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Friday, April 23, 1943
8:15 P.M.

About 35 people present.

Chairman: Dr. Balderston

Topic: "Will Resettlement be successful"
For practical purposes the definition of successful resettlement might be the satisfactory adjustment to the normal stream of life.

We have with us Mr. Toshio Yatsushiro, who has just returned to Poston after two months in Denver.

MR. YATSUSHIRO: After Galen Fisher's speech two high school boys were saying "To leave or not to leave that is the question". I was in Denver University for about two months. There are about 1,000 at Denver, Colorado. 700 of these were evacuees. Most of them are doing very nicely--Some are still unsettled which is only natural.

Once you go out of the center to normal life you just don't want to come back.

At the University of Denver, there are 40 Japanese Students who are well received. The student activities movement embraces the Japanese there. At one meeting the State Senator Brooks explained the political status of the Japanese there. He stated someof the bills up before the senate. The students have readjusted their life to school life very readily.

At another meeting --representatives from prominent organizations came. There is a definite movement in Denver trying to alleviate the Japanese problem. So many Japanese had migrated into Denver. It was inspirational to me to know that there are such organizations.

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There are boys and girls going out without much thought of the future. Perhaps they need more education. Denver is one of the nicest cities and lived in a downtown section hotel. I was received very well every where. We carried on an opinion survey of Japanese Americans there.

They were getting along very nicely. Some of their homes are not very nice but they are happy. There is a section that seems like it might be a "Little Tokyo" but it probably is not as serious as that.

Questions: Types of Jobs.

Answer: Y.W.C.A. is probably the only organization that has any records for girls. There are openings in domestics--hospitals, secretaries, accountants--Boys --restaurants, civil service. The range of jobs is quite wide. Jobs avaialble almost anywhere. Man stopped me and asked if I were a shoemaker. He wanted to hire one right away at $40 per week.

ZIMMERMAN: I'm worried about "Lil Tokio". Not only from the Niseis point of view but from the point of view of all minorities. Is there really a chance to break it up?

YATSUSHIRO: The problem is not serious yet. The reason they congregate is there are many single men there.

BALDERSTON: Most people were tere in the spring as beet workers and they found jobs there. They had no WRA hel in jobs and housing.

ZIMMERMAN: Mr. Choate has ordered us not to send any domestic to some 10 to 11 counties (1) to stop flow towards Denver (2) to raise standard of wages for the Japanese there. Propose

setting quotas on certain cities---saturation points. Freezing of certain jobs in certain cities might even be good.

YATSUSHIRO: I think its a very good idea. Too many domestic workers will stigmatize all Japanese as domestics.

ZIMMERMAN: It would lower the rate of pay also

BALDERSTON: "Can I get a college education if I go out now"?

YATSUSHIRO: There are 40 to 60 students there. Total enrollment of Denver University is about 900. 500 air corps men came in. Didn't affect school so much except that fraternities and sororities were taken over.

Students get along very well. A professor acts as an advisor and irons out their problems. In second semester there were 10 new students.

Some of students have changed their majors. S.C.M. drew up resolution urging WRA to pay expenses of transportation and initial expenses of those resettling. The students are having discussions, forums, etc. and are thinking of resettlement very seriously.

S.C.M. has come on housing. Helps students find accomodations in homes. YWCA has a Japanese project--works on housing, work etc.

ZIMMERMAN: W.R.Adoes everything possible to find housing. Federal Council of churches--explores housing. Many able friends are helping in this program.

QUESTION: Was your kindly reception better than those who went before you ? Might they have prepared the way for you?

ANSWER: Balderston: There has been a few unfortunate incidents but these are very rare. There is a period of adjustment.

Employment letters: Mary Sonoda (Chicago) working with church

ZIMMERMAN: Cash --

as cash in hand. Financial --

Chicago--"People are all friendly--Cosmopolitan City" Housing is main problem of all kinds.

250 indefinite leaves from 1st of April.

120 last week of all kinds.

We're coming into new phase of relocating of red tape. Single people find housing much more readily than families.

New students often are lionized and trusted as a rarity. Kenji Okuda was elected Student Body president at Oberlin college after less than one semester.

DR. HARRIS: In contrast to the general situtation, one of the girls from here is selling Boston to the city people and now they want to come into Boston.

BALDERSTON: How are living costs generally?

YATSUSHIRO: Fortunately living costs are cheaper in Denver than other places.

ZIMMERMAN: How do newspapers affect the public reaction toward Japanese Reactions in Middle West is generally that of indifference.

BALDERSON: Mostix of the people will not think of you as being a Japanese. So long as you are in a relocation center you do put yourslef up as a target. You stay as a mass. You are easily identified. Once the outside people refer to concentration or internment camps rather than relocation centers.

ZIMMERMAN: Cash advance and clothing allowance is no longer considered as cash in hand. Financial assistance is now in effect March 24 250 indefinite leaves from 1st of April. 630 from 1st of February. 120 last week of all kinds.

We're coming into new phase of relocating of red tape. You should make a definite sincere effort to make sure your plan is the right one. Develop a sounder plan even if it takes an extra 2 or 3 weeks. Don't take the 1st job that comes along, but wait for the one you want. You must view places more seriously.

BALDERSTON: Anne Kunitani wrote on attitudes on cities. One of major factors in successful relocating is the attitude of the evacuee himself. We must build up an attitude of accepting a security. This discussion is only one incident of a continuing series of discussions. All of us will be called upon for advice and encouragement. We can give them the best advice we can and by that build a more successful future.

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INFORMATION FOR USE OF REPATRIATING JAPANESE EVACUEES IN

PREPARATION OF CURRENT 1942 FEDERAL INCOME TAX REPORTS

The following information will assist prospective Japanese repatriates in preparing to file income tax returns prior to their departure from the United States.

Japanese nationals who resided in the United States during 1941 or a previous taxable year may file returns on a calendar year basis, by filling out the same forms as are provided by the Government for the use of American citizens.

Aliens who were non-residents, on the other hand, should make their returns on different forms.

The distinction between resident and non-resident aliens is as follows:

> "An alien actually present in the United States who is not a mere transient or sojourner is a resident of the United States for purposes of the income tax. Whether he is a transient is determined by his intentions with regard to the length and nature of his stay. A mere floating intention, indefinite as to time, to return to another country is not sufficient to constitute him a transient. If he lives in the United States and has no definite intention as to his stay, he is a resident. One who comes to the United States for a definite purpose which in its nature may be promptly accomplished is a transient; but if his purpose is of such a nature that an extended stay may be necessary for its accomplishment, and to that end the alien makes his home temporarily in the United States, he beomes a resident, though it may be his intention at all times to return to his domicile abroad when the purpose for which he came has been consummated or abandoned. An alien whose stay in the United States is limited to a definite period by the immigration laws is not a resident of the United States within the meaning of this section, in the absence of exceptional circumstances." Reg. 103, Sec. 19.211-3.

Income tax blanks for both resident and non-resident aliens, suitable for filing returns of income received or accrued before January 1, 1942, will be distributed by camp managers or other authorities in charge of Assembly Centers and War Relocation Camps, and by representatives of the Internal Revenue Service of the Treasury Department.

All persons expecting to be repatriated are urged to obtain and read the forms, and to attempt to complete or partially complete them. The execution of these forms may involve questions upon which the taxpayer will desire advice.

This advice will be given by representatives of the Internal Revenue Service, but prior to the arrival of these officers the taxpayers will have it in their power greatly to facilitate the completion of these forms, by filling in their names and addresses, the names and ages of their children, and other simple items which they will see the forms include.

Upon reading these forms the taxpayer will perceive that the questions are chiefly about the amounts of income received or accrued, and the business expenses paid or incurred. Such amounts can be filled in, if necessary, according to the best recollection of the taxpayer. Computations on the basis of such income and expense may require assistance, which will be given in every case as soon as possible. The taxpayer is expected to protect his rights under the law by providing only the information, which is basic, and entitled to ask for as much assistance as he needs.

After these returns have been completed, representatives of the Internal Revenue Service will provide special forms for all repatriates. The latter will not only constitute income tax returns for the calendar year 1942, or such part of the year as may have elapsed, but will include a Certificate of the taxpayer's compliance with the Internal Revenue Laws, being an official statement on the part of the Government that suitable information with respect to 1942 and preceding years has been given by the departing alien.

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RESOLUTION PRESENTED BY: H. E. HANDBOOK

Mr. Chairman:

Brothers and Sisters:

Knowing full well that the interests of the working class are best served by presenting a united front against Fascism and that the foremost weapon of the Fascists is racial discrimination, I offer this resolution;

We resolve that we will always abide by our pledge not to discriminate against "anyone" because of race, creed, color, religion political Belief; and we especially pledge ourselves to uphold the United States Government in its decision to return loyal American citizens of Japanese ancestry to their rightful homes and further uphold the rights of said citizens to engage in any lawful or useful occupation and we further pledge that we will assist any American of proven loyalty to enjoy the rights and privileges granted to them by our democratic constitution.

RESOLVED And passed by the entire body of Local 78.

COLORADO RIVER WAR RELOCATION PROJECT
Poston, Arizona

FUNCTIONS OF
ARRIVAL AND DEPARTURE STATION

Travel advice given evacuees at all times by those knowing routes of buses and trains. Travel forms with connections, trains, etc. filled and given evacuees, if desired.

Rates of fares supplied evacuees and the Auditing Department. These are checked through various railroad and bus offices.

First notification of evacuee's departure--WRA Form 178 received from Unit Office.

Send copies of list of departure for each day to:

Motor Pool
Block Managers' Supervisor
Baggage Department
Population Department
Ration Department (Signed by Department Head and sealed)
Internal Security Department

Memo of those departing sent to:

Photo and Fingerprinting Department (48 hours in advance of leave date)
Travel Assistance Department for purpose of supplying Travel Voucher (48 hours in advance of leave date)

If travel is through the Military Area:

Secure Military Permit from local M. P.
Secure an Official Escort

Arrange through Auditing Department for Travel Voucher for escort.

Final list of departures on Pass Register Sheet

1 copy to Bus Driver
1 copy to Ration Department (Signed by Department Head and sealed)
1 copy for Leave Office
1 copy for Departure Station

Make out Gate Pass (Signed by Department Head and sealed)

Assemble all papers in personal folders. Have ready for actual departures at 4:00 a.m. and 8:00 p.m. People leaving by car do so at odd times after securing gate passes from Departure Station. Provide each departee with the following:

1. Permits (Photo and Fingerprint)
2. Ration Books
3. WRA 147 and 148 (pre-addressed to Washington, D. C.)
4. WRA 147 and 148 (pre-addressed to Relocation Officer)
5. WRA 147 (pre-addressed to local Employment Division)
6. Gate Pass
7. Instruction Sheet with name of Relocation Officer and information about Assistance and Welfare Service.
8. To seasonal workers, a copy of instruction sheet for guidance
9. ~~Travel Vouchers~~ Government Transportation Request to cover railroad and bus tickets when ~~requested~~ applied for

Charges for meals and lodging made for all Japanese visitors and money collected before gate pass is given evacuee.

After departure, telegram sent to Relocation Officer in area where evacuees on indefinite leave are to go.
SPECIAL CASES: Telegrams sent to District Attorneys in areas where paroled aliens are to relocate or go on leave from the Project.

Arrivals--All arrivals sign register in Departure Station upon entering the Project. Population Department notified of such entries on Form 177, "Admission Advice".

Baggage ~~and~~ Freight (Express handled in another office)

Under the supervision of Departure Station
Form 156 filled out and given Baggage Department Head.

requesting Procurement Dept to supply a

Form 5-677 Amended made out from Form 156, ~~make out~~ Government Bill of Lading for all freight shipments.

Collections are made each morning of evacuees' baggage for that night and following morning departures.

Request sent to Block Manager's Supervisor, upon request, to give lumber to evacuees leaving on Indefinite Leave ~~and having freight shipments~~. for the purpose of crating goods for shipment by freight when

~~25¢ to an individual~~
~~50¢ to a couple~~
~~75¢ to a family~~

Answer all complaint letters pertaining to freight shipments.

Q#1. At the time a wage earner departs from the project he lists all his dependents with the expectation that they will follw him at a later date and receive the travel allowance that is due them at the time of the dependents' departure. However, we have had several cases where some member of the dependents in the meantime make other plans which take them to a different city. In such cases, what is due dependent? Are we to consider them as dependent going to any destination as a separate family unit if they are of legal age, or must we only pay them the amount that is due on the original application?

Example: A wage earner went to Chicago on a job and listed a 21 year old girl as a dependent. Later she received an opportunity to go to Philadelphia and obtain a position with the Women's Medical College and she would like to complete these plans.

A. Administrative Instruction No. 45, Revised, Section II-B provides as follows: "Assistance will be given for a wage earner and the members of his family as defined in Administrative Instruction No. 27, Supplement 3, Section XII, Paragraph A,"underscoring supplied. The definition of a family as contained in the Instruction cited is as follows: "A family in most instances consists of a father, mother and unmarried children." The remaining definitions of family status are merely modifications and have no particular bearing on the questions in point, except a provision that "single, unattached individuals should, in most instances, be considered a basic unit."

Section III-B of Instruction No. 45 provides in part that "The amount of the grant should be computed at the time the wage earner leaves, however, and should not be computed at the time the dependents follow him." Even though the case cited, a dependant migh not actually "follow him" literally, the fact still remains that if the individual is a dependant, with in the structure of a family unit as provided in Administrative Instruction No. 27, supra, there is for payment to such dependant only the amount due him as originally determined. If extenuating circumstances exist which in your opinion warrant securing a modification of the Instruction, the problem should be brought to the attention of the WRA Central Office.

Q#2: A wage earner goes out, lists dependents, and then for some reason the destination of the wage earner changes, thus necessitating a change in the original application of the dependents following him.

Example: We recently had a person go to Chicago on a hostel invitation and when he was unable to find work, he transferred to the Cincinnati hostel and succeeded in finding work. Now he wants the dependents tocome directly to Cincinnati.

A. If the change in the wage earner's final "place of employment" receives the approval of your office, there would appear to be no reason for denying a supplemental application for additional leave assistance. Obviously, to do so would be to defeat the purpose of the leave program. Favorable action upon the supplemental appli-

cation must, however, be predicated upon the fact that your office approves the wage earner locating at a place different from that shown in his original applicstion and that he otherwise meets the basic requirements.

Q#3. At the time the original wage earner left the project the rete c quoted by the Santa Fe was $47.80. Now that the dependents are ready to go the Santa Fe in the meantime has raised the rates to approximately $50.00. Canwe pay the dependents on the previous ra rate or must we pay them on the basis of the old rate, thus necessitating the expense for which they are not adequately reimbursed.

A. This question has since been answered by new instructions issued by the WRA providing for purchase of all railroad tickets through the medium of Government Transportation Requests. A definite procedure is now being worked out whereby these new instructions will be placed in effect immediately and will apply not only to new applications but, in so far as railroad fares are concerned, to those acted uponpreviously but still remaining unpaid.

Q#4. A wage earner departs and leaves a wife and five children. A little later on he calls for his eldest daughter. Our interpretation is that we should pay her what is due her and deduct this from the total amount due the family sothat ultimately when the total number of dependents depart they will receive the total amount due them.

A. Your interpretation appears to be correct with the understanding that you mean to treat the "eldest daughter" as one of the wage earner's dependants as originally computed.

Q#5. Many of these questions hinge upon the definition of a family unit. Under Administrative Instruction 37 the family unit is determined by their instruction on the project. Inview of Instruction 45, however, I feel it is essential that the family unit be instructed on the gasis of their relocation plans. Do you concur, and if so, how can we define this clearly so that the certifying officer is protected when he certifies the individual applications?

A. The definition of the family unit is definitely stated in the instructions cited above. Any change in the definition of the family unit would not be for decision by this office, but should be referred to the WRA Central Office. Your question as to how best to clearlydefine the family unit so that the Certifying Officer may be protected when he certifies the individual applications, prompts me to call your attention to the following certificate which your office executes before payments on WRA Form 77 are made. "I'certify that the above voucher is correct; that it appears from the records of my office that the persons named hereon are legally entitled to public assistance grants in the amounts specified; that the case number identifies the family eligible for public assistance,

COMMUNITY INVITATION

Many communities in the Midwest and East are so receptive to evacuees and so well organized that it is no longer necessary to ask for Field Office approval before going out.

In these communities, housing, employment, schooling, living conditions, and cultural and religious opportunities have been so well developed and community sentiment is so favorable that evacuees are invited to come with no prior approval required. Under these circumstances, a family considering relocation there have the assurance of the community that facilities are adequate for the families' needs as they arrive.

This type of relocation provides an excellent opportunity for interested people since it leaves a great deal of leeway to the family relocating. It is possible to have a choice of jobs, for example, rather than being committed to once before departure. It enables the family to select a community in which they wish to live with complete knowledge and assurance that everything necessary to lead a well-rounded and complete life is adequate and waiting for the, if they are willing to apply themselves to the task of resettlement.

