#### **UNRRA RECORDS AG-018-002:**

# SELECTED RECORDS OF THE CONTROLLER AND PUBLIC INFORMATION (S-0554), 1943-1949.

#### 2015.248.1.

#### RG-67.046M

United States Holocaust Memorial Museum Archives 100 Raoul Wallenberg Place SW Washington, DC 20024-2126 Tel. (202) 479-9717

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#### **Descriptive summary**

Title: UNRRA Records AG-018-002: Selected Records of the Controller and Public Information (S-0554)

Dates: 1943-1949

Accession number: 2015.248.1; RG-67.046M

Creator: United Nations Relief and Rehabilitation Administration (UNRRA)

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Languages: English, French, Portuguese, Spanish, Italian

#### **Administrative Information**

Access: Collection is open for access.

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Existence and location of originals:
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ARMS FF-109
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E-mail: <a href="mailto:arms@un.org">arms@un.org</a>
<a href="https://archives.un.org/">https://archives.un.org/</a>

The finding aid for the materials housed at the United Nations can be found at:

https://archives.un.org/sites/archives.un.org/files/files/Finding%20Aids/2015 Finding Aids/AG-018-002.pdf

Accruals: Accruals may have been received since this collection was first processed, see archives catalog at collections.ushmm.org for further information.

Processing history: Finding aid adapted from inventory provided by the United Nations Archives and Records Management Service by Aleksandra Borecka, Sept. 2015 and July 2016 (accretion of selected files)

#### **Administrative history**

The United Nations Relief and Rehabilitation Administration (UNRRA) was an international relief agency, largely dominated by the United States but representing 44 nations. Founded in 1943, it became part of the United Nations in 1945, and it largely shut down operations in 1947. Its purpose was to "plan, coordinate, administer or arrange for the administration of measures for the relief of victims of war in any area under the control of any of the United Nations through the provision of food, fuel, clothing, shelter and other basic necessities, medical and other essential services". Its staff of civil servants included 12,000 people, with headquarters in New York. Funding came from many nations, and totaled \$3.7 billion, of which the United States contributed \$2.7 billion; Britain \$625 million and Canada \$139 million. The Administration of UNRRA at the peak of operations in mid-1946 included five types of offices and missions with a staff totaling nearly 25,000: The Headquarters Office in Washington, The European Regional Office (London), the Twenty-nine servicing offices and missions (2 area offices in Cairo and Sydney; 10 liaison offices and missions in Belgium, Denmark, France, Italy, Luxembourg, the Netherlands, Norway, Sweden, Switzerland, Trieste; 12 procurement offices in Argentina, Brazil, Chile and later Peru, Cuba, India, Mexico, South Africa, Southern Rhodesia, Turkey, Uruguay, Venezuela; 6 offices for procurement of surplus military supplies in Caserta and later Rome, Honolulu, Manila, New Delhi, Paris, Shanghai), the sixteen missions to receiving countries (Albania, Austria, Byelorussia, China, Czechoslovakia, the Dodecanese Islands, Ethiopia, Finland, Greece, Hungary, Italy, Korea, the Philippines, Poland, Ukraine, Yugoslavia), and the Displaced Persons Operations in Germany.

UNRRA cooperated closely with dozens of volunteer charitable organizations, who sent hundreds of their own agencies to work alongside UNRRA. In operation only three years, the agency distributed

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about \$4 billion worth of goods, food, medicine, tools, and farm implements at a time of severe global shortages and worldwide transportation difficulties. The recipient nations had been especially hard hit by starvation, dislocation, and political chaos. It played a major role in helping Displaced Persons return to their home countries in Europe in 1945-46. Its UN functions were transferred to several UN agencies, including the International Refugee Organization and the World Health Organization. As an American relief agency, it was largely replaced by the Marshall Plan, which began operations in 1948. Public information work in UNRRA began with a small staff taken over from OFRRO which worked at the Atlantic City Council session of November 1943. The headquarters staff in early 1946 numbered more than sixty, who were grouped in a Director's Office; Branches for Writing and Editing, Regional Operations, and Area Service; and Sections dealing with Radio, Organized Groups, Visual Media, Trade Press, and Magazines. The functions of the Office are sufficiently evident from these titles.

