FOOD ADMINISTRATION: To assure an adequate supply and efficient distribution of food to meet war and essential civilian needs, the Secretary of Agriculture has been given full responsibility for and control over the Nation's food program. Claude R. Wickard is Secretary of Agriculture.

For the purposes of the war food program, the Department of Agriculture was regrouped into three major administrative units: (1) the Food Production Administration concerned primarily with planning wartime agricultural production and including such agencies as the Agricultural Conservation and Adjustment Administration, the Farm Credit Administration, and the Farm Security Administration; (2) the Food Distribution Administration, concerned primarily with marketing activities and regulations and including

such agencies as the Agricultural Marketing Administration and that part of the Office for Agricultural War Relations concerned primarily with food distribution; (3) the Agricultural Research Administration, devoted as its name indicates to finding new ways of handling foods to serve the purpose of war such as the development of the vast dehydrated foods industry so that food could be sent abroad under Lend-Lease.

The Commodity Credit Corporation, the functions of which are now closely tied to those of the Food Production and the Food Distribution Administrations, maintains its independent status. However, such of its programs as are concerned with either domestic food production or distribution, will hereafter require approval by the director of the appropriate administration. The Forest Service and the Rural Electrification Administration maintain their functions and independent status unaltered.

Secretary Wickard serves as Chairman of a Food Advisory Committee which includes a representative of each of the following agencies: War Department, Navy Department, Office of Lend-Lease Administration, Board of Economic Warfare, War Production Board, Interior Department, and State Department as well as both the Food Production and Food Distribution Directors of the Department of Agriculture.

Morse Salisbury is Chief of the Office of Information of the Department of Agriculture. Whitney Tharin is Assistant Director of Information in charge of Press and Radio, and W. K. Charles is Chief of Press Service. T. Swann Harding is assigned at all times to meet the special needs and requests of magazine editors and writers.

Office of Information
Administration Building
Department of Agriculture
The Mall
Washington, D. C.

Republic 4142
Ext. 4842

PRICE ADMINISTRATION: The Office of Price Administration Prentiss Brown, Administrator, has two major responsibilities: (1) to prevent, by establishment and enforcement of "ceilings" any abnormal increase in commodity prices and rents which in a war economy could rise to dangerously high levels; and (2) to assure, through rationing, the fair and equitable distribution of scarce goods.

Through these two controls, OPA is charged with helping to check inflation and an uncontrolled distribution of scarce goods which, if not thus curbed, would undermine the country's standard of living and endanger the war effort. For arrangement of interviews, and for information, booklets, and other publications available to editors and writers, get in touch with Leigh Plummer, Director of Press and Campaigns.

Room 3311
Federal Office Building #1
Third and D Streets, S. W.
Washington, D. C.

Republic 7500
Ext. 71311

OIL: Assuring sufficient oil for our military and civilian needs is one of the greatest tasks of the war's prosecution. To coordinate more effectively the war policies and actions of the government concerned with producing, refining, transporting and marketing petroleum, the Petroleum Administration for War was established by executive order. Harold L. Ickes is Administrator.

The executive order states that "the Administrator shall establish basic policies and formulate plans and programs to assure for the prosecution of the war the conservation and most effective development and utilization of petroleum in the United States and its territories and possessions and issue necessary policy and operating directives."

Information and editorial material may be obtained from Gordon M. Sessions, Director of Public Relations.

Room 7515
Department of Interior
C between 18th and 19th Streets
Washington, D. C.

Republic 1820
Ext. 3161

RUBBER: Within the War Production Board the Office of Rubber Director has been established in order to coordinate under one central authority the Nation's program concerned with the wartime manufacture, disbution and conservation of rubber. William M. Jeffers is Director.

ORD's long-range plans for new synthetics, new sources of crude rubber in foreign countries and the procurement of supplies to meet immediate military and civilian needs, offer much interesting material for magazines. Writers and editors may communicate with Russell Hogin, Division of Information, WPB.

Room 5525
Social Security Bldg.
3rd St. and Independence Ave.
Washington, D. C.

Republic 7500
Ext. 6472

TRANSPORTATION: The duty of the Office of Defense Transportation is to assure maximum utilization of all domestic transportation facilities within the United States and its territories and possessions, for the successful prosecution of the war. The Director is Joseph B. Eastman. The coordination of domestic traffic with ocean shipping is another important phase of ODT activities. Information for magazine

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editors and writers may be obtained from Bryant Putney, Information Officer.

Room 1228
New Post Office Building
13th and Pennsylvania Ave., N.W.
Washington, D. C.

Republic 7500
Ext. 76222

WAR COMMUNICATIONS: Established as a war emergency measure, the Board of War Communications' functions are: (1) to control, seize, or close any communications facilities when the best interests of the United States so determine; and (2) to police the air to prevent use, by subversive agents, of devices capable of signalling the enemy. Established in September 1940, its powers were greatly broadened after Pearl Harbor as communications problems were intensified. James Lawrence Fly is Chairman. For magazine material on the Board's many and diversified war activities, consult Russell Clevenger.

Room 7234
New Post Office Building
12th and Pennsylvania Ave., N.W.
Washington, D. C.

Executive 3620
Ext. 361

CIVILIAN DEFENSE: The Office of Civilian Defense coordinates the work of other Federal agencies concerned with state and local civilian defense activities. James M. Landis is Director. Through its three principal branches (Protection, War Services, Facility Security) OCD develops plans for organizing and training volunteers to safeguard cilivians in case of emergency; organizes the civilian population to maintain community services in the fields of health, nutrition, child welfare, housing, recreation, etc.; and supplements the protective program of the Army, Navy and Federal Power Commission, and correlates with them the anti-sabotage activities of

other Government agencies. E. A. Sheridan is director of Public Advice and Council. Truman Felt is Chief of the Press Section. For magazine information and material, editors and writers may consult Miss Frances Knight, Executive Assistant, Public Advice and Counsel.

Room 1031 — Republic 7500
DuPont Circle Building — Ext. 6352
Connecticut Ave. at DuPont Circle
Washington, D. C.

DEFENSE HEALTH AND WELFARE: The Office of Defense Health and Welfare Services was established as a war measure to provide the additional aids needed to meet the impact of defense upon civilian health and welfare. It coordinates and directs wartime activities of Federal agencies in the fields of health, welfare, education, recreation, family security, social protection, and services for children of working mothers. It makes available upon request the services of specialists in these fields to assist in the planning and execution of local and State programs, particularly in crowded defense areas.

For information, get in touch with (1) Mrs. Zilpha C. Franklin, Director of Information, or (2) Bertrand Brown, Chief Information Officer.

(1)
Room 402 — Republic 6530
601 Pennsylvania Ave., N.W. — Ext. 2342
Washington, D. C.

(2)
Room 5360 — Republic 6530
Social Security Building — Ext. 2518
Washington, D. C.

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WAR HOUSING: Created by Executive Order in February 1942, when housing became a national problem because of accelerated defense activities, the National Housing Agency has a large part to play in the war's prosecution. In cooperation with the War Production Board, the War Manpower Commission and other Federal agencies, NHA determines the need of housing for war workers in areas where a shortage threatens to hamper war production, and devises ways of meeting that need. The Administrator is John B. Blandford, Jr.

In addition to the Office of the Administrator, the National Housing Agency consists of the Federal Home Loan Bank Administration, the Federal Housing Administration, and the Federal Public Housing Authority.

Housing is provided through this agency either by means of utilization of existing housing, new construction by private builders or by publicly-financed building. Seventy war housing centers, and also homes registration offices in more than 300 areas, direct incoming war workers to available houses, apartments and rooms.

For magazine material, editors and writers may consult Howard F. Vickery, Director of Information.

Room 520 Executive 4160
1001 Vermont Avenue Ext. 656
Washington, D. C.

