

J 1.23

67/14  
C



*Selvin*

Colorado River War Relocation Project  
Poston, Arizona  
October 20, 1942

MEMORANDUM TO: Employees.

It has been brought to my attention by the Commanding Officer of the Military Police that various employees have been issuing orders to the Military Police on guard without first clearing through his office.

I wish to call to your attention that the only people who can issue orders to the Military Police are the Commanding Officer, the Officer of the Day, or the Sergeant of the Guard. If, for any reason, any employee wishes certain instructions issued to the guards on duty, he should not take it upon himself to issue these orders, but must pass through the officers as listed above.

It has also been called to my attention by the Military Police that certain employees on this project have been taking evacuees through the gate without properly signed passes. In this connection, I wish to remind you that the only employees on the project authorized to sign passes are the Project Director and the Associate Director, and the Commanding Officer has been requested that, in the future, he will accept only these passes.

Only by following this procedure will we be able to keep an exact record and to assume complete responsibility for the welfare of the evacuees.

*W Wade Head*  
W. WADE HEAD  
Project Director

WWH:hj

416  
*Military*



COLORADO RIVER WAR RELOCATION PROJECT  
Poston, Arizona

January 28, 1943

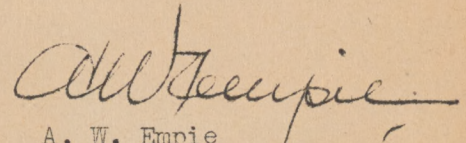
MEMORANDUM TO: ALL CAUCASIAN EMPLOYEES

In connection with official travel incident to the performance of your duties, there is quoted below, in part, General Regulations No. 88, Section 2, Paragraph 7.

"When travel is performed and transportation obtained through the issuance of Government transportation requests or use of Government-owned facilities, and there are no per diem or other expenses incurred incident to such travel, the traveler will prepare at the end of each month a voucher on Standard Form No. 1012-Revised, listing thereon in the space provided the dates and places visited during the month and showing the means of transportation, including Government transportation requests used; attach the original or a certified copy of his travel order to the voucher."

In compliance with the above regulations, therefore, all appointed personnel who perform any travel away from headquarters and for which no per diem is claimed, are directed to obtain travel authority through the regular official channels, prior to departure from the Project.

Complete cooperation is expected.



A. W. Empie  
Chief Administrative Officer



February 11, 1943

NOTICE TO EMPLOYEES:

The sale, possession, introduction, or attempted introduction of intoxicating liquors on an Indian Reservation is punishable as follows:

First Offense: Imprisonment for one year and a fine of \$500.

Second Offense and each offense thereafter:

Maximum imprisonment of five years and maximum fine of \$2000.

Under the Indian liquor laws, federal enforcement officers have the right to search and seize autos, boats, stores, packages, etc., without a warrant.

*W. Wade Head*  
W. Wade Head  
Project Director



COLORADO RIVER WAR RELOCATION PROJECT  
Poston, Arizona

September 6, 1943

MEMORANDUM TO: Staff Members

SUBJECT: Recruitment for the WAC's

The War Department has announced a program to accept American girls of Japanese Ancestry into the WAC's on exactly the same basis as all other American girls are accepted. This is a program that the War Relocation Authority and the War Department have been working on for some time and it is essential that every girl who is eligible to join the WAC's is informed about the opportunity.

Lieutenant House will be on the project, September 8, 9, 10, and 11, for the purpose of accepting applications. She will work in all three units and desires to contact as many girls as possible. It is important and necessary that the project get behind this program 100% and give Lieutenant House every possible cooperation.

Will you please make it your responsibility to see that every girl in your department is informed about the recruitment dates. Also please inform your staff members about the program. I also urge you to take the time to discuss the desirability of the program with individual girls and make yourself a one-man recruiting team. It is suggested that you contact Mr. Zimmerman on any questions you might have concerning the program.

*W. Wade Head*  
W. Wade Head  
Project Director

(3612)



Mr. Empie

Colorado River War Relocation Project  
Poston, Arizona

September 23, 1943

MEMO TO: Staff Members

SUBJECT: Signature on wires and letters

Supplementing Mr. Head's memorandum of today regarding his absence from the project, until further notice all telegrams and letters which ordinarily bear the Project Director's name should be prepared for the signature of Ralph M. Gelvin, Acting Project Director.

*Dorothy Stevick*

Dorothy Stevick  
Secretary to Mr. Head

CHIEF ADM. OFFICER	
REC'D	SEP 24 1943
NOTED	<i>[Signature]</i>
POSTED	
FW'D	



Mr. Empie

Colorado River War Relocation Project  
Poston, Arizona

September 27, 1943

CHIEF ADM. OFFICER	
REC'D	SEP 27 '43
NOTED	
POSTED	
FW'D	9/28

MEMO TO: Staff Members

SUBJECT: Acting Project Director

Starting today, I will be away from the project for a few days and Mr. L. L. Nelson will be Acting Project Director in my absence. Please give him your fullest cooperation

RALPH M. GELVIN  
Associate Project Director

RMG:ds



J 1.23 B  
Bram  
(Parker number  
only)

COLORADO RIVER INDIAN AGENCY  
Parker, Arizona  
October 30, 1943

MEMORANDUM TO: Telephone Subscribers  
(Superceding our memorandum of October 27, 1943)

FROM: COLORADO RIVER INDIAN AGENCY

Effective November 1, 1943, the following Parker, Arizona, telephone number changes are necessary in connection with providing improved toll trunk service.

As usual, Long Distance, Blythe, California, will be reached by dialling "0".

To call Poston, dial "9". Nos. 261 & 471 are discontinued.

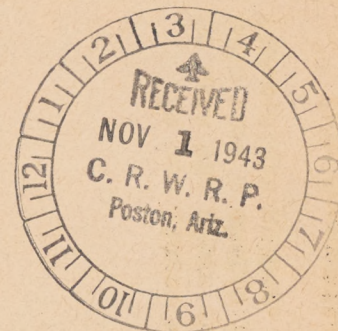
Number changes

<u>Discontinued</u>	<u>Call</u>
210	460
211	461
212	462
213	463
215	465
218	468
301	451
302	452
303	453
304	454
311	491
313	493

In compliance with the current paper economy drive, you are requested to make the above changes in your present telephone directory. You will note that a change is necessary only in the first two digits of each three-digit number.

Your cooperation is earnestly solicited.







COLORADO RIVER INDIAN AGENCY

Parker, Arizona

November 2, 1943

MEMORANDUM TO: Telephone Subscribers

FROM: Colorado River Indian Agency

Owing to the fact that all equipment necessary to change our telephone switchboard as originally planned has not been received, it is necessary to change the dial number for the War Relocation Project at Poston.

Until further notice, it will be necessary to dial "301" to reach the Poston exchange.