The accounting and financial organization of UNRRA experienced the most involved administrative development and went through the most numerous and difficult changes of policy and procedure in the agency. Historian Fred M Bellows identifies in "Historical Monograph on the Administration of UNRRA's Accounts and Finances" (30 April 1948) eleven major changes of organizational structure in less than four years. Serious differences on major policy questions occurred in the top levels of the staff, and the Committee on Financial Control and the External Auditors were often strong in their criticism of the procedures and the reports produced. For present purposes it is not feasible to attempt a description or an appraisal of the UNRRA accounting system, nor is it possible to present its administrative history in detail. The brief outline below indicates the organizational structure for the period after 1 August 1947, with some references to earlier arrangements.

- I. Controller. This post was established as of 10 January 1946, and by action of 16 April 1946 it was set up in the Director General's Office as the principal financial control and accounting agency. That responsibility had previously been held by the Bureau of Finance and Administration which had operated in this field through the Treasurer until July 1945 and thereafter through a Director of Accounts and Audit. In October 1948 the Controller became Administrator for Liquidation.
- II. Assistant Controller for Budgetary Accounting and Statistics Established 1 April 1947, this office assumed the functions of the former Division of Budgetary Accounting (earlier the Budget Division and the Budget Control Branch) and the Division of Resources and Operating Reports (formerly the Statistics and Reports Branch), as well as some functions of the former Division of Finance. The subordinate units of the Assistant Controller's staff underwent several changes, but the files of only one, the Financial Services Branch, remain as an entity. A. Executive Office B. Financial Services Branch This unit appears to have been organized in February 1945 as the Financial Management Section (after 1 July the Financial Resources Section) of the Finance Division.
- III. Assistant Controller for Internal Audit. An Internal Audit Division had been established under the Treasurer by July 1944, later becoming a Branch in the Division of Accounts and Audit and, in April 1946, the Internal Audit staff in the Bureau of Accounts and Finance. On 1 April 1947, it became the Headquarters Internal Audit Staff under the Deputy Controller. When the latter resigned as of 31 July 1947, the unit became a primary division of the Controller Office under an Assistant Controller.
- IV. Assistant Controller for Fiscal Accounting This office, also established on 1 April 1947, assumed responsibility for the functions of the previous Divisions of Accounts, Commodity Records, and Finance, except for those Finance Division functions transferred to the Assistant Controller for Budgetary Accounting and Statistics.

- A. Executive Office
- B. Disbursing Division Originally a part of the Treasury and later of the Finance Division (after 1 October 1945 the Disbursing and Banking Section of that Division), this office became a Division with the reorganization of 1 April 1947. It was made up of three units:
- a. Payroll and Check writing Branch (formerly the Employee Accounts Unit and the Payroll Section of the Accounts Division)
- b. Banking Branch
- c. Headquarters Cash Control Branch
- C. Accounting Division

Originating as part of an Accounts and Audit Division in the Bureau of Finance and Administration, this office became the Accounts Division of the Office of the Treasurer on 1 March 1944. On 1 September 1945, it was again joined with the Internal Audit Division to form an Accounts and Audit Division reporting to the Deputy Director General for Finance and Administration. On 16 April 1946 it again became the Accounts Division, this time in the Bureau of Accounts and Finance. On 1 April 1947 it was established as the Accounting Division under the Assistant Controller for Fiscal Accounting. It consisted of four major units

- a. Coding and Expenditure Accounting Branch
- b. Financial Statements and General Ledger Branch
- c. Commodity Accounting Branch (first established as a unit in September 1945)
- d. Commodity Records Branch (originally, until early 1946, the Records and Reports Division of the Bureau of Supply) (The latter two branches operated together during 1946 as a Division of Commodity Records) C. Accounting Division
- D. Audits and Claims Division Established on 1 April 1947 to group the functions of the former Voucher Audit and Freight Audit Branches of the Accounts Division and the Insurance and Claims Branch of the Finance Division.
- a. Executive Office. The Office of the Director appears to have carried on the functions of the former Freight Audit Branch, which had existed since 15 February 1946 in the Accounts Division, doing work previously carried on in the Ocean Shipping Division, Bureau of Supply.
- b. Voucher Audit Branch. Voucher audit work began in the Accounts Division in 1944, and after 1 July 1944 a Voucher Audit Section or Branch (sometimes combined with the payroll function) existed in that Division until formation of the Audits and Claims Division.
- c. Certifying Officer. (No identifiable files remain.)
- d. Insurance and Claims Branch. (Transferred to the General Counsel's Office on 1 May 1947.)

