

121 TCSCA/CC  
The Identification Bureau

Saigon-Sept. 25th 1956

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To General NGUYEN NGOC LE  
Director General of the Police and Surete  
of the Republic of Vietnam

SAIGON

Subject: Report of the activity of the I.B.  
during Sept. 1956.

I am submitting to the General about the  
activity of the I.B. during Sept. 1956.

1. The activity of the I.B. was carried out  
as usual. During the last month (Sept.) the People Defense  
Corpse organization had sent us 2887 finger-print cards and per-  
sonal historic forms for the members to be hired.

2. By the importance of the fingerprint cards  
which will be kept for many years in the future, and because of the  
unsufficient number of fingerprinting personnel of the organization  
trained by the I.B. cannot meet the necessity. By the first of  
October, the I.B. will have to send five (5) members to some  
regions required in order to give training to the P.D.C. in the  
fingerprint service.

3. The personnel problem - five out of 18  
members of the I.B. are of the Civil Guard. Those members had  
been sent to the fingerprint training course and they will keep  
in working at the I.B. after the graduation. By their situation  
not yet being conformed to the procedure by higher ranking offi-  
cials (either transferred them to the Surete or referred them and  
make them civil personnel of the Surete Directorate General),  
therefore on Sept. 21, 1956, Sergeant Tran Danh Dac was called  
back to the Civil Guard Directorate to present himself to the  
examination of Dalat officer school. On this day the Sergeant  
came back to our office and told us he has received an order to  
attend leadership course at Quang Trung training center before  
he is sent to Dalat officer school. This matter is very important  
for the I.B. personnel is unsufficient and the official task  
requires a number of I.B. members three (3) times bigger than  
that at present.

Page 2 Letter from Nguyen Ba  
To General Le-Sept. 26, 1956

We ask the General to arrange with General TRAN TU OAI, Director General of the Civil Guard to have the rest members become either official or permanently and specially detached to the Surete or demobilized and become official personnel of the I.B. of the Police and Surete Directorate.

Here are the four mens names:

A. Nguyen Ngoc Pham	Major Corporal
B. Nguyen Van Hieu	Major Corporal
C. Truong Van Khoan	Corporal
D. Nguyen Van Ke	Corporal

4. About the office material - The I.B. step by step is equipt with material according to its need. In the last month 19 safes for file were sent to from USOM o the I.B. has totally received 31 safes.

5. The I.B. has only two typewriters. With these two typewriters we can have only 6,654 name eards done. The number of name cards would be increased twice if we are given some more typewriters

6. The I:B. has just been sent, from the personnel bureau, two typist girls. Miss VuThi Huong and Ho Thi Duy Thanh. They have just employed by the P.B.

7. By the plan approved by the General in changing working method of the I.B. the contractor in charge of repairing the buildings at the Police and Surete Directorate told me that within this week half of the I.B. apartment will be ready for the service. As to the other half will be repaired later. Thus, within 20 days, the I.B. will have enough rooms for bureaus and for material to the present need.

Yours sincerely,

Signed: Nguyen Van Ba

*Dymond - English*

SAIGON, ngày 25 tháng 9 năm 1956

*COPY*

121 TCSCA/CC

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Phòng Cấn-Cuoc Chuyên-Môn

Kính gửi Thiếu Tướng

Tổng Giám Đốc

Cảnh-Sát và Công-An

Việt Nam Cộng Hoà

S A I G O N

TRÍCH YẾU : Báo cáo về công việc làm của Phòng Cấn Cuộc trong tháng 9 dương lịch.

Tôi trân trọng phúc trình cùng Thiếu Tướng về hoạt động của Phòng Cấn Cuộc chuyên môn trong tháng 9 dương lịch như sau :

1/- Công việc làm của Phòng Cấn Cuộc vẫn tiếp tục như thường lệ. Trong tháng vừa qua Cơ-quan Dân-Vệ-Đoàn đã gửi tới 2881 thẻ lần tay và phiếu nhân dạng của những đoàn viên sắp được thâu nhận.