This Community Invitation Plan, as it is called, is available in the following cities and districts:

CENTRAL AREA

Nebraska:	Omaha Lincoln
Iowa:	Des Moines
Missouri:	Kansas City St. Louis

NORTH CENTRAL AREA
(for individuals over 20 and families of 3 or less)

Illinois:	Peoria Rockford Joliet Chicago (Metropolitan area)
Wisconsin:	Burlington Kenosha Madison Milwaukee Superior South Milwaukee
Indiana:	Indianapolis Bluffton Fort Wayne Gary Hammond South Bend
Minnesota:	Rochester Mankato Duluth Moorhead Northfield Savage Shakopee Wayzata
North Dakota:	Bismark Fargo

SOUTHERN AREA

Louisiana:	New Orleans

GREAT LAKES AREA (for single persons)

Ohio	Cleveland Columbus Cincinnati
Michigan:	Detroit
New York:	Buffalo

MIDDLE ATLANTIC AREA

New York:	Greater New York and all communities within radius of 35 miles of New York City
Pennsylvania:	Philadelphia Ardmore Bryn Mawr Chestnut Hill Doyleston Germantown Harrisburg Haverford Kennett Square Lansdale Lensdown Media Newton Reading Swarthmore Wayne
New Jersey:	Haddonfield Moorestown Trenton Woodstown
Delaware:	Wilmington and suburbs
District of Columbia	

NEW ENGLAND AREA

Maine:	Entire State
Vermont	Entire State
New Hampshire:	Entire State
Massachusetts:	Entire State
Rhode Island:	Entire State
Connecticut:	Entire State

DISTRICTS OPEN TO COMMUNITY INVITATION

(as of Aug. 9, 1944)

CENTRAL AREA

Nebraska: Omaha
Lincoln

Iowa: Des Moines

Missouri: Kansas City
St. Louis

NORTH CENTRAL AREA
(for families of 3 or less and individuals over 20)

Illinois: Peoria
Rockford
Joliet
Chicago (Metropolitan area)

Wisconsin: Burlington
Kenosha
Madison
Milwaukee
Superior
South Milwaukee

Indiana: Indianapolis
Bluffton
Fort Wayne
Gary
Hammond
South Bend

Minnesota: Minneapolis
St. Paul
Rochester
Mankato
Duluth
Moorhead
Northfield
Savage
Shakopee
Wayzata

North Dakota:
Bismark
Fargo

SOUTHERN AREA

Louisiana: New Orleans

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Columbus
Cincinnati

Michigan: Detroit

New York: Buffalo

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Pennsylvania:
Philadelphia
Ardmore
Bryn Mawr
Chestnut Hill
Doyleston
Germantown
Harrisburg
Haverford
Kennett Square
Lansdale
Lansdown
Newton
Media
Reading
Swarthmore
Wayne

New Jersey: Haddonfield
Moorestown
Trenton
Woodstown

Delaware: Wilmington and suburbs

District of Columbia

NEW ENGLAND AREA

Maine: Entire State

Vermont: Entire State

New Hampshire: Entire State

Massachusetts: Entire State

Rhode Island: Entire State

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Rockford
Joliet
Chicago (Metropolitan area)

Wisconsin: Burlington
Kenosha
Madison
Milwaukee
Superior
South Milwaukee

Indiana: Indianapolis
Bluffton
Fort Wayne
Gary
Hammond
South Bend

Minnesota: Mineapolis
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INCOMING TELETYPE #2 9.27A

C. Carter

WRA CHICAGO BACKDATE
JULY 27, 1944

MR DUNCAN MILLS PROJ DIR WRA POSTON ARIZONA

FOLLOWING COMMUNITIES OPEN ON COMMUNITY INVITATION PLAN IN ACCORDANCE WITH ADMINISTRATIVE NOTICE NO. 122. ILLINOIS--PEORIA, ROCKFORD, JOLIET, CHICAGO METROPOLITAN AREA. WISCONSIN--BURLINGTON, WINONA, MADISON, MILWAUKEE, SUPERIOR, SOUTH MILWAUKEE. INDIANA--INDIANAPOLIS, BLUFFTON, FORT WAYNE, GARY, HAMMOND, SOUTH BEND. MINNESOTA--MINNEAPOLIS, ST. PAUL, ROCHESTER, MANKATO, DULUTH, MOORHEAD, NORTHFIELD, SAVAGE, SHAKOPEE, WAYZATA. NORTH DAKOTA--BISMARCK, FARGO. WE WILL REPORT OTHER COMMUNITIES OPEN UNDER THIS PLAN IN NEAR FUTURE.

HAROLD S JACOBY ACTING RELOCATION SUPERVISOR

MILLS
BURGE
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C. Carter

UNITED STATES
DEPARTMENT OF THE INTERIOR

WAR RELOCATION AUTHORITY

1510 Fidelity Building
Kansas City, 6, Missouri
July 22, 1944

AIR MAIL

MEMORANDUM TO: All Project Directors

FROM: Leo T. Simmons
Acting Relocation Supervisor

In accordance with Administrative Notice No. 122, please be informed that the following cities in our area are open to community invitation:

Omaha, Nebraska
Des Moines, Iowa
Kansas City, Missouri
Lincoln, Nebraska
St. Louis, Missouri

Further information will be forwarded to you at a subsequent date.

Leo T. Simmons
Acting Relocation Superviser

C
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C. Carter

WAR RELOCATION AUTHORITY
Great Lakes Area
960 Union Commerce Building
Cleveland 14, Ohio

July 19, 1944

Mr. Duncan C. Mills
Project Director
Colorado River Relocation Center
Poston, Arizona

Dear Mr. Mills:

We have recently had several inquiries concerning limitation on travel district for trial indefinite leave and asking for the names of cities to which evacuees may go on community offers. Before furnishing this information I desire to recheck the situation in the several districts. Accordingly you may expect more definite word on this before long.

In the meantime the following may serve as a guide:

1. Community offers are authorized to the following cities: Cleveland, Detroit, Buffalo. Columbus and Cincinnati for single persons, provided advance notice is given to the district officer involved.

2. Advance approval should be secured for all other cities, towns or rural districts; because of stringent housing, there should be advance clearance for families.

3. Travel area for trial indefinite leave to any of the above cities should be restricted to the county in which the city is located--

   Cleveland - Cuyahoga County, Ohio
   Columbus - Franklin County, Ohio
   Cincinnati -Hamilton County, Ohio
   Detroit - Wayne County, Michigan
   Buffalo - Erie County, New York

   Changes can be made very simply in the district WRA office if needed.

COPY

Mr. Duncan C. Mills July 19, 1944

4. Trial indefinite to other points will be approved in advance, the travel district can be named at the time of approval.

It is most likely that one result of our survey will be to add points to which relocation may be on a community invitation basis.

Sincerely yours,

Robert M. Cullum
Relocation Supervisor

COPY

WAR RELOCATION AUTHORITY
821 Pyramid Building
Little Rock, Arkansas

C. Carter

July 22, 1944

TO: All Project Directors

ATTN: Relocation Program Officers

We have just received the following teletype message from Mr. Arnold:

"Please airmail to all relocation centers notice of all districts or communities in your area which are open to community invitation in accordance with Administrative Notice No. 122."

The best prospects in the Southern Area are in New Orleans. Automobile mechanics from 90¢ to $1.25 an hour; photographer, $80 a week; truck drivers from 75¢ to 90¢ an hour; watch repair man, $100 per week; office clerical workers, $120 to $150 per month; hospital orderlies, 55¢ an hour and maintenance; gardeners, $100 per month; and other such offers. Please note information contained in a circular sent you by Mr. Arne, Special Relocation Officer, 1015 Carondelet Building, New Orleans, under date of July 14. We are especially anxious to get a few people in New Orleans and in our opinion there is a real opportunity in this metropolitan area.

E. B. Whitaker
Field Assistant Director
Acting Relocation Supervisor

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C. Carter

WAR RELOCATION AUTHORITY
1702 Post Office Building
Boston 9, Mass.

July 22, 1944

Mr. Duncan Mills
Project Director
Colorado River Relocation Center
Poston, Arizona

Att: Relocation Planning Officer

Dear Mr. Mills:

In accordance with Administrative Notice #122 New England is so organized that the sentiment is such that we feel justified in putting the area as a whole under the Community Invitation plan. This comprises the states of Maine, Vermont, New Hampshire, Massachusetts, Rhode Island, and Connecticut.

Yours very truly,

Roger F. Clapp
Relocation Supervisor

rfc:bi

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C. Carter

U.S. DEPARTMENT OF THE INTERIOR

WAR RELOCATION AUTHORITY

Midland Savings Building
Denver 2, Colorado
July 24, 1944

VIA AIR MAIL

Mr. Duncan Mills
Project Director
Colorado River Relocation Center
Poston, Arizona

Dear Mr. Mills:

As requested in teletype from Edwin G. Arnold, Chief, Relocation Division, Washington, D. C., this is to advise that there are no communities or relocation districts in the Western Plains Area which are open to community invitation plan, as outlined in Administrative Notice No. 122.

Should there be any change in this situation, we will immediately advise you.

Sincerely,

Charles F. Miller
Acting Relocation Supervisor

Rec'd airmail
Mails Relocat

Crawford

5210

Room 5516, 350 Fifth Avenue
New York 1, New York

August 9, 1944

hsf

TO: All Project Directors

FROM: Harold S. Kistere, Relocation Supervisor
Middle Atlantic Area

In accordance with Administrative Notice No. 122, the following communities are now open under the community invitation plan:

Greater New York City and all communities within a radius of 35 miles of New York City
Philadelphia, Pa.
Ardmore, Pa.
Bryn Mawr, Pa.
Chestnut Hill, Pa.
Doylestown, Pa.
Germantown, Pa.
Haddonfield, N.J.
Harrisburg, Pa.
Haverford, Pa.
Kennett Square, Pa.
Lansdale, Pa.
Lansdown, Pa.
Media, Pa.
Moorestown, N.J.
Newtown, Pa.
Reading, Pa.
Swarthmore, Pa.
Trenton, N.J.
Wayne, Pa.
Wilmington, Del., and suburbs
Woodstown, N.J.
District of Columbia

Room 5216, 350 Fifth Avenue
New York 1, New York

August 9, 1944

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All Project Directors

Harold S. Kistere, Relocation Supervisor
Middle Atlantic Area

In accordance with Administrative Notice No. 122, the following communities are now open under the community invitation plan:

Greater New York City and all communities within a radius of 35 miles of New York City
Philadelphia, Pa.
Ardmore, Pa.
Bryn Mawr, Pa.
Chestnut Hill, Pa.
Doylestown, Pa.
Germantown, Pa.
Haddonfield, N.J.
Harrisburg, Pa.
Haverford, Pa.
Kennett Square, Pa.
Lansdale, Pa.
Lansdown, Pa.
Media, Pa.
Moorestown, N.J.
Newtown, Pa.
Reading, Pa.
Swarthmore, Pa.
Trenton, N.J.
Wayne, Pa.
Wilmington, Del., and suburbs
Woodstown, N.J.
District of Columbia

Pauline Bates Brown

Colorado River Relocation Center
Poston, Arizona

IMPORTANT INFORMATION
To Relocating Evacuees

It is very imperative that you study instructions shown on your leave card and conform therewith. Any change of address after your arrival at destination should be reported to your Relocation Officer. By keeping in touch with him, your interests will be best served and complications and embarrassment may be avoided. The address of the Relocation Officer at the point of your present destination is:

_____
Relocation Officer

_____

_____

MEDICAL AND OTHER WELFARE ASSISTANCE: Matters regarding assistance such as medical care, re-housing, institutional care, re-employment and moving to another community should be referred to your nearest Relocation Officer. He, in cooperation with the Local Social Security Board, is properly equipped to handle such problems and stands ready to be of assistance to relocated evacuees.

SELECTIVE SERVICE: All male citizens who are registered with the Selective Service, are required by law to keep the local Selective Service Board informed of any change of address. Failure to do so may result in serious consequences.

INCOME TAX: All Relocating Evacuees are subject to the Income Tax laws as well as other residents of the country. The matter of exemption shall be determined by the Bureau of Internal Revenue.

ALIENS: Aliens must notify change of address and employment to the following:

1. Alien Registration Division
   Philadelphia, Pennsylvania

2. Federal Bureau of Investigation at address shown on Certificate of Identification.

3. U.S. Attorney in the District in which he resides. Permission to change address must be indicated on Certificate of Identification.

CONTRABAND: The following items have been classified as contraband by the Western Defense Command: Firearms, Weapons of Implements of War, Ammunition, Bombs, Explosives or the component parts thereof, Short wave radios, Radio transmitting sets, signal devices, codes or ciphers and cameras. Any person of Japanese Ancestry found in the possession of any of the above items shall be in violation and subject to criminal penalties provided by law.

RETURN TO CENTER: Everything possible will be done by W.R.A. and cooperating public and private agencies to assist you to resettle on a permanent and satisfactory basis. If it becomes necessary that you return, it is vitally important that you consult your nearest Relocation Officer in your area and secure his approval before your return to this center as a resident. Unless such steps are taken, difficulties of re-induction as Center Resident may be encountered upon your return. In cases of doubt, consult your Relocation Officer. He will help you.

Duncan Mills
Duncan Mills
Project Director

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(4283)

再住者への注意事項

再転者は自己のリーヴ・カードへ記載されてゐる事項を一通り心得て置きそれに從って行動すること肝要であります。目的地へ到着後に住所を変更する場合は直に下記の転住官へその旨を通知することを要します。之に依って不必要な摩擦や混乱を防ぐことが出來るのであります。転住官の住所及び姓名は、

氏名
住所

医療並に其他の社會救済　医療、家屋、救済手当、就職及び他の地方への移住等に関する事柄については最寄りの転住官へ依頼すれば該地方の社会救済局などゝ連絡をとって適当な援助をして呉れます。

徴兵問題　徴兵登録を行った市民男子は全部各自の徴兵局と絶へず連絡をして住所変更の度毎にその届を行はねばなりません。これを怠ると重大問題となります。

所得税（インカム・タックス）　再住者は所得税法の規則に從って所得税を納入しなければなりません。免税額などに関しては税務所が決定します。

外人　外人は住所並に就職の変更を以下の三箇所へ通知すること。

一、ペンシルベニヤ州フィラデルフィヤ市　外人登録局
二、身分証明書へ記載のF.B.I.
三、居住地合衆國検事、この場合身分証明書中へ変更許可の旨を書入れて貰ふ事。

禁制品　以下の物品は西部防衛司令部に依り禁制品となってゐます。銃火器、火薬、爆弾或は以上の部分品、短波受信機、同發信機、信号用具、暗号及び寫眞機等。日系人は之等の所持を禁ぜられて居ます。この違反者は法律に依って處罰されます。

センターへの帰還　転住局は社會公衆並に個人店などゝ協力して出來るだけ皆様が長期的に且つ満足出來る様な條件で再住し得る様努力して行くでせう。尤併方止むを得ない事情の為センターへ復帰居住しなければならぬ時には前もってその地方の転住官に相談しその承認を得なければなりません。この手続きを執らないでセンターへ帰へると大変な面倒が起ります故どうか転住官と相談する様にして下さい。

転住所長
ダンカン・ミルス
Duncan Mills

RELOCATION SUGGESTIONS

This pamphlet has been prepared for the use of residents of Boston who are considering outside employment. It is hoped that you will find here suggestions that may help you. While you read these pages you should remember that most prospective employers know nothing about you or about the Japanese. His opinion will be formed by the impression which your letters and conduct make. Many people will ask him what he thinks about hiring people from relocation projects, and the opportunity for many to relocate may depend upon your own attitude and conduct when you start your new job outside.

GETTING A JOB

What will WRA do for me?

WRA is opening offices in many cities in this country, especially in the Middle West. These offices are working constantly to find offers of employment for people in the Projects. When a job is offered, WRA notifies the Employment Office on the Project. These offers are published in the Boston Chronicle and posted on the bulletin boards of the employment offices in each Unit. You should keep in touch with your local employment office to find out what jobs are available.

WRA will not ordinarily suggest individuals for a job. It is up to you to write to the employer and make arrangements with him.

Will anybody else help me?

Private groups are also helping to find employment for Project residents. The YWCA and some church organizations are working with WRA to find jobs. In general they are working in the same way as WRA. You should ask the employment office about these groups. In general they are best able to help people whom they know.

What can I do?

No matter how you learn about an open job you must be able to tell a prospective employer what he needs to know about you. Remember he has never heard of you before. If you do not tell him enough much time may be lost in writing letters to tell him what he wants to know.

In your letter of application you should tell your full name (written so he can read it) your age, your Boston address, and your address before evacuation. He will want to know what education you have had. He will want to know especially why you think you can do the job which he is offering. You should tell what experience you have had in this kind of work. If you have had no previous experience, you should tell why you think you are qualified for the job. If you are describing your job on the Project, you should make it clear that your cash advance is fixed for all workers on the Project and it does not indicate what you would have been paid for the same job outside the Project.

Your future employers may also want to know whether you are alone or whether you will have some dependents with you. He will probably want to know the minimum salary which you would accept. (You can consult with the employment office or other

persons about this).

Part of the employer's decision will be based on the general impression given by your letters. Your letters should be written in clear and correct English. They should be neatly and legibly written or typed. If you receive an answer, you should answer it promptly. If you are unable to make up your mind immediately, it is only courteous to write and say so. The employer is doing his part when he writes to you, and the least you can do is to be prompt and clear in your answers.

(Careful about detailed personal questions - put them last)

What do I do when I get a Job?

There are two steps in the procedure for leaving the Project, leave clearance and indefinite leave.

Leave Clearance. This is the submission of your name to WRA for permission to receive indefinite leave when you have a job. Some of you have already filed this information and have received the clearance. The rest of you have given this information in the registration which took place in early March, 1943. You will be informed as soon as the clearance has been obtained from the Washington Office of WRA. In case you receive an offer of employment before you have received your leave clearance, you should consult the employment office at once.

Indefinite Leave. After leave clearance has been obtained, the Washington Office of WRA will authorize the Project Director to grant you indefinite leave if meet certain requirements. You must have a letter or telegram from your employer in which he offers you a job. You will be required to submit this with WRA form 130 which is the request for indefinite leave. On this

form you will show what financial arrangements you are making including the cost of travel to your new job. ~~The WRA will not pay for your travel.~~

When permission for indefinite leave has been received from Washington, you should consult with the leave office of the employment Department about your plans for departure. If you intend to travel through the evacuated area, a military travel permit for that part of your trip and a Caucasian escort will have to be provided.

Travel to the Job

You will probably want to travel by train to get to your new job. For some of you this will be your first long train trip alone. You can find out at the Leave Office in Unit I Administration Building what trains you will have to take and approximately how much it will cost. The cheapest train fare is by coach. The day coach is similar to bus travel as no sleeping accomodations are provided. Because of the war the trains are very full of passengers and you must expect some discomforts, but you will find that everyone has to put up with them. You cannot be sure of getting all your meals in the dining car since there are many soldiers on the trains and they are served before the civilians. It is wise to carry some food with you and there will usually be opportunities either to purchase some food at stations during train stops or from vendors that pass through the train.

Trains are often delayed to permit the quick transportation of troops and materials. You should not be alarmed if the train

does not move exactly according to schedule. When the conductor punches your ticket, tell him your destination and also if you aremaking any stopovers. Because of the difficulties of travel you should plan to check as much baggage as you can on your ticket, and take with you on the train only what you can conveniently handle by yourself. It may be difficult to get a porter at stations.