COLORADO RIVER WAR RELOCATION PROJECT  
Poston, Arizona

November 19, 1943

MEMO TO: Telephone Subscribers

FROM: Telephone Office

Effective November 17, 1943:

Fire Chief's Telephone: Office & Residence - 104  
(Please note and make changes in directory)

Buck, W. L. (Watermaster) - )  
Barbour, R. A. (Subjugation) - ) 113 - remains same

(3954)



COLORADO RIVER WAR RELOCATION PROJECT  
Poston, Arizona

November 23, 1943

GENERAL INSTRUCTIONS TO ALL EMPLOYEES OF THE COLORADO RIVER WAR  
RELOCATION PROJECT

SUBJECT: Complete Physical Inventory of all Property

As announced under date of November 16 coincident with the transfer of this Project to the War Relocation Authority, it is necessary to conduct a complete physical inventory of all supplies, materials and equipment now located on this Project. This inventory will include:

- A. All supplies, materials and equipment procured through the expenditure of War Relocation Authority funds.
- B. All supplies, materials and equipment procured through the expenditure of Indian Irrigation Operation, Maintenance and Construction funds.
- C. All supplies, materials and equipment procured by loan from the Indian Service and other Agencies of the Government. Items falling within this main classification involve two headings classified as follows:
  - 1. Items transferred to this Project on Inter-unit Transfer Vouchers where no exchange of funds has been made.
  - 2. Items transferred to this Project on Memorandum Receipts where no exchange of funds has been made.

The inventory work will begin on November 25 and will continue progressively and without delay until completed. It is extremely important that all Project operations be arranged so as to give preference and undivided attention to this inventory until completed.

During the inventory of warehouses only emergency issues will be made.

The work of conducting the inventory shall be divided among all appointed personnel of the Project and the assistance shall be secured from the evacuees when necessary to carry on the work of making the physical count, recording the items on the prescribed form and forwarding to the Cost Accounting and Property Control Unit of the Finance Section.

Assignments have been made to various groups and detailed instructions to each of these groups have been provided for their guidance. These groups are as follows:

General Project Management  
Internal Security - C. Harper



Community Management

Education ) John W. Powell  
              ) Arthur L. Harris

              ) A. Pressman  
Hospital ) O. L. Prather  
          ) E. V. Vickers

Community Activities - Walter Balderston

Public Welfare ) Lou E. Butler  
                  ) Alice Cheney

Community Enterprises ) Charles M. Beltt  
                          ) Ralph Currie

Administrative Management

All Offices and Personnel Barracks in Administrative Area

H. W. Palmer ) Employees  
R. W. Schmidt ) Quarters  
Vern S. Kubitz  
T. E. Kilcrease  
K. C. Stewart  
L. B. Allman  
R. C. Goetting ) Cost Accounting, Timekeeping & Office services  
Charles Gilbert )  
James D. Crawford )  
Giles L. Zimmerman ) Employment and Leave Offices

Employees occupying cottages in Block 34 and apartments  
in Hospital will list their own inventories.

Supply

Warehousing ) F. M. Haverland  
Mess Management ) H. H. Felstead  
Postal Service ) Robert Smith  
Motor Transport & Maintenance ) E. S. Wickersham  
                                  ) H. J. Vatcher  
                                  ) C. C. Campbell  
                                  ) W. C. Barrett

Operations

Fire Protection ) Joe Fien  
                  ) Harvey Woodhouse

Agriculture ) W. C. Sharp  
& Industry ) John H. Stalcup

Building Construction )  
& Maintenance ) C. A. Popkins

Utility Maintenance ) D. R. Bowman  
& Coolers ) Kenneth Schultz  
                  ) Paul Thimmes



Irrigation, Drainage & Roads

- ) R. H. Rupkey
- ) A. R. Barbour
- ) L. M. Armstrong
- ) H. A. Short
- ) T. M. McDonald
- ) L. F. Warnock
- ) E. L. Decker

Distribution System - W. L. Buck  
(Irrigation)

Administration Building and Employment Quarters - Camp II & III

Camp II - James D. Crawford

Camp III - Moris Burge

*W. Wade Head*

W. Wade Head  
Project Director

(3973)



Colorado River Relocation Center  
Poston, Arizona

December 11, 1943

MEMO TO: All Employees

SUBJECT: Store Committee

The following employees are appointed as a committee to arrange for store facilities for the personnel on the project:

Mr. L. L. Nelson, Chairman  
Miss Lou Butler  
Mr. James D. Crawford  
Mr. T. D. Culbertson  
Mrs. Kenneth Schultz

This committee is given full authority to make necessary arrangements for store operations of the type that they deem necessary on this project.

(4040)

W. WADE HEAD  
Project Director



Colorado River Relocation Center  
Poston, Arizona

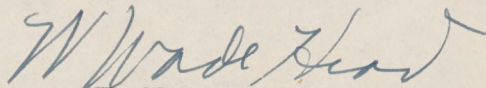
January 3, 1944

MEMO TO: Staff Members

SUBJECT: Acting Project Director

I will be away from the project for a few days and Mr. Moris Burge will serve as Acting Project Director.

During my absence I hope that everyone will give Mr. Burge the same fine cooperation that I have received.



W. Wade Head  
Project Director



*Mr. French*

Colorado River Relocation Project  
Poston, Arizona

January 3, 1944

TO: All Evacuee and Appointed Personnel

SUBJECT: Responsibility for Government Property

Policies of the WRA with particular reference to property control and accountability provide that every employee, evacuee and appointed personnel, is directly or indirectly responsible for all supplies, materials and equipment used on the Center.

Indirectly you are responsible for the care and proper use of Government property, regardless of who may be the actual custodian. This is your duty as an employee of the WRA.

Directly, you are monetarily responsible for property in your custody or under your supervision. Conservation and proper utilization of Government property should, therefore, be one of your primary objectives. Remember that your personal investment in this property as well as Uncle Sam's interests must be protected.

Disregard for this purpose any previous distinction between expendable and non-expendable property, for it is all accountable in one way or another. Government property in your custody must be accounted for irrespective of its kind, quantity, quality, value or dimensions. You should always be prepared to (1) produce the item, (2) a receipt therefor, or (3) some other document to prove its legal disposition.

In the absence of the above, the Board of Survey may determine financial responsibility, particularly where negligence or abuse is evident. Salary deductions can be made in such cases.

Any accident or improper conduct where personnel or Government equipment is involved must be reported immediately through proper channels to the Washington office. All cases of negligence or unauthorized use of Government property become a part of the employee's personnel records.

Your fullest cooperation in carrying out the WRA's program of conservation of Government property and the personal safety of its personnel is anticipated.

*W. Wade Head*  
W. Wade Head  
Project Director



Colorado River Relocation Center  
Poston, Arizona

January 4, 1944

MEMO TO: Staff Members  
Community Council  
Local Community Councils  
Unit Administrators

SUBJECT: Assistant Project Director in charge of Administrative  
Management

Effective January 1, 1944, Mr. L. L. Nelson was appointed  
Assistant Project Director in charge of the Administrative  
Management Division.

