

# INFORMATION REPORT INFORMATION REPORT

## CENTRAL INTELLIGENCE AGENCY

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REPORT NO. 

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COUNTRY Poland

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## SOURCE

1. The CZR Regional Wholesale Supply Agency #1 (Regionowa Hurtownia Centrali Zaopatrzenia Rolnictwa - CZR) was the largest of the 16 regional wholesale supply agencies controlled by the Central Agricultural Equipment Supply Agency (CZR) as far as the turnover of spare parts and materials for repairing agricultural machines was concerned.<sup>1</sup> It supplied Wroclaw Voivodship which had the largest number of state agricultural machine centers and collective farms in Poland.<sup>2</sup>
2. It was located in Wroclaw (Breslau) at 26 Powstancow Slaskich Street and occupied the buildings and storage facilities of a former branch of Derling, a prewar German agricultural machine factory. The whole compound consisted of a large, four story, brick building about 20 x 60 m. in size, a one-story wooden shed, and a large yard. (For detailed description see memory sketch and legend on pages 6 & 7). The compound was enclosed by a brick wall and was guarded by six or eight industrial guards. There was also a small fire brigade organized from among the workers. The stores were located on the entire first floor of the main building, an area amounting to approximately 1,000 sq. meters. The space was regarded as inadequate. The equipment and storage facilities were old. The second and third floor of the western part of the building were used for offices; the fourth floor was not fully occupied. The building had central heating which facilitated the work in the warehouse. A great disadvantage of the agency was that it did not have a railroad siding. All supplies had to be unloaded at the Wroclaw railroad station and transported to the warehouse by trucks. The agency had three trucks for this purpose.

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3. The Wroclaw Supply Agency supplied spare parts for tractors and agricultural machines, workshop equipment, and tools and technical materials necessary for the repair of agricultural machines to the following organizations:
  - a. State Farms (PGR).
  - b. State Machine Centers (POM).
  - c. Village Agricultural Machine Centers (GOM).
  - d. Establishments and Workshops of Technical Services for Agriculture (TOR).
  - e. Other state agencies which administered agricultural farms (spare parts only).
4. Private farmers and agricultural production cooperatives (collective farms) were not allowed to buy any spare parts or material for repairs from the wholesale agencies, as a rule. Sometimes, however, the Ministry of Agriculture issued orders to the wholesale supply agency giving it permission to sell spare parts to private farmers through the intermediary of the Central Agency of Agricultural Peasant Self-help Cooperatives (CRSSCh). These sales were made from surplus stock after all the demands of the POMs and PGRs were satisfied. The lists of surplus spare parts and materials were determined by the wholesale agency.
5. Lutostanski (fnu) was the manager in charge of the Wroclaw Wholesale Supply Agency in the fall of 1954. The office consisted of five sections: Planning, Personnel, Purchases and Sales (which also controlled a freight expediting subsection), Finance, and Administration. The last one was responsible for the administration of the buildings, the supplies necessary for the operation of the agency, transportation, and security. A chief storekeeper was in charge of the warehouse. All told, the agency employed about 35 administrative employees in the office and about 30 workers in the warehouse.
6. In 1953, the turnover of the Wroclaw Regional Wholesale Supply Agency was over 40 million zlotys. It did not keep a large stock of spare parts in the warehouse because of limited storage facilities; for this reason, it had to replenish its stock as often as two to three times in a three month period. New stock was received from the Spare Parts Supply Agency in Szczypiorno (N 51-44, E 18-02). On the day the ordered supplies were to be loaded onto freight cars in Szczypiorno, the Wroclaw Wholesale Agency sent an employee there from its Purchase and Sales section accompanied by a warehouse worker as an escort. This employee received the supplies on the loading ramps and signed the necessary documents. The freight cars were then sent to Wroclaw. When the freight cars arrived in Wroclaw, the supplies were unloaded and transported to the wholesale agency on the agency's own trucks and stored. From time to time, the wholesale agency sent its own trucks directly to Szczypiorno to pick up its order. Sometimes, the supplies were brought by the truck of a customer, i.e., a state machine center or state farm.
7. In accordance with the CZR distribution plan, certain supplies which were usually shipped in bulk, such as some spare parts for tractors and agricultural machines, screws, iron rods and sheets of various sizes and shapes, calcium carbide, and sheaf binding twine (during the pre-harvest rush), were shipped to the Regional Wholesale Supply Agency #1 directly from the factories. Some quantities of steel, iron, asbestos packing, abrasives, tools, workshop equipment, oxygen, and acetylene were bought by

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the regional wholesale agency directly from the central sales offices or regional wholesale agencies of various industries. Home-produced and imported tires for tractors and trucks were usually received by the regional wholesale agency directly from the Central Sales Agency for Motor Products (Motozbyt) or bought from the motor products sales agency's regional wholesale offices.

