



## Collection Information:

**Folder:** Civic Action Program activities: Reports and inventory, 1967.

**Series:** Vietnam War Service.

**Collection:** Daniel C. Conlon Papers.

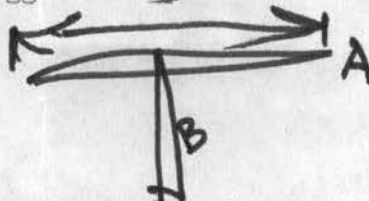
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Crossbows Incised (Carved Designs) with Quiver and Arrow

Horn Trigger with <sup>string</sup> ~~pin~~ so not fall out

price 10 pieces



A = width

B = ~~length~~ depth

~~Size~~

Mahogany  
Shellac  
Finish

Soft Wood  
Stained Black  
Carved design  
Stained Red

Rosewood  
(Kontum  
Mahogany)

Bone  
Inlay

Size

#	Size	Mahogany Shellac Finish	Soft Wood Stained Black Carved design Stained Red	Rosewood (Kontum Mahogany)	Bone Inlay
#1	A=30cm B=20cm	VN\$10pc	VN\$10pc	VN\$10pc	VN\$ 10pc
#2	A=40cm B=30cm	VN\$ 10pc	VN\$10pc	VN\$10pc	VN\$ 10pc
#3	A=60cm B=40cm	VN\$10pc	VN\$10pc	VN\$10pc	VN\$10pc
#4	A=80cm B=50cm	VN\$10pc	VN\$10pc	VN\$10pc	VN\$10pc
#5	A=100cm B=60cm	VN\$10pc	VN\$10pc	VN\$10pc	VN\$10pc
#6	A=120cm B=75cm	VN\$10pc	VN\$10pc	VN\$10pc	VN\$10pc
#7	A=140cm B 80cm	VN\$10pc	VN\$10pc	VN\$10pc	VN\$10pc

prices must include basket for shipping ( or box)

please state for each size how many will be packed in basket or box,  
either 10,15 or 20pc

Crossbow Size #1 A-30cm, B20cm

Mahogany, Shellac Finish

Wood	VN\$ 1 piece	VN\$ 10pieces
String		
Quvier		
Arrows		
Horn		
Shellace		
Packaging		
Labor to make crowsbow	hours	hours
Labor to make package		
Transportation		

Rep 24-1 Carbone

Sherman  
3591  
3728

Phone 60997  
45 60996

Beckham  
2447

110 Nguyen Du Saigon

MR. MOAF - Minister of Ethnic Minority  
Groups  
Mrs. May ~~Leuth~~

CRS

Mr. Kearse  
922-3332  
from  
(TSN 5-3332)

New MACV  
3245  
TSN 6 ~~thousand~~

CIVIC ACTION PROJECTS IN PLANNING AND OPERATION  
FOR BRIEFING COMMANDER, 633 USAF DISPENSARY

1. Plei Brel - Plei Sor

Dispensary

Bing (P.B.) and Hinh (P.S.) 1300 - 1600

Looms

Montagnard Industry

Personnel

Bill Fulton

Dave Berrio

Dr. Charles

Lee Ignatowicz

Lou Bracey

Dave Thompson

Dave Wickman

2. Plei Phung and Plei Dal

\*Dr. Garriner

\*Mar (Medic)

(\*Engineer Hill)

3. Plei Koteng

3 room school

Looms

Dispensary (they have a medic trained at the Province Hospital)

Montagnard Industry

4. Pleiku Rho

Dispensary (girl medic in training)

Looms

Montagnard Industry

Dr. Charles

T.I. Harris

5. Plei Kep

Montagnard Industry

Looms

Need a new medic

Dispensary to include Mike Force and Plei Kep

Lt. Ken Roberts

Lt. Oren Fletcher



6. Montagnard Reactionary Force

3 groups of 5 with commander, all Montagnards

3 medics - one to each group: Ju  
Chal  
Mlem

Available to react to intelligence, react to needs of far out villages,  
e.g. plague shots, etc.

7. Plei Op

School

Air Force

Dispensary (medic in training )

MACV

Montagnard Industry

Loans

8. Montagnard store at Mike Force housing

Special Forces

To be run by Montagnards - artifacts from surrounding villages, Kontua, etc.

9. Long range objectives:

Cattle using profits from industries

Lumber Industry. There is a lumber mill somewhere on the coast (Quin Nhon,  
Cam Ranh Bay)

FROM: BSGC

10 August 1967

SUBJECT: Support of Medical Civic Actions

TO: BSG-CA

BSGR

BSGPH

BSGMM

1. Support of Civic Action program can no longer be considered a strictly volunteer program. Presently, authorization exists to obtain medical supplies used for Medical Civic Actions Program through normal supply channels.

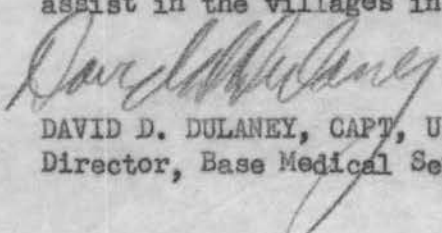
2. The following support is required and will be provided by personnel or section indicated.

a. NCOIC Medical Materiel: Obtain and issue direct to Medical Civic Actions Officer expendable medical supplies.

b. Pharmacy: Compounding and issuance of medications that cannot be drawn directly from supply.

c. BSGR: Administrative support will be provided by A1C Larry Diamond or, during his absence, an individual designated by the NCOIC of Registrar. This will include preparation and submission of the monthly Medical Civic Actions Report.

d. NCOIC Dispensary Services: Provide technicians who desire to assist in the villages in immunizations and treatments.

  
DAVID D. DULANEY, CAPT, USAF, MC  
Director, Base Medical Services

*Civil Actions*

OFFICE OF INFORMATION  
633d Combat Support Group  
Pleiku Air Base, Republic of Vietnam

RELEASE 1-63-68

CROSSBOW AIRLINES AIDS  
MONTAGNARD INDUSTRIES

PLEIKU (7AF) - CROSSBOW AIRLINES — The fleet of C-47 aircraft assigned to the 633rd Combat Support Group at Pleiku Air Base has been named Crossbow Airlines as a tribute to the Montagnard Industries, makers of crossbows and other authentic Montagnard items for sale to U.S. Forces. Above, the four principle people working with the industries pose with the airline. Left to right, Airman First Class David R. Berrie, 20, South Yarmouth, Mass., Det. 9, 36th AERS, who is replacing Captain (Dr.) Daniel C. Conlon, 33, Minneapolis, Minn., as one of the Air Force agents, Sergeant Sidney H. Ellis, 22, Birmingham, Ala., NCOIC, Civic Actions office and coordinator, and Lick Ehlan, liaison officer for civic action activities conducted by Pleiku Air Base. The Montagnard Industries was created by Dr. Conlon. (USAF PHOTO)



	25-31 Jan	1-28 Feb	March
4 X 4 - packages	5	15	###-###/
2 X 2 - packages	10	20	###-###-###-###
tape - roll	1	2	1
bandages, roller			
bandaids, box	1	3	1
4oz bottles - 72/box	1	5	2
2oz bottles - 72/box	1	3	1
bottle snap on 4 dram 72/box	1	2	1
" 13 dram	1	3	1
" 10 dram	1	4	1
bandage, <sup>gauze</sup> cotton elastic <del>4 1/2 in</del> 4 1/2 in 12/box	1/2	1	1/2
elastic 2 in 12/box	1	3	11
Bacitracin ointment 14.2 gm 12 tubes/box	3	15	###/
Bacitracin - neomycin 14.2 gm 12 tubes/box	2	5	11
Eurox cream 60 gm	5	10	111
Unoprox-hydrocortisone cream 10 dram 72/box	1	3	1
Sulfacetamid sod ophthalmic sol'n 15cc/12 bottles/box	0	1	0
Cortisporin ophthalmic ointment 12 tubes/box	1	1	
Neodesonon ophthalmic drops single box	0	5	### 1111
hydrogen peroxide 3% 1# bottles -	0	12	###-###-###
Terpin hydrate 4oz bottles <del>12/box</del>	15	30	###-###-###/
Tetracycline syrup 32 4oz pints	0	10	18
Triple sulfa 6 pints	0	0	3
Gastron 6 pints	0	0	

1 pint 1 gallon →  
 paregoric + diarrhea mix ~~75¢/bottle~~  
 phenergan expect — gal  
 (Methisolate) <sup>thimerosal</sup> tincture 1 pint  
 Actifed 4oz 12/box  
 Novahistine 4oz 36/case  
 Neosporin opth ointment 12/tube/box  
 Zactin 1000/bottle  
 Tetracycline 100's/12 bottles/box  
 Dloxane 100's/btl  
 Gracofulvin 500's/btl  
 Gantrisin 1000's/btl  
 Pipersazine 1 pint  
 Cepacol lozenges 400/~~box~~  
 Gelusil tabs 100 tabs/box  
 R Cellir K 250 100's/btl

	25-31	1-28	
	Jan	Feb	March
	2	3	HHH-1
	1	3	own stock
	0	4	HHH
	1	111	HHH-1
	$\frac{1}{2}$ case	2	11
	1	111	1
	$\frac{1}{2}$	1	1
	0	11	1
	1	3	11
		1	1
		1	1
		2	
	1	3 boxes	11
	3	6	11

Civic Action

or Irregular Warfare 152

116  
696  
Oct 21 1967

Primary Purpose of any civic action project whether it be Medcap, crossbow industry, building projects, food and clothes distribution, sanitation & public health projects, etc is to secure the villages from the enemy. Only secondary is the good that we can do these people. If this is kept in mind, much confusion over means of doing this will be avoided. Good as a project may seem in theory, if it fail to impress the village people, then it should be discarded.

