

BOARD OF GOVERNORS
OF THE
FEDERAL RESERVE SYSTEM
WASHINGTON

S-438

ADDRESS OFFICIAL CORRESPONDENCE
TO THE BOARD



February 13, 1942

Dear Sir:

Referring to the Board's letter of February 5, 1942, (S-436), there is transmitted herewith a copy of a memorandum dated February 5, 1942, with attachment, sent to Government departments and agencies by Brigadier General Donald H. Connolly, U.S.A., Military Director of Civil Aviation, regarding priority travel on scheduled air carriers.

It will be noted that "Priorities for Air Transportation", Directive No. 3, which accompanies the memorandum referred to, supersedes previous instructions and is designed to clarify the procedure to be followed in making application for both passenger and cargo priority space. In this connection attention is called to the "Priority Classifications" which have been established and to the fact that the wording of the priority certificate has been changed by the substitution of the word "request" for the phrase "is hereby granted".

Very truly yours,

A handwritten signature in dark ink, appearing to read "L. P. Bethea", written in a cursive style.

L. P. Bethea,
Assistant Secretary.

Enclosure

TO THE PRESIDENTS OF ALL FEDERAL RESERVE BANKS

S-438-a

HEADQUARTERS OF THE ARMY AIR FORCES
WAR DEPARTMENT
Washington, D. C.

February 5, 1942

1. "Priorities for Air Transportation,"
Directive No. 3, dated February 5, 1942, is here-
by published for the information and guidance of
all concerned.

(Signed) Donald H. Connolly

DONALD H. CONNOLLY
Brigadier General, U. S. Army
Military Director of Civil Aviation

HEADQUARTERS OF THE ARMY AIR FORCES
WAR DEPARTMENT
 Washington

Date February 5, 1942.

PRIORITIES FOR AIR TRANSPORTATION

DIRECTIVE NO. 3

SECTION I - PRIORITY CLASSIFICATIONS

1. GENERAL

Directive No. 3 supersedes and cancels Directive No. 1, issued January 15, 1942, and Directive No. 2, issued January 23, 1942. It is the intent of this Directive, which combines and amplifies the two previous Directives, to further clarify the subject of Priorities for Air Transportation and the procedure to be followed in making application for both passenger and cargo priority space on scheduled air carriers.

2. PRIORITY CLASSIFICATIONS

PRIORITY CLASSES ARE ESTABLISHED AS FOLLOWS:

CLASS 1. Personnel of the White House upon personal request and identification.

CLASS 2. Army, Navy and Marine Corps airplane pilots of their respective Ferrying Commands traveling under military orders, upon presentation of such identifying orders. (Not an air transportation request, but Military Special Orders for travel by air.)

CLASS 3. Military personnel (War, Navy, Marine Corps, Coast Guard, and Allied Military Personnel) who present special orders directing travel by air (not on air transportation request or "authorization").

CLASS 4. Army and Navy equipment, ammunition, supplies, and materials essential to the war effort ordered for air movement by the War Department (Assistant Chief of Staff, G-4). Requests for such movements will be made by the Government Department or Agency concerned with the Air Transport Priority and Assignment Section (Office of the Assistant Chief of Staff, G-4, Department of Commerce Building, Room 5317, Telephone EXecutive 2460, Extension 1240).

CLASS 5. Personnel of all Government Departments and Agencies and other civilians whose activities are essential to the war effort, who are traveling on urgent missions "requiring travel by air," and who possess and present a certificate certifying that the transportation involved

is necessary to the successful prosecution of the war effort; such certificate, to be signed by an approved executive of the Government department or agency concerned, or by other competent authority, specifically designated by the Supply Division G-4, War Department, General Staff.

This classification includes members of the Congress of the United States who may execute certificates for their own travel when engaged in activities essential to the war effort.

SECTION II - GENERAL

1. ESTABLISHMENT OF PRIORITIES

The Supply Division (G-4) War Department General Staff, is charged with the establishment of priorities for travel by commercial air lines.

2. DEFINITION OF PRIORITY TRANSPORTATION ON SCHEDULED AIR CARRIERS

A priority for air travel is a demand upon an air carrier for a space reservation between points in accordance with the priority classifications issued to facilitate the prompt execution of a mission essential to the war effort.

It does not direct transportation on a specific airline or flight unless only one airline or flight will permit the completion of the mission in the time required. It does not direct a specific type of accommodation on a flight, such as a sleeper accommodation.

3. DIRECTIVES

a. ISSUANCE:

Directives governing priority will be issued by the office of the Military Director of Civil Aviation, as the necessity becomes apparent, governing the transportation of persons and cargo by air necessary to the successful prosecution of the War Effort.

b. OBLIGATION OF AIR CARRIERS:

Compliance with directives is mandatory upon the Air Carriers to whom they are issued.

4. ORIGIN OF REQUEST FOR PRIORITY

If the passenger follows specific procedures outlined in this Directive, and future Directives, and proper credentials are presented to the Air Carrier, the request for priority will be automatically granted.

If a particular case is not clearly covered by a Directive the passenger or shipper must request the priority through the Government Department or Agency for which the transportation is necessary to the successful prosecution of the war effort. To establish the priority an authorized person in the department or agency must obtain the approval of the office of the Assistant Chief of Staff (G-4) in Washington, Executive 2460, Extension 1240. If priority is established the Air Carrier(s) will be notified.

Persons or shippers not employed by the Government may obtain priority transportation only through the Government Agency or Department or other authority specifically designated by G-4, in whose interests the travel is performed.