*W. Wade Head*

W. Wade Head  
Project Director

(4084)



Colorado River Relocation Project  
Poston, Arizona

January 5, 1944

MEMO TO: Appointed Personnel Eating at Administrative Messes

SUBJECT: Ration Books

This Project has been given a revised interpretation of the ration rules under which ration points are collected from the personnel eating at the Personnel Messes.

Paragraph 4 of the rationing memorandum issued from this office, November 19, 1943, has been revised to read as follows:

4. Persons required to turn in ration points are:

- a. Those who eat eight or more meals per week at Administrative Personnel Messes.

Ration books will be returned to those individuals who signify, in writing, that they do not intend to take eight or more meals per week in the Personnel Mess. Books can be secured as before by applying at the Stewards Office, Camp I, Poston, Arizona.

*F. M. Haverland*

F. M. Haverland, Supply Officer

*3 hung*



Dr.  
Gunch

WRIT STAFF, FIO

Colorado River War Relocation Project  
Poston, Arizona

January 17, 1944

To: All appointed personnel

Subject: Cameras on project

Appointed Personnel may now use their cameras to take pictures on the project, within these limitations:

1. Each possessor of a camera must register it at the Reports Office on the project, and receive a permit for its use.
2. Photographs of personnel, equipment or installations of military forces at relocation centers are not permitted.
3. Photographs of industries within relocation centers making goods and articles for the armed forces are not permitted.
4. Cameras must not be loaned to persons of Japanese ancestry. Any found in their possession will be confiscated, irrespective of ownership. This is necessary since under existing regulations of the Western Defense Command, cameras are regarded as contraband for persons of Japanese ancestry within the area of that command.
5. Photographs must not be released for use in newspapers or magazine, without first clearing them through the Reports Office.
6. Persons using cameras will at all times observe the right of privacy of the individual.

Developing and printing of pictures taken by appointed personnel is the responsibility of the individual taking them, and shall be sent outside the project. The photo laboratory here is for official use only.

The Reports Officer would appreciate prints of pictures made of center activities, such as exhibits, men working in fields, good human interest shots, etc. be used in keeping a pictorial history of the project.

MORIS GUNCH  
Acting Project Director



*WRA Poston Story -*  
*Dr French*

COLORADO RIVER RELOCATION PROJECT  
Poston, Arizona

January 27, 1944

To All Employees of the Colorado River Relocation Center:

Before leaving Poston I want to express my appreciation to members of the staff for your splendid cooperation during the past twenty months. No man has had the privilege of working with a finer staff.

During the hectic days of "intake", preparation for mass segregation, and other crises incident to a huge, history-making undertaking new in the annals of United States history, long hours, dust, uncomfortable living conditions have meant nothing to many of you. In fact, nothing mattered except getting the job at hand done well. Words are not adequate to express appreciation for this sort of cooperation.

Those who have joined the staff in more recent months have shown themselves willing to give just as generously of themselves to further the work of the project, and have added much to its progress.

I feel sure this fine spirit of cooperation will be continued in your work with Duncan Mills, my friend of long standing, who today becomes your acting director. Most of you know him and already have confidence in his ability and judgment, as I have.

My interest in Poston, its staff and its people, will continue, even though my work is elsewhere, and I shall look forward with pleasure to meeting any and all of you whenever the opportunity presents itself.

*Wade Head*  
W. WADE HEAD



Colorado River Relocation Center  
Poston, Arizona

March 29, 1944

MEMO TO: Appointed Personnel

SUBJECT: Domestic Service

The Director of the War Relocation Authority has ruled that evacuees employed by the appointed personnel in domestic service and for laundry work may no longer receive compensation in excess of the standard project wage of \$16 per month, and that all such services must be handled through the Community Enterprises. It is felt that the present system is contrary to the basic policy of the War Relocation Authority.

We expect to receive a detailed instruction from Washington on the new procedure shortly, and in the meantime it is necessary for us to have certain information in order to prepare for the impending change.

If you are using domestic service or laundry service, will you please give below the names of the evacuees by whom these services are rendered, and return this paper to my office not later than Monday, April 3. I shall appreciate your prompt cooperation.

I should like to assure you that we will make every effort to see that the changeover is effected with the least possible inconvenience to you.

*Duncan Mills*

Duncan Mills  
Project Director

-----  
Name of appointed personnel \_\_\_\_\_

Domestic Service \_\_\_\_\_  
Name of Evacuee \_\_\_\_\_

\_\_\_\_\_  
Address

Laundry Service \_\_\_\_\_  
Name of Evacuee \_\_\_\_\_

\_\_\_\_\_  
Address

(4272)



*Drawn*

Colorado River Relocation Center  
Poston, Arizona

April 5, 1944

MEMORANDUM TO: All Appointed Personnel

There will be a meeting to announce the opening of the new Store at the Personnel Dining Hall, Block 34 at 7:00 P.M. Thursday evening, April 6, 1944.

All those interested are urged to attend this meeting.

*Duncan Mills*  
Duncan Mills  
Project Director







Colorado River Relocation Center  
Poston, Arizona

May 31, 1944

MEMO TO: All Appointed Personnel

SUBJECT: Registration of Qualified Voters

Since transportation problems have made it difficult for all appointed personnel here to get to Parker during registration hours, Justice of the Peace Harry Harney has arranged to come to Poston Saturday, June 3, for the purpose of registering those who are entitled to vote in Arizona in the coming election.

Judge Harney will be in the Administration Building conference room from 9 a.m. to 5 p.m. to accommodate any who wish to register.

All members of the appointed personnel or their families who have lived in Arizona one year prior to election date and are otherwise qualified are entitled to register.

Change of registration from another precinct in Arizona to the precinct in which Poston is located may also be made at this time by any person already registered in Arizona and otherwise qualified.

*Duncan Mills*  
Duncan Mills  
Project Director



Poston Admin Notes.

David H. French

Colorado River Relocation Center

Poston, Arizona

June 22, 1944

Memorandum to: All Appointed Personnel  
Subject: Administrative Payroll  
Period June 16-30, 1944

Due to the fact that June 30 will be the end of the fiscal year, it will be necessary that deductions for the entire month of June for subsistence and quarters be made from the administrative payroll for the period June 16-30. This will necessitate waiting until after June 30 before preparation of payroll can be made for the last half of June in order to accumulate the necessary subsistence and quarters figures for the month. There will, therefore, be no deductions for subsistence and quarters from the payroll for the period July 1-15. The payroll for the last half of July will contain subsistence and quarters deductions for the period July 1-15.

J. W. Shepard  
Finance Officer

(4498)



Colorado River Relocation Project  
Poston, Arizona

July 13, 1944

MEMO TO: All Appointed Personnel

SUBJECT: Staff Service Flag

At the Fourth of July celebration held in the Unit I School Auditorium, two service flags were presented to the appointed staff by Community Activities. These flags will be hung in the lobby of the Administration Building.

A star will be added to the flag for each son, brother, or husband of an appointed staff member serving in the armed forces or for each daughter, wife, or sister in the Wacs, Waves, Spars, Marines, or Nurses Corp.

Will you notify C. H. Johnson, Postmaster, if you have such a relative in service, in order that a star may be placed on the flag for them?