WAR RELOCATION: One of the most recent of the wartime agencies, War Relocation Authority was created after Pearl Harbor to provide for the transfer from designated areas of persons whose removal was necessary in the interests of national security; and for their relocation, maintenance and supervision. Dillon S. Myer is Director. This agency also is responsible for providing, where feasible and desirable useful employment for such persons in industry,

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commerce, agriculture or public projects; and for safeguarding the public interest in the private employment of such persons. Thus far, the major activity has been with the 100,000 persons of Japanese ancestry evacuated from military areas of the West Coast. For magazine materials, see John Baker, Chief of the Office of Reports.

Room 528
Barr Building
910 17th Street, N.W.
Washington, D. C.

Republic 7500
Ext. 72496

WAR LABOR BOARD: The function of the National War Labor Board is (1) to effect the speedy settlement of labor disputes and (2) to control proposed increases or decreases in wage rates and in most salary rates under $5,000. The Board is composed of four representatives of the public, four of labor and four of industry. Chairman is William H. Davis.

Regional offices of the Board are located in twelve cities. For information consult Osgood Nichols, Director, Division of Public Information.

Room 5419
Labor Department Building
14th & Constitution Avenue
Washington, D. C.

Republic 7500
Ext. 72042

ALIEN PROPERTY: As during the last war, the Office of Alien Property Custodian was established as a protective measure after the declaration of war. The Custodian's duty is to prevent enemy alien-owned property in this country being used as an economic weapon against the United States. The Custodian is authorized to direct, manage, supervise, control, vest or take such other action as he may deem

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necessary in the national interest, with respect to any such property and either hold, sell, liquidate, use, administer or otherwise deal with it for the benefit of the United States. Such property includes real estate, business enterprises, ships, patents, copyrights and trademarks, interests in estates, trusts, and personal property.

J. Forbes Campbell is Director of Information for this Office.

Room 603
National Press Building
14th and F Streets
Washington, D. C.

District 8515

OTHER AGENCIES CONVERTED TO WAR

In departments and agencies of the Federal government which have been familiar down the years lie many unwritten war stories. Cabinet chairs and independent agencies have converted to war and have taken on new war-time duties. Following is a brief resume of some of the fields they cover and a list of information sources.

STATE DEPARTMENT: The major functions of the Department of State are to determine, under the direction of the President, the foreign policies and to conduct negotiations of whatever character relating to the foreign affairs of the United States. It has charge of the correspondence with diplomatic and consular representatives of the United States and with representatives of foreign powers accredited to this Government. The Secretary of State is Cordell Hull.

The Department of State's wartime activities include responsibility for all diplomatic phases of the war's prosecution; maintenance of close relations with countries allied with the United States in the war; the strengthening of hemisphere solidarity; and the adoption of international economic measures which will aid this and other countries in defense against the Axis and in hindering Axis activities in neutral countries. Editors and writers may obtain information from Michael J. McDermott, Chief, Division of Current Information.

Room 132½
Department of State
17th and Pennsylvania Ave., N. W.
Washington, D. C.

Republic 5600
Ext. 2421

8-0912 P31

FINANCES: The Department of the Treasury has a number of different functions in addition to those concerned with marketing of government securities, collection of internal revenue taxes, coinage of money and the receiving, assaying and safeguarding of the Nation's gold and silver stocks. Henry Morgenthau Jr., is the Secretary of the Treasury.

Following are briefs of those divisions of the Treasury which suggest magazine story material of wide current interest:

The Bureau of Customs collects import duties and supervises exportations to other countries; and acts to prevent smuggling, including the smuggling of contraband such as narcotics. After the declaration of war, this Bureau was charged with additional duties. With other government agencies it acts to prevent exportation of strategic materials except under proper license and enforces prohibitions against trading with persons or firms on the "Proclaimed List of Certain Blocked Nationals."

Customs also searches vehicles, vessels and persons arriving from and departing to foreign countries, to make sure no letters or other communications are carried to or from the United States except through the regular course of the mails, and that documents carried contain nothing inimical to the interests of the United States. Miscellaneous duties related to the prevention of espionage and sabotage are also a part of this Bureau's functions.

The War Savings Staff was organized within the Treasury Department to stimulate the sale of War Savings Bonds and Stamps. In this work, it secures the cooperation of the radio industry, the press, magazines, motion pictures, banks, advertising firms, business establishments, schools and colleges and many other groups.

The Foreign Funds Control was set up to prohibit transactions involving property in which 36 designated foreign countries or their nationals have had any interest since April 1940. Under this authority, the use and disposition of more than

$8,000,000,000 in property and funds held here by these countries is "frozen" for the duration, so that they cannot be used to aid the Axis. Another function of this division is to prevent liquidation in America of valuables looted by the Axis from invaded territories.

The Procurement Division is the purchasing agent for the Government. It negotiates the purchase of supplies and services for all government offices and public institutions. It procures, stores, maintains, and replenishes the stocks of critical war materials. Under lend-lease arrangements, it buys metals and alloys, heavy motorized equipment and other industrial and agricultural products for delivery to our allies. It procures clothing, medicines and other vital supplies for relief of refugees, distributing them through the Red Cross. It buys heating, plumbing, refrigeration and other household fixtures for Federal housing structures. 115 Federal Business Associations in the larger cities of the country function as agencies of the Procurement Division in its work, in order to effect economies and increase the efficiency of its transactions.

Secret Service Division is in charge of activities to suppress counterfeiting of coins and notes of the Government. It also protects the President and his family and maintains a uniformed force to protect the White House and to safeguard the paper currency and other Government securities during the process of manufacture at the Bureau of Engraving and Printing and at the vaults of the money-handling divisions of the Treasury Department.

For magazine material and information, get in touch with (1) Charles Schwarz, Director of Public Relations; (2) Robert B. Phillips, Jr., Chief of Magazine Publicity, War Savings Staff.

(1)
Room 338 — National 6400
Treasury Building — Ext. 2040
15th and Pennsylvania Ave., N. W.
Washington, D. C.

(2)
709 Twelfth Street — National 6400
Washington, D. C. — Ext. 5335

8-0912 P33-bu

LITIGATION AND LAW ENFORCEMENT: The Department of Justice is the legal counsel and chief law enforcement agency for the United States Government. It represents the Government in all litigation; apprehends, prosecutes and punishes violators of Federal laws, and gives legal opinions to the President and heads of executive departments when so requested. Frances Biddle is the Attorney General.

The war activities of the Department are vested principally in the War Division, the Criminal Division and the Federal Bureau of Investigation. The War Division is charged with the coordination of policy matter relating to the war program and consists of the War Frauds Unit (frauds against the government by war contractors); Special War Policies Unit (study and coordination of matters relating to sedition, foreign agents, enemy propaganda, etc.); Alien Enemy Control Unit (administration of regulations relating to alien enemies); and the Alien Property Unit (litigation arising from the work of the Alien Property Custodian).

The Criminal Division conducts Grand Jury investigations and prosecutes violators of all Federal statutes, including those relating to the war.

The Federal Bureau of Investigation examines all charges of offenses against the Government, conducts counter-espionage activities, makes arrests, maintains the world's largest fingerprint identification system, and renders advice on plant protection problems.

Other branches of the Department participating in the war program include the Antitrust Division (information on foreign corporations for the BEW); Lands Division (acquisition of lands and buildings), and the Immigration and Naturalization Service (border patrol).

M. E. Gilfond is Director of Public Relations.

Room 5119
Department of Justice Bldg.
10th and Constitution Ave., N. W.
Washington, D. C.

Republic 8200
Ext. 24

POSTAL SERVICES: As in most departments of the Federal government, war has greatly increased the duties of the Post Office. Frank C. Walker is Postmaster General.

Among the wartime responsibilities of this Department are: to prevent any use of the mails to interfere with the war program, particularly in violation of the Espionage Act; to facilitate, in cooperation with the War Department, the handling of military mail in all emergencies arising in the conduct of the war; and to maintain an accelerated domestic mail service to cope with the vastly increased use of the mails to supplement curtailed message-sending by telephone and telegraph. For editorial material, consult Isaac Gregg, Director of Press Relations.

Room 3302
New Post Office Building
12th and Pennsylvania Ave., N. W.
Washington, D. C.

