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Monthly Report

For Month Ending Jan 1944

VOCATIONAL TRAINING

Center: Manzanar

1.SUPERVISED
APPRENTICESHIP
ASSIGNMENTS:

Status is not yet

certain. Attached is

a list of 25 trainees

but none have been

actually assigned by

our Employment Division. (written over)

Minutes of last meeting

Also attached - Program

begins as of March 1.

REFERRALS
THIS MONTH

M F

TOTAL
IN TRAINING

M F

CERTIFIED
TO EMPLOYMENT

M F

2.STATE ADMINISTERED
COURSES FOR ADULTSNO. HOURS
WEEKLYEND OF MONTH
ENROLLMENT

M F

DATE
COURSE BEGANCOMPLETION
DATE*VTWPW None-- We are unable
to obtain state support*FPWT None-- We are unable
to obtain state support*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.

W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Business College	73	116	260	Sept.	January.
Cosmetology	44	0	16	Nov. 15	May
Cabinet Making	15	38	0	Jan.	
Tailoring	64	8	86	Sept.	Jan.
Cooking	2	3	6	Nov. 4.	Feb.
Librarianship	2	0	18	Sept.	Jan.

4.

HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

High school courses					
included in Business					
college.					

VTWPW None- We are unable to
obtain state support.

FPWT None-- We are unable
to obtain state support.

5.

COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F
Fingerprint		Jan. 18	16	0					
Librarianship		Jan.	0	18					
Tailoring		Dec. 23	15	47					
Teacher	train.								
U.C. Extension		Jan.	8	7					

6.

NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

Dr. Carter

February 7, 1944
(Retyped March 2, 1944.

W. Melvin Strong

Apprenticeship Program

I have again been checking the status of our apprenticeship program and am glad to report that a code number has been set up locally so that the program can, at last, be inaugurated.

Around \$2000 has been encumbered under the code number 2100 (4325), ADMINISTRATIVE MANAGEMENT FUND. Assignments will be made, as I understand it, to this Administrative Management Fund, with reference made to Apprenticeship Training in general, and the unit in which assignment is made in particular, such as Beauty Shop, Hospital, or Shoe repair.

This \$2000 is enough to pay \$12.00 permonth to around 60 trainees for one quarter, or 30 trainees for the next two quarters of this fiscal year. The present proposal asks for 25 assignments for a three month period, one quarter, only. We will try to add an additional six trainees to this list in the next few days.

However, before any assignments can be made they must be approved in writing by the Vocational Training Committee in Washington, Dr. Joseph Samler is chairman of this committee. Two copies of the list of trainees must be submitted to this committee. Manzanar Employment Head insist on specific authorization before he will make any assignments.

Following is a list of these 25 proposed trainees. They have been working under the assumption that they were part of the apprenticeship program since January 15. If their assignment could be made retroactive to that date we would appreciate it, if not, whatever date is agreed upon will meet with your approval.

/ signed / Melvin Strong
W. Melvin Strong, Chairman
Vocational Retraining Committee

VOCATIONAL TRAINING PROGRAM WAR RELOCATION AUTHORITY

Budget Bureau No. 5-R047

Approval Expires: 1/30/45

Monthly Report

For Month Ending Feb. 1944

VOCATIONAL TRAINING

Center: San Juan

1.	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	Status is not yet						
	certain. Attached is						
	a list of 25 trainees						
	but none have been						
	actually assigned by						
	our Employment Division.						

2.	STATE ADMINISTERED COURSES FOR ADULTS	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
			M	F		
	*VTWPW <u>None</u> - We are unable					
	to obtain State support.					
	*FPWT <u>None</u> - We are unable to					
	obtain state support					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.

W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Business College	73	116	260	February	June
Cosmetology (day and evening)	59	0	29	Feb., Nov.	
Cabinet Making	15	38	0	January	?
Tailoring	64	88	86	January	?
Cooking	2	3	6	Nov. 4	February
Librarianship	2	1	9	January	?

4.

HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

High school courses					
included in Business					
College.					
VTWPW None-We are unable					
to obtain state support.					
FPWT None- We are unable					
to obtain state support.					

5.

COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F
Cooking		Feb. 24	3	6					

6.

NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

February 7, 1944
Retyped March 2

Project Unit	Trainee	Date Assigned	Rate of Pay
(1) Beauty Shop — in Adult Education These girls have had a minimum of 400 hours training in the Adult Education School of Cosmetology. With three months training as a apprenices, they will be ready for relocation and employment as beauticians. Our 15 hour a week evening class in cosmetology will be training an additional 16 girls in preparation for this apprenticeship program a few months hence.	Iris Akiyama	January 15, 1944	\$12
	Joshiko Tabuchi	January 15, 1944	\$12
	May Uyehara	January 15, 1944	\$12
	Alice Tomikawa	January 15, 1944	\$12
	Masako Yatsukura	January 15, 1944	\$12
	Fuji Kajihara	January 15, 1944	\$12
	Riyoko Nakamura	January 15, 1944	\$12
	Midori Kano	January 15, 1944	\$12
	Masako Kurokawa	January 15, 1944	\$12
	Atsuko Tanakawa	January 15, 1944	\$12
	Masako Matsuno	January 15, 1944	\$12
	Kazuko Murakami	January 15, 1944	\$12
	Mary Ichiriu	January 15, 1944	\$12
	Masumi Furuya	January 15, 1944	\$12
	Fumiko Nakagawa	January 15, 1944	\$12
(2) Watch Repair	Giichiro Tanaka	January 1, 1944	\$12
	Ken Hocht	January 1, 1944	\$12
(2) Shoe Repair	Joe Inohara	January 7, 1944	\$12
	Yoshio Zoriki	January 7, 1944	\$12
	Joe Iwaki	January 7, 1944	\$12
	Ichiro Hiraga	January 7, 1944	\$12
(2) Jr. Bkkg. — Coop.	Philip Iwata	January 1, 1944	\$12
	Chieko Kami	January 1, 1944	\$12
(3) Hospital	Jane Shiohama	December 1, 1943	\$12
(3) Agriculture	Fuji Sato	December 1, 1943	\$12

(1) Center Employment still refuses to make these assignments on the basis of any authorization to date — March 2. They are not now being paid.

(2) Being paid by cooperative Enterprises at present.

(3) Being paid by adult education at present.

Dr. Carter

February 7, 1944
(Retyped March 2, 1944)

W. Melvin Strong

Apprenticeship Program

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This \$2000 is enough to pay \$12.00 per month to around 60 trainees for one quarter, or 30 trainees for the next two quarters of this fiscal year. The present proposal asks for 25 assignments for a three month period, one quarter, only. We will try to add an additional six trainees to this list in the next few days.

However, before any assignments can be made they must be approved in writing by the Vocational Training Committee in Washington, Dr. Joseph Samler is chairman of this committee. Two copies of the list of trainees must be submitted to this committee. Manzanar Employment Head insists on specific authorization before he will make any assignments.

Following is a list of these 25 proposed trainees. They have been working under the assumption that they were part of the apprenticeship program since January 15. If their assignment could be made retroactive to that date we would appreciate it, if not, whatever date is agreed upon will meet with our approval.

W. Melvin Strong
W. Melvin Strong, Chairman
Vocational Retraining Committee

Monthly ReportFor Month Ending March 1944VOCATIONAL TRAININGCenter: Manzanar

1.	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	The Apprenticeship						
	Program was officially						
	started in Manzanar on						
	March 1 with the assign-						
	ment of 15 trainees, in						
	addition to 10 in the						
	Cooperative Enterprises.						
	Attached is a list of						
	these trainees.						

2.	STATE ADMINISTERED COURSES FOR ADULTS	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
			M	F		
	*VTWPW None--we are unable to					
	obtain state support					
	*FPWT None--we are unable to					
	obtain state support					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.
W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Business College	73	116	260	February	June
Cosmetology					
(day and evening classes)	59	0	29	Feb., Nov.	
Cabinet Making	15	38	0	January	
Tailoring	64	8	86	January	
Librarianship	2	1	9	January	
(Expect to start Auto Mechanics course soon.)					

4.
HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

High school courses					
included in Business					
College					
VTWPW None--we are unable to					
obtain state support					
FPWT None--we are unable to					
obtain state support					

5.
COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

APPRENTICESHIP PROGRAM
Manzanar, California
March 1, 1944
Third Quarter

ASSIGNMENTS made officially March 1.