Also, if you recall the name of a former staff member who left this project to join the armed forces, will you call Mr. Johnson's attention to it?

*Duncan Mills*  
Duncan Mills  
Project Director

PBB:mk

(4551)



Colorado River Relocation Center  
Poston, Arizona

July 18, 1944

MEMO TO: All Appointed Personnel

SUBJECT: Critical Vacancies

If you know of persons available or interested in securing appointment at this Center to any of the listed positions, please have them communicate with or submit Form 57 to the Personnel Management Section. In discussing the positions with possible applicants care should be taken that no commitments of employment are made.

It is necessary that a Certificate of Availability be secured before an offer of employment can be made to any applicant.

LEGAL DIVISION

<u>Position</u>	<u>Grade</u>	<u>Salary</u>	<u>Number of Vacancies</u>
Secretary	CAF-4	\$1800	1

REPORTS DIVISION

Jr. Reports Officer	CAF-7	\$2600	1
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ADMINISTRATIVE MANAGEMENT DIVISION

Assistant Project Director	CAF-13	\$5600	1
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Mess Management Section

Assistant Storekeeper	CAF-5	\$2000	1
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Cost Accounting Section

Jr. Cost Accountant	CAF-7	\$2600	1
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Property Control & Warehousing Section

Receiving & Shipping Supervisor	CAF-6	\$2300	1
Property Clerk	CAF-5	2000	1
Assistant Storekeeper	CAF-5	2000	1

Personnel Management Section

Assistant Personnel Officer	CAF-11	\$3800	1
Personnel Technician	CAF-9	3200	1
Personnel Housing Manager	CAF-5	2000	1



Statistics Section

<u>Position</u>	<u>Grade</u>	<u>Salary</u>	<u>Number of Vacancies</u>
Statistician	P-3	\$3200	1
Gate Clerk	CAF-3	1620	1

COMMUNITY MANAGEMENT DIVISION

Education Section

Assistant High School Principal	P-3	\$3200	1
Head Teacher	P-2	2600	3
Secondary Teacher	P-1	2000	3
Sr. Elementary Teacher	P-1	2000	1
Elementary Teacher	SP-4	1620	12
Vocational Teacher	SP-8	2600	1

Internal Security Section

Guard	CPC-5	\$1680	3
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Health Section

Dietician	SP-8	\$2600	1
Laboratory Technician	SP-6	2000	1
Assistant Chief Nurse	SP-7	2600	1
Supervising Nurse	SP-6	2000	1
Junior Staff Nurse	SP-4	1620	2

OPERATIONS DIVISION

Secretary	CAF-4	\$1800	1
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Engineering Section

Office Engineer	P-3	\$3200	1
Operations Analyst	CAF-5	2000	1

Irrigation Drainage & Roads Unit

<del>Chief Foreman Construction</del>	<del>CPC-10</del>	<del>\$2600</del>	<del>2</del>
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Agriculture Section

Farm Superintendent	CAF-11	\$3800	1
Assistant Farm Superintendent	CAF-9	3200	1



Motor Transport & Maintenance Section

<u>Position</u>	<u>Grade</u>	<u>Salary</u>	<u>Number of Vacancies</u>
Foreman Mechanic	Ungr.	\$1.25 p.h.	1
Mechanic	Ungr.	1.225 p.h.-- 21.6% overtime	6

Fire Protection Section

Asst. Fire Protection Officer	CAF-9	\$3200	1
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*Philip J. Cassilly*  
Philip J. Cassilly  
Personnel Officer



Poston Admin Notices.

*French*

Colorado River Relocation Center  
Poston, Arizona

July 24, 1944

MEMO TO: All Members of the Appointed Personnel

SUBJECT: Use of Water

Attached is a memorandum to all evacuee residents of Poston I concerning the danger of continued use of water beyond the capacity of our plant.

Members of the appointed personnel and their families have been equally guilty of wasting water. This is particularly true in their failure to regulate the flow of cooler water. Water in many coolers is left running when coolers are not in operation.

Please take the necessary steps to prevent the continued waste of water.

*Duncan Mills*

Duncan Mills  
Project Director

(4581)



Colorado River Relocation Center  
Poston, Arizona

July 22, 1944

MEMO TO: Residents of Poston I

SUBJECT: Water Consumption

Our use of water reached beyond the danger point. In Unit I the amount used on July 19 was over three million gallons. This is the same as 450 gallons per person for twenty four hours.

This is more water than we are able to pump out of the wells. At this rate our pumps will be useless in a short time; equipment will be worn out; our wells will be filled with sand; there will be no water in the mains in case of fire, and Poston will face catastrophe.

In the last few days the amount of water being used has jumped to these alarming proportions. Much of it is being wasted. Coolers are being turned on full, although this does not increase their efficiency, showers are flowing night and day when not in use, and excessive water is used for irrigation and dust control, and fish ponds.

For the protection of the residents, we will have to take drastic steps to remedy this danger. I know that if the residents fully understand the danger, they will cooperate in conserving water. Two million gallons is the maximum amount within the safe limit of our plant in Unit I. When the use exceeds this amount, in order to protect the community, it will be necessary to cut off the water supply.

Effective immediately, daily readings from the pumps will be given to the Block Managers' Supervisor. He will notify the Block Managers when the consumption is approaching the danger point, and they will arrange whatever steps are necessary in the blocks. In order to avoid an immediate cut-off, it will be necessary for the residents to cut their use of water by one-third.

Duncan Mills,  
Project Director.



Colorado River Relocation Center  
Poston, Arizona

*French*

July 28, 1944

MEMO TO: All Offices; All Quarters

SUBJECT: Instructions for use of Government Installed  
Coolers

The coolers installed on the project are evaporative coolers. They are operated by drawing air through a pad saturated with water.

For efficient operation just enough water should flow to keep the pad saturated. When the cooler is properly adjusted this results in a small amount of water running off through the waste pipe.

In order to conserve water, please observe the following practices:

1. Always turn off water when cooler is not in use.  
(Valves for this purpose are either on the cooler, or on the pipe leading to it.)
2. Turn water down so that the waste pipe drips, but does not run a steady stream.
3. Report to the proper authority (Block Manager, Unit head, Section head, or Housing supervisor) if cooler is not operating efficiently.

*Duncan Mills*

Duncan Mills  
Project Director



COLORADO RIVER RELOCATION PROJECT  
POSTON, ARIZONA

August 4, 1944

MEMO TO: All Appointed Personnel  
SUBJECT: Send-off for Draftees

A send-off for 77 boys who are leaving for active service will be held at Block 4 stage at 8:45 tonight (Friday).

Lt. Guy D. Mosier, Jr. who is just back from Italy, will speak. The Indian Band will play and other numbers are planned.

The busses carrying the boys will leave Block 4 at 10:30.

Please make arrangements to be there and help honor the boys who will soon be fighting your battles.