At first it seemed a good thing to us to distribute clothes, rice, bulgur wheat etc to the village around us. We sought to buy their friendship. As time went on it became clear to us we were failing miserably; not only were they not impressed with our friendship, they were shamed and insulted by our handouts as if we thought ourselves superior to them. The chief noted that our handouts were making beggars and shiftless people of his villagers. The work they did previously began to be done poorly or not at all. The people themselves laughed at us with our superior ways, ~~father~~ naive handouts.



our obvious wish to buy their friendship.

We discovered that Medcap, food & clothing distribution and all the other do-goodish things were making us enemies, not friends. Quite simply we learned what we should have known all along — friendship cannot be bought, it must be ~~re~~ earned.

One earns another's friendship by an exchange of love, respect and services. We must demonstrate our respect and need for their friendship by treating them as equals, eating their food, drinking their rice wine, learning their language, and simply living with them. "Going native", if you will. Only when friendship is freely given, is it freely returned.

Once this lesson was learned, many things developed. A Montagnard industry has slowly developed involving the manufacture of crossbows, some swords & knives, blankets, jackets and loin clothes, pipes and other ~~native~~ artefacts native to these people. We function only as distributors and outlets for their wares. Eventually we hope to a store built in the villages so they can function as both wholesalers & retailers.

After much discussion and taboo breakdown, the Montagnard medicine men agreed to take 3 mos training in rudimentary Western medicine and now function as their own "modern" doctors.



152 (2)

18-21 Oct

in the villages.

We have great plans and mounting enthusiasm for a Montagnard ~~team~~ <sup>keyhole</sup> industry - pending transport ~~and~~ of + training on ~~the~~ ~~the~~ looms presently in the war houses in Saigon.

~~By our extensive exposure to the Montagnards surrounding our base we have learned the following D's~~

Many of the men working in these villages have become, by sacrifice, brothers and fathers to certain key individuals - a rite similar in significance to the blood brother ritual common among the American Indian. This sort of relationship cannot be obtained by the give-away program so common to our American foreign policy. It must be earned the hard way - by giving of ones time, mind and ~~self~~ love.

~~Some of the~~ ~~of~~ ~~of~~

Because of the efforts of these dedicated Americans, we count as secure by friendship nearly 10,000 Montagnards whose villages surround the northern

western and north eastern portion of our perimeter. We feel it is due to their work that Pleiku AB has not experienced an attack in nearly one year in spite of the fact we are completely surrounded by battalions and segments of hard core North Vietnamese.

In summary, perhaps of a list of do's & don'ts would be appropriate.

- Do's
- ① Learn the language
  - ② Treat each man with respect, learning his name, importance & role in village, his family constellations, his strengths & weaknesses.
  - ③ Find 1 or 2 men who are natural or elected leaders & work through them
  - ④ Eat ~~their~~ <sup>+</sup> food and drink their native food & drink as much as possible.
  - ⑤ Work with the people at their speed until your ideas become theirs, then push the ~~your~~ idea home

Don'ts

- ① Avoid the handout

- ② ~~Do~~ Refrain from using English as much as possible
- ③ Avoid impatience - our ideas are years & centuries ahead of these people in many cases - unless our ideas are adopted with enthusiasm, they will be only transitory and will ~~last~~ last only as long as we stay - to be promptly forgotten when we leave.

④

D Conlon

## BIEN HOA

The 3TFW and the two VNAF Wings have embarked on a perimeter hamlet project involving three hamlets, a village and a refugee camp in the Bien Hoa environs. The hamlets and village are not all on the perimeter of the base because of the proximity of the US Army units to Bien Hoa and their responsibilities for civic action projects in several of the actual perimeter hamlets. The communities selected by the USAF and VNAF Wings are those closest to the base that need assistance and rehabilitation, and are not assigned to another organization by the Provincial Committee.

In the present formative phase of the civic action program at Bien Hoa, the hamlet visits are arranged around a MEDCAP team, VNAF social and cultural team and food supplement distribution to the poorer families in the hamlets. The MEDCAP teams are composed of 2 VNAF doctors, 1 USAF doctor, 2 USAF dentists, 1 VNAF interpreter and 2 each VNAF and USAF medical technicians.

The major construction project to date has been the classroom benches and desks for the hamlet and village schools. The USAF furnishes salvaged M-82 and M-42 bomb fin crates and technical aid to the local people. They construct the furniture and paint it. Two to five schools each month are furnished with classroom desks and benches. In one pathetic case, a new school was completed, but the children were forced to wait until the desks and benches were constructed before they could attend classes. The Province had funds for the school, but not the classroom furniture.

In two hamlets, the joint VNAF and USAF civic action teams held a "Civic Action Day" ceremony complete with MEDCAP, social and cultural teams, food supplement distribution and psychological leaflets. The VNAF members of the teams dressed in the native black pajamas with the VNAF Wing insignia sewn on to designate their affiliation. Ten members of the VNAF team had no other function than to roam through the hamlet talking to the people and explaining the purpose of the visit. The leaflets effectively described the GVN's concern for her people and identified the teams with the government.

In November the local RVN militia requested the assistance of USAF medical teams to accompany them in a "clear and hold" operation in the Nhon Trach Sector in Bien Hoa Province which has been under VC control for many years. The local military would clear the hamlets of VC militia, hold and secure them as other military forces escorted the USAF medical team into a hamlet where a clinic was setup in a local home. In most cases the local people treated have not seen a doctor or medic in several years, or a dentist, as we know one, in their entire lifetime. The impact on the hamlets is great with hamlet chiefs making the doctors promise that they will return again to help his people. When news of the "painless" dentist spread through the sector being cleared, people from distant hamlets would infiltrate through VC held areas to be treated for tooth aches and have teeth pulled.

The basis problem with this MEDCAP program was the time spent in jeep travel over back roads to the remote hamlets. Arrangements are underway to move the two doctors, two dentists, one interpreter and four medics into the cleared hamlets by helicopter so more time can be spent administering to needs of the sick.

The MEDCAP program is a successful prelude to a self-help rehabilitation of the hamlets. We have shown our sincere concern for improving their health which in turn strengthens their desire to help themselves socially and economically and draw closer to the GVN.



### BINH THUY

Binh Thuy has had the most successful Air Force perimeter hamlet project in SVN measured by the response of the local populace in the form of improved base perimeter security and local intelligence reporting. In the several hamlets on the southern perimeter of the base a joint VNAF and USAF civic action project has constructed community washhouses and latrines, instituted weekly MEDCAP visits, provided food supplement distribution and clothing to relatively poor inhabitants and constructed or repaired several schools and clinics. In early October the VC moved into one of the perimeter hamlets in preparation for a mortar attack against the airbase planned for 12 October. At great risk to their own lives, several residents of the hamlet involved reported the attack plans to the VNAF and USAF security police at the base. With sufficient warning the security police moved into the hamlet a couple of days prior to the planned attack capturing mortars and ammunition, thus preventing the mortar attack on the base. The security police attribute this "save" to the excellent rapport established with the local populace and the newly won support of the local people to the GVN to the continuous fine efforts of the military civic action program at Binh Thuy. In December the base was hit by a mortar attack, but with only minor damage to the base because the mortar positions were set up at seven kilometers from the base, well beyond the perimeter hamlets. The VC did not enter the perimeter hamlets. The local intelligence reporting has progressively improved on all VC activities in the base environs.

During the recent Delta flood, USAF MEDCAP teams were flown by helicopter to various flooded villages to give immunization shots to the local people against cholera and typhoid. The MEDCAP teams at Binh Thuy are composed of two VNAF doctors, one USAF doctor, four VNAF medics and two USAF medics. Whenever they visit a hamlet more than a few miles from the base, VNAF helicopters transport them to the hamlet to permit a maximum effective working period in the hamlet and minimum time lost in traveling to and from the hamlet. This is very important when the vast amount of preplanning for security purposes is considered for each visit.

Although the USAF complement at Binh Thuy is small, the enthusiasm of the people in planning and implementing a dynamic civic action program in conjunction with the VNAF has resulted in a rapid response of the local populace rallying to the support of the GVN. The program here has a sound foundation and should develop into a strong force for the US and GVN cause in the Delta.

### CAM RANH BAY

The Cam Ranh Bay Airbase is situated on an isolated peninsula so a perimeter hamlet project is difficult to propose. However, through the development of good relations with the local officials in Cam Ranh City and the locally situated US Army advisors, a joint USAF, US Army and local government effort has been initiated in three hamlets in the near environs of the city and in a local refugee settlement of thirty hamlets. To date the civic action program has been centered around a strong MEDCAP team of USAF doctors (no VNAF stationed at Cam Ranh Bay) who not only conduct medical and dental clinics in the three hamlets and refugee settlement, but carry out helpful inspections of hamlet food preparation and water supply facilities, and give lectures or training classes for the local populace on personal hygiene, control of diarrhea, sanitation, construction of uncontaminated water supplies and rodent control. In addition, a food supplement plan has been initiated for the poorer families of the hamlets. Some construction of drainage ditches, culverts and school furniture in the hamlets has been completed.