Project Unit	Trainee	Date Assigned	Rate of Pay
Beauty Shop	Yoshiko Tabuchi	March 1, 1944	\$12
	Betty Hamaguchi	March 1, 1944	\$12
	Alice Tomikawa	March 1, 1944	\$12
	Masako Yotsukura	March 1, 1944	\$12
	Fuji Kajihara	March 1, 1944	\$12
	Riyoko Nakamura	March 1, 1944	\$12
	Midori Kano	March 1, 1944	\$12
	Masako Kurokawa	March 1, 1944	\$12
	Kazuko Murakami	March 1, 1944	\$12
	Mary Ichiriu	March 1, 1944	\$12
	Masumi Furuya	March 1, 1944	\$12
	Fumiko Nakagawa	March 1, 1944	\$12
Hospital	Jane Shiohama	March 1, 1944	\$12
TOTAL	15		

In addition to these are 10 apprentices under our general supervision but being paid by the Cooperative Enterprises in shoe repair, watch repair, cosmetology, and co-op office.

Plans are complete for enlistment of another 20 in the Industrial Division, library, hospital, education offices, and public works.

Melvin Strong

MONTHLY REPORT--CENTER RELOCATION DIVISION

1. Interviews for Relocation During Month

a. Initial interviews (first contact of Basic Family Unit with Relocation Division)

(1) Individuals interviewed (include one person per Basic Family Unit; total of (a) and (b) below

181

(a) Referred from Welfare Section

1

(b) Other

180

(2) Additional family members included in relocation plans discussed with these individuals.

10

b. Follow-up interviews (second and subsequent contacts with Relocation Division)

(1) Individual interviews (give total including additional interviews with same individuals)

465

(2) Total number of individuals interviewed

109

c. Total interviews (sum of a.(1) and b.(1))

646
Number

2. Families ready for relocation for whom Relocation Summaries have been referred to District Relocation Officers

12

3. Applications for leave assistance grants received

63

Individuals included

85

Applications approved

63

Average amount approved (including travel)

\$37.02

4. Leave clearance dockets

(a) Awaiting clearance in Washington

371

(b) Pending action at center

387

5. Meetings of Relocation Planning Commission

1

6. Meetings of Staff Relocation Committee

2

7. Meetings of Relocation Executive Board

1

8. Narrative statement on progress of center organization for relocation planning:

A. Evacuee participation:

The endorsement of the relocation program by prominent evacuees and a statement of policy and procedure of the Relocation Office was mimeographed and distributed to all the apartments in the Center. Various letters written by evacuees who were out of the Center on indefinite leave were given publicity. However, in the month of March there was not any consistent evacuee participation in the relocation program. The reason for this situation was that during the month the evacuees were concerned over the reorganization of the Center after the completion of the segregation move.

B. Coordination of Administrative staff:

The Education Department called a meeting of their entire staff. At this meeting, the WRA film "The Way Ahead" was shown. After the film was shown, discussion was had relative to merits of the film and means of promoting relocation. Functioning committees of the teaching staff completed their work on various methods. The Education Department also was giving invaluable assistance in preparing materials for display in the coming relocation exhibit which is sponsored by the Visual Education Museum.

Several conferences were held in different periods of the month to discuss ways and means of the development of the special Welfare counselling service for relocation. A draft of the purpose of the service and a procedure for putting it into effect was drawn. In connection with this, a schedule for the service was developed. Throughout these conferences, close cooperation was effected with the Welfare Department.

The Vocational Training Committee continued to be active and launched a new program in vocational training for mechanics.

C. Coordination of evacuee and staff activities:

During March, a committee made up of evacuees and staff personnel met once more to discuss the problems of relocation. This committee had not convened since 1943. Recommendations from the committee were made that would stimulate the program of relocation. Various problems were outlined that would have to be solved before groups of evacuees, previously engaged in business or those having family responsibilities, would make their plans for relocation.

9. Narrative statement of program of presenting relocation information to evacuees (Include use of Facts about America Series and other materials, and development of Relocation Library):

Due to lack of space, the relocation reading room was not as yet a fact. The reading room attendant in the Relocation Office continued the collection and arrangement of reading material from various sources. The relocation reading corner in the library was continued and materials available were placed at the disposal of this section.

A map was prepared by the Relocation Division which displayed the main farming areas, livestock areas and what products are raised in the different states. Another map was prepared which showed the climatic conditions of the various parts of the United States as well as the soil conditions. Still another map illustrated the employment opportunities available in different sections of the United States and which areas relocation would have the greatest chance of success.