[Source: Original finding aid of the United Nations Relief and Rehabilitation Administration (UNRRA) (1943-1946) and the summary of AG-018-002: Controller and Public, at UN-ARMS]

#### Scope and content of collection

Routine administrative files and preliminary drafts of releases and other publicity materials of the UNRRA Office of Public Information. Much of records were destroyed by UNRRA or later by the Archives Section.

#### System of arrangement

Selected records arranged in four series:

- 1. Office of Public Information, 1943-1949. Press Releases (S-0554) [microfilm reel]
- 2. Executive Office, 1943-1949 [Digital images]

- 3. Assistant Controller for Budgetary Accounting and Statistics, 1943-1949 [Digital images]
- 4. Fiscal Accounting, 1943-1949 [Digital images].

Original records of the entire fond arranged in five series:

- 1. Executive Office (S-0521, S-1170 to S-1172)
- 2. Assistant Controller for Budgetary Accounting and Statistics (S-1173 to S-1175)
- 3. Internal Audit Executive Office (S-1176)
- 4. Fiscal Accounting (S-1177 to S-1183)
- 5. Office of Public Information (S-0554)

#### **Indexing terms**

#### Corporate Name:

American Baptist Foreign Mission Society.

American Committee for Christian Refugees, Inc.

American Friends Service Committee.

American Jewish Joint Distributions Committee.

American ORT Federation.

American Relief for Poland.

Australian Red Cross Society.

CARE Inc.

Foster Parents' Plan for War Children.

Hebrew Sheltering and Immigrant Aid Society of America.

International Rescue Committee--History.

Mirrer Yeshiva Association Inc.

National Catholic Welfare Conference.

Unitarian Universalist Service Committee.

United Jewish Overseas Relief Fund.

United Nations Relief and Rehabilitation Administration--History.

United Nations Relief and Rehabilitation Administration. Displaced Persons Operations.

United States. Office of Foreign Relief and Rehabilitation Operations. Division of Public Information.

United Yugoslav Relief Fund of America.

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#### Genre/Form:

Clippings (Books, newspapers, etc.)

Documentary films.

Newsletters.

Photographs.

Posters.

Reports.

Speeches, addresses, etc.

Statistics.

#### Geographic name:

Europe--Emigration and immigration--History--20th century.

Europe--Social conditions--20th century.

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France--Social conditions--20th century. Italy--Social conditions--20th century. Poland-Social conditions--20th century. Portugal--Social conditions--20th century. United States--Politics and government.

## Topical Term:

War relief--United States--History--20th century.
World War, 1939-1945--Refugees--Europe.
World War, 1939-1945--Civilian relief--Europe.
World War, 1939-1945--Refugees--Europe.
Reconstruction (1939-1951)--Europe.
Economic assistance, American--Statistics--Periodicals.
Holocaust, Jewish (1939-1945)--Sources.

## **CONTAINER LIST**

#### Reel 1 of 1 [PAC-4/1.5. UNRRA/PI/1]

S-0554-0001-0002
Office of Public Information 1943-1949
Office of the Public Information. Press Releases

**Note:** Due to the EAD project of the United Nations Archives and Records Management Section (UN-ARMS), some of the boxes have been assigned to new series.

This description based on the finding aid compiled by the United Nations Archives and Records Management Section (Holder of originals). The original finding aid are located at: <a href="https://archives.un.org/sites/archives.un.org/files/files/Finding%20Aids/2015">https://archives.un.org/sites/archives.un.org/files/files/Finding%20Aids/2015</a> Finding Aids/AG-018-002.pdf

Вох	Folder	Title	Date	Date Closed	Security	Scanned
			Created		Level	Items
S- 0554- 0001		Office of Public Information	01/01/1943	31/12/1949		
	S-1184- 0000- 0001	Publications - Bi-Weekly Newsletter - French (1 - 18 with gaps)	01/01/1945	31/12/1946	Unclassified	No