District 5360
Ext. 494

CONSERVATION OF NATURAL RESOURCES: In peacetime, the many duties and charges of the Department of the Interior are classified under the broad heading of conservation of natural resources. In wartime, these duties are vastly increased because of the necessity for mobilizing resources for war. Harold L. Ickes is the Secretary of the Interior.

Petroleum conservation, an important peacetime function of this Department, has become one of the most vital of all phases of the war's prosecution, under the new Petroleum Administration for War. (See Oil).

The Bureau of Mines and the Geological Survey have a primary responsibility in securing the all-important minerals and metals required for war.

8-0912 P35-bu

The Bureau of Fisheries has extended its operations, and the Office of Fishery Coordination is charged with assuring a sustained production of aquatic food supplies for civilian and military needs.

The Office of Solid Fuels Coordinator for War is a major defense division under this Department's direction also. National parks administration, another peacetime charge of this same Department, has now been enlarged to include supervision of parks for use by the Army and Navy as maneuver areas, approach roads, radio detection stations, the training of mountain troops, and rest camps for American soldiers and sailors and sailors of British ships which are undergoing repair in the United States. For all magazine information and materials, consult William E. Warne, Security Officer of the Department of the Interior.

Room 7216
Interior Building
Eighteenth and C Streets, N. W.
Washington, D. C.

Republic 1820
Ext. 3171

COMMERCE: The Department of Commerce is the governmental agency which furthers the country's trade, both domestic and foreign, covering the whole field of manufacturing and distribution. Jesse H. Jones is the Secretary of Commerce.

Wartime activities of the Department of Commerce are highly important, involving many phases contributing to successful prosecution of the war. Among these are the investigation and analysis of civilian requirements, sources of supply, production capacity and substitutes; collection and dissemination of up-to-the-minute information on the rapidly changing trade relations between the United States and foreign countries; investigations in the fields of physics, chemistry, metallurgy and engineering for the various government war agencies; special weather forcasting service for the military; preparation of nautical and

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aeronautical charts and mapping of strategic land and water areas; encouraging new inventions; operating the civilian pilot training program and supervising civil aviation. Magazine writers and editors can obtain editorial information from C. G. Marshall, Chief, Division of Current Information.

Room 3870
Department of Commerce Bldg.
14th and Constitution Ave., N. W.
Washington, D. C.

District 2200
Ext. 2421

LABOR: The Department of Labor is the working people's representative in our Government. It has jurisdiction over all matters pertaining to promoting and developing the welfare of American wage-earners, improving their working conditions and advancing their opportunities for profitable employment. The Secretary of Labor is Miss Frances Perkins.

Wartime activities of this Department are conducted under two special committees: the Committee on Conservation of Manpower in Industry, which advises on accident and health exposures and what can be done to eliminate or control them; and the Labor Advisory Committee to the Women's Bureau on Standards for the Employment of Women, which studies the role of the woman worker in the war program.

Two important divisions of the Labor Department which are sources of material of particular interest to magazine editors and writers are the Women's Bureau and the Children's Bureau, described elsewhere in this Key. James V. Fitzgerald is Director of Information.

Room 3124
Department of Labor Bldg.
14th and Constitution Ave., N. W.
Washington, D. C.

Executive 2420
Ext. 24

8-0912 P37-

RECONSTRUCTION FINANCE: The Reconstruction Finance Corporation, which extends financial assistance to agriculture, commerce and industry through loans to banks and other credit agencies, is now engaged almost exclusively in war activities. To aid in carrying on this work, the RFC has created six corporations:

Defense Plant Corporation constructs, equips and expands plants for the manufacture of needed war materials and equipment such as arms, ammunition, planes and tanks.

Rubber Reserve Company buys materials for synthetic rubber and provides factories and facilities for its manufacture.

Metals Reserve Company buys up strategic metals such as manganese and copper, and stimulates the mining of the needed metals.

Defense Supplies Corporation buys strategic war materials and equipment, with the exception of rubber and metals.

War Damage Corporation provides, through low-rate insurance, protection against loss of or damage to property, real and personal, which may result from enemy attack.

Rubber Development Corporation has charge of the Government's program for development and procurement of natural rubber, particularly in Latin America.

For magazine materials, consult W. C. Costello, Special Assistant to Board of Directors, RFC, or A. B. Merritt, Administrative Assistant.

811 Vermont Ave., N. W. Executive 3111
Washington, D. C. Ext. 18

8-0912 P38-bu

FEDERAL SECURITY: Under the Federal Security Agency are grouped a number of governmental agencies having responsibility for the promotion of social and economic security, educational opportunities and the health of the citizens of the Nation. The continuing programs of its constituent agencies, including the Public Health Service, the Office of Education and the Social Security Board, are being adapted and extended to meet the war emergency.

The Federal Security Agency collaborates closely with the Office of Defense Health and Welfare Services and the War Manpower Commission in the discharge of certain specific war responsibilities assigned to these two agencies. Magazine editors and writers may get in touch with (1) Mrs. Zilpha C. Franklin, Director of Information, or (2) Bertrand Brown, Chief Information Officer.

(1)
Room 402 — Republic 6530
601 Pennsylvania Ave., N. W. — Ext. 2342
Washington, D. C.

(2)
Room 5360 — Republic 6530
Social Security Building — Ext. 2518
Washington, D. C.

FEDERAL WORKS: Public buildings, highways and various other public works and public services are under the jurisdiction of the Federal Works Administrator, Major General Philip B. Fleming. In wartime the Federal Works Agency has added responsibility.

In many overcrowded areas in which population has multiplied almost overnight, local resources are inadequate to provide facilities and services made necessary by war activity. In such cases, FWA, through the operation of the Lanham Act, provides for the building of additional facilities such as schools, health centers, sewage, garbage and refuse disposal

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facilities, public sanitary facilities, and facilities for the treatment and purification of water.

The Public Roads Administration of FWA is co-operating with Army Engineers in the building of the 1,670 mile Alaska Highway; building bridges along and completing gaps in the Pan-American Highway; and building flight strips and hundreds of miles of access roads to military establishments, shipyards and other war installations.

The Public Buildings Administration of FWA, includes in its activities a $12,500,000 program for the protection of Federal buildings against air raid hazards and sabotage, and the construction of 22 residence halls for women war workers in the Washington area.

Director of Information for Federal Works Agency is M. L. Ramsay.

Room 6113
North Interior Building
18th and F Streets, N. W.
Washington, D. C.

Republic 7337
Ext. 4511

COMMUNICATIONS: The Federal Communications Commission is charged with the regulation and licensing of all forms of communication by electrical impluses: telephone, telegraph, cable, and all types of radio broadcasting --standard, point-to-point commercial, marine, aviation, police, forestry, emergency and amateur. James Lawrence Fly is Chairman of the Commission.

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Since the present war is the first major conflict in which the ether waves have played a vital role, FCC's responsibilities have been greatly increased to include many wartime emergency activities. These include monitoring of all official broadcasts of foreign countries, enemy and allied, and analysis of the propaganda programs of the Axis countries where all radio is controlled and constantly used as a weapon of war. For magazine material, get in touch with Russell R. Clevenger, Chief of Information.

Room 7234
New Post Office Building
12th and Pennsylvania Ave., N.W.
Washington, D. C.

Executive 3620
Ext. 361

FAIR TRADE PRACTICES: The Federal Trade Commission protects America's 132,000,000 consumers against unfair and deceptive trade practices. It has jurisdiction over false advertising of drugs, food, cosmetics and devices; it prohibits false or deceptive representations in labeling and in radio, newspaper and periodical advertising. It prohibits price-fixing agreements, boycotts, combinations in restraint of trade and other unfair methods of competition that would be at the expense of the public and government agencies. Chairman of the Commission is William A. Ayres.

In these critical war days the Federal Trade Commission has many added responsibilities in safeguarding the health and well-being of the American public. Many of its present activities are in special war fields, including investigational work for the Office of Price Administration. War Production Board, War and Navy Departments and Office of Economic Stabilization. In its continuous surveys of advertising, the Commission collaborates with the Director of Censorship and the Office of War Information.