The program of distributing to other offices of reprints and newspaper articles, Facts About America Series, state guide series were continued. Attractive job offers were headlined and displayed on bulletin boards. Exceptional opportunities were referred directly to the divisions in the Center to which they apply, as well as being displayed on the bulletin boards and given space in the Center newspaper.

10. Special progress made, or problems incurred on relocation:

The evacuees remaining in the center were in a rather unsettled mental state during the month of March. Segregation had broken some family ties. There was a fear that high pressure methods would be used to forward the relocation program. However, progress was made in obtaining facts from the outside that would appeal to the issei group. A development for the plan for special Welfare counselling for the relocation program was considered. Effective interest was received from the evacuees in planning an exhibit dealing with the relocation program. This was valuable as it made possible the obtaining of material which would deal directly with the problems of family groups now in the Center.

11. Recommendations for improvements in relocation program:

The issei is the largest group remaining in the Center. They will need special planning prior to the departing from the Center. They are afraid they can not make a success of resettlement because of their responsibilities, language and occupational handicaps and they object to the younger people going out for the fear of breaking up the family. It is felt that indefinite leave on a modified basis that would permit a more liberal returning privilege would be beneficial in this regard. If a few of the issei would leave the Center and establish themselves, I believe that this would greatly stimulate others with the same responsibilities to follow. With a more liberal returning privilege,

the issei would feel that he would have more security that he could return to the Center without any difficulty if he could not make it on the outside.

It was felt that if the evacuees would have access to letters written from the outside by the issei who have already established themselves that this would stimulate the relocation program. In order to avoid the belief that this information was propaganda, it should be secured and displayed by an evacuee organization that would have no direct association with the relocation office. Letters from the outside written in Japanese telling of community acceptance, employment opportunities or opportunities for farming in localities where they are now would be beneficial.

Monthly Report

For Month Ending April 194 4VOCATIONAL TRAININGCenter: Manzanar

1.	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	<u>Cosmetology School</u>				10		
	<u>Medical Stenographer</u>						1
	<u>Watch Repair</u>			2			

2.	STATE ADMINISTERED COURSES FOR ADULTS	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
			M	F		
	*VTWPW <u>None--we are unable to</u>					
	<u>obtain state support</u>					
	*FPWT <u>None--we are unable to</u>					
	<u>obtain state support</u>					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.
W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Business College	73	116	250	February	June
Cosmetology (day and evening classes)	59	0	25	Feb. Nov.	
Librarianship	2	1	9	January	

4.
HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

High school courses included
in Business College

VTWPT None--we are unable to
obtain state support

FPWT None--we are unable to
obtain state support

5.
COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F
Tailoring		April 20	8	86					

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

Budget Bureau No. 3-R047
Approval Expires: 1/20/45

VOCATIONAL TRAINING

Center: Manzanar

1.

2.

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3.

W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	
		M	F		
Business College	73	116	250	February	June
Cosmetology					
(day and evening classes)	59	0	22	Feb. Nov.	
Librarianship	2	0	7	January	
Woodcarving	6	7	0	May	
Auto Mechanics	12	24	0	May 24, 1944	

4.

HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

High school courses

included in Business

College

VTWPW None--we are unable to

obtain state support

FPWT None--we are unable to

obtain state support

5.

COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F

6.

NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

WAR RELOCATION AUTHORITY

Budget Bureau No: 12-R047

Approval Expires: 1/30/45

Monthly Report

For Month Ending 5/31 1944

VOCATIONAL TRAINING

Center: Poston

1.	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	Shoe Repair Shop	3		8			
	Machine Shop	5		8			
	Stenographers				14		
	Bookkeepers				2		
	Garage	1		4			
	Engineering	1		3			
	Beauty Shop		9		9		
	Totals	10	10	23	25		

2.