S-1184- 0000-	Publications - Bi-Weekly	01/01/1945	31/12/1946	Unclassified	No
0002	Newsletter - Portuguese (1-				
6.4404	19 with gaps)	04/04/4045	24/42/4046	The design of	NI.
S-1184- 0000-	Publications - Bi-Weekly	01/01/1945	31/12/1946	Unclassified	No
0003	Newsletter -				
	Spanish				
	(1-19 with				
	gaps)				
S-1184-	Publications -	01/01/1946	31/12/1946	Unclassified	No
0000-	50 Facts About				
0004 S-1184-	UNRRA Publications -	01/01/1943	31/12/1949	Unclassified	No
0000-	The First Step -	01/01/1545	31/12/1343	Officiassified	110
0005	UNRRA				
S-1184-	Publications -	01/01/1943	31/12/1949	Unclassified	No
0000-	Out of the				
0006	Chaos				
S-1184-	Publications -	01/01/1944	31/12/1944	Unclassified	No
0000-	A Program on United Nations				
0007	Relief and				
	Rehabilitation				
S-1184-	Publications -	01/01/1944	31/12/1944	Unclassified	No
0000-	Some Facts				
8000	About UNRRA				
S-1184-	Publications -	01/01/1943	31/12/1949	Unclassified	No
0000-	Speaker's Kit				
0009 S-1184-	Publications -	01/01/1946	31/12/1946	Unclassified	No
0000-	Three Ships a	01/01/1340	31/12/1340	Jiiciassiiicu	140
0010	Day for Italy -				
	1946 Program				
	UNRRA - Italy				
	Mission				
S-1184-	Publications -	01/01/1946	31/12/1946	Unclassified	No
0000- 0011	UNRRA Aids Italy (In English				
0011	and Italian)				
S-1184-	Publications -	01/01/1946	31/12/1946	Unclassified	No
0000-	UNRRA at	. ,	. ,		
0012	Work				
	(Booklets No's.				
	1 - 11 with				
	gaps)				

S- 0554- 0002		Office of Public Information	01/01/1943	31/12/1949		
	S-1184- 0000- 0013	Publications - UNRRA Films - Recommended Films on UNRRA and World Relief Problems (UNRRA Film List)	01/01/1946	31/12/1946	Unclassified	No
	S-1184- 0000- 0014	Publications - UNRRA in Outline and Up-To- Date	01/01/1945	31/12/1946	Unclassified	No
	S-1184- 0000- 0015	Publications - UNRRA Organization Aims Progress	01/01/1944	31/12/1945	Unclassified	No
	S-1184- 0000- 0016	Publications - UNRRA Une Etape De La Guerre A La Paix (booklet in French)	01/01/1945	31/12/1945	Unclassified	No
	S-1184- 0000- 0017	Publications - What UNRRA is and is Not	01/01/1943	31/12/1949	Unclassified	No
	S-1184- 0000- 0018	Publications - Staff Outlook (Vol. I - No. 1, 2, 3.)	01/01/1945	31/12/1945	Unclassified	No
	S-1184- 0000- 0019	Publications - UNRRA News Clip Sheet (Vol. I Nos. 1 - 9) & No. 101 [file contents missing]	01/01/1945	31/12/1946	Unclassified	No
	S-1184- 0000- 0020	Publications - UNRRA News Photo Sheet	01/01/1945	31/12/1946	Unclassified	No

S-1184- 0000- 0021	Publications - Selected Reading List on United Nations Relief and	01/01/1943	31/12/1949	Unclassified	No
	Rehabilitation Administration				
S-1184- 0000- 0022	Publications - Poster Foundation for Peace - United Nations	01/01/1943	31/12/1949	Unclassified	No
S-1184- 0000- 0023	Publications - The Story of UNRRA	01/01/1948	31/12/1948	Unclassified	No
S-1184- 0000- 0024	Subject Files - Director General's Books, Speeches, etc.	01/01/1947	31/12/1947	Unclassified	No
S-1184- 0000- 0025	Subject Files - European Regional Office - Weekly Telephone Conversations	01/01/1944	31/12/1945	Unclassified	No
S-1184- 0000- 0026	Subject Files - Film Reports - UNRRA - Wells	01/01/1944	31/12/1946	Unclassified	No

