

Partial Report on the Civic Action mobile team job

(N. Quăn)

- 1/ Mobile teams are requested to send to the Central Headquarters 4 kinds of report, each one being identified by its number:

Report number 1

Report on the initial contact with the administrative authorities or the population. On the beginning of the Civic Action office running, headquarters set a great value upon this first contact for fear of conflicting with regular authorities in place. From December 1955 this category of report is replaced by a report on the situation of the area at the moment of first contact: it will serve

- to outline a plan of operation which would be adequate to the concerned area.
- afterward to check achievements performed by the team.

The first contact of a mobile team with the local authorities and the population usually is an occasion for a mass meeting with speech, music, singing and voicing slogans.

The following is a type of items provided in a report # 1:

- Village of Binh Dong
- District of Lap Vo
- Province of Long xuyen
- Chief of district: Trần van Minh. Young, progressive, newly graduated from the National Institute. Friendly with the team. He warmly welcomed the team job.
- Chief of district's suggestion: maintain a close contact with the team. Convert the mobile team into a stand team in the district.
- Many facilities assumed by the Chief of district: (transportation means, lodging ...)
- Situation of the village: population figure: 2640 men, 2768 women, 1540 children. Total: 6,948.

Village committee: 5 commissioners. All are well capable agents.

Political situation: coexistence of Hoa Hao, Cao Dai and Bouddhism adepts.

Existing political parties: Việt-Nam Phục Quốc Hội, Dân-chủ xã-hội

## Việt-Nam, Đông-Dương Cộng-sản đảng.

Communist infiltration: underground work to some extent.

Dissidents zones: ----- Hoa Hao in Dinh Yên, Communists in Tân Thành Trung, Cao Dai in Binh Dong.

The population spirit: Most of the population is deeply divided by party spirit and influenced by conflicting propaganda.

Security: ----- Not fully set up. Robbery and brigandage happen daily on night.

Economic situation: ---- - 1070 hectares of rice field.  
- one rice plant.

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Report number 2

It is a regular weekly report. The new guide for the category of report includes the following items:

To be submitted to the Special Cabinet	{ Administration { Polity { Mail { Coordination and liaison
To be submitted to the Material Accounting Bureau	{ Finance { Accounting { Transportation and equipment { Medicines and gifts
To be submitted to the Personnel Bureau	{ Service order. Cadre licences { Auto critic { Report on the functioning of the team and on individual teamers. { Moving and resignation { Awards. Discipline council
To be submitted to the Joint Plan Bureau	{ Achievements { Plans. Technic of working { Self-training { Materials, papers, pictures, slogans, texts of propaganda. { Health

The following is a typical weekly report from a team working in the district of Can Duoc, a district nearby Cholon but strongly Communist impregnated.

- Village My lô
- District Can Duoc
- Province Cho lon

Weekly report for the period  
from Oct. 1st to Oct. 13, 1955.

**Social Health:**

- Set up of 2 distribution post.
- Distribution of medicines reaching 471 people.
- Shot for 9.
- Visiting 19 sick people at their home.
- Vaccination for 550.
- Training the population regarding the matter of elementary medical cares.

**Information and propaganda:**

- Embellishing 3 information halls.
- 28 banners, 90 posters, 9 proclamations, 5,000 pictures for peace propaganda, 3,000 anti-communist pictures.

**Special achievements:**

- Fiesta.
- Information and mass meeting.
- Training of canton and village authorities.
- Propaganda for referendum.

**Popular education:**

- Opening of one additional class.
- Reviewing of existing classes.

**Local cadres:**

- Finishing training of 2 local cadres.

**Security:**

- Cooperating with the population in the arrest of 1 Việt-Cộng Can-bộ.
- Preparing the set up of a self-defense section.

**Population betterment:**

- Set up of 2 school pupils club.

- Teaching song to the teens.
- Set up of a complaint letter-box.
- Organizing 2 hygienic weeks.

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### Report number 3

It is an occasional report on any case occurred during the work of the team or on any particular problem the team has to deal with.

Following are some types of matters which have been treated in report No. 3: distribution of medicines and gifts, vices (opium, addiction) sabotage to the referendum carried out by rebels Binh-xuyen, Việt-Cộng infiltration, village self-defense activities, functioning of different sport and youth clubs, popular classes for the illiterate people, activities of political sects, cases of assassinat by Việt-Cộng, greeting a visiting American Aid Team, etc....

That list gives an idea of problems most villages have to deal with.

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### Report number 4

This kind of report is actually called report of reviewing achievements performed. Compared with Report No. 1 (of first contact), it will help the work done by a given mobile team and its efficiency.

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### Other Reports

Outside the afore mentioned ones, there exists some other regular reports: on the in-team training, of the central survey team and emergency report.

For every kind of report it has been provided a guide form that the teamer has to fill out.