2/- Vì sự quan-hệ của những thẻ lần tay sẽ được lưu-trữ hàng mấy chục năm về sau này, mà số nhân-viên lấy dấu tay của Dân-Vệ-Đoàn đã được Phòng Cấn Cuộc chuyên-Môn huấn-luyện chưa đủ, nên vào đầu tháng 10 d.l. tới đây, Phòng Cấn Cuộc sẽ phải gọi 5 nhân viên tới mấy địa-phương cần-thiết để huấn luyện thêm số nhân-viên Dân-Vệ-Đoàn trong việc lấy dấu tay cho được đầy đủ về vấn đề này.

3/- Về vấn đề nhân-viên : trong số 18 nhân-viên của Phòng Cấn Cuộc chuyên môn thời có 5 nhân-viên Bảo-An-Đoàn. Những nhân viên này đã được gửi sang học lớp huấn luyện dấu tay và sau khi mãn khóa vẫn tiếp tục làm việc tại Phòng Cấn Cuộc chuyên-môn. Vì tình trạng của những người này chưa được Cấp Trên hợp thức hóa : hoặc cho họ được biết phải chính thức sang Công-An, hoặc chính thức cho họ được giải ngũ và trở thành nhân viên dân-sử của Nha Tổng Giám Đốc Công-An, nên hôm 21-9-56 vừa qua có Sư-Vụ-Lệnh của Nha Nhân-Viên Bảo-An-Đoàn kêu Trung-Sĩ Chánh Trần-danh-Đạt, trở về trình diện tại Bảo-An-Đoàn để dự kỳ thi vào Trường Sĩ-Quan Dalat. Ngày hôm nay, Trung Sĩ này đã trở lại Sở và cho tôi hay là đã nhận được lệnh xuống Cơ-quan Huấn-Luyện Quang-Trung để học lớp Dân-Đạo Chi-Huy rồi sau đó được gọi thăng lên Trường Sĩ-Quan Dalat. Vấn đề này rất cần thiết, vì số nhân-viên Phòng Cấn-Cuộc hay còn ít, và nhu-cầu cho công vụ đối hỏi gấp hai ba lần nhân viên chuyên-môn về cấn-cuộc. Vậy tôi trân trọng xin Thiếu Tướng sẽ can thiệp cùng Thiếu-Tướng Trần-Tu-Oai, Tổng Giám-Đốc Bảo-An-Đoàn để cho 4 người còn lại được chánh thức, hoặc biết phải vãng-viên sang

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bên Công-An, hoặc cho họ được giải-ngủ và trở thành nhân-viên chánh-thức của Phòng Cẩn-Cước Chuyên-Môn thuộc Nha Tổng-Giám-Đốc Cảnh-Sát Công-An. Tên 4 người đó như sau :

a/-	NGUYỄN NGỌC PHẠM	Trung-Sĩ chánh
b/-	NGUYỄN VĂN HIỆU	"
c/-	TRƯƠNG-VĂN KHOẢN	Trung-Sĩ
d/-	NGUYỄN VĂN KÊ	"

4/- Về vấn đề dụng-cụ văn phòng, Phòng Cẩn-Cước vẫn nhận được lần lần tùy theo nhu-cầu. Trong tháng vừa qua, Phòng này đã nhận được thêm 19 chiếc tủ sắt đựng công-văn do Cơ-Quan Viện-Trở Hoa-Kỳ gởi tới. Như vậy, tổng cộng Phòng Cẩn Cước đã nhận được tất cả 31 chiếc tủ sắt.

5/- Vì số máy chữ của Phòng Cẩn Cước chỉ có 2 máy chữ cho nên công việc đánh máy những danh thê chỉ được 6.654 chiếc. Nếu có thêm máy chữ nữa, thời số danh thê này sẽ tăng gấp đôi.

6/- Phòng Cẩn Cước mới được Phòng Nhân-Viên gởi thêm 2 Nữ thồ-ky đánh máy. Hai cô VU THỊ KIM HƯƠNG và HỒ THỊ DUY-THANH. Hai người này mới được Phòng Nhân-Viên tuyển-dụng.

