

APPENDIX C

INTERIM PRISONER OF WAR DATA PROCESSING (PCM) IMPLEMENTATION

C-1. Purpose

To describe in general terms a method for automating, on a selective basis, prisoner of war recordkeeping and reporting. The procedures described herein are based on the employment of punch card machine (PCM) equipment and constitute interim guidance pending development of a fully automated system.

C-2. Scope

The data processing applications considered herein are specifically directed toward PW (AR 633-50); however, they are also, with very minor modification in terminology, equally applicable to enemy civilian internees in a theater of operations (AR 633-51). The procedures outlined herein for PW may, therefore, also be utilized for automating, on a selective basis, civilian internee recordkeeping and reporting. In the event ADP support is not available, manual procedures described in the above Army regulations will be used.

C-3. Discussion

Following capture, PW are evacuated to a designated PW camp(s) located in the COMMZ for processing and preparation of individual records for each PW. With the processing and establishment of the individual records, the clerical burden imposed assumes very significant proportions. Under the present manual system, the major portion of this burden rests with the PW camps. The data processing procedures described herein are directed toward alleviating this burden. The required PCM support will be provided either as a theater service or by attachment of an appropriate data processing (PCM) team to the USPWIC (Br).

C-4. Operational Objectives

Within the areas of maintaining up-to-date PW personnel records, providing efficient locator service, preparing PW statistical reports and rosters

on a responsive basis, and providing responses to inquiries concerning individual PW, the major objectives of the function of PW administration are as follows:

a. *PW Camp Level.*

- (1) Minimize manual preparation and maintenance of PW records and recordkeeping.
- (2) Minimize reporting requirements.

b. *Branch United States Prisoner of War Information Center (USPWIC (Br)) Level.*

- (1) Minimize manual recordkeeping and reporting.
- (2) Minimize manual data processing.
- (3) Provide required PW data and reports on a more responsive basis to the commander and his staff, to Department of the Army and to the Central Prisoner of War Information Agency.
- (4) Facilitate preparation of rosters and selected reports.
- (5) Provide maximum PW management support to reporting organizations (PW camps/hospitals).

C-5. Operational Procedures

a. *General.* The system is based on using present prisoner of war records as basic input source documents to establish the required data base. The two source documents are-

- (1) DA Form 4237 (Prisoner of War Personnel Record).
- (2) DA Form 2674-R (Internee Strength).

b. *Procedures.* Responsibility for the preparation and processing of the above records in the theater of operations rests with three units. These are the military police PW processing company, the PW camp, and the Branch United States Prisoner of War Information Center (USPWIC (Br)) (fig C-1).

- (1) *Military police PW processing company.*
 - (a) DA Form 4237 is prepared for each