The Wool Products Labeling Act, which requires the truthful labeling of all woolen or part-woolen clothing, blankets and other essentials is

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administered by the Commission as an important part of the war program. Trade practices rules have been promulgated by the Commission of the interests of fair competition and protection of the consumer in present emergency conditions. Director of Public Relations is M. A. White.

Room 496 Executive 6800
Federal Trade Commission Bldg. Ext. 335-6
6th and Pennsylvania Ave., N. W.
Washington, D. C.

CIVIL SERVICE: The United States Civil Service Commission's regulations provide a merit system whereby selections for appointment to government positions are made upon the basis of fitness without regard to religious or political considerations-except where the appointee is a member of a political party or organization which advocates the overthrow of our form of government, in which case he is ineligible.

Some of the duties of the Commission are: to provide for open competitive examinations for testing applicants for the classified service and to furnish appointing officers the names of qualifying persons; to maintain employee service records; to conduct investigations relative to the character and suitability of applicants; to establish training courses and provide a system of competitive promotion for employees in classified service.

For further information, writers and editors should get in touch with C. C. Hathaway, Information Division.

Civil Service Commission Bldg. Republic 5711
7th and F Streets, N. W. Ext. 612
Washington, D. C.

8-0912 P42-bu

VETERANS ADMINISTRATION: This agency is responsible for award and administration of all benefits provided by law for veterans of all our wars, and for those who serve in peace time in Army, Navy, Marine Corps and Coast Guard.

Through its 104 field stations throughout the United States and in Honolulu, T.H. and San Juan, P.R., the Administration conducts examinations and provides for the care and treatment of hospitalized veterans; furnishes living quarters and care to disabled ex-servicemen and women incapable of self-support; provides laboratory, clinical and social services; provides recreational and library services; and maintains buildings, grounds and cemeteries that come under its jurisdiction.

Writers and editors may consult Edward McE. Lewis, Chief of Press Relations, for information.

Room 160 District 6110
Veterans Administration Bldg. Ext. 470
Vermont Avenue and I St., N. W.
Washington, D. C.

PLANNING THE NATIONAL RESOURCES: In cooperation with Federal, State, regional, municipal and private agencies, the National Resources Planning Board prepares advisory reports and programs on the development, use and conservation of natural resources. Frederic A. Delano is Chairman.

Its recent reports have fallen into the following categories: War and Post-War; Trends and Stabilization; Technical Studies; and Public Works Programs. These reports constitute a vast store of valuable information, broad in scope and based on thorough research.

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For access to this material write or see Lloyd George, Editor.

Room 7112
North Interior Building
Eighteenth and F Streets
Washington, D. C.

Executive 3300
Ext. 316

THE HOME FRONT: Chief government agency designated by Congress to study uses of food, clothing, and other family supplies and services is the Bureau of Human Nutrition and Home Economics in the U. S. Department of Agriculture. Dr. Henry C. Sherman is Chief.

For the duration, this Bureau is focusing its research on two main goals: First, to provide practical, tested information to help civilians. This means information that helps homemakers in saving, sharing and using available food supplies to build fitness and morale. And second, to obtain information which agencies within and without the Department of Agriculture require in formulating policies and carrying out programs which further our war aims.

By printed bulletin, picture chart, radio broadcast, and press release, a constant flow of authoritative how-to-do-it information is moving out from the the Bureau's Information Division to the homes of the nation. Editors and writers interested in this Bureau's work should get in touch with Ruth Van Deman, Chief of the Information Division.

Room 6056
South Building
Department of Agriculture
14th & Independence Avenue, S. W.
Washington, D. C.

Republic 4142
Ext. 2425

8-0912 P44-bu

PUBLIC HEALTH: The Public Health Service protects America's health, carrying on continuous research and activities directed toward the prevention and control of disease and the improvement of our national health and well being. Dr. Thomas Parran is Surgeon General.

War has greatly increased PHS duties and services to the country. The National Institute of Health, research arm of PHS has rearranged its program to fit wartime demands. At present it is perfecting typhus fever vaccines for the use of our armed forces, and another program is being conducted in the immunization of civilian defense workers against pneumonia, particularly in the steel and other heavy industries. The Division of Industrial Hygiene is cooperating with the War Department in surveying occupational hazards of work in government war plants. PHS is also establishing facilities for medical, dental and nursing care in the nation's so-called "hot spots" (areas suddenly overcrowded by incoming war workers and presenting new health protection problems.)

PHS also sets the standards for the collection, drying and storage of human blood plasma, and inpects and approves all laboratories engaged in this collection program.

Venereal disease control activities of PHS have been greatly intensified. Medical officers from PHS are assigned to special duties in each of the nine Army service commands, to cooperate with Army medical officers on health problems arising in extra-military areas inter-related with the military camps. Officers and technical personnel also have been assigned to the Office of Civilian Defense to develop and administer nationwide emergency medical services.

Interesting magazine material also is to be found in the lesser-known regular activities of PHS which include the operation of a hospital for the treatment and rehabilitation of drug addicts and for the study of drug addiction; and a hospital for the care and treatment of persons having leprosy.

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The Cancer Institute is carrying on vital experimental work in this field and now provides radium, on loan, to any hospital requiring it for the treatment of patients. In addition, PHS studies and issues information on mental diseases and furnishes and supervises medical and psychiatric services in Federal penal and correctional institutions, under the Department of Justice. Magazine editors and writers may get in touch with Dr. Parran.

U. S. Public Health Service — Oliver 4200
Building T-6 — Ext. 300
Bethesda, Maryland

CIVIL AERONAUTICS: Wartime activities of the Civil Aeronautics Administration in the Department of Commerce are in five important fields: (1) training civilian pilots in colleges and universities to supplement the training facilities of the Army and Navy air arms; (2) operating, enlarging and improving the country's airways to meet increased military demands; (3) developing and improving public airports essential to defense and the prosecution of the war; (4) enforcing safety regulations including inspection and testing of noncombat military planes; and (5) supervising a nationwide education program in primary and secondary schools for the teaching of aviation subjects and (in high schools) pre-flight aeronautics. Charles I. Stanton is Administrator. For editorial material and information magazine editors and writers should get in touch with Fred Hamlin, Director of Information and Statistics.

Room 5222 — Executive 2460
Department of Commerce Bldg. — Ext. 1270
14th and Constitution Avenue
Washington, D. C.

EDUCATION IN WARTIME: The government agency charged with general responsibility for the promotion of the cause

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of education in the United States is the U. S. Office of Education in the Federal Security Agency. John W. Studebaker is Commissioner.

Advising it in its wartime role is the U. S. Office of Education Wartime Commission, a group of key educators who make possible direct and workable wartime relations between Government agencies and educational institutions.

Major Office of Education war programs include the High School Victory Corps, a national voluntary organization designed to offer secondary school students opportunity for more effective preparation for and participation in wartime services; the Vocational Training Program for War Production Workers, and the Engineering, Science, and Management War Training Program; and Extended School Services for the children of war workers.

Those interested in the wartime work of the U. S. Office of Education may get in touch with W. D. Boutwell, Director of Information, Office of Education, Federal Security Agency. For the convenience of magazine editors and writers, Jay Deiss is in charge of magazine relations.

Room 3004
Interior Building
Eighteenth and C Streets, N.W.
Washington, D. C.

Republic 1820
Ext. 3024

CHILDREN IN WARTIME: The government agency charged with general responsibility for the health, welfare, and protection of children is the Children's Bureau of the U. S. Department of Labor. Katharine F. Lenroot is Chief.

The Children's Bureau cooperates with Federal and State agencies and national organizations in safeguarding children under war conditions, and is concerned especially with care of children of working mothers, child labor, and juvenile delinquency as

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affected by wartime conditions.

Magazine editors and writers interested in the wartime work of the Children's Bureau should get in touch with Laura Vitray, Director of Information.

Room 7135
Labor Department Building
14th and Constitution Ave., N. W.
Washington, D. C.

Executive 2420
Branch 264

WOMEN WAGE EARNERS: The governmental agency charged with promoting the effective employment of wage-earning women and formulating standards and policies to safeguard their welfare is the Women's Bureau of the Department of Labor. Miss Mary Anderson is Director.