The office of the Assistant Chief of Staff and the office of the Military Director of Civil Aviation will not receive calls from individual travelers or shippers, and will not act as a reservation office, but will function only in the establishment of priorities.

5. POLICY FOR ADMINISTERING PRIORITIES

a. GENERAL

1. It is the policy to administer priority transportation to cause the least inconvenience to regular passengers and shippers consistent with the prosecution of the war effort. There will be times when transportation for regular passengers and cargo will be deferred to clear space for priority transportation, but it is felt that this inconvenience will be limited and will not be serious enough to discourage regular passengers and shippers from taking full advantage of the use of Scheduled Air Transportation.

2. In considering transportation by air it will be borne in mind that there are many flights each day between main air terminals. This frequently makes it possible to use any one of many flights to complete a mission.

b. ORDER OF CONSIDERATION OF PRIORITIES

1. Priority classes shall take precedence in the order listed.

2. Passengers and cargo with the same priority classification will be accepted in the order that reservations are requested if all priority requests with the same classifications cannot be accommodated on a flight.

c. DISPLACEMENT OF PRIORITY PASSENGERS OR CARGO

Priority reservations will not be displaced on a flight by another priority request of the same classification. A priority reservation

will be displaced by a priority request of a higher classification. When it becomes necessary to displace priority passengers or cargo in order to accommodate priorities of a higher classification, the local priority man on duty will designate the priority to be removed, based on instructions from G-4. He will expedite the removed priority to destination on first possible flight.

6. RESPONSIBILITY OF GOVERNMENT DEPARTMENTS AND AGENCIES

Government departments and agencies are requested to exercise care to assure that travel orders and certificates which specifically order priority travel by air - as distinguished from orders which merely authorize travel by air for the convenience of the individual - are limited to those cases where such travel is necessary to the successful prosecution of the war effort. It is believed that this can be best accomplished by each department or agency appointing an official who will have the authority to determine which individuals require priority travel by air and to contact the office of the Military Director of Civil Aviation (Executive 2460, Extension 1240) in cases of question or application. Cooperation is requested in order that the issuance of more drastic measures to restrict priority air travel may be avoided.

7. ORDERS AUTHORIZING TRAVEL BY AIR

Personnel traveling on orders which merely authorize travel by air as distinguished from orders directing travel by air, and not having a certificate which certifies that air travel is necessary to the successful prosecution of the war effort, will be assigned space in accordance with the usual practices of the scheduled air carriers.

SECTION III - SPECIAL INSTRUCTIONS

1. FOR PASSENGERS

a. Air travel having been determined as necessary, notify the air carrier concerned without delay, of the priority reservations required, the origin of the flight, the destination, the latest time of arrival at destination which will accomplish the mission, and of the fact that you will present an order directing travel by air or a certificate for priority.

b. Secure and present a copy of the travel order or a copy of the certificate requesting the priority air travel to the air carrier as soon as possible. The right to priority transportation will be established only after the credentials are presented to the air carrier.

c. Check to see if ticket is properly stamped to indicate priority classification.

2. AIR CARRIERS

a. Request a copy of the passenger's order directing the air travel or a copy of the certificate requesting priority and determine the priority classification of the passenger in accordance with the Priority Classification shown in Section I.

b. The air carrier will stamp the tickets showing "PRIORITY CLASS _____."

c. IDENTIFICATION OF PRIORITY CLASSIFICATIONS

1. Class 1. Personnel of the White House who are not known to airline personnel may be requested to present some form of positive identification.

2. Class 2 and 3. Military personnel (War, Navy, Marine Corps, Coast Guard and Allied Military Personnel) will be identified by presentation of a special order which will direct travel by air as distinguished from special orders which merely authorize travel by air.

3. Class 4. Cargo. When air cargo is to be shipped on a priority basis a request for priority either in writing or by telephone (later confirmed in writing) will be made by the interested Government Department or Agency to the Air Transport Priority and Assignment Section (Office of the Assistant Chief of Staff, G-4), Department of Commerce Building, Room 5317, telephone Executive 2460, extension 1240, who will inform the air carriers of the priority to be assigned and arrange the details of the shipment through the ATA Liaison Office in the Office of the Military Director of Civil Aviation. This request will contain the following information:

Origin of flight, destination, latest time of arrival at destination which will accomplish the purpose of the shipment, number and dimensions and weights of items in shipment, consignee, consignor, and the reason for shipment by air.

4. Class 5. Passengers in this classification will present certificate, in the form given below, from and signed by an authorized executive of their respective Government Department or Agency or the Government Department or Agency with which they are doing business.

FORM OF CERTIFICATE

This certificate must be worded exactly as shown below and properly signed by an executive of a department or agency of the Government, by a Senator or Congressman, or other person specifically designated by G-4.

CERTIFICATE

 (Issuing Department or Agency)

 (Place)

 (Date)

TO: AIR TRANSPORT ASSOCIATION REPRESENTATIVE.

 (At City of Origin of Flight)

I certify that air transportation from _____
 to _____ for _____
 is necessary to the successful prosecution of the war effort and request
 priority under classification "Other than Military."

Signed _____

Title _____

1. It is suggested that each department or agency duplicate this form on its own stationery to be distributed to those persons authorized to issue these certificates.

2. Each office of a scheduled air carrier will maintain a supply of these certificates.

3. Passengers will surrender the certificate to Air Carrier representative in city of origin of flight.

4. If passenger is not in same city as the authority requesting priority, such authority may include the full text of the certificate in a telegram addressed to the passenger. The passenger will surrender the telegram and complete a certificate in full at the office of the air carrier.