# Accretion of June 2016, selective files: 4,948 digital images (JPEG)

S-0521 Executive Office-Subject files 1943-1949

S-1170 Executive Office-Country files 1943-1949

S-1171 Executive Office-Charts 1943-1949

S-1174 Assistant Controller for Budgetary Accounting and Statistics-Financial Services Branch-Contributions Files - by Subject 1943-1949

S-1176 Assistant Controller for Internal Audit Executive Office-Country Files 1943-1949

S-1180 Assistant Controller for Fiscal Accounting-Disbursing Division-Banking Branch-Field Relation Files 1943-1949

# S-1180 Assistant Controller for Fiscal Accounting-Disbursing Division-Banking Branch-Field Relation Files 1943-1949

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S-0521-0018	S-0521- 0018- 0005	Budget - Displaced Persons, Program Outside of Germany 1943-1949
S-0521-0029	S-0521- 0029- 0005	Committees - Committee for Europe - General Sub-Committee on Displaced Persons for Europe Misc.1944 Comm. 1943-1949
S-0521-0048	S-0521- 0048- 0009	Finance - Displaced Persons 1943-1949
	S-0521- 0048- 0010	Finance - Special Programs - Displaced Persons Accounting and Financial Procedures 1943-1949
	S-0521- 0048- 0011	Finance - Special Programs - Displaced Persons Policies& Directives (missing) 1943-1949
S-0521-0057	S-0521- 0057- 0004	International Organizations - P.C.I.R.O Final Report on: D.P., Operations UNRRA Handover to IRO 1943-1949
S-0521-0060	S-0521- 0060- 0002	International Organizations - I.R.O Repatriation Plan for Displaced Persons 1943-1949
S-0521-0061	S-0521- 0061- 0002	International Organizations - I.R.O. takeover of DP Operations 1943-1949
S-0521-0067	S-0521- 0067- 0009	Procedures - Organization - Displaced Persons Division 1943-1949
S-0521-0104	S-0521- 0104- 0023	Reports (By Subject) - Brussels D.P. Mission - Final Accounts 1948-1948
	S-0521- 0104- 0024	Reports (By Subject) - Albania Mission - Final Accounts 1948-1948
	S-0521- 0104- 0025	Reports (By Subject) - Byelorussia Mission - Final Accounts 1948-1948
	S-0521- 0104- 0026	Reports (By Subject) - Yugoslavia Mission - Final Accounts 1943-1949

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	S-1171- 0000- 0016	UNRRA Headquarters Organization Chart No. 1 as of July 1946 1943-1949
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	S-1171- 0000- 0018	UNRRA - Headquarters Org. as of 15/9/45 1943-1949
	S-1171- 0000- 0019	UNRRA - Headquarters Org 1945-1945
	S-1171- 0000- 0020	UNRRA - Headquarters Org Displaced Persons Operation: Germany 1943- 1949
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	S-1171- 0000- 0114	Italian Mission - Regions and Camps 1943-1949
	S-1171- 0000- 0115	Distribution of Working Population by Countries 1943-1949

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	S-1174- 0000- 0174	American Christian Committee for Refugee Inc. (The) 1943-1949
	S-1174- 0000- 0175	American Friends Service Committee 1943-1949
	S-1174- 0000- 0176	American Mennonite Agency for Foreign Relief 1943-1949
	S-1174- 0000- 0177	American ORT Federation (ORT) 1943-1949
	S-1174- 0000- 0178	American Relief for Poland 1943-1949
	S-1174- 0000- 0179	Australian Red Cross and United Jewish Overseas Relief Fund 1943-1949
	S-1174- 0000- 0180	CARE (Cooperative For American Remittances to Europe) 1943-1949
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S-0521-0244	S-1176- 0000-	Hungary - Displaced Persons 1943-1949
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	S-1176-	Italy - D.P. Camps in Italy 1943-1949
	0000-	
	0149	
S-	1180 Assis	tant Controller for Fiscal Accounting-Disbursing Division-Banking Branch-Field Relation Files 1943-1949
S-0521-0266	S-1180- 0000- 0048	Shanghai - Correspondences, Feb. '44 to 14 Dec. '45 1943-1949
	S-1180- 0000-	Shanghai - General Correspondences 1943-1949
	0049	