

Anderson
Kurtz
Mrs Thompson

9th Service
Command

WAR RELOCATION AUTHORITY

Room 120, Building 99
c/o Civil Affairs Branch
Headquarters, Ninth Service Command
Fort Douglas, Utah

"Basic
Instructions"

September 3, 1943

MEMORANDUM to: Project Directors and WRA Train Representatives

Attached is a set of the instructions set forth by the Army for their train guard commanders. This is for your information; but its use is restricted. It should be of assistance to project directors in planning train trips, and to WRA train representatives while en route.

Many of these same items have already been covered in bulletins from the WRA field station at Fort Douglas. An additional copy of the Mess and Supply Annex has been attached to these enclosures for the WRA train representatives. This copy should be made available to the head of the evacuee mess crew who will have charge of the railroad diner so that he may be familiar with the menus planned and can compute some of his needs in regard to the supplies that will have to be drawn from the kitchen cars to the diner to feed the persons located in the evacuee tourist sleeper.

Sincerely,

Malcolm E. Pitts

Malcolm E. Pitts
Field Assistant Director

Enclosure

HEADQUARTERS NINTH SERVICE COMMAND
Office of the Commanding General
Fort Douglas, Utah

SPKSP 383.6

31 August 1943

SUBJECT: Basic Instructions for Train Commanders, movements of Evacuees.

TO : Train Commanders.

I. GENERAL:

a. The train commander is the commanding officer of all military personnel and all others under military control who are passengers on his train including all evacuees. It is his duty and responsibility to maintain proper discipline of all such personnel at all times; to provide for their care, well-being and protection; to serve as an intermediary between passengers and railroad personnel, but not to interfere in any way with either the schedule or the operation of the train.

b. The train commander will require all military personnel in his detachment to display a courteous but impersonal attitude toward evacuees. There will be no fraternizing between military personnel and evacuees. Military personnel will not make purchases of any kind at any stops for evacuees during the journey nor will they act as messengers for them.

c. Appropriate military courtesy will be observed by and between all military personnel at all times and each detachment will be thoroughly inspected before being placed on duty, particularly as to uniforms and equipment. Neatness, military bearing and courtesy must be maintained.

d. Military personnel will not discuss with any persons, civilian or military, any matters concerning any phase of the movement of evacuees except in the course of official duties.

e. Evacuees are neither prisoners of war, internees or criminals. Some of them are Japanese subjects, others are not. Nevertheless, the welfare of United States subjects in the hands of the Japanese Government may be seriously jeopardized if any untoward incidents are permitted. Arrogance on the part of military personnel will not be tolerated.

f. (1) There will be a War Relocation Authority representative aboard the train on each trip. Unless it appears that unsatisfactory results are forthcoming or that prompt action does not follow, you will communicate with evacuees through him. To facilitate the communication of instructions to evacuees, War Relocation Authority has been requested to designate an evacuee captain for each coach and an evacuee monitor for the entire train.

- (2) The maintenance of sanitation and order within each coach is the immediate responsibility of each coach captain. It is only when sanitation is not preserved or that disorder arises that you will cause the members of the Military Police guard to enter the coaches for the purpose of enforcing these and other regulations. A set of instructions for the information and guidance of evacuees is set forth in inclosure No. 1 hereof. Extra copies are included in the attached kit for distribution by you through the War Relocation Authority representative to the train monitor and each coach captain.
- (3) Kitchen police details for each day will be furnished from among evacuees. These details will include personnel for serving food to evacuees in the converted baggage-diners. War Relocation Authority has been informed of this arrangement and is taking the necessary action to organize evacuees for each trip to this end. In order to assist you and the Mess and Supply Officer assigned you, a suitable set of instructions in this regard have been prepared and attached to the Mess and Supply Annex for distribution by you through the War Relocation Authority representative to the train monitor and the coach captain. Extra copies are included within your kit.
- (4) Infirm, sick and infant evacuees furnished Tourist sleeper accommodations will be messed in the auxiliary diner attached to your train. The staffing and operation of this diner is the exclusive responsibility of War Relocation Authority. All items of special diets will be supplied by War Relocation Authority and loaded on this diner.
- (5) Suitable instructions have been included in the Mess and Supply annex to cover mess schedules.

g. Annexes are attached covering detailed instructions on all phases of your responsibilities. These are included for your information and guidance and for the information and guidance of the officers assigned you as assistants. It is not necessary that you should possess more than general familiarity with their contents but you should require the officers assisting you to master the contents of each annex pertaining to their respective spheres of specialized responsibility. In each case where reports (other than for unforeseen emergencies) are required a sample form of report is attached. In addition a supply of these forms for your use is included in the attached kit of materials. Annexes attached are:

Medical (including emergency hospitalization
and death en route)
Fiscal (including emergency procurement)
Mess and Supply
Transportation

II. DUTIES PRIOR TO ARRIVAL OF TRAIN AT ENTRAINING POINT:

a. Report to the railroad representative at the entraining point prior to the departure of the train.

b. Inspect the train guard for proper uniform and equipment, neatness of appearance, and issue to them the written train guard instructions furnished you herewith. (Attached as Inclosures 2 and 3)

c. Assign guard posts, both while en route and when train is standing and arrange for necessary reliefs during journeys.

d. Confer with the War Relocation Authority representative assigned to the train and ascertain that the following control procedures have been established:

- (1) Outline the rules and regulations for the journey.
- (2) Appoint coach captains (Evacuees).
- (3) Arrange for the issuance of appropriate arm bands for coach captains and their assistants.
- (4) Secure the service of a Japanese interpreter for the purpose of translating to all evacuees the rules and regulations for the journey.
- (5) Arrange for an evacuee to be designated as train monitor and to be placed in the car next to the guard car.

e. Instruct the Train Surgeon to determine that sufficient disposable diapers (Chux), nursing bottles, and so forth, are available prior to departure and report his findings. The supply of these items is the sole responsibility of War Relocation Authority but failure to have them aboard will jeopardize health and sanitation.

f. Ascertain from Center Director or the War Relocation Authority train representative if ambulance patients are to be transported and, if so, whether necessary ambulance facilities have been provided at the detraining point. This is also the responsibility of War Relocation Authority but prompt detraining requires that such arrangements have been made.

g. Secure from the War Relocation Authority representative four signed copies of the evacuee train manifest. All copies should be signed by the War Relocation Authority Project Director at origin. When the Train Commander has determined that all evacuees listed in the manifest have boarded the train he should affix his signature to all copies as a receipt. Disposition of such copies will be as follows:

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- (1) One copy to War Relocation Authority Project Director at origin as his receipt.
- (2) One copy to the Project Director at destination.
- (3) The train commander will, upon arrival at destination, obtain the receipt of the War Relocation Authority Project Director at destination on the original and one copy of the train manifest evidencing the delivery of the evacuees transported. The Train Commander will forward the original, so receipted, by air-mail, immediately to the Civil Affairs Branch, Headquarters Ninth Service Command, Fort Douglas, Utah, and retain the fourth copy for his own record. (Self addressed air-mail envelopes are included in the Train Commander's kit)

III. DUTIES AFTER ARRIVAL OF TRAIN, BUT PRIOR TO THE ENTRAINMENT OF EVACUEES AT ENTRAINING POINT:

a. Conduct thorough inspection of train, in company of railroad representative, paying particular attention to: (See Transportation Annex)

- (1) Water supply and icing of coolers.
- (2) Cleanliness and working condition of latrines and washbowls.
- (3) Adequacy of supplies and equipment such as waste receptacles, extra water, disinfectants, soap for cleaning latrines and toilets, toilet paper, paper towels, and drinking cups on hand in coaches.
- (4) Condition of cars, such as upholstering of seats, window shades, windows, and light bulbs.
- (5) Condition of vestibules, car doors, steps, ventilators, and so forth.
- (6) Condition of diners and adequacy of supplies on hand.

b. Execute a certificate of condition of train, which will be signed by railroad representative and train commander (See Transportation Annex for form. Extra copies of which are in the Train Commander's kit).

c. Post copies of instructions to evacuees in conspicuous places in all cars on train and issue a set to the War Relocation Authority representative for distribution by him to the Train Monitor and each Coach Captain (See Incl. #1). At the same time issue him a set of instructions to Train Monitor and Coach Captains (See Incl. #4) (Extra copies for this purpose are in the Train Commander's Kit)

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d. Post guards at proper stations alongside, at ends, and in vestibules of trains.

e. Place the car number or letter near the entrance and center of each car and on both sides with chalk.

f. Prepare wires and forms Nos. 1 and 2 and send to proper headquarters. (Sample forms attached. Extra copies for use are in the Train Commander's kit)

g. Check adequacy of subsistence stores and medical supplies aboard (See Medical and Mess and Supply Annexes).

IV. DUTIES WITH REGARD TO ENTRAINMENT OF EVACUEES AND PRIOR TO DEPARTURE OF TRAIN:

a. Supervise assignment of approximately equal numbers of evacuees to each car in accordance with car rosters prepared by War Relocation Authority. Family groups will be kept together so far as practicable.

b. A concentration of male evacuee passengers will not be permitted in any one car.

c. Cause train guard to supervise the arrangement of baggage within cars on overhead racks and under seats. Baggage will not be placed on seats, in aisles or in vestibules.

d. Bystanders will be kept well away from the train.

e. See that train detachment is informed as to when and where they will have their meals (See Mess and Supply Annex).

f. No evacuee will be allowed to have in his possession the following contraband articles. Search by Train Guard will not be made. However, if any of these articles are observed in possession of evacuees they will be confiscated and reported:

- (a) Firearms
- (b) Weapons or implements of war or component parts thereof
- (c) Ammunition
- (d) Bombs
- (e) Explosives or the component parts thereof
- (f) Shortwave radio receiving sets
- (g) Radio transmitting sets
- (h) Signal devices
- (i) Codes or ciphers
- (j) Cameras

V. DUTIES EN ROUTE:

a. General:

- (1) Evacuees will not be permitted to move from car to car, except the diner, without specific authority. The Train Monitor and Coach Captains are specifically authorized to pass from coach to coach in connection with their official duties, as is set forth in the instructions to Train Monitors and Coach Captains.
- (2) Frequent inspection of the guard will be made to insure alertness and to record any unusual incident that may have occurred.
- (3) Inspection by the medical officer at regular intervals to ascertain if there are emergency cases requiring medical attention have arisen. Where hospitalization is required, train commanders will arrange with the medical officer and the train rider (RR) for the stopping of the train and removal of patients to a hospital at the first available station, and make arrangements with War Relocation Authority Train Representative to have patient hospitalized and to leave a War Relocation Authority attendant with patient. In such event an information telegram will be dispatched immediately to the Civil Affairs Branch, Headquarters Ninth Service Command. (See Medical and Fiscal Annexes. A form of telegram is in the Train Commanders Kit.)
- (4) The Medical Officer will be requested to make at least three inspection trips per day through the train to ascertain if any medical attention is required. On two of these inspections a check of the sanitary conditions of the washrooms and latrines will be made.
- (5) Other than during short stops the train commander will check adequacy and working order of sanitary facilities. If such facilities are inadequate his findings will be reported to the Train Rider (RR) for immediate correction, and if not corrected, the Civil Affairs Branch, Headquarters Ninth Service Command, will be notified by wire stating train number, main number, and train rider (RR).
- (6) Train Commander will inquire reasons for unusual delays en route from train rider (RR) or conductor. If railroad representatives fail to take necessary measures or if reason for delay is beyond their control, train

commander should immediately wire or telephone Rail Movement Control Office, Ninth Service Command, Lt. Col. C. I. Dennis, T.C., telephone Salt Lake City 5-6611, Extension 2521.

- (7) Any major change in time schedule which prohibits arrival of train at destination on scheduled time will be reported by wire or telephone to the following:
 - (a) Director of the War Relocation Project at destination.
 - (b) Civil Affairs Branch, Ninth Service Command, telephone Salt Lake City 5-6611, Extension 2250.
- (8) The Train Commander will keep a journal or diary of activities en route, recording in it delays, unusual incidents, changes in schedule and so forth (See sample form No. 6; extra copies are in the Train Commander's kit).
- (9) In the event that any of the evacuees cannot adequately be controlled by train guard, train commander will wire ahead to civil authorities and request that they meet train for the purpose of placing them in the custody of the civilian authorities. Civil Affairs Branch, Ninth Service Command, will be notified immediately by telegram which will be followed by complete report by air-mail as promptly as possible. (Forms of telegrams to notify civil authorities and this Headquarters inclosed as Forms No. 4 and 5; extra copies in Train Commander's kit)
- (10) Each evacuee coach captain will appoint a daily cleaning detail for washrooms and latrines in his particular car. The War Relocation Authority train representative will be requested to establish this arrangement. Supplies for this purpose are aboard the train (See Mess & Supply Annex).
- (11) The train commander will instruct the Corporal of the Guard to make a physical check of evacuees in each car at the following hours: 8 a.m., 1 p.m., 7 p.m. The Corporal of the Guard will use Form No. 7 attached to this report, and the train commander will place this data on the master chart, Form No. 8 attached. The train commander will instruct the Sergeant of the Guard to keep the duty roster report of the guard and the assignments of stations on Form No. 9 attached. The Corporal of the Guard will also make report on the performance of relief to the Sergeant of the Guard on Form No. 10 attached.

- (12) Side arms, police sticks, and brassards will be worn by the train guard while on duty. Under no circumstances will the brassards, sticks, or pistols be worn by the guard except when they are actually on post.
- (13) Uniforms will be field uniforms, kahki (until 15 September 1943 detachments then travelling will change at end of current trip), garrison caps and leggins. Neckties will be worn.
- (14) Guards will be provided with necessary tourist car accommodations, allowing two men to each lower berth and one man to the upper, or a total of three to each section.
- (15) Telegram Form No. 3 attached hereto will be sent daily at 8:00 a.m. and 6:00 p.m. to Civil Affairs Branch, Headquarters Ninth Service Command, advising progress of journey.

b. During operating and other stops:

- (1) Guards will be immediately dispatched to their assigned stations.
- (2) Military personnel will not accept money from evacuees to purchase curios, candy, soft drinks, or any other article.
- (3) Detraining of evacuees during journey will not be permitted except for exercise under proper supervision. The train commander will secure the cooperation of railroad officials in arranging, if possible, for two one-half hour stops each day for the purpose of exercise. Exercise points will normally have been designated in advance by the railroad. Such stops will not be made in cities but in open country where evacuees may exercise freely without being subject to danger. During such exercise periods, all vestibule doors on the "off" side (side opposite detraining side) of the train will be locked and a minimum of 3 guards stationed along the length of that side of the train. The remainder of the guard, reinforced to the extent necessary to establish control will be stationed at posts parallel to the "near" or detraining side of the train so that all detrained evacuees are between the guards and the train. Form No. 11 attached will be filed by train commander in his records showing position of guards surrounding train during exercise periods. Other informative data will be noted on the form.
- (4) During all operating and station stops, all vestibules will be guarded. Guards will be posted at intervals along both sides of the train. Evacuees will not be permitted to detrain.

- (5) In the event of an escape en route the train commander will notify The Provost Marshal General, War Department, by telegram and the Civil Affairs Branch, this headquarters (see Forms 12 and 13 attached; extra copies are included in Train Commanders Kit),

VI. DUTIES ON ARRIVAL AT DESTINATION:

a. Evacuees will be detrained promptly on arrival, but not before the War Relocation Authority's representative, or Project Director at destination is present. A careful count will be made of evacuees in his presence to ascertain that the number carried on the manifest have detrained. The War Relocation Authority representative's or Project Director's receipt will be obtained on the original and one copy of the manifest, (see paragraph II g above).

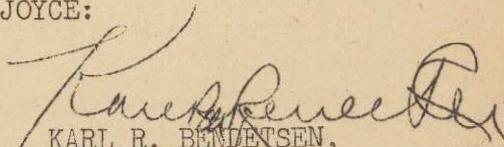
b. An assigned trip is completed when the War Relocation Authority official receipt evidencing transfer of custody is received at the railhead of destination. Completion of each trip will be reported to the Civil Affairs Branch, this headquarters, by telephone (Salt Lake City 5-6611 - Extension 2250).

c. Following detrainment, a final inspection of the train will be made in the company of the train rider (RR), whose signature will be secured on the "Certificate of satisfactory condition" (See Transportation Annex for Form). In the event of any damage, the train commander will submit a report stating nature of damaged property, value and circumstances regarding the damage and names of individuals responsible (if known) and names of witnesses. This report will be signed by the train commander and the railroad representative.

d. Train commander will notify the detachment as to time and manner of return journey and will be responsible to see that all members of the detachment are present sufficiently in advance of departure time on return trips to submit to inspection and to assist in readying for departure.

e. Complete train commanders report (See Form No. 6 attached and send by airmail to the Civil Affairs Branch, Headquarters Ninth Service Command, including journal or diary of trip. Any irregularities, on the part of the guard or of evacuees will be submitted by separate letter and will not be included in the train commander's report. Copy of this report should be retained by the train commander.

By command of Major General JOYCE:


KARL R. BENJENSEN,
Colonel, GSC,
Chief, Civil Affairs Branch.

Inclosures:

- Forms 1 to 13 attached.
- Instructions No. 1 to 4.
- Transportation Annex with incls.
- Medical Annex, with incls.
- Fiscal Annex, with incls.
- Mess and Supply Annex, with - 9 -
Incls.

