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Vienna, April 20, 1938.

Dear Messersmith:

In despatch No. 183 of April 7th, and No. 205 of April 19th, we have tried to review the personnel situation and organization of the Consulate General in Vienna. It may seem a little "grandiose". However, from the point of view of officer staff it is, if anything, slightly less than Warsaw and Stuttgart.

You will note that I recommend a classified officer staff of 5: a principal consular officer and two subordinate consular officers who would run the establishment. One of these subordinates could, I believe, be temporary. Probably within six months or a year a principal officer and one subordinate officer would be enough.

A Vice Consul (Mr. Flack) to continue in charge of notarial, invoices and inventory speaks for itself.

In respect of visas, three officers (Medalie, Reinhardt, and Dutko) are now doing the work. At present these three officers are working under excessive pressure and the work is increasing. Moreover, in arranging a permanent or at least semi-permanent organization one must foresee the possibility of illness and the need for occasional vacations. Were one of these three officers to be incapacitated or absent, the work would suffer seriously. I therefore believe we should have four Vice Consuls for visas.

Most of our visa cases now are clear-cut. The easy ones come first. There are thousands of cases in preparation where the interested parties are endeavoring to arrange their documents and to secure affidavits of support from America. The evidence submitted will probably be progressively dubious in the future and in consequence the work increasingly exacting, with greatly augmented paper work. If,

The Honorable
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Assistant Secretary of State,
Washington, D. C.

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after six months or a year, the work should subside, it would be quite easy to withdraw one of the Vice Consuls. Personally, I don't think the visa work is going to decline in the foreseeable future. The United States Lines office in Vienna anticipates a rush of business for the next ten years.

In respect of my recommendations for one American clerk and twenty-one native clerks, you will observe that of the latter, two would be appointed temporarily. By this I mean employed from month to month with the clear understanding that as soon as the work subsides the employment shall cease. Also two of the native clerks plan to resign within the next month or so. Their successors should also be appointed on the same temporary basis. Thus, when the visa and other functions of this office decrease, there will be no difficulty in building down.

You will also observe that I recommend that four of the native employees of the Commercial Attaché be taken over. I understand that their salaries will be continued by the Department of Commerce until June 30th. They are all competent people with considerable service under the Commercial Attaché and we badly need them. Boxberg deserves extremely well of us. Since March 11th he has performed invaluable service in connection with protection work. He is the only one in the entire staff who is persona grata with the new local authorities. He has been able to get to the Gestapo and other police authorities and deliver the goods when the situation seemed utterly hopeless. My idea for him is that he should continue in protection work and should be the chief outside contact man of the office; in other words, the "fixer", without which no office can properly function. Mrs. Fuchs is extremely efficient and both Miss Unger and Mr. Redl are hard working, competent employees.

With regard to Sucherstein and Karollus, when this office is put under DADO in Paris there will still be a heavy burden of accounting. Both Sucherstein and Karollus are experienced employees and should their work decrease, there will be plenty of opportunities to occupy their time in other work of the office.

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I am sure that you will agree in my recommendation that this office retain one American clerk at least for the present in order to take care of the confidential archives, coding and stenographic work of a confidential nature.

In respect of the messenger and custodial staff, there appears no need to make any changes until we move into the Argentinierstrasse. So far, they are all fully occupied, including old Adolf, who has been on duty from early morning until late at night for weeks coping with an exigent public in large numbers.

In view of the approaching close of the fiscal year, I would be most obliged if the Department would reach a decision as quickly as possible. I well appreciate, however, how difficult it is to coordinate all of the technical details.

Yours sincerely,