As the refuge settlement is developed to its planned population of over 1000 families the newly established civic action program at Cam Ranh Bay should expand sufficiently to initiate and implement self-help hamlet construction projects through the local province and district officials. The cooperation from the local officials and US Army Senior Advisors has greatly assisted the base civic action program in building a strong foundation.

## DA NANG

The airbase at Da Nang has a unique problem in relation to other 7AF base civic action programs. The airbase is within the Da Nang City boundaries and is completely surrounded by a perimeter guard of US Marines. The Marines with their civic action battalion for I Corps are supposedly responsible for airbase perimeter hamlet rehabilitation. It has been extremely difficult to break through the diplomatic barrier of the Da Nang City Mayor and US Marine staff to convince them that the airbase perimeter hamlets although in the city limits do need assistance. The Marine civic action battalion is unable to take care of the perimeter hamlets because of their heavy commitments with the maneuvering battalions elsewhere in I Corps. After several discussions with the US and local military in the Da Nang area, the local USAF and VNAF Wings were given the responsibility for the rehabilitation of one hamlet with 2500 people. The hamlet received is an important one from a strategic point of view. It is the site of many of the VC mortar attacks on Da Nang Airbase. After the rehabilitation of the first hamlet is initiated, additional hamlets have been promised which will become part of the Air Force perimeter hamlet project.

The time spent in establishing the perimeter hamlet project resulted in excellent rapport with the local US military and GVN officials in the Da Nang area and should ease the development of the civic action program at Da Nang Airbase.

One significant project undertaken in the report period was assisting the US Marines in the rehabilitation of Khue Trang hamlet which was the crash site of a F8B accident where 42 people were killed. The USAF and VNAF effort consisted of an immediate and continuing MEDCAP for the many injured, food supplement to the homeless and assistance to the Marines in the reconstruction of the hamlet homes. The Vietnamese accept war disasters readily, but are also highly susceptible to VC propaganda to be used against the US and GVN if we do not immediately show our concern and move in to keep the VC out. Suffering and neglect is not new to the majority of the local people, and for this reason their receptive nature to properly directed aid and rehabilitation can always be used to gain their support for the GVN. The Vietnamese spend a great amount of their time in search of family and monetary security. Projects with lasting effects on the family, improvement of their social and economic status, are the easiest way to win the local people to the support of the GVN.

## NHA TRANG

Two emergencies took place in the city of Nha Trang during the report period that permitted the airbase to work with the local government officials to dramatically display the joint US and GVN concern for the welfare of the local populace. On 2 October 1966 a fire broke out in the city which was immediately out of the control of the local fire department. Responding to a request for help by the city officials, the USAF fire fighting equipment and personnel took over and were responsible for limiting the destruction to only two city blocks. For the ensuing month the base personnel worked with the city in clearing away the debris, attending to the needs of the fire victims with medical treatment, food, clothing, temporary shelter and survey, and helping in the reconstruction of homes for the victims.

Later in the report period, a series of violent storms completely covered several blocks of the main waterfront boulevard with sand drifted in places to over several feet deep. A main thoroughfare of the city was closed off to all traffic. With the only heavy equipment in the vicinity of Nha Trang, the airbase donated equipment and operators to assist the city in clearing the boulevard of the sand accumulation. A task which would have taken weeks or months by hand labor was accomplished in several days with Air Force help.

The enthusiastic and quick response of the Air Force to the city's appeal for help on these two occasions won overwhelming support of people throughout SVN for the peace role of the US and USAF in SE Asia. Our concern for the local populace beset by natural disasters was clearly shown to the local people and broadcasted by JUSPAO throughout SVN and SE Asia.

The Support established with the local US and GVN officials through these USAF acts strengthened the civic action program at Nha Trang and assured ready support by the GVN for our future endeavors.

The joint VNAF and USAF project was initiated in the perimeter village of Vo Cong. The project is built around an effective MEDCAP team composed of VNAF and USAF doctors and dentists and an American doctor and nurse from the US Mission Hospital in Nha Trang. Regular visits are made to the village by the MEDCAP team and a VNAF social welfare team. In addition to the medical and dental examinations and treatment, the local people are instructed in personal hygiene, sanitation, and insect and rodent control techniques. Food supplement is provided regularly to the more needy families and an insect and rodent eradication program has been initiated in the village. A school construction project has been coordinated with the village officials and should be initiated in the next report period.



In our first encounters with the village officials there was a tendency to let us do the work. Once it was explained to them that the rehabilitation of the village will be a self-help project with our support in the form of required materials and technical supervision, the officials began to understand that the projects would not be undertaken any other way and agreed to enlist their own people to rebuild the hamlets. The initial hard, but diplomatic stand will be more meaningful to the local people, permit a more lasting support of the people to the GVN, and will spread the USAF resources over a wider civic action project base.

A basic problem has been encountered in the development of this military civic action program. At Nha Trang, there are no officers attached to the VNAF Wing's civic action branch (Political Warfare Directorate) who comprehend village and hamlet rehabilitation or how to plan and initiate these civic action projects. The USAF Advisors are forced to plan the projects and train their VNAF counterparts in the role expected of the VNAF. Too often the tendency of the American is to be impatient with the Vietnamese and do it himself. Once we overcome this tendency, gain patience, train the VNAF and stimulate their active participation, the civic action program will attain the objective of a new life for the Vietnamese through self-help. The approach will take much longer to accomplish but will also have a more lasting effect on the Vietnamese, and most important will develop the Vietnamese support for the improved social and economic status of the people that will remain at a high level when we leave because of their self-sustenance.

#### PHAN RANG

The civic action program at Phan Rang Airbase is in its infancy. However, the base personnel have begun a perimeter hamlet project in four hamlets with a weekly MEDCAP visit to each which is accompanied by a civic action planning group who are identifying hamlet rehabilitation projects that will be undertaken by the base. In one of the hamlets, Ca Du, the site of recent VC incidents, a project will be initiated immediately to help win the support of the local people to the GVN. Ca Du is a fishing hamlet which had the fishing vessel landings destroyed in recent storms. The project to be undertaken will be the construction of a fishing pier which is sorely needed to assist the fishermen.

The program at Phan Rang has shown amazing growth and development for a new base. Phan Rang will have to carry out their projects in conjunction with local GVN officials because of the lack of a VNAF Wing. The rapport established with the local US and GVN officials should permit the program to accelerate smoothly. The needs of the local hamlets have been recognized and the task of the Air Force personnel identified. The implementation of the civic action program should proceed on a firm base.

### PHU CAT

The Air Force group is presently split between Qui Nhon and Phu Cat until the new airbase is finally activated at Phu Cat. The task of the group is the activation of the new base; however, during the report period 26,000 refugees were displaced out of the Phu Cat Mountains and were placed in a refugee resettlement village in the base environs. The needs of these people were many and immediate. The only potable water available to them for many days was that provided by the Air Force. A desperately needed food supplement was provided three times a day by the left overs from the mess halls which were transported by USAF to the village. Civil Engineers helped plan the construction of the village and truck loads of scrap lumber were provided to help the refugees put up their own homes. Heavy equipment necessary for the village construction was made available with operators. Clothing and money were also donated by the airmen. The airmen donated their time, concern and hearts to these people. Although extremely busy building an airfield, these men took part, on their own time, in a joint civic action project with the GVN that can help win the support to the government of these war victims, the 26,000 refugees.

In addition time was found to help build a school and initiate a church construction project in Phu Cat. The church will be the first in the Province. The Air Force will provide plans, supervision, materials and equipment. The local people will make the bricks and construct the church from our plans with our supervision.

Phu Cat will have a well established civic action program by the time the new airbase is activated.

### PLEIKU

The Air Force group at Pleiku Airbase does not have a VNAF Wing to work with on joint projects, however, they have the most responsive, receptive and appreciative Vietnamese to supervise on self-help projects, the Montagnards. Throughout the report period individual AF units worked with the Montagnard people in specific communities, usually one unit to a village. With guidance from Headquarters, 7AF, the airbase is beginning to consolidate its many individual projects into a coordinated base program under the advisory base civic action council with across-the-board base staff assistance. The enthusiasm of the AF units participating in the projects reflects the response and reception of the local people to our efforts. There is a great amount of training of the local populace and rehabilitation of their hamlets to be accomplished. The Montagnards are eager and quick to learn new methods to help themselves; and are strong, energetic workers. All of these qualities fit into the American impatient approach to get the job done and permits the airman at Pleiku to more readily accept his true role in civic action as the instructor and supervisor.

Specific projects are underway at five Montagnard hamlets in the Pleiku airbase environs. The project includes the construction, with local labor, of dams, spillways, irrigation systems, wells, farm buildings and rice drying platforms. Coupled with construction projects is an active MEDCAP program and food supplement distribution to the more needy. The airbase also helped the local people construct a 30 bed Montagnard hospital. In addition the Montagnards have been taught how to prepare, plant and care for a vegetable garden. The USAF furnishes the seeds and supervision.