PHONE

SALT LAKE CITY 5-6611

(In emergency use Priority "3")

CHIEF COL. KARL R. BENDETSEN - Fort Douglas Ex. 2229
EXECUTIVE OFFICER LT. COL. FRANK E. MEEK - Fort Douglas Ex. 2405
ASST. EXECUTIVE OFFICER . . . MAJ. A. V. BOLDT - Fort Douglas Ex. 2461
TRANSPORTATION LT. COL. C. I. DENNIS - Fort Douglas Ex. 2521
ASST. TRANSPORTATION CAPT. THOMAS WOOD, JR. - Fort Douglas Ex. 2461
MESS & SUPPLY CAPT. L. SVENDSGAARD - Fort Douglas Ex. 2461
MEDICAL LT. COL. M. S. HARMON - Fort Douglas Ex. 2314
M.P. GUARDS MAJ. W. P. CASSIDY - Fort Douglas Ex. 2461

24 HOUR DUTY PHONE - Salt Lake City 5-6611 Ex. 2250.

FORM NO.TO

1	Telegram of Departure	CAB
2	Telegram of Departure	Director of WRA Project No.
3	Telegram of Morale	CAB
4	Telegram of Custody	Police Dept.
5	Telegram of Custody	CAB
6	Train Commander's Report	
7	Strength Report (Corporal of the Guard)	
8	Master Chart of Daily Strength Report	
9	Daily Train Guard Roster	
10	Corporal of the Guard Report	
11	Guard Posts During Exercise Period	
12	Telegram of Escape	PMG
13	Telegram of Escape	CAB

GOVERNMENT TELEGRAM

(Place)

(Date)

CAB
HNSC
FT DOUGLAS, UTAH

TRIP NO. _____

MAIN NO. _____ DEPARTED FROM _____ AT _____ M

EXPECTED TO ARRIVE AT _____ AT _____ M

_____ ADULTS, _____ HALF FARES, _____ INFANTS IN COACHES.

_____ ADULTS, _____ HALF FARES, _____ INFANTS IN TOURIST.

TOTAL MOVED _____.

_____ EVACUEES IN COACH.

_____ EVACUEES IN TOURIST.

_____ UPPER BERTHS OCCUPIED, _____ LOWER BERTHS OCCUPIED.

STRENGTH OF MILITARY DETACHMENT _____ OFFICERS, _____ ARMY

NURSES, _____ ENLISTED MEN.

_____ TRAIN COMMANDER.

Det No _____

GOVERNMENT TELEGRAM

(Place)

(Date)

DIRECTOR OF WAR RELOCATION PROJECT NO _____

TRIP NO. _____

MAIN NO. _____ DEPARTED FROM _____ AT _____ M

EXPECTED TO ARRIVE AT _____ AT _____ M

_____ ADULTS, _____ HALF FARES, _____ INFANTS IN COACHES.

_____ ADULTS, _____ HALF FARES, _____ INFANTS IN TOURIST.

TOTAL MOVED _____

_____ EVACUEES IN COACH.

_____ EVACUEES IN TOURIST.

_____ UPPER BERTHS OCCUPIED, _____ LOWER BERTHS OCCUPIED.

_____ TRAIN COMMANDER.

DET NO _____

GOVERNMENT TELEGRAM

(Place)

(Date)

CAB
HNSC
FT DOUGLAS, UTAH

TRIP NO. _____ MLIN NO _____

WITH _____ EVACUEES

PASSED _____ AT _____ ENROUTE TO _____

MORALE _____ FOOD _____ HEALTH _____

ACCOMMODATIONS _____ COOPERATION FROM RAILROAD _____

EFFICIENCY OF GUARD _____ DISTURBANCES _____

ESTIMATED TIME OF ARRIVAL AT _____ (destination) IS _____ (time & date)

TRAIN COMMANDER.

DET NO _____

GOVERNMENT TELEGRAM

(Place)

(Date)

POLICE DEPT (Or other Law Enforcement Officer)

(Town) (State)

MEET _____ TRAIN NO _____ MAIN NO _____
(Name of Railroad)

FROM _____ TO ARRIVE AT _____

AT _____ M _____ (date) _____ 1943

TO TAKE INTO CUSTODY JAPANESE EVACUEE (S) _____
(name(s))

FAMILY NO. (s) _____

TRAIN COMMANDER

DET. No. _____

GOVERNMENT TELEGRAM

(Place)

(Date)

CAB
HNSC
FT DOUGLAS

TRIP NO _____ MAIN NO _____ FROM _____

TO _____ DELIVERED TO CIVILIAN AUTHORITIES

AT _____ FOR CUSTODY EVACUEE (S) _____
(Family name (s))

CHARGED WITH _____
(Family number (s)) (Name of offense)

RECEIPT OBTAINED FROM _____
(Name of civilian authority)

DETAILED REPORT FOLLOWS AIR MAIL

TRAIN COMMANDER

DET. NO. _____

TRAIN COMMANDERS REPORT.

Date _____ 1943. Main No. _____ Trip No. _____

No. MP's in Train Guard _____ Organization _____

Departed from _____ Time _____ M Date _____ 1943

Arrived from _____ Time _____ M Date _____ 1943

Name of Medical Officer and Nurses _____

Name of Mess Officer _____

No. of Non-Commissioned Mess Officers _____

No of Enlisted Cooks _____

No. of Medical Department _____

Train No. _____

No. of Coaches _____ No. of Tourist Cars _____

No. of Baggage Cars _____ No. of Kitchen Baggage Cars _____

No of Converted Diners _____ No of RR Diners _____

No. of Full Fares _____ in Coaches; _____ in Tourist.

No. of Half Fares _____ in Coaches; _____ in Tourist.

No. of Infants _____ in Coaches; _____ in Tourist.

No. of Berths actually used: _____ Upper; _____ Lower.

Name of Train Rider _____

Train Commander.

Use reverse side and additional sheets to list Daily Diary of Events in detail, including the following suggestions and any other incidents occurring; names of conductors and train riders and points of changing; attitude of train riders and doctors and nurses and the cooperation afforded by them; points of changing train crew and servicing of train; lengthy stops for any reason; any illness requiring emergency medical attention; morale of Japanese; list any major complaints registered and the action taken on the matter; list any unusual incidents arising and make recommendations for meeting same on future movements; list efficiency of train guard.

STRENGTH REPORT.

(To be made out by Corporal of Guard
and Coach Captain.)

Car No. _____ Date _____

Train No. _____ Trip No. _____ En Route from _____ to _____

Corporal of Guard _____

Coach Captain _____
(Print Name)

Morning Report:
0800 (Approx.)

	: Previous Count	: Present Count	:
Male Adults	_____	_____	_____
Female Adults	_____	_____	_____
Half Fares	_____	_____	_____
Infants	_____	_____	_____

Remarks: _____

Afternoon Report:
1300 (Approx.)

	: Previous Count	: Present Count	:
Male Adults	_____	_____	_____
Female Adults	_____	_____	_____
Half Fares	_____	_____	_____
Infants	_____	_____	_____

Remarks: _____

Evening Report:
1900 (Approx.)

	: Previous Count	: Present Count	:
Male Adults	_____	_____	_____
Female Adults	_____	_____	_____
Half Fares	_____	_____	_____
Infants	_____	_____	_____

Remarks: _____

MASTER CHART OF DAILY STRENGTH REPORT.

Train Commander _____ Date _____

Det. No. _____ Trip No. _____ En Route from _____ to _____

CAR NO. 1

TOURIST SLEEPER	Previous	Time:	Time:	Time:
	Count	0800	1300	1900
Male Adults	:	:	:	:
Female Adults	:	:	:	:
Half Fares	:	:	:	:
Infants	:	:	:	:

Remarks: _____

CAR NO. 2

COACH	Previous	Time:	Time:	Time:
	Count	0800	1300	1900
Male Adults	:	:	:	:
Female Adults	:	:	:	:
Half Fares	:	:	:	:
Infants	:	:	:	:

Remarks: _____

CAR NO. 3

COACH	Previous	Time:	Time:	Time:
	Count	0800	1300	1900
Male Adults	:	:	:	:
Female Adults	:	:	:	:
Half Fares	:	:	:	:
Infants	:	:	:	:

Remarks: _____

CAR NO. 4

COACH	Previous	Time:	Time:	Time:
	Count	0800	1300	1900
Male Adults	:	:	:	:
Female Adults	:	:	:	:
Half Fares	:	:	:	:
Infants	:	:	:	:

Remarks: _____

CAR NO. 5

COACH	Previous	Time:	Time:	Time:
	Count	0800	1300	1900
Male Adults	:	:	:	:
Female Adults	:	:	:	:
Half Fares	:	:	:	:
Infants	:	:	:	:

Remarks: _____

CAR NO. 6

COACH	: Previous	: Time:	: Time:	: Time:	:
	: Count	: 0800	: 1300	: 1900	:
Male Adults	:	:	:	:	:
Female Adults	:	:	:	:	:
Half Fares	:	:	:	:	:
Infants	:	:	:	:	:

Remarks: _____

CAR NO. 7

COACH	: Previous	: Time:	: Time:	: Time:	:
	: Count	: 0800	: 1300	: 1900	:
Male Adults	:	:	:	:	:
Female Adults	:	:	:	:	:
Half Fares	:	:	:	:	:
Infants	:	:	:	:	:

Remarks: _____

CAR NO. 8

COACH	: Previous	: Time:	: Time:	: Time:	:
	: Count	: 0800	: 1300	: 1900	:
Male Adults	:	:	:	:	:
Female Adults	:	:	:	:	:
Half Fares	:	:	:	:	:
Infants	:	:	:	:	:

Remarks: _____

CAR NO. 9

COACH	: Previous	: Time:	: Time:	: Time:	:
	: Count	: 0800	: 1300	: 1900	:
Male Adults	:	:	:	:	:
Female Adults	:	:	:	:	:
Half Fares	:	:	:	:	:
Infants	:	:	:	:	:

Remarks: _____

(Form No. 8)

DAILY TRAIN GUARD ROSTER

Date _____.

Detachment No. _____ En Route from _____ to _____.

Train Commander _____ Sgt. of Guard _____.

Relief No. 1	No 2	No. 3	No. 4
Time Posted _____	_____	_____	_____
Cpl. _____	_____	_____	_____
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____
11. _____	_____	_____	_____

See Composition of Train.

CORPORAL OF THE GUARD REPORT

Train No. _____ Trip No. _____ En route from _____ to _____.

Relief No. _____ Duty Period from _____ to _____.

DUTY PERFORMANCE.

Guard No. 1 _____

Guard No. 2 _____

Guard No. 3 _____

Guard No. 4 _____

Guard No. 5 _____

Guard No. 6 _____

Guard No. 7 _____

Guard No. 8 _____

Guard No. 9 _____

Guard No. 10 _____

Guard No. 11 _____

Guard No. 12 _____

Remarks: _____

GOVERNMENT TELEGRAM

(Place)

(Date)

THE PROVOST MARSHAL GENERAL
HQ ARMY SERVICE FORCES
WAR DEPARTMENT
WASH DC

EVACUEE _____ (name) _____ FAMILY NO. _____ FROM _____ (center) _____

DESTINATION _____ (center) _____ ESCAPED AT _____ (nearest town) _____

FROM TRAIN NO. _____ TRIP NO. _____ (time) _____ (date) _____

TRAIN COMMANDER

DET NO. _____

GOVERNMENT TELEGRAM

(Place)

(Date)

CAB
NSC
FT DOUGLAS, UTAH.

EVACUEE _____ (name) _____ FAMILY NO. _____ FROM _____ (center) _____

DESTINATION _____ (center) _____ ESCAPED AT _____ (nearest town) _____

FROM TRAIN NO. _____ TRIP NO. _____ (time) _____ (date) _____

TRAIN COMMANDER

DET NO. _____

B

INCLOSURES

INCL. NO.

- 1 Instructions to Evacuee Passengers
- 2 Instructions for Non-Commissioned Officers of the Guard
- 3 Special Orders for Train Guards
- 4 Instructions to Train Monitor and Coach Captains

26782

INSTRUCTIONS TO EVACUEE PASSENGERS

1. One evacuee to be known as the Train Monitor will be appointed for each train.
2. One evacuee to be known as the Coach Captain will be appointed for each car. He will be responsible for the actions, well being and comfort of passengers within his car and for the maintenance of cleanliness and sanitation. He will appoint one (1) female evacuee as his assistant.
3. Each Coach Captain will appoint a detail of passengers to police each car every morning and more frequently if circumstances require.
4. All questions and requests of passengers will be made to the Coach Captain who will then secure the necessary information through the Train Monitor and War Relocation Authority representative from the Train Commander.
5. The Coach Captain will arrange for the inspection of lavatories every three hours to insure cleanliness is maintained and the toilets and wash basins are functioning properly.
6. The Coach Captain will appoint two (2) assistants located in seats near the entrance to the car to assist in the enforcing of regulations.
7. Matches or burning tobacco will not be thrown from the car windows.
8. Evacuees will not pass from one car to another without the authority of the guard, except at designated mealtimes and for the movement of kitchen police and mess details. Inter-coach visiting is not permitted without a pass from the Train Commander. This must be obtained through the channel specified in paragraph 4 above.
9. Evacuees will not ride in the vestibules or on platforms of the cars.
10. Window shades on all cars will be down between sunset and sunrise.
11. Fruit rinds, papers and trash will not be thrown on car floors or from car windows.
12. Toilets will not be used when car is not in motion except when special arrangements have been made.
13. Drinking water will be conserved at all times.
14. Evacuees will not extend head or limbs from car windows when train is in motion.
15. Evacuees will not have in their possession, or consume, intoxicating liquors, including beer. Any such beverages found will be confiscated and destroyed.

16. Seats assigned by Car Monitors at the beginning of the journey will not be exchanged,

17. Quiet will be observed after 9:00 P.M.

18. Any violation of the above regulations will be reported immediately by the Coach Captain to the Military Police sentry on duty on the car.

19. No evacuee will bring any food aboard the train. If spoilage occurs, sickness will result.

20. Evacuees are not permitted to detrain at station stops. Exercise points have been provided in the train schedule at which all evacuees so desiring may detrain.

INSTRUCTIONS FOR NON-COMMISSIONED OFFICERS OF THE GUARD.

1. The Train Commander will require the Sergeant of the Guard, in company with the Supernumerary of the Guard, to inspect the guard hourly on the hour. He will further require the Corporal of the Guard, in company with the Supernumerary of the Guard, to inspect the guard hourly on the half-hour.

2. During inspections of the guard, the non-commissioned officers of the guard will take action to require Coach Captains to remedy any infractions of the train regulations on the part of evacuees observed by them while passing through the coaches on inspections. Any unsanitary conditions observed will be noted and reported at once to the Officer of the Guard.

SPECIAL ORDERS FOR TRAIN GUARDS.

1. My post is in the vestibule of the car to which I am assigned.
2. I will allow no evacuee to ride in the vestibule to which I am assigned.
3. I will conduct no unnecessary conversation with any evacuee.
4. I will transmit any necessary instructions to any evacuee through the coach captain. When he is absent from his assigned car, I will transmit any necessary instructions to evacuees through his designated assistant.
5. I will allow no evacuee to dismount from the train without specific authority from the train commander.
6. I will not permit evacuees, other than the train monitor and coach captains, to pass from one coach to another except when authorized to do so by the train commander and except at designated meal times and except for the passage of evacuee kitchen police and dining car details. I will allow designated evacuee coach captains and the train monitor to pass from coach to coach only when identified by distinctive arm bands.
7. I will, if my position be the entrance to the tourist or hospital car, allow no evacuee to enter without permission of the nurse or the medical officer in charge.
8. I will, if my position be the last car of the train, allow no evacuee on the rear platform of that car at any time.
9. I will, while off duty, remain in the guard car.
10. I will not smoke while on duty.
11. Fire arms will only be used pursuant to special instructions given you by the train commander.
12. I will conduct myself in a military manner at all times, rendering proper military courtesies.
13. My general orders will apply on this trip.
14. I will display a courteous but impersonal attitude toward all evacuees.
15. I will not fraternize with evacuees.

INSTRUCTIONS TO TRAIN MONITOR AND COACH CAPTAINS

1. Coach Captains are responsible for the following activities within their coaches:

a. The organization of details of evacuees for the maintenance of sanitation within coaches, lavatories and toilets.

b. The observance by evacuees within their coaches of all regulations and instructions of the train commander.

c. Coach Captains will draw cleaning and sanitary supplies from the mess and supply officer. (These include brooms, mops, buckets, toilet paper, paper towels, soap, paper cups.)

2. Each Coach Captain will designate a female assistant and will cause frequent inspections of dressing rooms, lavatories and toilets to be made, not less often than thrice daily. Any irregularity or unsanitary condition will be immediately remedied.

3. Kitchen police and mess details will be made up of evacuees. A roster of the personnel from each coach will be kept by each Coach Captain and he will be responsible for requiring that the personnel from his coach who join the kitchen police and mess details report at the designated times to the mess sergeant in the kitchen car and attached diner to which assigned.

4. Coach Captains will receive any questions or requests from evacuees in his coach and after noting them will communicate such questions or requests to the evacuee Train Monitor for transmittal by him to the War Relocation Authority representative. Coach Captains, so designated, are authorized to go to the Train Monitor's coach on official business for the purpose of communicating with the Train Monitor or the War Relocation Authority representative.

5. The Train Monitor is authorized to pass between coaches on official business for the purpose of communicating with the Coach Captains or the War Relocation Authority representative.

6. The Train Monitor is responsible for the coordination of Coach Captains activities and for the communication of the Train Commanders instructions and regulations to the Coach Captains and evacuees generally.

7. Baggage will not be placed on seats or in the aisles. Coach Captains will require evacuees in each coach to keep hand baggage securely placed in overhead racks when not in actual use.

TRANSPORTATION ANNEX

Instructions For Train Commanders.