STATE ADMINISTERED
COURSES FOR ADULTS

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
*VTWPW					
*FPWT					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.
W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Bookkeeping - Poston III (Reg.)	3	4	4	Oct. 1943	June 1944
Shorthand, Beginners (Poston III)	3		40	April, 1944	Indefinite
Shorthand, Adv. Poston III	3		20	" "	"
Typewriting, Poston II	4		15	" "	"
Drafting, Poston III	4		10	" "	"

4.
HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

Adv. Secretarial Training	10		27	Sept. 1943	June, 1944
Auto Shop	10	65		" "	" "
Vocational Agriculture	10	48		" "	" "
Woodshop (Advanced)	10	70		" "	" "
Bookkeeping	5	13	23	" "	" "
Mechanical Drawing	5	76		" "	" "

VTWPW

FPWT

5.
COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F



6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

May 31, 1944

MEMORANDUM TO: Mr. Duncan Mills, Project Director

FROM: David A. Conlin

The most important accomplishment in the Vocational Training Program during the month of May has been the completion of preparations for the inauguration of an apprentice training program in cosmetology. After some discussion, it was found agreeable to all parties concerned to abide by the standards and rules set by the California State Board of Cosmetology in organizing the Poston program. This agreement included a willingness to adhere to all the sanitary regulations. Miss Elma Hood of the Public Health Section has expressed her consent to provide monthly lectures for the trainees in sanitation, sterilization, and skin and scalp disease. Mr. Ora Dennis of the Sanitation Section has agreed to cooperate in the supervision of the maintenance of sanitary standards in the Beauty Shops. Altogether nine apprentices have been appointed for training. At the completion of their courses and after passing a suitable examination, these girls will be prepared for the state examination which they may have to take to practice as cosmetologists in the various states.

At the present time a study is being made of the possibility of organizing a barber training program similar to that for cosmetology.

In the shoe repair program, Camps I, and III are now up to their quota of apprentices and Camp II will be brought up during the month of June.

There is a great need in the three camps for training in secretarial and office work. In Camp III, the adult shorthand program is developing nicely with about 65 girls enrolled. There is need for instruction in typewriting for some of this group but there are not enough typewriters available and at present, no teacher for the classes. In Camp II the shorthand classes, started in April, had to be temporarily discontinued owing to the termination of the teacher. They will be resumed on June 12 when a teacher will be available from the high school. In Camp I there is some promise of a summer program in shorthand and typewriting if some of the high school teachers will be available for this work.

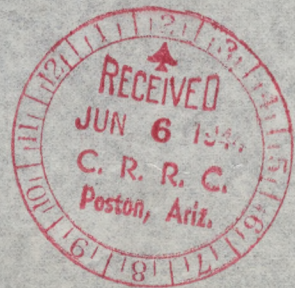
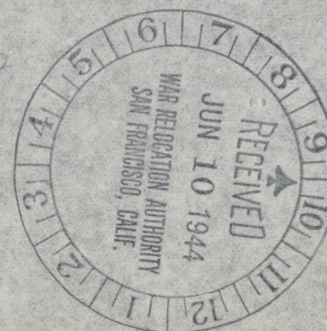
Plans for apprenticeship training of high school students during the summer months are well advanced. The number of applications for this type of training to date, indicates a growing interest in the program. This is particularly true for the auto shop training program.

David G. Coulter

David A. Conlin
Acting Supervisor
Vocational Training

Robert D. [illegible]

Vocational Training



Monthly Report

For Month Ending June 1944VOCATIONAL TRAININGCenter: Manzanar

<u>1.</u>	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	<u>Cosmetology</u>	0	4	0	11		
	<u>Librarianship</u>	0	1	0	1		
	<u>Clerk Typist (Hospital)</u>	0	1	0	1		

<u>2.</u> STATE ADMINISTERED COURSES FOR ADULTS	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
*VTWPW <u>None--we are unable to</u>					
<u>obtain state support.</u>					
*FPWT <u>None--we are unable to</u>					
<u>obtain state support</u>					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.

W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Business College	73	105	225	February	June
Cosmetology (day, eve)	59	0	17	Feb., Nov.	
Librarianship	2	0	10	January	
Woodcarving	6	7	0	May 8, 1944	
Cabinet Making	10	9	0	May 1, 1944	
Auto Mechanics (morn. eve)	29½	42	0	May 24, 1944	
				June 26, 1944	

4.

HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

High school courses

included in Business

College

VTWPW None--we are unable

to obtain state support.

FPWT None--we are unable to

obtain state support.

5.

COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F
Fingerprinting		May 31	14	1					

6.

NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

WAR RELOCATION AUTHORITY

Budget Bureau No: 18-R047

Approval Expires: 1/30/45

Monthly Report

For Month Ending July 31 1944VOCATIONAL TRAININGCenter: Manzanar

1.	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	Cosmetology			0	9		
	Librarianship			0	2		
	Clerk Typist (Hospital			0	1		
	Education Farm			2			

2.	STATE ADMINISTERED COURSES FOR ADULTS	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
			M	F		
	*VTWPW <u>None--we are unable to</u>					
	<u>obtain state support.</u>					
	*FPWT <u>None--we are unable to</u>					
	<u>obtain state support.</u>					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3. W.R.A. ADULT TRADE CLASSES

3.