*Duncan Mills*

Duncan Mills  
Project Director



*Fals*

Colorado River Relocation Center  
Poston, Arizona

*Mr Stowe*

August 21, 1944

MEMORANDUM TO: All Personnel and Evacuee Residents

SUBJECT: Post Office Hours

Beginning Monday, August 21, 1944, business hours at the windows in the main Post Office will be from 9 am to 12 noon and 1 p.m. to 5 p.m. on week days and from 9 a.m. to 12 noon on Saturdays.

*Duncan Mills*

Duncan Mills  
Project Director



*Stowe*

Colorado River Relocation Center  
Poston, Arizona  
EMERGENCY NOTICE

September 1, 1944

TO : All Appointed Personnel

SUBJECT: Rabies Protection

The Project Veterinarian has examined and ordered destroyed a rabid dog. All appointed personnel are hereby instructed not to permit dogs out of doors except on a rope or leash. All dogs owned by or in the custody of appointed personnel must be reported to my office immediately on the form below. Stray dogs should be reported immediately to the Internal Security Office so that they may be destroyed.

It is planned that the Project Veterinarian will immunize all dogs on his next visit to the Center.

Cats need not be confined but should be watched carefully for indications of rabies.

*Duncan Mills*

Duncan Mills  
Project Director

---

Colorado River Relocation Center  
Poston, Arizona

TO: Duncan Mills, Project Director

I own or have in my custody \_\_\_\_\_ dog Poston License No. \_\_\_\_\_  
which I am caring for in accordance with instructions dated  
September 1, 1944.

---

Signature

---

Address



*French*

Colorado River Relocation Center  
Poston, Arizona

EMERGENCY NOTICE

September 9, 1944

TO : All Appointed Personnel

SUBJECT: Rabies Protection

In accordance with Emergency Notice dated September 1, the Project Veterinarian will vaccinate all dogs in this Center and it will be required that all dogs be brought to one of the places indicated below at the specified time:

Unit I	Sept. 13	1:00 P.M.	Auditorium
Unit II	Sept. 14	1:00 P.M.	Police Station
Unit III	Sept. 15	1:00 P.M.	Poston Square Garden

Any appointed personnel owning or having custody of dogs which have not been reported to my office must report them immediately. Stray dogs should be reported immediately to the Internal Security Office so that they may be destroyed.

*Duncan Mills*

Duncan Mills  
Project Director



*French*

Colorado River Relocation Center  
Poston, Arizona

September 15, 1944

MEMO TO: All Appointed Personnel

SUBJECT: Japanese-American War Casualties

The Washington office is anxious to obtain information concerning Nisei killed, wounded or missing in action as soon as word is received by their relatives or friends.

A system has been set up by the reports officer whereby War Department messages to wife or parents residing on the project are immediately accessible to her. However, such news of Nisei whose next of kin have relocated is often difficult to obtain, since the official notification does not reach the center. Or, as has happened in the very recent past, the War Department notification goes to a wife who has relocated, and his parents who remain in the center receive the news by letter from her.

Should you hear that a relative of any of your employees or one of your Nisei friends has been killed, wounded or is missing in action, please make it your business to call the reports officer, immediately, giving what information you have.

This applies whether the soldier involved was a resident of the center when he entered the service, whether he had relocated or whether he entered the army prior to evacuation.

*Duncan Mills*  
Duncan Mills  
Project Director



Colorado River Relocation Center  
Poston, Arizona

*French*

EMERGENCY NOTICE

September 26, 1944

TO : All Appointed Personnel

SUBJECT: Rabies Protection

The second injection of rabies vaccine will be given to dogs by the Project Veterinarian at the places indicated below:

Unit I	Sept. 27	1:00 P.M. Elementary School Auditorium
Unit II	Sept. 28	1:00 P.M. Police Station
Unit III	Sept. 29	1:00 P.M. Poston Square Garden

Dogs which have not yet received their first injection should also be brought to the stations, where they will be given a larger amount of vaccine than the dogs receiving their second injections.

Certificates will be given the owners of all dogs vaccinated to show that their dogs are protected against rabies for a period of one year.

*MORIS Burge*  
Moris Burge  
Acting Project Director



Colorado River Relocation Center  
Poston, Arizona

December 15, 1944

TO: All Appointed Personnel

SUBJECT: Report of meeting of Recreation Committee

The first meeting of the Recreation Committee appointed by Mr. Duncan Mills met on December 13, and organized as the Recreation Planning Board. The membership includes:

Mr. David Conlin, Chairman	Dr. Richard O'Connell
Mr. Howard Andresen, Treasurer	Mr. Otis Robarge
Mrs. Helen Greiner, Secretary	Miss Agnes Corrigan
Mrs. Hendrick	Mr. Corlies Carter
Mr. Hugh Young	Mr. Dallas C. McLaren
Mrs. Charlotte Hope	Mr. Jerome T. Light
Mrs. Dorris E. Leanhard	

The following plans were proposed and discussed:

1. Organize Recreation Center for appointed personnel staff and families. Center to be located in former Engineering Building now partly occupied by Personnel Section, Unit I.

Plans for activities in Recreation Center:

1. Snack Bar
2. Weekly movies, if practicable
3. Juke Box
4. Lending Library
5. Social functions -- games, dances, card parties, entertainments, etc.

2. Encouragement of organization of subsidiary clubs i.e., tennis, badminton, Little Theatre, etc.

Plans were completed to prepare boxes for the soldiers of the Military Police for Christmas distribution. A contribution of 25¢ from each of the appointed Personnel Staff is requested to defray the expenses. The following committee has been appointed:

Mrs. Herbert Weiler, Chairman  
Mr. Alfred T. Ploeser -- Collections for Camp I  
Miss Mary C. Ferris -- Collections for Camp II  
Mr. Robert Montgomery - Collections for Camp III

Collections should be made and returned to Mrs. Weiler by Wednesday, December 20, 1944.

David A. Conlin  
David A. Conlin  
Chairman

APPROVED:

Duncan Mills

Duncan Mills  
Project Director



Colorado River Relocation Center  
Poston, Arizona

March 12, 1945

Memorandum to All Appointed Personnel and their Families

Subject: Tobacco Rationing

The Poston Co-operative Enterprises has received a warning from the Arizona Tax Commission, Law Enforcement Division, that it is illegal for the Co-operative to issue ration cards or to sell cigarettes to any person under twenty-one years of age.

In order to make sure that the Arizona State Laws are not being violated, the decision has been made to review and cancel on March 17, 1945, all tobacco rationing cards now in use and reissue them as of March 18th. Will you please surrender the card you now have to our Personnel Management Office and it will be exchanged for a new one which you may use on and after March 18.