1. A supply of pertinent forms relative to movement of evacuees is being furnished each Train Commander. The following is a list of those forms and the action required in accomplishing each:

- a. Transportation Requests for military personnel and evacuees.
- b. T.O. Form 3 - Certificate to Cover Excess Passengers.
- c. T.O. Form 4 - Certificate to Cover Retention of Equipment After Arrival at Destination.
- d. T.O. Form 5 - Report of Final Inspection of Train.
- e. T.O. Form 6 - Rail Service.
- f. T.O. Form 7 - Report of Short Passenger List.
- g. Official Telegram.

2. Transportation Requests for all passengers, both military and evacuees, except War Relocation Authority authorities, traveling with scheduled trips, are being supplied to each Train Commander for all trips which he is directed to make.

a. After the count of personnel on trains, with the railroad representative, Transportation Requests will be surrendered to the railroad representative.

- (1) If the number of passengers, either full or half-fares or both, are found to be less than the number called for by Transportation Requests tendered to the railroad representative, you will endorse on the reverse of one of the Transportation Requests the actual number of passengers carried by indicating the appropriate deductions thereon. For example:

Assume that on Trip No. 24 the total expected evacuees was 500, but count on departure disclosed that only 475 evacuees were turned over to the Army for Transportation. Assume further that the following Transportation Requests have been issued for the travel involved:

WQ #1234 - 400 Evacuees
WQ #5678 - 75 Evacuees
WQ #91011 - 25 Evacuees
WQ #121314 - 8 Officers
WQ #151617 - 28 Enlisted Men

or one T/R may have been issued for the full number of expected evacuees (500).

Request railroad representative to endorse on reverse of

WQ #1234 the following legend or any similar statement that is the common practice of the carriers. "Total number of passengers carried on this request, WQ #1234 - 375."

- (2) Fill out information certificate T.O. Form No. 7, Report of Short Passenger List, and mail in duplicate at first regular stop to Civil Affairs Branch, Attention: Transportation Section, Ninth Service Command, Fort Douglas, Utah.

3. Excess Passengers: If on count of evacuees, it is found that passengers exceed the number called for on Transportation Requests supplied for the trip, your actions will be as follows:

Execute T.O. Form 3, Certificate to Cover Excess Passengers, and forward two copies to Civil Affairs Branch, Attention: Transportation Section, this headquarters. One copy may be given to railroad representative if he so desires.

4. Under Average Agreements with American Railroads the following ages are the determining factors as to class of fare required:

Infants under 5 years of age - Free.
Children 5 years and under 12 years - One-half fare.
All passengers over 12 years of age - Full fare.

If on arrival at destinations after midnight, if the War Relocation Authority desires not to take delivery of evacuees, they may be held in cars until 0700 (7:00 A.M.) as no additional cost to the Government will be involved. In the event passengers are held in cars after arrival at destinations at hours other than between midnight and 0700, unless for railroad company's convenience, it will be necessary to prepare Form T.O. Form 4 - Certificate to Cover Retention of Equipment After Arrival At Destination. Two copies should be forwarded to Civil Affairs Branch, Attention: Transportation Section, and one copy given to railroad representative. Further distribution will be made by this headquarters.

Indicate Trip and Main Numbers on T.O. Form No. 4.

5. On the completion of each numbered trip and covered by a specific Main Number, T.O. Form 5 - Report of Final Inspection of Train, will be accomplished on inspection of cars with railway and Pullman representative, for determination of any damage to equipment. Both Railway and Pullman representatives will sign the report. A copy should be given each representative.

a. Accomplished T.O. Form 5, in duplicate, will be promptly forwarded to Civil Affairs Branch, Attention: Transportation Section, this headquarters.

6. T.O. Form 6 - Rail Service. At completion of each trip prepare and forward in duplicate to this office.

7. Telegram advising of departure and arrival to Chief of Transportation, War Department.

On arrival and departures Telegram (Standard Form No. 14A) will be forwarded to Chief of Transportation, Hq. Army Service Forces, Washington, D. C. A copy will be forwarded to this headquarters for fiscal purposes.

8. War Relocation Authority Representatives accompanying trains will provide their own Transportation Requests or tickets. Railway representatives ride free under carriers direction. Berths will be allotted to this personnel in Tourist Sleepers with military personnel.

9. Waste disposal points and exercise points are as indicated for each scheduled trip. At conclusion of exercise period prompt reloading is essential to prevent any delay in train schedules.

10. Train Operation: Operation of trains is solely the function of railroad employees. Any matter concerning schedules, stops and operation of trains will be taken up with the Railroad representative assigned to each train and not with operating crews. Requests for unauthorized stops, except in an actual emergency, will not be made, owing to the very rigid schedules set up by this headquarters which must be maintained.

11. A Transportation Officer representing this headquarters is stationed at Tule Lake Relocation Center to assist in Transportation matters. He has been authorized and instructed to act as expeditor in assuring that trains depart promptly as scheduled. He has been instructed to check with you, as Train Commander, to ascertain that the necessary reports have been rendered.

12. A check list of transportation activity is attached for convenience in recording action taken.

Inclosures:
Sample Forms.

TRANSPORTATION CHECK LIST

Trip No. _____ Main No. _____

From: _____ To: _____

Check off each form as prepared and action taken:

1. Transportation Requests Received: No _____ Yes _____
2. T.O. Form 3 - Certificate to Cover excess Passengers:
Not applicable _____ Prepared _____ Mailed _____
3. T.O. Form 4 - Certificate of Retention of Equipment:
Not applicable _____ Prepared _____ Mailed _____
4. T.O. Form 5 - Report of Final Inspection of Train:
Prepared _____ Mailed _____
5. T.O. Form 6 - Rail Service:
Prepared _____ Mailed _____
6. T.O. Form 7 - Report of Short Passenger List:
Not applicable _____ Prepared _____ Mailed _____
7. Telegram to Chief of Transportation on (Arrival)
Transmitted to Chief of Transportation on (Departure) _____
Copy Mailed to Civilian Affairs Br, HNSC _____

Train Commander

CERTIFICATE TO COVER EXCESS PASSENGERS

I certify that _____ transportation, _____
(rail or sleeping car) (state class)

has been furnished by _____
(initial carrier or sleeping-car company)

for _____ in addition to the _____ called for on
(No. of officers, EM, and evacuees) (total no.)

Transportation Request No. _____ issued by _____
_____ for _____ en route
(name of command)

from _____ to _____

per _____
(order directing movement)

Date _____ 1943.

Commanding

- 3 copies:
1 to Train Conductor
1 to Finance Officer, US Army, Transportation Br., Washington, D. C.
1 to File

CERTIFICATE TO COVER RETENTION OF EQUIPMENT
AFTER ARRIVAL AT DESTINATION

_____ 1943.
(place and date)

I certify that my command arrived at this place _____
_____ at _____ M. That I held the ^{troops and} /evacuees on the cars for
the following reasons: _____

That the command detrained at _____ M, _____ 1943,
having occupied the cars _____ hours _____ minutes after arrival.

That the service was rendered by _____
Company in connection with Transportation Requests No. _____
issued by _____ 1943.

Commanding

- 3 copies
- 1 train conductor
- 1 Finance Officer, US Army, Transportation Branch, Washington, D.C.
- 1 File

PLACE _____

DATE _____

Subject: Report of Final Inspection of Train No. Main _____

To: _____

1. The following signed statement is hereby submitted in accordance with paragraph 14, L, AR 55-145:

Upon detraining of troops and evacuees from Train No. Main _____ at _____ o'clock this _____ day of _____, 1943, at _____

_____, we have jointly inspected all railway and Pullman property vacated, with the object of determining whether any railway or Pullman property has been damaged or unlawfully removed. We find that all equipment is present and in essentially the same condition as when delivered to the Government, except as noted below: (Give full description and value of articles, and responsibility for and witnesses to any irregularities noted.)

_____	_____	_____
Railway Representative	Pullman Representative	Train Commander
Title _____	Title _____	Title _____

2. This report is submitted for appropriate action by your office.

Train Commander

- 3 Copies:
- 1 C.O. at Destination
 - 2 T.O. at Destination
 - 3 File

DATE _____ 19 _____

SUBJECT: Rail Service

TO: Chief of Transportation, Army Service Forces,
Washington, D. C.

Through:

1. Rail Service

a. Condition of equipment _____

b. Delays enroute _____

c. Cooperation of rail agents _____

2. Sleeping-car accomodations

a. Condition of equipment _____

b. Cooperation of agents _____

3. Comments or Recommendations:

NAME _____

RANK _____

TRAIN COMMANDER

3 copies:

- 1. C.O. at Destination
- 2. T.O. at Destination
- 3. File

Standard Form No. 141
Approved by the President
10 March 1926

From: WAR DEPARTMENT
HQ. NINTH SERVICE COMMAND
Civil Affairs Branch
Fort Douglas, Utah

TELEGRAM
Official Business - Government Rates

TO: Office of the Chief of Transportation, Hq. Army Service Forces,
Traffic Control Division, Pentagon Building, Washington, D. C.

MAIN NUMBER _____

ARRIVED _____
DEPARTED _____ Z
(DATE & TIME)

Signed _____
COMMANDER

To be Transmitted Collect.

Medical Annex

INSTRUCTIONS FOR PHYSICIANS
ACCOMPANYING TRAIN MOVEMENTS OF JAPANESE EVACUEES

In general, the physician and nurses are responsible for maintaining the health of the evacuees on their train and will utilize to the fullest extent their professional training and their best judgment.

Both physician and the nurses should arrive at the center being evacuated in ample time prior to the movement of the evacuees to the train so that all details may be checked upon.

The duties of the medical officers are both Administrative and Professional.

Administrative duties comprise:

1. Medical Supplies. Check these with inclosed list furnished you herewith.
2. Instruments:
 - (a) Examining. One (1) Stethoscope, one (1) head mirror, ear specula (3).
 - (b) Sterile Instruments. Two (2) sets for minor surgery. if one or both sets have been used on a trip, take to the station hospital on arrival and have reesterilized to have ready for the next trip.
3. Certificates of Berths. Secure from Center. These will be prepared by the Center Management in conjunction with the Japanese physician. These give the names and reason for needing a berth. A copy of these certificates will be given the train medical officer. When the trip has been completed this copy will be forwarded to Ninth Service Command, Medical Branch, Assignment Subsection, Fort Douglas, Utah, together with a report of the trip-- see below.
4. Hospitalization of Japanese. In case any Japanese require hospitalization enroute, wire report immediately to Ninth Service Command, Medical Branch, Assignment Subsection, Fort Douglas, Utah, covering all details: name of individual, age, sex, diagnosis, brief summary of the case, name of hospital, probable length of stay. Instruct hospital authorities to advise Ninth Service Command, Medical Branch, Fort Douglas, Utah approximate time when individual may be able to travel so that a transportation request may be obtained. (See Fiscal Annex).
5. Death of Evacuee. In case of death, have the train commander make arrangements locally with an undertaker, and forward immediately a report in detail of the case, giving name, age, sex, and diagnosis as in four (4) above. (See Fiscal Annex).

TRANSFER ORDER ACTIVITIES: (Cont'd)

6. Trip Report. At the end of the trip, submit a Trip Report in duplicate to Medical Branch, Assignment Subsection, Fort Douglas, Utah. The Following points should be covered:

- (a) Name of medical officer and nurses.
- (b) Name, date, and time at place of departure and place of destination.
- (c) Water supply--suitability and sufficiency.
- (d) Sanitation aboard train while enroute.
- (e) Suitability and preservation of food served.
- (f) Facilities for the preparation of infant feedings.
- (g) Adequacy of medical supplies furnished each train.
- (h) Medical cases treated enroute.
- (i) Other pertinent medical data--cases hospitalized, deaths, etc.
- (j) Suggestions and comments which might be of value in future movements.

This "Trip Report" should be considered as restricted information and should be submitted to this office only.

7. Returning Instruments and Supplies:

- (a) At the end of the period of temporary duty, and upon final return to Tule Lake, California the Medical Office and Train Commander will turn in all instruments and unused medical supplies to the Commanding Officer of the 752d MP Escort Guard Co., Tule Lake, California and get clearance therefrom.
- (b) If the detachment completes its duty at a Center other than Tule Lake, California, the Commanding Officer will turn in all instruments and unused medical supplies to the Commanding Officer of the MP Escort Guard Company at that Center and get clearance therefrom.

8. Emergency Communication. In case of emergency, communicate by telephone to this office. Call Salt Lake City, Utah 5-6611, Extension 2250 where 24 hour telephone service is maintained.

TRANSFER ORDER ACTIVITIES: (Cont'd)

Professional duties are:

1. Sick Call. Arrange a central location on the train where sickcall may be held and inform the train commander and the car monitors as to the place and time.

2. Inspection:

(a) Food. Make daily inspection of uncooked and cooked food.

(b) Sanitation. Inspect twice daily the sanitary condition of each car.

(c) Pregnant Women and Babies. Confer with the nurses regarding condition of the pregnant women, and the formulas of any bottle-fed babies.

3. Hospitalization of Japanese. Any individuals becoming seriously ill or any injured enroute should be handled according to your best professional judgment. If deemed advisable, hospitalize any requiring treatment which cannot be furnished on the train. Contact the train commander and arrange for stop at nearest point where hospital facilities are available. In such cases be governed by instructions under four (4)--Administrative Duties above.

Inclosures: (3)

- (1) Surgical Supplies and Instruments.
- (2) Form, Report of Emergency Hospitalization
- (3) Form, Report of Death of evacuees.

DRUGS

FROM STOCKS EXPENDABLE

<u>Item No.</u>	<u>Item</u>	<u>Unit</u>	<u>Quantity</u>
10860	Atophine, Sulphate (1/150th gr tab)	20	1
11105	Caffeine Sodium Benzoate (7.5 gr amp)	12	1
11495	Codeine Sulphate, USP (½ gr HT)	20	1
11505	Compound Carthartic, NF VI	1000	1
12210	Glyceryle Trinitrate (1/100 gr HT)	20	1
12750	Mercuric Oxide, Yellow, ointment USP	¼oz	4
12955	Morphine Sulphate USP (¼ gr HT)	20	1
14850	Tincture of Opium USP	¼pt	1

Dressings

20040	Bandage, Gauze Roller 2"	Doz	1
20050	Bandage, Gauze Roller 3"	Doz	1
20060	Bandage, Gauze Roller 4"	Doz	1
20130	Cotton, Absorbent, Compressed	oz	4
20350	Adhesive Plaster, 3"	spool	2

Surgical Supplies

31080	Catheter, Urethral, Rubber, 16F	ea	1
36110	Applicator, Wood	ctn	1
38170	Syringe, Glass, 1 oz	ea	1
38440	Syringe, 2cc	ea	1
38450	Syringe, 10cc	ea	1
38480	Syringe, Needle, Hypo, 25 ga, ½" canula	doz	1
36680	Depressor, Tongue	ctn	1

NON-EXPENDABLE

32695	Forceps, Tissue, Spring, 4½"	ea	1
34680	Scissors, Bandage	ea	1
35150	Speculum, Ear (3 in set)	set	1
36890	Headband, Leather Strap	ea	1
36910	Head Mirror	ea	1
37730	Stethoscope	ea	1
	(2 each Sterile Instrument Sets to consist of the following)		
	32290-Forceps, Hemo, Mosquito	ea 4	
	32290-Forceps, Hemo, Jone, 5"	ea 2	
	32700-Forceps, Tissue Spring, 5½"	ea 2	
	33725-Needle, Eye size 2, cutting	pk 1	
	33761-Needle, Eye, size 1, cutting	pk 1	
	34745-Scissors, 1 point sharp	ea 2	
77170	Bedpan	ea	1
78010	Flashlight	ea	1
79440	Urinal, white enamel	ea	2
77950	Dropper, eye	doz	1

Incl. (1)

DRUGS TO BE OBTAINED FROM PHARMACY

1. Sodium Amytal Capsules (1.5 grs)	ea	24
2. Compound Aspirin Capsules	ea	500
3. Tincture of Merthiolate	oz	4
4. Adrenalin (1:1000 solution)	oz	1
5. Boric Acid Solution, 5%	oz	8
6. Aromatic Spirits of Ammonia	oz	3
7. Rubbing Alcohol	pt	1
8. Coramine	amp	3
9. Sulphathiazole (7½gr tabs)	ea	100
10. Elixir of Phenobarbital	oz	4
11. Salt Tablets (7½ gr)	tab	500
12. Digalin (1½ gr amps) 2cc amps	amp	6
13. Sulfathiazole Ointment	oz	1
14. Procaine Solution ½%	oz	1/8
15. Flouroscein	oz	1/8
16. Holocaine Hydrochloride Ophthalmic ointment	oz	1/8
17. Green Soap Solution, Tincture	oz	6

DRESSINGS TO BE OBTAINED FROM SURGERY

1. Sterile Gauze 4" x 4"	ea	25
Sterile Gauze 3" x 3"	ea	25

OPEN MARKET PURCHASE

NS-7 Eyecup	ea	1
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Incl. (1)

T E L E G R A M

DATE _____

PLACE _____

TO: HQRS NINTH SERVICE COMMAND
ATTN MEDICAL BRANCH
FORT DOUGLAS, UTAH

(First Name) (Last Name) AGED _____ (No.) _____ YEARS HOSPITALIZED (Name)

HOSPITAL _____ (city) _____ (State) _____ DIAGNOSIS _____

CONDITION _____ WILL BE HOSPITALIZED ABOUT _____ (Length of Time)

END

SIGNED _____ DETACHMENT NO. _____
(Medical Officer)

Incl (2)

T E L E G R A M

DATE _____

PLACE _____

TO: HQRS NINTH SERVICE COMMAND
ATTN MEDICAL BRANCH
FORT DOUGLAS, UTAH

(First Name) (Last Name) AGED (No.) YEARS DIED (date)

DIAGNOSIS _____ STOP _____
(Name of Undertakers)

(City) (State) IN CHARGE END

SIGNED _____ DETACHMENT NO. _____
(Medical Officer)

Incl. (3)

INSTRUCTIONS TO TRAIN COMMANDERS.