On the train do not hesitate to consult with the conductor or other railroad officials. They are busy people, but they will listen to a reasonable request for information and help. In most large stations there is an information booth which you can ask about train schedules. There is often also a desk of the Traveler's Aid which is an organization to which can turn for free and reliable advice and help.

On the Job

You will be expected to conduct yourself on your new job like any other new employee. You will be judged by your attention to detail, your sense of responsibility in carrying out your assignments and your skill in your work. You will be expected to maintain the standards of thoughtfulness, neatness, promptness and attention which are required of others. Your employer has frequently undergone some sacrifice in waiting for you to obtain a release and you owe it to him and to yourself to make every effort to faithfully to carry out your side of the bargain.

This does not mean that you are expected to work under conditions which are sub-standard for the business or profession

in which you are engaged. To accept wages and working conditions that undermine the standards established for other workers in the same field will inevitably result in the opposition of those whose position you threaten. If you think that you are being unfairly treated, you can try to make a better arrangement with your employer. The nearest field office of WRA will assist you if you need help.

Before you decide that you are not being treated in the way you deserve, you should realize that many businesses are working under abnormal conditions created by the war. Many people are working long hours and with inadequate equipment because so much of our national industry is now devoted to direct support of the war effort. What you may think is exploitation may only be the normal requirement of workers at the present time.

Some people who have gone out from the Projects have left their jobs after a few days of work or without telling their employer. This lack of consideration has created bad feeling which has reached many people. You should be ready to give your employer the service he expected when you agreed to work for him. You are anxious to leave the Project, but you injure all your fellow residents if you use a job offer simply as a chance to get out. If after a fair trial you find the job is unsatisfactory or you have a chance to take a better one, give adequate notice to your employer. He will have trouble enough in finding replacements even if he has warning.

Helpful Hints

You must keep WRA informed of each change in your business

and home address. This is an official requirement and failure to do so may endanger the entire relocation program.

People are often sensitive to criticism by outsiders. Although you may know that things are better done another way on the West Coast, it is not wise to advertise the fact.

You will be expected to conform to the general standards of dress and conduct of the people around you. Bizarre clothes and peculiar haircuts are harmless amusements, but your new neighbors may not be entertianed.

This is not a good time for people to hang around defense centers. You will have to be especially careful to avoid giving cause for suspicion by your actions and words.

This country is suffering more and more from shortages of materials. You will have to accept deprivations along with the rest of the country. Just because you can't get something at a store doesn't mean that you are being discriminated against.

There are people in every community who are interested in knowing you and making you feel at home. Find out as much as you can about your new home before you get there. Be willing to go half way to meet those who try to help you.

September 24, 1942

TO: All residents of Poston leaving the community to assist in the harvest of vital crops

You are leaving Poston on work furloughs to share in the vital task of harvesting crops essential to the total war effort of our country. That you will make your full contribution in terms of work, in the fine tradition long established by you, goes without saying.

There is a further consideration. You are going out to work in an America which has undergone a tremendous change during the past few months. Communities all over the land have been affected by this change. It is a change necessitated by the exigencies of the war - a war in which America is fully dedicated to the eradication of Nazism, Fascism, and Imperialism, shoulder to shoulder with the United Nations whose democratic ideals have been threatened and dangerously attacked.

You should remember always the possible confusion that may exist in the minds of a great many patriotic Americans - a confusion quite understandable under the circumstances. The country is at war with the Imperialism of Japan - it is not at war with the loyal American citizens of Japanese ancestry, and those Japanese who have chosen America as their home, of whom you are representatives.

You have a serious responsibility. It is the responsibility of helping to prove to the American community at large that you are as much an American as any American citizen, and dedicated, as they are, to the crushing of Fascism and Imperialism. And you must prove that not only for yourselves, but for the thousands of your families and your friends who remain behind, here at Poston, and in all the other Relocation Centers. You are the representatives of all these people. Upon your actions and general deportment, as well as upon the quality of your work, very largely depends the future welfare of all the men, women, and children of Japanese ancestry in the United States.

You are more than needed workers. You are ambassadors of goodwill from one group of Americans to another. Make a good job of it.

W. Wade Head
W. Wade Head
Project Director

(778)

PROJECT DIRECTOR'S MESSAGE TO ALL POSTON RESIDENTS

The Commanding General of the Western Defense Command has proclaimed the end of mass exclusion of persons of Japanese ancestry from the Pacific coastal area, to be effective midnight January 2, 1945.

The War Relocation Authority has looked forward to this possibility for some time. Knowing that this is an event of tremendous importance in the lives of evacuees, the WRA has worked intensively to develop policies which will assist you in the new situation.

To provide temporary shelter for the evacuated people and to aid them in resettlement, the WRA was created. As you know, a relocation program was set up, and over the past two years intensive public relations work and many forms of assistance to evacuees have been provided throughout the Midwestern and Eastern portions of the United States.

It is clear that in resettling a people, resources greater than those of a single agency are needed. Various governmental and private organizations have long dealt with problems similar to those faced by relocating evacuees; hence, these agencies were mobilized on a nation-wide basis to aid in our program. Voluntary organizations also sprang up all over the country, dedicated to the task of assisting evacuees in re-entering permanent American communities.

Furthermore, it was recognized by the Federal Government, soon after the war started, that there would be various groups of people displaced by the war who would face extraordinary problems. The usual community resources are not flexible enough to solve them. Therefore, certain sums of money were set aside for this purpose to be distributed by the Federal Security Agency through the large number of local agencies throughout the country.

This program has been so well organized that we can now state without qualification that all evacuees still remaining in the centers can, by utilizing the counseling and other aids which are available on the project, successfully resettle in areas of their own choice. We have been informed by the War Department that there are some individuals who will be excluded from coastal areas; however, they will be able to settle in that part of the United States in which the greatest number of evacuees have relocated.

The opportunities for resettlement at this time are excellent, particularly from the standpoint of economic security. Communities with plentiful work and many other advantages are welcoming evacuees. These conditions may not continue past the end of the war, and certainly the process of reconversion to a peacetime economy would complicate the efforts of evacuees to re-establish themselves. For this reason, the policy of closing the centers has been instituted, and I am confident that the intelligent self-interest of all evacuees, taken together with the cooperative spirit that the vast majority of you have shown in the past--plus the mobilization of all forms of resources within the United States to assist in this great movement--will make the whole program successful.

The working out of so many individual and family plans is not an easy matter; the center will remain open long enough for this to be possible. The period of time will be not less than six months, nor more than a year. In any case, you will be informed three months in advance of the closing date.

There is no need for hasty decisions. Detailed information as to the resources available to every family in the center in making their plans for resettlement, either eastward or westward, will reach you as soon as possible. Interested advisors in the Unit Relocation and Welfare Offices have the experience necessary to assist you. All plans should be made with great care, since your future depends on the decisions you will make.

Sincerely yours,

Duncan Mills

Duncan Mills
Project Director

COLORADO RIVER WAR RELOCATION PROJECT

INSTRUCTIONS TO EVACUEES ACCEPTING SEASONAL WORK LEAVE

During 1942, nearly 10,000 workers left relocation and assembly centers to participate in seasonal farm work. These people made a large contribution to war-time crop production, and saved thousands of acres of crops that otherwise would have been lost.

Many evacuees made contacts that resulted in year round jobs.

Again in 1943, there is need and opportunity for workers to volunteer for seasonal work in many States. Based on 1942 experience, the following points are listed for your guidance:

1. Travel is restricted to the district stated on the leave form. Any travel outside the district must be approved in advance by the Relocation Officer. If you are an alien, observe also Department of Justice regulations on travel.

2. Any change of address should immediately be reported to the Relocation Officer. Cards will be supplied for such purpose.

3. Unemployment. Promptly notify the U. S. Employment Service, the County Extension Agent, or the Relocation Officer of actual or expected unemployment that other jobs may be secured when available.

4. If your leave expires before your job is finished or you secure a new job extending beyond the date of the leave, ask the Relocation Officer for an extension of the leave, or if you can qualify for it, an indefinite leave.

5. Return to centers before completion of the contract is discouraged. In case of necessity consult the Relocation Officer so that any needed arrangements at the center, or otherwise, may be made. Unless indefinite leave has been granted to replace seasonal work leave you must return to the center by the expiration date shown on the leave or any authorized extension thereto. Return to centers in restricted military areas can be made only when an escort is available.

6. Assistance and Other Welfare Services. The WRA will not be responsible for medical or other assistance to evacuees outside of relocation centers. If you become financially unable to meet your needs, you may make application for assistance at the local public welfare agency in the community in which you are working. If there is more than one local welfare agency in the community, the Relocation Officer will advise you as to which agency will take your application. Arrangements have been made by the Social Security Board with public welfare agencies to provide such emergency assistance to evacuees who may be financially unable to provide for their own needs.

7. Whole family groups are urged to go out and accept seasonal job opportunities whenever suitable living arrangements can be made for them.

(2552)

COLORADO RIVER WAR RELOCATION AUTHORITY

Poston, Arizona

July 29, 1943

Mr. Burge's Statement

There are no immediate plans to close any relocation center. The statement in the Los Angeles Examiner of July 28 quoting Director Myer was misleading in the extreme. It is the hope of the W.R.A. that eventually all relocation centers will be closed. This has been stated many times. I am certain the evacuees themselves share this hope. But this may be a matter of years, and in the meantime evacuees can rest assured that except for segregation or internal security reasons they will not be forced to leave relocation centers if they desire to stay.

/s/ Moris Burge
Acting Project Director

Statement by Miss Ruth McKee

In late May, when the Washington office of WRA held a conference of Project Directors, the subject of segregation was thoroughly discussed, and a committee outlined the program and enumerated the principles upon which the program should be founded. I attended all sessions of that conference.

On July 14th I attended the Director's staff meeting in Washington, at which date and manner of segregation were announced. At neither time, nor at times when the program has been less formally discussed, have I heard anyone mention the closing of any center in the immediate future.

Looking ahead, someone did mention the fact that when relocation had reduced the population of the centers to a fractional part of the present population, it would be feasible to close some centers and combine the groups of people, for economy's sake.

But with the movement of a large number of people to and from the segregation camp beginning in September, and all the checking of people and goods, all the endless detail work of moving this group, it is not reasonable to believe that WRA should plan to close any center simultaneously. And, as for Poston, judging by the present speed of relocation, it does not seem probable that September 1 would find so many people relocated that there would be only two or three thousand of you left.

/s/ Ruth McKee
Historian, Washinton Office

(3449)

Executive Bd

SEASONAL WORK LEAVE PROCEDURE

Contracts for seasonal leave will be received by mail or submitted by the individual. When received, they shall be turned over to the head of the seasonal work section who will check the contracts for compliance with WRA regulations and submit them to the chief of the employment division for his approval.

In the event the employment division recruits labor, the contracts will be sent to the unit leave offices. In the event an agent does the recruiting, appointments shall be made at the unit offices for signing the contracts and filling out of applications. Before the contracts are transmitted to the unit offices, they will be referred to the employment information division for project-wide publicity.

Unit Leave Offices.

The signing of contracts must take place in the presence of the manager of the unit leave officer or his designated representative who shall retain possession of contracts at all times. Copies or excerpts of the contract may be circulated in the project for recruiting purposes; however, no application should be taken unless the contract is signed in the unit leave office.

At the time of signing of the contract or before the worker leaves the unit office, the following forms shall be filled out and signed when necessary:

1. Form WRA 129, in duplicate (Application to Participate in a Group Leave)

2. Notice to Ration officials
3. Application for Clothing Allowance
4. Application for Project Pay
5. Notice of Moving to Block Manager
6. Departure Advice, Form WRA 178.
   a. The closest date of departure shall be indicated.
   b. Termination date of contract under "remarks"
7. Notice to transportation department to pick up baggage. (This should be submitted to the baggage department not later than 48 hours before departure.)
8. Work Group Permit, Forms WRA 135, 135a, or 136.
9. Notice to Photo Studio (form)

Following completion of the above forms, unit leave manager shall furnish the worker with a prepared form setting forth:

Check list:

1. Time and location of departure and method of transportation.
2. Where and when the worker will receive the following: (a) clothing allowance, (b) project pay, (c) ration book, (d) identification card and photo
3. Where and when permit will be picked up.

Arrangements will be made to pick up dockets daily at the unit leave office which will be advised of action by the project office and the project director. A working file of each case should be maintained at the unit leave offices.

INDEFINITE LEAVE

The following procedure should be followed by the project placement officer. Outside employment opportunities are received by the following means:

1. Teletype and telegraph
2. Letter
3. From individuals appearing on the project.

If the employment offer has not been approved by WRA relocation officer, it shall be referred to him when acknowledgement is made to the employer. The employment offers should first be acknowledged by one or more form letters. If additional information is desired, it should be requested at time acknowledgement is made. It is then turned over to the information section head who will be responsible for preparing briefed summaries of the daily job offers received. These bulletins will go out five days a week with 200 copies to be run off daily and distributed at least as follows: one to the block manager -- one for his office and one to his mess hall; one to each canteen and employment office; the three unit administration buildings; and the unit leave office. Each point of distribution should arrange to provide a bulletin board which will hold at least five 8½ x 11 bulletins. The bulletins will be issued Tuesday through Saturday. All offers will be coded according to plan set forth in this instruction. Applicants shall be requested to ask for jobs by number. The name of the employer will not be shown on the bulletin.

The information office shall also prepare four copies of the original offer of employment with necessary comments, such as population, community, climate, type of work, and other further information. These copies will also be included with the same number appearing on the bulletin. Workers will be informed of all acts concerning the job, with the exception of the employer's name. The applicant will submit written applications in duplicate. The code will tell how the letter is to be started (Dear Sir, Gentlemen, or Dear Madam). The unit office will provide the necessary address and mail the written application. At the time the letter is sent, the unit leave officer will prepare a cover letter stating that the applicant contained in the accompanying letter, and that he may vorrespond directly with the applicant or through this office. The cover letter should also state that it would greatly faciletate the placement of the worker if a copy of the direct letter is sent to the unit office, using code number and unit number if there is doubt as to the project. A memorandum of unit action shall be forwarded to the project office.

Unit Leave Office

If the applicant is selected, unit leave office will be informed by the employer. The unit office shall complete the Form WRA 130, Application for Indefinite Leave. Other necessary steps are outlined in Administrative Instruction No. 22, Revise. Each document involved in Application for Indefinite Leave, shall be coded with the number of the mob offer. The unit leave office shall transmit the 130 form plus notification of selected employment to the project. The Form 130 and the notification from employer and indefinite leave shall be forwarded to the project leave office, which will be responsible for checking the case and submitting the leave form to the project director for signature. When the application has been approved or disapproved, the porject leave office shall prepare WRA 132, Notice of Decision on Application for Leave, (in duplicat) - one copy to be transmitted to the unit leave office. If the application has been approved, the indifinite leave permit, WRA 137, 137a, or 138, shall be prepared in the project leave office and sent to the unit leave office. When the applicant is advised of his indefinite leave by the unit leave office, the following forms shall be filled out and signed

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when necessary:

1. Notification to ration office
2. Application for clothing allowance
3. Application for project pay.
4. Notice of moving to block manager.
5. Departure Advise, Form 178. (Closest date of departure shall be indicated.)

6., Notice to transportation department to pick up baggage. (This should be submitted to the baggage department not later than 48 hours before departure.)
7. Notice to gas ration board
8. Notice to Baggage Clerk

Only upon completion of these steps shall the applicant be referred to the project travel bureau to make arrangements for his transportation to the job. Upon completion of the above steps, the applicant shall be furnished with a prepared form setting forth the following information:

1. Where he is to secure transportation information. (In the case of indefinite leave, at the project travel bureau.)
2. Where and when worker will receive; (a) clothing allowance, (b) project pay, (c) ration book, (d) Photograph.

As in the case of seasonal work leave, arrangements are being made to pick up dockets daily at the unit leave office which will be advised of action by the project office and the project director. A working file should be maintained each unit leave office.

SHORT TERM LEAVE

Short term leave will be issued with the quota on the following basis, subject to Section II, Administrative Instruction No. 22, Revised:

Illness or death of relative, and other extreme emergency, which shall include important business affairs. All cases must be confirmed before the necessary forms are processed.

For trips to Phoenix, the persons evacuated from the Phoenix area, now in the free zone, go without quota. For others going into Phoenix, the policy shall at this time place a limit of not more than sixteen in the Phoenix area at any given time. This is to be divided as follows:

1. For necessary business and other reasons (4-2-2)
2. For routine trip and important business with prior confirmation (8)
3. Emergencies for Phoenix are not in quota.

For people going directly to Gila, no stopover at Phoenix, not more than five at any time three days a week. The following reasons must be specified and confirmed.

1. To visit close relatives.
2. Contact business associates in the Gila center. Camp I will be allotted seven each week, Camp II four, and Camp III, four.

In all cases, preference shall be given Army volunteers. Before short-term leave is prepared, the applicant must have Form 127 on file, At the time of

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of application, the person preparing a short term leave shall fill out the departure advice form for population bureaus.

Children over 12 years are included in the quota.

Short-term leave may be also issued for the purpose of inspecting specific farm employment and business opportunities. Not for temporary employment or seeking employment.

Applicants for Short Term Leave shall be screened in the unit leave office where Form 127 or 128 will be filled out, as well as the Short Term Leave Form 133, 133a and 134, providing the reasons have been confirmed and the quotas have not been exceeded. In doubtful cases the applications should be forwarded to the project office for review. Upon completion of the docket it shall be forwarded to the project office for review and submittal to the project director for final action.

The applicant for short term leave shall also be furnished with a check sheet at the unit leave office, setting forth as much information as possible, referring the applicant to the project office for information not available at unit office, such as transportation and military permits. Upon action on the application, the project office shall take the necessary steps to inform the unit office of decision on the application, and where the permit shall be issued.