Since the Women's Bureau, in war as in peace, regularly investigates and compiles reports on occupations and conditions of employed women, a great amount of long-range and current information on women wage earners is available in this Bureau. It also maintains a file of clippings and photographs of women in war industries. Miss Mary V. Robinson is Director of Information.

Rooms 1316, 1320
Department of Labor Building
14th and Constitution Ave. N. W.
Washington, D. C.

Executive 2420
Ext. 39

CENSUS: The Bureau of the Census, general fact-finding agency of the Government within the Department of Commerce, is serving an important function in war activities. The information on file in the Bureau, its facilities and personnel are being utilized in compiling data for practically every phase of planning for total war and the marshalling of our human and economic resources.

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Monthly, quarterly and annual surveys are made to keep critical information up to date. These surveys cover defense area populations; housing; agriculture crops and livestock; manufacturing; retail and wholesale trade; imports and exports; state and local governments; and vital statistics related to war.

Editors and writers may get in touch with Mr. A. W. von Struve, Acting Chief, Information and Publications.

Bureau of the Census
Room 1037
Suitland, Maryland

Trinidad 3000
Ext. 401

RED CROSS: The American National Red Cross, a quasi-official agency, furnishes volunteer aid to the sick and wounded of armies in time of war, and serves as a medium of communication between the people of the United States and their armed forces. It also provides a system of national and international relief to mitigate the suffering caused by pestilence, famine, fire, flood and other national calamities. In an agreement signed jointly by the Red Cross and the Office of Civilian Defense, the Red Cross is charged with providing food, clothing and temporary shelter during the period of emergency following any enemy action.

Some 3,750 chapters and 6,000 branches of the Red Cross throughout the United States and its possessions maintain a liaison between the man in camp and his family at home. All large Army cantonments have Red Cross headquarters buildings, and the Army has built 70 Red Cross Hospital recreation centers. Red Cross recreation facilities also have been set up in leave areas in England, Scotland, North Ireland, Australia, Iceland, North Africa and other places where American troops are stationed. Army and Navy nurses and Army medical technicians are also recruited through Red Cross.

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Red Cross contributes much to Army morale by handling the personal problems of servicemen and through social service and recreational programs for the sick and convalescent in military hospitals. It also assists disabled veterans in obtaining benefits from the Government, aids in many ways during hospitalization, and provides relief and service to their families, if needed, while claims are being adjudged.

G. Stewart Brown is Director of Public Information Service in the National Headquarters in Washington; Katherine Lewis is Assistant Director.

American National Red Cross — Republic 8300
17th Street Building — Ext. 261
Washington, D. C.

For magazine materials, get in touch with Eugene O'Connor, Chief of the Magazine Division, in New York.

American National Red Cross — Algonquin 4-8200
300 Fourth Avenue
New York, N. Y.

8-0912 P50-bu

THE UNITED NATIONS

On January 1, 1942, twenty-six governments signed the Declaration of the United Nations, pledging full resources, military and economic, against the Axis and promising not to make a separate armistice or peace. Five other nations later signed this pact.

The United Nations are: The United States of America, United Kingdom of Great Britain and Northern Ireland, The Union of Soviet Socialist Republics, China, Australia, Belgium, Brazil, Canada, Costa Rica, Cuba, Czechoslovakia, Dominican Republic, Ethiopia, Greece, Guatemala, Haiti, Honduras, India, Iraq, Luxembourg, Mexico, Netherlands, New Zealand, Nicaraugua, Norway, Panama, The Philippines, Poland, El Salvador, South Africa, Yugoslavia.

New in this war has been another development of great worth to editors and writers. As normal news communications have become more and more difficult, the governments of our allies have set up fact-disseminating agencies in this country. Material coming from these governmental agencies is, of course, official. In addition, private groups interested in the liberation of the occupied countries have in some cases set up a more informal type of information distribution.

The following section deals with sources available to magazine editors and writers for information on various phases of the war programs and post-war plans of the United Nations.

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GENERAL SOURCES

UNITED NATIONS INFORMATION: The United Nations Information Office, formerly the Inter-Allied Information Center, is the central source of information and photographs about the United Nations--except those in Latin America. Queries concerning Latin American countries should not be addressed to U.N.I.O., but to the Office of the Coordinator of Inter-American Affairs. Information on a single country should be requested from the information services of that country rather than from U.N.I.O.

The U.N.I.O. is an agency of the governments of Australia, Belgium, Canada, China, Czechoslovakia, Great Britain, Greece, India, Yugoslavia, Luxembourg, Netherlands, New Zealand, Norway, the Philippines, Poland and South Africa; of the Danish Legation and the Fighting French Delegation, and of the government of the United States of America. It is under the direction of the United Nations Information Board, which consists of delegates from each of the foregoing countries. The office is headed by the Secretary-General of the U.N.I.B., Dr. W. B. Mumford.

The United Nations Information Office is just what the name implies. It serves as a central clearing house for news and background facts about the United Nations--collectively and individually--and aids the national information services (described below) in coordinating their activities.

The staff of U.N.I.O.'s Press Office, Reference Section and Library will assist editors and writers in covering almost any subject bearing on the United Nations. It will not only obtain factual background and news material but can also suggest leads for possible development, and upon request, obtain interviews

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and human interest stories concerning individuals.

The U.N.I.O. Reference Library contains a collection of approximately 650 volumes dealing chiefly with members of the United Nations groups, excepting Latin American countries.

Three hundred and twenty-five current periodicals, bulletins, releases, reports and cables are being received regularly every month. They include official and semi-official organs of United Nations governments in London and their information services in the United States, also a number of other periodicals carrying regular features and articles on subjects of interest to the United Nations.

All of this current material is indexed on cards. Additions are being made at the rate of 50 a day.

Supplementing the data contained in the periodical publications is a vertical file consisting of about 1100 folders.

The staff of the Reference Library is prepared to answer queries dealing with the United Nations as a whole--covering such subjects as their war effort, their war and peace aims, conditions in occupied territories--also the stated policies and developments among the United Nations collectively with regard to education, fifth columns, food, labor, living conditions, women in the war, youth in the war, etc.

In the U.N.I.O. Photo Section are more than 5000 pictures on a wide variety of United Nations subjects.

Magazine editors and writers who wish to use any of the above facilities should address inquiries to Mr. Robert Carley or Mr. Michael de Capite of the U.N.I.O. Press Office, or to Mr. James Orrick of the Reference Section.

610 Fifth Avenue Circle 5-8060
New York, New York

8-0912 P54-bu

INTER-AMERICAN INFORMATION: The overall agency for handling Inter-American information is the Office of the Co-ordinator of Inter-American Affairs, described earlier. (See Index). The American Republics which have joined the United Nations are: Brazil, Costa Rica, Cuba, Dominican Republic, Guatemala, Haiti, Honduras, Mexico, Nicaraugua, Panama, El Salvador, and the United States. Those which have not joined the United Nations are Argentina, Bolivia, Chile, Colombia, Ecuador, Paraguay, Peru, Uruguay and Venezuela. However, most of these have severed diplomatic relations with the Axis.

For information see Frances A. Jamieson or Miss Martha Dalrymple.

Commerce Building
14th and Constitution Ave., N.W.
Washington, D. C.

Republic 7500
Ext. 5321

8-0912 P55-nobu

INFORMATION OFFICES OF INDIVIDUAL NATIONS

Individual information offices which have anti-Axis material to offer magazine editors and writers are listed alphabetically below. Most of these have subscribed to the United Nations pact and are our official allies. There are, however, a few exceptions which may be ascertained by checking with the official United Nations list given in the introduction to this section.

AUSTRALIA: American adventures in Australia, Australian adventures in Africa, have been dramatic accents pointing up the global nature of this war. Information on Australia is made accessible in this country through the Australian News and Information Bureau, agency of the Government of the Commonwealth of Australia. This Bureau will undertake without charge research into specific subjects associated with Australia, for writers, editors, and educators. It will also assist editors to make contact with competent writers on Australia, both in this country and in Australia.

