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NW/SA

Telephone Ext. No. 2822
 From: SECNAV
 Released by: A.L. Gates
 Date: 14 December 1944

TO: ALNAV #221
BASEGRAM

D QNL A SNOW 141633/221 RAFT QXL QIR

Reference ART 2140-7 BUSANDA MEMO. Pay records of all Navy Officer and enlisted personnel officially reported missing or captured by the enemy maintained by Field Branch BUSANDA Cleveland accordance Missing Persons Act.

Upon reporting such personnel to Naval Jurisdiction obtain sworn statement illustrated ART 2150-23 BUSANDA MEMO. Commanding Officers endorsement on original and all copies will read "The Disbursing Officer is authorized and directed to open a temporary pay record from (insert date), the date following the date of return to Naval Jurisdiction."

Open temporary casualty pay record from date following date of return to Naval Jurisdiction crediting full pay of rank or rating and such allowances as can be established in own right. Pending receipt full information from Field Branch BUSANDA no action REPEAT no action will be taken toward crediting unpaid balance or registering entering or charging allotments or family allowance. Advance payment not to exceed three months full pay may be made (in the ratio of one months pay to three months absence, immediately or at such times and in such portions as requested by the individual) prior to final adjustment of account. If advance authorized not sufficient for immediate needs request authority by despatch to pay increased amount. Current accruals may be paid in addition to foregoing amounts.

Forward two copies newly opened pay record, original sworn statement and a five by three inch card showing file or service number, name, rank or rating of individual, the ship or station to which last assigned, probable disposition and the name and activity of the Disbursing Officer who prepared temporary pay record with letter of transmittal to Central Pay Accounts Division by airmail special delivery. Upon receipt of request, after arrival such personnel at port within Continental United States or permanent duty station, Central Pay Accounts Division will forward photostat of missing persons pay record for entry on temporary pay record of:

~~DISSEMINATION:~~

- A balance due at date of return to Naval Jurisdiction
- B proper rates of pay and allowances
- C active allotments and
- D family allowance data

Such temporary casualty pay records will not be closed until after final adjustment has been made regardless of change in pay group or expiration of pay record period. When adjustment made line out "Temporary Casualty" and enter "ADJ/CPA (insert date of receipt of photostat of missing persons pay record)" over Disbursing Officers signature and symbol number. Securely staple photostat to adjusted temporary pay record which will be used to end of current period or if necessary for reason specified existing instructions close old and open new pay record.

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Instructions contained ART 2150-10 BUSANDA MEMO will be followed in opening temporary casualty pay records for survivors current casualties and for individuals returned from missing status of less than ninety days duration. Outside the Continental United States a payment not to exceed one half of one months base pay may be made immediately and charged on the temporary casualty pay record regardless of the status of the account of the individual.

Foregoing does not apply to stragglers or deserters.

DISTRIBUTION: Lists 5, 11

ATTENTION

This is the action copy of an original transmission by dispatch mail. Deliver to Radio Room.

AUTHENTICATED BY NW For Navy Department Communication Watch Officer.
DATE: 12/14/44 TIME: 2300

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