Vernon R. Kennedy
Chief, Employment Division

(2297)

政治機構提案概要

方庭評議員會

政治及び自治制組織作制上當ポストン轉住区域を三十六部落となし更に九方庭に分割す

(一)方庭四部落

政府組織は各部落を基準となす各部落中丁年者に依り一名宛の方庭評議員を投票に據り選出なし更に一名の特別方庭評議員を全四部落丁年全員に據り選出合計五名の方庭評議員に依り方庭評議員會を組織す。

右特別方庭評議員は同時に市參事員として市參事會に列席なす權能を有す

方庭評議員は其の中一名を評議員主席として互選す

部落評議員會

方針及び組織上の種々問題は現部落長宛提出なす可きで有る。部落長の必要なりと認めたる場合丁年者の集會を催し或は在集會を催す可く申請なす事を得。如何なる場合と云へ共部落評議員は方庭評議員との關係なく唯特別方庭評議員を通じてのみ關係を有す部落評議たる者は政治的に關與せざる事とす。

部落長

部落長は選擧方法に依らざる事を提言す 尚部落委員は政治的に關與せず部落委員たる者は市參事員會を離れたる行政各委員會司令下に活動なす可きである。部落委員たる者は各自部落に関する諸問題行政協議等をなす可きで有る。

市參事員會

市參事員會なる物は各方庭より選出されたる九名に據り成立す市參事員及び行政局長は密接なる関係を保ち方針計畫及び當ポストン市構成組織上の基本準備をなす者である。諸市政行政問題は行政局長及び市參事員會の下に指命されたる各課委員に依って施行される可きである。

企畫部なる部門は簡略されたる何故なれば行政局長及び市參事員會に依る。市政行政諸計畫は是等委員に一任されたるが故である市參事員會に依り各課委員は指命されるので有る。各課委員は區限されたる各事業部の義務遂行及び設計調査並に市參事員に對する諸機關設置等推薦なす可きで有る

是等各課は左記の四部門に分割す。

設計 自治制 社會 行政各部門として各種委員を設置なし委員長を指名す。

設計部門として農業工業商業庭園を擔當す。

自治制部として公共衛生保樂青年圖書を擔當す

行政部門として部落長評議員家屋食料就職消防衛生施設を擔當す。

社會部門として兵事司法經濟警察選擧を擔當す。

必要に應じ各委員會は新設委員會を置く事を得但し在は

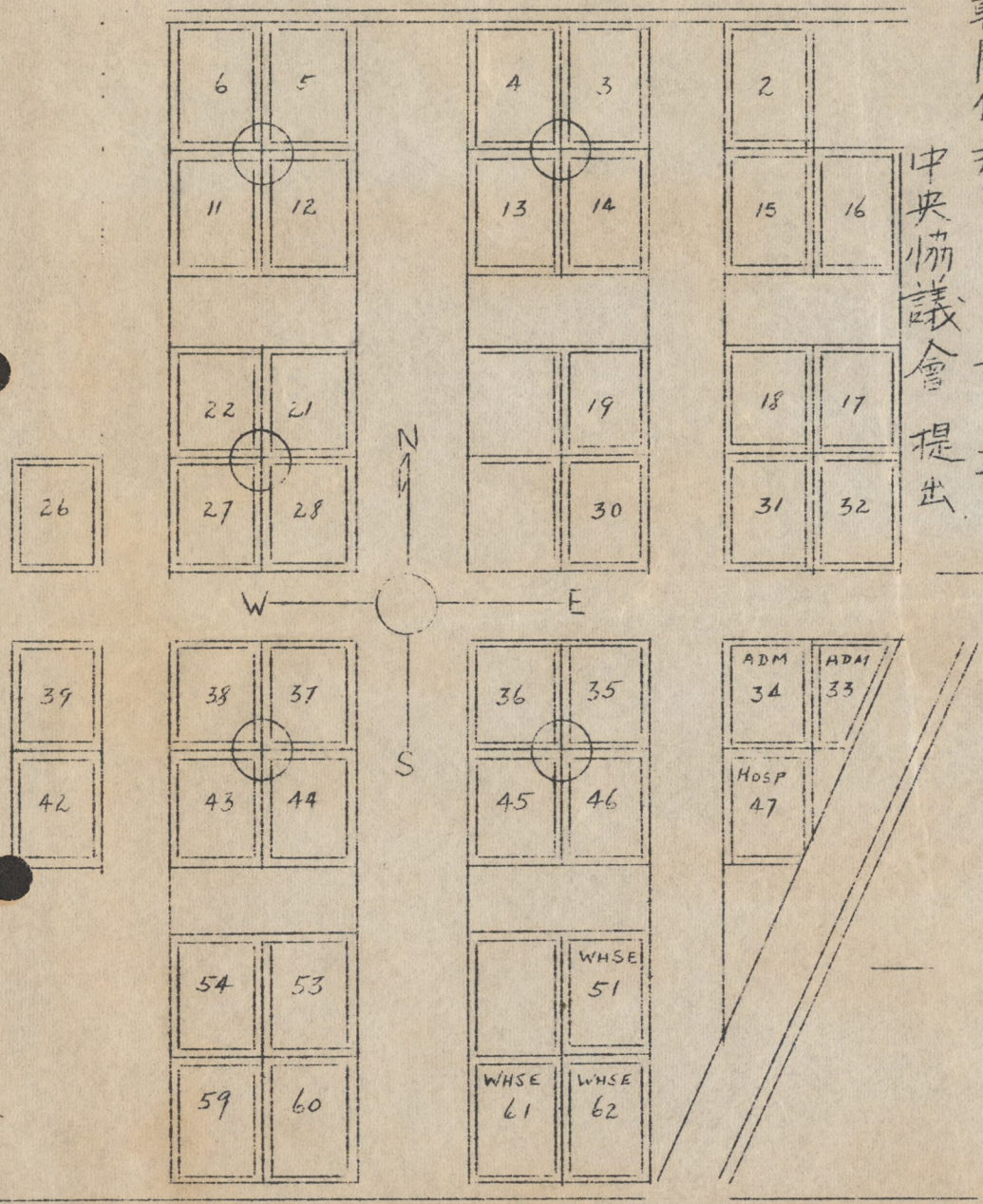
行政局長及び市參事員會の認可を要する事とす。

最終階段として將來當然起る可き種々不必要なる摩擦等の解消を期し提出されたる種々計畫等は行政局長の認可を要し然る後當ポストに市制社會に適用され得る事とす。以上は權限無き者達をして自由に規約等作成なし市民諸子に實行を強いる事等未然に防ぐ爲で有る。

宗教の自由

許されたる範圍に於ての宗教の自由を奬勵すと云へ共政治的及び市制等行政團体との連絡關係無からしむ可き事。

中央協議會 提出



御願

以上の政治機構提案概要なるものは中央協議會にて自治政府設立の爲一般諸君に説明理解を得る爲の雛形に過ぎずより良き我等の政府設立の爲各種腹案作制プラクニナ一ナ日迄御提出を乞ふ。

中央協議會

一世情報局

N.Y. Times
7/19/42

JAPANESE DECRIES MASS EVACUATION

'If They Do That to One Group They Can Do It to Others,' Citizens' Official Says

Mike M. Masoka, national secretary of the Japanese-American Citizens, declared yesterday at a meeting of the Post War World Council called to discuss the question of Japanese evacuation that "we are a test of democracy." Referring to the Japanese evacuation on the West Coast, he said, "If they do that to one group, they can do that to other groups." The meeting was held at the Russell Sage Foundation, 130 East Twenty-second Street.

Norman Thomas, chairman of the executive committee, met violent opposition from the Japanese-American Committee for Democracy in attempting to obtain adoption of a resolution to be presented to twenty social welfare, religious, and similar organizations represented. The resolution was finally adopted by a close voice vote.

The resolution recommended that both military and civil authorities keep the evacuation "within its present geographical bounds." It further asked that "after evacuation the entire matter of assembly and resettlement be taken from military authority and put into civilian control through Federal bureaus, and that the process be carried out as a necessary change in residence only and not as the military internment of unaccused persons in concentration camps, as present trends indicate it may become."

Boards for Hearings Sought

Thirdly, the resolution asked that American citizens of Japanese ancestry be exempted from all orders and that boards of hearing be established so that both alien and citizen may appear and have their cases heard. It ended with the recommendation "that every effort be made to see that these temporary shelters * * * shall not through any cause be permitted to become even semi-permanent."

Miss Teru Masumoto, who represented the Japanese-American Committee for Democracy, offered a resolution in opposition which was narrowly defeated. This resolution differed from the one adopted in proclaiming that "as all loyal Americans we support every measure that will help to insure victory for the United Nations, despite any personal hardships or sacrifices." It further said that military considerations made necessary the West Coast evacuations and as such was a contribution toward victory.

The resolution recommended that "this conference commend to the attention of the nation the thousands upon thousands of loyal Americans of Japanese descent, both citizen and non-citizen, who are completely ignoring their own personal interests for the sake of the war effort and are cooperating fully with the government's war relocation program."

C. Read Cary of the American Friends Service Committee described conditions in the resettlement camps in California and said they differ only slightly from the concentration camps abroad. "We are doing exactly the same thing as in Germany," he declared.

Roger Baldwin, director of the American Civil Liberties Union, discussed the legal effects of the mass evacuation. He said that the excuse of military necessity should not be tolerated. "Why Mayor La Guardia did not even permit Japanese-Americans to parade last Saturday—a parade in support of the democratic tradition," he declared.

MAY 14 1942

NEW YORK TIMES,

JOBS TO BE OFFERED JAPANESE ON COAST

Under Proper Guarantees, They Will Get Furloughs to Work for Wages on Farms

ARMY APPROVAL REQUIRED

State, Local Authorities and Employer to Protect Men—Oregon Files First Request

Special to THE NEW YORK TIMES.

SAN FRANCISCO, May 14—Contrary to earlier belief, thousands of Japanese evacuées from the West Coast Military Area No. 1 will have the opportunity this season to work on farms outside resettlement projects now being set up. For this work they will receive "prevailing wages."

To help meet the farm labor shortage, a special furlough system has been agreed upon, it was disclosed today, between Colonel Karl R. Bendetsen, representing the wartime Civil Control Administration, and Milton S. Eisenhower, director of the War Relocation Authority.

Upon approval by the Army and

U.S. NAVAL GROWTH STRESSED IN JANE'S

Continued From Page One

capital ships under construction, according to Jane's, is "still somewhat doubtful" and uncertainty about their names and types continues to exist.

Capital ships reported building in Japan it lists as the Nissin, which, it says, may prove to be an aircraft carrier instead of a battleship; the Takamatu and a possible sister ship, the Chichibu, which may have been developed into the pocket battleship type; and the Kii, Owari and Tosa.

All these are expected to have speeds of better than thirty knots and to carry guns ranging from 9-inch to 16-inch. However, because of Japan's shortage of materials, the delivery of the ships is likely to be delayed beyond Japanese expectations, Jane's asserts.

Jane's notes a new Japanese class of pocket battleships, the Chichibu ships, of 12,000 to 15,000 tons, slightly more powerful than the German ships after which they apparently are modeled.

N.Y. Times

1942. MAY 13 1942

$8-$16 A MONTH PAY GRANTED EVACUEES

Scale for Unskilled and Professional Work Gives Japanese a 44-Hour Week

SUBSISTENCE IS PROVIDED

And Those Sent From West Coast Areas Also Will Get Free Shelter and Medical Care

By LAWRENCE E. DAVIES

Special to THE NEW YORK TIMES.

SAN FRANCISCO, May 13—A wage scale ranging from $8 a month for unskilled labor to $16 for professional persons was established today for Japanese evacuees from the Far West's military area No. 1, who are being moved into assembly, reception and resettlement centers. The schedule is based on a forty-four-hour week.

In addition to the wages, the provisions agreed to at conferences in Washington between Secretary Stimson and Milton S. Eisenhower, director of the War Relocation Authority, call for free subsistence and shelters for the evacuees, as well as hospitalization and medical care.

The evacuees also will receive a gratuitous issue of clothing "when necessary" and will get coupon books redeemable at the center's canteens for the purchase of such personal necessities as toilet articles. The monthly allowance for this purpose will be $2.50 for an unattached adult, $4 for a man and wife, $1 a month for a child under 16 and $7.50 for a family.

The wage scale, which was effective as of May 1, will be paid to those evacuees who perform actual work at the centers. The professional and technical class, which received $16 a month, includes doctors, dentists, engineers, etc. At the Owens Valley Reception Center at Manzanar, for instance, Dr. James Goto, former surgeon at the Los Angeles County General Hospital, has built up a staff of specialists among Japanese applicants for the operation of the camp's medical center, which will include a 250-bed hospital and the most modern equipment.

The wage schedule, in addition to unskilled and professional classes, provides for skilled labor, such as nurses, stenographers and cooks who will receive $12 a month.

All possible work opportunities will be given the evacuees, who already in many cases are helping in camp administration, farming and the providing of essential services.

ASKS CAUTION ON ALIENS

Group Says Evacuation in East Would Be Unjust to Many

Special to THE NEW YORK TIMES.

WASHINGTON, May 13—Forced mass evacuations of aliens from the Eastern seaboard, resulting in economic dislocations, confusion and injustices to many thousands, are imminent unless President Roosevelt reviews "immediately" his authorization prescribing military areas. The Select Committee Investigating National Defense Migration so reported to the House of Representatives today.

Before such a movement were permitted, the committee recommended, it should be determined who, among German, Japanese and Italian aliens, and American citizens bearing the "enemy-alien" brand, were loyal to the United States, and who were disloyal. This, it held, could be accomplished through the establishment of hearing boards throughout the country, which the committee has recommended before.

The committee, at the same time, presented a program of recommendations designed to meet evacuation problems arising on the West and East Coasts. At points of its 58-page interim report it was critical of the governmental agencies handling the alien problems.

It viewed its recommendations as deep-reaching and of fundamental value to democracy. It stressed repeatedly that in dealing with the "enemy-alien" problems the government was dealing simultaneously with masses of persons, a majority of whom were citizens of the United States.

The German and Italian aliens, the investigating panel stated, presented in terms of numbers "problems more vast and far-reaching than the Japanese," as they outnumbered the latter perhaps ten to one, were not concentrated geographically and were welded deeply into the pattern of American life.

Japanese, Held, Smash Up Quarters at Vancouver

By The Associated Press.

VANCOUVER, B. C., May 13—Japanese under detention at the Immigration Building here staged a riotous demonstration today, smashing windows on the upper floor, on which they are held, and turning a firehose on persons in the street below.

Chunks of plaster torn from the walls of their quarters and an iron grating were thrown into the street. The Japanese shouted so loudly that they could be heard several hundred yards away. Japanese women stood near by and waved to them.

All was quiet early tonight. Immigration authorities declined comment. The affair was in the hands of military authorities.

N.Y. Herald Tribune

TUESDAY, MAY 26, 1942

Two Relocation Centers For Japanese Are Set Up

20,000 To Be Sent to Reclaimed California and Idaho Sites

WASHINGTON, May 25 (UP).—John C. Page, Bureau of Reclamation Commissioner, announced today establishment of two relocation centers in California and Idaho to accommodate 20,000 Japanese removed from the West coast area.

The first center, at Tule Lake, Calif., will open in June and the second, the Minidoka project in southern Idaho, will be ready in July.

More than 35,000 acres of public land will be improved by irrigation, but the Japanese will acquire no rights to it, Mr. Page emphasized.

The construction program in northern California will consist of drains and pumping plants for a maximum irrigated area of 21,000 acres, while the Idaho project, lying along the Milner-Gooding Canal north of Eden, will irrigate 17,000. Each center will accommodate 10,000 Japanese and cultivation of the lands will provide subsistence for them by 1943. Mr. Page added, however, that some cultivation on the California project may be possible this year.

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

Relocation

The Relocation Division is responsible for informing evacuees of outside conditions, stimulating relocation among evacuees, maintaining good relationships with the community, counseling individuals and families on their relocat ion plans, processing leaves of relocatees, and keeping records on leaves. Due to th e geographical nature of this relocation center, it is necessary that this division m aintain four separate offices - Project Office, Unit I Office, Unit II Office and Uni t III Office to provide residents of all units with proper and equal service.

In order to perform these tasks the Relocation Office mu st be provided with adequate personal service, supplies, equipment and funds, which are described in detail by objective classifications.

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

DIVISION
SECTION Relocation
UNIT

(47C)

SUMMARY BY OBJECTIVE CLASSIFICATION

01.1	Personal Services - Indefinite Appointed		$ 7091.75
01.3	Personal Services - Evacuee		2901.00
01.4	Personal Services - Temporary		
02.1	Travel - Administrative		350.00
02.2	Travel - Evacuee		40020.00
03	Transportation of Things		9725.00
04	Communication Services		
05	Rents and Utility Services		
06.1	Printing and Binding		
07.2	Other Contractual Services		70.00
08	Supplies and Materials		350.00
09.1	Equipment - Passenger Carrying Vehicles		
09.2	Equipment - Other		637.50
10	Lands and Structures		
11	Grants, Subsidies and Contributions		
	11.1 Public Assistance Grants	$	
	11.2 Clothing Grants		
	11.3 Relocation Grants	27200.00	27200.00
	11.4 Project Travel and Transfer Grants		
	TOTAL		$ 883 45.25

Form WRA 304
Reproduced @ CRRC 2/44

WAR RELOCATION AUTHORITY

PERSONAL SERVICES ESTIMATE SHEET

Relocation Center ~~Colorado River~~

POSITION TITLE	GRADE	Authorized No. of Positions		Requested Number of Positions				Monthly Wage Rate			Quarterly Salary Payments		
					Temporary						Appointed		
		Indef.	Temp.	Indef.	No. of Positions	Total Man Months	Man Months This Qtr	Base	Over-time	Total	Indefinite 01.1	Temporary 01.4	Evacuee 01.3
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
Relocation Program Officer	CAF-12	1		1				383.33	52.36	435.69	1307.08		
Ass't Relocation Program Officer	CAF-11	1		1				316.67	52.36	369.03	1107.08		
Relocation Adviser	CAF- 9	3		3				266.67	52.36	319.03	2871.24		
Leave Officer	CAF- 7	1		1				216.67	46.95	263.62	790.85		
Official Escort	CPC-5	2		2				140.00	29.25	169.25	1015.50		
Relocation Commission Exe. Sec.	1-d-501	1		1				19.00		19.00			57.00
Relocation Coordination Ass't.	1-d-502	3		3				19.00		19.00			171.00
Assistant Leave Officer	1-d-505	3		3				19.00		19.00			171.00
Assistant Relocation Adviser	1-d-508	3		3				19.00		19.00			171.00
Jr. Relocation Adviser	1-d-509	3		3				16.00		16.00			144.00
Senior Clerk	1-d-510	2		2				16.00		16.00			96.00
Clerk-Typist	1-d-900	17		17				16.00		16.00			816.00
Clerk-Stenographer	1-d-901	10		10				16.00		16.00			480.00
Clerk-Stenographer	1-d-901	1		1				19.00		19.00			57.00
Clerk	1-d-902	9		9				16.00		16.00			432.00
Assistant Relocation Interviewer		2		2				19.00		19.00			114.00
Jr. Relocation Interviewer		4		4				16.00		16.00			192.00
Total		58 / 54									7091.75		2901.00

Instructions for Completing WRA Form 304

Column 1 - List the position titles by Division, Section and Unit. Both appointive and evacuee positions are to be listed, with the evacuee positions as a separate group below the appointive positions. Prefix evacuee position titles with the correct assigned position number.