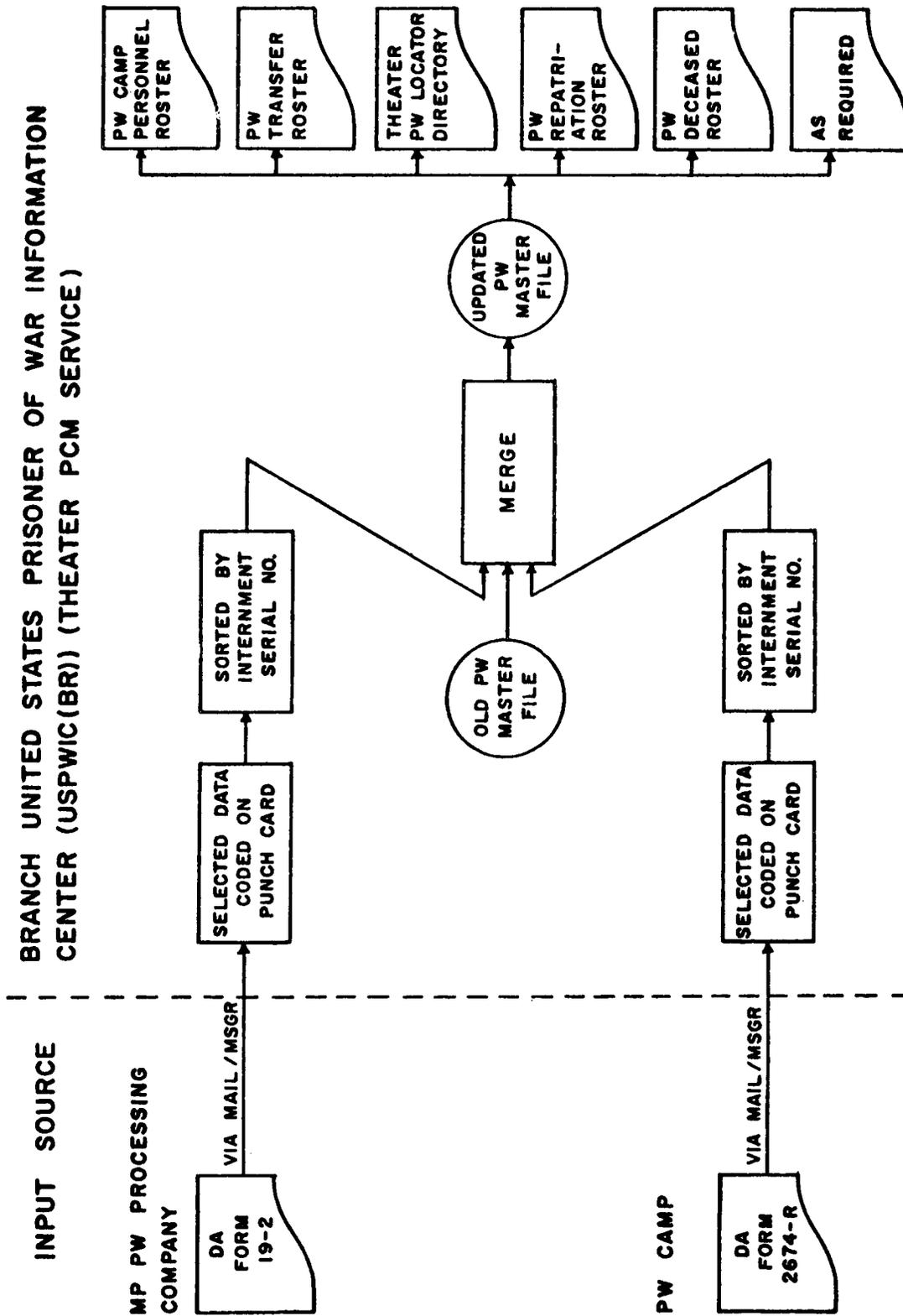


Figure C-1. Flow chart for PW reports.

PW taken into custody by the United States Army. The form is composed of parts I, II, and III. Parts I and III of the form are prepared in duplicate. The white copy of parts I and II accompany the prisoner of war throughout his internment. Part II is filled out at the appropriate times by the PW camp having custody. The green copy of parts I and II and of part III are forwarded to the USPWIC (Br). The USPWIC (Br) retains the green copy of parts I and II and forwards the green copy of Part III to the USPWIC. The white copy of part III is held by the military police prisoner of war processing company until all 25 sets in a pad have been used and are then sent through the USPWIC (Br) to the USPWIC where they serve as a check on the receipt of the green copy.

(b) The military police PW processing company is not charged with responsibility for retaining or maintaining any PW records, data, or statistics. Following completion of processing, each PW is immediately released to the custody of the commander of the PW camp at which the military police PW processing company is located.

(2) *Prisoner of war camp.* DA Form 2674-R (Internee Strength) is the basic record of the official daily status of the reporting prisoner of war camp and of each assigned PW. It is prepared daily. All pertinent changes in the status of each assigned PW which occur during the strength report day are current strength report entries and are reported for that day. The original copy is submitted to the USPWIC (Br); the duplicate copy is retained by the reporting PW camp. For additional detailed instructions, see AR 633-50.

(3) *Branch United States prisoner of war information center.*

(a) *Input operations.* A PW basic personnel data card is punched for each DA Form 4237 received. Collectively, these cards constitute a single PW master file. The DA Form 4237 is the source document for 16 of the 21 items of individual personnel data contained on each master card. Except as a result of errors, these 16 data items remain, essentially, unchanged; i.e., name, grade, internment serial number, etc. For the remaining five data items, the DA Form 2674-R is the source document. Of these data items, three are subject to change each time a PW is transferred; the remaining two items which reflect a final disposition (death, release, repatriation) and effective date are one-time entries. The new PW master cards are merged into the old PW master card file on a daily basis.