8. The Regional Wholesale Supply Agency #1 operated quite efficiently mostly because of the energy and competence of its manager who often disregarded official orders and directives in getting his work done. In 1954, the Ministry of Agriculture planned to open a subsidiary branch of the whole-<sup>50X1</sup> sale agency in the Legnica (N 51-12, E 16-12) area.

General Information

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9. The following official publications and instructions issued by the Central Agricultural Equipment Supply Agency (CZR) were used by every regional wholesale agency in conducting its business.
- a. CZR Information Book (Informator CZR) which was published twice up to 1954 and based on orders and directives issued by the Ministry of Agriculture and contained the following:
    - (1) General list of goods supplied by the CZR.
    - (2) Instructions for submitting orders for supplies.
    - (3) Instructions concerning receiving goods and settling accounts.
  - b. CZR Guide Book for Supply Officers (Poradnik Zaopatrzeniowca CZR) which contained a list of all spare parts for tractors and agricultural machines, statistical norms for the wear and tear of spare parts, and tables of exchangeable spare parts and bearings. This guide book was also used to facilitate the planning of supplies.
  - c. CZR Price Catalogues (Cenniki CZR) which were issued from time to time under the supervision of the State Economic Planning Commission (PKPG) and gave the wholesale prices of all spare parts, equipment, and materials handled by the CZR.
10. The regional wholesale agencies and their customers conducted their business according to the above mentioned instructions and guides in approximately the following way. The customers (POMs and PGRs) submitted their plans and orders to the regional wholesale agencies according to a timetable fixed by the CZR. However, this did not result in an automatic shipment of goods. The spare parts, materials, and equipment always had to be received by an authorized agent of the customer. The authorized agent received an invoice (Asignata-faktura) at the wholesale agency's purchase and sales section office and used it to request the goods from the warehouse where he had to sign a receipt for them. A copy of the invoice with a covering letter was later sent to the bank which settled the account. Cash sales were permitted up to 100 zlotys only; checks were seldom used.
11. Every regional wholesale agency kept inventory records and turnover statistics according to general instructions issued by the CZR. The application of the instructions varied with local conditions and storage facilities. The goods were recorded on special index cards. A separate card was used for each item according to the catalogue number of the item. Quantity, sales, and prices were recorded on the cards.

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The card indexes were kept at the purchase and sales section in special locked wooden boxes. Cards for the parts for each type of agricultural machine were kept in one box. In addition to the catalogue numbers each spare part was assigned a number by the regional wholesale agency and this number was also recorded on the index card. Technical materials (screws, iron, and steel) did not have catalogue numbers, but were recorded by dimensions and assigned a wholesale agency number only. Every order from a customer was first checked in the card index; if the goods were in store, the customer was informed when he could collect them. On the day of the sale, the invoice was written, the business transaction was recorded, and the goods were taken off the records.