Column 2 - Indicate the grade of each position title, appointive and evacuee. In the case of unallocated appointive positions, show the hourly rate of pay instead of grade.

Column 3 - Show the number of indefinite positions presently authorized for each type of position listed in Column 1, for both appointive and evacuee positions.

Column 4 - Show the number of temporary appointive positions presently authorized for each type of position listed in Column 1.

Column 5 - Show the requested number of indefinite positions for each type of position listed in Column 1, appointive and evacuee.

Column 6 - Show the requested number of temporary appointive positions for each type of position listed in Column 1.

Column 7 - Show the total man-months that the temporary appointive positions will be needed during the remainder of this fiscal year.

Column 8 - Show the total man-months that the temporary appointive positions will be required during the quarter covered by this estimate.

Column 9 - Show the monthly base rate of pay for each type of position listed in Column 1, appointive and evacuee.

Column 10 - Show the monthly overtime rate of pay for each type of appointive position listed in Column 1.

Column 11 - Total of Columns 9 and 10.

Column 12 - Show the quarterly salary payments for indefinite appointive positions requested for the quarter covered by this estimate (objective class 01.1).

Column 13 - Show the quarterly salary payments for temporary appointive positions requested for the quarter covered by this estimate (objective class 01.4).

Column 14 - Show the quarterly salary payments for evacuee positions requested for the quarter covered by this estimate (objective class 01.3).

Columns 3, 4, 5, 6, 12, 13, and 14 should be totaled for each division. At the end of the estimate include a sheet showing grand totals for the whole project, with estimated cost of subsistence and quarters shown as deductions from the totals of Columns 12 and 13.

Job descriptions and justifications for all new positions proposed, appointive and evacuee, must accompany this form.

This form and attachments are to be prepared in original and four copies.

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

DIVISION Relocation
SECTION
UNIT

OBJECTIVE CLASSIFICATION: ~~02.1 Travel - Administrative~~

As approved by the Washington office, it is planned that one representative of the appointed personnel will make an official trip on detail to one or more field offices of the W. R. A. It is estimated that such a trip will be for 30 days. In addition to this field trip other authorized travel of 5 days i s estimated.

30 day trip @ $10 per day	$300. 00
Other authorized travel 5 days @ $10 per day	50. 00
Total	$350. 00

(431 8)

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

DIVISION Relocation
SECTION
UNIT

OBJECTIVE CLASSIFICATION: 02.2 Travel - Evacuee

As a result of the special counseling program, this offi ce is anticipating an increase in individuals relocating from this project. It is es timated that 800 individuals or 160 families will relocate during the first quarter of the fiscal year 1945. Of 800, 600 are expected to be adults, who require full fare. The average fare is estimated to be $55, which is an increase of $5 from the estima te we submitted in our Budget for the fourth quarter of this year, because of the incr easing number of evacuees resettling in the Eastern Coast area.

In addition to travel expense of evacuees this item will include travel expense for official escorts, who are expected to make 35 trips to Need les, 6 trips to Las Vegas and 5 unscheduled trips. The calculations for this class ification are as follows:

Evacuee Travel			
600 adults @ $55	33000.00		
200 minors @ $27.50	5500.00		
Total evacuee travel			38500.00
Escort Travel			
35 trips to Needles			
Fare @ $15 per trip	525.00		
Per diem @ $6 per day	420.00		
total		945.8 0	
6 trips to Las Vegas			
Fare @ $31 per trip	186.00		
Per diem @ $6 per day	144.00		
total		330.0 0	
5 Unscheduled trips			
Fare @$25 per trip	125.00		
Per diem @ $6 per day	120.00		
total		245.0 0	
Total escort travel			1520.00
Total Evacuee Travel			40020.00

(431 8)

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

DIVISION Re location
SECTION
UNIT

OBJECTIVE CLASSIFICATION: 03 - Transportation of Things

This classification includes freight and express on materials and the transportation cost of evacuee freight. To date, the overall average weight paid has been 600 lbs per family. However, it is necessary to raise the average to 1000 lbs per family since Section 100.3 I of the Administrative Manual eliminated limitation on weight.

Freight and express on materials and supplies	$ 125.00
Transportation cost of evacuee freight and baggage 1000 lbs per family @ $6 per 100 lbs for 160 families	9600.00
Total	$9725.00

(431B)

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

DIVISION
SECTION ~~Relocation~~
UNIT

OBJECTIVE CLASSIFICATION: ~~07.2 * Other~~ Contractual Services

Miscellaneous contractual services such as
use of punch card, sorting machines, etc..... ...$70.00

(4318)

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

DIVISION
SECTION ~~Relocation~~
UNIT

OBJECTIVE CLASSIFICATION: ~~08 - Supplies and Material~~

Books, magazines, newspapers and other similar materials from various parts of the country for the purpose of giving as much information as possible to evacuees $350.00

(431 8)

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
Fiscal Year 1945
First Quarter Estimate

DIVISION Relocation
SECTION
UNIT

OBJECTIVE CLASSIFICATION: 09.2 - Other Equipment

To maintain the efficiency in operation of the Relocation division, the following equipment is requested for the first quarter of the f iscal year 1945.

1 adding machine	$300.00
1 typewriter	100.00
5 file cabinets @ $27.50	137.50
Other equipment	100.00
Total	$637.50

(431B)

11 - Grants

Based on the estimate, that 800 individuals relocate dur ing this period, the following amount must be set aside for relocation grants:

Financial assistance @ $25 per person for 800	$20000.00
Per diem @ $3 for 3 days	7200.00
	$27200.00

July 28, 1944

DISTRIBUTION LIST FOR RELOCATION DIVISION

James D. Crawford	Relocation Program Officer	Unit I
C. R. Carter		
Dorothy Stevick	Relocation Advisor	I
Gordon Wilson	Escort	I
John G. Hunter	Relocation Advisor	I
Harriet Powell	Asst. Reloc. Advisor	I
Herbert W. Carter	Acting Reloc. Advisor	II
Lawrena Isaksen	Asst. Reloc. Advisor	II
Howard Hollenbeck	Asst. Reloc. Advisor	III
Bertha Starkey	Asst. Reloc. Advisor	III
Agnes Corrigan		
R. C. Mills.		

SECTIONS IN PROJECT RELOCATION OFFICE

Program Section

Resettlement

Leave Processing

Departure Station

As of August--1944

DISTRIBUTION LIST FOR RELOCATION DIVISION

James D. Crawford	Relocation Program Officer	Unit I
C. R. Carter	Asst. Reloc. Program Officer	I
Dorothy Stevick	Relocation Advisor	I
Gordon Wilson	Escort	I
John G. Hunter	Relocation Advisor	I
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Lawrena Isaksen	Asst. Reloc. Advisor	II
Howard Hollenbeck	Asst. Reloc. Advisor	III
Bertha Starkey	Asst. Reloc. Advisor	III
Robert C. Wells	Leave Officer	I
Agnes Corrigan	Asst. Reloc. Advisor	I

SECTIONS IN PROJECT RELOCATION OFFICE

Program Section

Resettlement

Leave Processing

Departure Station

COLORADO RIVER RELOCATION CENTER

Poston, Arizona

May 1, 1945

MEMORANDUM TO: Relocation Advisers

SUBJECT: Travel of Alien Parolees and Deportees

We are presenting, herewith, for your information and guidance, current regulations affecting travel of parolees and deportees.

Although the supervision of the above-mentioned aliens fall within the jurisdiction of the Immigration and Naturalization Service of Los Angeles, this does not mean that they are ineligible for leave from this center. On the contrary, parolees and aliens under deportation proceedings are elibible for leave with the exception of those deportees who have been designated by the Department of Justice as "ineligible for release under parole" until further notice. All aliens, of course, must appear on step 6 (cleared) of Army's so-called white list before leave of any description will be issued to the formerly evacuated areas.

Inasmuch as parolees and deportees require advance approval from the Immigration Service of Los Angeles, they will not be permitted to depart from this center until they have first obtained a valid travel permit from the above agency. Parolees, however, are eligible for a leave of absence not exceeding a period of 10 days without prior approval or travel permit issued by the Immigration Service. In this respect, permit covering such travel will be issued by the Project Leave Office. It is requested, however, that use of this procedure be restricted to cases in which the alien will actually not be absent from this Project in excess of ten days. We are in receipt of advice from the Immigration Service that they will be unable to give any consideration to any application for permission to travel made by the parolee for the purpose of prolonging this 10-day leave. Therefore, the Unit offices are hereby instructed not to accept any application for travel which is made at the same time the parolee would be applying for 10-day leave. Deportees are not eligible for the type of leave described above, but must obtain prior approval from the Immigration Service, together with travel permit to cover this specific travel.

In order that there will be no avoidable delays in processing of application for travel by the Immigration Service, it is imperative that Unit Offices exercise special care in the execution of Application for Permission to Travel, Form AC-PS-10; Application for Permission to Change Residence, Form AC-PS-9, and that letter of transmittal contain the necessary information as listed below.

APPLICATION FOR PERMISSION TO TRAVEL

It is the request of the Immigration and Naturalization Service of Los Angeles, that all application for permission to travel, Form AC-PS-10, be submitted in quintuplicate, preferably 2 weeks in advance of the proposed date of departure. This has been requested in view of the fact that any travel outside of the jurisdiction of the Los Angeles District (Southern California) also requires the approval of the appropriate District Director into whose area the alien wishes to enter. Sponsorship arrangements must also be made in this respect. If the proposed travel is within the Los Angeles District (Poston is within the Los Angeles District). Item No. 7 in this instance should be left blank and should be so-indicated in the cover-letter with the request that it be filled by the District Parole Officer for departure at the earliest possible date.

In the execution of application for Permission to Travel, we wish to call your particular attention to Items No. 7, 8 and 11a. Under Item No. 7, "date of departure", it is vitally important for the benefit of the applicant that he be allowed a 10 day leeway period, such as "between May 1 and May 11". This is more feasible than setting a specific date of departure, as all travel permits issued henceforth by the Immigration Service becomes invalid if the alien fails to depart within the specified date of dates.

Under Item No. 8, Date of Return for the Applicant wishing to leave the center on short-term leaves should not be set beyond a period of 30 days from the date of departure so as to conform with our leave policy. For those individuals relocating, the remarks "Not returning" should be indicated.

Under Item No. 11a, one of the requirements set forth by the Immigration Service is that all application for travel contain a statement by the alien as to whether or not he has been notified by the Western Defense Command that an individual Exclusion Order has been issued against him.

APPLICATION FOR PERMISSION TO CHANGE RESIDENCE

All parolees and Deportees making application for travel for the purpose of establishing permanent residence elsewhere must submit in triplicate, Application for Permission to Change Residence, Form AC-PS-9. Inasmuch as all parolees and deportees leaving the center for a temporary period or for the purpose of relocation require sponsorship arrangements through the Los Angeles Immigration Service, it will be of substantial advantage and convenience to the aliens if he would suggest sponsors.

In cases involving proposed absences of a temporary nature, these forms will not be required.

LETTER OF TRANSMITTAL OR COVER LETTER

All properly executed applications for permission to travel and change of residence must be accompanied by a cover letter which shall

set forth a statement regarding the applicant as described under Section 60.4.12.A of the Leave Handbook. A copy of such statement together with copies of applications shall at the same time be sent to the Central Office, Immigration and Naturalization Service, Philadelphia, 7, Pa., so that they will, at all times, be informed of the proceedings.

We have been advised by the Immigration and Naturalization Service of Los Angeles that processing of applications for permission to travel can, in most instances, be expedited to some extent if our letters of transmittals would include the applicant's family number. It is now their policy to clear with the Civil Affairs Division, Western Defense Command, each alien making application for permission to enter the Western Defense Command. Due to similarity of names, it is frequently difficult to positively identify the correct individual without the family number.

In accordance with our leave policy, parolees and deportees who are released from this center on short-term leaves are eligible for conversion of their leave without returning to this center under the provisions listed below:

"THAT CONVERSION FROM SHORT-TERM LEAVE TO TERMINAL LEAVE BE CONFINED TO THE CASES OF THOSE ALIENS WHO HAVE DEPARTED FROM THIS CENTER ON TRAVEL PERMITS ISSUED BY THE IMMIGRATION AND NATURALIZATION SERVICE. PAROLEES DEPARTING ON TRAVEL PERMIT ISSUED BY THE PROJECT LEAVE OFFICE WILL NOT BE ELIGIBLE FOR SUCH CONVERSION."

Although it is the wish of the Immigration and Naturalization Service to avoid the use of telephone and telegraph, when circumstance of an urgent nature develop and require that parolees and deportees depart immediately, they have stated that a telegraphic travel permit will be issued upon our recommendations. Such requests must be kept to a minimum.

All travel permits issued by the Immigration Service of Los Angeles will be routed direct to the Leave Section. The Leave Section will in turn advise the respective Unit Relocation Offices of the arrival of such permits together with conditions of departure thereof.

Please see that persons charged with the responsibility for initiating applications for leave of parolees and deportees are cognizant of the existing procedures.

C R Carter
C. R. Carter
Relocation Program Officer

(4675-b)

COLORADO RIVER RELOCATION CENTER
Poston, Arizona

Relocation Division

Emergency Furloughs and Furlough Extension Procedure

An emergency furlough may be granted by the Commanding Officer to an enlisted man when there is an emergency necessitating his presence at home, and when the enlisted man is not eligible for a regular furlough.

A. Reasons for requesting emergency furloughs:

1. Death in the enlisted man's immediate family.
2. Critical illness in the nelisted man's immediate family.
3. Business transactions which require the serviceman's presence and which cannot be handled through correspondence or power or attorney.
4. Japanese-American soldiers may request emergency furloughs for the purpose of assisting families to relocate.

Note: Extensions of regular furloughs and extensions of emergency furloughs may be granted for the same reasons as emergency furloughs.

Procedure:

A. Furloughs

1. The enlisted man must make his own request for furlough.
2. The C. O. then asks the Red Cross Field Director at the post or station to obtain a verification of whatever facts the soldier has given.
3. The R. C. F. D. requests the appropriate local R. C. Chapter to investigate the circumstances. The request is routed by telegraph or long distance telephone.
4. The local Chapter contacts the family, verifies the circumstances, and replies to the Field Director.

Example: A soldier at Camp Shelby, Mississippi receives a wire from his family in Los Angeles, California that his father is critically ill, and that the family would like the soldier to come home. The soldier requests the emergency furlough and his C. O. refers him to the R. C. F. D. The F. D. wires the Los Angeles Chapter requesting verfication and upon receipt of the reply he reports it to the C. O. who then makes the decision with reference to granting the request.

B. Extensions of regular or emergency furloughs follow the same procedure.

Advance Information: There usually arise some situations in which the family requests assistance in obtaining an emergency furlough for a soldier because of some pressing need. In all such instances, the family must contact the soldier and ask that he request the furlough. If the family has done so it is not necessary to wait for an inquiry from the Red Cross. A verification may be sent and should state that a furlough request is anticipated.

Example: A member of the family asks the Asst. Relocation Advisor to assist in obtaining a furlough for Pvt. Tom Hasegawa because his mother is critically ill. The Asst. Relocation Advisor should verify through the Health Section what the mother's condition is, and if it is considered necessary that the soldier come home. If the Health Section indicates that the condition is critical and that the soldier should come home an advance message can be sent. The family is advised to notify the soldier to request a furlough. Then send teletype to Pacific Area ARC "anticipating furlough request Pvt. Tom Hasegawa 39543671 Co. B. 8th Bn. 6th Rgt. Camp Wheeler, Ga. Mother Toshie Hasegawa critically ill. Principal Medical Officer states bronchial pneumonia recommends soldier's presence."

At WRA Centers the responsibility for verifying the need for emergency furloughs and extensions is a responsibility of the Project Director and is not handled by the local R. C. Chapter.

All messages must be sent via the Home Service Department of the Pacific A R. C. Office, and all requests from military posts are relayed to the Project through the Pacific Area Office.

Miss Ella B. Watland,
Pacific Area, ARC,
Civic Auditorium, San Francisco, California

Delay enroute: A delay en route is granted in lieu of a furlough if the furlough is due at the time of transfer from one station or post to another. If an extension of the delay is needed the request should be made of the C. O. at the station to which the soldier is due to report.

The verification should include soldier's name, army serial number, the fact that he is on delay, the name of previous station, the date he is due to report to new station, complete organization at new station and a statement as to where his request for extension was sent; specific information as to what the soldier is to do in the additional time, why it is necessary that he do it, and why the action cannot be complete in the time allotted.

Sample verification of extension of delay en route: "Pvt. Arthur A. Nakamura, 39659843 on delay en route from Camp Shelby, Mississippi due report AGF Replc. Depot #1, Ft. George Meade, Md., May 27, Wired. Co. O. Ft. Meade for five day extension. Plans to visit Riverside, California to arrange for family's return. Property in soldier's name. Can complete business in four additional days.

C. R. Carter
Relocation Program Officer

MANUAL OF INSTRUCTIONS FOR REGISTRARS

J 2.04

Under the present policy of the War Relocation Authority, every person 17 years of age and over are to apply for their Leave Clearance so that any person, citizen, or alien who finds employment outside the project may be in a position to leave the project at a moment's notice. It is to be understood that no one will be forced to leave. Persons may leave the project only if they so desire.