(b) *Output Operations.* The PW master card file is used to provide reports for command

management and operational use. These reports include, but are not limited to-

1. Prisoner of war camp personnel rosters.
2. Prisoner of war transfer rosters.
3. Prisoner of war repatriation rosters.
4. Deceased prisoner of war rosters.
5. Theater prisoner of war locator file.
6. Prisoner of war camp locator files.

C6. Organizational Procedures

a. *General.* Organizational procedures and concepts remain unchanged from those described.

b. *Response Times.* For the reports provided for under this system, response times normally range from 24 to 72 hours.

C-7. Input Document Description

a. *Prisoner of War Personnel Record.*

(1) *Purpose.* This record (parts I and II) constitutes the basic personnel record for each PW held in United States Army custody. Additionally, Part III of the record provides for the recording and reporting of selected personnel data to the Central Prisoner of War Information Agency in accordance with the provision of Articles 122 and 123 of the 1949 Geneva PW Convention.

(2) *Preparing unit.* The Military Police Prisoner of War Processing Company (TOE 19-237).

(3) *Format.* DA Form 4237.

(4) *Distribution.* Prisoner of war camp at which PW is interned, USPWIC (Br), and the USPWIC.

(5) *Discussion.* This record serves as the initial and basic source document for input for the punched cards. Of the 21 separate items of individual personnel data which each punch card is designed to reflect, 16 of the items will be provided for by the DA Form 4237. Except as a result of errors, each of these items will remain, essentially, unchanged throughout the duration of a prisoner's internment, thereby minimizing the administrative effort in maintaining the PW master file. Prior to punching the cards, manual coding of selected data items from the hard copy report, using codes similar to those suggested in paragraph C-9, is required. A type code format for this data is included in figure C-2.

b. *Internee Strength.*

(1) *Purpose.* This report is the basic record of the official daily status of the reporting organization and of each PW assigned to a PW camp

or hospital. It is also the source of data for the official number of PW interned and for other statistical data and reports.

(2) *Preparing Unit.* Each prisoner of war camp and hospital to which PW are assigned.

(3) *Format.* DA Form 2674-R.

(4) *Distribution.* Copy number 1 to USPWIC (Br) ; copy number 2 retained by reporting organization.

(5) *Discussion.* This record provides the source document for the five data items which are not provided for by DA Form 4237. Of these five items, three relate to transfers and are subject to change each time a prisoner of war is transferred from one PW camp or hospital to another. The remaining two data items relate to the final disposition of the PW (death, repatriation, release, etc.) and the effective date thereof. These are one-time entries. Manual coding of these entries, using codes similar to those suggested in paragraph C-10 is required. A type code format for these data is included in figure C-2.

C-8. Master File Description

a. Prisoner of War Master Card File.

(1) *Purpose.* This file is used to record and maintain a current file of selected data for each prisoner of war taken into United States Army custody in a theater of operations. It is used to provide periodically updated prisoner of war camp personnel rosters, transfer rosters, repatriation rosters, deceased PW rosters, theater and camp PW locator files, and for various on-call reports. Additionally, this master file provides the data whereby the theater PW population may be readily screened and listed by nationality, power served, occupational skill, religion, physical classification, capturing power, and a number of other criteria. As such, the PW master file constitutes a particularly useful and economical management tool. Although only a single master file is discussed herein, the establishment and maintenance of additional working files are envisioned, such as a separate PW card file for each PW camp, camp PW locator file, theater PW locator file, etc. Also, the data items selected for punching may be modified to reflect particular theater requirements. The card for each of these and other files may all be prepared from the PW master file cards without necessity for manually punching of additional cards.

(2) *Preparing unit.* USPWIC (Br).

(3) *Format.* Not specified. See figure C-3 for card layout.

(4) *Distribution.* See paragraph C-9 for distribution of output documents.

