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**Geographic Index to Correspondence
of the Military Intelligence Division
of the War Department General Staff
1917–1941**



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GEOGRAPHIC INDEX TO CORRESPONDENCE
OF THE MILITARY INTELLIGENCE DIVISION
OF THE WAR DEPARTMENT GENERAL STAFF
1917-1941

On the 17 rolls of this microfilm publication is reproduced the geographic index to correspondence maintained from 1917 to 1941 by the Military Intelligence Division (MID) of the War Department General Staff and its predecessors, the Military Intelligence Section of the War College Division and the Military Intelligence Branch of the Executive Division. The index includes place-name entries under 25 geographic features, from "bays" to "straits;" appendix A lists the geographic features. Most of the entries are in the "continents/countries" section. This index is one of the finding aids to the two principal series of MID records for the period 1917-41--the general correspondence and correspondence relating to MID investigations of individuals ("PF" File). It is part of Records of the War Department General and Special Staffs, Record Group (RG) 165.

BACKGROUND

The Military Intelligence Division originated in 1885, when Adjutant General Richard C. Drum directed Maj. William J. Volkmar of the Military Reservation Division to organize a Division of Military Information. Drum's action was in response to an increasing need for the systematic collection and dissemination of information relating to foreign and U.S. military services. The Military Information Division, as it became known, functioned as an adjunct of the Military Reservation Division until 1899. The congressional appropriation act of September 22, 1888 (25 Stat. 481), provided for "the pay of a clerk attendant on the collection and classification of military information from abroad." It also specified that officers detailed to obtain military information would be entitled to allowances for mileage and transportation, and to commutation of quarters. As a result of this act, the first U.S. military attaches were detailed during 1889 to U.S. diplomatic posts at London, Paris, Berlin, Vienna, and St. Petersburg. In addition, the act laid the necessary financial groundwork for the Adjutant General's confidential order of April 12, 1889, which established the Military Information Division as "a separate division under the personal supervision of the Adjutant General."

An act of February 14, 1903 (32 Stat. 830), reorganized the War Department hierarchy, creating a War Department General Staff headed by a Chief of Staff. Six months later, Secretary of War Elihu Root's order of August 8 directed the transfer of the Military Information Division and its records to the Office of the Chief of Staff, effective August 15, 1903. Under the new organization, what had been the Military Information Division became the Second Division (of three divisions) of the General Staff. War Department General Order 128, dated August 12, 1908, provided for the reorganization of the General Staff into sections and thereunder into such committees as were necessary for the transaction of business. As a result of this order, the Second Division (military information) was merged with the Third Division (military planning and education) to form the Second Section. A reorganization of September 26, 1910, abolished the Second Section and transferred its responsibilities, including military information, to the new War College Division.

The entry of the United States into World War I on April 6, 1917, greatly increased the work of the War College Division. To deal with the growing intelligence workload, the Chief of Staff, in a memorandum dated April 28, 1917, directed that a separate military intelligence section be established within the War College Division. Most records relating to foreign intelligence created or accumulated by the Military Intelligence Section were filed in the central correspondence of the War College Division. A reorganization of the General Staff, under authority of War Department General Order 14, dated February 9, 1918, abolished the War College Division. All intelligence functions passed to the Military Intelligence Branch of the newly created Executive Division. This branch began keeping its own records, separate from those of other branches or divisions of the General Staff. Subsequently, some files relating to intelligence matters were withdrawn from the War College Division records (now inherited by the War Plans Division) and incorporated into the separate series of Military Intelligence Branch records. A second major wartime reorganization of the War Department General Staff occurred under authority of General Order 80, dated August 26, 1918, which established a separate Military Intelligence Division (MID). The order also provided that the MID was to be headed by an officer designated as director of military intelligence who would function as an assistant to the Chief of Staff. The MID continued keeping the separate series of records maintained by the former Military Intelligence Branch.

As a result of War Department General Order 41, dated August 16, 1921, the MID was given the additional designation of G-2 and was constituted as one of the five General Staff divisions, each under the immediate control of an assistant chief of staff. This organizational structure remained largely unchanged through World War II.

The major function of the MID and its predecessors was always the collection and dissemination of military data. In carrying out this basic mission during the period from 1885 to 1903, the Military Information Division issued military maps, monographs, books, papers, and other publications; administered the military attache system and utilized the information from the attache reports; translated foreign documents; and maintained liaison with state and territorial militia and reserve organizations. Between 1903 and the end of World War I, the successive General Staff intelligence organizations also organized, directed, and coordinated the War Department's intelligence service; supervised and controlled activities relating to military espionage and counterespionage; maintained daily estimates of the worldwide military and economic situation; cooperated with the intelligence staffs of allied countries; trained U.S. forces in the techniques of intelligence work; supervised the work of intelligence officers in the field; and cooperated with the other federal government agencies regarding censorship and intelligence activities.