*Duncan Mills*

Duncan Mills  
Project Director



## ポストンの留様へ

所長 ダンカン・ミルス

我々は所内職業に就いて今や困難なる時期に到達してあります。度々のメス・ホール閉鎖を餘儀なくされる關係上昨今休職者は増える一方であります。且又四月一日迄にメス・ホールは就働定員数までに淘汰致さねばなりませんし又同時に農業部及びエンジニアリング部にも少数の淘汰が行はれます。併し此の度の淘汰は主にメス・ホール就働員で現在の処三百人以上が淘汰されるのではなうかと思はれます。

如き所内各部門では経験ある人々を再轉任に依り失ひつゝあります。既に病院、會計部及び他の重要部門では退職者の補充がなひ限りその運営に故障を生じるまでになつて居るのであります。

第一回メス・ホール閉鎖の際に休職者の爲作られた統計分拆表を見ますと次の二つの事實を知る事が出来るのであります。

一 思掛けなくも就働者が若かつた事です。年齢が二十歳から四十六才

ニメス・ホール就働者であつた人々は他の仕事を欲しがらなひ。

メス・ホール就働者は隣り近所の氣受けやホームの近くで働けると云ふ利点を享樂して居る傾きがあり且つメス・ホール就働期間が餘り長かつたから他の仕事は出来なくなつて仕舞つたと考へ勝ちである様に思ふのであります。然し所内重要部門の人員不足は現在メス・ホールに働いて居る人々から補はなければならぬのであります。病院では婦人(二十歳より五十歳に實際用看護の方法を教へて居りますし又必要に處てはハーフ・タイムでも習ふ事が出来ます。

斯くの如く所内の他の部門でも同様にタイムの調節が出来、仕事を

見習ひ、貴い職業的经验を得る事が出来ると信じます。此の人員不足を補ふには現在メス・ホールに就働して居られる方々が自ら進んで他の仕事に就職して下さらなければいけません。



又第二、三館府の人々は重なる行政上の仕事が第一館府にある関係上益々自ら進んで之等重要な仕事に就職せしむる事を私は切望致します。私は斯かる自發的行動は自身には色々不便でありませうが近所の人々に奉仕する事に衷りはなく館府の留様から感謝される事と信ずる者であります。

私は勞力委員及び職業紹介所の方々に就働者の爲所内部内で人員を削減される部門から比較的削減されない他の部門へ転ずるやう機会を與へるとか獎勵される様依頼致しました。

私は参事員、食料委員又は各部落住民の留様が目前に迫る此の危機に於て眞剣に考慮行動されなければならぬと信ずるのであります。此の数週間の中に三面以上の仕事にこの仕事の殆んどメス・ホールであります。同時に之と同等数の人々が同期間内に出所するものと予想されます。ですから留様が努力されない限り所内の運営は沮害される事になります。

最近マイヤー氏は我々職員一同にも緊急の場合には如何なる仕事の割當を受ける覚悟で居る様申されしました。私はこの際ポストンの就働者諸君にも同じ様な事を御願ひ致します。重要部門は一目として忽せにする事は出来ないのでありますから留様の協力を切望致す次第であります。



ポストンの留様へ

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斯くの如く所内の他の部門でも同様にタイムの調節が出来、仕事を見習ひつゝ貴い職業的経験を得る事が出来ると信じます。此の人員不足を補ふには現在メス・ホールに就働して居られる方々が自ら進んで他の仕事に就職して下さるなければいけませんのであります。



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私は参事員、食料委員又は各部落住民の留様が目前に迫る此の危機に於て眞剣に考慮行動されなければならぬと信ずるのであります。此の数週間の中に三面以上の仕事にこの仕事の殆んどメヌホールであります。が無くなります。同時に之と同等数の人々が同期間内に出所するものと予想されます。ですから留様が努力されない限り所内の運営は沮害される事になります。

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Poston Admin. Notices.

COLORADO RIVER RELOCATION CENTER  
POSTON, ARIZONA

MARCH 19, 1945

MEMO TO: Appointed Personnel

SUBJECT: Signature

This card will not be honored at the co-op stores  
unless it bears the signature of the owner.

Philip J. Cassilly  
Personnel Officer



April 17, 1945

Dear Friends,

The appointed personnel of this Center has organized a Recreation Clubhouse to be called the "Poston Appointed Personnel Club." In order that you may be informed of its purpose and governing rules, we are enclosing here a copy of the constitution and bylaws which have been approved by your elected representatives. You will note that these may be amended by the membership at any time, should the need arise.

The undersigned have been elected as your temporary Executive Committee to carry on the functions of the club until a permanent governing committee has been elected by the majority of the members.

We are anxious to make this club a real success and an asset to the community. In order to do this we need the support of every possible member. Our plans include many good times and we want you to share these good times with us. The cost is small, only \$1.50 initiation fee, which includes one month's dues. Dues are only 50¢ per month. You will not be asked for the second month's dues until after the clubhouse has been opened.

Representatives elected to the Recreation Club Committee by your division were designated as a Membership Committee to collect the \$1.50 which is your initiation fee and first month's dues (\$1.00 for initiation fee and 50¢ for first month's dues.) It will be necessary for you to have paid the \$1.50 before club privileges may be extended.

All of the tiresome detail work of forming the organization has been completed and as soon as the clubrooms are ready we can begin to enjoy their use. We need you and want you to join us.

(signed) W. R. Inghram, Chairman  
Nell Weiler, Secretary  
Clarence Ahrens, Treasurer  
Howard Hollenbeck, in charge of sports  
Pauline Bates Brown, in charge of  
membership and clubhouse activities

P. S. The entire membership of the Poston Appointed Personnel Club will meet next Monday night, April 23rd, at 7:30 at the Recreation Hall.



BY-LAWS FOR POSTON  
APPOINTED PERSONNEL CLUB

April 13, 1945

Article I. Use of Clubhouse.

Section I. The clubhouse shall be used by all members in good standing, their families, and their guests.

Section II. Any member of the armed forces and his or her family shall automatically be entitled to all guest privileges and shall be sponsored as guests by the membership as a whole.

Section III. The clubhouse shall not be given over for any meeting on any one night to any one specific organization of division to the exclusion of other members.

Article II. Closing Hour.

The closing hour shall not be later than twelve o'clock midnight each night.

Article III. Prohibitions

Section I. Gambling shall be prohibited on the club premises.

Section II. There shall be no intoxicating liquors allowed on the club premises.

Article IV. Dues and Fees.

Section I. Initiation Fee.

All members shall be required to pay an initiation of \$1.50. Fifty cents of this \$1.50 fee shall be applied as payment for the first month's dues.

Section II. Monthly dues.

All members shall be required to pay membership dues of fifty cents per month to be paid in advance for each calendar month in order to be members in good standing. This amount may be decreased by the Governing Committee, but may be increased only by majority vote of the members in good standing at a general meeting. New members joining the club before the middle of the month will pay for a full month. Those members joining after the middle of the month will pay a half month's dues in addition, in each instance, to the initiation fee.

Article V. Amendments

The by-laws may be amended by a majority vote at any general membership meeting.

(48/9A)



CONSTITUTION FOR POSTON  
APPOINTED PERSONNEL CLUB

April 13, 1945

Article I - Name

The name of this club shall be the Poston Appointed Personnel Club.

Article II. Purpose

The purpose of this club shall be to provide suitable recreational opportunities for Poston appointed personnel and members of their families, and to promote good community relationships.