Your ppesent task will be to register all aliens and female citizens 17 years of age and over for this Leave Clearance application (male citizens having registered for Leave Clearance together with Selective Service). The procedure for interviewing will be different from that of the usual registration where registrants report to a central office where the interviewers are stationed. For this particular registration, a number of interviewers will be stationed at every Block Manager's Office and the people of that block will be scheduled by appointment to report to you for the interview. Every block in Camps I, II, III will begin simultaneously and work for a period of several days. There is but one form to be filled out---Form WRA-126, Revised, (application for Leave Clearance). Form WRA-26 (Census Record) which are to accompany the Leave Clearance form, will be made available for the people who live in the block where you are stationed so that you will be able to use these records as a supplementary reference.

GENERAL INSTRUCTIONS

Four copies must be made for each person. However, you are being asked to make only two---that is a top sheet and one carbon sheet. The other two will be copied from your forms by an organized unit of high school students. Therefore, it is imperative that your entries on the form be neat and clear. If your handwriting is not legible, please print. The information on the census form is not to be copied directly, but to be used only as a reference or reminder. The items below found wholly or partly on WRA-26 will have an asterisk before the number.

In the space next to Relocation Center, enter Colorado River; in the space next to family number, enter the Individual Number found in Item 14 of the Census Record; in the space next to center address, enter the present Poston address, such as Block 46-7-C. The following numbered paragraphs will correspond to the number of the items on the form you are to fill out.

Be courteous and tactful in asking the questions. Do not attempt to press or force information but rather impress registrant with the advantage of complete and honest answers. If Registrant does not know or remember certain information, make the appropriate entry such as "Unknown", "Doesn't Remember", or "Does Not Know".

* 1. NAME Enter here the full name of the person to whom this form applies. Enter first, the last name (or surname), then the English given name (or name customarily used), and the Japanese given name. Make certain that you have spelled each name correctly. If the person has no English name, enter a dash; same for Japanese name. For Alias, enter any other name commonly used by registrant. For women, enter the married name and not the maiden name. If the surname of the man is derived from a "Yo-shi marriage," indicate as

(1937)

such by writing under his name "wife's surname."

2. NAMES AND AGES OF DEPENDENTS YOU PROPOSE TO TAKE WITH YOU Enter here the names and ages of dependents who will accompany you in leaving the project. This may include spouse, children, parents, relatives, or any other dependent.

* 3. DATE OF BIRTH. Enter here the month, day, and year of birth. (Example: 7/2/02.) You may have to refer to the Census Record for this date because in many cases aliens are inclined to give their birthdate as "Meiji Go-nen," "Taisho Ni-nen", etc., which will be difficult to interpolate into our calendar system. PLACE OF BIRTH: for female citizens, enter the city and state; for aliens, enter the ken and country.

* 4. CITIZENSHIP Enter here eithe U. S. or Japan. Female citizens who lost citizenship by marriage to an alien should be so indicated.

5. LAST TWO ADDRESSES Enter here the complete addresses of the last two residence of a period of three or more months. If the registrant came to Poston from an assembly center, enter the last two addresses of three months or more before he entered the assembly center. For the dates of residence, enter the month and year. Example: from 6/39 to 11/41.

* 6. SEX, HEIGHT, AND WEIGHT For sex, enter M for Male and F for female. Enter the height in inches. Enter the Present weight

7. ARE YOU A REGISTERED VOTER, ETC. This question applies to female citizens only. In california, it is necessary to register at every election in order to vote. Therefore, it is possible to have first registered ("yes" for Year First Registered) without being registered at present. If a registrant voted at the last election, enter "yes" for the answer. "Where" and "Party" refers to Are you a registered voter? and not to Year First Registered.

* 8. MARITAL STATUS There are five categories of marital status, and the following abbreviations can be used: S for single, M. for married, D for divorces, W for widow (er), Sep. for separated. Enter either U. S. or Japan for citizenship of spouse. If citizenship is lost by marriage to a alien, enter a notation to that effect. Race of spouse is self-explanatory.

* 9. FATHER'S NAME, ETC. Enter the last name first, town or ken and state or country of birth. For occupation, enter the usual occupation before evacuation. His present occupation on the project will not be considered significant.

*10. MOTHER'S NAME, ETC. Enter here the maiden name and information as in Item 9 above.

11. RELATIVES IN U. S. Enter here relatives living in the U. S. including parents, all children (or adopted children), and brothers and sisters, (or half brothers and sisters) over twenty-one. Particularly those who are in military service are desired. If there are more that those pro-

vided for by the three spaces, enter additional names on separate sheets and enclose them within your form.

NOTE: Whenever there is not enough space for a dditional information, make the entries on supplementary sheets (Quadruplicate) writing name of registrant at top of sheet and the No. of item for which additions are made.

12. RELATIVES IN JAPAN Same as Item 11, using same extra sheets, if necessary, for additional information. If names and address of relatives in Japan are not known, enter "Not Known."

* 13. EDUCATION Enter the education in both Japan and the U. S. Line 3, "Japanese Language School", applies to such schools in the U.S. only. Other schooling refers to professional, business, or trade schools. For the year of attendance, enter month and year. Example: 6/27 to 3/39. If months are not available, years alone is sufficient. If the registrant does not remember the dates, you may refer to the Census record to remind him. If registrant attended school in both U. S. and Japan, enter School In U. S. on Form and School in Japan on supplement sheet, so that the Form will not be overcrowded.

* 14. FOREIGN TRAVEL Enter here information for trips of more than one month to foreign countries. If a registrant was born in Japan, enter the date he arrived in U. S. and the port of debarkation. For "dates", enter month and year. For "where," enter destination. For "how", enter the mode of travel--by train, by steamer, or by plane. For "for whom ," enter the name of the company, individual, or concern for whom the trip was made; otherwise, enter "self." Enter the names of persons accompanying registrant on the trip. Finally, enter reasons for taking the trip (business , education, visit relatives, vacation, or other).

* 15. EMPLOYMENT Enter here employment in the U. S. only. For the address of the employer, enter town and state. For transient farm laborers who follow crops around the year, do not enter every small job, but rather, a description of the general type of work, general locality in which employed, and the span of years in which registrant did this type of work; it will not be necessary to enter the names of the numerous separate employers. If it is found necessary, enter additional information on the supplementary sheets.

* 16. RELIGION Enter here the general religious group in which the registrant belongs. Example: Buddhist, Protestant, Catholic, Shinto, etc. If none, enter "none." For membership in religious groups, enter the further breakdown of the Religion, such as, Higashi or Nishi Hongwanji, Zenshu, Presbyterian, Methodist, etc. Groups such as Christian Endeavor, and Y. M. B. A. will fall in the latter group.

17. MEMBERSHIP IN ORGANIZATIONS Enter here any organizations of which the registrant was a member, both in Japan and U. S. Example: Chambers of Commerce, Japanese Associations, Boy Scouts of American, Y. M. C. A., College fraternities, labor unions, athletic clubs and social clubs, etc. Do not enter high school clubs. For kind of organization, enter business, social, athletic, scholastic, etc.

(1939)

Enter the period of time during which registrant was a member, such as 3/29 - 6/40 or 1912-1919, etc.

* 18. KNOWLEDGE OF FOREIGN LANGUAGES In Section B of this item enter languages other than English for female citizens. For aliens, use this section for the English language and write the word "English" in the space following the word "other". If an alien has command of languages other than English and Japanese, use the empty space to the right of Section B and specify the language.

* 19. SPORTS AND HOBBIES Following are examples of sports and hobbies: Football, basketball, sumo, judo, kendo, swimming, Japanese chess, "go", tennis, stamp collecting, tool making, photography, needlework, dress designing, carpentry, cooking, etc.

20. REFERENCES Caucasian references are preferred to Japanese references, but where the former cannot be obtained, the later will suffice.

21a. HAVE YOU Ever been before an Alien Enemy Clearing Board? Ask the registrant whether or not he had ever been detained by the F. B. I. If so, enter date and outcome (released or sent to Enemy Alien Camp and subsequently paroled).

21B. HAVE YOU ever been arrested or similarly detained? This question applies to curfew or travel violations and any other arrest for criminal offense except minor traffic violations.

21c. HAVE YOU ever been subjected to any disciplinary action since your evacuation?
This applies to arrest either in assembly or relocation centers. If registrant was apprehended by the F. B. I. and subsequently released on Parole, while in an assembly or a relocation center, enter the information in this section.

22. DETAILS ON FOREIGN INVESTMENTS.
This will not include accounts in Yokohama Specie or the Sumitomo Banks, if such accounts were made in the California branches of said banks, as they are considered U. S. Banks.

23. CONTRIBUTIONS The information in this item will refer to donations made to any organization, such as charities (Red Cross, Salvation Army, March of Dimes, etc.) and Relief Societies, etc. It will also include the payment of dues or fees for membership in any of the organizations listed in Item 17. This refers to Japanese As well as organizations in the U. S.

24. MAGAZINES AND NEWSPAPERS SUBSCRIBED OR READ Include Japanese newspapers and magazines as well as English.

25. Registry of birth in Japan For persons born in Japan, the answer to this question is yes. Section A (Cancellation of above) will apply only to female citizens.

26. REPATRIATION This question should be revised to read: "Have you ever

applied for your own repatriation to Japan. If so, enter place of application and date applied.

27. VOLUNTEERS FOR WAACS This question does not necessarily concern only citizens, as aliens might be given this opportunity. If the answer is "No", it may be qualified with reasons such as, "No, has small children," "Yes, if husband drafted" etc.

28. ALLEGIANCE TO U. S. ETC. This question as it now stands on your form will apply only to female citizens. The question will be revised for aliens so that it will read, "Will you swear to abide by the laws of the U. S. and to take no action which will in any way interfere with the war effort of the U. S.?" This revised question for aliens will be printed on a separate slip of paper which will be pasted on top of question 28.

29. SERVICES FOR JAPAN OR SPAIN This question refers to any direct service for the government of Japan or Spain, such as, service in the armed forces, governmental positions, volunteered services for the counsul, etc. In our interpretation, this question will not include the collecting of donations for the benefit of relief or other organizations of Japan or Spain.

30. REGISTRY OF CHILDREN In asking a registrant this question, the following words whould be added: "---- for the purpose of establishing a claim to Japanese citizenship?" Enter full names of children and the date registered.

31. CHILDREN SENT TO JAPAN Answer yes or no. Enter names of children and the dates of departure and return (example: 4/26 to 7/38). If grown children went of their own accord and responsibility, they will not be considered "sent".

32. APPLICATION FOR LEAVING Enter here the type of leave previously applied for, if any. (Short-term leave, indefinite leave, transfer, etc.). If Leave Clearance has been applied for, enter date and place of application.

33. SELF-EXPLANATORY

Have the interviewee sign in the space provided for and sign your own name underneath.

Hunter

COLORADO RIVER RELOCATION CENTER
Poston, Arizona
February 25, 1944

MEMO TO: Unit Relocation Advisers and Section Heads

SUBJECT: Standard Position Descriptions (Evacuee only)

We are attaching a set of Standard Position Descriptions for the Relocation Division which were prepared by the Personnel Management Section of the Washington office. These are mandatory and we are required to convert to these titles on or before April 1, 1944.

Will you review your present staff to determine the positions which most appropriately fit the personnel now employed? In our budget for the fourth quarter of 1944 we have requested approval of 52 positions excluding the driver who is to be charged to the Motor Pool and four messengers which are to be charged to Office Services, and the entire staff of Population, Files and Census which is to be charged to the Statistician's office. Other projects have been allotted 24 evacuee positions for their relocation divisions and we were approved for 32. However, we have received backing from Edwin G. Arnold, Chief, Relocation Division, for a maximum of 54 positions.

Positions allotted for the unit offices are Assistant Relocation Adviser, Junior Relocation Adviser, Clerk-Stenographer and Clerk-Typist, under Standard Position Descriptions. We have also requested approval of a Librarian position to maintain the relocation reading rooms in each unit. We are also attaching a copy of our own description for approval by Washington. The other positions are for the project office.

Will you check the descriptions and give us your list no later than March 15, 1944 of the personnel to be assigned to them?

Asst Reloc Adviser 1
Jr Reloc Adviser 2
Clerk-Typist - 3
Clerk Steno - 2
Librarian 1
9

James D. Crawford
Relocation Program Officer

Jr. Interview

Jr. Powell

MAR 6 1944

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management
War Relocation Authority
Relocation Center
Relocation Division

Position Code: 1-d-501
Date Approved: 10-4-43
Salary: $19

Title: RELOCATION PLANNING COMMISSION EXECUTIVE SECRETARY

Description:

Under the supervision of the chairman of the Relocation Planning Commission acts as executive secretary for the Commission.

Subject to the advice and review of the chairman of the Commission determine subjects to be included in the agenda of Commission meetings. Attends all Commission meetings and reviews and corrects minutes taken by Secretarial assistants. Prepares briefs and summaries on discussions held by the Commission. Incorporates such additional remarks or recommendations as may clarify the matters under discussion and presents to Commission for its approval.

Confers with the Relocation Program Officer on activities to be undertaken by the Commission and advises Commission on methods of participating in the relocation program. Assists the Relocation Program Officer in the preparation of progress reports to the Project Director by preparing material concerned with the work of the Commission. Prepares various reports requested by the Commission.

When Commission has decided upon policy or action informs evacuees or evacuee organizations concerned of Commission plans and follows up to secure their cooperation.

Is an ex-officio member of the Relocation Executive Board.

Performs related duties as assigned.

NOTE: This position may be established only on relocation centers having an actively functioning Relocation Planning Commission.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management
War Relocation Authority
Relocation Center
Relocation Division

Position Code: 1-d-502
Date Approved: Oct. 4, 1943
Salary: $19

Title: RELOCATION COORDINATION ASSISTANT

Description:

Under supervision of the Relocation Program Officer, assists in: Coordination of relocation planning at the center and evacuee relations program; preparation of agenda for staff relocation committee and evacuee-staff relocation executive board meetings; preparation of minutes and reports on these committee meetings; keeping records and making summaries of proposals for the relocation program made by staff and evacuees; preparation of reports to the Project Director of progress in relocation planning; preparation of instructional material about relocation for staff and evacuees; and preparation of reports on evacuee reactions to the relocation program.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management
War Relocation Authority
Relocation Center
Relocation Division

Position Code: 1-d-505
Date Approved: 10-4-43
Salary: $16

Title: ASSISTANT LEAVE OFFICER

Description:

Under the supervision of the Leave Officer assists in completion of all arrangements required for departure of evacuees who have been authorized to leave the center.

Interviews evacuees authorized to leave the center to determine what regulations are applicable to each case. Informs evacuees how such regulations must be complied with and checks for compliance before evacuees leave. Notifies other organizational units affected such as those concerned with housing, finance and registration.

Works out travel itinerary and makes reservations where necessary. Supervises the preparation of leave and travel authorities. Determines travel expense for evacuees for whom travel is to be paid by the Authority and informs Finance Section of amount.

Prepares notification of anticipated arrival time to Relocation Office and to the institution, firm or individual to which evacuee is going.

Informs evacuee of rationing requirements and directs him to Office of Price Administration ration board.

Assists evacuee in preparation of applications for relocation grants and submits to Leave Officer for action.

Reviews leave clearance dockets to determine that papers are in order and eligibility for leave established.

Performs related duties as assigned.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management
War Relocation Authority
Relocation Center
Relocation Division

Position Code: 1-d-508
Date Approved: 10-4-43
Salary: $19

Title: ASSISTANT RELOCATION ADVISER

Description:

Under the supervision of the Relocation Adviser directs a group of Assistant Relocation Interviewers in the dissemination of information concerning relocation opportunities to evacuees interested in relocation.

Interviews or directs interviewing of evacuees to inform them of employment possibilities; community acceptance problems, and other factors affecting their relocation. Obtains data concerning individual employment histories to supplement that contained in Personnel Management Section and Welfare Section files, where necessary.

Studies performance of Assistant Relocation Interviewers and advises them on approved interviewing and placement technique. Directs them in the organization of their work. Is responsible for seeing that they are informed of all current developments in employemtn opportunities and relocation problems.

Confers with the Relocation Librarian on the collection and arrangement of informational material. Confers with the clerk who records arrival and disposition of job offers on the organization of file material.

Performs related duties as assigned.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management
War Relocation Authority
Relocation Center
Relocation Division

Position Code: 1-d-509
Date Approved: 10-4-43
Salary: $16

Title: JUNIOR RELOCATION ADVISER

Description:

Under the supervision of the Relocation Interviewer interviews evacuees interested in relocation to inform them of outside employment opportunities and to advise them as to those which will be most suitable to their particular needs.

Reviews employment and family histories compiled by Personnel Management and Welfare Sections to determine type of occupation for which individual or group of evacuees may be fitted. Obtains such additional information as may be required.

From knowledge of occupational opportunities determines whether there is a ready market for skills of individuals or whether training in a related occupation would increase employability. Discusses both factors with evacuees and advises as to acceptance of specific offers.

Reviews employment opportunities submitted by Relocation Offices and calls in evacuees qualified to fill them for discussion of relocation possiblities.

When work loads require, may be assigned to assist Leave Officer or other members of staff temporarily.

Performs related duties as assigned.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management
War Relocation Authority
Relocation Center
Relocation Division

Position Code: 1-d-510
Date Approved: Oct. 4-43
Salary: $16

Title: SENIOR CLERK

Description:

Under the supervision of the Relocation Adviser receives, organizes and maintains custody of all general informational material concerning relocation opportunities; supervises one or more clerical assistants in such tasks as maintenance of files or management of a stenographic and typing pool.

Receives informational material on employment, living conditions, community sentiment, agricultural conditions and other aspects of life outside the center which may interest evacuees about to relocate. Determines what additional information would be of value and requests it from the Washington Office, Relocation Offices, and other sources.

Analyzes material and codes in accordance with outlines issued by the Washington Office or devises a code when necessary. Arranges material for convenience of persons seeking such information. Prepares various displays and exhibits to arouse interest in material.

Confers with librarian in charge of public library for use of publications in main library.

Assigns work, trains and reviews performance of clerks, clerk-stenographers, or clerk-typists assigned. Devises work procedures, such as setting up files or scheduling pool operations. Maintains work and time records.