One of the projects affording an immediate assist to the quantity of foodstuffs grown by the local populace is one involved in the construction of rice bins or silos. In the past rice was stored in the open or on the ground. At least one-quarter to one-half of the rice thus stored was lost due to spoilage or eaten by rodents. In bins or silos this lost rice will be available to feed the Montagnard family.

Other projects undertaken during the report period include the construction of a community warehouse in Pleiku, repair of two schools and construction of classroom furniture and playground equipment for the schools.



## TAN SON NHUT

The principle project in the Tan Son Nhut base civic action program is the joint VNAF/USAF twelve perimeter hamlet project. In the report period the civic action program at Tan Son Nhut was strengthened considerably with the appointment of an advisory base civic action council and the base commander taking an active interest in the program. The membership of the base council is composed of representatives from each base staff agency and tenant unit.

One of the first tasks undertaken by the council was the coordination of the perimeter hamlet project with local provincial officials to integrate the proposed projects of the USAF and VNAF in the twelve hamlets into the GVN Province Revolutionary Development Plan for CY/67. Through this coordination, the needs and self-help plans of each hamlet were discussed with the Province chief, the village chiefs and the chiefs or mayors of each hamlet. The VNAF personnel at Tan Son Nhut worked closely with the Province Revolutionary Development teams to initiate a detailed census of each hamlet designating each family as to religious affiliation, political aspirations and economic status.

The Provincial officials provide the hamlet security, local regional forces, and with USAID, the building materials to rehabilitate the hamlets. The USAF and VNAF at Tan Son Nhut will provide the building equipment, transportation of materials and commodities, technical supervision and equipment operators, and building materials to supplement those supplied by the Province, if necessary.

The individual 7AF and VNAF units on Tan Son Nhut were assigned to specific hamlets with the responsibility for developing and implementing the individual hamlet rehabilitation plans under the guidance of the base civic action council and VNAF Wing Political Warfare Directorate and its USAF advisors. The present objective of the base program is to have at least one of the twelve hamlets visited each week with an eventual goal of each hamlet visited once a month. In December, six hamlets were visited.

The base provides general equipment and material assistance and guidance to each unit, and MEDCAP teams (medical, dental and public health personnel) to accompany the unit rehabilitation teams into the hamlets. The hamlet visits in the formative phases of the program, early portion of report period, consisted of food supplement distribution to needy families selected jointly by the hamlet chiefs and VNAF civic action team, survey of hamlet needs with hamlet chiefs and elders, medical and dental examinations and treatments, public health and personal hygiene instruction, cultural shows by VNAF teams, and psychological operations by VNAF teams to explain to the local populace the presence of VNAF and USAF personnel in the hamlet.

In the latter part of the report period, construction was commenced in the hamlets where needs have been coordinated with and approved by the Provincial Committee. Projects included rehabilitation of schools, construction of school classroom furniture, digging of sanitation drainage canals, screening of family quarters, construction of churches, pagodas, clinics and sanitation facilities. Local labor was used in each case with supervision by USAF and VNAF personnel.

A special project undertaken in this report period was the joint VNAF/USAF airlift of supplies and foodstuffs to the Delta flood victims. The VNAF 33rd Wing at Tan Son Nhut offered their assistance to the GVN in the relief project for the flood victims. The 33rd Wing was given the responsibility for 3000 homeless families in Kien Giang Province on the Gulf of Siam. In a joint effort in October the VNAF and USAF assembled 70 tons of clothing, foodstuffs, tents and tools which were packaged in family bundles. Because Kien Giang Province is principally under VC control, close coordination was necessary with Provincial military forces to secure the airfield on the outskirts of Rach Gia, the truck route to the distribution points and the surrounding hamlets. With fifteen VNAF C-47's shuttling between Saigon and the Delta Province, the supplies were airlifted in a few hours to the main airfield. Then by armed truck convoy the supplies were moved to the distribution point some 40 kilometers from the airfield, and distributed to the heads of the 3000 families. This was primarily a VNAF effort stimulated and guided by USAF personnel. It was a highly successful undertaking and is indicative of what can be accomplished by the indigenous military if their efforts are properly channeled and supervised.

Recent guidance from MACV Headquarters stressed the importance of working with the VN youth groups and incorporating these groups in the military civic action programs. Of prime importance in this project is the interest of the VNAF people in their next generation. The 33rd VNAF Wing now sponsors three Scout Troops at Tan Son Nhut. In the early part of this report period, the Wing sponsored the first all SVN Scout Camporee which was held at Tan Son Nhut. USAF scouting advisors assisted the VNAF in arranging the two day Camporee for 2500 scouts from as far away as the city of Hue in I Corps. The nationwide interest in the two day affair was overwhelming with the presence of Premier and Madame Ky as the honorary sponsors. Through an active youth program at each base the teenagers can become a strong supporting force of the GVN. They have already become valuable helpers on the perimeter hamlet project at Tan Son Nhut where they assist in the distribution of foodstuffs and general clean-up of the hamlet environs.

The Perimeter Hamlet Project is rapidly expanding and the response of the local populace is becoming more open and friendly. These twelve hamlets have from 5% to 70% of the inhabitants listed as members of VC families or VC sympathizers. The recent attack of the base from the vicinity of the twelve hamlets clearly indicates the infancy of this project with a total of 55,000 people inhabiting the hamlets. In one hamlet, Dong Tam 6, the response to a new school, their first, was shown by turning over the Vice Hamlet Chief, an active VC, to the GVN authorities.

Quite often a home is burned to the ground in one of the hamlets which completely wipes out a family's possessions. The needs of the family involved are immediate. To assist in this emergency appeal for help, palletized family unit relief packages have been assembled which contain a tent, mess kits, canteens, water proof bags, clothing and food. When the appeal for help comes, the visible arm of the GVN, the VNAF, is immediately on the scene with concern and material support. The impact on the local populace is overwhelming with just the knowledge that someone is always ready to help them if an emergency arises. The local people are not used to immediate aid or concern from the GVN and this small project can only draw them closer to active support of the GVN.

The Tan Son Nhut civic action program is extremely large, but the number of VNAF and 7AF personnel available to carry it out easily match the task at hand. The program in the past was stalling-out too often from lack of direction. Frequently the 7AF units would take the short term dynamic response approach and spend the day at one of the local orphanages passing out candy and toys. Once the base civic action council was established and the responsibility for each hamlet was assigned to specific VNAF and USAF units, the base civic action program began to develop and expand from sheer momentum that was properly channeled. Hamlet rehabilitation plans were initiated, coordinated and implemented to the extent that there is now a definitive civic action project in each hamlet which directly complements the Province Revolutionary Development Program. Once a unit was identified with a specific hamlet and project, active participation of the unit's personnel was immediately realized.

The proximity of Tan Son Nhut to the capitol city of Saigon has several advantages and disadvantages. It is close to the source of material support, but it is too close to permit the program to progress normally. A model 7AF Civic Action Program is desired now by too many. Tan Son Nhut will have a model military civic action program if not perturbed too often. A strong civic action program at Tan Son Nhut has to evolve from the base level with the planning, initiation and implementation by the base VNAF and USAF personnel. The progress to date has been more than promising.



*Capl Carlson*

FROM: 633 USAF Dispensary

SUBJECT: Tentative Medical Appointment

8 NOV 1967

TO: All Squadrons

1. Effective 0800 hours, 16 November 1967, tentative appointments will be required for medical care at the 633 USAF Dispensary and the regularly scheduled "sick call" will be discontinued. This should reduce the waiting time for patients and the time spent away from duty.

2. Appointments are termed as tentative for the following reasons:

a. Only 10 minute appointments will be made due to the number of patients anticipated. Many patient visits will take longer resulting in a delay for patients previously scheduled. Aircraft accidents, emergency patients and so forth make it impossible to anticipate when Medical Officers may not be available to meet the scheduled appointments.

b. Personnel who do not adhere to the policy of making an appointment and insist on practically immediate care further complicate the effectiveness of the appointment system.

c. Flying personnel have priority due to mission commitments and in many cases may not be able to make an appointment. While they will be encouraged to make an appointment whenever possible, they will continue to be seen as soon as possible after reporting to the medical facility.

3. The following procedures are applicable with the implementation of the appointment system.

a. Appointments may be arranged by calling extension 3101 between 0730 and 1630 hours for the following day. Appointments will be available only Mon through Sat in the AM and will not be made more than 72 hours in advance. Appointments will be made for the period of 0800 to 1100 hours.

b. Patients, except emergencies, reporting without an appointment and who insist upon being seen will wait until all appointed patients have been seen. If an appointment is open, they will be given an appointment and required to return at the appointed time.

c. Speciality clinics will be scheduled in the afternoon. Patients requiring minor surgical procedures, etc, which can be accomplished in our facility will be given an appointment to return when the clinic is scheduled. This will further assist us in meeting the morning appointment schedules.

d. Due to the necessity of distributing the workload among our few Medical Officers, it will not be possible to make an appointment in all instances with a specific Medical Officer. However, after the initial visit every effort will be made to give subsequent appointments with the same Medical Officer until the original complaint is corrected.



e. Personnel should report not more than 10 minutes prior to the scheduled appointment.

f. Every effort will be made to see each patient within 20 to 30 minutes of their tentative appointment. If for some reason, a Medical Officer is not available to meet his appointments, the patients scheduled will be seen by those Medical Officers present for duty.