(5) *Discussion.* The selection of data items to appear on each punch card and the restriction to a single master file card for each PW was based on the following considerations:

(a) The preparation of various rosters, such as camp PW rosters, transfer rosters, and repatriation rosters, if manually accomplished, would require a very extensive typing pool and would be very time-consuming. The data items selected for card punching should satisfy normal individual personnel data requirements for the semiautomated preparation of such rosters.

(b) For management purposes, surveys of the entire PW population to determine numbers, locations, and identities of PW by nationality, power served, occupational skills, education, sex, etc., are essential. Data items selected for the punch card will permit the accomplishment by semiautomated means of at least a great majority of such surveys of this nature as may be required.

(c) Although additional data might be coded by adding a second card to the master file, the results obtainable do not appear, at the present time, to warrant such action with PCM equipment. Should additional coding be determined to be necessary in specific situations, field implementation thereof may be readily effected.

C-9. Output Document Description

a. Prisoner of War Camp Personnel Roster.

(1) *Purpose.* To provide the PW camp/hospital commander with a current roster of PW for whom he is accountable.

(2) *Preparing Unit.* USPWIC (Br).

(3) *Format.* None prescribed. See type format, figure C-4.

(4) *Distribution.* Each PW camp/hospital.

(5) *Discussion.* This roster will be prepared monthly or upon demand for each PW camp/hospital. For work assignment purposes, each PW is classified as heavy work (HW), light work (LW), or no work (NW). The columnar headings listed are illustrative only of those items of information which may be shown on the personnel roster.

b. Theater Prisoner of War Locator Directory.

(1) *Purpose.* To provide a central directory whereby the current location or final disposition of each PW can be determined quickly. A pri-

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41
											ENEMY SERVICE NUMBER																													
											INTERMENT SERIAL NUMBER																													
											GRADE									NAME																				
41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	
											EFFECTIVE DATE																													
											FINAL DISPOSITION																													
											DATE OF TRANSFER																													
											TRANSFERED TO																													
											TRANSFERED FROM																													
											CAPTURING POWER ARM OR SERVICE																													
											NATIONALITY																													
											POWER SERVED																													
											DATE OF CAPTURE																													
											OCCUPATIONAL SKILL																													
											WORK CLASSIFICATION																													
											RELIGION																													
											EDUCATION																													
											AGE																													
											SEX																													
											DATE OF BIRTH																													

Figure C-3. Type 80-column card layout; prisoner of war master card file.

mary use of this file will be to provide PW mail directory service.

(2) *Preparing Unit.* USPWIC (Br).

(3) *Format.* None prescribed. See type format, figure C-5.

(4) *Distribution.* USPWIC (Br).

NAME	GRADE	ISN	ENEMY SVC NO	PW CAMP NUMBER OR DISPOSITION, I.E. , DECEASED, REPATRIATED, ETC.

Figure C-5. Type, Format for hard copy printout for the theater prisoner of war locator directory.

NAME	GRADE	ISN	ARM OR SERVICE	POWER SERVED

Figure C-6. Type format for hard copy printout of prisoner of war transfer roster.

(5) *Discussion.* This file will be used primarily by the USPWIC (Br) to provide theater PW mail directory service. Capability should be provided through the preparation of three separate listings or one complete listing with two cross-reference listings, to permit name searches by internment serial number, enemy service number, or by name. Daily updating of the file will be required. The maintenance of card files rather than of published listings may be preferable.

c. *Transfer Roster.*

(1) *Purpose.* To provide listings of PW to be transferred together with pertinent personnel data.

(2) *Preparing Unit.* USPWIC (Br).

(3) *Format.* None prescribed. See type format, figure C-6.

(4) *Distribution.* Sending PW camp, receiving PW camp, and transportation officer.

(5) *Discussion.* With an appropriate heading and appropriate authentication, the transfer roster may constitute a transfer directive.

d. *Other Rosters.* Other rosters which will be required and which may be prepared include rosters of PW by occupational skills, deceased, in escape status over 30 days, repatriation, release, transferred to other powers, etc.