Article III. Membership

Section 1. Eligibility:

The following people shall be eligible for membership:

1. All appointed personnel of the War Relocation Authority.
2. Post Office Civil Service employees.
3. The Project Director is authorized to extend guest privileges to any official visitors.

Section 2. Member in good standing.

A member in good standing shall be any person who has paid the initiation fee and the current month's dues.

Section 3. Quorum.

A majority of all paid up members shall constitute a quorum of the membership. Three members of the Governing Committee shall constitute a quorum of that committee.

Article IV. Organization

Section 1. Governing Committee.

The governing authority of the club shall be vested in a Governing Committee of five members.

A. Election of Governing Committee.

The Governing Committee shall be elected by a majority of the members constituting a quorum. No section of the War Relocation Authority organization shall be represented by more than one member on the Governing Committee at any time.

B. Term of office.

The Governing Committee shall be elected for six months. Vacancies for unexpired terms shall be filled as they occur through appointment by the Governing Committee, such appointment to expire when the term of office



of the Governing Committee expires.

C. Titles of Governing Committee members.

The title of each of the five members of the Governing Committee shall be as follows: Chairman, Vice-Chairman in charge of membership and special activities, Vice-Chairman in charge of sports, Treasurer, and Secretary.

The membership, at the election of the Governing Committee, shall elect each officer to fill one of the above positions.

D. Duties of Governing Committee.

1. To hire personnel for the club-house.
2. Committee to be empowered to transact such business as may be necessary in the interests of the club; and to otherwise transact business for the benefit of the membership of the club as the membership shall deem proper from time to time.
3. Act as custodian of club property.
4. Appoint sub-committees.
5. Make such appointments as may be necessary to fill unexpired terms on the Governing and Auditing committees.
6. Approve all purchases.

E. Individual members of Governing Committee.

1. Chairman:
  - a. Preside at meetings of Governing Committee.
  - b. Preside at general and special meetings of membership.
  - c. Call special meetings of membership and of the Governing Committee.
  - d. Together with the Treasurer, to countersign all checks.
2. Vice-Chairman in charge of membership and special activities.
  - a. Keep membership list.
  - b. In charge of membership drives.
  - c. Make recommendations to Governing Committee for appointment of sub-committee members, for welcome of new employees, new members, and special activities.
  - d. Act as general chairman of all sub-committees that may be appointed on membership and special activities.
3. Vice-Chairman in charge of sports.
  - a. In charge of all organized activities.
  - b. Keep records of all organized activities.
  - c. Make reports to Governing Committee and to members on the organized activities program.
  - d. Make recommendations to Governing Committee as to persons for appointment to sub-committees



dealing with activities or program

4. Treasurer.
  - a. Collect initiation and membership dues.
  - b. Keep financial records.
  - c. Make financial reports to Governing Committee and to members at general meetings.
  - d. Together with the Chairman, to countersign all checks
5. Secretary.
  - a. Keep records and minutes of general meetings of membership.
  - b. Keep records and minutes of meetings of Governing Committee.
  - c. Send out notices of general membership meetings.
  - d. Notify members of Governing Committee of committee meetings.
  - e. Keep records of all information turned over to secretary by other members of the Governing Committee.

F. Governing Committee meetings.

1. Regular meetings.

The Governing Committee shall meet regularly every two weeks.
2. Special meetings.

Special meetings of the Governing Committee shall be called by the chairman, at his discretion, or when requested by any of the members of the Governing Committee.

Section II. Sub-Committees.

- A. Sub-committees shall be appointed by the Governing Committee as it deems such committees necessary.
- B. Term of office.

The term of any sub-committee is determined by the Governing Committee, but in no case shall the term of any sub-committee run beyond the term of the Governing Committee appointing such sub-committee.
- C. It shall be the duty of the Recreation Committee, when appointed, to establish a club room for the appointed personnel at Camp II and Camp III from which can stem such activities as they deem fitting.

Section III. Auditing Committee

An Auditing Committee consisting of two members shall be elected by a majority vote of the members at the membership meeting at which the Governing Committee is elected.

Article V. Membership Meetings.

Section I. Regular meetings.

A general meeting of the membership shall be called once each month.



Section II. Special meetings.

Special meetings may be called by the chairman, or upon demand in writing by ten percent of the members in good standing.

Article VI. Dissolution of  
Club and Disposal of Property

Section I. Dissolution.

Dissolution of the club may be effected as follows:

- a. Written notification to all members of such a meeting to be called not sooner than one week from date of notice.
- b. A three-fifths majority vote in favor of dissolving the club, such votes to be cast at the meeting of dissolution.

Section II. Disposal of property and funds.

The manner and method of the disposal of funds, supplies, such furniture or equipment as may have been furnished from club funds, etc., will be decided upon at the dissolution meeting.

Article VII. Amendments.

Amendments to this constitution shall be effected in the following manner:

1. Presentation of a written petition to the chairman of the Governing Committee, such petition to list the proposed amendments, and to be signed by at least ten percent of the members in good standing.
2. Notification in writing to all members in good standing of a proposed amendment or amendments. A general membership meeting shall be called, such meeting to be held not sooner than ten days from the date of notice.
3. Passing of the amendments by a majority vote at the general meeting.



COLORADO RIVER RELOCATION CENTER  
Poston, Arizona

April 25, 1945

MEMO TO: All Appointed Personnel

SUBJECT: Seventh War Loan Drive

With the war in Europe fast approaching a climax, the Seventh War Loan Drive becomes the most important of all. Enormous losses in equipment follow each victory in the field, and we must provide our government with the means for the fabrication of material to replace that which has been destroyed. There must be no relaxation in the effort of every employee to finance the war and create a sound economy for post-war days.

Our quota has been set as \$35,114.52 which means that each of us must invest at least 18% of his gross salary for the months of April, May, and June.

The present indications are that there will be only two war loans this year instead of three as in the past. With this in mind, I ask each of you to contribute your part toward the success of our campaign when your War Loan Representative calls on you.

*Duncan Mills*

Duncan Mills  
Project Director

(4844)



*Pauline Brown*

COLORADO RIVER RELOCATION CENTER  
Poston, Arizona

006

May 7, 1945

MEMO TO: All Appointed Personnel

SUBJECT: Personnel Mess Ration Allowances

The Office of Price Administration classifies all relocation centers as institutional users for purposes of allocation of ration points. This means that the center is allotted ration points for each center resident approximately equivalent to the points allotted an individual outside the center. On the basis of this "Pooling" of ration points the Chief Project Steward purchases food stuffs for all residents of the center.

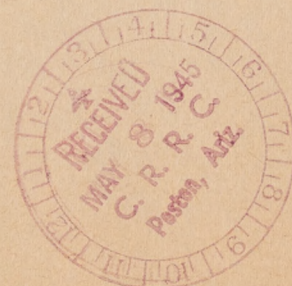
To alleviate shortages of certain foods the Office of Price Administration has drastically reduced ration allotments to individuals and this reduction is of course reflected in ration allotments made available to the center. Certain items of food stuffs essential for the maintenance of healthful diets require large percentages of the total ration allotments. For instance, during the month of April, 25% of the total ration points received for meat and fats were expended for margarine, 11% for canned milk, 23% for fats and 4% for cheese. There remained only 37% of total ration points received which could be expended for meats.