Performs related duties as assigned.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management	Position Code:	1-d-503
War Relocation Authority		1-d-504
Relocation Center		1-d-512
Relocation Division	Date Approved:	10-4-43
	Salary:	$16

Title: CLERK-STENOGRAPHER

Description:

Under the supervision of a member of the Relocation Division performs stenographic, typing, and clerical duties.

Takes and transcribes dictation concerning correspondence, reports, case or employment histories, and similar material. May occasionally take verbatim notes of interviews, meetings, or telephone calls.

As secretary assigned to a member of the staff may receive and route correspondence directed to supervisor, preparing answers to routing memoranda for supervisor's signature. May receive visitors and make appointments for supervisor. May issue information concerning program either in person or over the telephone.

As member of a stenographic and typing pool may take and transcribe dictation from several members of the Division on short or long term assignments. May type a variety of material including reports, charts, tables, correspondence, bulletins and cards from finished copy or rough draft. May substitute for a secretary during her absence.

Assists in such clerical tasks as filing, collating, sorting and acts as Receptionist for the Division.

Performs related duties as assigned.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management	Position Code:	1-d-506
War Relocation Authority		1-d-511
Relocation Center	Date Approved:	10-4-43
Relocation Division	Salary:	$16

Title: CLERK-TYPIST

Description:

Under the supervision of a member of the Relocation Division performs typing and clerical duties.

Types minutes, reports, memoranda, correspondence, tabular material, charts, file cards, forms and a variety of similar material from rough draft or finished copy. Cuts mimeograph stencils, ditto carbons, and multilith stencils.

Performs variety of clerical tasks including filing, sorting, collating, indexing, proofreading, etc.

May act as information clerk or receptionist. May assist a clerk-stenographer in all duties except the taking and transcribing of dictation.

Performs related duties as assigned.

STANDARD POSITION DESCRIPTION

(Evacuee Only)

Office for Emergency Management
War Relocation Authority
Relocation Center
Relocation Division

Position Code: 1-d-507
Date Approved: 10-4-43
Salary: $16

Title: CLERK

Description:

Under the supervision of members of the Relocation Division performs a variety of clerical duties.

As assigned may perform any of a number of clerical duties including disseminating information concerning various phases of the relocation program, assisting evacuees to fill out forms required for leave clearance, acting as receptionist, filing, coding, sorting, stuffing envelopes, filling in forms by hand, and similar tasks.

Performs related duties as assigned.

POSITION DESCRIPTION
(Evacuee Only)

Department of the Interior
War Relocation Authority
Colorado River Relocation Center

Relocation Division

Position Code: 1-d
Date Requested: 2-21-44
Salary: $16.00

Date Approved:

Proposed

Title: LIBRARIAN

Description:

Under the supervision of the Relocation Adviser, is in charge of the Unit Relocation Reading Room.

Is responsible for the maintenance of the Reading Room. Catalogues materials as they are received and prepares them for circulation or display. Assists the Relocation Coordination Assistant in planning and preparing exhibits, informational folders, etc. Keeps the Relocation Adviser informed as to material available and notifies the Relocation Coordination Assistant of all materials needed. Collects and prepares for display any material pertinent to relocation from newspapers, magazines,etc. Gives assistance whenever possible to the Relocation Coordination Assistant in his various activities, to residents seeking information.

STANDARD POSITION DESCRIPTION

Department of the Interior,
War Relocation Authority
Relocation Center
Relocation Division

Date allocated: 3-18-44

Organization Title: RELOCATION INTERVIEWER
Class Title: Relocation Interviewer

Description:

Under supervision of the Relocation Program Officer, interviews individuals and family residents as to their future plans, including relocation and occupational opportunities, furnishing pertinent information concerning facilities available in outside communities. On basis of interview makes recommendation to Relocation Adviser as to occupation best fitted for in Area to which summary relocation information should be forwarded.

Assists in preparation of individual and family prospectuses to be forwarded to the relocation offices.

On basis of information obtained in initial interview makes referral to Welfare for those individuals and families in need of special counseling advice and assistance.

Performs related duties as required.

Desirable Qualifications:

Experience: At least three years approved progressively responsible and important experience which would have provided a knowledge of interviewing techniques employed in some of the following:

Employee relationships or counseling
Placement
Vocational guidance
Social case work
Social research
Public administration

(Lacking experience up to a maximum of two years may be substituted for by college courses in Social Science on the basis of two years of college being equivalent to one year of experience.) The experience must have been of such a scope and extent of responsibility to demonstrate conclusively the ability to perform the duties of the position.

Dickenson

WAR RELOCATION AUTHORITY

Relocation Program Report

Month July, 1945 Center Colorado River

	Number basic family units represented	Number individuals involved
I. Number in center on the		
A. First day of month	3212	9308
B. Last day of month	3010	8758
II. Number relocated during month	288	640
III. Number of families represented in discussions of plans for relocation during month.	1773	4903
IV. Number of family summaries sent to field during month	354	959
V. Dependency Cases (Forms 390)		
A. Plans approved by field	21	39
B. Planning in progress	300	695
C. Planning not yet in progress	143	383
VI. Relocation Assistance		
A. Applications Received	350	670
B. Applications approved	405	720
C. Total Assistance Granted	$21,605.10	
Average per person	30.17	
VII. Resettlement Assistance		
A. Number cases approved	48	
1. Total amount granted $7,734.72		
2. Average amount granted 162.45		
B. Number cases disapproved	6	

VII.	Meeting of Relocation Planning Commission	5
IX.	Meetings of Staff Relocation Committee and Relocation Executive Board	4
X.	Meeting of Coordinating Committee	0

XI. Narrative Report

There was a sharp - upturn of interest in relocation during this month. Although the total relocating did not supersede the total of June by very much, it will be reflected in the totals for the month of August. Most of the interest was evidenced by the greater number of people appearing voluntarily at the District workers office to ask questions concerning relocation. Those appearing also included many of the dependent families who were concerned about their future.

Several reasons can be put forth for this sudden increase in relocation interest: (1) The evacuees have accepted the fact that the center is definitely to close as scheduled. With a few exceptions, even those that have resisted relocation in the past have begun to come in to make plans. (2) Children who are to attend school in September have been applying pressure on their parents to relocate. (Many children have come in without their parents to make plans.) (3) Announcement of special train departures undoubtedly has had some effect in making people plan rather than to wait and have plans made for them and (4) Recruiters from the field with good job offers and continued offers from the field has also helped. The biggest deterrent to relocation is still the lack of housing.

10/14/44

3100 copies

America Needs More Beet Sugar

Now, more than ever, America needs the beet sugar industry. For the first time in history, domestic beet sugar has become the largest single source of sugar for our country. Under a new zoning order by the O. P. A., all or part of thirty states and a substantial portion of six more, must now be supplied exclusively by domestic beet sugar. Beet growers and processors are determined to meet this challenge.

* * * * * * * * * * * * * * * * * * * *

An Appreciation
To Volunteer Workers

The management of the sugar company, and the farmers who grow the beets, sincerely appreciate the volunteer help we have received from the public and from the Japanese evacuees of the Poston War Relocation Center during the present crisis. Work in the beet fields, in these times of farm labor shortage, is a practical demonstration of patriotism, that should be appreciated by all loyal Americans.

UTAH-IDAHO SUGAR COMPANY

Salt Lake City, Utah

J 2.36

Boys' Division

ACTIVITIES HELP THEM ALONG

To create Leadership spirit among the youths of Poston, and to help them on in their new "prevailing environment" the Boys' Club Div. has been established four months ago, at Rec. 11, for boys between the ages of 8 and 15 years, under the Rec. Dept.

In the past, a baseball League was organized, to "occupy the fellas' time in the mornings." For many others who do not play ball, other channels of interest are offered them, such as the Boy Scout activities, wood-carving contests, and table tennis tourneys.

In August, the Boys' Club Div. presented a Rally for the youngsters of the Community where some 300 attended.

Ray Chikahisa of the Apaches, was the winner of the table tennis tournament held recently for all boys under 16 years.

These and other activities have been under the leadership of Joe Kadowaki, Kits Ishibashi, Ichi Hashimoto, Michio Teshima, Akira Mochizuki, Mamoru Masunaga, Hideo Ito, and George Ueda.

County Fair participations from the 'fellas' include an Opening ceremony by the Boy Scouts, operating two bingo games, three soda pop stands, and a Musical Revue,----"DEAR MAISIE."

Girls' Division

THEY ARE "SOCIALLY" INCLINED

To help each individual to become (1) a well adjusted, socially desirable person--in doing so (2) enabling her to contribute to the common good for all, the Girls' Club Work in Poston was organized.

Under the Club Work are many groups to give all girls an opportunity to meet, and make new friends whenever possible. To make social contacts with other similar clubs--sports activities, parties and social meetings are held intermittently.

Of the numerous activities are Folk dancing, Kraft Korner, Clay modeling, Y.W.C.A., Jamboree, Hospital Visits, Track meets, Kitchen Party, Mother-Daughter Tea, and quad parties.

The Personnel of the Girls Department are: Head--Maki Ichiyasu; Group Work--Betty Nakashima, Chrmn; Hi School and Older girls--Noriko Sawada, Fumi Okumura, and Mrs. Ann Nakagawa; Jr. Hi--Hanako Nishida, Shizue Sakai; "Y" "orkers--Grace Morioka and Mary Takahash; Program Resource--Lillian Kinoshita, Sumiko Kawano, Kiyo Iwanaga and Sady Kitaoka; Office Sec'ty--Edna Shiomichi; Sports Staff--Lylienne Kurisaki; "A" Softball League--Aiko Ishibashi and Takako Kawano; "B" Softball League--Shibby Suzuki and Yaeko Nakashima; Custodian--Miye Kosaku; Messenger--James Nakamura.

With the Installation Ceremony on Sept. 29, the YWCA of Poston was officially recognized by the National Board in New York.

The purpose of the "Y", to "seek the Love of God" and to "Find and Give the Best" the present association have Mary Sonoda for president and Mary Uyesake, sec. treas. Other in the Cabinet are: Tee Mikami, social chrmn; Chiyeko Watanabe, membership; Mrs. Lillian Kinoshita, programs; and Sady Kitaoka, worship.

LOCAL RED CROSS GETS RECOGNITION

"The Red Cross has both an official and a moral obligation to help and relieve human suffering caused by disasters. It has the responsibility to take the Leadership in giving necessary assistance to those in need.

"In accordance with the purpose of the Red Cross, our local Poston Chapter is constantly engaged in working towards the improvement of the Community health the prevention of diseases, and mitigation of the suffering."

Thus related Aijiro Takahashi, head of the Poston Red Cross Chapter, its headquarters being located at Rec. 30. With more than seventy volunteers today, the Chapter is now included among the full-fledged organizations in the United States.

In operation since Aug. 25, the Group is presently conducting Instructors' courses in Water Safety and First Aid, with Homer Groening, Field Reporter of the Pacific area, from San Francisco Headquarters, in charge.

Among the Ad. heads who have greatly aided in the development of this Project are: Ralph Gelvin, Associate Director; A.W. Empie, Chief Administrative officer; and Dr. John Powell, Director of Ed. and Recreation.

R.J. Takeda is the secretary.

RED CROSS SCHEDULED CLASSES

Water Safety: Daily, Blk. 45 Pool--10-11:30 a.m., 1-3 p.m.

First Aid: Daily 7:30-10 p.m., Hospital Aud.

Homer Groening, instructor.

Offer No. 6604
Milwaukee, Wisconsin
July 26, 1945

NAME OF EMPLOYER:	Mr. William C. Gruneau
ADDRESS:	c/o Vall-Lo-Will Chicken Farm Lake Geneva, Wisconsin
DUTIES AND EXPERIENCE:	Experienced cook and houseman. Will accept young or middle aged couple. English required. General household duties; no laundry.
NUMBER IN HOUSEHOLD:	Two adults and two children.
SALARY:	$200 per month, complete maintenance.
COMMENTS:	Permanent employment with time off one day per week. Experienced required. Home is located on Lake Geneva, about three miles from town of Lake Geneva. Excellent recreation facilities. Several resettler families in surrounding countryside. Population of Lake Geneva, 1940 census, 3258

Offer No. 3730
Lake Geneva, Wisconsin
July 26, 1945

NAME OF EMPLOYER: Vall-Lo-Will Chicken Farm

ADDRESS: Lake Geneva, Wisconsin
Three miles southwest of Lake Geneva; south on state highway 120 from town to intersection with county road BB; continue about 1 mile and turn west at filling station; farm is about one mile from this intersection.

KIND OF HELP NEEDED: Single married couples, or families with children, or combinations. Will employ all persons able to work. Need up to 200 employees any time after September 1. No experience necessary; in fact, inexperienced preferred. Work is varied. Farm, reported to be the largest in the country, has laying flock and does small trade in eggs, but bulk of business is the marketing of young chickens. Work is mostly inside.

WORKING CONDITIONS: Permanent employment. 40-hour week basis with opportunity for overtime. Men: $120 per month plus $20 a month bonus; 1½ for overtime. Women: 40-50¢ per hour plus $20 a month bonus.
Eggs and chickens can be purchased at plant below regular retail prices.

LIVING CONDITIONS: Good housing is available at nominal cost in town of Lake Geneva and nearby towns. Transportation is furnished to and from work without cost to employees.
Excellent grade and high schools available in Lake Geneva-1940 population, 3258- and nearby towns. Within walking distance; otherwise, transportation provided. Several resettler families are living on farms in vicinity.

Offer No. 3729
Milwaukee, Wisconsin
July 26, 1945

NAME OF EMPLOYER:	Camp Aurora Air Park c/o Dr. J. E. Congdon, Walworth, Wisconsin
ADDRESS:	The park is reached by County highway BB, northeast from Walworth. It is about halfway between Walworth and Lake Geneva, and is on the edge of the lake.
KIND OF HELP NEEDED:	One farm family and six or eight other families, or equivalent number of single persons, for general maintenance work, inclusing carpenters, stonemasons, timbermen. Experts not required. Persons with general knowledge of maintenance work and farming would qualify.
WORKING CONDITIONS:	Permanent employement. Hours will be arranged according to needs; long hours not expected. Single persons, $90 a month plus complete maintenance. Couples, $125 a month and housing, garden plot, and some basic foods, such as milk, butter and eggs.
LIVING CONDITIONS:	Housing and basic furniture provided in most cases. Adequate facilities available; transportation to schools. There are several resettler families already in district.

Offer No. 10123
Syracuse , New York
July 17, 1945

Dr. John Powell
Poston, Arizona

Dear Dr. Powell:

At the suggestion of Miss Tee Mikami, now a Y.M.C.A. worker in Syracuse, I am writing to ask your aid. I am a member of a committee of responsible and concerned individuals who wish to be of service in helping relocate Nisei or Issei, especially family units, in this city. The facilities of the Syra cuse Peace Council are available to us and we are in correspondence with the W.R.A. office in New York, with whose help we were instrumental in bringing Nisei students to Syracuse University some time ago.

Thus far we have been able to discover a number of jobs available to Nisei here, but have not succeeded in making contacts with individuals or families who are interested and qualified. We are hoping that you will send us the names of such people along with any information you think may be helpful, or at least that you will post an account of the situations so that any one may be interested can read it and corespond with us. We should appreciate it, moreover, if you will supply us with a list of the kinds of work specific Nisei prefer to do so that we can make an effort to find such openings.

At the present time there are several jobs available at the Elmhurst Children's Center. Needed there ar one maintenance man, who would care for lawns and shrubbery and do some painting; two maintenance women (men would do) in administrative buildings; two cooks (women preferred), one in the hospital cafeteria, the other in the ordinary cafeteria; one assistant laundry operator, who will get her training here. In all cases maintenance will be provided, family units will be welcomed, and children can be cared for in the homes. In addition, the maintenance people and the laundry operator will be paid fifty dollars a month and the cooks seventy-five dollars.

Janitors are needed by Syracuse University. Payment for such is twenty-eight or thirty dollar a month depending upon whether the work is by day or night. A single woman is being sought as cook by a family in our university section. The Prosperity Company anticipates the need for a specialized mechanic and would welcome the application of a Nisei or an Issei; however, an opening here may possibly not occur.

We also know of a Friends' boarding school in the East which is seeking a mathematics teacher, a home economics teacher and a secretary to the president. Nisei orIssei will be considered, but applications should go in immediately. Therefore, if you know of any interested persons, please suggest that they get in touch with us as soon as possible.

Since housing remains somewhat of a problem in Syracuse and we intend to be as careful as we can in making any resettling we undertake a success from the point of view of those we want to help, it would doubtless be better if we handled one or two individuals or family units at a time instead of trying to engineer a mass immigration. We should very much appreicate any help you can give us and should welcome most heartily any suggestions you may make.

Sincerely yours,

(Mrs.) Jean A. Young /s/
Executive Secretary
Syracuse Peace Council

Offer No. 3725
Madison, Wisconsin
July 16, 1945

NAME OF EMPLOYER:	Mr. C. E. Hommel
ADDRESS:	504 E. Gorham Street, Madison 3, Wisconsin 7 miles to Madison; 5 miles to Oregon, Wisconsin
DUTIES AND EXPERIENCE:	One couple capable of supervising poultry farm; laying hens and brooding stock.
KIND OF BUSINESS:	Farming (Poultry) permanent
SALARY:	$125 to $150 per month, with bonus to right party.
LIVING ARRANGEMENTS:	New four-room house with bath provided but furniture is not provided.
REMARKS:	Mr. Hommel says: I believe this is an unusual opportunity for the right couple. We have a 188-acre farm, 115 acres of which are share-farmed, the rest is pasture and chicken range. Plenty of garden space and wood available. My present man is leaving August 1 so it is necessary for me to get someone immediately. Mr. Benjamin H. Bull, Madison attorney and an active member of the resettlement committee there, writes to Mr. Hommel: He is a substantial business man and a fine fellow personally. You can rest assured that the right couple will get a good break.