7/- Theo như chương trình đã được Thiệu-Tướng chấp thuận trong việc sửa chữa lại lỗi lầm việc của Phòng Cẩn Cước, người thầu khoán sửa chữa định thủ tại Nha Tổng-Giám-Đốc Cảnh Sát Công An đã tới gặp tôi và cho tôi hay là trong tuần này, một nửa căn nhà thuộc Phòng Cẩn-Cước sẽ được sửa chữa và sau khi đã làm xong, Phòng Cẩn-Cước sẽ dời tới làm việc. Về phần nửa sau sẽ được tiếp tục sửa chữa lại. Như vậy trong thời gian 20 ngày nữa, Phòng Cẩn Cước sẽ có đủ chỗ làm việc và chứa đựng cụ theo với nhu-cầu hiện tại ./-

Trân trọng kính chào Thiệu-Tướng.



*Nguyen Ba*

NGUYEN BA



POLICE ADMINISTRATION DIVISION

MICHIGAN STATE UNIVERSITY

SUMMARY OF OCTOBER MONTHLY REPORT 1956

I. GENERAL:

a. Most of the activities of the VBI were at a standstill during the month of October, mainly for the following reasons:

1. Official Vietnamese holidays.
2. The absence for a week of the Director General, who, with the Director of the VBI for the PMS, represented the Vietnamese law enforcement organization at Bangkok.
3. An expected re-shuffle of key men in the upper echelons of the Surete Nationale.

b. The implementation of the reorganization plan for the VBI still awaits final authorization from the Ministry of Interior.

c. The Civil Guard has acquired 353 vehicles from the MAAG surplus, Lisbon Program, through USOM.

d. At the Identification Division, nearly 4,000 sets of fingerprints have been filed away after adequate carding, and training of personnel for the fingerprinting of 700,000 Chinese is under way.

e. At the Saigon-Cholon Prefectoral Police, a tear gas demonstration has been organized for the benefit of all local law enforcement organizations.

f. The Special Division of the VBI has resumed operations upon completion of transfer of its technical units to the Camp des Mares.

II. TRAINING:

a. At the Civil Guard, a second class has been launched for 10 Civil Guard and 5 police officers at the English Language Laboratory.

b. At the VBI, another class of 20 agents, who will be trained as permanent identification specialists, (fingerprints) has been planned.

c. Tentative arrangements have been made for the new recruits of the Special Division of the VBI to receive basic police training at the

National Police Academy, prior to their receiving specialized technical and/or operational training.

d. At the Saigon-Cholon Prefectoral Police, firearms training is progressing satisfactorily.

### III. CIVIL GUARD:

a. Groundwork having been established for the Malaria Program, the Civil Guard will provide the manpower i.e. about 750 officers and other ranks.

b. Two of the Civil Guard students at Michigan State University have returned to Saigon for reasons of health.

### IV. MUNICIPAL POLICE:

a. Six instructors started to conduct classes in firearms training at the Third Precinct, upon completion of the training of the personnel of the First and Second Precincts.

b. Distribution of tear gas weapons and ammunition is being carried out.

### V. IDENTIFICATION AND CRIME DETECTION:

a. Plans have been made for 5 specialists of the Identification Division to visit the provinces with a view of training personnel in fingerprint rolling; the rural militia having failed to forward fingerprint cards of their personnel, emphasizing the need for more trained personnel.

b. The remodeling of the Identification Division building at the Camp des Mares was still pending.

### VI. VBI:

a. Training program for the agents of the VBI has been submitted to the Director General, along with a tentative schedule for the inventory of the VBI personnel. The above-mentioned program and schedule were awaiting the Director General's approval.

b. Lack of funds in the VBI budget has delayed the renovation of the arms and ammunition sites at the VBI Headquarters.

c. The agents of the Special Division of the VBI closed 7 cases during the month of October, leaving 3 cases still under investigation.