FISCAL ANNEX

I GENERAL AUTHORITY.

1. "The application of all such Army Regulations to any procurement you find necessary or to any phase of your activities in the accomplishment of your mission is hereby expressly waived."

Extract of letter, WD, TAG, AG 383.6 Japanese (12 Aug 43) dated 17 August 1943, Subject: "Transfer of Evacuees between War Relocation Centers.", addressed to Commanding General, Ninth Service Command. (True copy attached).

2. A copy of instructions published to Post Commanders in the Seventh, Eighth, and Ninth Service Commands is attached for your information.

II SUBSISTENCE.

1. Nonperishable subsistence items and funds for purchase of perishable items, and additional subsistence enroute will be furnished train commanders under the provisions of War Department Circular No. 100, 1943, as amended by War Department Circular No. 174, 1943. Under authority of the Secretary of War quoted above, the value of the garrison ration for the purposes of this movement is set at sixty cents (\$0.60). Therefore, the value of one ration plus twenty-five per cent, which will be used on Ration and Savings accounts, will be seventy-five cents (\$0.75).

2. For trains originating at Tule Lake Center, Ration and Savings Accounts, W.D. Form 373 will be prepared by the Sales Officer, Camp White, Oregon, to cover the trip from Tule Lake Center to destination and the return trip from destination to Tule Lake Center. The number of rations drawn will be based upon the strength of military detachment plus the number of evacuees, as indicated in Enclosure No. 1 to the Train Commander's letter orders. Care will be exercised to see that each Ration and Savings Account accomplished includes both the going and returning trip.

3. For trains originating at Centers other than the Tule Lake Center, Ration and Savings Accounts will be prepared by the Sales Officer at the designated military supply station to cover rations for the trip to Tule Lake Center only. Upon arrival at Tule Lake Center, subsistence and funds for purchase of subsistence items will be furnished as indicated above by the Sales Officer, Camp White, Oregon.

III ACCOUNTING FOR SUBSISTENCE FUNDS.

1. Under authority of the Secretary of War cited in I above, the restrictions imposed by paragraph 3 a (1), Section V, W.D. Circular 174, 1943, as to the purposes for which funds received for ration credits on Ration and Savings Accounts may be used are waived. Such funds may be expended for any purpose necessary in accomplishment of your mission subject to audit of the Fiscal Representative of the Commanding General, Ninth Service Command, stationed at Tule Lake Center.

2. For each expenditure made from subsistence funds a receipted invoice will be obtained from the vendor. Each receipted invoice will be given a voucher number and filed in numerical order in a file with a permanent fastening device (such as Acco Fastener). You will note the trip number and the main number on each such invoice. These expenditures will be posted to a ledger or suitable book showing the following information: voucher number, date, place, name of vendor and amount. A ledger or suitable book for such purpose is included in your kit of materials.

3. Immediately upon arrival at Tule Lake Center, Train Commanders will turn their subsistence accounts, voucher and voucher register, over to the Fiscal Representative of the Commanding General, Ninth Service Command, together with all unexpended cash pertaining to the subsistence account. The sum total of receipted vouchers plus the amount of cash returned must equal the amount received on the Ration and Savings Account. Final credit is subject to audit of the Fiscal Representative and in case of questionable vouchers approval of the Commanding General, Ninth Service Command.

4. The Fiscal Representative of the Commanding General, Ninth Service Command, at Tule Lake Center will receipt separately for the receipted vouchers, and the amount of Cash returned. Funds and subsistence for the next trip from Tule Lake Center and return will be furnished at the time the accounts and unexpended funds from the last trip are turned in.

5. Train Commanders will keep an accurate record of the twenty-five cents per meal collected from officers and other personnel not entitled to a ration. These records will show the name of the officer or other person and the dates for which the collection was made. A roster of this class of personnel showing inclusive dates for which collection was made and the amount collected from each will be sufficient. These funds will be part of the subsistence account and may be expended as other subsistence funds.

IV CLASS A AGENT ACCOUNT.

1. In addition to funds furnished you on Ration and Savings Accounts, you have been appointed a Class "A" Agent Officer and furnished \$500 in order that you may have sufficient cash on hand to make any emergency purchases that may be necessary in the accomplishment of your mission. These funds will be expended and accounted for under the provisions of AR 35-6300. (Copies furnished in Train Commander's Kit in section on Class A Agent Account).

2. Due to the fact that a complete and accurate voucher meeting the requirements of all regulations must be submitted to support each expenditure made from your Class A Agent account, it is recommended that funds be expended from your Class A Agent account only when the funds furnished you from your subsistence account prove inadequate for your needs.

V ACCOUNTING FOR CLASS A AGENT FUNDS.

1. Train Commanders are required to comply with all regulations pertaining to the disbursement of public funds in accounting for funds advanced them as Class A Agent Officers. Each expenditure made must be supported by properly certified invoices, correctly posted to Public

Voucher for Emergency Purchases and Nonpersonal Service not exceeding \$100, and proper signature of vendor must be obtained. Detailed procedure for accomplishing this form is given below. (See Par. 5 and 6 b, AR 35-6300 (Copy included in Train Commander's kit)).

2. Invoices. A. The vendor from which supplies are purchased is required to submit an invoice in triplicate, upon the original of which will be entered the following certificate:

"I certify that the above account is true and correct and that payment therefor has not been received.

(Name of Vendor)

B. The Class A Agent will accomplish the following certificate on the reverse side of all three copies of the invoice, after payment has been made:

"I certify that the supplies enumerated hereon were received by me and that payment therefor has been made by me as Agent Officer in cash this _____ day of _____, 1943, from funds entrusted to me by _____, Finance Officer at _____, that the nonexpendable property listed hereon (if any) will be accounted for by the Quartermaster at Camp White, Oregon, and that the expendable items hereon designated thus (X), are for immediate consumption in current service on Trip No. _____, Main No. _____." Procurement authority _____.

(Name, grade, organization) Agent Officer:

(Copies of prepared Invoices for use are furnished in your kit).

3. Preparation of Public Voucher for Emergency Purchases and Nonpersonal Service not exceeding \$100, W.D. Form No. 332. At the time that purchase is made, each invoice (in triplicate) will be given a subvoucher number and posted to W.D. Form No. 332, copies of which are furnished in your kit. It is important that each vendor, from whom a purchase is made as a Class A Agent, sign the W.D. Form 332 under the column "SIGNATURES", as that signature is the vendor's receipt for the money you paid him.

VI FUNDS.

1. You are authorized to obligate the allotment number indicated below to the extent necessary in the accomplishment of your mission, and to further authorize purchasing and contracting officers at posts, camps, and stations who perform services or obtain supplies and equipment at your request to obligate the allotment to the extent necessary to comply with your request.

- 1-4155 P 410-01 A 212/40200 - Personal services.
- 1-4155 P 410-02 A 212/40200 - Travel - both military and of evacuees.
- 1-4155 P 410-03 A 212/40200 - Transportation of Things.
- 1-4155 P 410-04 A 212/40200 - Communication Services.
- 1-4155 P 410-05 A 212/40200 - Rents and Utility services.
- 1-4155 P 410-07 A 212/40200 - Other Contractual services.
- 1-4155 P 410-08 A 212/40200 - Supplies and materials.
- 1-4155 P 410-09 A 212/40200 - Equipment.

2. An allotment of funds will not be made to purchasing and contracting officers entering into obligations charging above allotment. All Fiscal accounts will be maintained in the Fiscal Branch, Ninth Service Command, Fort Douglas, Utah. Each purchasing and contracting officer obligating allotment indicated above will furnish a copy of travel order, purchase order, ration and savings account, or other obligating instrument to the Commanding General, Ninth Service Command, Fort Douglas, Utah, ATTENTION: Fiscal Branch. In addition each special order or obligating instrument will contain the following phrase, "DISBURSING OFFICERS WILL FURNISH COPY OF PAID VOUCHER TO COMMANDING GENERAL, NINTH SERVICE COMMAND, FORT DOUGLAS, UTAH, ATTENTION: FISCAL BRANCH."

Inclosures:

- (1) Copy of W.D. letter 17 August 1943
- (2) Copy of Letter to Post Commanders.

WAR DEPARTMENT

The adjutant General's Office
Washington

RSE:mer

In Reply Refer to
AG 383.6 Japanese
(12 Aug 43)OB-P

17 August 1943

SUBJECT: Transfer of Evacuees between War Relocation Centers.

TO: Commanding General,
Ninth Service Command,
Fort Douglas, Utah.

1. Reference is made to letter dated 12 August 1943, from the Commanding General, Army Service Forces, designating you as the agent responsible for the transfer, from railhead to railhead, of certain Japanese evacuees between the War Relocation Centers under a plan of segregation adopted by the War Relocation Authority.

2. In addition to the authority heretofore delegated to you, there are further delegated to you the following powers:

a. To hire, without regard to civil service laws, regulations, or existing personnel ceilings, such civilian employees of any classification as you may deem necessary to accomplish your mission and to fix their compensation at such rates as you shall determine to be appropriate;

b. To contract for or otherwise obtain the services of any person, firm, association or corporation, in the accomplishment of your mission, on a negotiated basis, without advertising, and to make advance or partial payments therefor; and

c. To procure or to authorize the procurement, by any contracting officer of the War Department, of any supplies, equipment, transportation or services, without regard to Army Regulations, as such regulations now exist or may be hereafter amended. The application of all such Army Regulations to any procurement you may find necessary or to any phase of your activities in the accomplishment of your mission is hereby expressly waived.

3. This will not be construed as limiting any authority heretofore granted you.

By order of the Secretary of War:

(Signed) John R. Daily
Adjutant General.

Reproduced Hq NSC (SPKSP)

IMMEDIATE ACTION

HEADQUARTERS NINTH SERVICE COMMAND
OFFICE OF THE COMMANDING GENERAL
Fort Douglas, Utah

SPKSP 383.6

25 August 1943

SUBJECT: Transfer of Japanese Evacuees between War Relocation Centers.

TO: Commanding Officers, All Posts, Camps and Stations, Ninth Service Command, including exempted activities.

1. Executive Order No. 9066, 19 February 1942, directed the Secretary of War, through the military commander whom he designates, to prescribe military arrangements for the protection of vital installations against sabotage and espionage. The Secretary of War has directed the Commanding General, Army Service Forces to take the necessary action to accomplish the transfer of evacuees of Japanese descent between the War Relocation Centers operated by War Relocation Authority, a civilian agency, in the segregation program developed by that agency. The Commanding General, Ninth Service Command, has been designated by the Commanding General, Army Service Forces, to carry out the duties and responsibilities imposed by the Secretary of War in connection with the mentioned plan of segregation adopted by the War Relocation Authority. These centers, numbering ten in all, are located in the Seventh, Eighth and Ninth Service Commands.

2. To properly carry out the above duties and responsibilities, the Secretary of War, in letter The Adjutant General's Office, 17 August 1943, file AG 383.6 Japanese (12 Aug 43)OB-P, delegated the following powers to the Commanding General, Ninth Service Command:

- "a. To hire, without regard to civil service laws, regulations or existing personnel ceilings, such civilian employees of any classification as you may deem necessary to accomplish your mission and to fix their compensation at such rates as you shall determine to be appropriate;
- "b. To contract for or otherwise obtain the services of any person, firm, association or corporation, in the accomplishment of your mission, on a negotiated basis, without advertising, and to make advance or partial payments therefor; and
- "c. To procure or to authorize the procurement, by any contracting officer of the War Department, of any supplies, equipment, transportation or services, without regard to Army Regulations, as such regulations now exist or may be hereafter amended. The application of all such Army Regulations to any procurement you may find necessary or to any phase of your activities in the accomplishment of your mission is hereby expressly waived."

IMMEDIATE ACTION

Letter, HNSC, 25 August 1943, 383.6 SPKSP, Subject: Transfer of Japanese Evacuees between War Relocation Centers, To: Commanding Officers, All Posts, Camps and Stations, NSC, including exempted activities. (Continued)

3. Plans contemplate transfer of these Japanese evacuees between War Relocation Centers during the months of September and October, 1943. These movements will occur between 10 September 1943 and 17 October 1943. During this time a considerable number of special trains will be operating in effecting these transfers. It is desired that all commanding officers furnish any assistance requested by Train Commanders in connection with these movements.

4. Funds to cover these movements have been allotted to the Commanding General, Ninth Service Command, from the appropriation "Contingent Fund, Chief of Staff," under allotment number 1-4155 P 410-99 A 212/40200. The above cited allotment number will be charged with all obligations made in connection with the transfer of the Japanese evacuees, with the exception that the objective classification number "99" will not be used on any obligating instrument. Instead, the applicable objective classification listed below will be substituted for "99":

- 01 Personal services.
- 02 Travel - both military and of evacuees.
- 03 Transportation of Things.
- 04 Communication services.
- 05 Rents and Utility services.
- 07 Other contractual services.
- 08 Supplies and materials.
- 09 Equipment.

5. Commanding Officers are authorized to obligate the above allotment to the extent necessary for any purpose upon request received from any Train Commander in connection with these transfers.

6. Copies of all obligating instruments will, upon issuance, be furnished this headquarters, with letter of transmittal, marked "Attention: Fiscal Branch." All travel orders, purchase orders, and Ration and Savings accounts, charging the allotment cited above, will bear the following notation:

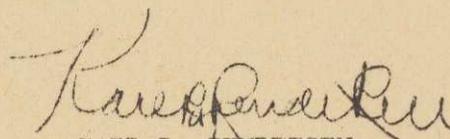
"DISBURSING OFFICER WILL FURNISH COPY OF PAID VOUCHER
TO COMMANDING GENERAL, NINTH SERVICE COMMAND, FORT
DOUGLAS, UTAH, ATTENTION: FISCAL BRANCH."

7. Transportation Officers who issue Transportation Requests charging the above allotment are requested to furnish to the Fiscal Branch, Ninth Service Command, the white copy of each Transportation Request issued which is ordinarily furnished to the traveller.

Letter, HNSC, 25 August 1943, 383.6 3FKSP, Subject: Transfer of Japanese Evacuees between War Relocation Centers, To: Commanding Officers, All Posts, Camps and Stations, NSC, including exempted activities. (Continued)

8. This headquarters is charged with the responsibility of maintaining an accurate and complete record of all charges against the above allotment in order that reimbursement for all expenses may be obtained from the War Relocation Authority. It is, therefore, imperative that copies of all obligating instruments and paid vouchers be furnished as indicated above.

For the Commanding General:


KARL R. BENDETSSEN,
Colonel, G. S. C.,
Chief, Civil Affairs Branch.

DISTRIBUTION:

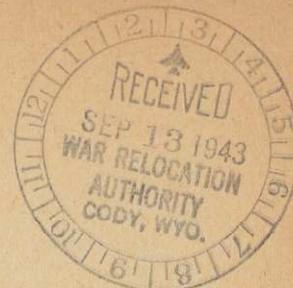
A, B, F, G, I-1, J, L.

200 to FB
100 to CAB

Anderson

ADDENDUM TO MESS AND SUPPLY ANNEX

CHECK LIST FOR TRAIN MESS OFFICERS



I. PRIOR TO DEPARTURE.

1. When train Mess Officer reports for duty at the original make-up point of the train for the initial movement, he should, after reporting to the Train Commander:

a. Secure names of all mess personnel and arrange to have them report to him as soon as is practicable. At this meeting he should:

- (1) Assign kitchen personnel to berths as close to the kitchen and dining cars as is possible.
- (2) Determine that all enlisted personnel assigned to kitchen duty have sufficient clothing for complete change of outer clothing every day.
- (3) Explain that clean outer clothing will be exchanged for dirty clothes at Tule Lake each time the detachment arrives there. Laundry of underclothing and other soiled articles will be accomplished at Tule Lake or Camp White, whichever appears the more practicable. Laundry will be put in barracks bags, tagged and turned in at Tule Lake upon each arrival there and will be picked up on arrival the next time. Detachments to be released in Arkansas will not turn in any laundry on their last arrival at Tule Lake. Soiled clothing will be carried back to their home station on the last trip. No charge in excess of the amount normally paid by enlisted men for laundry at their home station will be assessed any soldier.
- (4) Acquaint all members of the kitchen force with their duties, explain the movement, and read to them such part of the instructions contained in the mess and supply annex to general instructions as may be pertinent to their duties.
- (5) If one man appears particularly apt, it is well to detail him to the duty of maintaining all fire units in the car. This will keep him quite busy and will prevent all other cooks from being interrupted while actually cooking.
- (6) Detail special fire guards as directed in mess and supply annex.

b. Check with Engineer Officer as to progress of modifications to be made on kitchen and dining cars. (Ice boxes, range anchors, utility tables, door guards, etc). If installations have been made, check their stability.

c. See that ice boxes are iced as far in advance as is possible before putting perishable foods in them.

d. Contact property officer and arrange to receive kitchen equipment as shown on list of property in M&S annex. When property has been received and checked, advise Train Commander that memorandum receipt is ready for signature. Secure signature of mess sergeant acknowledging that equipment was actually on board at the time of departure.

e. Draw and sign for required expendable property as listed in inclosure to M&S annex.

f. Compute and check the amount of stores loaded at starting point, using the recapitulation sheets inclosed in the M&S annex. Lists of the exact amount of stores, both perishable and non-perishable required for each individual trip have been prepared and furnished Quartermaster agents and WRA officials, who will furnish non-perishable foods, cleaning material etc, for round trips, and perishable food for one way trips respectively, at points of origin of trips. It is assumed the correct amounts of these items will be boxed and ready for loading at starting points. The following should be borne in mind:

- (1) On all trips originating at Tule Lake, except those terminating at Jerome or Rohwer, all non-perishable food and all paper plates, cups, cleaning and sanitary material for a complete round trip, plus one days reserve for each direction of the round trip will be furnished by the Quartermaster at Camp White, or his agent at Tule Lake. Example: Detachment No. 3, leaves Tule Lake on trip No. 8, for Heart Mountain, a three day trip, with a total ration strength of 452; it returns on trip No. 9 to Tule Lake, also a three day trip, with a total ration strength of 486. The Quartermaster agent at Tule Lake will provide the following: All non-perishables required for a three days trip with the one days reserve for 452 men, (non-perishable column of page 5, incl. No. 2, M&S annex X 452) plus all non-perishables

required for the return trip, (No. 9), with the one day's reserve, (non-perishable column of page 5, incl. No. 2, M&S annex X 486). In addition he will also furnish all cleaning and sanitary material required for the round trip.