4. The cooperation of all personnel will greatly assist us in providing more prompt service. It is requested that the Organization Commanders bring the contents of this letter to the attention of their personnel at the next scheduled Commanders Call.



CORRIN J. HODGSON, Major, USAF, MC  
Director, Base Medical Services

DRIVING PROBLEMS AND VARIANCES ON FLEIKU AB, RVN  
WELCOME FROM THE TRANSPORTATION BRANCH OF THE 633rd COMBAT SUPPORT GROUP

1. Driving differences at night:

a. Leave adequate clearance when passing and meeting oncoming vehicle to insure proper clearance because some vehicles (mostly Army trucks) carry protruding cargo over left side, which is unauthorized.

2. Use of headlights when approaching Security Gates:

a. Operators will turn headlights off and leave parking lights on when within 100 feet of any gate. Be sure to get a clear "picture" prior to turning lights off. Each operator will stop for inspection by Security Police.

3. Driving in adverse weather and on muddy roads:

a. During the Monsoon weather, this base has much shower activity and fog. Because of the terrain and construction, mud washes in the streets causing severe slippery conditions. The proper way to correct a skid is to decelerate gradually and turn the front wheels in the direction of the skid. It is just like driving on ice and snow.

b. Due caution should be given when operating off hard surfaces. Numerous ditches have been dug in the cantonment area and refilled. A vehicle will tend to mire out of sight in some ditches. In other words, do not enter those areas that even look like the mud is soft, because it is.

4. Making turns with long wheel base vehicles and tractor & trailers:

a. The most hazardous turn with a long vehicle is the right turn. Be sure to leave adequate clearance for rear wheel, whether it be a trailer or long wheel base, i.e.  $1\frac{1}{2}$  ton and larger. All turning movements can be hazardous if an operator does not know his vehicle and practice safe driving rules.

5. Dischargeing and picking up passengers:

a. On this base, hitch-hiking is authorized, however vehicle operators

must remember that they are responsible for their passengers at all times. Avoid causing congestion as much as possible when stopping, always check to the rear prior to stopping and insist that passengers are seated. Do not move vehicles until all passengers are seated and/or have cleared the vehicle.

6. Driving habits of ARVN and VNAF personnel:

a. Do not pull a vehicle up close to a disabled ARVN or VNAF vehicle. Should "he" get the vehicle started, reverse is commonly used by them for making initial starts.

b. Check side roads when an ARVN and/or VNAF vehicle is approaching, they seldom stop or allow you the right-of-way.

c. Never park directly in back of a VNAF or ARVN vehicle for same reasons as mentioned in a above.

7. Operator responsibilities: Vehicle operators come to Vietnam with the idea that because they are in a Combat Zone they can disregard the safe driving practices and responsibilities that they knew existed stateside. A few examples are listed below:

a. Failure to check vehicle over for dents, oil level, and water.

b. Failure to operate vehicle properly causing abuse and excess maintenance problems.

c. Improper parking; failure to place vehicle in lowest retainable gear, fully setting emergency brake and in the case of a one ton or over, chocks will be used when parking on any grade.

d. Failing to report accidents or incidents and operating vehicles for which they are not qualified or licensed to operate.

e. Disregarding speed limits and safe driving practices.

8. Remember! You are helping the enemy when you damage government equipment through your own negligence. You may end up "buying" the piece of equipment.

MEMO ROUTING SLIP		Never Use for Approvals, Disapprovals, Concurrences, or Similar Actions		ACTION	
1	TO <i>Capt. Daniel C. Colon</i> <i>Medics</i>	INITIALS		CIRCULATE	
		DATE		COORDINATION	
2				FILE	
				INFORMATION	<i>X</i>
3				NOTE AND RETURN	
				PER CON-VERSATION	
4				SEE ME	
				SIGNATURE	
REMARKS					
FROM		DATE			
<i>Capt. Paul E. Hawkins</i> <i>CIVIC ACTIONS OFFICER</i>		<i>29 Jan 67</i>			
		PHONE		<i>4231</i>	



21 Jul 1967

1. I am pleased with the continuing support that you and your personnel have given to the Civic Action Program during the period 1 April - 30 June 1967. The 633rd Combat Support Group has an enviable record in this endeavor and it is obvious that all your personnel strongly support this very worthwhile program.

2. Your efforts in establishing a community handicraft industry among the Montagnards of your area is especially interesting to me. The economic progress promoted by this enterprise will do much to promote well being and reliance in the government.

3. Please convey my sincere appreciation to all ranks for their continued outstanding efforts.

WILLIAM W. MOMYER, Lt General, USAF  
Commander

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J 742<sup>1</sup>

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analysis: pattern of videorecording

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DEVELOPMENT OF THE VILLOUS

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DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 433D COMBAT SUPPORT GROUP (FACAF)  
APO SAN FRANCISCO 96395



REPLY TO  
ATTN OF: BC

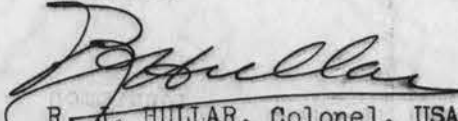
27 Jul 1967

SUBJECT: Letter of Appreciation

TO: All Personnel Concerned

1. Forwarded herewith is a letter, same subject, from the Commander, Seventh Air Force, in which he expresses his pleasure for the continuing and active support which all of you have accorded to the Civic Action Program. To his expressions, I should like to add a few thoughts.

2. The programs that you have established and are conducting are strong and viable because of, as I see them, two things. One - you have recognized that the Vietnamese and Montagnard people require much more than the resources of war in their struggle for freedom. Ultimate victory will be theirs only if they achieve a viable economy and ever increasing standards of living. Two - you are deeply motivated by a sincere friendship for our Vietnamese and Montagnard neighbors. This is a potent weapon in our arsenal for which the communists do not give us full credit. That is their mistake.

  
R. J. HULLAR, Colonel, USAF  
Commander

1 Atch  
Ltr, 7AF Comdr, 21 Jul 67



HEADQUARTERS  
UNITED STATES MILITARY ASSISTANCE COMMAND, VIETNAM  
APO 96222

MACPD

27 January 1967

SUBJECT: Supplies for US/FWMAF and RVNAF Military Civic Action

TO: SEE DISTRIBUTION

1. References.

a. MACV Directive 37-13, 15 June 1966, subject: US/FWMAF Civic Action Fund.

b. MACV Directive 40-9, 28 December 1965, subject: Medical Civic Action Program (MEDCAP).

c. MACV Directive 515-2, 30 April 1966, subject: Military Civic Action.

d. Letter, MACPD, HQ MACV, Serial 1538, 24 February 1966, subject: RVNAF Civic Action Directive.

e. Letter, MACPD, HQ MACV, Serial 3756, 25 April 1966, subject: MACV Civic Action Fund.

f. Letter, MACPD, HQ MACV, 13 August 1966, subject: The American People's Support of the US Effort in Vietnam.

2. General.

a. This letter provides commanders, staff officers, and advisors with information concerning the sources of supplies and funds to support RVNAF and US/Free World military civic action. It is suggested that subordinate headquarters and advisory teams distribute this letter to the lowest echelons having a civic action officer or NCO or a civic action advisory mission.

b. The Republic of Vietnam Armed Forces (including the Regional and Popular Forces) and United States/Free World Military Assistance Forces conduct military civic action by providing manpower and skills (using equipment organic to the units). Detailed guidance concerning civic action programs, coordination, and responsibilities may be found in references c and d. Projects are usually short-range and are designed for high psychological impact. US/FWMAF units conducting civic action

27 January 1967

SUBJECT: Supplies for US/FWMAF and RVNAF Military Civic Action

projects must coordinate closely with GVN local authorities to insure that the projects meet the needs of the people, to develop the support and cooperation of the people being assisted, and to insure that civic action programs are coordinated with GVN economic development programs. Advisors should work with counterparts to insure that, insofar as possible, RVNAF civic action projects meet the same standards. In order to produce maximum psychological impact, the people being assisted should participate in the planning and implementation of projects.

c. Each province has a revolutionary development budget which supports development programs. Military civic action must not compete with these programs, but rather must complement or contribute to them. Prior planning and coordination therefore must be made at the province level to direct military civic action into areas which will be of benefit in the overall context of revolutionary development. The activities which will most effectively contribute to the overall plan must be determined by the Province Committee, i.e., the Province Chief, the Office of Civilian Operations Provincial Representative, and the MACV Sector Advisor. These US advisors are familiar with provincial programs and provide the necessary information and guidance to the Province Chief on US troop unit capabilities. At the same time, they advise US/FW commanders of province resources which can be used to support military civic action.

### 3. Policy.

Maximum use will be made of available supplies and funds to enhance the effectiveness of US/FWMAF civic action programs. RVNAF commanders at all levels will be encouraged to utilize available supplies in the conduct of their own civic action programs.

### 4. Sources of Supply.

#### a. United States Agency for International Development (USAID).

The USAID Provincial Representative has access to a provincial warehouse and some province supplies, a portion of which are available for military civic action. These supplies include all types which USAID stocks in a particular area, such as corrugated roofing, cement, bulgar wheat, and cooking oil. US/Free World Military Forces may obtain supplies and assistance in development of civic action programs from USAID by coordinating with the USAID provincial representatives in their respective areas. Advisors may obtain commodities to support RVNAF civic action by establishing the same coordination.