A large file of glossy prints is maintained. Publications of interest to writers include a Handbook on Australia; a monthly bulletin available to writers and editors; a daily transcript of short-wave news from the Australian Broadcasting Commission; a twice-monthly clip-sheet; background fact bulletins; booklets; and folders. A small reference library is available to writers and researchers. Consult David W. Bailey, Director.

610 Fifth Avenue
New York, N.Y.

Circle 7-8094

8-0912 P57-bt

BELGIUM: Resistance within occupied Belgium, active warfare by the Belgium armed forces organized in England and the Belgian Congo, constitute a continuing heroic war chapter which is told by The Belgian Information Center. News from Belgium, eight pages of text and four of pictures, is published weekly and is available to editors and writers. Pamphlets on Belgian subjects in French, Spanish, Dutch and Portuguese also are available. English publications include: The Belgian Congo at War; We Suffer in a Thousand Ways--letters from occupied Belgium; We the People--a survey of the fighting spirit of the Belgians; and Belgium's Fighting Forces. Publications not distributed free, but those on which discounts are given to accredited persons are: The Belgian Gray Book; A New Code for Mayors; Belgium Unvanquished; and Flemish Primitives. Dr. Jan-Albert Goris is Commissioner of Information.

630 Fifth Avenue Circle 6-2450
New York, N.Y.

The Belgian Press Association in New York publishes a monthly magazine, Belgium. Rene Hislaire is editor.

6 East Forty-fifth Street Murray Hill 2-8083
New York, N.Y.

BRITISH INFORMATION: The British Information Services, New York and Washington, have available information on the British at war, and other aspects of British life, for the use of United States Government departments, the radio, press, and the general public. Official British publications are available from the Librarian in New York or Washington. A Film Officer, from whom British documentary films may be obtained, is attached to each office. British war photographs,

posters and exhibition material may also be seen on request. Aubrey N. Morgan is Director of information in New York, Jack Winocour in Washington.

30 Rockefeller Plaza — Circle 6-5100
New York, N.Y.

1336 New York Avenue, N.W. — Executive 8525
Washington, D. C.

CANADA: The Wartime Information Board of Canada, with offices in Washington and New York, is the coordinating authority recently appointed by the Canadian Government to deal with the dissemination of news on matters of interest to the United Nations so far as the mutual war effort is concerned. It makes no general news releases but maintains a complete information service on Canada, which is given to the press, the magazines, the radio field or to the general public upon request. Its work is closely allied to that of the Office of War Information through a Canadian Representative in OWI, Dana Doton.

The Washington office of the Wartime Information Board of Canada is staffed by J. H. Campbell, J. A. Oastler and A. R. Sykes, all Canadian newspaper men.

The New York office is staffed by Harry Sedgwick, Canadian Radio Expert, and Leo Casey, U. S. Advisor.

1205 15th Street, N. W. — Decatur 1011
Washington, D. C.

620 Fifth Avenue — Circle 7-7630
New York, N.Y.

CHINA: That modern marvel, the short-wave radio, makes it possible for far-away free China to keep the rest of the world fully informed on all war news developments, in contrast to nearer nations under the Axis occupation, who must get word out by "the underground."

The Chinese News Service, which has its headquarters in New York and branch offices in Chicago and San Francisco, is the official news and information office in the United States for the Chinese Government. Its staff, predominantly Chinese, includes men trained in journalism, economics, and political science. It serves as the news disseminating agency here for the Ministry of Information in China, and also gathers and prepares original material which will help to place the facts concerning China's role in the war before the American public. Dr. C. L. Hsia, a member of China's Legislative Yuan and advisor to the Ministries of Information and Foreign Affairs, is Director.

A daily news release, Voice of China, compiled in Chungking, is sent to this country by short-wave radio and picked up by the Chinese Government official listening post in California. Material sent this way also makes a monthly magazine, China at War. A fortnightly bulletin, Contemporary China presents Chinese viewpoints on current topics. Brief special features are prepared each week for special writers and lecturers. Send for Catalog of Literature and Services. For magazine material consult Miss Jean Lyon, press representative.

Rockefeller Center 1250 Sixth Avenue New York, N. Y.	Circle 6-5225-6-7
201 North Wells Street Chicago, Ill.	State 7713
681 Market Street San Francisco, Cal.	Exbrook 3255

CZECHOSLOVAKIA: The heroic story of Czechoslovakia's resistance to Nazi terrorism is made accessible and authoritative by governmental information services in New York and Washington. These services, for instance, were able to give in a remarkably short time complete

details on the history and life of the village of Lidice when it was suddenly wiped from the map in reprisal for the murder of Heydrich.

There are four information sources on Czechoslovakia which will supply material to writers and editors, in most cases free of charge. Two of these have on their lists 60 available publications in English; 4 in Spanish; and 24 in Czechoslovakian. These are: the Czechoslovak Information Service in New York, (consult Milos Safranek); and the Czechoslovak National Council of America in Chicago, which also publishes weekly News Flashes from Czechoslovakia. (Consult Joseph Martinel.)

A third information source is The American Friends of Czechoslovakia, which publishes News from Czechoslovakia. (Consult Brackett Lewis.)

Czechoslovak Information Service
1790 Broadway — Columbus 5-1914
New York, N.Y.

Czechoslovak National Council of America
4049 West 26th Street — Rockwell 0447
Chicago, Ill.

The American Friends of Czechoslovakia
8 West 40th Street — Lackawanna 4-1476
New York, N.Y.

The Czechoslovak Legation representing the Government in exile in London has a press officer in Washington, Dr. Vladimir Palic, First Secretary of the Legation, who will also give information to writers and editors.

2349 Massachusetts Avenue — North 3300
Washington, D. C.

DENMARK: Information on Denmark is offered by the National America Denmark Association Information Service, a press and magazine service sponsored by the Friends of Denmark, Inc.

8-0912 P61-bu

Publications include a weekly Danish-language news letter and a fortnightly Danish Listening Post which is a brief review of trends and events in Denmark. Both are distributed free. Inquiries from individual writers and editors will also be answered by this office, which is in charge of C. H. W. Hasselriis, Director of Research and Information.

National America Denmark Association
Information Service
116 Broad Street — Bowling Green 9-1435
New York, N. Y.

The Danish Legation in Washington will also assist writers and editors in obtaining editorial materials. In charge of press matters there is Povl Bang-Jensen.

Danish Legation
2343 Massachusetts Ave., N.W. — Dupont 3283
Washington, D. C.

FRANCE: The Free French Press and Information Service has in its files copies of all legislative acts, decrees, speeches, manifestos and other official documents of the French National Committee in London covering the last two and a half years; records of the activities of the Fighting French Forces in all theaters of operation; background material and documents relating to Free French Overseas Possessions; documentary evidence of the resistance movement in occupied France. It has available photographs illustrating activities of Fighting French Forces and the Overseas Territories. It issues news releases in English and a fortnightly magazine, Free France, which is a record of Free French activities and of resistance inside France. In addition, there is available for distribution a booklet entitled Fighting France, which answers in concise form all the questions about Fighting France that are most frequently asked. The head of the Free French

Press and Information Service in New York is Mr. Robert Valeur.

626 Fifth Avenue Circle 7-2364
New York, N. Y.

The Chief of the Press Section of the Fighting French Delegation in Washington is Mr. Jean Baube, who will answer general inquiries, while referring more elaborate queries to the Free French Press and Information Service in New York.

1420 16th Street, N.W. Adams 0990
Washington, D. C.

France Forever is an American organization of 13,000 members, both French and American, with headquarters in New York and about 30 Chapters located in various parts of the United States (a list of these, with their addresses, may be obtained from the New York office). France Forever is also the title of the quarterly bulletin of this organization. Booklets in a series entitled Documents are issued from time to time. Three of these have appeared to date. The second, dealing with Free French Africa, is of particular interest. France Forever and its Chapters throughout the United States are in a position to provide certain information on the Fighting French movement and will direct inquiries to the proper source if further material is needed.