- (2) On A to B to C movements, e.g., Tule Lake to Granada to Gila River to Tule Lake, all non-perishables and cleaning material for the entire journey until train returns to Tule Lake will be furnished at Tule Lake.
- (3) On trips originating at Tule Lake, destined for Rohwer or Jerome the Quartermaster agent will furnish the non-perishables and cleaning material for the Eastward journey only.
- (4) On all trips originating at Rohwer or Jerome, non-perishables and cleaning material will be furnished for the Westward journey only.
- (5) Perishable foods will be furnished by the WRA authorities for all trips, regardless of origination or destination point, in sufficient quantities to fill menus for a one-way trip only. In the example shown in (1), above, trip No. 8 will receive perishables for three days, plus one days reserve, (perishable column of Page 5, incl. No. 2, M&S annex X 552) at Tule Lake. Trip No. 9 will receive required perishables, plus reserve, from the WRA at Heart Mountain (perishable column of page 5, incl. No. 2, M&S annex X 486). Computed requirements, based on the ration strength of each trip have been furnished WRA officials at all points where supplies are to be loaded.
- (6) All food, gasoline or any other supplies received from the War Relocation Authority at any station will be paid for in cash out of R&S funds and receipted invoice obtained in the same manner as purchases made from any vendor.

g. Contact Quartermaster of Sales Officer and arrange to draw the required food. When food is received, inspect it carefully, both as to quantity and condition. No food that is improperly packaged or that shows

signs of deterioration should be accepted.

h. Check carefully the storage of food, making sure that perishable food to be used last is put closest to the ice. When necessary GI cans packed with ice may be used for storing perishables. It is necessary that the mess officer be thoroughly familiar with the Menu before storing supplies. Care must be used in piling supplies to prevent the possibility of personal injury through objects falling off piles due to the motion of the train.

i. Familiarize himself with intermediate supply points on the route of the journey and study carefully the instructions contained in the M&S annex, relative to procurement en route.

j. Make sure that the following safety precautions have been taken;

(1) That door guards have been properly installed on all kitchen car doors.

(2) That wood containers for gasoline cans have been installed, that they are firmly fastened to the floor and that they are as far away from the ranges as possible.

(3) That sand, shovels and fire extinguishers have been put on kitchen cars and that the fire extinguishers are serviceable.

k. Disassemble all fire units, clean them thoroughly, repair or replace any defective parts, fill and test light each unit. This is very important, a few minutes time spent in checking before train starts may save many hours of trouble en route. Remember it is too late to replace unserviceable units after the train starts.

2. When mess officer reports for duty on a train which has made previous trips the instructions above also apply except that property and equipment will be taken over from the preceding train commander rather than the station property officer.

II. EN ROUTE.

1. When time of departure has been definitely determined preparation of the first meal should be started (see inclosure No. 2 to M&S annex for sequence of meals).

2. While preparation of meal is going forward, formulate messing plan and prepare messing schedule form, (incl. No. 6, M&S annex). Make enough copies that all coach captains may have copies.

3. Make out request for kitchen details (incl. No. 7, M&S annex), and present to WRA representative.

4. a. As soon as possible after train starts contact the railroad representative and discuss the requirements of food, ice, gasoline and water en route. Train schedules and list of supply points should be studied so that supplies may be received in ample time for their use. While Army supply points will normally be used for all purchases, an emergency may arise which will require other arrangements. The familiarity of the railroad agent with the route being travelled will be of invaluable assistance at these times. The railroad representative will furnish information as to what stations have garbage disposal facilities and the method to be used in unloading the same. He will also be able to advise the Mess Officer as to where water may be secured conveniently. Water should be taken on at every station where hoses are on the platform handy to cars, even if there are containers for only a small amount. Leave every station where water can be procured with every container on board full

b. When supplies are to be taken aboard, the mess officer should contact the train commander before arrival at the supply point and secure cash, ration currency checks and/or OPA form R-544 (Acknowledgement of gasoline delivery), to give to the supplier on delivery of items ordered. These should be in readiness upon arrival so that train will not be delayed. Receipt for this payment should be taken in the manner outlined in Fiscal annex. It should be borne in mind that WRA centers must be paid in cash for all supplies furnished by them and that they must be given ration currency and/or OPA Form R-544 for rationed foods and gasoline. These point values should be computed (using current OPA Charts, which will be furnished) before arrival of train at supply point, but checks should not be made out until the supplies have been received and actual quantities furnished are known.

5. Discipline and sanitary conditions will be maintained at required garrison or field standards at all times.

6. A record of all meals eaten by persons required to pay for the same should be kept by the mess officer. At the conclusion of the trip collection should be made, using the form (incl. No. 8) provided.

7. A close watch should be kept on accumulated non-perishable stores, particularly toward the end of the trip so that plans may be made for preparing additional meals if train is delayed beyond the limit of the five day menu.

III. UPON ARRIVAL AT DESTINATION.

1. a. No non-perishable food, paper goods, cleaning or sanitary materials will be turned in at any station except Tule Lake. The representative of the WRA at that point will accept and receipt for all these supplies on board trains each time they reach Tule Lake. Except for broken packages of condiments, and brooms, mops and brushes, all food and supplies will be unloaded upon arrival at Tule Lake.

b. All perishable foods on board will be turned in to the representative of the WRA at each center upon arrival there at the end of each trip before the perishables for the return journey are loaded.

2. Before arrival at point of final destination, where detachment is to be released and rolling stock returned to the railroad, all kitchen equipment and other non-expendable property should be thoroughly cleaned and put in such condition that it may be stored without further attention of the receiving Quartermaster. It should be checked against the memorandum receipt which was signed prior to departure on the initial trip, shortages noted and lined up in a manner which will enable a rapid check and expedite unloading.

MESS AND SUPPLY ANNEX

C O N T E N T S

- 1.....General
- 2.....Rations
- 3.....Purchases Enroute
- 4.....Equipment and Supplies
- 5.....Expendible Property
- 6.....Meal Hours and Method of Feeding
- 7.....Sanitation
- 8.....Garbage and Waste Disposal
- 9.....Safety Precautions
- 10.....Disposition of Unused Supplies
- 11.....Emergency Communications

INCLOSURES

- No. 1. Menu
- No. 2. Condiment List, Menu Instructions and Recapitulation Sheets.
- No. 3. Request for Supplies to Railroad Representative
- No. 4. List of Non-expendable Property
- No. 5. List of Expendable Property
- No. 6. Messing Schedule
- No. 7. Request for Kitchen Details
- No. 8. Mess Collection and Voucher Form
- No. 9. List of Intermediate Supply Points

MESS AND SUPPLY ANNEX

INSTRUCTIONS TO TRAIN MESS PERSONNEL

1. GENERAL:

a. A representative of the War Relocation Authority will be aboard each train. Train Commanders, through Train Mess Officers, will advise this representative as to the number of kitchen police and table waiters required each day. He should be advised as to the time of meals and plan of serving. (See par. 5, below) A coach captain (evacuee) will be appointed for each coach by the WRA train rider. He will be responsible for requiring that the kitchen help detailed from his coach report to the mess officer at the proper time. He will also be responsible for requiring that the passengers of his coach arrive at the dining cars for meals at the assigned time.

b. All evacuees will eat in dining cars (converted baggage cars) except those designated by the Train Surgeon as being too ill or infirm to do so, and except those evacuees accommodated in the tourist sleeping car. The latter group will be messed in the auxiliary diner attached to the sleeper. Messing such personnel is not your responsibility (see par. d. below).

c. No food of any kind will be brought on trains by evacuees.

d. An auxiliary standard railroad diner, with kitchen, for the preparation of special diets, baby formulas, etc., will be staffed and operated by War Relocation Authority evacuee crews. This car will be furnished with such food in stock in kitchen cars as may be requested for messing evacuees served in the railway diner.

e. Officers, Army Nurses and any War Relocation Authority officials aboard the train will be charged for all meals eaten at the rate of twenty-five cents per meal. This money will be collected in cash by the train Mess Officer. A voucher similar to the inclosed will be used to account for these collections. (Incl. No. 8)

2. RATIONS:

a. Funds for the purchase of rations and other supplies will be

received as outlined in Section II, Fiscal Annex to Instructions to Train Commanders. All non-perishable stores, and as much of the perishable food as is practicable, will be loaded at the point of departure. See subsistence recapitulations inclosed. (Inclosure Number 2)

3. PURCHASES ENROUTE:

a. Train Commanders are provided a list of intermediate supply points. (Inclosure Number 9) Purchases will be made only at the service command designated supply points, except in cases of emergency.

b. The inclosed menus have been prepared with a view to holding purchases enroute to the absolute minimum. If these menus are followed, only the items listed on the inclosed recapitulation need be procured enroute. Supply points will be able to furnish the subsistence listed on the menu for local purchase.

c. Only pasteurized fresh milk may be accepted and should be purchased in paper containers if possible.

d. Gasoline and ice have not been included in the list of stores required for each day because of the difficulty of anticipating the needs of each train. These items should be ordered, if possible, for delivery at the same points where food is to be received. Each kitchen car will be provided with 30 gallons of gasoline (white preferred) before departure. A supply of certificates of delivery (OPA Form R 544) which may be required for purchases of gasoline enroute are included in the Train Commander's kit. Any unused certificates will be returned by registered mail to this Headquarters, Quartermaster Branch.

e. Blank, signed ration currency checks are included in the Train Commander's kit. These will be carefully safeguarded and any unused checks returned by registered mail to this Headquarters, Quartermaster Branch. These checks will be filled in and presented to the supplier when rationed articles are purchased enroute.

f. If needed, an additional supply of Forms OPA R 544 and blank ration currency checks, mentioned in paragraphs d. and e. above, may be obtained from the Quartermaster representative at Tule Lake upon arrival at that point.

g. Should trains be delayed to such an extent that five days menus are not sufficient, menus for the additional meals required should be improvised with the idea of using all non-perishable foods on board and ordering perishables from supply points.

h. A representative of the railroad company will be on board each train. Arrangements for ordering supplies enroute should be coordinated through him, using the inclosed form. (Incl. No. 3) He is familiar with the territory and can be of much assistance to Mess and Supply Officers in filing telegrams, etc.

4. EQUIPMENT AND SUPPLIES:

a. Modifications of cars and installation of improvised dining tables, ice boxes, work tables, etc., will be made by the Camp Engineers at Camp White, Oregon, and Camp Robinson, Arkansas, before this movement is started.

b. The non-expendible property required, as shown on the inclosed list (Inclosure No. 4), will be handled as follows:

- (1) Accountability for property put on trains at Camp Robinson, Arkansas, will be transferred to the Quartermaster, Camp White, Oregon, on a Shipping ticket. Train Commander will sign a memorandum receipt for this property. If relieved before the completion of the entire movement of the train, he will turn it over to the succeeding Train Commander on memorandum receipt. The officer responsible for the property at the conclusion of its use will deliver it to the Commanding Officer, 752nd Military Police Battalion, Tule Lake, and receive clearance.
- (2) Equipment received at Camp White (or Tule Lake) will be signed for by the train Commander on memorandum receipt, turned over to succeeding Train Commanders and disposed of finally in the same manner as that in par. (1), above.
- (3) Should revision of schedules make the application of paragraphs (1) and (2), above, impracticable, they will be appropriately amended.
- (4) Equipment delivered to the Commanding Officer of the 752nd Military Police Battalion, Tule Lake, as outlined in paragraphs (1) and (2) above, will be delivered cleaned and in proper condition for reissue.

5. EXPENDABLE PROPERTY: a. The cleaning material, brooms and brushes etc., shown in Section I of Incl. No. 5 will be loaded on all trains at the point of initial makeup. These amounts are considered sufficient for the needs of all the trips made by any train.

b. The items listed in Section II, same inclosure, should be obtained for the number of days of expected travel at the starting point of each trip, including the first.

6. MEAL TIMES AND PLAN OF SERVING. a. The serving time of meals should be as follows:

Breakfast	(First Serving)	0700
Dinner	(First Serving)	1130
Supper	(First Serving)	1645

b. Officers, Army Nurses, civilians and enlisted personnel will be served in one Dining Car at the first serving of each meal.

c. Evacuees will eat in the dining car not used for personnel listed in b, above, at the first serving, and both cars at subsequent servings. When the exact capacity of the dining cars and the strength of the train has been determined, the Mess Officer should formulate a definite plan of serving, so that an exact number from each coach will be in each dining car at the proper time. This plan will reduce the serving time materially. Enough copies of inclosure No. 6, hereto, should be prepared that each car Captain, the WRA representative and interested custodial officers may have copies. This arrangement should be made with the concurrence of the WRA representative.

d. Thirty minutes should be sufficient time for each serving, if dining cars are cleared and refilled promptly.

e. Six kitchen police for each kitchen car and six mess attendants for each dining car should be all the evacuee personnel required for the mess. However, it is advisable to secure one especially selected volunteer to act as dining car supervisor or dining room orderly, for each car. This supervision will expedite the clearing and re-filling of the cars. These details should be requested of the WRA representative, using the inclosed form.
(Form No. 7)

7. SANITATION. a. While the safeguarding of health and the maintenance of proper sanitary standards is a function of the Medical Officer, it is the responsibility of the Mess Officer that kitchen and dining cars are kept at a level of cleanliness and sanitation which will preclude any possibility of disease originating in, or being spread from, these cars or the food prepared or served in them. All sanitary precautions employed in garrison or field kitchens, as prescribed in FM 8-40, will be observed.

b. The Mess Officer will furnish coach captains, through the WRA train representative, such broom, mops, buckets, toilet paper, paper towels, drinking cups, etc., as are required to clean and service the coaches.

c. Under no circumstances will the toilets in kitchen or dining (converted baggage) cars be used.

8. GARBAGE AND WASTE DISPOSAL: a. No garbage, trash or waste of any kind will be thrown out of car doors. Sufficient GI cans will be kept in each kitchen and dining car to hold all garbage, empty cans, soiled paper plates and cups, etc., until the proper station for its disposal is reached. They will be covered at all times when not receiving waste. The railroad representative will advise the Mess Officer as to where this waste may be unloaded.

9. SAFETY PRECAUTIONS. a. Provision has been made in the list of equipment for two buckets to be filled with sand to be used in extinguishing fires. It is important that this sand be carried, as its use is the easiest, and one of the most effective, methods of combating small grease or gasoline fires.

b. Each car is provided with two, $2\frac{1}{2}$ gallon foam type fire extinguishers which should be used if fires threaten to reach the degree where they can not readily be extinguished by the use of sand.

c. Each tool box for the field range contains one 1-qt. Carbon Tetrachloride fire extinguisher. This is a very effective fire extinguishing agent but its use in a closed area, such as a baggage car, is not recommended

except in emergencies where the two methods mentioned above appear ineffective or insufficient, because of the dangerous effect of this gas on humans. If this chemical should be used, the car should be thoroughly ventilated before personnel are permitted to work in it again.

d. Water should never be used in fighting grease or gasoline fires, or any fires in the vicinity where gasoline ranges are burning.

e. Two members of the kitchen crew should be detailed as special fire guards. They should be instructed that on the outbreak of any fire, however small, they will immediately:

- (1) Close all kitchen car doors to reduce draft.
- (2) Secure sand, shovels and fire extinguishers.
- (3) Order all personnel not essential to fighting the fire out of the car. The fewer personnel present, the less danger there is of confusion and personal injury. Send one man to notify the Mess Officer and Train Commanders.
- (4) Combat fire as circumstances dictate under the direction of the Mess Officer or Train Commander.
- (5) If fire is in a range or fire unit, they will:
 - (a) Close fuel valve, leave other valves open.
 - (b) Drag fire unit from range, using hay hook.
 - (c) Use foam fire extinguisher, directing it toward the base of the flame; smother burning and wet gasoline with sand.

f. Fire prevention measures:

- (1) Keep gasoline cans as far away from the ranges as possible at all times.
- (2) If possible, refuel fire units on the ground during stops. If this cannot be done, reserve units should be refilled when train is not in motion and used to replace units which burn out while train is running. Wipe up area where units are filled after each filling.
- (3) Never remove a lighted fire unit from a range. When unit is to be taken from range, close the fuel valve. When fire has

gone out, remove unit from cabinet. Always have fire unit in the range before lighting. Never carry a burning unit about the car.