12. The warehouses of the regional wholesale agencies varied with the premises on which they were located. Usually, the warehouses were divided into sections corresponding to the commercial sections of the central office of the CZR. Thus, there were usually three separate sections; one for tractor spare parts (sometimes there were different subdivision for each type of tractor), one for agricultural machine spare parts, and one section for workshop equipment and repair materials. This division was also maintained in keeping records and in making out invoices, and no mixing of goods from the different sections was permitted.
13. The storekeeper received new stock, signed for it, and arranged the stock on rows of double open-faced shelves which were numbered according to the catalogue and agency numbers described in paragraph 11 above. The stores were systematically organized and the quantity of goods noted on a small board on each shelf. This arrangement precluded the possibility of storing the same type of spare parts in more than one place and facilitated the checking of stock which was very important because an average regional wholesale agency kept approximately 10 to 15 thousand different spare parts in stock, of which about eight thousand were almost continuously in demand throughout the year. The warehouses issued spare parts and materials only when the customer's agent presented an invoice. As a rule, the orders were collected and deposited in some inclosed part of the warehouse where the customers could check them out. Customers were admitted inside the storerooms only in exceptional cases when they did not know the catalogue number of the spare part they needed but had the damaged spare part for which they needed a replacement. This often happened when a blacksmith from a state farm came to seek a part.
14. The quality of spare parts for tractors and agricultural machines supplied by the CZR regional wholesale agencies was very seldom questioned by the customers, mainly because they were indifferent to this problem in that they could do nothing about it. The quality of spare parts imported or produced by the key industries was higher than that of those produced by the factories and workshops controlled by the Central Administration of Technical Services for Agriculture (CZTOR) and higher than that of those produced by the smaller industries and cooperatives. The standards of the technical inspection teams of the CZR were high, but they could only thoroughly check the dimensions of the spare parts; the quality of both the raw material and heat processes used could only be checked very superficially. For this reason, spare parts with faulty dimensions were usually not shipped. However, a large quantity of spare parts with faulty dimensions produced for Zetor tractors and Kutnowiak sowing machines was shipped in spite of the objections of the CZR technical inspectors because of an order of the Ministry of Agriculture which ignored the inspectors' objections and approved the shipment because no other spare parts were available. This faulty production was later the object of a long investigation by the UB which suspected sabotage. As a rule, however, the main problem

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was not so much the quality but the periodic shortage of some types of spare parts which was caused by late deliveries of both home-produced products and imports from Czechoslovakia. The delays in delivery were attributed to poor production planning and inefficiency in the distribution of supplies.

15. The quality of sheaf-binding twine which was produced in Poland by the Stradom Factory in Czestochowa was low; this was attributed to the poor machinery in the factory. In spite of the objections made by the technical inspector of the CZR and by the state farms and state machine centers, the Ministry of Agriculture and the Ministry of State Farms issued orders that the production had to be accepted.
16. The inspections carried out by the CZR often uncovered shortages or surpluses in the stocks at the regional wholesale agencies which were not accounted for in the agencies' records. These were usually attributable to extralegal deals or thefts committed by the employees. In the past, the authorities had been rather lenient in these situations, although since 1952, several managers and employees of the regional wholesale agencies were discharged and put on trial for lack of supervision and theft. Beginning with the balance sheet drawn up for 1 January 1954, however, all chief storekeepers were held responsible for all irregularities which came out in the balance sheet, and source heard that two managers were arrested in 1954 for serious misdemeanors in supervising their wholesale agencies, one in Krakow, and one in Grajewo.
17. In 1953 - 1954, new buildings were under construction for the regional wholesale agencies in Gdansk, Bydgoszcz, Lublin, and Opole. According to plans worked out by the CZR, each wholesale agency was to have an office and administrative building which also had to contain some apartments for employees, two warehouses, one shed for goods to be stored in bulk, and four garages. (See [redacted] sketch of a typical new warehouse, page 9, which was planned for the wholesale agency in Gdansk). The floor space of the warehouses of the CZR regional wholesale agencies varied from 900 sq. meters to 3,000 sq. meters, but 1,500 sq. meters was considered as minimum. [redacted] in general the storage facilities were adequate and the goods were well preserved in spite of the fact that most of the warehouses were not heated. There were special instructions concerning the storage of bearings and tin, both of which had to be kept in heated store rooms. Another instruction concerned tires, which had to be protected from the weather.

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Legend to Memory Sketch of Lay out of  
the CZR Regional Wholesale Agency #1 in Wroclaw