In order to comply with the regulations and remain within the framework of the ration point limitation, it will not be possible hereafter to serve meat on Tuesdays and Fridays or for any breakfast or lunch. When available, ham or bacon will be served for Sunday breakfast and poultry or rabbit for Sunday dinner. Margarine will be served at breakfast only and jam, jellies and peanut butter, unrationed items, will be served at other meals.

*Duncan Mills*

Duncan Mills  
Project Director







COLORADO RIVER RELOCATION CENTER  
Poston, Arizona

July 3, 1945

MEMO TO: Unit Administrators  
Block Managers  
Supervisors of Block Managers  
Members of Relocation Advisory Board

SUBJECT: Resettlement Assistance

There has been considerable misunderstanding of what resettlement assistance consists of on the Project. Resettlement Assistance involves funds for use by families without resources for the purchase of furniture when relocating, or the payment of the first month's rent, when necessary. The amount of money for which each family will be eligible depends upon the furniture that family possesses and the resources the family has available upon which they can draw. Definite schedules have been established showing the maximum amount of money which different sized families may receive, and definite schedules have been established for the deduction of resources and furniture already in the possession of the family.

The maximum amount of money available for any family is \$300.00, and the amount received by any particular family may vary anywhere from zero to \$300.00.

In order to determine your eligibility for such assistance and to determine the amount of resettlement assistance for which you are eligible, it is necessary that you complete plans and that available resources be discussed with the Relocation Adviser in charge of the block within which you live. Individual questions regarding particular situations can be answered by these Relocation Advisers, who are located in the Administration Building in Camp I, in the Administration Building 4 in Camp II, and at 310-5-A, in Camp III.

*Duncan Mills*  
Duncan Mills  
Project Director



## 再住補助金について

再住補助金の内容に就いて大分所内で誤解がありますやうに見受けられます。再住補助は余裕に乏しい家庭が轉住する場合家具を揃へたり又は最初一ヶ月の家賃の爲に給與されるものでありまして其の補助金が給與されるされないは其の家庭の所有せる家具類と經濟狀態に基き決定されるものです。

既に家族の人数に依る補助金高も制定され尙其の家庭の所有せる家具や資金を差引く方針も制定されてゐます。

いかなる家族にても給與される補助金額は三百弗を最高として制限されてゐますが家庭の事情に依り其の補助金額は異なるものであります。

補助金の給與資格に就いては先づ第一轉住計畫を樹てられ、て後居住部落の係りの轉住顧問に相談され各自の經濟狀態を打明けます事です。

各自の種々なる轉住問題に関する事は左記轉住顧問が相談に預ります。

第一館府

アドビル

第二館府

アドビルー四

第三館府

三一〇ー五ーA

七月三日

ミルス所長



Colorado River Relocation Center  
Poston, Arizona

July 7, 1945

TO: \_\_\_\_\_

The W.R.A. is endeavoring to make arrangements with other government agencies, such as the Office of Price Administration, to simplify the process by which evacuee property owners can recover property which they have leased or rented to other people during the period that they were excluded from the West Coast.

In order that proper arrangements and procedures can be developed, it is necessary that we have information regarding the type of property owned, the number of properties concerned, and the type of leases involved. Please, therefore, come into the Administration Building as soon as possible, and see the adviser in charge of the district where you live, in order that we may be able to utilize the information which you may have to carry out our negotiations with the other agencies. It is not necessary that the actual owner of the property come to the adviser, but some member of the family or person with complete knowledge of your property situation should appear.

This is only an effort to make arrangements prior to the closing of centers so that the return of property can be facilitated when needed.

*Duncan Mills*

Duncan Mills  
Project Director



COLORADO RIVER RELOCATION CENTER  
Poston, Arizona

July 9, 1945

MEMO TO: All Appointed Personnel

SUBJECT: Post Exchange

The Commanding Officer of the Local Service Command Detachment has informed us that he has received instructions prohibiting the sale of any merchandise to W.R.A. employees or members of their families. Unless and until some relief is obtained from this ruling it will not be possible for project personnel to make further purchases from the Post Exchange. We are endeavoring, through our Washington Office, to secure a return to the old arrangement which was so satisfactory to employees of the Center.

Captain Henry has asked me to express his regret that sales must be at least temporarily suspended and to express also his appreciation of the courtesies extended to the men in his command. Project employees and members of their families are still welcome on the post, despite the prohibition against sales to them.

*Duncan Mills*  
Duncan Mills  
Project Director



COLORADO RIVER RELOCATION CENTER  
Poston, Arizona

July 28, 1945

MEMO TO: All Appointed Personnel

The pay increase which we received on July 1 makes it possible for us to help the war effort further by buying additional War Bonds through the Payroll Savings Plan. With action in the Pacific proceeding at an accelerated pace, our government needs additional money to finance the war and provide planes, tanks, ships, ammunitions, and medical supplies.

Enclosed is a new pledge for you to sign and return to the Finance Section authorizing them to make additional deductions from your paycheck for the purchase of War Bonds. This new pledge will automatically cancel your present payroll allotment authorization. I urge you to continue the fine record this Center has maintained for War Bond purchases.

*Duncan Mills*

Duncan Mills  
Project Director



COLORADO RIVER RELOCATION CENTER  
Poston, Arizona

August 3, 1945

MEMO TO ALL APPOINTED PERSONNEL

Subject: New Management of Rainbow Mart

Effective August 11, 1945, the management of the Rainbow Mart will be transferred from Poston Community Enterprises to the Maddox Valley Trading Post. In order to allow time for inventorying and other necessary arrangements, the Mart will be closed August 6th through August 10th.

Beginning August 11th, store hours will be as follows:

Daily, except Sunday

10 A.M. to 1 P.M.

4 P.M. to 8 P.M.

Residents are urged to return empty milk bottles, soft drink bottles, and other items on which a deposit was made before the close of business Saturday, August 4th. Otherwise, no refund of deposit will be made.

The new management intends to carry a complete line of groceries and fresh meats and will endeavor to make available all supplies that residents have heretofore been obliged to purchase outside the Center.

*Duncan Mills*

Duncan Mills  
Project Director

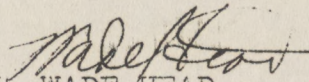


MEMORANDUM: TO ALL STAFF MEMBERS:

SUBJECT: SCRAP LUMBER

THE SCRAP LUMBER PILES IN CAMP 2 HAVE NOT BEEN SORTED AS YET BY THE CONTRACTOR.

THEREFORE DO NOT IN ANY WAY ARRANGE TO OBTAIN SCRAP LUMBER FROM CAMP 2. YOU WILL BE NOTIFIED WHEN SCRAP LUMBER IS AVAILABLE.

  
W. WADE HEAD  
PROJECT DIRECTOR