10. DISPOSITION OF UNUSED SUPPLIES. a. All subsistence on board, perishable and non-perishable, except condiments in broken packages, will be turned in to the War Relocation Center at the end of each trip on a priced tally-out.

b. All Unused paper plates, paper cups, cleaning and sanitary material, (except supplies listed in Section I, of inclosure No. 5) will be turned in at Tule Lake to War Relocation Authority each time of arrival there. These supplies will not be turned in at any other point. A simple tally-out form will be used.

11. EMERGENCY COMMUNICATIONS. a. In the event that problems arise, to which the solution may not be found in these or other published instructions, a report should be made to Train Commander for transmission to the Commanding General, Ninth Service Command, attention: Civil Affairs Branch, Fort Douglas, Utah.

b. In any emergency in which instructions are desired, do not hesitate to telephone collect to this headquarters, Civil Affairs Branch, where twenty-four-hour operator service will be maintained. Telephone No. Salt Lake City 5-6611, Ext. 2250.

MENU NUMBER ONE (1)

BREAKFAST:

Quantity Required
for each 100 Men

Fresh Oranges	106 each Oranges, fresh
Asst'd dry Cereal (bowl pack)	80 each Cereal (bowl pack)
Milk, fresh	12 $\frac{1}{2}$ quarts Milk, fresh
Scrambled Eggs	13 dozen Eggs
Hashed Browned Potatoes	20 lbs. Potatoes, fresh
	1 lb. Lard
Toast	14 lbs. Bread
Butter	3 lbs. Butter
Jam	4 jars Jam (2 lb. jars)
Coffee	3 lbs. Coffee
	5 lbs. Sugar
	5 cans Milk Ev., 14 $\frac{1}{2}$ oz.

DINNER:

Roast Beef	35 lbs. Beef Boneless, R & S
	1 can Tomatoes #10
	3 lbs. Onions, fresh
Brown Gravy	2 lbs. Flour
Mashed Potatoes	35 lbs. potatoes
	2 cans Milk Ev., 14 $\frac{1}{2}$ oz.
Creamed Peas	3 cans Peas #10
Cole Slaw Salad	12 lbs. Cabbage
	2 lbs Onions
	1 Ct Vinegar
Chocolate Pudding	5 lbs. Chocolate Pudding (Prep mix)
	5 Cans Milk Ev., 14 $\frac{1}{2}$ oz.
Bread	12 lbs. Bread
Butter	2 lbs. Butter
Iced Tea	1 lb. Tea, Black issue
	5 lbs. Sugar

MENU NUMBER ONE (1) Con't

SUPPER:

Baked Southern Hash	15 lbs. Beef, boneless
	3 lbs. green peppers
	15 lbs. Potatoes
	1 can Tomatoes #10
	2 lbs. Onions, fresh
Boiled Rice	6 lbs. Rice
Swiss Chard	12 lbs. Swiss Chard
Sliced Tomatoes	15 lbs Tomatoes
Apricots	3 cans Apricots, #10
Cookies	8 lbs. Cookies, Asst'd
Peanut Butter	2 cans Peanut Butter #10
Bread	10 lbs. Bread
Butter	2 lbs. Butter
Hot Tea	1 lb. Tea, black issue
Coffee	1 lb. Coffee
	5 lbs. Sugar
	5 cans Milk, Ev., 14 $\frac{1}{2}$ oz.
Apples, fresh	106 each Apples, fresh
Milk, fresh	12 $\frac{1}{2}$ qts Milk, fresh

REQUIREMENTS

<u>PERISHABLE</u>	<u>Per 100 Men</u>	<u>NON-PERISHABLE</u>	<u>Per 100 Men</u>
Apples, Fresh	106 each	Apricots #10 can	3 cans
Beef, boneless R & S	50 pounds	Chocolate Pudding (Prep. mix)	5 lbs.
Bread, fresh	36 pounds	Coffee, ground	4 lbs.
Butter	7 pounds	Dry Cereal (bowl pack)	80 pkgs.
Cabbage	12 pounds	Flour	2 lbs.
Cookies Asst'd	8 pounds	Jam (2-lb. jars)	4 jars
Eggs, fresh	13 dozen	Milk, Ev., 14 $\frac{1}{2}$ oz	17 cans
Lard	1 pound	Peas, #10 cans	3 cans
Milk, fresh	25 quarts	Rice	6 lbs.
Onions, dry	7 pounds	Sugar, granulated	15 lbs.
Oranges, fresh	106 each	Tomatoes #10 cans	2 cans
Peppers, green	3 pounds	Vinegar, quarts	1 qt.
Potatoes, fresh	70 pounds	Tea, black, issue	2 lbs.
Swiss Cherd, fresh	12 pounds	Peanut Butter, #10 can	2 cans
Tomatoes, fresh	15 pounds		

MENU NUMBER TWO (2)

BREAKFAST:

	<u>Quantity Required for each 100 men</u>
Apple Sauce	106 each, fresh apples
Asst'd dry cereal	80 each, ind., (bowl pack)
Milk, fresh	12 $\frac{1}{2}$ qts., fresh
Bacon Omelette	13 dozen eggs 4 lbs. bacon
American Fried Potatoes	20 lbs. Potatoes 1 lb. Lard
Toast	14 lbs. Bread
Butter	3 lbs. Butter
Jam	4 Jars Jam (2 lb. jars)
Coffee	3 lbs. Coffee 5 lbs. Sugar 5 cans Milk, Ev., 14 $\frac{1}{2}$ oz

DINNER:

Beef Stew	20 lbs. Beef, Boneless 15 lbs. Potatoes 3 lbs. Onions 4 lbs. Carrots 1 can Beans #10
Buttered Cauliflower	18 lbs. Cauliflower $\frac{1}{2}$ lb. Butter
Lettuce and Tomato Salad	12 Heads Lettuce 15 lbs. Tomatoes 1 qt Mayonaise
Canned Peaches	3 Cans Peaches #10
Bread	12 lbs. Bread
Butter	2 lbs. Butter
Iced Tea	1 lb. Tea, Black, (issue) 5 lbs. Sugar

MENU NUMBER TWO (2) Cont.

SUPPER:

Baked Pork and Beans	14 lbs. Beans, dry white 4 lbs. Bacon 1 Can Catsup, Tomato #10 1 Jar Mustard, Prep., 8oz 1 lb. Sugar, Brown 1 lb. Onions
Buttered Squash	20 lbs. Squash, Fresh $\frac{1}{2}$ lb. Butter
Apple and Celery Salad	40 each. Apples, fresh 8 Stalks Celery 1 qt Mayonnaise
Rice Pudding	4 lbs. Rice 2 lbs. Sugar 5 cans Milk, Ev., $14\frac{1}{2}$ oz. 2 dozen Eggs 2 Pkgs. Raisins, 15 oz.
Bread	12 lbs. Bread
Butter	2 lbs. Butter
Tea	1 lb. Tea Black, Issue
Coffee	1 lb. Coffee 4 lbs. Sugar 4 cans Milk, Ev., $14\frac{1}{2}$ oz.
Fresh Milk	$12\frac{1}{2}$ quarts Milk, fresh

REQUIREMENTS

<u>PERISHABLE</u>	<u>Per 100 Men</u>	<u>NON-PERISHABLE</u>	<u>Per 100 Men</u>
Apples, Fresh	146 each	Beans, dry white issue	14 pounds
Bacon	8 pounds	Catsup, Tomato #10	1 can
Bread, fresh	38 pounds	Coffee, ground	4 pounds
Beef, Boneless	20 pounds	Dry Cereal, Bowl Pack	80 Pkgs.
Butter	7 pounds	Milk, Ev., $14\frac{1}{2}$ oz.	14 cans
Celery, stalk	8 each	Peas, #10	1 can
Carrots, fresh	4 pounds	Peaches #10	3 cans
Eggs, fresh	15 dozen	Raisins, (15 oz.)	2 boxes
Lard, lbs.	1 pound	Rice, lb.	4 pounds
Lettuce, head	1 dozen	Sugar, granulated	16 pounds
Mayonnaise	2 quarts	Sugar, brown	1 pound
* Milk, fresh	25 quarts	Tea, black issue	2 pounds
Onions, dry	4 pounds	Jam, (2 lb. jar)	4 jars
Potatoes, fresh	35 pounds	Mustard, Prep, 8 oz .jar	1 jar
Squash, fresh	20 pounds		
Tomatoes, fresh	15 pounds		
Cauliflower, fresh	18 pounds		

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MENU NUMBER THREE (3)

BREAKFAST:

Quantity Required
for each 100 men

Stewed Prunes	6 lbs. Prunes, Ev.,
Asst'd. Dry Cereal	80 Pkgs. Cereal, Ind. (bowl pack)
Milk, fresh	12 $\frac{1}{2}$ qts. Milk, fresh
Ham Omelette	13 dozen Eggs 10 lbs. Ham, S.C. 1 lb. Lard
Fried Potatoes	20 lbs. Potatoes 1 lb. Lard
Toast	16 lbs. Bread
Butter	3 lbs. Butter
Jam	4 jars Jam (2 lb. jars)
Coffee	3 lbs. Coffee 5 lbs. Sugar 5 Cans Milk, Ev., 14 $\frac{1}{2}$ oz.

DINNER:

Baked Ham	50 lbs. Ham, S.C.
Raisin Sauce	4 pkgs. Raisins (15 oz. pkg.) $\frac{1}{2}$ lb. Corn Starch
Boiled Rice	6 lbs. Rice
Creamed Corn	3 cans Corn # 10
Pineapple & Cabbage Salad	2 cans Pineapple # 10, crushed 10 lbs. Cabbage
Sliced Pears	3 cans Pears # 10
Peanut Butter	2 cans Peanut Butter, # 10
Bread	12 lbs. Bread
Butter	2 lbs. Butter
Iced Tea	1 lb. Tea, black issue
Coffee	2 lbs. Coffee 5 lbs. Sugar 3 cans Milk, Ev., 14 $\frac{1}{2}$ oz.

MENU NUMBER THREE (3) Cont.

SUPPER:

Asst'd. Cold Meats	8 lbs. Sausage, Bologna
	8 lbs. Sausage, Liver
	6 lbs. Salami
Sliced Cheese	10 lbs. Cheese, Am Ched
Pickled Beets	2 cans Beets # 10
	1 qt. Vinegar
Potato Salad	20 lbs. Potatoes
	3 lbs. Onions
	1 $\frac{1}{2}$ doz. Eggs
	2 cans Pimentoes
	3 stalks Celery
	1 qt. Mayonnaise
Fresh Oranges	106 ea Oranges
Bread	10 lbs. Bread
Butter	2 lbs. Butter
Tea	1 lb. Black, Issue Tea
Coffee	1 lb. Coffee
	5 lbs. Sugar
	5 cans Milk, Ev., 14 $\frac{1}{2}$ oz.
Fresh Milk	12 $\frac{1}{2}$ qts Milk, fresh

REQUIREMENTS

<u>PERISHABLE</u>	<u>Per 100 Men</u>	<u>NON-PERISHABLE</u>	<u>Per 100 Men</u>
* Bread	38 pounds	Beets, #10 cans	2 cans
Butter, fresh	7 pounds	Coffee, ground	6 pounds
Cabbage, head	10 pounds	Cornstarch, carton	$\frac{1}{2}$ carton
Celery, stalk	3 stalks	Corn, #10 can.	3 cans
Cheese, Am Ched	10 pounds	Cereal, Asst'd (bowl pack)	80 pkgs.
Eggs, fresh	14 $\frac{1}{2}$ dozen	Milk, Ev., 14 $\frac{1}{2}$ oz.	13 cans
Lard, issue	2 pounds	Pears, No. 10 can	3 cans
Mayonnaise, qt	1 quart	Pineapple, crushed # 10	2 cans
* Milk, fresh	25 quarts	Pimentoes (small)	2 cans
Ham, sugar cured	60 pounds	Prunes, Ev.	6 pounds
Onions, dry	3 pounds	Rice, issue	6 pounds
Oranges, fresh	106 each	Raisins, 15 oz. pkgs.	4 pkgs.
Potatoes, fresh	40 pounds	Sugar, granulated	15 pounds
Sausage, Bologna	8 pounds	Tea, Black, issue	2 pounds
Sausage, Liver	8 pounds	Vinegar, qt.	1 quart
Salami	6 pounds	Jam (2 lb. jar)	4 jars
		Peanut Butter # 10	2 cans

MENU NUMBER FOUR (4)

BREAKFAST:

Quantity Required
for each 100 Men

Tomato Juice	4 cans Tomato Juice #10
Asst'd Dry Cereal	80 pkgs. Cereal (bowl pack)
Fresh Milk	12½ qts. Milk, fresh
Fried Ham	20 lbs. Ham S.C.
Boiled Eggs	15 dozen Eggs
Toast	16 lbs. Bread
Butter	3 lbs. Butter
Jam	4 jars Jam (2 lb. jars)
Coffee	3 lbs. Coffee 5 lbs. Sugar 5 cans Milk, Ev., 14½ oz

DINNER:

Roast Loin of Pork	50 lbs. Pork Loin
Mashed Potatoes	35 lbs. Potatoes 2 cans Milk, Ev., 14½ oz.
Buttered Peas	3 cans Peas # 10 ½ lb. Butter
Lettuce & Tomato Salad	12 heads Lettuce 15 lbs. Tomatoes 1 quart Mayonnaise
Fruit Cup	3 cans Fruit Cocktail # 10
Cookies Asst'd	8 lbs. Cookies, Asst'd
Bread	14 lbs. Bread
Butter	2 lbs. Butter
Lemonade	100 ea Lemons, fresh 6 lbs. Sugar

MENU NUMBER FOUR (4) Cont.

SUPPER:

Steamed Weiners	30 lbs. Weiners
Sauerkraut	3 cans sauerkraut #10
Boiled Potatoes	30 lbs. Potatoes
Celery	1 dozen Stalks Celery
Sweet Mixed Pickles	1 gal Pickles S M
Grapes, fresh	30 lbs. Grapes, fresh
Peanut Butter	2 cans peanut Butter, #10
Bread	12 lbs. Bread
Butter	2 lbs. Butter
Tea	1 lb. Tea, Black issue
Coffee	1 lb. Coffee
	5 lbs. Sugar
	5 cans Milk Ev., 14 $\frac{1}{2}$ oz.
Milk, fresh	12 $\frac{1}{2}$ quarts Milk, fresh

REQUIREMENTS

<u>PERISHABLE</u>	<u>Per 100 Men</u>	<u>NON-PERISHABLE</u>	<u>Per 100 Men</u>
*Bread, fresh	42 pounds	Coffee, ground	4 pounds
Butter, fresh	7 $\frac{1}{2}$ pounds	Cereal, Ind (bowl pack)	80 Pkgs.
Celery, stalk	1 dozen	Jam, 2 lb. jars	4 jars
Cookies, Asst'd	8 pounds	Milk, Ev., 14 $\frac{1}{2}$ oz.	12 cans
Eggs, fresh	15 dozen	Peas #10 cans	3 cans
Grapes, fresh	30 pounds	Pickles, sweet mixed	1 gallon
Ham, sugar cured	20 pounds	Sugar, granulated	16 pounds
Lemons, fresh	100 each	Tomato Juice #10 can	4 cans
Lettuce, head	12 heads	Sauerkraut #10 can	3 cans
*Milk, fresh	25 quarts	Tea, black issue	1 pound
Mayonnaise	1 quart	Fruit Cocktail #10 can	3 cans
*Pork, Loin	50 pounds	Peanut Butter, #10 can	2 cans
Potatoes, fresh	65 pounds		
Tomatoes, fresh	15 pounds		
*Weiners, fresh	30 pounds		

MENU NUMBER FIVE (5)

Extra day's Meals in the event of delay)

<u>BREAKFAST:</u>	<u>Quantity Required For Each 100 Men</u>
Fresh Oranges	106 each, oranges fresh
Asst'd Dry Cereal	80 pkgs. Cereal, Ind., (bowl pack)
Fresh Milk	12½ quarts, fresh
Scrambled Eggs	13 dozen Eggs, fresh 1 lb. Lard
Hashed Brown Potatoes	20 lbs. Potatoes
Toast	16 lbs. Bread
Butter	3 lbs. Butter
Jam	4 jars Jam (2 lb. jars)
Coffee	3 lbs. Coffee 5 lbs. Sugar 5 cans Milk, Ev., 14½ oz

DINNER:

Macaroni and Cheese	8 lbs. Macaroni 3 lbs. Cheese (Am Ched)
String Beans	3 cans Beans, String #10
Raisin and Carrot Salad	12 lbs. Carrots 4 pkgs. Raisins, 15 oz 1 quart Salad Oil 1 Pint Vinegar
Cocoanut Pudding	4 Boxes Cocoanut (1 lb.) 1½ doz. Eggs 1 lb. Cornstarch 2 lbs. Sugar 4 cans Milk, ev. 14½ oz.
Cookies	8 lbs. Cookies, Asst'd.
Bread	12 lbs. Bread
Butter	2 lbs. Butter
Iced Tea	1 lb. Tea, Black, issue 5 lbs. Sugar

MENU NUMBER FIVE (5) Cont.