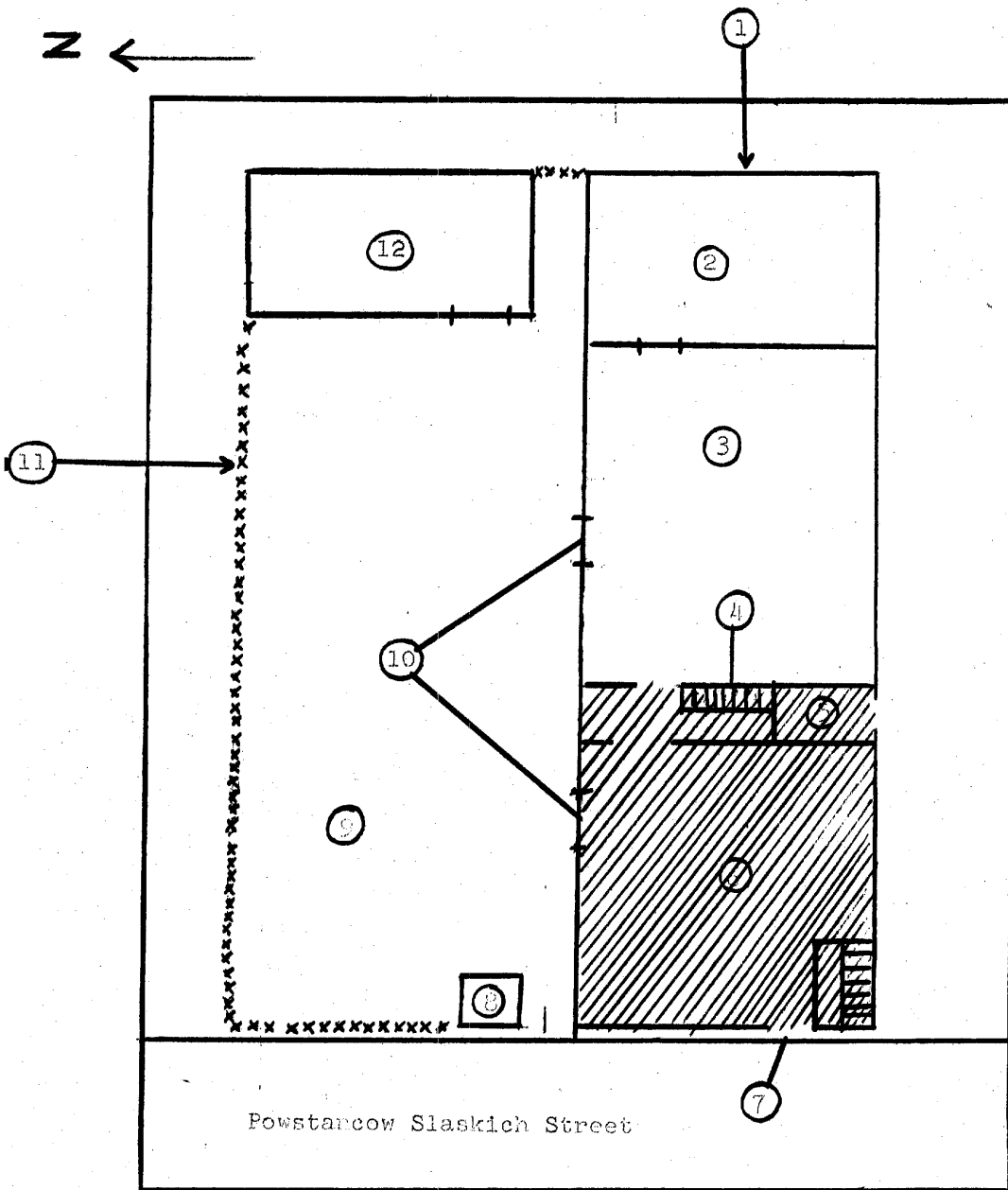
1. Main Building - About 20 x 60 meters. The western part was four-story and the rest of the building one-story.
2. Storeroom for workshop equipment and technical materials such as colored metals, screws, asbestos, abrasives, and tools.
3. Storeroom for spare parts for agriculture machines.
4. Stairs and inside entrance to the office.
5. Storeroom for most valuable equipment and material, such as leather belts, tin, gauges, etc.
6. Storeroom for spare parts for tractors.
7. Main entrance and stairs to the office.
8. Main drive-in gate guarded by armed industrial guards. Near the gate there was a small guard house.
9. Inside yard.
10. Warehouse doors opening on the yard.
11. Brick wall, plastered, about two meters high.
12. Wooden shed for storing iron rods, plough shares, carbide, etc.

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Layout of the CZR Regional Wholesale Agency in Wroclaw  
A Memory Sketch, Approximate Scale 1:400, 1cm = 4m



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Legend to Memory Sketch of a Warehouse  
Planned for the CZR Regional Wholesale Agency in Gdansk

1. Main gate to the warehouse.
2. Enclosed part of the warehouse for assembling goods and waiting place for customers.
3. Windows.
4. Reserve side gates.
5. Rows of wooden double open-faced shelves for storing spare parts for tractors and agricultural machines. Each shelf was about 5.5 m. long, 3.5 m. high, 1 m. wide, divided in small partitions 1.25 x 0.75 x 0.50 m.