#### CIVIL GUARD REPORT OF ACTIVITIES FOR MONTH OF OCTOBER

1. General Tran Tu Oai is to remain Director of the Civil Guard.
2. The basic groundwork was established for the Malaria Program. The Civil Guard will furnish the manpower, about 750 officers and men. USOM will furnish the technical supervision and training. They will supply all vehicles and equipment, including gas, oil and repairs. They will pay per diem of 70 piasters per day to men in the field. The Civil Guard will pay the salaries of their men. Doctor Canh, of the Civil Guard, was appointed as Liaison Officer for General Oai. Training is scheduled to start about November 15, 1956.
3. Arrangements were made to start a second English class at the English Language Laboratory to consist of 10 Civil Guard and 5 Police Officers.
4. Two of the Civil Guard students at Michigan State University were returned to Saigon. One because of ill health and one because of a death and sickness in his family.
5. Final arrangements were made during October for the transfer of MAAG surplus, Lisbon Program, vehicles to the Civil Guard through USOM. The following listed vehicles were towed from the French Depot to the Civil Guard Motor Pool:

- 60 Renault 5-T cargo trucks.
- 40 Hotchkiss 1 1/2-T 4 x 4 cargo trucks.
- 81 Renault 1 1/2-T 4 x 4 cargo trucks.
- 24 Peugeot 3/4-T pick-up trucks.
- 67 Jeeps, 1/4-T 4 x 4 CJ3A, civilian type.
- 9 Peugeot 3/4-T ambulances.
- 6 Renault 11 h.p. sedans.
- 6 Hotchkiss 18 h.p. sedans.

7 Peugeot light sedans.  
3 Motorcycles, Terrot.  
30 Bicycles.  
5 Fire-fighting units, mobile.  
10 Water trailers, 2 W.  
5 Flatbed trailers 4 W. 5 Ton.  
353 TOTAL

Of this total, 51 vehicles were turned over to the Police and Security Service. These vehicles averaged between third and fourth echelon repair needs. It is felt they will bridge the gap until new equipment can be delivered.

SAIGON-CHOLON MUNICIPAL POLICE DEPARTMENT REPORT OF  
ACTIVITIES FOR THE MONTH OF OCTOBER 1956.

TRAINING:

- a. The class in English for ranking officers is continuing.
- b. Another class in English for ranking officers has been organized and will start the first part of November.
- c. Firearms training at the 1st and 2nd Precincts is continuing.
- d. Actual firing and final training is being conducted on the range for these who have completed the training at the 1st and 2nd Precincts. This program is being conducted in cooperation with the National Police Academy.
- e. Six instructors are conducting classes in firearms training at the 3rd Precinct.
- f. Plans have been formulated for a tear gas demonstration and training session to which all interested police organizations will be invited.

EQUIPMENT:

- a. A total of ten cases of tear gas have been turned over to the Municipal Police.
- b. A total of 203 Smith and Wesson revolvers have been turned over to the Municipal Police. These weapons are being used for training



purposes only. No ammunition has yet been turned over with the exception of that being expended in training on the range.

c. The following vehicles secured by Mr. Richard Rogers from the Lisbon Program have been turned over to the Municipal Police of Saigon-Cholon :

- 2 Hotchkiss Passenger Cars.
- 6 Citroen Passenger Cars.
- 12 Renault 1 1/4-T trucks.
- 4 Renault 5-T cargo carriers.
- 4 Peugeot 203 ambulances.
- 3 Motorcycles.

Approximately 10 Renault 1 1/4-T trucks are in storage at the Camp des Mares, and will be turned over to out-state Municipal Departments in the near future.

#### ORGANIZATION:

a. A firearms range master and 3 assistants have been appointed by the Commissioner. These men have been trained in the proper manner of conducting firearms training.

b. In the future, all firing on the range will be under their supervision.