SUBJECT: Supplies for US/FWMAF and RVNAF Military Civic Action

b. Medical Civic Action Program (MEDCAP). Supplies for the MEDCAP I program, conducted by advisors in conjunction with Vietnamese counterparts, and the MEDCAP II program, conducted by major US/FWMAF troop units, will be obtained in accordance with the provisions of reference b. Supplies for MEDCAP I should be ordered through RVNAF channels by authorized RVNAF personnel. MEDCAP II supplies will be obtained from the 70th Base Depot in Saigon. Prior to receiving such supplies, units will submit properly coordinated and approved plans to this headquarters, ATTN: MACMD.

c. International Voluntary Agencies (IVA). A number of IVA are established in South Vietnam for the purpose of assisting the population to recover from the ravages of war. These agencies have expressed interest in accomplishing their objectives through US advisory and troop unit civic action and are, therefore, additional sources of supplies. A summary of the supplies available to US/FWMAF units and to RVNAF units through their advisors from the principal voluntary agencies follows:

(1) Catholic Relief Service (CRS). Large quantities of supplies, particularly foodstuffs and clothing, can be obtained from CRS. Detailed information is contained in Inclosure 1.

(2) Cooperative for American Relief Everywhere (CARE). CARE provides food, tools, and equipment with major emphasis on self-help projects. Inclosure 2 provides details on assistance from this source.

d. Civic Action Funds. The MACV Civic Action Fund, from which Corps Senior Advisors and major component commanders may request funds, and the US/FWMAF Civic Action Fund, controlled at division or separate brigade (or equivalent unit) level, may be used to provide supplies and materials to support civic action projects for which support is not available from other sources. Procedures for requesting these funds are specified in references a and e.

e. Provincial Revolutionary Development Funds. Sector Advisory Teams also provide a point of contact for other civic action support. This indirect category of supply support includes Vietnamese provincial funds and resources not specifically designed for military civic action, but which are available for both Vietnamese and US/FWMAF civic action under appropriate conditions. These funds and resources have some variation in amount, use, and availability from province to province. Some hypothetical examples of the application of these resources are given below:

MACPD

27 January 1967

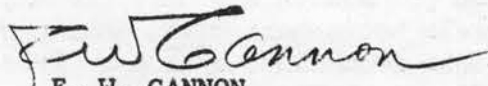
SUBJECT: Supplies for US/FWMAF and RVNAF Military Civic Action

<u>Project</u>	<u>Materials and Funds</u>	<u>Labor and Supervision</u>
(1) Footbridge	\$15,000VN for local purchase of material from provincial revolutionary development funds (self-help)	Vietnamese or US/FWMAF labor in conjunction with that of people in the hamlet receiving assistance. Project planned by Hamlet Council.
(2) School repair	\$5,000VN from education section of revolutionary development funds.	US/FWMAF or RVNAF
(3) Road repair	Trucks for handling fill provided by Province Chief of Public Works	Vietnamese truck drivers plus US/FWMAF labor and supervision.

f. Donations from Private Individuals. Contributions of funds and materials by individuals and organizations in the United States have contributed greatly to the success of military civic action in the Republic of Vietnam. The attention of all commanders and personnel is directed to reference f which deals with problems and procedures in this area.

5. Supersession. This letter supersedes letter, MACPD, HQ, MACV, Ser No 4768, 31 October 1965, subject: "Supplies for US/Free World Military Assistance Forces Military Civic Action".

FOR THE COMMANDER:

  
E. W. GANNON  
Major, AGC  
Asst AG

2 Incl  
as

DISTRIBUTION:

I-A

II, III, IV, VI-C

Plus: 100-MACPD, 100-MACAG-AO, 2-Comdt, USASWS, Fort Bragg, N.C. 28303  
4-Comdt, USACAS, Fort Gordon, Ga. 30305

Less: 1-COMUSMACV, 1-Spec Asst to COMUSMACV, 1-Dep COMUSMACV,  
1-Dep COMUSMACV for Air Op, 8-J-2, 2-JRATA, 1-ACTIV, 1-AFT ,  
2-OSD/ARPA

## CATHOLIC RELIEF SERVICE

### NATIONAL CATHOLIC WELFARE CONFERENCE

#### GENERAL INFORMATION

1. Introduction. Catholic Relief Services of the National Catholic Welfare Conference is the overseas aid agency of the Catholic bishops and laity of the United States. Generally known and referred to as CRS, the agency found in 1943 by the American hierarchy for the purpose of assisting refugees, war victims, and needy persons throughout the world, without regard to race, religion, or color. At present, CRS serves more than 40 million of the world's hungry, homeless, and destitute in 79 countries.

2. CRS Organization, Administration, and Resources in Vietnam. The CRS organization in Vietnam performs three major tasks: to work with the GVN Ministry of Social Welfare in the development of refugees assistance and relief programs, to support the activities in Vietnam of Caritas, a worldwide Catholic charity whose Vietnam operations are directed by Vietnamese, and to provide food, clothing and other commodities to support relief programs and military civic action in Vietnam. To support these programs CRS maintains an office at 91 Pasteur St., Saigon, phone PTT 93247/93246 or Tiger 3332, mailing address: Catholic Relief Services, APO 96243, and an office at 8 Thanh Thuy St., Da Nang, Phone Puma 138, Ring 2. These offices, manned by both US and Vietnamese personnel, serve as contact points for officials of Vietnamese Welfare institution and personnel from US units and authority teams. The Saigon office also serves as a logistics programming office for scheduling the receipt and distribution of 100,000 tons of commodities per year.

#### 3. Programs.

a. Items available. At present the following items are available on a regular basis:

- (1) Salad oil
- (2) Milk
- (3) Bulgar Wheat
- (4) Corn Meal
- (5) Dried Beans
- (6) Clothing
- (7) Cloth
- (8) Soap

Inclosure #1

b. Planning Factors. The planning factors listed below should be used in determining the quantities of foodstuffs to be ordered (Except for basic loads, all commodities should be ordered for a specific purpose):

(1) Popular Forces Food Supplement Program.

Monthly ration: (on the basis of 4200 rations for each 1000 PF in the Province).

30 lbs rolled oats/wheat.

3 lbs corn meal

1/5 gal cooking oil

1.5 lbs powder milk

(2) Military Civic Action Program. Allow per family for refugees or needy (on a one-time basis).

1 gal cooking oil

30 lbs bulgar wheat

15 lbs corn meal

35 lbs rolled wheat/oats

5 lbs bag milk powder (children only)

10 lbs clothing

(3) Hospital Food Supplement Program. (Monthly allowance per patient).

2.7 lbs milk

6 lbs flour

10 lbs bulgar wheat (other grain may be substituted on a weight-for-weight basis)

2 lbs salad oil

c. Other Programs. In addition to the supply of standard foodstuffs and clothing, CRS works with military civic action staff officers and advisors, USAID officials, officials of the GVN Ministry of Social Welfare, and indigenous Caritas personnel in the development of programs to serve the needy in Vietnam. Examples of current assistance programs are listed below. Within its capabilities and upon request, CRS assistance of a similar nature is also available to commanders and senior advisors.



(1) Distribution of clothes, food, toys, medicines and miscellaneous supplies to 77 orphanages throughout Vietnam.

(2) Distribution of medical supplies of every conceivable type for use in hospitals and dispensaries and to support MEDCAP II Programs. To qualify for CRS medical support, MEDCAP II Programs must meet the same requirements as for support through official channels.

(3) Provision of necessary materials, equipment, food, and medicines for forty-four hospitals and sponsorship of the entire staff of two hospitals.

(4) Assistance to 322 non-boarding schools by provision of flour to bake bread and funds to pay bakers.

(5) Participation, with Caritas, in planning, construction, and development of over 100 refugee and relief centers and direct assistance to 283 such centers.

(6) Planning of diets, assistance in setting up facilities, and provision of food, equipment, and supplies for fourteen health and hygienic centers.

(7) Participation, with Caritas and other agencies, in a program to develop and construct fishing boats to be used cooperatively by groups of fishermen. Funds for the project were advanced by Caritas on a long-term, easy repayment basis.

(8) Assistance in developing pepper plantations for families on Phu Quoc Island, whose main livelihood, fishing, was hindered by VC harassment.

(9) Operation, staffing, and supply of a training center for Montagnard girls at Kontum. Girls who receive the equivalent of a high school education at the center are then able to take advantage of nursing scholarships, available through CRS, in Hong Kong or Singapore.

d. Shipment of private donations. CRS will ship to Vietnam civic action supplies contributed by individuals or groups in the United States and designated for distribution by individual personnel or specific units in Vietnam. Personnel in the US wishing to make use of this service should be advised to contact:

Mr Edward Kinney  
Office of Program and Supply  
Catholic Relief Services  
487 Park Avenue  
New York, New York 10022

GENERAL INFORMATION ABOVE CARE  
(Cooperative for American Relief Everywhere)

1. Introduction.

CARE is a private voluntary agency supported by donations from individuals in the United States and Canada and currently conducting operations in thirty-four countries throughout the world. CARE began its operations in the Republic of Vietnam soon after the Geneva Agreement in 1954 that divided the country into two zones. The initial program of assistance was designed to ease the suffering of refugees moving south of the seventeenth parallel. Food assistance, tools for development, blankets, and clothing package have been distributed to refugees since the inception of the program. Current group receiving CARE aid including individual needy, refugees, RF/PF widows and orphans, welfare institutions, charity and military hospitals, and victims of disasters.