After World War I, the MID continued to perform many of the above-mentioned activities, and, in addition, prepared mobilization and war plans, supervised the Military Intelligence Reserve and the Corps of Intelligence Police, and handled visits by foreign military officers and missions. Military intelligence officers also monitored the activities of labor unions and organizations considered to be radical (e.g., Communist or Socialist); observed and reported on strikes and other domestic disturbances; and covered significant foreign developments such as the Spanish Civil War and the Italian conquest of Ethiopia.

Recordkeeping Practices

The Military Intelligence Division and its predecessor organizations filed correspondence in accordance with the "record card system," utilized widely in the late 19th- and early 20th- centuries by the War Department. Some understanding of these practices may be helpful in facilitating the use of this index as a finding aid to the MID correspondence. On each incoming and outgoing communication and on each enclosure, a record clerk placed in the upper-right corner of the first page a file designation beginning with a master number (1-11035) representing the main subject of the communication. Following

the master number, the record clerk sometimes entered an alphabetical or numerical suffix representing a subfile under the subject of the master number, and an additional number representing the transaction under the subfile (e.g., MID 2657-E-1, MID 2657-E-336/141, or MID 2022-611/181). In other instances, when no subfile was involved, the clerk simply added a numerical suffix to the master number to indicate the next sequential transaction (e.g., 2086-239).

After the clerk had assigned a file designation to the communication, he summarized its contents on a record card and placed the same file designation on the record card. Record cards were subsequently annotated to show the routing and ultimate destination or disposition of a communication. The clerk then prepared name, subject, and geographic index cards as finding aids to the communication and the record card. The geographic index cards are reproduced in this publication. The index cards were filed alphabetically. The communications and the records cards were filed numerically by their assigned file designations. In addition, the MID kept chronological lists ("Dispatch Lists") of all communications received from an attache at a particular post.

File numbers preceded by the designation "PF" (personnel files) were used by MID to reference numbered documents (1-60517) in a series of correspondence relating to investigations of individuals. Occasionally, file numbers referring to this series do not have the PF prefix, but they are usually distinguishable from the general correspondence file numbers by their higher numerical range.

A small number of file designations appearing on the geographic index cards were originally assigned by previous offices of receipt, including the Military Information Division and the War College Division. Subsequently, the documents were transferred to the MID and were incorporated numerically into its 1917-41 general correspondence. In a very few cases geographic index cards prepared by the War College Division were transferred to MID along with the files and were incorporated into this index. In many other cases, however, the transferred correspondence was not accompanied by geographic index cards, and the MID did not index the files. References to such documents may be found in indexes to the series of War College Division correspondence.

Not all of the documents listed on the geographic index cards can be located among the 1917-41 correspondence. Some were filed among other series of MID correspondence. Others were referred to or transferred to offices outside the MID. Many were destroyed as "useless papers" in a series of disposal actions, mostly during the late 1920s, as authorized by an act of February 16, 1889 (25 Stat. 672). The index cards are not annotated to indicate which files were referred, transferred, or

destroyed, but such information can be obtained from annotations on the record cards and from lists filed at the beginning of many MID general correspondence files.

Content of Geographic Index Cards

On each 5-by 8-inch card, the place-name being indexed appears on the first line at the top of the card. Most of the place-names found under "Continents/Countries" on the index cards are those of countries, and states, provinces, cities, and towns within a particular country. The index also contains entries for 24 other geographic features, including bays, deserts, forests, islands, lakes, mountains, oceans, and straits; appendix A lists all of the index categories. Below the top two lines most of the cards are divided into three vertical columns, which refer to documents relating to the place being indexed. The first or left column contains the file designation of the document. The dates of the communications and the identification ("name") of the correspondent are entered in the middle column; the date entries are, for the most part, in chronological order. The third or right column contains a brief description of the document ("purport of communication").

In the second column, a number of abbreviations are used to identify correspondents. Partial listings of the more commonly encountered abbreviations appear as appendixes B and C of this pamphlet. In the second and third columns, a long dash is often used to represent either the indexed place-name appearing at the top of the card, or names mentioned elsewhere on the card. Additionally, in the third column asterisks are used to represent names listed in the second category.