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6/741.2	55M	
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11-12/741.2	55M	(7)

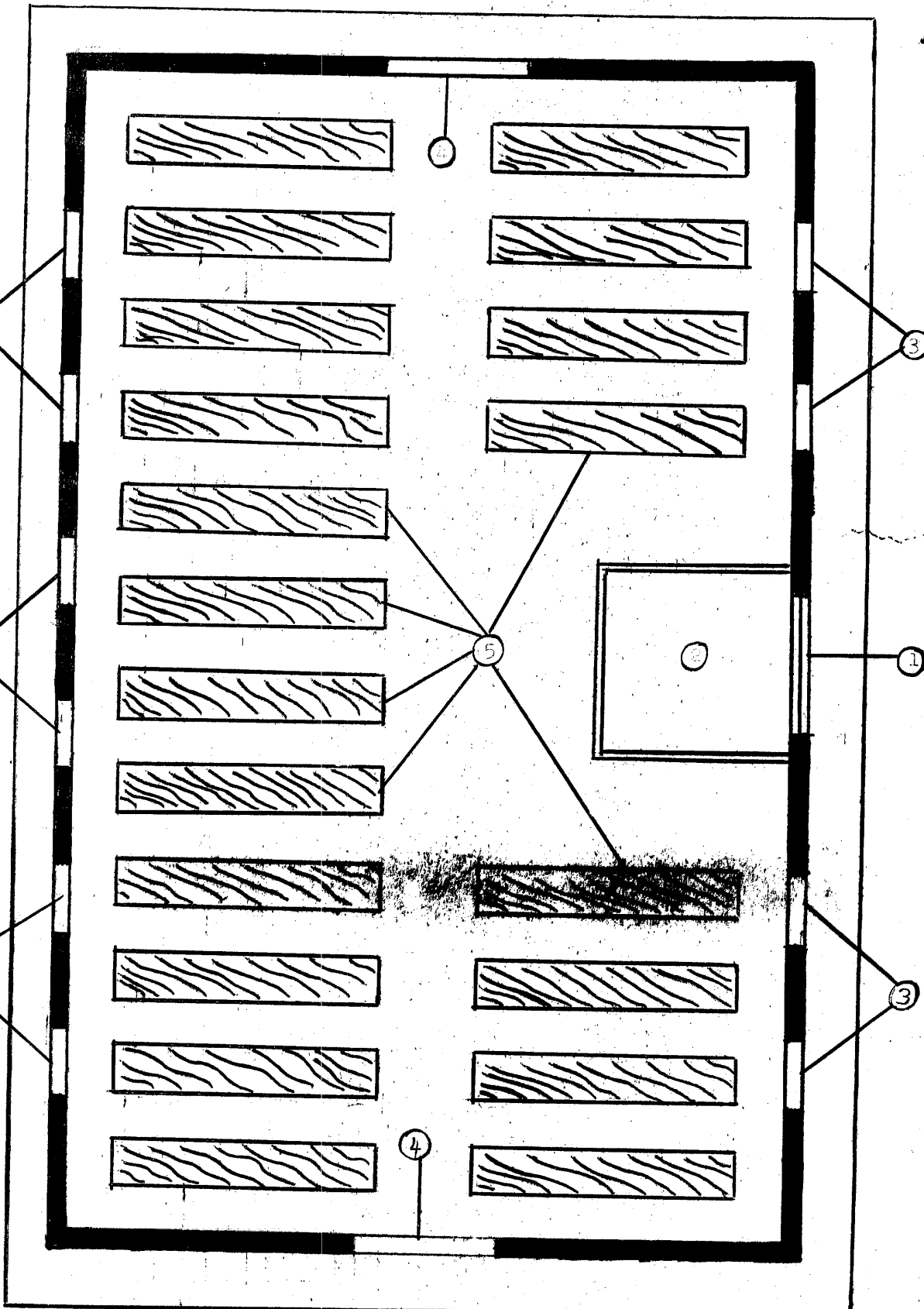
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Memory Sketch of a Warehouse Planned for the CZR Regional Wholesale Agency in Gdansk. Approximate Scale 1:100, 1cm=1m



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