2. Organization, Administration, and Operations.

CARE operations in Vietnam are countrywide. There are CARE offices, staffed by American representatives, in each of the four corps areas of Vietnam. The main office is located in Saigon. The location of the CARE sub-office are follow:

I CORPS: 8 Tran Ke Xuong, Da Nang  
Mailing Address: CARE  
APO 96260  
Puma 181, Ring 2

II CORPS: 30 Duong So 4, Phuoc Hai Nha Trang  
Mailing address: CARE  
APO 96240

III CORPS:(also main office): 34Ngc Thoi Nhiem, Saigon  
Mailing address: CARE  
c/o US Embassy  
APO 96243  
Phone Tiger 709, PTT 93156

IV CORPS: 44 Nguyen An Ninh, Can Tho  
Mailing address: CARE  
c/o USAID  
APO 96215  
Phone: Can Tho 228, Ring 2

Inclosure 2

The CARE representative at each of these offices is responsible for programming and distributing CARE supplies and equipment within the particular corps area involved. Requests for CARE assistance must be made for the CARE representative in whose area of responsibility the assistance program will be carried out. Such requests should not be made to the CARE office in Saigon unless the assistance is to be programmed in the III Corps area. Also the CARE representatives travel within their areas of responsibility fairly extensively during the course of their work and it may be possible to have them visit the site of the project or proposed distribution if their schedules permit.

### 3. Programming.

CARE is an organization which provides materiel assistance to needy people. Such assistance takes the form of food, tools, and equipment. CARE does not provide technical advice, other than general guidelines for community development, but CARE representative can often advice concerning possible sources of technical advice. The basic food commodities which CARE provides in Vietnam are rice and salt. These commodities are locally purchased in Vietnam by CARE, and made available for such programs as approved by CARE representatives. Due to budget limitations, provision of food is generally limited to emergency (tactical or natural disasters).

### 4. CARE kits.

a. CARE also distributes tools and equipment in Vietnam. The tools and equipment may take the form of standard CARE kits, or they may be special purchases to fit need of an individual project. There are thirteen standard CARE packages currently being utilized in Vietnam. The components for nine of these packages are locally purchased; the four remaining CARE packages are shipped to Vietnam from the United States. A list of the thirteen standard kits and their components follow:

<u>Midwifery Kit</u>		<u>Blacksmith Kit</u>	
Quantity	Item	Quantity	Item
1	Sponge Bowl	1	Bellow
1	Stainless Steel Tray	1	Hacksaw Blades
1	Surgical Scissors	12	12" Hacksaw Blades
2	Forceps	1	Aluminum Ruler
2	Plastic Bottles	1	Steel Tin Snip
1	Packet of Safety Pins	1	Sledge Hammer
18	Sterile Packets	1	Square Hammer
1	Plastic Soap Container	1	Vice
2	Toilet Soap	1	12" Bastard File
1	Plastic Nail Brush	1	12" 2nd Cut File

2	Hand Towels
1	Plastic Apron
1	Clear Vinyl Sheeting
1	Waterproof Bag

#### Miwifery Replacement Kit

Quantity	Item
8	Soap Cakes
2	Hand Towels
2	Nail Brushes
2	Vinyl Plastic Aprons
18	Sterile Packets, each containing 2 umbilical tapes, 16" strand, one musliyn Binder 18" x 40" and one gauze pad, 3", 12 ply

#### Physical Education Kit

Quantity	Item
1	Soccer Ball
1	Volley Ball
1	Volley Ball Net

#### Needle Trade Kit

Quantity	Item
1	Needle Threader
2	Scissors
1	Measuring Tape
1	Pinking Shears
25	Needles
2	Crochet Hooks
20	Safety Pins
90	Stright Pins
1	Thimble
12	Snaps
20	Hooks, Eyes & Loops
12	Darning Needles
20	50 Yard Spool of Thread

1	Half Round 2nd Cut File
1	Ballpen Hammer
1	32" Tongs
1	Cold Chisel

#### Woodworking Kit

Quantity	Item
1	Ripsaw Blade
1	Crosscut Saw Blade
1	Claw Hammer
1	Steel Plane
1	Triangle File
1	5 piece Chisel Set
1	12" Drill Bit
1	16" Drill Bit
1	Aluminum Ruler

#### Textile Package

Quantity	Item
12m	Black Rayon
1,600m	Black Sewing Thread
75	Needles
0.75kg	Laundry Soap
144	Black Plastic Buttons
1	Scissors

#### Mason Kit

Quantity	Item
1	Steel Towel
1	Brick Hammer
1	Aluminum Ruler
1	Spirit Level

#### Sewing machine

Quantity	Item
1	Sewing Machine



Elementary School Kit

Quantity	Item
2	Pen Points
1	Pen Holder
1	Ink Holder
2	Notebooks (100 pages)
1	Ruler (20cm)
24	Ink Pellets
1	Slate
2	Erasers
4	Blotting Paper
2	Pencils
4	Pieces of Chalk
1	Plastic bag to contain the kit

Resettler's Kit

Quantity	Item
1	Ax
1	Saw (1m)
1	Knife (coupe coupe)
1	Sickle
1	Shovel
1	Round Hoe
1	Rectangular Hoe
1	Wooden case 1m x 30cm x 20cm
1	Pick Mattock

Classroom Supply Kit

Quantity	Item
2	Notebooks
24	Ink Pellets
2	Erasers
4	Blotting Paper
2	Pencils
4	Pieces of Chalk
1	Plastic bag to contain kit

For students who need the replacement components only.

Sewing Kit

Quantity	Item
1	Scissors
1	Packet of Needles
1	Spool of Black Thread
1	Spool of White Thread

The feasibility of distribution of kits listed above will vary from one situation to the next. However, some general guidelines have been developed and you are requested to consider these points in making your request to CARE. For educational development kits: Since it is financially impossible for CARE to give a school kit to every elementary school student in Vietnam, it is asked that a thorough survey of the needs be made to determine which students are most needy and whether they already have the basic components such as slate, ink pot, etc., and only need a replacement school kit.

For tool kits: Do recipients have previous training, where and how will they use kits, who provides raw materials, can the recipients market their skill, who will maintain the kits, will the kit belong to a group or to an individual, and who will provide instructions in its use?

b. Special CARE equipment of many types is available for specific projects. For example, construction materials and supplies may be provided to build school buildings, social centers, dispensaries, etc. Motors, nets, and fishing boats may be provided for fishing cooperatives. Pumps may be provided for wells. Medical equipment may be provided for dispensaries and hospitals. It is CARE's policy to remain extremely flexible in assisting with various types of program development. Any needed tools or equipment will be considered by CARE provided such request is within CARE resources capabilities, the project has been well planned and developed, and there is assurance of successful continuation after the American advisor departs.

5. Use of CARE Commodities. For all projects, CARE wishes to see as much local participation and effort made by Vietnamese people themselves as possible. CARE assistance is not intended to stand alone. It should be woven into the fabric of the overall relief and development activities in Vietnam and coordinated with programs of GVN, US Military, USAID, and other voluntary agencies and interested groups. Sizeable amounts of CARE supplies are distributed in coordination with and through the US military civic action programs. CARE welcomes constructive suggestions regarding the general contents and purposes of the standard packages and their applicability.

6. Limitations on CARE Resources. Please keep in mind that CARE is a private voluntary agency supported by small contributions from the average man on the street in the United States and Canada. Consequently, CARE's resources are limited. The needs and the demands for CARE - provided commodities and equipment far exceed CARE's financial ability to meet these needs and demands. It is impossible to fill all the requests by CARE in Vietnam. As a matter of operational policy, CARE reports to the donors on where and how the funds they have provided to CARE have been spent. This means that CARE may be called upon for detailed information, and occasionally for photographs, concerning the distribution and use of commodities and equipment received in Vietnam.

Capt Daniel C. Conlon  
Medics

DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 633rd COMBAT SUPPORT GROUP (PACAF)  
APO SAN FRANCISCO 96295

REPLY TO

ATTN OF: BCAO

29 Sept 1967

SUBJECT: Minutes of Civic Action Council Steering Committee

TO: Personnel Concerned

Personnel in attendance:

Maj Thomas R. Shields, Chairman

Capt Daniel C. Conlon, Member

Capt Paul E. Hawkins, Recorder

Capt Charles A. Brown, Member

Lt Bernard H. Wolf, Team 15, Civil Affairs Co. PKSAC

CMSgt Jerry E. Bailey, Sitting in for BCE Officer

1. This is the first formal meeting of this committee.

2. The Civic Action Office must write a Contingency Civic Action Plan as soon as possible. This plan will be put into effect if there is a complete or partial stand down in combat operations.

(a) We asked Lt Wolf to make a list of projects and priority of these projects where we could be of assistance in Pleiku.

(b) A letter will go out to each unit on base asking them to send us the number and types by specialty of people who can work on CA projects.

(c) Once projects are listed we will send a survey team to the project site to determine the supplies needed.