Offer No. 3731
Littleton, Mass.
July 7, 1945

NAME OF EMPLOYER:	Mrs. Fred Woodworth
ADDRESS:	Littleton, Massachusetts
KIND OF BUSINESS:	Farming (Poultry) permanent
DUTIES AND EXPERIENCE:	Married man and wife to learn poultry work on modern equipped farm.
SALARY:	$100 per month, plus eggs, milk, vegetables, water, lights and rent.
COMMENTS:	This farm is one of the outstanding poultry ranches in Massachusetts. Mrs. Woodworth is sole manager - her husband died last year. She is a very friendly and capable person and would welcome Japanese American labor. No objection to any number of children; good schools nearby.
LIVING ARRANGEMENTS:	Fine 5 room house, all modern; three good sized bedrooms, living room, kitchen and bath. Electric lights and running water. Owner will pay for electric lights and running water. Five minutes from farm.

Roger F. Clapp
Relocation Officer

APR 1944

J2.00

RELOCATION FIELD OFFICES

Edward Nossoff
Relocation Division

The basis for relocation field offices was established in the harvest season of 1942, when workers went into the intermountain area, principally to work in the sugar beet fields. At that time the WRA had field investigators handling the arrangements. Upon the return of the workers to the centers, the procedure was analysed and eventually the present system was established. Now there are seven relocation areas with field offices and relocation supervisors in each: Salt Lake, Denver, Little Rock, Kansas City, Chicago, Cleveland, New York, and Boston, and over 40 district offices. The division is described in Chapter 130 of the manual, 130.3 being devoted to the operation of the field offices.

In 1942 leave regulations were not fluid enough to allow many people to go out. There was great pressure for indefinite leave, but since applications had to go through Washington and involved almost a duplication of the leave clearance procedure, the process was slow and many jobs were lost. In March, 1943, instructions from Washington gave the Project Director the authority to issue indefinite leave to people who did not come within specific categories. The people in those categories now make up the stop-list, and these cases must still go through Washington. At that time the principal job of the field offices was to secure good community sentiment and good job offers. The program went ahead full speed, especially in the relocation areas of Chicago, Cleveland,

415

and New York (though the latter required Eastern Defense Command clearance). As a result of the work of relocation offices, the projects were flooded with an avalanche of job offers, many of them for domestic employment. Acceptances were encouraged, and the number of people going out to take jobs showed a constant increase, the peak coming in May 1943. We have never again equalled the figure reached then.

By late 1943, job offers submitted by field offices exceeded response at the centers. This was hard on the contact work in the field. Frequently after hard battles, relocation field officers would secure reasonable job offers for center residents, which would never be filled. Employers wrote to their congressmen that WRA was not delivering the manpower it promised. The policy of the relocation offices has subsequently been changed to one in which an individual is urged not to accept a specific job, but to go to the area in which he desires to relocate, contact the WRA field office, and choose a job on the spot.

The comparison between the work done by the Cleveland and the Chicago offices is very interesting. Cleveland moved slowly and surely, and is now one of the best areas for people to go into. Chicago moved very rapidly, and has now the largest number of people out. But at first it did not exercise enough discrimination in sending people to certain employers. As a result, some workers accepted sub-standard jobs and incurred the wrath of labor unions. The resulting situation was tense, but is now being alleviated.

The word "relocation" seems to me unsatisfactory; "resettlement" is more appropriate, implying as it does integration into the community. When people go out they are faced with the problem of becoming an integrated part of the group in which they are to live. Chicago had some zoot-suiters which caused some distress for a time, because they were making no attempt to identify themselves with their community. WRA is trying to establish the fact that citizens and aliens of Japanese ancestry are no different than citizens and aliens of other ancestry. To make a satisfactory adjustment individuals must keep from being markedly different. This can be facilitated by cooperation with outside communities and WRA field offices.

The first people who went out were helped by local committees to get jobs, housing, and so forth. These committees later worked with the WRA field offices when they were established. The offices were able to coordinate the committees and eliminate waste effort. They have worked also with the War Manpower Commission, the United States Employment Service, and welfare agencies. There has been some discussion as to how far beyond the initial service of the relocation officers their obligation goes; are they only to get one job, one house, for a person, or are they to continue to help him, if necessary, during the existence of WRA? The conclusion has been that unless a wide variety of problems are met, final resettlement cannot be achieved. Therefore, as resettlement in an area progresses, the services of the WRA field offices are being expanded.

(4391-C)

Another function of the field offices is to supply the centers with information. A series of pamphlets on the geographical and industrial aspects of states open for resettlement are now available. The field offices send us job and housing digests twice a month, indicating the kind of work available and the demand for it in the various areas. Each of the unit relocation offices has a reading room in which the material is on display, together with maps, letters from evacuees who have gone out, and other pertinent material which is available. Some of our material is duplicated in Japanese; some of it is sent to the Chronicle which runs it according to its news value.

There is a possibility that relocation offices may shut down at an early date and the United States Employment Service take over the placement of people from relocation centers. Whether or not this happens depends on many things. This is election year, and, we hope, invasion year, both of which factors may mean drastic curtailment of programs like that of WRA.

There are several possible ways of administering the centers, all choices open to Congress. There is the present administration. There is an administration which would be civilian, as is this, but which would be more rigid and involve a great many more restrictions on the residents. There is an out and out military administration. Our time is running short. The realization must be reached by the people involved that we cannot know about tomorrow. The present is clear. The time to go out is now, when we have a pretty good system for handling such

movements. This ties in with the desire to return to the west coast, for people will still be able to go back from some place in the middle west or east, and will probably find it easier than to go directly from the center.

Hostels offer temporary lodging to people who have just come from the centers, while they are getting settled, finding jobs, and finding permanent living facilities. Some are closing, for instance the one in Chicago. Others are opening: there are plans for one in New York and a new one has recently opened in Minneapolis. They are operated by the Friends, and by various other religious groups. Edith Takahashi handles the clearing of invitations for Poston residents, which is all done in advance. Rates are charged in relation to whether or not a person has a job. Hostels serve as integrating agencies as well as providing temporary housing. The reasons for the closing of the Chicago hostel are not known, but it may be because of better housing arrangements and because the general trend of resettlement is further east, now that Eastern Defense Command clearance has been waived except in specific cases.

J2.40
Calo River

SUGGESTIVE TRANSLATIONS

*** * * * *

The following are suggestive translations of the various offices and departments within the Poston Project, prepared by the staff of the Issei Information Bureau of Poston Unit I. Since these are merely suggestions, anyone with better translations of any of these may present them to Mr. Norris James. Press & Intelligence Officer, in order to set up uniform translations of same.

1.	Project Director	轉住地域長
2.	Associate Project Director	地域長 補佐
3.	Press & Public Relations	新聞公衆部
4.	Project Attorney	顧問辯護士
5.	Law Department	法制部
6.	Executive Assistant	轉住地域參與
7.	Assistant Director	轉住地域次長
8.	Chief of Internal Security	内務保安課長
9.	Chief of Fire Department	消防課長
10.	Administrator	轉住地域行政官
11.	Budget Office	行政局豫算課
12.	Mail, File, and Communication	郵務文書通信部
13.	Stenographic Pool Department	速記科
14.	Personnel Department	人事部
15.	Fiscal Office	経理部
16.	Proprietary Department	財務管理科
17.	Accounting Department	會計科
18.	Disbursing Department	支出科
19.	Property Department	財産科
20.	Procurement Department	調度部
21.	Transportation & Supplies Dept.	運輸供給部
22.	Industrial Relations Division	産業公衆局
23.	Employment Department	職業課
24.	Statistics Department	統計課
25.	Engineering Department	工務局
26.	Engineering Design Department	工務企畫部
27.	Senior Engineering Department	工務監督部
28.	Subjugation Department	開拓科
29.	Irrigation Construction Division	水道建設科
30.	Road Construction Division	道路建設科
31.	Building Construction Division	家宅建築部
32.	Utility Operation & Maintenance Dept.	營繕部
33.	Block Managers Supervisor	部落長監督
34.	Council Chairman	市參事會議長

35.	Community Council	市参事會
36.	Judicial Commission	法務委員會
37.	Sociological Research Department	社會調査部
38.	Community Service	社會局
39.	Public Assistance & Housing Dept.	扶助.家宅部
40.	Health & Sanitation Department	保健課
41.	Professional Service	医師部
42.	Junior & Senior High Schools	ジュニヤー シニヤー ハイスクール
43.	Elementary School	小學校
44.	Curriculum	教務科(課程科)
45.	Pupils Guidance Department	生徒補導科
46.	Agriculture & Industries Division	農業.産業局
47.	Senior Administration Assistant	農業.産業局次長
48.	Barber & Beauty Shops	理髪.美容科
49.	Radio & Electrical Shops	レデオ.電機修理科
50.	Manufacturing Department	製造課
51.	Industrial Management Division	産業課管理部
52.	Research & Statistics Department	調査統計部
53.	Production Department	生産部
54.	Agriculture Department	農業課
55.	Farm Management Division	農業管理部
56.	Law & Order Committee	市参事會法制部
57.	Public Relations Committee	仝 公民部
58.	Social Welfare Committee	仝 社會部
59.	Recreation Committee	仝 厚生部
60.	Community Enterprise Committee	仝 商業部
61.	Education Committee	仝 教育部
62.	Public Health Committee	仝 保健部
63.	Food Committee	仝 食料部
64.	Work Projects Committee	仝 企業部
65.	Building & Landscape Committee	仝 築園建築部
66.	Housing Committee	仝 住宅部
67.	Community Council Issei Advisory Board	仝 一世顧問會
68.	Fair Practice Committee	職業均等 ~~共進會~~委員會
69.	Block Council	部落評議員會

ABBREVIATIONS AND SUGGESTIVE TRANSLATIONS

SERIES I

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Following are abbreviations appearing frequently in our daily newspapers, for which we have endeavored to give sources and suggestive translations in Japanese. We shall call this Series I, as we intend to print similar lists from time to time as new abbreviations appear.

1.	AAA	Agricultural Adjustment Administration	農業調整委員會
2.	AAAS	American Association for the Advancement of Science	米國化學振興協會
3.	AFL	American Federation of Labor	米國労働聯盟
4.	AMC	Army Medical Corps	陸軍衛生隊
5.	AOC	Army Ordinance Corps	陸軍憲兵隊(法務部)
6.	AQM	Army Quartermaster	陸軍補給部
7.	ARC	Armerican Red Cross	米國赤十字社
8.	ASME	American Society of Mechanical Engineers	米國機械技術工協會
9.	ATS	American Territorial Service	米國領土課
10.	AWVS	American Women's Voluntary Service	米國婦人補助軍
11.	BBC	British Broadcasting Corporation	英國放送協會
12.	CCC	Civilian Conservation Corps	市民資源保存隊
13.	CGF	Coordinator of Government Films	政府映画調整官
14.	CIO	Committeefor Industrial Organization	工業團体委員會
15.	DTD	Defense Transportation Department	國防運輸課
16.	FA	Field Artillery	野砲隊
17.	FBI	Federal Bureau of Investigation	聯邦檢察局
18.	FEPC	Fair Employment Practice Committee	就職均等委員會
19.	FHA	Federal Housing Administration	聯邦家屋委員會
20.	GOP	Grand Old Party (Republican Party)	米國共和黨
21.	GRB	Gas Rationing Board	瓦斯燃料統制委員會
22.	IAA	Inter-American Affairs Office	米國内政事務局
23.	ISCA	International Stewart & Caterers' Ass'n.	全國支廚司給仕人組合
24.	IWW	Industrial Workers of the World	萬國工業從業者聯盟
25.	MC	Maritime Commission	船舶委員會
26.	MTC	Mechanized Transport Corps	機械化運輸隊
27.	NAC	Naval Affairs Commission	海軍委員會
28.	NAC	Naval Aviation Cadets	海軍航空候補生
29.	NCO	Non-Commissioned Officers	下士官
30.	NLRB	NAtional Labor Relations Board	全國労働調整委員會
31.	NOD	Naval Ordinance Department	海軍法務部
32.	NPA	Newspaper Publishers Association	新聞経営者協會
33.	NRA	National Recovery Administration	全國(國民)復興委員會

1.	AAA	Agricultural Adjustment Administration
2.	AFSA	American Federation of Labor, Washington, D.C.
3.	AGA	American Red Cross
4.	ASME	American Society of Mechanical Engineers
5.	ATC	American Tobacco Company
6.	BAE	American Veterinary Medical Association
7.	BPC	Baltimore Professional Conservation
8.	CCC	Civilian Conservation Corps
9.	CCE	Committee of Government Files
10.	CIO	Committee for Industrial Organization
11.	DTD	Defense Transportation Department
12.	FBI	Federal Bureau of Investigation
13.	FEPC	Fair Employment Practice Committee
14.	FHA	Federal Housing Administration
15.	GPO	Government Printing Office (Superintendent Docs.)
16.	GSA	General Services Administration
17.	IAA	Inter-American Affairs Office
18.	IBEW	International Brotherhood of Electrical Workers
19.	IWW	Industrial Workers of the World
20.	JC	Justice Commission
21.	OTC	Overseas Transport Corps
22.	NAC	Naval Aviation Cadets
23.	NRC	Naval Reserve Commission
24.	NCO	Non-Commissioned Officers
25.	NRAB	National Labor Relations Board
26.	NOD	Naval Ordnance Department
27.	NAM	Manufacturers Association
28.	NRA	National Recovery Administration
29.	OCD	Office of Civilian Defense
30.	OPA	Office of Price Administration
31.	OSS	Office of Strategic Services
32.	PWA	Public Works Administration
33.	RFC	Reconstruction Finance Corporation
34.	SSA	Social Security Administration
35.	TVA	Tennessee Valley Authority
36.	UMWA	United Mine Workers of America
37.	USES	United States Employment Service
38.	VAC	Veterans Administration Center
39.	WPA	Work Projects Administration

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SERIES I

ENCYCLOPEDIA ZATIRSKIANA AND SNOTLAVERNA

Bottomless are appreciative enough greatly in one daily memberships' strategemen yield to bring an intent to which we have embraced to give source and suggestive principles to which we have embraced to give source and suggestive principles to bring affirm first "assessed." We shall also find that series I as an index to bring affirm first from time to time to give as new applicatively effect.

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29.	OCD	Office of Civilian Defense
30.	OPA	Office of Price Administration
31.	OSS	Office of Strategic Services
32.	PWA	Public Works Administration
33.	RFC	Reconstruction Finance Corporation
34.	SSA	Social Security Administration
35.	TVA	Tennessee Valley Authority
36.	UMWA	United Mine Workers of America
37.	USES	United States Employment Service
38.	VAC	Veterans Administration Center
39.	WPA	Work Projects Administration

34.	ODT	Office of Defense Transportation	國防運輸課
35.	OGR	Office of Governmental Reports	政府情報局
36.	OPA	Office of Price Administration	物價調整局
37.	OWI	Office of War Information	軍事情報局
38.	PA	Price Administrator	物價統制官
39.	PTA	Parents-Teachers Association	教師父兄會
40.	PWA	Public Works Administration	公共事業委員會
41.	RAF	Royal Air Force	英國航空隊
42.	RC	Rubber Coordinator	護謨均等官
43.	RFD	Rural Free Delivery	市外無料配達
44.	ROTC	Reserve Officers Training Corps	豫備將校訓練隊
45.	SDMV	State Department of Motor Vehicles	州車輛局
46.	SPCA	Society for the Prevention of Cruelty to Animals	動物愛護協會
47.	TNT	Trinitrotolune	强爆発藥
48.	UMW	United Marine Workers	合衆國船舶就働者
49.	USAC	United States Air Corps	仝 航空隊
50.	USDA	United States Department of Agriculture	仝 農事省
51.	USES	United States Employment Service	仝 職業局
52.	USNF	United States Naval Force	仝 海軍
53.	USNR	United States Naval Reserve	仝 海軍豫備兵
54.	USNC	United States Naval Cadets	仝 海軍士官候補生
55.	USO	United Service Organization	仝 兵役團体
56.	WAAC	Women's Army Auxiliary Corps	婦人補助軍
57.	WADC	Women's Ambulance and Defense Corps	婦人國防救助軍
58.	WAVES	Women's Auxiliary Volunteer Emergency Service	婦人應急救護軍
59.	WCCA	Wartime Civilian Control Administration	戰時市民統制局
60.	WDIC	War Damage Insurance Corporation	戰時破損保險會社
61.	WHAMS	Women Homemakers Army Mobilization Service	陸軍家婦動員班
62.	WIB	War Information Board	戰時情報委員會
63.	WLB	War Labor Board	戰時労働委員會
64.	WMPC	War Man Power Commission	戰時人力委員會
65.	WPB	War Production Board	戰時生産委員會
66.	WRA	War Relocation Authority	戰時轉住局

34.	ODT	Office of Defense Transportation	国防運輸局
35.	OGR	Office of Governmental Reports	政府報告局
36.	OPA	Office of Price Administration	物价統制局
37.	OWI	Office of War Information	戦争情報局
38.	PA	Press Administrator	新聞管理官
39.	PTA	Parents-Teachers Association	父兄教師会
40.	PWA	Public Works Administration	公共事業管理局
41.	RAF	Royal Air Force	英国空軍
42.	RC	Rubber Coordinator	護謨統制官
43.	RFD	Rural Free Delivery	市外無料配達
44.	ROTC	Reserve Officers Training Corps	予備士官養成訓練隊
45.	SMV	State Department of Motor Vehicles	州自動車局
46.	SPCA	Society for the Prevention of Cruelty to Animals	動物虐待防止会
47.	TNT	Trinitrotoluene	強火薬
48.	UAW	United Auto Workers	合衆国自動車労働者
49.	USAC	United States Air Corps	合衆国空軍
50.	USDA	United States Department of Agriculture	合衆国農務省
51.	USES	United States Employment Service	合衆国雇傭局
52.	USNR	United States Naval Force	合衆国海軍
53.	USNR	United States Naval Reserve	合衆国海軍予備隊
54.	USMC	United States Naval Cadets	合衆国士官候補生
55.	USO	United Service Organization	合衆国慰問団
56.	WAAC	Women's Army Auxiliary Corps	女性陸軍補助隊
57.	WACS	Women's Ambulance and Defense Corps	女性救護防衛隊
58.	WAVES	Women's Auxiliary Volunteer Emergency Service	女性補助義勇緊急隊
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64.	WMPC	War Man Power Commission	戦時人力委員会
65.	WPB	War Production Board	戦時生産委員会
66.	WRA	War Relocation Authority	戦時移住局