587 Fifth Avenue Eldorado 5-4051
New York, N. Y.

GREECE: The people of the United States, who once applauded every blow the fighting Greeks struck against the Axis, now give sympathetic ear to the Greek story of suffering and starvation under Axis occupation as our military forces help plan the day of deliverance.

Authoritative information regarding Greece, with particular emphasis on conditions in Greece and Greek participation in the Allied war program, is

8-0912 P63-bu

available to writers and editors through the Greek Office of Information, with headquarters in New York and Washington. While no regular news letter is at present published, press releases are issued from time to time as material comes which is of interest to the American public. Available at all times are addresses by Greek leaders, and background material dealing with particular aspects of the situation in Greece, such as Axis atrocities, guerrilla resistance, student activities, and the underground press. Address George Maniotis, Director, in charge of both offices.

2100 Massachusetts Avenue — Adams 7521
Washington, D. C.

30 Rockefeller Plaza — Columbus 5-5607
New York, N. Y.

The National Committee for the Restoration of Greece, a group of Americans of Greek descent, publishes a mimeographed weekly bulletin, News from Greece, which is distributed free of charge. Information on conditions in occupied Grrece may be obtained by gettingin touch with the Executive Secretary, Dr. N. G. Marvis.

30 Rockefeller Plaza — Columbus 5-0309
New York, N. Y.

The American Friends of Greece, established originally in 1923, and composed of Americans of Greek descent, now devote most of their efforts to securing relief for Axis occupied and starved Greece. They issue a printed monthly bulletin The Philhellene, which is sent free of charge to members and public service institutions, such as libraries, etc. They also have various pamphlets for sale, such as: Greece, 1821-1941, $1; Greece Fights, $1.

30 Rockefeller Plaza — Columbus 5-8594
New York, N. Y.

8-0912 P64-bu

INDIA: Interest in India has increased tremendously as a result of this war. India has sent her first diplomatic representative to the United States. The United States has sent her first diplomatic representative to India. Indians are fighting our battles and we have flyers and paratroops in India.

Jossleyn Hennessy, Information Officer with the Agent General for India, issues press releases, photographs and films dealing with all aspects of India's war activities; answers special inquiries and gathers materials for feature writers; maintains a large stock of photographs and reference material; arranges free distribution in the United States of Indian Information, a profusely illustrated fortnightly reference record covering the main activities of the Government of India, published in India.

2633 Sixteenth Street, N. W. Columbia 2467
Washington, D. C.

LUXEMBOURG: Though a small country, the Grand Duchy of Luxembourg has several hundred soldiers serving with British and Belgian forces and more than a thousand with the Fighting French.

The Luxembourg Government has a Commissioner of Information in New York, Andre Wolff, to whom magazine editors and writers may apply for any information on the Grand Duchy of Luxembourg. Insofar as it is available, the Luxembourg Grey Book, treating of Luxembourg and the German invasion, is sent free on request to magazine editors and writers.

441 Lexington Avenue Murray Hill 3-5883
New York, N. Y.

The Luxembourg Government also issues a monthly publication, Luxembourg Bulletin which is sent free upon request, and which is published by the Press

8-0912 P65-bu

Section of the Luxembourg Government in Montreal, Canada.

809 Sun Life Building
Montreal, Canada

THE NETHERLANDS: Occupied Holland, Queen Wilhelmina's government in London, the Netherlands East Indies and Netherlands West Indies are brought close to this country through the Netherlands Information Bureau.

The Bureau's fortnightly publication, Netherlands News, possesses that boon to editors and writers, the cumulative index. In addition to its news contents, this publication carries in each issue a feature article on a current Dutch subject of special interest to the rest of the world. A summarizing publication is also issued, the Netherlands News Digest. Editor of both is Joseph W. F. Stoppleman, whose Press Department will supply information on current Dutch topics or arrange interviews with Netherlanders.

A collection of about 12,000 photographs is maintained by the Photo and Film Department headed by Dr. Leonard de Greve. A reading room is provided for researchers who seek out the reference collection of more than 7000 volumes covering all aspects of the Netherlands and its overseas territories. Dr. Bartholomew Landheer is in charge. Available also is an extensive clipping and current news file, properly indexed. About twenty-five current publications of the Bureau often are made available without charge to writers on the subjects covered.

Divisional offices are maintained in Holland, Michigan, at the Netherlands Museum, and in San Francisco at 900 Mills Building, 220 Montgomery Street.

The Director is Dr. N. A. C. Slotemaker de Bruine and the Assistant Director is Mr. J. H. Huizinga.

Room 419 Columbus 5-6217
10 Rockefeller Plaza
New York, N. Y.

The Netherlands Embassy in Washington refers all large research tasks to the Netherlands Information Bureau. However, preliminary questions from editors and writers are promptly answered by the Embassy. Dr. H. R. Van Houten is Counselor of Embassy.

1740 Euclid Street — Columbia 1630
Washington, D. C. — " 1631

NEW ZEALAND: Main base in that great sea-and-island area which we call the South Pacific Command, New Zealand is headquarters for the Battle of the Solomon Islands. Naturally, the United States wants to know about New Zealand.

The New Zealand Government does not maintain an Information or News Bureau in the United States, but there is a Director of Information on the Minister's staff, directly responsible for magazine, press, radio, and newsreel material. Press releases, posters, news photos and pamphlets make vivid the role of New Zealand's fighting men in the campaigns of Greece, Crete, Libya, and Egypt. Available to editors and writers are a 48-page booklet Meet New Zealand; a 4-page leaflet New Zealand and the War; a mimeographed release, New Zealand Women, speeches and special article material. No regular news letter is issued. Photo and news releases are issued when, as, and if they are received from the Middle East. Nevertheless, New Zealand does a masterly job of introducing the citizens of America to its advanced Social Security laws, its coinage, its 90,000 Maoris, and its Irish, Welsh, Scottish and English stock. Roger Hawthorne is Director of Information.

New Zealand Legation — Columbia 1721
27 Observatory Circle, N. W.
Washington, D. C.

NORWAY: Because of the numbers of Norwegians, bearing Norwegian news, who have escaped to England, the North Sea has become known as "The King's Highway."

This route is one of the things which has made possible The Royal Norwegian Information Service, which exists for the purpose of disseminating information about occupied Norway and Norway's fighting forces through magazines, press, radio, and its own publications. Information about Norway is obtained through Royal Norwegian Government agencies in London and Stockholm which are served by a well-developed underground news gathering organization in Norway. Information outside Norway centers on such subjects as the Norwegian merchant marine; the Royal Norwegian Army, Air Force, and Navy; the activities of King Haakon VII, Crown Prince Olav, and the Royal Norwegian Government in London; and the activities of the Royal Norwegian Embassy in Washington.

Available to editors and to writers of both fact and fiction are files of information on specific subjects; photographs of pre-war Norway, of the invasion, and of events since; and a half dozen special war publications--(1) Norway, invasion and first year of occupation, (2) Norway Fights, all phases of Norwegian war effort, (3) Norway's Teachers Stand Firm, the brave saga of educator-opposition to Nazism, (4) Norway's Role in the New Order, on the German occupation; (5) Labor vs Nazism in Norway; (6) Norway's Fighting Church.

Stories of heroism spring full-fledged from the weekly publication, News of Norway, edited by Trygve M. Ager. A similar, somewhat more comprehensive weekly review is published in Norwegian, edited by Tor Myklebost. Director of the Norwegian Information Service is Hans Olav, counsellor of the Norwegian Embassy. At the New York branch of this Service get in touch with Torolv Kandahl.

2720 Thirty-Fourth Street — Ordway 1000
Washington, D. C.

30 Rockefeller Plaza — Columbus 5-7124
New York, N. Y.

The Norwegian Shipping and Trade Mission has files on the Norwegian Navy and Merchant Marine, the Norwegian war program generally, conditions inside occupied Norway and post-war reconstruction from a Norwegian point of view. While most of this material is in Norwegian, the Mission will prepare dossiers in English in reply to specific requests. There is also available a file of clippings arranged by subject matter. The Director of Shipping and Curator is Mr. Øivind Lorentzen. Inquiries should be addressed to Mr. Hans K. Skou, the Public Relations Officer.