3. We discussed the moving of the hard-back tents to CA projects. The tentative priority list for these buildings is as follows:

- 1 ea tent to VNAF for a gate house.
- 2 ea tent to VNAF for a nursery and library.
- 3 ea tents to Montagnard-Vietnamese Hospital.
- 1 ea tent to Plei Op for a school.
- 2 ea tent to 68th RF Hq. for living quarters for the outpost, Pleiku AB.
- 1 ea tent to Plei Boi for a school.
- 3 ea tent to Plei Brel for Community houses for refugees.
- 1 ea tent for Orphanage to expand facilities.
- 1 ea tent for Montagnard High School for use of girls living in.
- 1 ea tent for Plei Kep to be used for Community House for refugees.

Any tents over and above this will be used for the Mike Force dependent quarters.

4. CMSgt Bailey discussed the moving of the buildings. His organization will furnish fork-lifts and low-boys, take them to designated areas, and try to lift the tents off at the site, if possible. Any buildings that break up in loading will be hauled off to the villages or outposts to be used as scrap lumber. Capt Hawkins will work with CE and give them the location of each building and will assist them in any way possible. Capt Hawkins and the driver of the truck will make a dry run to see if it is feasible to reach the final destination of the tents. If the tents cannot be delivered to some areas because of roads, the organization wanting the tent, or CA project workers, will tear it down and move it out by truck. CE will furnish truck and driver, CA will ask for volunteers to assist CE personnel.

5. Maj Shields discussed the possibility of having a site put aside at the dump for usable lumber. He stated that he could have his men separate the good lumber from the trash when they take a load of trash to the dump area. He said he would talk to Supply and see if they would do likewise. Sgt Bailey suggested that the CA Office set up control procedures for anyone that wants this scrap lumber. It was agreed that a letter be written and printed that would authorize people to secure lumber. Any member of the CA Committee or an Air Force Unit Commander could sign this letter.

6. It was suggested by Capt Conlon that some of the Chaplain's CA Fund be put aside for the general use of the Base CA program. Capt Hawkins stated that occasionally he gets small amounts of money in from other stateside sources. This money combined with the Chaplain's CA Fund could be set up in a bank account in Saigon. Capt Hawkins stated one of the biggest problems we now have in CA is the lack of adequate funds.

7. Lt Bernard H. Wolf, Pleiku Civic Action Team Chief, briefed the committee on his function. His team will coordinate with, and assist, all Civic Action officers in the Pleiku area. He is assigned to Team 15, Civic Affairs Co., at Nha Trang.

8. The next meeting will be at the call of the Chairman.

*Thomas R. Shields*

THOMAS R. SHIELDS, Major, USAF  
Chairman

*Paul E. Hawkins*

PAUL E. HAWKINS, Capt, USAF  
Recorder

Approved

*R. J. Hullar*

R. J. HULLAR, Colonel, USAF  
Commander



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 433D COMBAT SUPPORT GROUP (PACAF)  
APO SAN FRANCISCO 96295



REPLY TO  
ATTN OF: EDMS

22 February 1967

SUBJECT: Minutes of the Base Civic Action Council, 17 February 1967

to: Personnel Concerned

1. Place: Group Training Room, Bldg 100, Pleiku AB, RVN
2. Time: 1400 hours
3. Chairman: Major Howard S. Hevern
4. The following members and project officers were present:

Major Hevern	HDM
Major Shields	CAM Sq
Major Schultz	BDP
Capt Jones	SUS
Capt Bowman	LACS
Capt Johnson	362RS
Capt Conlon	BSG
Capt Kirchner	HACS
Capt Butler	38ARRS
Capt Sereda	BDI
Capt Rudy	BJA
1st Lt Wolfe	699HSS
1st Lt Vellianitis	62OTCS
1st Lt Walsh	BDMH
1st Lt Bromley	30WS
1st Lt Norris	APS
CMSgt Taylor	DCE
MSgt Wright	1878 Comm Sq
MSgt Cox	15APS
TSgt Harris	83HAD

5. Old Business:

a. The Group Bulletin Board located in the MACV area will be moved to Tent City and erected near the Consolidated Mail Room. This bulletin board will be used only for civic action information.

b. The tent that was requested for storing civic action supplies was disapproved by the Base Facility Utilization Board.

6. New Business:

a. Lack of transportation to civic action project areas was discussed. There is a need for transportation to be available at all times to transport personnel and materials to the various project sites. Major Hevern brought

out that assigned vehicles should be used as much as possible. Also that Transportation Section would furnish taxi service to the different project sites and would return at a later specified time. The only stipulation was that the Transportation Section be notified the day prior to travel and also of the number of personnel and or cargo to be transported.

b. It was suggested by Major Shields that a collection booth be set up near the Civic Action Bulletin Board for the collection of non-perishable items, such as old cloths, soap, etc., for distribution to civic action projects. This will be discussed with the Base Commander and a final decision will be announced at the next Civic Action Council meeting.

c. CARE, USAID, and other organizations will be queried on the procedures to obtain supplies, kits, and equipment from their organizations for civic action projects.

d. Obtaining "C" rations for personnel that are working on civic action projects away from base during meal hours was discussed. The Food Service Officer will be contacted on this subject.

7. The meeting was adjourned at 1145 hours. Next meeting will be held about the middle of March. Exact date, time and place will be published in the Daily Bulletin.

*Howard S. Hevern*  
HOWARD S. HEVERN, Major, USAF  
Chairman

Approved.

*William K. Bonneau*  
WILLIAM K. BONNEAU, Colonel, USAF  
Commander

MEMO ROUTING SLIP		Never Use for Approvals, Disapprovals, Concurrences, or Similar Actions		ACTION	
1	TO	CAPT COLLIN	INITIALS	CIRCULATE	
			DATE	COORDINATION	
2		BASE DISPENSARY	DD	FILE ✓	
				INFORMATION	
3				NOTE AND RETURN	
				PER CON-VERSATION	
4		Edm St		SEE ME	
				SIGNATURE	
REMARKS					
File Trans					
FROM			DATE		
Maj HEVERN			29/4/67		
coric action officer			PHONE		
			4279		

DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 633D COMBAT SUPPORT GROUP (PACAF)  
APO SAN FRANCISCO 96295

FROM: BDMSS

SUBJECT: Minutes of the Base Civic Action Council.

26 April 1967

TO: Personnel Concerned

1. Place: Group Training Room
2. Time: 1400 hours, 24 April 1967
3. Chairman Major Howard S. Hevern
4. Members from the following organizations were present:

Colonel R. J. Hullar	Commander, 633 Combat Support Group
Lt Colonel W. M. Soha	633 Combat Support Group
Lt Colonel Maxwell Rose	633 Combat Support Group
Captain Denver Bowman	1st Air Commando Squadron
Captain Daniel Conlon	633 USAF Dispensary
Captain F. B. Gilligan	Det 9, 38 Aerospace Rescue and Recovery Squadron
Captain Robert Jones	633 Supply Squadron
1st Lt James C Milliron	OL 1530 VN District Officer
SMSGT W. E. Hammer	Det 2, 620 Tactical Control Squadron
TSgt James Wilson	633 Civil Engineering Squadron

5. Major Hevern reported that CE had finished a collection booth for discarded clothing to be used in Civic Action work. The booth is located between the Billeting Office and the Mail Room. Only clean serviceable clothing should be deposited.

6. A briefing was given by Captain Conlon on "Montagnard Industries." Pipes and crossbows are being made by local Montagnard tribesmen and sold to Captain Conlon who resells them and turns the money back to the Montagnards in the form of commodities such as soap.

7. Major Hevern announced that Pleiku won the second quarterly 7AF Civic Action Award.

8. Major Hevern informed the council that fifty flip charts for sanitation classes have been ordered from 7th AF. Captain Conlon reported that he has used the one chart on hand for classes.

9. The Civic Action Officer is now authorized a jeep. As soon as the vehicle is repaired it will be turned over to the Civic Action Officer and can be used by qualified drivers for Civic Action work. Contact Major Hevern a day or so in advance.



10. The following requests for funds have been submitted to the 7AF Imprest Fund.

Mattress Ticking	10,000\$VN
School Equipment	18,000\$VN
Chickens	1,800\$VN
Athletic Uniforms	30,000\$VN
TV set for VNAF Airmen's lounge	14,000\$VN
Capital for Montagnard Industries	30,000\$VN
Interpreter	3,200\$VN
TOTAL	107,000\$VN

11. Captain Conlon reported that he has some captured VC rice for distribution. The rice was obtained from the US Army.

12. SMSgt Hammer requested two loads of gravel for his projects. The gravel is needed to complete two spillways before the monsoon season gets under way. A request has been sent to the Imprest Fund for money to purchase the gravel.

13. The methods of obtaining a bull for breeding purposes was discussed. The council felt that by introducing new blood lines into Vietnam the present live stock could be improved. No action was taken on the proposal.

14. As a closing item Major Hevern reminded all units that their monthly report is due by the 20th day of each month.

15. The meeting was adjourned at 1500.

*Howard S Hevern*  
HOWARD S HEVERN, Major, USAF  
Civic Action Officer

APPROVED/DISAPPROVED

DATE

*R. J. Hullar*  
R. J. HULLAR, Colonel, USAF  
Commander