C-10. Type Coding Guide for Prisoner of War Master Card File

a. *General.* The following paragraphs provide a type coding guide to be used to complete the code sheet for the transition between the hard copy source document and the machine language 80-column card.

b. *Prisoner of War Master File Card.* See figure C-2 above for code sheet.

Columns 1-18	Last name, first name, middle name or initial. Leave one "blank space between last name, first name, and middle name or initial."
Columns 19, 20	Grade. Code the senior grade with the numeral "1," the next lower grade with numeral "2," etc., in accordance with appropriately developed enemy military grade structures.
Columns 21-35	Internment Serial Number Prefix—6 characters Number—7 characters Suffix—2 characters Reference: Para 18, AR 633-50
Columns 36-45	Enemy Service Number Prefix—2 characters Number—8 characters
Columns 46-49	Date of Birth. Code: Day, month, and last digit of year. The months January through September are punched 1 through 9 respectively; the months October, November, and December are punched X, Y, and Z respectively.
Column 50	Sex: Code: M for male; F for female.
Columns 51, 52	Age.
Columns 53, 54	Education. Code: Punch number of years of school attendance.
Column 55	Religion. Code: Use alphabetical designations in accordance with approximately developed code.
Column 56	Work Classification Code: H—Heavy work L—Light work N—No work Reference: Para 206, AR 633-50
Columns 57-59	Primary Occupational Skill. Code: 442 Blacksmith 120 Bridge Helpers 122 Bridge Specialist 462 Canvas and Leather Repairman

- 511 Carpenter
- 530 Chemical Warfare Helper
- 710 Clerk
- 612 Construction Machinery Operator
- 941 Cook
- 154 Draftsman Plotter
- 355 Electrician
- 539 Farm Hand
- 540 Laborer, Unskilled
- 546 Laundry Specialist
- 640 Light Vehicle Driver
- 550 Longshoreman
- 545 Lumberjack
- 443 Machinist
- 513 Mason
- 911 Medical Airman
- 001 Officer
- 510 Painter
- 509 Pipeline Helper
- 522 Plumber
- 654 Punch Shear Operator
- 516 Quarryman
- 296 Radio Repairman
- 650 Railway Maintenance Helper
- 563 Shoe Repairman
- 421 Small Arms Repairman
- 323 Telephone Installation Repairman
- 461 Textile Repairman
- 632 Track Vehicle Mechanic
- 967 Translator
- 999 Unprocessed Prisoner
- 520 Utilities Worker

Skill code numbers used are identical to military occupational specialty (MOS) number. AR 611-201, Manual of Enlisted Occupational Specialties, may be used as reference.

- Columns 60-63 Date of Capture. Code: See code under columns 46-49.
- Column 64 Nationality. Code: Alphabetical designation in accordance with appropriately developed code.
Note. Nationality is used to indicate the country in which the PW claims citizenship.
- Column 65 Power Served. Code: Alphabetical designation in accordance with appropriately developed code.
Note. That power in which the PW was serving as a member of its armed forces at time of capture.
- Column 66 Arm or Service. Code:
A—Army
N—Navy
F—Air Force
- Column 67 Capturing Power. Code: Alphabetical designation in accordance with appropriately developed code.
Note. To be used only if capturing power is other than the United States.
- Columns 68, 69 Transferred From, Code: Numerical designation of theater PW camp in accordance with appropriate developed code. Alphabetical designation

	of Allied power in accordance with appropriately developed code, if international transfer is involved.
	CONUS-US.
Columns 70, 71	Transferred to. Code: See code under columns 68-69.
Columns 72-75	Date of Transfer. Code: See code under columns 46-49.
	<i>Note.</i> The date of transfer will be the EDCSA as indicated on the internee strength report (DA Form 2674-R). Reference: para 177, AR 633-50.
Column 76	Final Disposition. Code: D—Deceased G—General Repatriation M—Medical Repatriation R—Released E—Escaped
	<i>Note.</i> PW who do not elect to be repatriated to their home country or power which they were serving at time of capture and who are given their freedom in another country are identified as having been released. Escape to be shown as a final disposition only after PW has been in escape status for over 30 days. Reference: Para 185, AR 633-50.
Column 77-80	Effective Date. Code: See coding instructions under columns 46-49.