A few cards differ from this standard format. Some simply provide cross-references to other place-names or variant spellings under which correspondence pertaining to a place may be filed. Other cards, in single-column format, show listings of individuals who are "friendly" in various towns and cities abroad.

Arrangement of Geographic Index Cards

The cards comprising this index are arranged alphabetically by geographic feature ("Bays" to "Straits") and within each geographic feature alphabetically by place-name.

The largest section, by far, is the "continents/countries" category. For some countries there is more than one set of index cards covering the same time period: one dealing with general political, economic and military affairs, a second with individual cities and towns, and a third with foreign enemy activities. In addition, there may also be sets indexing files on translators, secret service operatives, and applications for service.

Cards in the "continents/countries" section normally are filed in the following order: (1) cards within the general category (2) cards within the foreign enemy activities category (3) cards within the translators, etc., category, and (4) cards within the state, province, city, town, category.

Example: China, General
China, Foreign enemy activity in . . .
China, Applications for service
China, Amoy
China, Anganghsi

For a particular country, the section of alphabetically arranged entries for states, provinces, cities, and towns also occasionally contains other entries, such as ranches, haciendas, plantations, districts, and airports. For all foreign countries, entries for states, provinces, cities, and towns are filed as a single alphabetical subseries; e.g., entries following the general section on "Germany" include "Bavaria," "Berndorf," "Berlin." etc.

For "United States" there is a "General" section, followed by alphabetically arranged entries for the states (48), each of which has alphabetically arranged entries for cities, towns, and other geographic entities; e.g., "Kansas, State of"; "Fairfax Airport, Kansas City;" "Topeka;" "Wichita."

Cards on U.S. possessions (Hawaii, Panama Canal Zone, Philippines, and Puerto Rico) are filed as separate entries in the "Countries/Continent" section.

In the other geographic feature sections, general category cards precede cards containing a city/town or other breakdown.

Example: Azores (islands), General
Azores, Horta.

Users of this index may have to look under more than one index entry to locate all information concerning a particular place. The MID clerks were inconsistent in their indexing procedures, made typographical or spelling errors (names of places may be spelled in several different ways), and may not have included all parts of the place-name on the cards. Frequently these same inconsistencies are reflected on the corresponding documents in the correspondence files. It has not been possible to remedy all such deficiencies in the index. If, therefore, an initial search fails to locate a particular place-name, the researcher should reexamine the index under variant spellings or under other names that a country, city, town, or geographic feature may have had.

Security Classification

The NARA staff has reviewed and declassified the cards reproduced in this publication and has withdrawn a few cards containing sensitive or restricted information. The withdrawn cards have been replaced with withdrawal notices citing the authority for their removal.

Related Records

In addition to the geographic index reproduced in this publication, in RG 165 there are also indexes to the same MID correspondence arranged by names, subjects, organizations, and ships. Additional MID records include the general and investigatory correspondence to which the indexes relate as well as some later correspondence, record cards summarizing the correspondence, intelligence reports, translations of foreign documents, publications, records received or accumulated by military attaches and military intelligence officers, and records of MID subordinate officers. Also in RG 165 are records of the War College Division and War Plans Division, 1900-42. Available as National Archives Microfilm Publications are Indexes to Records of the War College Division and Related General Staff Offices, 1903-1919, M912; Record Cards to the Correspondence of the War College Division and Related General Staff and Adjutant General Offices, 1902-1919, M1023; Name and Subject Index to the General Correspondence of the War Plans Division, 1920-1942, M1080; Name Index to Correspondence of the Military Intelligence Division of the War Department General Staff, 1917-1941, M1194; and Registers of Communications Received from Military Attaches and Other Intelligence Officers ("Dispatch Lists"), 1889-1941, M1271.

In Records of the Adjutant General's Office 1780's-1917, RG 94, are located documents describing the activities of the Military Information Division and other MID predecessors. Records relating to naval intelligence, including naval attache reports, 1886-1947, are among Records of the Office of the Chief of Naval Operations, RG 38.

The central files of the Department of State, 1910-49, General Records of the Department of State, RG 59, and the Foreign Service Post Records, RG 84, also contain intelligence information on individuals and countries. Many of the country files among the central files are now microfilm publications.

Katherine Nicastro wrote these introductory remarks and prepared the index cards for filming.