#### PROGRESS:

a. Gun racks have been completed and installed in the new firearms storage and repair building. Department weapons are being cleaned, inspected and properly stored.

b. Weapons to be distributed to out-state Municipal Police are being selected. They will be inspected and repaired as soon as possible.

c. Storage bins for the small arms are being designed with the aid of the U.S. Military. Holsters for the new Smith and Wesson revolvers have been ordered locally. They are of the U.S. Pattern.

d. A tentative program for the distribution of the tear gas, the weapons and the ammunition has been worked out and is being implemented.

FINGERPRINT IDENTIFICATION DIVISION'S MONTHLY REPORT FOR  
OCTOBER 1956

1. During the month of October, there were no fingerprints received from the rural militia due to the fact that the Commanding Officers of the rural militia felt that their personnel that had been taking fingerprints should have more training in this procedure, since many of the prints had to be returned due to the fact that they were illegible. It was decided that 5 men from the Identification Section be detailed to visit the provinces and train a sufficient number of personnel to properly take these fingerprints. This matter is in the process of getting the financial problems worked out to enable them to make this training trip to the various localities. The cost involved in this matter is approximately 100 piasters per man per day.

2. There has been 3,872 sets of fingerprints filed and a like number of index and number cards typed and filed.

3. The remodeling of the building that was supposed to have been started early in September has not been started as yet. We are still waiting for the Vietnamese Government to act in this remodeling work.

4. Early in October, plans were made to design a fingerprint card to be used by the Immigration Service. This was completed and approved by the Service and Mr. Dymond was informed recently that 1,600,000 such cards will be printed by the Immigration Service.

5. On October 29th, ten persons reported to the Identification Section at Camp des Mares for fingerprint training, lasting from 6 to 8 weeks, in conjunction with the program of fingerprinting some 700,000 Chinese in the Republic of Viet Nam. A copy of these prints will be forwarded to the Central Bureau at Camp des Mares, and one set retained at the Immigration Service for their use and information. This task is to start in the very near future.

6. We are planning another school of 20 people who are to be assigned and trained as permanent identification employees, starting early in January.

7. Plans are now being made to trade personnel with the Filippini Street Bureau, in order that the employees of each section will be acquainted with the type of work being performed in each place. This will greatly simplify the matter of integrating the records from the Filippini Street Bureau when we have the facilities to start this move.

VBI MONTHLY REPORT OF ACTIVITIES FOR OCTOBER 1956.

a. A format of instructions for use in the filling-out of the Personnel Inventory Form has been developed and is ready for approval by General Le.

b. A tentative schedule has been submitted to General Le for approval, with regard to the actual personnel inventory, beginning during the first week in November, including the training of the inventory team.

c. Recommendations for a training program within the VBI were also submitted to General Le, which include a list of suggested courses.

d. The renovation of the arms and ammunition storage sites at the Camp des Mares has been delayed by virtue of a lack of funds in the VBI budget.

e. Minister of Interior, Nguyen Huu Chau, has directed that the Immigration Division of the VBI remain at its present location and that the VBI Headquarters now located on Catinat be transferred as soon as possible to the Camp des Mares.

f. Further progress on the development of a manual of rules and regulations is now dependent upon the formation of a committee within the VBI.

g. Actual reorganization of the VBI still awaits the final authority from the Minister of Interior.

HWII/GB/mmd

HOWARD W. HOYT, Chief  
Police Program Division

*Mr. Dymond's  
File*

Jack E. Ryan

2 November 1956

Corey K. Dymond

Fingerprint Identification Section Monthly Report for October 1956.

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Plans are now being made to trade personnel with the Philippini Street Bureau, in order that the employees of each section will be acquainted with the type of work being performed in each place. This will greatly simplify the matter of integrating the records from the Philippini Street Bureau when we have the facilities to start this move.