80 Broad Street Hanover 2-6700
New York, N. Y.

THE PHILIPPINES: The saga of brotherhood and bravery written by Americans and Filipinos during the occupation of the Philippines by Japan is a living theme of fact and fiction. The Office of Special Services of the Commonwealth of the Philippines provides writers with historical fact, current information, and cultural background material on the Philippines. This Office maintains the Philippine Library of Information, consisting of books, pamphlets, and reports, open to the public from 9 a.m. to 5 p.m. The Office prepares news releases and feature stories; and issues copies of the speeches and statements of President Manuel L. Quezon. A file of pictures, now being catalogued, is available. Editors and writers may consult David Bernstein, Director of the Office of Special Services.

1617 Massachusetts Ave., N.W. Hobart 1400
Washington, D. C.

POLAND: First country to fall victim to modern mechanized warfare, Poland has been among the worst sufferers. Yet its people have stood firm even in the face of mass murders and have never formed a quisling government.

8-0912 P69-bu

The Polish Information Center, which has been in existence for more than two years, has announced as its guiding principle: the dissemination of unbiased and truthful news and information on Poland's past history, culture, present struggle for independence on all the far-flung battle fronts, her home front, and her post-war reconstruction problems.

Its weekly publication, The Polish Review, is free to magazine editors and writers. A monthly publication, New Europe, deals with post-war problems. Polish, French, Jewish, Spanish and Portuguese news bulletins serve the foreign language press. Inquiries are answered by an Archives and General Information department. Photographic material is prepared fortnightly in mat form. Posters and exhibits, radio material and films are available. Press Department, Roman Moczulski; Radio and Film Department, Tadeusz Strzetelski; Archives and General Information, Jan Dembinski; Photos and Exhibits, Jan Walczak; The Polish Review, editor, Stanislaw Centkiewicz.

151 East 67th Street — Rhinelander 4-2506
New York, N. Y. — Regent 4-4520

SOUTH AFRICA: General material on the Union of South Africa and its war activities is obtainable at the Washington office of the Legation. This office does not, at present, issue news-letters or publications, but special information is furnished in response to individual requests.

Public Relations Officer is H. M. Moolman, Legation of the Union of South Africa.

3101 Massachusetts Avenue — Republic 7860
Washington, D. C.

SOVIET UNION: The Information Bulletin of the Embassy of the USSR is issued three times weekly. Material from it may be quoted or reproduced without special permission.

The Bulletin features regular reviews of Soviet military operations; texts of official statements and documents; developments in industry, agriculture, science, education and cultural fields; accounts of the heroism of the Red Army, guerrilla fighters and civilians in the present war against Hitlerite Germany, and reports on the war and other subjects by leading Soviet authors and journalists.

Requests for the Bulletin should be addressed to The Information Bulletin, Embassy of the Union of Soviet Socialist Republics.

1125 16th Street, N. W. National 7750
Washington, D. C.

Yugoslavia: Reports on conditions in Serbia are made by the Royal Yugoslav Embassy. Available also there are two printed documentary reports on Yugoslavia at War. Dr. Bozidar Sarich is Secretary of the Embassy.

1520 16th Street N.W. Hobart 3492
Washington, D.C.

8-0912 P71-nobu

COOPERATION AMONG NATIONS

In order to plan most effectively for global war, a number of joint boards and agencies composed of representatives of various United Nations, have been established.

These may perhaps prove to be the beginnings of a new era in world cooperation after the war.

COMBINED BOARDS: (other than Inter-American Defense) Best use of the resources of the United Nations is made possible through several combined boards, with membership from both the United States and Great Britain, the United States and Mexico, or the United States and Canada. Among these boards are: Joint Economics Committees--United States and Canada; Joint War Production Committee--United States and Canada; Materials Coordinating Committee United States and Canada; Permanent Joint Board on Defense--United States and Canada; Combined Chiefs of Staff--United States and Great Britain; Combined Food Board--United States and United Kingdom; Combined Production and Resources Board--United States, Great Britain and Canada; Combined Raw Materials Board--United States and Great Britain; Combined Shipping Adjustment Board--United States and Great Britain; Munitions Assignment Board--United States and Great Britain; the Joint Mexican-United States Defense Commission; and the Joint Brazil-United States Defense Commission. For information on the combined boards consult Wilder Foote, Information Chief, Combined Boards, OWI News Bureau.

Room 3540
Social Security Building
Washington, D.C.

Republic 7500
Ext. 74312

8-0912 P73-b

INTER AMERICAN DEFENSE: As contrasted with the Office of the Coordinator of Inter-American Affairs (which is a United States Government office concerned with promotion of cultural and economic unity among the Americas), the Inter-American Defense Board is an international body composed of Army, Navy, and air officers named by the twenty-one American Republics. It is concerned with the study and recommendation of measures necessary for the defense of all people of the Americas against any type of aggression, whether through air, naval, or land attack, or through communications and the press.

Formation of the Board was recommended at the Rio de Janeiro Conference in January, 1942. The Board meets in plenary sessions twice monthly in Washington, and in frequent committee meetings. Proceedings are confidential.

Press and Public Relations are under the Chief of the Liaison Branch of the Secretariat. For magazine material write or see Major E.H. Chapman, Information Officer.

Room 1244
Federal Reserve Building
20th and Constitution Ave.
Washington, D.C.

Republic 7500
Ext. 72872

FOREIGN REHABILITATION AND RELIEF: Newest of the Government's emergency war agencies is the Office of Foreign Relief and Rehabilitation Operations, within the Department of State. Herbert H. Lehman, former Governor of New York, is Director.

This Office is charged with the enormous task of advancing behind the United Nations' armed forces as the Axis-dominated countries are liberated, and supplying the peoples of these areas with food, clothing, medical supplies and other essentials for building a new social and economic life within their devastated countries.

At present the Office, in collaboration with the Army, Navy, State Department, Treasury Department, Office of Lend-Lease Administration, U.S. Public Health Service, Board of Economic Warfare, War Shipping Administration and inter-allied committees, is making plans for the relief and rehabilitation of some 500,000,000 people who, according to current estimates, will need aid by the end of the war.

Chief of the Division of Public Information in this Office is Thomas F. Reynolds.

Room 357
Walker-Johnson Building
1734 New York Ave.
Washington, D.C.

Republic 5600
Ext. 2522

POST-WAR PLANNING: The Post-War Planning Activities of the Federal Government are summarized in a 36-page pamphlet available through Mrs. Dorothy Johnstone, Division of Public Inquiries, OWI.

Room 1011
Temporary V Building
1400 Pennsylvania Ave., N. W.
Washington, D.C.

Republic 7500
Ext. 6552

A 12-page bibliography on Post-War Planning listing government and non-government references on Agriculture, Business, Demobilization, Economics, Education, Employment, Housing and Town Planning, Public Works, Transportation, and miscellaneous subjects is available to editors and writers from the Magazine Division, OWI. (See Index).

8-0912 P75-nobu

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THE UNITED NATIONS

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ABBREVIATIONS

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APC	Alien Property Custodian, Office of	23
BEW	Board of Economic Warfare	13
CIAA	Coordinator of Inter-American Affairs, Office of	12,48
FBI	Federal Bureau of Investigation	28
FCC	Federal Communications Commission	34
IADB	Inter-American Defense Board	65
NHA	National Housing Agency	22
OCD	Civilian Defense, Office of	20
ODT	Defense Transportation, Office of	19
OES	Economic Stabilization, Office of	13
OFRRO	Foreign Relief and Rehabilitation Operations, Office of	65
Lend-Lease	Lend-Lease Administration, Office of	15
OPA	Price Administration, Office of	18
ORD	Rubber Director, Office of the	19
OWI	War Information, Office of	11
PAW	Petroleum Administration for War	18,29
WLB	National War Labor Board	23
WMC	War Manpower Commission	16,33
WPB	War Production Board	14
WRA	War Relocation Authority	22
WSA	War Shipping Administration	10