(Extra day's Meals in the event of delay)

SUPPER:

Salmon Loaf, egg sauce	24 cans Salmon, #1 can, Tall
	1 doz Eggs
	1 lb Flour
	$\frac{1}{2}$ lb. Butter
Sauce	3 cans Milk, Ev., $14\frac{1}{2}$ oz.
	1 lb Flour
	1 doz Eggs (Hard boiled, sliced)
Stewed Tomatoes	3 cans Tomatoes #10
Boiled Rice	6 lbs. Rice
Butterscotch Pudding	5 lbs. Butterscotch Pudding (Prep. mix)
	5 cans Milk, Ev., $14\frac{1}{2}$ oz.
Apples, fresh	106 each Apples
Bread	12 lbs. Bread, fresh
Butter	2 lbs. Butter
Tea	1 lb. Tea, Black, issue
Coffee	1 lb. Coffee
	5 lbs. Sugar
	5 cans Milk, Ev., $14\frac{1}{2}$ oz.
Fresh Milk	$12\frac{1}{2}$ quarts, Milk, fresh

REQUIREMENTS

PERISHABLE

NON-PERISHABLE

	<u>Per 100 Men</u>		<u>Per 100 Men</u>
Apples, fresh	106 each	Beans, String, #10	3 cans
*Bread, fresh	40 pounds	Butterscotch Pudding	
Butter, fresh	$7\frac{1}{2}$ pounds	5 lb. can (Prep mix)	1 can
Cookies, Asst'd	8 pounds	Coffee, ground	4 pounds
Carrots, fresh	12 pounds	Cereal, Asst'd (bowl pack)	80 each
Cheese, Am Ched	3 pounds	Flour, issue	2 pounds
Eggs, fresh	$16\frac{1}{2}$ dozen	Macaroni 1 lb. pkg.	8 pkgs.
Lard	1 pound	Milk, Ev., $14\frac{1}{2}$ oz	22 cans
*Milk, fresh	25 quarts	Raisins 15 oz pkg.	4 pkgs.
Oranges, fresh	106 each	Rice, issue	6 pounds
Potatoes	20 pounds	Salmon, No. 1 Tall can	24 cans
		Salad oil qt	1 quart
		Sugar	17 pounds
		Tea, Black, issue	2 pounds
		Tomatoes #10	3 cans
		Vinegar, pts.	1 pint
		Jam (2 lb. jar)	4 jars
		Cocanut, 1 lb. box	4 boxes
		Cornstarch	1 lb.

CONDIMENT LIST

REQUIREMENTS FOR EACH 100 MEN

Cloves, ground, 4 oz. can	cans 1
Cinnamon, 4 oz. can	cans 1
Extract, Vanilla, 8 oz. btl.	btl. 1
Extract, Lemon, 8 oz. btl.	btl. 1
Mustard, prep, 8 oz. btl.	btl. 6
Nutmeg, 4 oz. can	cans 1
Pepper, black, 4 oz. can	cans 4
Paprika, 2 oz can	cans 2
Salt, issue	lbs. 8
Sauce, Worcestershire, 6 oz.	btl. 3

INSTRUCTIONS FOR USE OF MENU:

Menu No. 5 is furnished for use only when unexpected delays occur. It is prepared so that practically all food required for it's serving may be loaded at the point of departure without danger of spoilage. This supplies the one day's reserve of food authorized and should be carried on all movements.

On trips of one day use Menu No. 1 (and No. 5 if delayed)
 On trips of two days use Menus No. 1 and 2 (and No. 5 if delayed)
 On trips of three days use Menus No. 1, 2 and 3 (and No. 5 if delayed)
 On trips of four days use Menus No. 1, 2, 3 and 4 (and No. 5 if delayed)
 On trips of five days use Menus No. 1, 2, 3, 4 and 5. (See par. 3-f of mess personnel instructions re delay).

Perishable stores on each menu preceeded by asterisk are to be procured en route. All other subsistence, perishable and non-perishable should be loaded at station of origin of movement. The following are the supplies to be picked up en route:

For Menu No. 2:
 *Milk, fresh qts. 25

For Menu No. 3:
 *Bread, fresh lbs. 33
 *Milk, fresh qts. 25

For Menu No. 4:
 *Bread, fresh lbs. 42
 *Milk, fresh qts. 25
 *Loins, Pork lbs. 50
 *Wieners lbs. 30

For Menu No. 5: (To be procured only in the event of delay)
 *Bread, fresh lbs. 40
 *Milk, fresh qts. 25

While these menus are each made for one full day, starting with the breakfast meal, departure time of trains from starting point will determine the sequence in which these meals should be used. For example, on a one day trip, if train departed at 1900 or later, menu No. 1 could be used in its regular form, starting with breakfast the following morning; if train departed at 0900, the first meal would be Dinner on Menu No. 1, the second meal, Supper on No. 1 and the third meal, Breakfast on No. 1; if train departed at 1500, Supper on No. 1 would be the first meal, Breakfast on No. 1, the second meal and Dinner on No. 1 the third meal. If trip is for more than one day, meals on subsequent menus would be used in the same cycle as on No. 1. Each menu is intended for 24 hours of travel, regardless of the time of departure. When trains arrive at destination after 1630, arrangements should be made to feed the evening meal to evacuees before they detrain.

FRESH MILK: Fresh milk is not intended for general issue. It should only be served to children and aged evacuees. It may be given to other persons only upon recommendation of the Train Surgeon.

COFFEE: A small amount of coffee is listed for use at the evening meals. This is intended for passengers other than evacuees.

FRESH FRUIT: The quantity of fresh fruit supplied is more than may be expected to be eaten at meals. Servings of surplus fruit should be made between meals.

RECAPITULATION SHEETS: The following recapitulation sheets show the entire list of stores to be loaded at station of departure for trips for any number of days. They have been prepared to assist Train Commanders and Mess Officers in checking stores received at starting point. Since these lists are based on servings to 100 persons, it will be necessary to use the actual strength of the train as a decimal multiplier to arrive at the total amounts required. For example, if 50 lbs. of Sugar are prescribed and the strength of the train for rations is 486, the total amount of Sugar will be 50×4.86 , or 243 lbs.. A blank space has been left after each item for this extension.

RECAPITULATION SHEET OF STORES TO BE LOADED AT STARTING
POINT FOR ONE DAY TRIP FOR EACH 100 MEN SERVED.
 (Menus No. 1 and 5)

Perishable:

Apples, fresh	ea	212	_____
Beef, boneless, R&S	lbs	50	_____
Bread, fresh	lbs	36	_____
Butter	lbs	14 $\frac{1}{2}$	_____
Cabbage	lbs	12	_____
Cookies, asst'd.	lbs	16	_____
Carrots, fresh	lbs	12	_____
Cheese, Am Ched	lbs	3	_____
Eggs	doz	29 $\frac{1}{2}$	_____
Lard	lbs	2	_____
Milk, fresh	qts	25	_____
Oranges	ea.	212	_____
Onions, dry	lbs	7	_____
Peppers, green	lbs	3	_____
Potatoes	lbs	90	_____
Swiss Chard	lbs	12	_____
Tomatoes, fresh	lbs	15	_____

Non-perishable:

Apricots, #10	can	3	_____
Beans, string, #10	can	3	_____
Cereal, dry, asstd.			_____
Bowl Pack	ea	160	_____
Coffee, R&G	lbs	8	_____
Cornstarch	lb	1	_____
Cocoanut	lbs	4	_____
Flour, issue	lbs	4	_____
Jam, 2 lb jars	ea	8	_____
Macaroni, 1 lb. pkg	ea	8	_____
Milk, ev., 14 $\frac{1}{2}$ oz	can	39	_____
Peanut Butter, #10	can	2	_____
Peas, #10	can	3	_____
Raisins, 15 oz.	pkg	4	_____
Rice	lbs	12	_____
Salmon, #1, tall	can	24	_____
Salad Oil	qt	1	_____
Sugar, gran.	lbs	34	_____
Tea, issue, black	lbs	4	_____
Tomatoes, #10	can	5	_____
Vinegar	qt	1 $\frac{1}{2}$	_____
Pudding Powder,			_____
Butterscotch	lbs	5	_____
Pudding Powder,			_____
Chocolate	lbs	5	_____
Cloves, ground 4 oz	can	1	_____
Cinnamon, 4 oz	can	1	_____
Extract, Vanilla			_____
8 oz btl	btl	1	_____
Extract, Lemon			_____
8 oz btl	btl	1	_____
Mustard, prepared			_____
8 oz btl	btl	6	_____
Nutmeg, 4 oz	can	1	_____
Pepper, black			_____
4 oz can	can	4	_____
Paprika, 2 oz	can	2	_____
Salt, issue	lbs	8	_____
Sauce, Worchester-			_____
shire, 6 oz btl	btl	3	_____
Plates, paper Sect.	ea	660	_____
Cups, paper (hot)	ea	660	_____

RECAPITULATION SHEET OF STORES TO BE LOADED AT STARTING
POINT FOR TWO DAY TRIP FOR EACH 100 MEN SERVED
 (Menus No. 1, 2, and 5)

Perishable:

Apples, fresh	ea	358
Beef, boneless R&S	lbs	70
Bread, fresh	lbs	74
Bacon	lbs	8
Butter	lbs	22 $\frac{1}{2}$
Cabbage	lbs	12
Cauliflower	lbs	18
Cookies, asst'd.	lbs	16
Celery, stalk	ea	8
Carrots, fresh	lbs	16
Cheese, Am Ched	lbs	3
Eggs	doz	44 $\frac{1}{2}$
Lard	lbs	3
Lettuce, head	doz	1
Mayonnaise	qts	2
Milk, fresh	qts	25
Onions, dry	lbs	11
Oranges	ea	212
Peppers, green	lbs	3
Potatoes	lbs	125
Swiss Chard	lbs	12
Squash, fresh	lbs	20
Tomatoes, fresh	lbs	30

Non-perishable:

Apricots, #10	can	3
Beans, string #10	can	3
Beans, dry white iss.	lbs	14
Catsup, Tomato #10	can	1
Coffee, R&G	lbs	12
Cocoanut	lbs	4
Cornstarch	lbs	1
Cereal, dry, asstd.		
bowl pack	ea	240
Flour, issue	lbs	4
Jam (2 lb. jars)	ea	12
Macaroni, 1 lb. pkg.	ea	8
Milk, ev., 14 $\frac{1}{2}$ oz.	can	53
Mustard, prep., 8 oz	ea	1
Peas, #10	cans	4
Peaches, #10	cans	3
Raisins, 15 oz	pkg	6
Rice	lbs	16
Peanut Butter #10	cans	2
Salmon, #1 tall	can	24
Salad oil	qt	1
Sugar, gran.	lbs	50
Sugar, brown	lb	1
Tea, issue, black	lbs	6
Tomatoes, #10	can	5
Vinegar	qts	1 $\frac{1}{2}$
Pudding powder		
Butterscotch	lbs	5
Pudding powder		
Chocolate	lbs	5
Cloves, ground 4 oz	can	1
Cinnamon, 4 oz can	can	1
Extract, Vanilla		
8 oz btl	btl	1
Extract, Lemon		
8 oz btl	btl	1
Mustard, prepared		
8 oz btl	btl	6
Nutmeg, 4 oz can	can	1
Pepper, black		
4 oz can	can	4
Paprika, 2 oz can	can	2
Salt, issue	lbs	8
Sauce, Worcestershire		
6 oz btl	btl	3
Plates, paper Sect.	ea	990
Cups, paper (hot)	ea	990

RECAPITULATION SHEET OF STORES TO BE LOADED AT STARTING
POINT FOR THREE DAY TRIP FOR EACH 100 MEN SERVED
(Menus No. 1, 2, 3 and 5)

Perishable:

Non-perishable:

Apples, fresh	ea	358
Beef, boneless R&S	lbs	70
Bread, fresh	lbs	74
Bacon	lbs	8
Butter	lbs	29½
Cabbage	lbs	22
Cauliflower	lbs	18
Cookies, asst'd	lbs	16
Celery, stalk	ea	11
Carrots, fresh	lbs	16
Cheese, AM Ched	lbs	13
Eggs	doz	59
Lard	lbs	5
Lettuse, head	doz	1
Mayonnaise	qts	3
Milk, gtrdh	qts	25
Ham, sugar cured	lbs	60
Onions, dry	lbs	14
Oranges	ea	318
Peppers, green	lbs	3
Potatoes	lbs	165
Sausage, bologna	lbs	8
Sausage, liver	lbs	8
Salami	lbs	6
Swiss Chard	lbs	12
Squash, fresh	lbs	20
Tomatoes, fresh	lbs	30

Apricots, #10	can	3
Beans, string #10	can	3
Beans, dry white iss.	lbs	14
Catsup, tomato #10	can	1
Beets #10	can	2
Coffee, R&G	lbs	18
Cornstarch, carton lb	ea	1½
Corn #10	can	3
Cereal, dry, asst'd		
bowl pack	ea	320
Flour, issue	lbs	4
Jam (2 lb. jar)	ea	16
Macaroni 1 lb. pkg.	ea	8
Milk, ev., 14½ oz.	can	66
Peanut butter #10	can	4
Peas, #10	can	4
Peaches, #10	can	3
Pears, #10	can	3
Pineapple, #10 cru.	can	2
Pimentoes (small)	can	2
Prunes, ev.	lbs	6
Raisins (15 oz)	pkg	10
Rice	lbs	22
Salmon #1 tall	can	24
Salad Oil	qts	1
Sugar, granulated	lbs	65
Sugar, brown	lb	1
Tea, black, issue	lbs	8
Tomatoes, #10	can	5
Vinegar	qts	2½
Pudding powder		
Butterscotch	lbs	5
Pudding powder		
Chocolate	lbs	5
Cloves, ground 4 ox	can	1
Cinnamon, 4 oz can	can	1
Extract, Vanilla		
8 oz btl	btl	1
Extract, Lemon		
8 oz btl	btl	1
Mustard, prepared		
8 oz btl	btl	7
Nutmeg, 4 oz can	can	1
Pepper, black		
4 oz can	can	4
Paprika, 2 oz can	can	2
Salt, issue	lbs	8
Sauce, Worchester-		
shire, 6 oz btl	btl	3
Plates, paper, sect	ea	1320
Cups, paper (hot)	ea	1320
Cocoanut	lb	4

RECAPITULATION SHEET OF STORES TO BE LOADED AT STARTING
POINT FOR FOUR DAY TRIP FOR EACH 100 MEN SERVED
 (Menus No. 1, 2, 3, 4 and 5)

Perishable:		Non-perishable:	
Apples, fresh	ea 358	Apricots, #10	can 3
Beef, boneless, R&S	lbs 70	Beans, string, #10	can 3
Bread	lbs 74	Beans, dry white iss.	lbs 14
Bacon	lbs 8	Catsup, tomato #10	can 1
Butter	lbs 37	Beets, #10	can 2
Cabbage	lbs 22	Coffee, R&G	lbs 22
Cauliflower	lbs 18	Cornstarch, carton	lbs 1½
Cookies asst'd.	lbs 24	Corn, #10	can 3
Celery, stalk	ea 23	Cereal, dry asst'd.	
		bowl pack	ea 400
Carrots, fresh	lbs 16		
Cheese, Am Ched	lbs 13	Flour, issue	lbs 4
Eggs	doz 74	Jam, 2 lb jars	ea 20
Grapes, fresh	lbs 30	Macaroni, 1 lb pkg	ea 8
Ham, sugar cured	lbs 80	Milk, ev., 14½ oz	can 78
Lard	lbs 6	Peas, #10	can 7
Lettuce, head	doz 2	Peaches, #10	can 3
Lemons, fresh	ea 100	Pears, #10	can 3
Mayonnaise	qts 4	Peanut Butter, #10	can 6
Milk, fresh	qts 25	Pineapple, #10 cru	can 2
Onions, dry	lbs 14	Pimentos, (small)	can 2
Oranges	ea 318	Prunes, ev.	lbs 6
Peppers, green	lbs 3	Pickles, sweet mix	gal 1
Potatoes	lbs 230	Raisins, 15 oz	pkg 10
Sausage, bologna	lbs 8	Rice	lbs 22
Sausage, liver	lbs 8	Salmon, #1 tall	can 24
Salami	lbs 6	Salad Oil	qt 1
Swiss Chard	lbs 12	Sugar, granulated	lbs 81
Squash, fresh	lbs 20	Sugar, brown	lbs 1
Tomatoes, fresh	lbs 45	Sauerkraut, #10	can 3
		Tomato Juice, #10	can 4
		Tomatoes, #10	can 5
		Tea, black, issue	lbs 9
		Vinegar	qts 2½
		Fruit Cocktail #10	can 3
		Pudding Powder,	
		Butterscotch	lbs 5
		Pudding Powder,	
		Chocolate	lbs 5
		Cloves, ground 4 oz	can 1
		Cinnamon 4 oz can	can 1
		Extract, Vanilla	
		8 oz btl	btl 1
		Extract Lemon	
		8 oz btl	btl 1
		Mustard, prepared	
		8 oz btl	btl 7
		Nutmeg, 4 oz can	can 1
		Pepper, black, 4 oz can	can 4
		Paprika, 2 oz can	can 2
		Salt, issue	lbs 8
		Sauce, Worchester-	
		shire, 6 oz btl	btl 3
		Plates, paper, sect	ea 1650
		Cups, paper (hot)	ea 1650
		Cocoanut	lbs 4

Train No _____ Trip No _____ Main No _____

Memorandum To: Mr. _____
Passenger Agent

The following supplies will be needed _____ RR

At _____, on _____, At _____
(Station stop) (Date) (Time of arrival) PM
AM

Gasoline	_____	_____	_____
	(Gals)		
Ice	_____	_____	_____
	(lbs)		
_____	_____	_____	_____
_____	_____	_____	_____

FOR THE TRAIN COMMANDER:

Mess and Supply Officer

Train No _____ Trip No _____ Main No _____

Memorandum To: Mr. _____
Passenger Agent

The following supplies will be needed _____ RR

At _____, on _____, At _____
(Station stop) (Date) (Time of arrival) PM
AM

Gasoline	_____	_____	_____
	(Gals)		
Ice	_____	_____	_____
	(lbs)		
_____	_____	_____	_____
_____	_____	_____	_____

FOR THE TRAIN COMMANDER:

Mess and Supply Officer

LIST OF NON-EXPENDABLE PROPERTY

	<u>PER CAR</u>	<u>PER TRAIN</u>
Field Range Units M 1937	4	8
Field Range Utensil Kit	1	2
Field Range Repair Kit	1	2
Extra Fire Units	2	4
Cans, Gasoline Safety Type	6	12
Extra Pump	1	2
Extra Flame Valves	2	4
Piece Sheet Metal (for under range) 30" x 8'8"	1	2
Boilers AFR #1 (1 each #48,49,50,51,53,54)	6	12
Knives, Bread 10"	2	4
Forks, 2 prongs	6	12
Spoons, Basting, large	6	12
Dipper, AFR #1, #56	7	14
" " #55	3	6
Lanterns	2	4
Buckets, GI 14 Qt (2 for sand)		24
Extinguishers, Fire 2½ gal foam type	2	4
GI Cans, 33 gallons	10	20
" " 24 gallons	4	16
" " 17 gallons	4	8
Pan, Dish 21 Qt.	6	12
Can Opener, Mechanical	1	2
Shovel, D. Handle	1	2
Grater, Vegetable, Large	1	2
Collander, 16 Qt.	1	2
Sets- Knives - Forks - Spoons	300	600
Tablespoons	36	72
Platters - 16 inch	12	24
Vegetable Dishes	12	24
Water Pitchers - gallon	24	48
Gravy Boats	12	24
Shakers, Salt	15	30
Shakers, Pepper	15	30
Pitchers, Cream	15	30
Whips, Wire 16"	1	2
Turners, Cake 21"	1	2
Cans, Water 5 gallon (2 per coach)		16
Metal Towel Containers (2 per coach)		16
Safe, Strong Box		1

EXPENDABLE PROPERTY

SECTION I

To be loaded on each train at make-up point.