SEPTEMBER MONTHLY REPORT OF THE FINGERPRINT  
IDENTIFICATION SECTION

1. The Fingerprint Identification Section at Camp des Mares continues to progress with the work of establishing a new fingerprint system.
2. One of the personnel whose name is TRAN DANH DAC and who was formerly with the Civil Guard, has been ordered by General Oai to return to his unit for military training. This does not lend itself to the best type of operation for the Bureau, since he has been in training for nearly one year and just when he has become of some value to the Section is ordered to leave it. It was formerly understood that the Civil Guard personnel was to remain at the Bureau, but since there has been a change in commanding officers, they apparently feel that the men should return to the Civil Guard for military training. Steps should be taken, however, to forestall other like moves, as it is advantageous to all branches of law enforcement to get the Bureau operating. If further transfers of like nature are made with the remaining personnel, it will merely become a training function rather than an operational one.
3. There were two typists hired during the month; one whose name is VU THI KIM HUONG and the other's name is HO THI DUY THANH. These girls are to be permanent employees of the Identification Section.
4. Progress is being made in getting the orders completed for the remodeling of the building which is supposed to be started within the next few days. It is expected to take approximately one month to remodel the one half of the building - the remaining part to follow immediately after the completion of the first half.



5. More equipment has been received from American aid during the month in the form of filing cabinets. This consisted of ten 8x8 files for fingerprints and nine 3x5 files for index cards. A letter was received from General Le to the effect that he has been informed that there are four cases of identification equipment due to arrive in the near future. This should be the duplicate order placed by USOM early in 1956. The material and equipment so far received is the exact order placed by MSU late in August 1955.

6. During the month there were 2,881 sets of fingerprints received from the rural militia - an increase of 1,293 over the last month. All of these prints have been classified by the trainees. There were 3,327 fingerprints filed - a decrease of 1,182 sets over the last month. This is due to an increased number of fingerprints received and classified, plus the training of the two new typists who utilize the only two typewriters assigned to the Bureau.

7. We expect to be able to show a great improvement in both the amount of work, as well as the quality as soon as the building is remodeled and the equipment placed in a position where it can readily be used, and also providing that no further transfers of the already trained personnel takes place.

*Mr. Dymond's  
File*

Jack E. Ryan

19 October 1956

Corey Dymond

Information Relative to Identification Bureau.

The following information is that which you asked me to prepare for you:

EMPLOYEES:

Employees trained in fingerprint work.....	20
Trained employees having left the service.....	3
Total of trained employees.....	17
Typists.....	3

EQUIPMENT PROCURED:

Fingerprint files, b8, double compartment.....	20
Name card files, 3x, double compartment.....	14
Typewriters.....	2
Number of desks.....	26
Chairs.....	30
Fingerprint cards printed.....	200,000
Index cards printed.....	150,000
Firearms registratio cards printed.....	20,000

WORK COMPLETED AS OF SEPTEMBER 30TH:

Fingerprints received and classified.....	13,469
Index cards written ad filed.....	7,846 - together with a like number of identity number cards.

CD/mmd

COREY DYMOND,  
Police Program Division

Jack E. Ryan

30 November 1956

Corey K. Dymond

November Monthly Report for the Identification Section.

A request that originated with the Ministry of Interior, and which was handled by Mr. CHAG, in which they request that the Identification Section train from 100 to 150 people in the basic fingerprint instructions, in order that they may take fingerprints of others, resulted in the discovery that the facilities will allow us to train not over 35 to 50 at one time, due to lack of seating space and other necessary equipment. Plans are presently being made to take care of this matter.

Two (2) members of the Identification Section are training ten (10) people from the Immigration Service and, also, three (3) new employees of our own Section. After having one week of basic training, the members of the Immigration Service return to their office and took approximately 200 sets of fingerprints which are to be used for training purposes and will eventually become a part of the permanent records. Two (2) other members of the Section are presently touring all of the provinces in order to train members of the Rural Militia in the art of taking fingerprints and properly filling out the cards. This we expect to take approximately 2 months.

At the same time, three (3) other members of the Section are training Rural Militia personnel in the Saigon-Cholon area, and it is our understanding that there will be approximately 100 to train; 31 of which have finished their training period of 10 days on November 27, 1956.

(Next Page)

Memorandum to Jack E. Ryan

30 November 1956

SUBJ: November Monthly Report for the Identification Section.

General Le ordered two (2) members of the Section to report to Police Headquarters and attend a political training program which is to last approximately 30 days.