W.R.A. ADULT TRADE CLASSES	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Commercial Courses	24	24	149	July 5	
Cosmetology (day, eve)	59	0	42	July 1	
Librarianship	2	0	14	January	
Woodcarving	6	7	0	May 8, 1944	
Cabinet Making	10	9	0	May 1, 1944	
Auto Mechanics (morn, eve)	27	47	0	July 10, 1944	
Nursing attendant Course	8		28	April 2	

4. HIGH SCHOOL VOCATIONAL TRAINING CLASSES:

4. HIGH SCHOOL VOCATIONAL TRAINING CLASSES:					
VTWPW None--we are unable to					
obtain state support.					
FPWT None--we are unable to					
obtain state support.					

5. COURSES COMPLETED:

COURSES COMPLETED:					
COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		
			M	F	
Auto Mechanics		July 6	21		

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

Monthly Report

For Month Ending August 1944VOCATIONAL TRAININGCenter: Manzanar

1.	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	Cosmetology	0	10	0	19		
	Librarianship					0	2
	Clerk Typist (Hospital)			0	1		
	Education Farm	2	0	2	0		

2.	STATE ADMINISTERED COURSES FOR ADULTS	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
			M	F		
*VTWPW	None--We are unable to obtain state support					
*FPWT	None--we are unable to obtain state support					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.

4.

4.

VTWPW

obtain state support

FPWT

obtain state support

5.

Auto Mechanics

August	24	26	0
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6.

Monthly Report

For Month Ending 9/30 1944VOCATIONAL TRAININGCenter: Manzanar

1.	SUPERVISED APPRENTICESHIP ASSIGNMENTS:	REFERRALS THIS MONTH		TOTAL IN TRAINING		CERTIFIED TO EMPLOYMENT	
		M	F	M	F	M	F
	Cosmetology	0	0	0	18		
	Librarianship	0	0	0	0		
	Clerk Typist	0	1	0	1		
	Laboratory Technician	0	2	0	2		

2.	STATE ADMINISTERED COURSES FOR ADULTS	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
			M	F		
	*VTWPW None--we are unable to obtain state support					
	*FPWT None--we are unable to obtain state support					

*VTWPW - Vocational Training for War Production
Workers; FPWT - Food Production Workers
Training Programs.

3.
W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Commercial Courses	24	7	54	July 5	
Cosmetology (eve)	15	0	18	July 24	
Librarianship	2		12	July 1	
Woodcarving	6	8		January	
Cabinet Making	10	15	0	May 8	
Auto Mechanics (Morn. Eve)	27	42	0	May 1	
Nursing Attendants	8	0	28	July 10	
n				April 2-Sept. 8	

4.
HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

VTWPW					
FPWT					

5.
COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F
Nurses Attendants		9/8/44	0	28					

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

3.

Cosmetology (evening)

Librarianship

4. HIGH SCHOOL VOCATIONAL TRAINING CLASSES:

VTWPW

FPWT

5.

COURSE

PROGRAM

DATE
COMPLETED

NUMBER COMPLETING TRAINING	
M	F
1	1
2	2
3	3
4	4
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COURSEPROGRAM

DATE
COMPLETED

NUMBER COMPLETING TRAINING	
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100	100

6.

3.
W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Commercial Courses	24	22	73	Sept. 18	
Cosmetology (eve)	15		13	July 1	
Librarianship	2		6	January	
Cabinet Making	20	20		Sept. 18	

4.
HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

VTWPW None--we are unable to obtain

state support

FPWT None--we are unable to

obtain state support

5.
COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

3.

W.R.A. ADULT
TRADE CLASSES

	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Cabinet Making	24	20		Sept. 1944	Feb., 1945
Librarianship	2		6		" "
Commercial Courses	24	1	37	Sept. 1944	" "
Cosmetology (day)			13		
(eve.)	15		13	July	" "
Tailoring (day)	4		15	November	" "
(eve.)	6		20	"	" "

4.

HIGH SCHOOL VOCATIONAL
TRAINING CLASSES:

VTWPW

FPWT

5.

COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F

6.

NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

3.

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VTWPW

FPWT

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VTWPW

FPWT

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NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

3. W.R.A. ADULT TRADE CLASSES

3. W.R.A. ADULT TRADE CLASSES	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
		Cabinet Making	6	31	0
Commercial Courses	14	11	32	12/11/44	
Cosmetology (Eve)	15	0	13	7/1/44	
Home Tailoring	12	1	61	11/16/44	
Librarianship	2	0	6		

4. HIGH SCHOOL VOCATIONAL TRAINING CLASSES:

[illegible]

5. COURSES COMPLETED:

[illegible]

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

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4

4

4

FPWT None

115.

115.

6.

UNITED STATES DEPARTMENT OF THE INTERIOR
WAP RELOCATION AUTHORITY
EDUCATION SECTION

BUDGET BUREAU NO. 13-R047.1
APPROVAL EXPIRES: 12/31/45

VOCATIONAL TRAINING PROGRAM PROGRESS REPORT

CENTER:	FOR MONTH ENDING:
MANZANAR RELOCATION PROJECT	May 1945
VOCATIONAL TRAINING SUPERVISOR	SUPERINTENDENT OF SCHOOLS Genevieve W. Carter

[illegible]

STATE ADMINISTERED COURSES FOR ADULTS	HOURS WEEKLY	NO. OF WEEKS	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	PROBABLE COMPLETION DATE
			M	F		
FOOD PRODUCTION WAR TRAINING (O.S.Y.A.)						
None						
OTHER: (V.T.W.P.W: T.W.I. ETC)						
None						

3. W.R.A. ADULT TRADE CLASSES	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Cabinet Making	9	32		2/10/45	5/30/45
Commercial Courses	14	4	21	12/11/44	5/31/45
Cosmetology (Even.)	15	0	6	7/1/44	5/31/45
Home Tailoring	12	1	62	11/16/44	5/31/45

4. HIGH SCHOOL VOCATIONAL TRAINING CLASSES:					
Commercial		11	95		
Industrial Arts		50			
Home-making			16		
VTWPW					
FPWT					

5.

COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

For Vocational reports:

The commercial courses were reorganized. There is a morning and evening class in typing and an evening class in shorthand. These classes are small and are for those who have had some instruction in these subjects.

The home tailoring class has continued.

The cosmetology class was discontinued.

The cabinet making class became a free lance group reported under Adult Education.

3. W.R.A. ADULT TRADE CLASSES	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
Cabinet Making	9	32		2/10/45	5/30/45
Commerical Courses	14	4	21	12/11/44	5/31/45
Cosmetology (Even.)	15	0	6	7/1/44	5/31/45
Home Tailoring	12	1	62	11/16/44	5/31/45

4. HIGH SCHOOL VOCATIONAL TRAINING CLASSES:					
Commerical		11	95		
Industrial Arts		50			
Homemaking			46		
VTWPW					
FPWT					

5.

COURSES COMPLETED:

COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING	
			M	F				M	F

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.

For vocational report;

The commercial courses were reorganized. There is a morning and evening class in typing and an evening class in shorthand. These classes are small and are for those who have had some instruction in these subjects.

The home tailoring class has continued.

The cosmetology class was discontinued.

The cabinet making class became a free lance group reported under Adult Education.



3. W.R.A. ADULT TRADE CLASSES	NO. HOURS WEEKLY	END OF MONTH ENROLLMENT		DATE COURSE BEGAN	COMPLETION DATE
		M	F		
		Cabinet Making	29	28	-
Commercial Courses	26	2	27	6/18/45	8/11/45
Home Tailoring	12	3	40	6/18/45	8/11/45

4. HIGH SCHOOL VOCATIONAL TRAINING CLASSES:					
WPW					
PWT					

FPWT

COURSES COMPLETED:					
COURSE	PROGRAM	DATE COMPLETED	NUMBER COMPLETING TRAINING		
			M	F	
All terminated on Aug. 11.					

6. NARRATIVE REPORT: On separate sheet to be attached to this report, comment briefly on significant developments in the program during the month. This may include matters not covered in the statistical report or data supplementing it; changes in policies or procedures; problems encountered; matters relating to equipment, space and personnel; plans for new courses or apprenticeships; assistance needed on budget or technical matters; visits of vocational training officials; and anything else of note.