Appendix A

Geographic Features

Bays

Canals

Canyons

Channels

Continents/Countries (includes States, Provinces,
Cities, and Towns)

Dams

Deserts

Falls

Firths (see Bays)

Forests

Gulfs

Harbors

Islands

Isthmuses

Lagoons (see Lakes)

Lakes

Locks

Mountains

Oceans

Peninsulas

Points

Rivers

Seas

Sounds

Straits

Appendix B

Select List of Abbreviations Commonly Used on MID Geographic Index Cards.

AA	Air Attaché
AEF	American Expeditionary Forces
AFG	American Forces in Germany
AGO	Adjutant General's Office
AWC	Army War College
BWO	British War Office
CA	Corps Area
CMC	Chief Military Censor
CAC	Chief of Air Corps
CCC	Chief Cable Censor
C of S	Chief of Staff
DJ	Department of Justice
DS	Department of State
IO	Intelligence Office
M/A OR MA	Military Attaché
MIB	Military Intelligence Branch
MID	Military Intelligence Division
MIS	Military Intelligence Section
ONI	Office of Naval Intelligence
PC	Postal Censor
TAG	The Adjutant General
WCD	War College Division
WTB	War Trade Board

Appendix C

List of Country Symbols and Military Attaché
Symbols Found on MID Geographic Index Cards

<u>COUNTRY</u>	<u>ATTACHÉ</u>
A (British Isles & Canada)	ND
B (Germany)	EY
C (France)	RE
D (Russia)	UA
E (Italy)	TY
F (Austria-Hungary)	UY
G (Mexico)	EO
H (Japan)	AN
H (Korea)	AN
I (China)	HA
J (Portugal)	OL
K (Brazil)	RL
L (Argentina)	RC
M (Venezuela)	EA
M (Colombia)	OA
M (Panama)	AA
N (Bolivia)	OA3
N (Ecuador)	CR
N (Paraguay)	AY
N (Uruguay)	RY
O (Chile)	HE

<u>COUNTRY</u>	<u>ATTACHE</u>
P (Nicaragua)	IA ²
P (Guatemala)	UA ³
P (Honduras)	OS
Q (Cuba)	UA ²
R (Switzerland)	WD
S (Spain)	PN
T (Turkey)	UY ²
U (Norway)	OY
U (Denmark)	EK
U (Sweden)	WN
V (Bulgaria)	UA ⁴
V (Serbia)	EA ²
V (Yugoslavia)	EA ²
V (Roumania)	OA ²
V (Greece)	RE ²
V (Montenegro)	OO
W (Liberia)	IA
X (The Netherlands)	HS
Y (Belgium)	EM
Z (Philippines)	HS ²
AA (Egypt)	GT
BB (Finland-Baltic Provinces)	ID
CC (Persia)	EA ³
DD (Poland)	OD

<u>COUNTRY</u>	<u>ATTACHE</u>
DD (Ukraine)	KA
DD (Esthonia)	SA
DD (Lithuania)	IA ³
DD (Latvia)	AA ²
EE (Syria)	YA
FF (Austria)	UA ⁵
GG (Hungary)	UY ³
HH (Arabia)	RA
HH (Mesopotamia)	EA ⁴
HH (Oman)	MN
HH (Burma)	UA ⁶
HH (Siam)	IM
HH (Afghanistan)	FN
HH (Palestine)	AE
HH (Bhutan)	HN
HH (Baluchistan)	AN ²
HH (India)	None
II (Czechoslovakia)	ZA
JJ (Morocco)	OO ²
KK (Abyssinia)	BA
LL (Armenia)	RA
MM (Australia)	None
NN (Georgia)	None

<u>Roll</u>	<u>Contents</u>
1	Bays to Channels and Countries/Continents: Abyssinia to Belgium
2	Countries/Continents: Bohemia to Chile
3	Countries/Continents: China to Colombia
4	Countries/Continents: Costa Rica to France
5	Countries/Continents: French Equatorial Africa to Germany
6	Countries/Continents: Great Britain to Iceland
7	Countries/Continents: India to Mesopotamia
8	Countries/Continents: Mexico, General; to Mexico, Cuyamaloya
9	Countries/Continents: Mexico, Demas; to Mexico, Puruaran
10	Countries/Continents: Mexico, Queretaro; to Mexico, Zitacuaro
11	Countries/Continents: Monaco to Philippines
12	Countries/Continents: Poland to Russia, Luga
13	Countries/Continents: Russia, Maikop District; to South America
14	Countries/Continents: Spain to Uganda
15	Countries/Continents: United States, General; to United States, Massachusetts
16	Countries/Countinents: United States, Michigan; to Yugoslavia
17	Dams to Straits