We are attempting to compose a diploma for the people who have completed the fingerprint training in classifying and filing - samples of which will be submitted for acceptance and approval.

One (1) employee, Miss Vu Thi Kin Huong, who reported for work in September was dismissed on November 28th after it was found that she had altered the birth date on her birth certificate.

There were 1,112 fingerprint cards added to the present collection; all of which have been entirely handled by the personnel of the Identification Bureau.

CKD/mmd

COREY K. DYMOND,  
Police Advisor

MICHIGAN STATE UNIVERSITY  
Vietnam Advisory Group  
Saigon

*Dymond*

Office of Chief Advisor

December 8, 1956

TO: MSU, USOM

FROM: Dr. Wesley R. Fishel, Chief Advisor, MSUG *WRF*

SUBJECT: Monthly Report of the Michigan State University Group

Several American and Vietnamese members of the National Institute of Administration staff attended a conference sponsored jointly by the Philippine Institute of Administration and the Society for Public Administration. While in Manila the group also visited in-service training programs, local government offices, and a community development program.

Efforts continued in Saigon, East Lansing, and Washington to complete the long pending contract amendments.

In further pursuance of our efforts to be informed of the programs and objectives of other American agencies, MSUG American staff members attended special briefings at USOM and MAAG.

As of November 30, the MSUG staff consisted of 31 regular American members, one consultant, 12 contract employees on the piaster payroll, and 87 Vietnamese and other nationals, a total of 131.

POLICE DIVISION

1. Civil Guard

a. Plans have been completed for the training of 25 officers and 60 non-commissioned officers of the Civil Guard, in connection with the Malaria Control Program being undertaken by USOM and the Vietnamese Government.

b. Of 353 surplus vehicles received from MAAG, approximately 300 have been delivered, about one-third of which will be used to repair the other two-thirds. To date 40 of these vehicles have been repaired and are in use.

2. Municipal Police

a. A training demonstration of the action and uses of the gas and gas weapons was conducted at the General O'Daniel Rifle Range at Camp Quang Trung. Approximately 150 officers from various law enforcement groups attended the demonstration. The gas and gas weapons previously received were inventoried during November, and a plan for allocation and distribution was worked out. Distribution has started. A manual of instructions for the use and care of the gas and gas weapons has been published and distributed to the agencies who will receive gas and gas weapons.



b. Approximately one-third of the vehicles turned over to the Municipal Police of Saigon-Cholon have been put into service at this time. The work of repairing the remainder is continuing.

c. An ambulance service has been inaugurated by the Department. At present 2 of the 4 ambulances turned over to the Department are in service.

d. A combination training, propaganda, and newsreel film has been made, covering the fundamentals and training in firearms and tear gas uses. It is intended that this shall be released after careful editing, after the weapons have been released for use by the police officers.

### 3. Identification Bureau

a. In response to a request from the Department of Interior, MSUG will train up to 150 additional fingerprint specialists in groups of 35 to 50 at one time.

b. 1,112 fingerprint cards have been classified and filed, bringing the total number to 4,984.

### 4. V.B.I.

a. The training of a 20-man personnel inventory team has been completed. An analysis is being made of the trial personnel inventory forms, so that necessary corrections may be made in these forms, the questionnaire, or in the Instructions Manual.

b. The complete transfer of the VBI Headquarters for the Southern Region of Vietnam from Catinat to Camp des Mares is being delayed until March 1957 pending renovation of buildings at the latter site.

## FIELD ADMINISTRATION

1. The report of the study trip to Thailand was completed, and will be published and given wide circulation in the Vietnamese Government. The findings are considered significant for both field administration and for the administration of the Department of National Economy.

2. The implementation of the Interior report received a boost when the President issued the decree of October 26 reorganizing the provinces. A comparison of that decree with MSUG recommendations revealed significant similarity.

3. Twelve sub-committee meetings were held on Education, and substantial progress has been made on each of the recommendations. Each committee is preparing a summary of the ideas which have been crystalized so the general committee, consisting of the Secretary of State for Education, the Chief of the Education Division at USOM, and Chief of the MSUG Field Administration Division, can meet and reach agreement so action can begin on the reforms.

