
Charles Albert Converse Papers, 1939-1940
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Memorandum [Air Raid Precautions]

United States. Embassy (Great Britain).

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Mr. Gougeon

M E M O R A N D U M.

The following steps have been taken at No. 1 Grosvenor Square for the protection of those members of the staff who may be in the building during an air raid.

All windows to the Embassy's basement have been heavily sandbagged on the outside and sealed inside with shields to prevent shattering of glass and entrance of gases. A gas infiltration machine has been installed in the large room in the basement underneath the entrance to 3 Grosvenor Square which will take care of 120 people. Two doorways have been cut in the Embassy basement which will permit of entrance to this shelter and to the basement of the rest of the building. Yale keys to the locks on these two doors are kept by the Doorman at No. 1 Grosvenor Square with red tags marked "A.R.P" attached to them.

Gas masks furnished by the United States War Department have been supplied to all members of the staff and 4 special gas masks have been purchased in London for the use of the telephone operators.

A supply of electric torches and candles has been purchased for use in case of need.

A portable battery wireless set has been bought for use in listening to broadcasts made by the British authorities over the radio.

Dark blinds have been installed at all inside windows and lights have been shaded where necessary so that none of the electric lights in the building will be seen from the outside. All outside windows have light blinds and heavy curtains which exclude all light.

A liberal supply of first aid materials and equipment has been bought and 6 axes, 6 picks and 6 shovels are now in the basement. We also have 3 dozen buckets for water and sand and 10 chemical fire extinguishers placed in position