	<u>PER KITCHEN</u>	<u>PER COACH</u>
Brushes, scrubbing	6	2
Brooms, corn	2	2
Mops	2	2
Handles, mop	2	2

SECTION II

Requirements for each trip.

	: For 2 Days		: For 3 Days		: For 4 Days		: For 5 Days	
	: Per	:						
	:Kit-	: Per						
	:chen	: Coach						
Soap, bars, issue	: 10	: 4	: 15	: 6	: 20	: 8	: 25	: 10
Lye, cans	: 2		: 3		: 3		: 4	
Soap, bars, grit	: 6	: 4	: 9	: 6	: 12	: 8	: 15	: 10
Rags, clean., lbs.	: 25		: 35		: 50		: 60	
Matches, carton	: 1		: 1		: 1		: 1	
Sacks, sugar(inner lining for coffee)	: 3		: 3		: 3		: 4	
Papers Cups, cold (for water)		: 1200		: 1800		: 2400		: 3000
Paper Towels		: 1000		: 1500		: 2000		: 2500
Tissues, Toilet		: 4 rolls : ea. 500		: 6 rolls : ea. 500		: 8 rolls : ea. 500		: 10 rolls : ea. 500
Soap, bars, toilet		: 12		: 18		: 24		: 30

TRAIN NO. _____ TRIP NO. _____ MAIN NO. _____
(Detachment)

(date)

MESSING SCHEDULE

BREAKFAST:

0700 , All Officers, Military Personnel and Civilians in Dining Car No. 1
Time
0700 , _____ Evacuees from Coach(es) No. _____ in Dining Car No. 2
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number

DINNER:

1130 , All Officers, Military Personnel and Civilians in Dining Car No. 1
Time
1130 , _____ Evacuees from Coach(es) No. _____ in Dining Car No. 2
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number

SUPPER:

1645 , All Officers, Military Personnel and Civilians in Dining Car No. 1
Time
1645 , _____ Evacuees from Coach(es) No. _____ in Dining Car No. 2
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number
_____, _____ Evacuees from Coach(es) No. _____ in Dining Car No. ____
Time Number

CAR CAPTAINS ARE RESPONSIBLE FOR THE ARRIVAL OF PASSENGERS FROM THEIR COACHES
AT THE DINING CAR AT THE PROPER TIME.

For the TRAIN COMMANDER:

Mess and Supply Officer.

TRAIN NO _____ TRIP NO _____ MAIN NO _____

Memorandum to: Mr. _____
War Relocation Authority Representative

1. It is requested that the following evacuee personnel be furnished on _____
(date) for duty as outlined below:

For Kitchen Car No. 1,	Kitchen Police	6
For Kitchen Car No. 2,	Kitchen Police	6
For Dining Car No. 1,	Mess Attendants	6
For Dining Car No. 2,	Mess Attendants	6

2. If Practicable, it is desired that two especially selected volunteers, preferably with previous messing experience, be appointed, in addition to the dining car details listed above, to serve as dining car supervisors.

3. Request that a list of the personnel detailed be furnished, using the space below.

For the TRAIN COMMANDER:

Mess and Supply Officer.

DETAIL

Kitchen Police

Mess Attendants

<u>Kitchen Car No 1</u>	<u>Kitchen Car No 2</u>	<u>Dining Car No 1</u>	<u>Dining Car No 2</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Supervisors: _____ Dining Car No. 1 _____ Dining Car No. 2

(Initial) _____
War Relocation Authority Representative

Train No. _____ Trip No. _____ Main No. _____ Date _____

TO: _____

(Rank)

For meals served from _____ 1943, to _____ 1943

_____ meals @ 25¢.....\$ _____

I certify that I have this date (received from) (paid to) _____
_____ the amount shown above, which is correct.

Train No. _____ Trip No. _____ Main No. _____ Date _____

TO: _____

(Rank)

For meals served from _____ 1943, to _____ 1943

_____ meals @ 25¢.....\$ _____

I certify that I have this date (received from) (paid to) _____
_____ the amount shown above, which is correct.

EMERGENCY SUPPLY POINTS FOR TRAINS

1. Due to the increasing shortage of certain subsistence stores, especially the food rationed items, as well as the necessity of issuing ration checks, considerable difficulty is being experienced in supplying troop trains en route. The furnishing of supplies required by train commanders in emergencies is causing undue hardships to railroads and to the civilian population, since purchases made by troop train commanders frequently deplete the entire stock of some of the principal food items in small communities.

2. Calling on the railroads to obtain supplies indicates that AGO Memorandum No. W30-7-42 dated 21 October 1942, which directs that troop trains will be stocked with food (so far as practicable) prior to departure, is not being observed. It is therefore desired that procurement of subsistence and supplies from railroads or other private agencies be avoided.

3. In order to alleviate this condition, certain stations in the nine Service Commands comprising the Continental United States and the Military District of Washington, as hereinafter indicated, have been designated as emergency supply points for troop train movements.

4. The procedure outlined below will be followed:

a. Prior to the departure of a movement, train commanders will be furnished a list of emergency supply stations along the route of travel between the station or origin and the station of destination, also all available data relating thereto. See paragraphs 4i and 5 for instructions pertaining to the procurement of emergency supplies en route and payment therefor.

b. The train commanders will be required to stock completely the kitchen car or baggage car with all subsistence supplies, paper plates, cups, gasoline, etc., required for the schedule of the train, plus one additional days supply, to be used in the event of delays en route.

c. In the event that supplies of food, paper cups, paper plates, ice, or gasoline are required in an emergency while en route, the train commander will communicate with the appropriate official at the supply point by wire message as far in advance as practicable to insure supplies being delivered.

d. All requests for emergency supplies will be directed to the appropriate official of the supply point. The railroad will not be called upon to furnish supplies, other than ice. Candy, ice cream, soft drinks, beer, or newspapers are not considered essential.

e. The use of the designated emergency supply points is mandatory whenever practicable. Due to the difficulties of procurement, commanders of troop trains will purchase no fresh fluid milk en route other than that which has been pasteurized.

f. The wire message sent by the train commander will state the quantity and type of supplies required, time of arrival of train at supply point, main number, and name of railroad on which train will arrive.

g. When gasoline is requested, suitable containers into which gasoline may be transferred must be available on the train. Supply points will not furnish containers.

h. Officers in charge of supply points will take appropriate action to insure that the supplies, together with sales slips for the subsistence items, are presented to troop train commanders for signature at the appropriate time and place, irrespective of the hour.

i. Payment for subsistence supplies will be made in cash by the troop train commander.

5. SUPPLY POINTS. The following named posts are designated as emergency supply points in the Continental United States, and are listed in numerical sequence by Service Command, and alphabetically by states within the respective Service Commands.

SEVENTH SERVICE COMMAND

<u>Railroad Station</u>	<u>Supply Point</u>	<u>Officer to whom telegrams are to be sent</u>	<u>Hours Station may be contacted</u>
<u>COLORADO</u>			
Colorado Springs	Camp Carson	Commanding Officer	24
Denver	Lowry Air Field	Commanding Officer	24
La Junta	Army Air Field	Commanding Officer	24
Pando	Camp Hale	Commanding Officer	24
<u>IOWA</u>			
Des Moines	Ft. Des Moines	Commanding Officer	24
<u>KANSAS</u>			
Dodge City	Army Air Field	Commanding Officer	24
Ft. Riley	Ft. Riley	Commanding Officer	24
Salina	Camp Phillips	Commanding Officer	24
<u>MINNESOTA</u>			
Minneapolis	Ft. Snelling	Commanding Officer	24

<u>Railroad Station</u>	<u>Supply Point</u>	<u>Officer to whom telegrams are to be sent</u>	<u>Hours Station may be contacted</u>
<u>MISSOURI</u>			
Kansas City	K.C. QM Depot (24 hr. notice re- quired on perishables)	Commanding Officer	24
Neosho	Camp Crowder	Commanding Officer	24
St. Louis	Jefferson Barracks	Commanding Officer	24
<u>NEBRASKA</u>			
Alliance	Army Air Base	Commanding Officer	24
Crawford	Ft. Robinson	Commanding Officer	24
Omaha	Ft. Crook	Commanding Officer	24
<u>WYOMING</u>			
Casper	Army Air Base	Commanding Officer	24
Cheyenne	Ft. F.E. Warren	Commanding Officer	24

EIGHTH SERVICE COMMAND

<u>Railroad Station</u>	<u>Supply Point</u>	<u>Officer to whom telegrams are to be sent</u>	<u>Hours Local Telegraph Office Open</u>
<u>ARKANSAS</u>			
Ft. Smith, Ark.	Camp Chaffee	Commanding Officer (Attn: Sales Officer)	24
Little Rock	Camp Joseph T. Robinson	Sales Officer	24
Pine Bluff	Pine Bluff Arsenal	Quartermaster	0700 to 2300
<u>LOUISIANA</u>			
Alexandria	Camp Livingston	Adjutant, HQ., & Station Complement	24
Baton Rouge	Harding Field	Quartermaster	24

<u>Railroad Station</u>	<u>Supply Point</u>	<u>Officer to whom telegrams are to be sent</u>	<u>Hours Local Telegraph Office Open</u>
New Orleans	Air Depot Training Station New Orleans AAB	Quartermaster	24
Shreveport	Barksdale Field	Quartermaster	24
<u>NEW MEXICO</u>			
Albuquerque	Kirtland Field (Telegrams to be sent to the above station should be sent so as to arrive prior to 1700 . . . if possible)	Quartermaster	24
Clovis	Clovis QM Supply Base	Sales Officer	24
<u>OKLAHOMA</u>			
El Reno	Reno QM Depot Ft. Reno, Okla.	Commanding Officer	Weekdays: Closes 1745 Open Sunday: 0900 to 1000 1700 to 1800
McAlester	McAlester Intern-ment Camp	Commanding Officer (Attn: Sales Officer)	<u>Western Union</u> Weekdays: 0720 to 2300 Sundays, Holidays: 0800 to 2000 <u>Postal</u> Weekdays: 0700 to 2100 Sundays, Holidays: 0830 to 1030 1630 to 1730
Muskogee	Camp Gruber	Supply and Serv. Br. Attn: QM Sect.	24
Oklahoma City	Will Rogers Field	Commanding Officer Attn: Sales Officer	24
<u>TEXAS</u>			
Ararillo, Tex.	Amarillo AAF	Sales Officer	24
Big Spring	Big Spring AAF Bomb School	Quartermaster	24

<u>Railroad Station</u>	<u>Supply Point</u>	<u>Officer to whom telegrams are to be sent</u>	<u>Hours Local Telegraph Office Open</u>
Brownwood	Camp Bowie	Commanding Officer	24
Dalhart	Dalhart AAB	Quartermaster	24
El Paso	Ft. Bliss	Sales Officer	24
Ft. Worth	Ft. Worth QMD	QM Supply Officer	24
Houston	Ellington Field	Commanding Officer, Attn: Quartermaster)	24
Paris	Camp Maxey	Chief QM Section QM Office	24
San Antonio	Ft. Sam Houston	Sales Officer, c/o Chief, QM Sect.	24
Wichita Falls	Sheppard Field	Quartermaster	24

NINTH SERVICE COMMAND

<u>Railroad Station</u>	<u>Supply Point</u>	<u>Officer to whom telegrams are to be sent</u>	<u>Advance notice required from Train Commander</u>	<u>Hrs. of Available Contact with Telegraph office</u>
<u>ARIZONA</u>				
Phoenix	SCU 1921 Phoenix	Subsistence Officer	1 hr.	SP Union Depot, WU, Postal Tel. 24 hr. service, Train Commanders on west-bound train may use SP tel at Tucson (3½ hrs from Phoenix. East-bound trains may use SP tel at Yuma, (4 hrs from Phoenix). Telegrams should advise section and train number.
Tucson	Davis-Monthan Fld.	CO Attn: QM	3 hrs.	WU or Postal Tel. 24 hr. service.

CALIFORNIA

Fresno	BTC No. 8 Fresno	Post QM	6 hrs.	WU, 24 hr.
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<u>Railroad Station</u>	<u>Supply Point</u>	<u>Officer to whom telegrams are to be sent</u>	<u>Advance notice required from Train Commander</u>	<u>Hrs. of Available Contact with Telegraph office</u>
San Bernardino Colton, River- side or Camp Haan	Camp Haan	Post QM	48 hrs.	WU, 24 hr.
San Francisco	Presidio of San Francisco	Dir. Sup & Serv. Div.	6 hrs.	WU, 24 hr.
<u>IDAHO</u>				
Boise	Gowen Field	Commissary Sales Officer	10-20 hrs.	WU or Postal tel. 24 hr.
<u>MONTANA</u>				
Great Falls	AAB, Great Falls	Sales Officer	48 hrs.	WU or Postal tel. 24 hr.
Helena	Ft. Wm. H. Harrison	QM	12 hrs.	WU, 0800 to 2400
<u>NEVADA</u>				
Reno	AAB, Reno	Sales Officer	18 to 24 hrs.	WU or Postal Tel. 24 hr.
<u>OREGON</u>				
Medford	Camp White	Sales Officer	3 hrs.	WU, 24 hr.
Portland	Vancouver Bks., Wash.	CO, Attn: Sales Officer	4 hrs.	WU, or Postal Tel. 24 hr.
<u>UTAH</u>				
Ogden	AAB, Hill Fld.	Sales Officer	8 hrs.	WU, 24 hr. Postal Telegraph 0700 to 2330
Salt Lake City	Ft. Douglas, Utah	Sales Officer	12 hrs.	WU, 24 hr.
<u>WASHINGTON</u>				
Spokane	AAB, Geiger Field	CO	3 hrs.	WU, or Postal Tel. 24 hr.

HEADQUARTERS NINTH SERVICE COMMAND
OFFICE OF THE COMMANDING GENERAL
FORT DOUGLAS, UTAH

COMPOSITION OF EVACUEE TRAINS: -

BAGGAGE CAR	BAGGAGE CAR	R.R. DINER	16 SECTION TOURIST SLEEPER	COACH	COACH	COACH	COACH	BAGGAGE DINER	KITCHEN BAGGAGE	KITCHEN BAGGAGE	BAGGAGE DINER	COACH	COACH	COACH	COACH	16 SECTION TOURIST SLEEPER	10 SECTION, 1 DRAWING ROOM, 2 COMPARTMENT TOURIST SLEEPER
-------------	-------------	------------	-------------------------------	-------	-------	-------	-------	---------------	-----------------	-----------------	---------------	-------	-------	-------	-------	-------------------------------	--

Consist: 2 Baggage Cars
2 Baggage Cars (Converted to Diners)
2 Kitchen Baggage
1 Railroad Diner
8 Coaches
2 16 Section, Tourist Sleepers
1 10 Section, 1 Drawing Room, 2 Compartment Tourist Sleeper

Total 18 Cars

This must be obtained through the channel specified in paragraph 4 above.

9. Evacuees will not ride in the vestibules or on platforms of the cars.

10. Window shades on all cars will be down between sunset and sunrise.

11. Fruit rinds, papers and trash will not be thrown on car floors or from car windows.

12. Toilets will not be used when car is not in motion except when special arrangements have been made.

13. Drinking water will be conserved at all times.

14. Evacuees will not extend head or limbs from car windows when train is in motion.

15. Evacuees will not have in their possession, or consume, intoxicating liquors, including beer. Any such beverages found will be confiscated and destroyed.

16. Seats assigned by Car Monitors at the beginning of the journey will not be exchanged.

17. Quiet will be observed after 9:00 P.M.

18. Any violation of the above regulations will be reported immediately by the Coach Captain to the Military Police sentry on duty on the car.

19. No evacuee will bring any food aboard the train. If spoilage occurs, sickness will result.

20. Evacuees are not permitted to detrain at station stops. Exercise points have been provided in the train schedule at which all evacuees so desiring may detrain.