4. The study of administration of MyTho province was started, and interviews have continued over a three-week period. This study is designed to bring out problems relating to national programs as seen from the provincial authorities' point of view.

5. Research has been resumed on the Civic Action Commission. This study becomes increasingly significant because a new decree has been issued making this commission responsible for coordinating all cadres now operating at village level. Several hundred cadres of the Information and Agrarian Reform Departments have been transferred to this commission.

6. The Secretary of Agrarian Reform has asked MSUG for additional specific ideas on the organization and personnel needed to administer the new Agrarian Reform ordinance. Two significant meetings have been held with the new Secretary of State, Mr. Do-ven-Cong, and MSUG has furnished him with organizational charts and recommended staffing patterns for fulfilling his responsibilities under the new ordinance. MSUG is working with USOM Agriculture Division and Mr. Wolf Ladejinsky on this request.

7. The new Special Project administrator has requested advice on a proposed program for the development of abandoned and cultivated land in five areas:

Plaine des Jone (100,000 hectares)  
Eaclieu, Camau (40,000 hectares)  
Caisan (60,000 hectares)  
Bannethuot (1,000 hectares)  
Pleiku (1,000 hectares)

#### NATIONAL INSTITUTE OF ADMINISTRATION

1. A letter from the Presidency has pledged the Vietnamese Government to contribute (in addition to the land) toward the cost of the proposed new Institute a sum equal to the American aid in the present premises. USOM will now release the funds necessary for constructing the new Institute buildings.

2. Because of the acute need for office space for NIA programs and in-service training, the Executive Council of the Institute has agreed that one, or possibly two, of the quonset huts can be used for offices. The Council has also agreed that the hallways of the second story of the main building may be converted into offices for MSU personnel.

3. A committee has been appointed to make a study and evaluation of the curriculum of the NIA. The committee is expected to confer both with Institute staff and Government officials before making recommendations.

4. For the first semester of the day degree program beginning in February 1957, MSU has agreed to teach the following courses: Introduction to Public Administration, Organization and Methods, and Personnel Administration. MSU has recommended strongly that the Institute add a new course in Accounting to be taught by Mr. Robert Swanson, who will arrive in December.

5. Mr. Snyder completed a research study entitled "A Statistical Analysis of Current Trends in the Imports and Exports of Vietnam." During the period November 12-20, Mr. Cole studied rural taxation in northern Free Vietnam. He left November 25 for a week's study in five provinces of Central Vietnam.

6. During the month Mrs. Alubowicz instructed five Vietnamese librarians on the Dewey Decimal system of classifying and cataloging.

7. Statistics for November concerning the library are as follows: 172 books, 15 newspapers, and 25 journals were circulated; 51 new books were received, 225 books were catalogued, and 63 new books were ordered.

#### IN-SERVICE TRAINING DIVISION

1. Job Instruction Training ("J.I.T.") was completed for a small group of interested Government officials and MSU personnel.

2. Stenographic training for stenographers of the National Assembly is still in progress.

#### EXECUTIVE OFFICE

1. With new arrivals expected in December, several having large families, MSUG is again faced with a housing problem. Greatest difficulty is met when searching for 3-bedroom houses. New arrivals during the next few months may expect extended stays in hotels, or less than adequate quarters.

2. General review and refinement of administrative procedures continues. New purchase, requisition, and payroll procedures were issued during November.

3. International transportation schedules, hotel guides, and other travel information are now available in the Executive Office. This material and the corollary assignment of a staff member for assisting on travel arrangements is designed to meet increasing travel requirements created by third country travel and returning staff members.

4. After a delay of approximately one month, the contractor has returned to complete the electrical work (lights and fans) in the apartments at 137 Pasteur. It is hoped that all work will be completed by December 31 and that apartments will be totally ready for occupancy no later than January 15. At the present time, three apartments are completely furnished with plans to furnish the remaining six before January 15.